

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 6/13/2018
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

B. Roll Call

C. Reports and Announcements

Under “Reports and Announcements,” staff and Commission members may communicate general information of interest regarding matters within the jurisdiction of the Commission. No Commission discussion or action can occur on any of the presented items.

D. Public Comment

Under “Public Comment,” the public may address the Commission on any subject not listed on the agenda. Each speaker may address the Commission once under Public Comment for a limit of three minutes. Please clearly state your name and address or political jurisdiction in which you live. The Commission cannot act on items not listed on the agenda and, therefore, the Commission cannot respond to non-agenda issues brought up under Public Comment other than to provide general information.

E. Regular Business

- E1. Approve the Complete Streets Commission special meeting minutes of May 9, 2018 ([Attachment](#))
- E2. Consider recommendation to City Council to approve the implementation of the Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive traffic plan for a six-month trial ([Staff Report #18-005-CSC](#))
- E3. Provide feedback on Active Transportation Network Subcommittee’s project recommendations and request inclusion into the next round of Transportation Master Plan citywide recommendation project list

F. Informational Items

- F1. Update on major project status

G. Committee/Subcommittee Reports

- G1. Update from Active Transportation Network Subcommittee (Behroozi/Kirsch/Nash/Weiner)
- G2. Update from EV Subcommittee (Meyer/Nash/Walser)
- G3. Update from Downtown Access and Parking Subcommittee (Behroozi/Levin/Nash)

- G4. Update from Multimodal Subcommittee (Levin/Walser)
- G5. Update from Placemaking and Outreach Subcommittee (Lee/Meyer)
- G6. Update from Safe Routes to School Program Subcommittee (Lee/Mazzara/Walser/Meyer)
- G7. Update from Transportation Master Plan Subcommittee (Behroozi/Levin/Nash)

H. Adjournment

At every Regular Meeting of the Commission, in addition to the Public Comment period where the public shall have the right to address the Commission on any matters of public interest not listed on the agenda, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during the Commission's consideration of the item.

At every Special Meeting of the Commission, members of the public have the right to directly address the Commission on any item listed on the agenda at a time designated by the Chair, either before or during consideration of the item.

Any writing that is distributed to a majority of the Commission by any person in connection with an agenda item is a public record (subject to any exemption under the Public Records Act) and is available for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

Persons with disabilities, who require auxiliary aids or services in attending or participating in Commission meetings, may call the City Clerk's Office at 650-330-6620.

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Complete Streets Commission



REGULAR MEETING MINUTES - DRAFT

Date: 5/9/2018
Time: 7:00 p.m.
City Council Chambers
701 Laurel St., Menlo Park, CA 94025

A. Call to Order

Chair Walser called the meeting to order at 7:06 p.m.

B. Roll Call

Present: Behroozi, Kirsch, Lee, Levin, Mazzara, Meyer, Nash, Walser, Weiner
Absent: None
Staff: Assistant Public Works Director Nikki Nagaya, Senior Transportation Engineer Kristiann Choy, Associate Transportation Engineer Kevin Chen

C. Reports and Announcements

Staff Chen announced the upcoming Bike to Work Day event and provided a summary of City Council and Planning Commission actions on transportation related items since the April 18, 2018, Complete Streets Commission meeting.

D. Public Comment

There was no public comment received.

E. Regular Business

- E1. Approve the Complete Streets Commission special meeting minutes of April 18, 2018 (Attachment)

ACTION: Motion and second (Kirsch/Behroozi) to approve the Complete Streets Commission special meeting minutes of April 18, 2018. The motion passed (7-0-2; Mazzara and Meyer abstained).

- E2. Elect Chair and Vice Chair

Chair Walser provided remarks and asked for nominations.

ACTION: Lee nominated Behroozi as Chair. Weiner nominated Kirsch as Chair. Kirsch was declared Chair with six votes.

Levin nominated Behroozi as Vice Chair. Behroozi was declared Vice Chair by acclamation.

With consent from new Chair Kirsch, Walser continued to facilitate meeting.

- E3. Receive an update and discuss the Transportation Master Plan and Transportation Impact Fee Program Update (Staff Report #18-004-CSC)

Staff Choy provided a presentation (Attachment).

Walser led a discussion and the Commission indicated a desire to review the draft citywide pedestrian and bicycle network recommendations in a future meeting.

- E4. Evaluate Commission subcommittees

ACTION: By Acclamation, the Commission voted to:

Merge Middle Avenue Pedestrian and Bicycle Rail Crossing Subcommittee (Kirsch/Nash/Weiner) and Oak Grove, University, Crane Bicycle Improvement Project Subcommittee (Kirsch/Walser/Weiner) to create Active Transportation Network Subcommittee (Behroozi/Kirsch/Nash/Weiner)

Create Electric Vehicle (EV) Subcommittee (Meyer/Nash/Walser), Downtown Access and Parking Subcommittee (Levin/Nash), and Placemaking and Outreach Subcommittee (Lee/Meyer)

F. Informational Items

- F1. Update on major project status

Staff Chen provided updates on the Oak Grove, University, Crane Bicycle Improvement Project, Safe Routes to School Program, two ongoing Neighborhood Traffic Management Program projects, and Willow Road/U.S. 101 Interchange Construction. Staff Chen responded to questions on Middle Avenue Pedestrian and Bicycle Rail Crossing Project. Nash commented that Complete Streets Commission recommendation on the Ravenswood Avenue Railroad Crossing Project was not reflected in the May 8, 2018, City Council staff report.

G. Committee/Subcommittee Reports

- G1. Update from Middle Avenue Pedestrian and Bicycle Rail Crossing Subcommittee [Status: on hold pending staff availability]

There was no report from the Middle Avenue Pedestrian and Bicycle Rail Crossing Subcommittee.

- G2. Update from Multimodal Subcommittee

Levin reported scheduling a future meeting with Councilmember Keith and staff to discuss Neighborhood Traffic Management Program related topics.

- G3. Update from Oak Grove, University, Crane Bicycle Improvement Project Subcommittee

Weiner reported communicating to staff a preferred design alternative for the Oak Grove Safe Routes to School and Green Infrastructure Sidewalk Project and confirmed a future Complete Streets Commission meeting to evaluate all conceptual design alternatives.

- G4. Update from Safe Routes to School Program Subcommittee

Lee reported positive feedback from the Hillview Middle School Bike Rodeo.

G5. Update from Transportation Master Plan Subcommittee

Levin reported communicating with staff the need for adequate review time when receiving project materials.

H. Adjournment

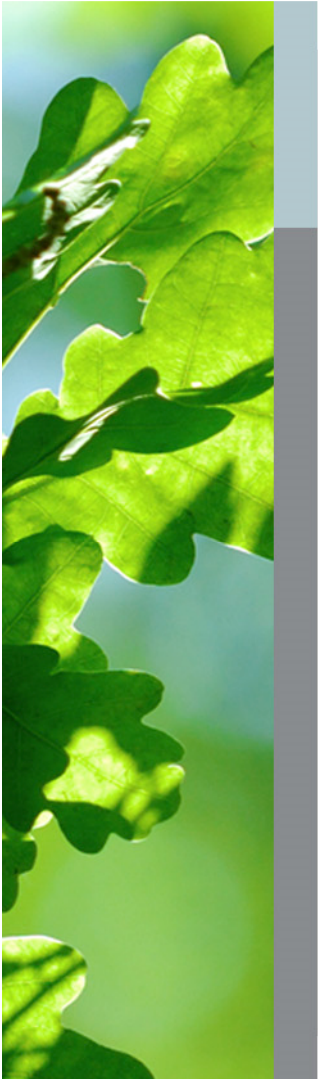
Walser adjourned the meeting at 9:27 p.m.

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TRANSPORTATION MASTER PLAN

May 9, 2018

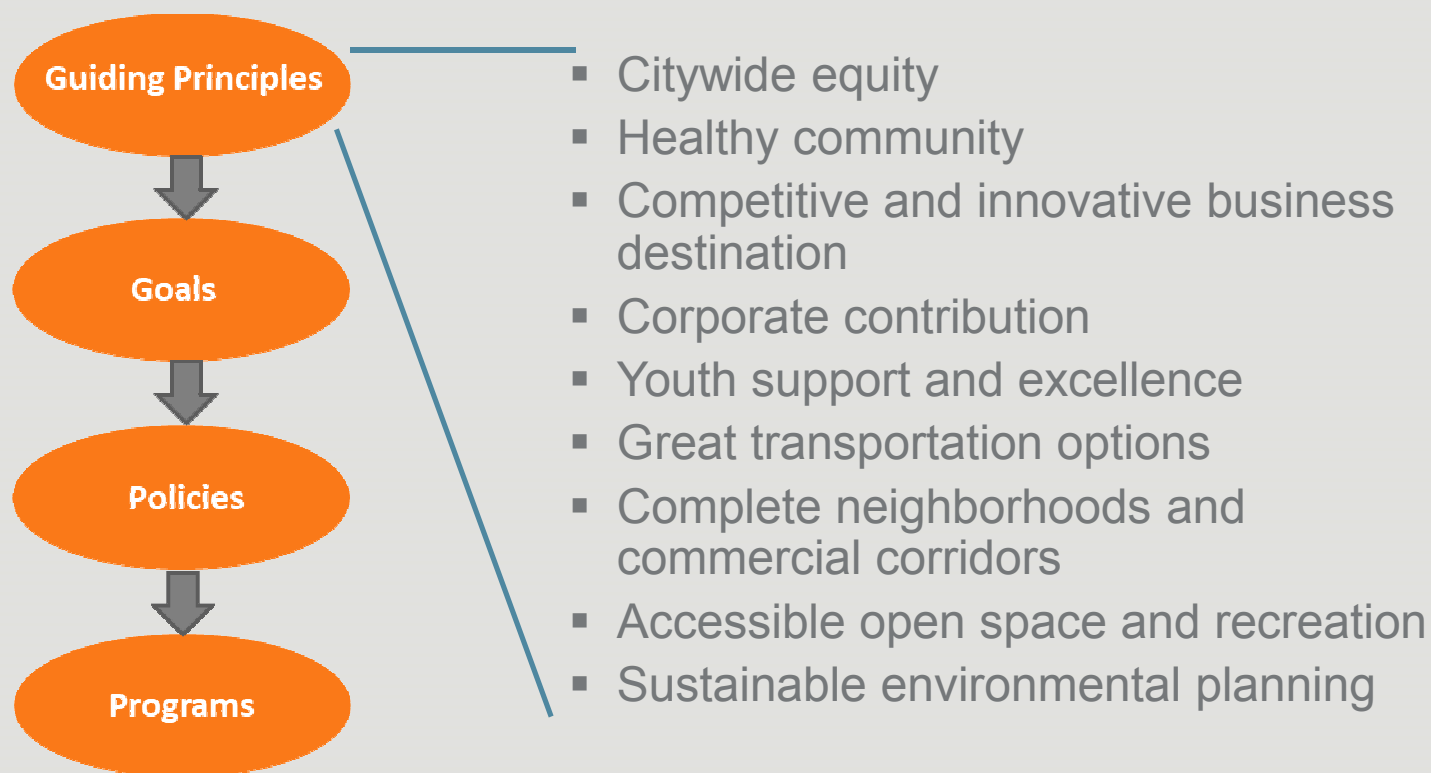


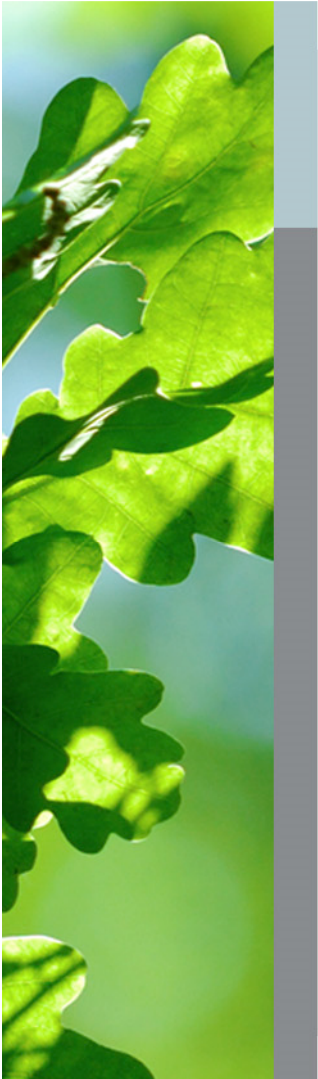
AGENDA

- Why prepare a TMP and Fee program update?
- How did we get here?
- Next Steps



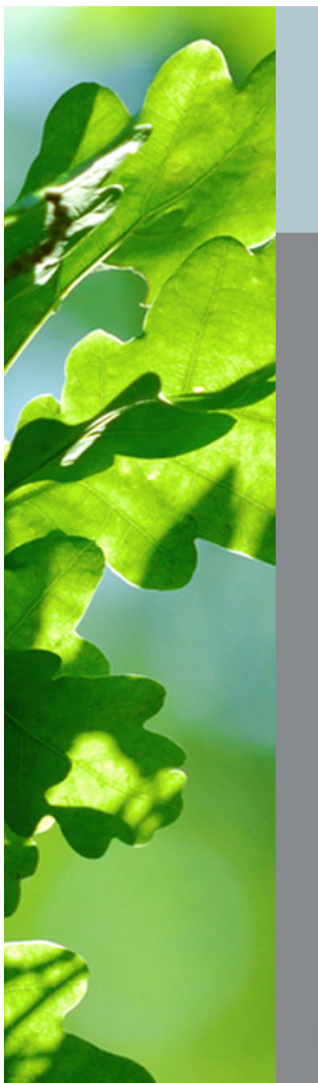
CONNECTMENLO GENERAL PLAN CONTEXT



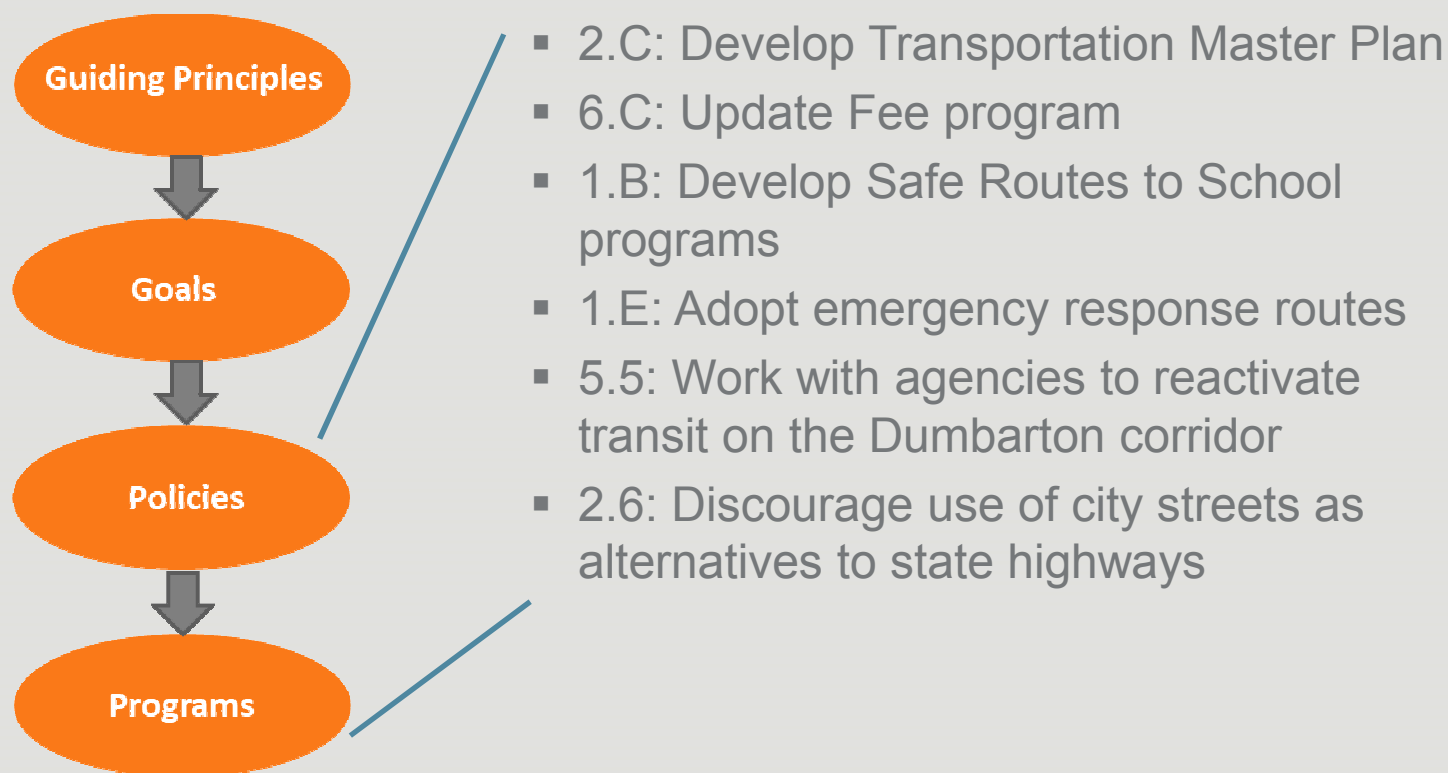


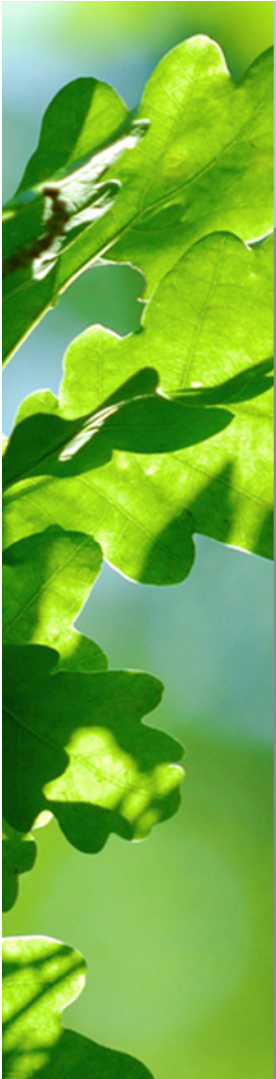
CONNECTMENLO CIRCULATION ELEMENT CONTEXT





CONNECTMENLO CIRCULATION ELEMENT CONTEXT





PURPOSE

Transportation Master Plan

*General Plan
Circulation – 2.C*

- Community engagement on key issues
- Identify projects
- Cost estimates
- Prioritize improvements



Adopt Impact Fee program

*General Plan
Circulation – 6.C*

- Establish connection between new development and new infrastructure
- Update fee program
- Set fee rates by land use



Development pays new fees

- Fees due at building permit stage
- Improvements constructed as funds accumulate



CURRENT FEE PROGRAM EXAMPLE

Cost of improvements

- Identify Improvements
- Determine total cost of needed infrastructure

\$40M

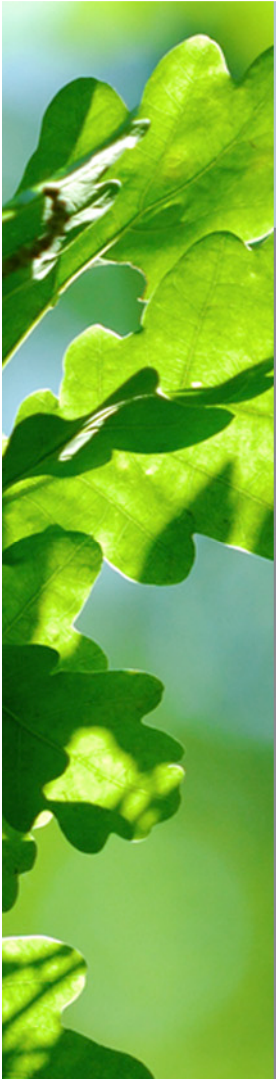
Allocate to new development

- Determine future growth
- Divide into portion that benefits
 - New development **25%**
 - Existing users **75%**

Determine fee by use

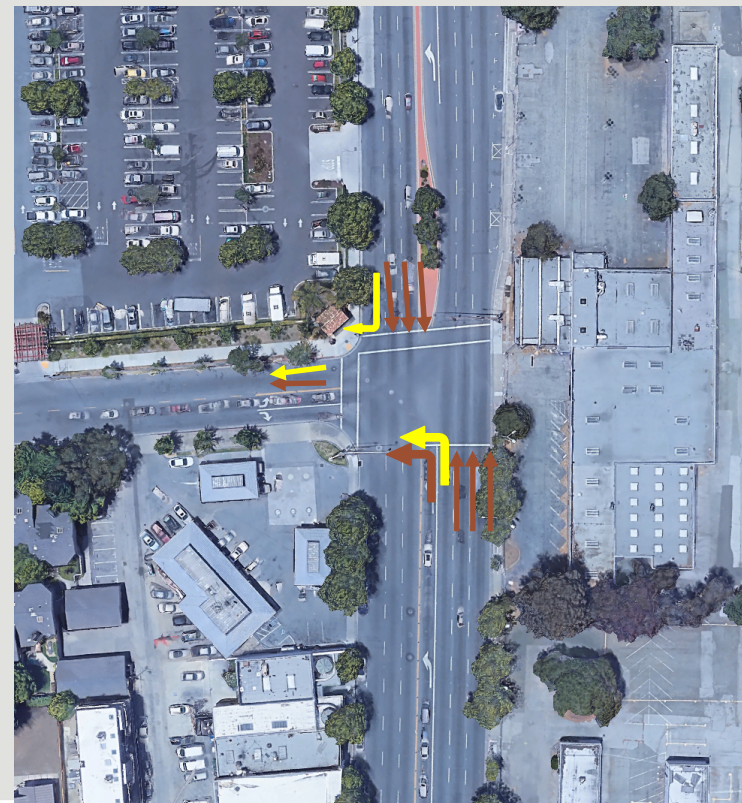
- E.g., by housing unit or square foot of office space
- Can lower or waive fees to incentivize certain uses

\$3250 per home
\$4.80 / sf office



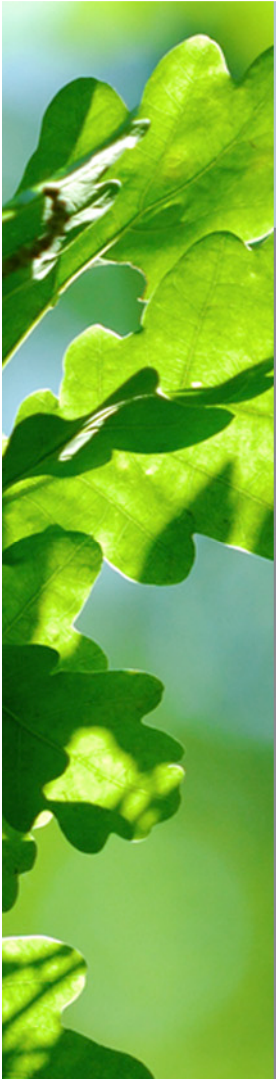
ILLUSTRATIVE EXAMPLE

- El Camino Real/Middle Ave
- 2009 TIF Recommendation as shown
- Consistent with?
 - Middle Plaza (500 ECR)
 - El Camino Real Corridor Study
 - ECR/Downtown Specific Plan
 - ConnectMenlo Circulation Element
 - Middle Pedestrian/Bike Crossing
- Narrow lanes
- Repurpose median
- Narrow sidewalks



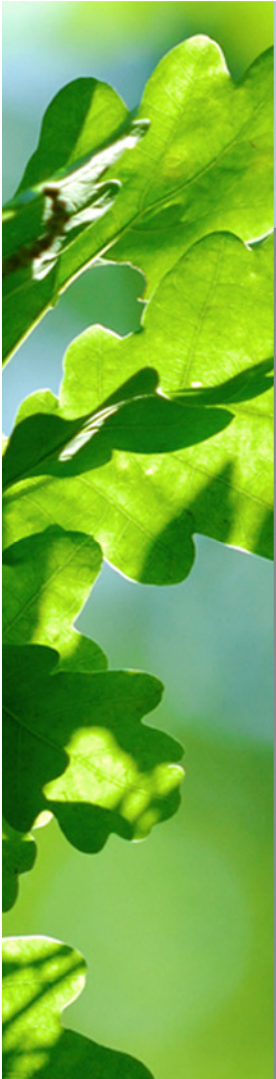


HOW DID WE GET HERE?



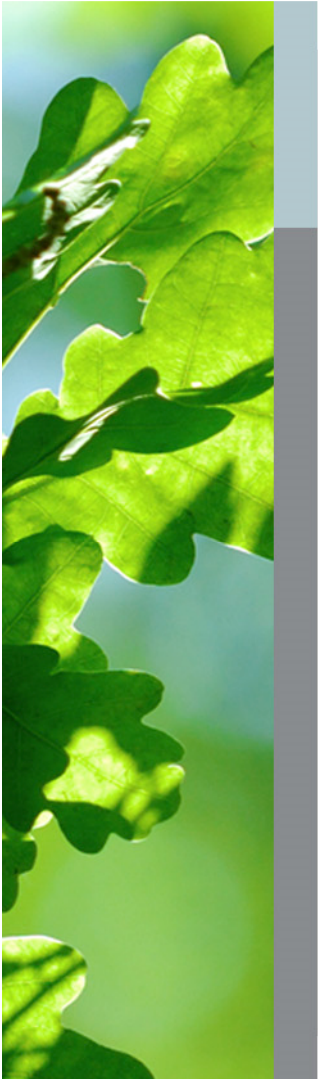
HOW DID WE GET HERE?

Date	Task
November–December 2016	City Council adopts ConnectMenlo Identifies TMP as highest priority Circulation Element program
January 2017	Staff releases RFQ for consultant services
May 2017	City Council awards contract to W-Trans
June 2017	W-Trans project initiation
August 2017	City Council establishes Outreach & Oversight Committee
July–October 2017	1st round community engagement. 1,000 participants.
October 30, 2017	1st Outreach & Oversight Committee meeting: Goals, prioritization criteria and performance metrics
July–December 2017	Prep existing transportation information summary



HOW DID WE GET HERE?

Date	Task
January–March 2018	W-Trans develops draft recommendations and strategies
March 14, 2018	City Council info item to prepare for OOC #2
March 20, 2018	Outreach & Oversight Committee #2: Draft strategies and recommendations for high priority corridors
March 27, 2018	City Council info item: Identify need for more meetings Review recommendations from OOC
April 17 & 24, 2018	City Council policy discussion and request for direction
May 9, 2018	Complete Streets Commission



TRANSPORTATION MASTER PLAN GOALS



- **Safety**

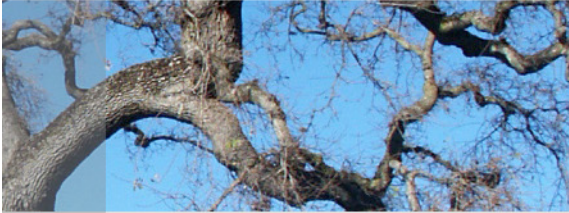
Vision Zero – Eliminate traffic fatalities and reduce the number of non-fatal collisions by 50% by 2040.

- **Sustainability**

Enable the City to meet the goals of the Climate Action plan, including a 27 percent greenhouse gas emission reduction from 2005 levels by 2020.

- **Mobility Choice**

Design transportation projects to accommodate all modes and people of all abilities. Encourage the use of lower emission modes such as walking, biking and transit.



PRIORITIZATION CRITERIA



Cost

- \$: Less than \$100,000
- \$\$: \$100,000 - \$1,000,000
- \$\$\$: \$1,000,000 - \$3,000,000
- \$\$\$\$: Greater than \$3,000,000
- F: Funded

Ease of implementation

- May be accomplished during routine pavement maintenance or City-guided program
- May be eligible for grant funding
- Significant community support

Sensitive populations

- Proximity to daycares, senior centers, and communities of concern

Transportation sustainability

- Meets City's goals and policies for mobility choices and health & wellness

Safety

- Could improve safety conditions

School nearby

- K-12 school located with ½ mile radius

Congestion relief

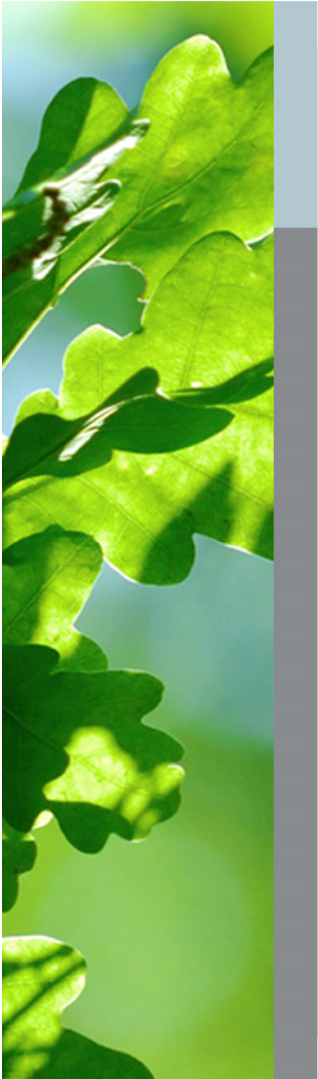
- Short-Term
- Long-Term
- Circulation Patterns

GHG reduction / person throughput

- Moves people out of SOV and into transit, carpools, shuttles, etc.
- Meets City's GHG goal

Green infrastructure

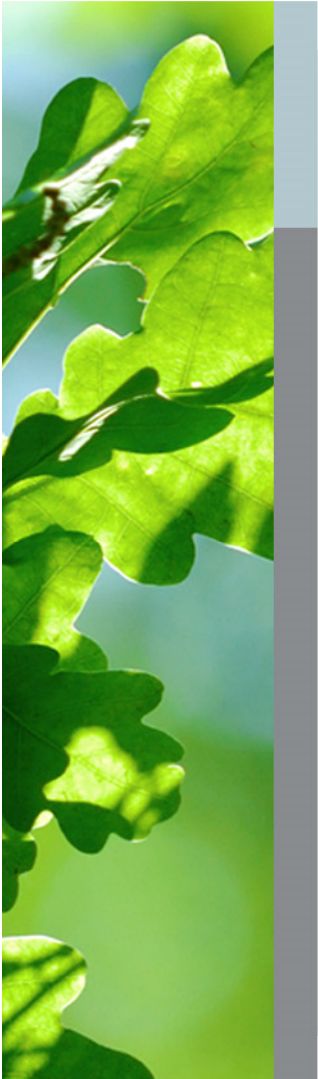
- Reduces impervious surface or increases pervious surface; stormwater treatment



WHAT PROBLEMS ARE WE TRYING TO SOLVE?



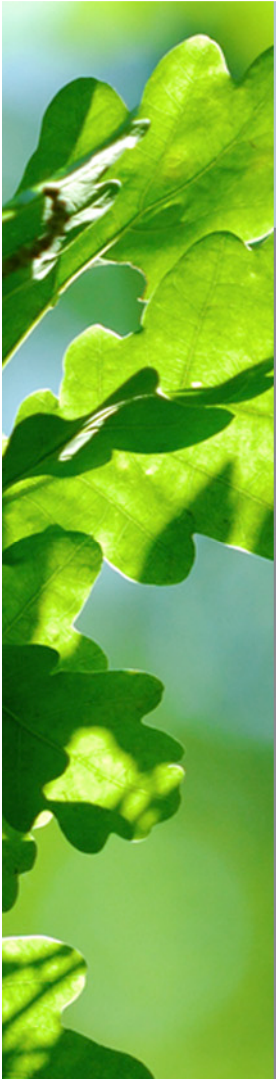
- Micro: Local infrastructure needs
 - New traffic signals
 - Strategies to improve signal timing
 - Update the City's existing 2005 Bicycle and 2009 Sidewalk Master Plans
 - Identify bike infrastructure needs
 - Closing sidewalk/pathway gaps
 - Crosswalk improvements
- Macro: Contribution towards regional projects
 - Regional infrastructure projects for which the City would partner to complete or for which to advocate



DRAFT STRATEGIES AND RECOMMENDATIONS



- Framework for development:
 - SamTrans Dumbarton Corridor Transportation Study
 - Dumbarton Forward
 - Resolve City-prepared Transportation Analyses from past projects
 - Limited right-of-way
 - Critical issues based on transportation data and collision patterns
- Identified 4 high priority, major corridors:
 - Bayfront Expressway
 - Willow Road
 - El Camino Real
 - Sand Hill Road
- Citywide recommendations on other corridors in development



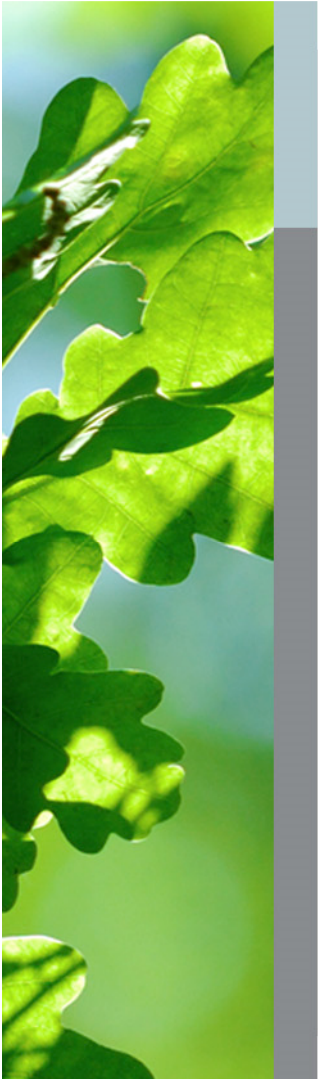
BAYFRONT EXPRESSWAY CONCEPTS MOVING FORWARD

1. Use existing shoulders for bus only lanes
3. Conversion from Expressway to Freeway for mixed flow AND managed lanes
5. Dumbarton Rail Corridor



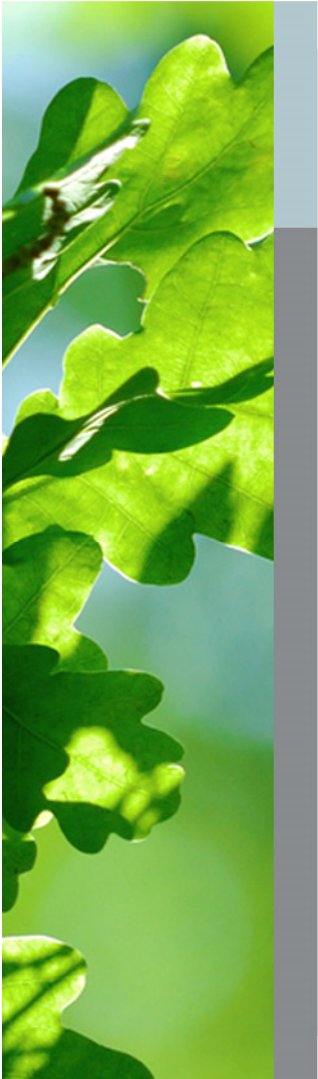


NEXT STEPS



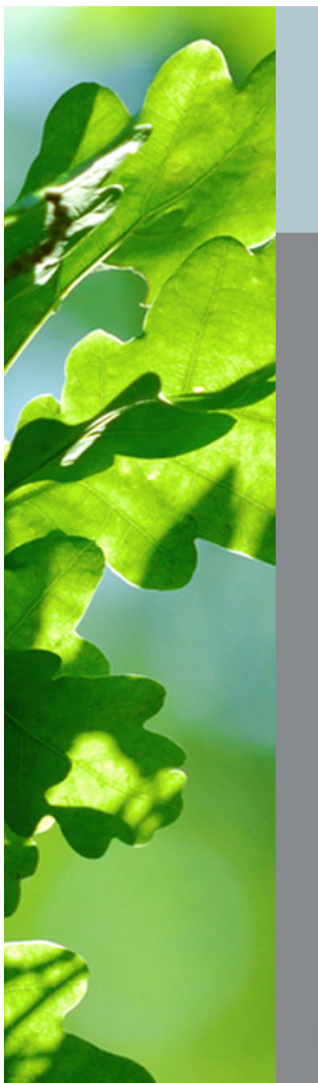
COUNCIL DIRECTION

- Add 4 OOC meetings to:
 - Review City Council-adopted scope, goals, prioritization criteria and role of the OOC
 - Provide series of 3 meetings to review citywide recommendations (by neighborhood: north, central and south)
- Add 2 meetings with Commission:
 - May: Review City Council-adopted scope, goals, prioritization criteria and role of the Commission
 - Late summer: Review Citywide network recommendations
- Narrowed Bayfront Expressway improvement options



COMMISSION ROLE

- New late summer meeting
- Focus on bicycle and pedestrian network not individual spot locations
- Other items to include?



SCHEDULE



Task	Schedule
Complete Streets Commission #1: Review City Council-adopted scope, goals, prioritization criteria	May 9, 2018
OOO #3: Review City Council-adopted scope, goals, prioritization criteria and role of OOO	May 30, 2018
OOO #4, 5, 6: Review recommendations for north, central and south areas of City	June–August 2018
Complete Streets Commission #2: Review network recommendations	July or August 2018
Community workshop and online open house	Fall 2018
Release draft Master Plan	Early 2019
Complete Streets Commission review	Spring 2019
City Council review and adoption	Spring 2019
Develop Fee Program update	Summer/Fall 2019



THANK YOU

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STAFF REPORT

Complete Streets Commission

Meeting Date: 6/13/2018
Staff Report Number: 18-005-CSC

Regular Business: Consider recommendation to City Council to approve the implementation of the Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive traffic plan for a six-month trial

Recommendation

Recommend to City Council to approve the implementation of the Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive traffic plan for a six-month trial. The Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive traffic plan is detailed on Attachment A, and generally includes speed humps, signs, and a closure of Clover Lane.

Per the Neighborhood Traffic Management Program (NTMP), the Complete Streets Commission can recommend either plan revisions or Council approval for trial implementation of the plan for six months.

Policy Issues

This project is consistent with the City's Circulation Element, adopted in 2016, which includes goals of promoting safe, multimodal streets and minimizing cut-through and high-speed traffic that diminishes the quality of life in Menlo Park's residential neighborhoods.

Background

The proposed plan includes recommendations Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive in the Willows neighborhood. Street characteristics are described below.

Marmona Drive is designated as Local Access in the Circulation Element of the City of Menlo Park's 2016 General Plan, which is defined as:

- Low volume residential street, serving mostly local traffic.
- Provides access primarily to abutting uses.
- Should offer safe and inviting places to walk and bike.

Marmona Drive is a two-way roadway without centerline striping. It has a rolled curb, gutter and sidewalk and allows on-street parking on both sides of the street. The posted speed limit sign on Marmona Drive is 25 mph. Marmona Drive, from west to east, bends from Blackburn Avenue to west of Robin Way, where it straightens, then bends slightly starting on McKendry Drive and ending on Gilbert Avenue.

Marmona Drive is not an emergency response route as designated in the Circulation Element, but Menlo Park Police vehicles, and Menlo Park Fire Protection District fire trucks or ambulances would need to travel

on Marmona Drive for any local incidents on the street. Any speed humps, therefore, installed through this process would be designed to accommodate needed vertical clearance and the wheel widths for fire vehicles.

Baywood Avenue, Clover Lane, Blackburn Avenue, and McKendry Drive all share similar roadway characteristics as described above for Marmona Drive especially in that all are designated as Local Access in the Circulation Element of the City of Menlo Park's 2016 General Plan with either a presumed or posted speed limit of 25 mph. They are also not emergency response routes as shown in the Circulation Element.

In accordance with the NTMP, the following are the traffic data collected by staff on the week of June 4, 2017, related to vehicular traffic volumes, speeds and collision statistics:

Roadway	85 th Percentile Speeds (mph)	24 hour volumes (vehicles)	Reported Collisions (Three years from 2013-2015)
Baywood Avenue	30.6 (EB); 28.9 (WB)	913 (EB); 431 (WB); 1344 (total)	0
Blackburn Avenue	19.7 (NB); 22.6 (SB)	196 (NB); 465 (SB); 661 (total)	1
Clover Lane	25.1 (NB); 24.2 (SB)	105 (NB); 104 (SB); 209 (total)	0
Marmona Drive	31.1 (EB); 25.9 (WB)	934 (EB); 346 (WB); 1280 (total)	0
McKendry Drive	29.5 (EB); 23.9 (WB)	168 (EB); 83 (WB); 251 (total)	0

On November 8, 2017, the Complete Streets Commission considered and unanimously passed a motion to move the Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive traffic plan to the next step in the NTMP process, which is resident survey for trial installation.

On December 19, 2017, City staff held a community meeting to hear input and feedback on the draft Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive traffic plan with the goal of finalizing a traffic plan that would be circulated to the neighborhood for trial installation. At this meeting, five residents in the neighborhood (three from Baywood Avenue, one from Marmona Drive, and one from Marmona Court) and a Menlo Park Fire Protection District official were present and provided feedback. The Baywood residents indicated that they preferred not to have any speed humps on their street and in lieu of speed humps, suggested a yield sign on Baywood Avenue at its intersection with Blackburn Avenue. The Fire District found the traffic plan, in general, acceptable especially that the proposed speed humps meet the Fire District's standard. However, so as not to restrain the fire trucks/engines' turning maneuvers around corners, the district would like the speed humps re-positioned closer to intersections such as the proposed speed hump on Baywood Avenue.

Based on the feedback received, the traffic plan was revised as listed below and as illustrated on Attachment B.

1. Installation of one speed hump on Baywood Avenue and Yield sign on Baywood Avenue at its intersection with Blackburn Avenue
2. Full roadway closure of Clover Lane for vehicular traffic (except bicycles), approximately at the current location of the partial closure, south of Willow Road; and installation of No Outlet sign on Clover Lane at its intersection with Baywood Avenue
3. Installation of one speed hump on Blackburn Avenue
4. Installation of four speed humps on McKendry Drive
5. Installation of four speed humps on Marmona Drive
6. Installation of "Speed Humps Ahead" and 15 MPH Advisory speed limit signs in advance of the first speed hump on each street

Analysis

Resident Survey for Trial Installation

On February 23, 2018, staff circulated a survey describing the investigated issues and the proposed traffic plan (Attachment B) to the 174 Menlo Park households in the study area. Goals, benefits, and effect of the traffic calming features on emergency vehicles were stated in the survey. This survey is attached as Attachment B. Attachment E shows illustration of the speed humps that are proposed in the traffic plan. March 19, 2018, was set as the due date for the households in the study area to respond to this survey. On March 21, 2018, the survey was sent for the second time to the households that did not respond. April 4, 2018, was set as the due date for turning in the survey. As indicated in the table below, the minimum required support of 51% of households in the study area for a trial installation has been met.

Survey Results	
Yes, I support plan	102 votes or 58.6%
No, I do not support the plan	25 votes or 14.4%
Did not respond	47 votes or 27.0%

On March 24, 2018, staff received a petition (Attachment D) from Baywood Avenue residents requesting that no speed humps be installed on their street as part of the Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive traffic plan. In consideration of this petition signed by majority of residents on Baywood Avenue, staff recommends that the speed hump proposed in the traffic plan illustrated in Attachment B for Baywood Avenue be removed.

On May 17, 2018, staff collected traffic data related to vehicular traffic volumes and speeds to determine the effect of the “No Left Turn, 3-7 PM, weekdays” restriction from Woodland Avenue to Baywood Avenue installed temporarily in conjunction with the on-going Willow Road-US 101 Interchange Project in December, 2017. The speed and traffic volume statistics are presented as follows:

Roadway	85 th Percentile Speeds (mph)	24-hour Volumes (vehicles)
Baywood Avenue	26.9 (EB); 26.6 (WB)	431 (EB); 366 (WB); 797 (total)
Blackburn Avenue	20.8 (NB); 20.9 (SB)	183 (NB); 333 (SB); 516 (total)
Clover Lane	24.0 (NB); 16.3 (SB)	74 (NB); 50 (SB); 124 (total)
Marmona Drive	26.6 (EB); 27.6 (WB)	496 (EB); 279 (WB); 775 (total)
McKendry Drive	27.4 (EB); 26.7 (WB)	152 (EB); 76 (WB); 228 (total)

Comparing the above traffic data with the traffic data collected in June, 2017 appears to indicate that the left turn restriction on Baywood Avenue at Woodland Avenue did significantly reduce the 85th percentile speeds and 24-hour traffic volumes on Baywood Avenue, Blackburn Avenue, Clover Lane, Marmona Drive, and McKendry Drive.

Per the NTMP, the Complete Streets Commission is requested to review the Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive traffic plan per Attachment A and recommend either plan revisions, or Council approval for temporary implementation of the plan on a six-month trial. The traffic plan that is being recommend by staff does not include the speed hump on Baywood Avenue that was included in the traffic plan circulated to the study area residents through the resident survey for trial installation.

Method of Construction

The materials that would be used could easily be removed if City Council, with recommendation from the residents and the Complete Streets Commission, were to decide to remove the traffic calming measures. The speed humps would be constructed using asphalt concrete. The full roadway closure at Clover Lane would still need to be designed but most likely would be made of temporary materials such as the flexible bollards that were used to close the Ravenswood Avenue median at Alma Street. These bollards were installed on rubber curbs that were drilled into the pavement. The curbs could be mounted and driven over by Fire trucks/engines and other heavy vehicles such as garbage trucks. A sample speed hump is illustrated on Attachment E and a sample full roadway closure (permanent) is shown on Attachment F. The “cul-de-sac” option of the full roadway closure would be made of concrete curb and could be landscaped. Maintenance costs for permanent landscaping needs to be verified prior to permanent action is taken.

Next Steps

If recommended by the Complete Streets Commission for Council approval, the City Council would then review the prepared traffic plan along with its background information. The Council would either deny, recommend plan revisions, or approve its temporary implementation for a six-month trial. Subject to City Council approval, the recommended measures would be installed by the City for a trial period of six months after appropriate environmental clearances have been obtained.

If the commission were to recommend approval of the traffic plan to the City Council for trial installation tonight, staff would bring this item to City Council for approval in either July or August. Typically, the bidding process, which includes preparation of the plans and specifications, would take two to three months and subsequently, would followed by contract award by City Council. Contingent on weather conditions that could affect the appropriate temperature required for asphalt concrete to be installed properly, construction would talk place in winter 2019. Staff would perform an after-installation study to compare with the initial data collection within six months of the installation of the temporary features.

At the conclusion of the trial period, a resident survey for permanent installation, which would include the results of the after studies, would be sent to the study area households to determine whether they consider the traffic plan measures to be successful and if they wish to have them implemented on a permanent basis. If support of the survey for permanent installation by at least 51% of households in the study area is received by the City, it would be presented to the Complete Streets Commission and City Council similarly to that undertaken for the resident survey for trial implementation. Subject to City Council approval, the measures would then be permanently installed. Future permanent installation would also be coordinated with recommendations from the Willows Complete Streets Study as it progresses.

Impact on City Resources

There will be cost associated with the trial installation of the speed humps on Baywood Avenue, Blackburn Avenue, McKendry Drive and Marmona Drive and the full roadway closure on Clover Lane, which is estimated to be \$105,000. Estimated staff cost for design and construction inspection and administration is \$10,500. The total cost of \$115,500 can be funded from the Measure A unassigned balance funds for Fiscal Year 2018-19.

Environmental Review

Environmental review would be conducted should the City Council approve the trial installation, but is expected to be Categorical Exempt under the California Environmental Quality Act since it involves minor construction on a public street, except for the proposed full roadway closure on Clover Lane at Willow Road. Environmental analysis or a traffic study may be required for the full roadway closure on Clover Lane

because this may likely have unintended impacts by rerouting traffic to other streets.

Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Postcard notices of this meeting were also mailed to the residents within the study area. The postcard invited the residents so that they can learn about the results of the resident survey for trial installation as well as provide input on the trial installation.

Attachments

- A. Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive Traffic Plan (Recommended by Staff)
- B. Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive Traffic Plan (Circulated via Survey for Trial Installation)
- C. Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive Survey for Trial Installation
- D. Baywood Avenue Resident Petition
- E. Sample Speed Hump
- F. Sample Full Roadway Closure (Permanent Installation)

Report prepared by:

Rene Baile, Associate Transportation Engineer

Report reviewed by:

Angela R. Obeso, Senior Transportation Engineer

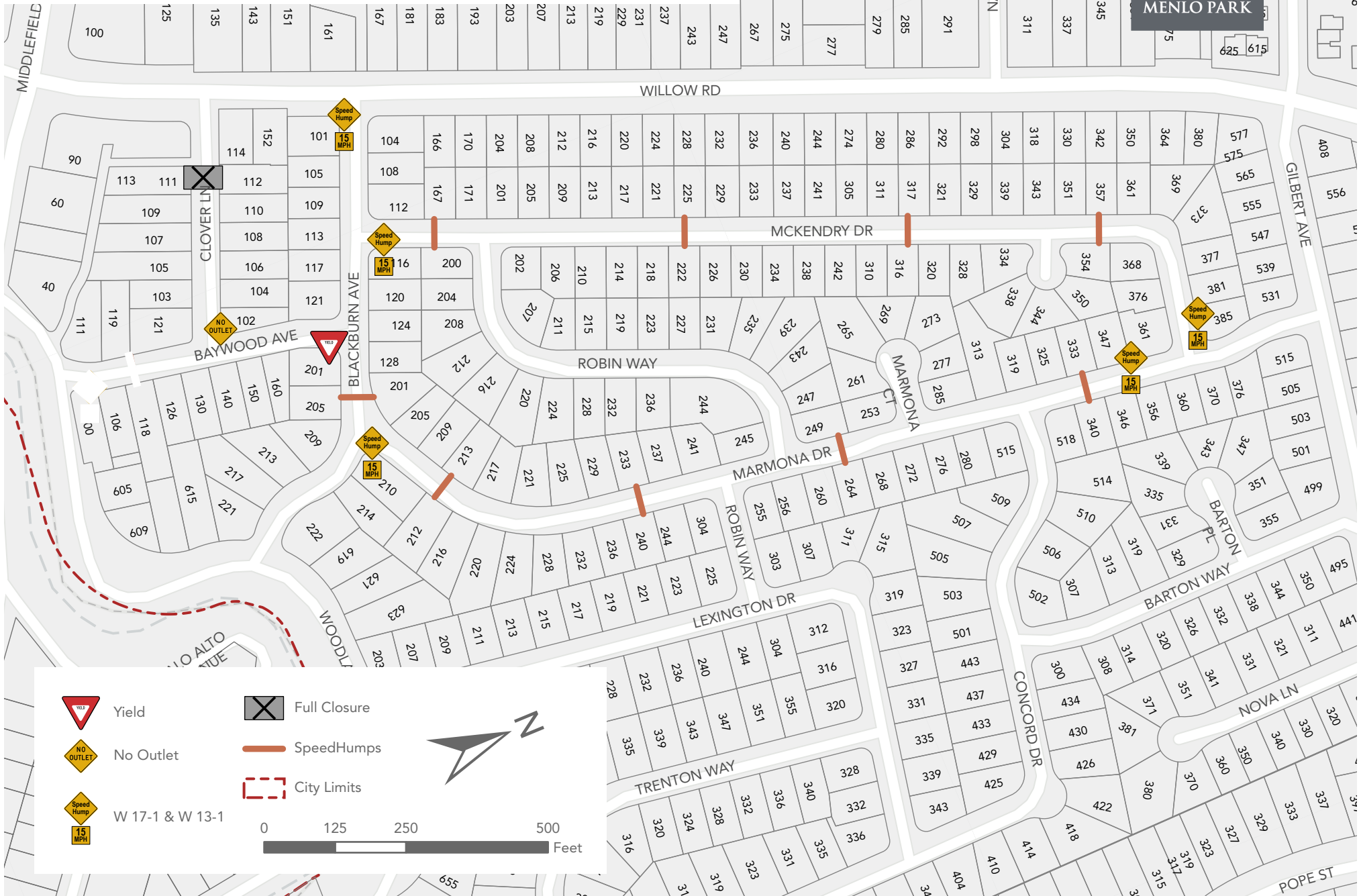
Report reviewed by:

Nikki H. Nagaya, Assistant Director of Public Works

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Neighborhood Traffic Management Plan

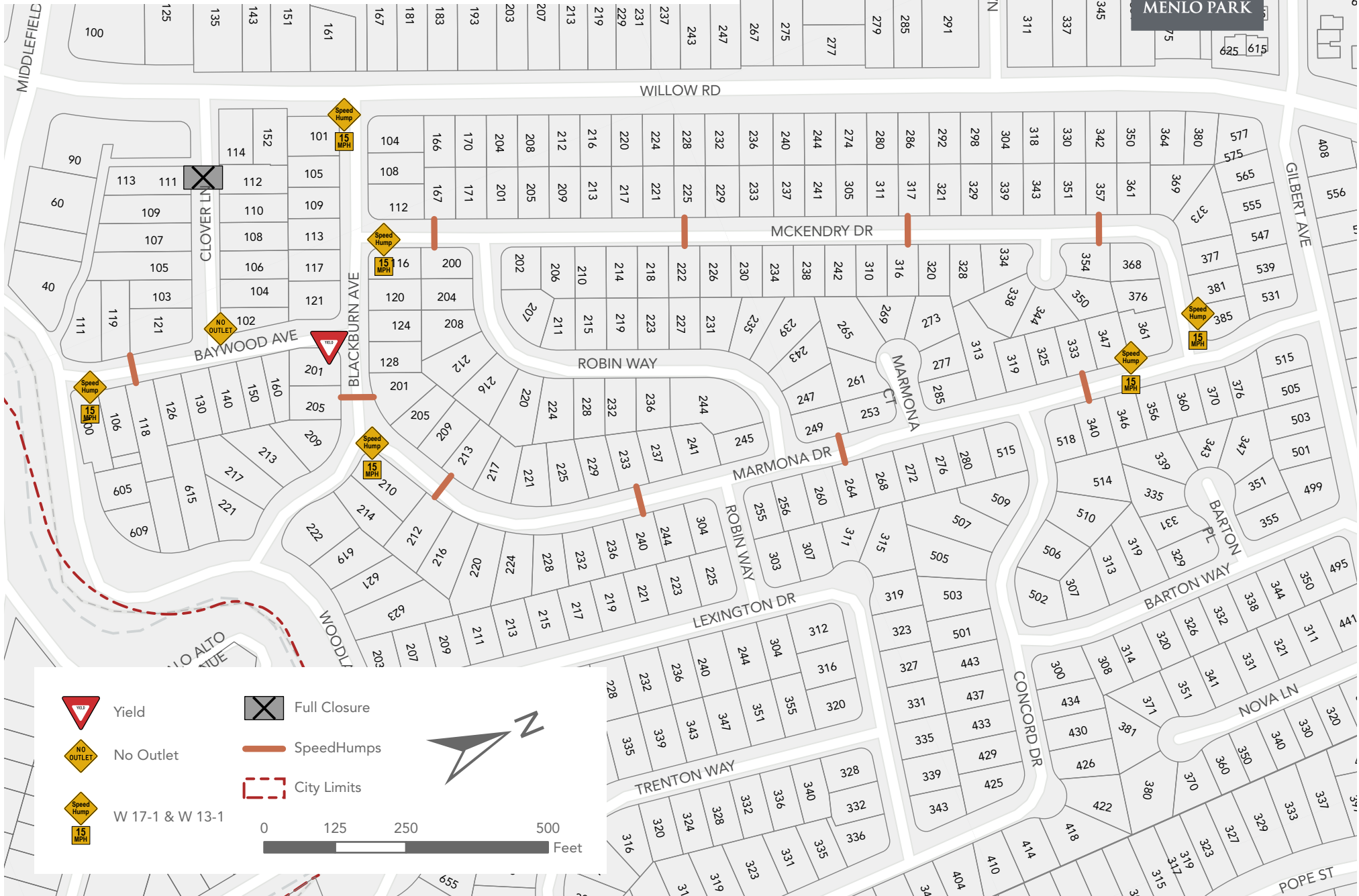
Baywood Avenue, Clover Lane, Blackburn Avenue,
McKendry Drive and Marmona Drive



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Neighborhood Traffic Management Plan

Baywood Avenue, Clover Lane, Blackburn Avenue,
McKendry Drive and Marmona Drive



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February 23, 2018

RE: Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive, and Marmona Drive Neighborhood Traffic Management Program

Dear Menlo Park Resident/Property Owner:

Attached is the Resident Survey for Trial Installation of the proposed Baywood Avenue, Clover Lane, Blackburn Avenue, McKendry Drive and Marmona Drive Traffic Management Plan. Please complete and return to our office by Monday, March 19, 2018. In accordance with the City's Neighborhood Traffic Management Plan (NTMP), a vote not returned is a "No" vote.

Following a resident-led petition drive to gather signatures in support, the City's NTMP (Web Link: <https://www.menlopark.org/documentcenter/view/300>) outlines the steps to consider a Traffic Management Plan for these streets. On November 8, 2017, the Complete Streets Commission passed a motion to allow the Marmona Drive Traffic Management Plan to move to the next step in the process, which is an official survey. You are receiving this survey to determine whether the City should proceed with the trial installation of all the improvements proposed in the Traffic Management Plan. The improvements were proposed through a resident-initiated petition process under the City's Neighborhood Traffic Management Program and are in addition to and separate from the recent turn restriction signs installed on a temporary basis at Baywood Avenue and Woodland Drive and at O'Keefe Street, Durham Street, and Chester Street intersections at Willow Road.

Proposed Improvements:

As illustrated in Exhibit A, the work proposed in the traffic plan is comprised of the following:

1. Installation of one speed hump on Baywood Avenue and Yield sign on Baywood Avenue at its intersection with Blackburn Avenue
2. Full roadway closure of Clover Lane for vehicular traffic (except bicycles), approximately at the current location of the partial closure, south of Willow Road; and, installation of No Outlet sign on Clover Lane at its intersection with Baywood Avenue
3. Installation of one speed hump on Blackburn Avenue
4. Installation of four speed humps on McKendry Drive
5. Installation of four speed humps on Marmona Drive
6. Installation of "Speed Humps Ahead" and 15 MPH Advisory speed limit signs in advance of the first speed hump on each street

The goal of this traffic management plan is to address the observed speeding on Marmona Drive, Baywood Avenue and parallel routes, and the increase in cut-through traffic in the neighborhood due to traffic congestion on Willow Road, especially in the evening commute hours. The following are the traffic data collected by staff on the week of June 4, 2017 in the neighborhood related to vehicular traffic volumes, speeds, and collision statistics:

Roadway	85 th Percentile Speeds (mph)	24 hour volumes (vehicles)	Collision Statistics (Three years from 2013-2015)
Baywood Avenue	30.6 (EB); 28.9 (WB)	913 (EB); 431 (WB); 1344 (TOT)	0
Blackburn Avenue	19.7 (NB); 22.6 (SB)	196 (NB); 465 (SB); 661 (TOT)	1
Clover Lane	25.1 (NB); 24.2 (SB)	105 (NB); 104 (SB); 209 (TOT)	0
Marmona Drive	31.1 (EB); 25.9 (WB)	934 (EB); 346 (WB); 1280 (TOT)	0
McKendry Drive	29.5 (EB); 23.9 (WB)	168 (EB); 83 (WB); 251 (TOT)	0

The proposed speed humps would follow the latest City standards which accommodate wheel cut-outs for fire vehicles, which were found acceptable by Menlo Park Fire Protection District. They are low and gradual and bicycle-friendly while the wheel cut-outs should allow fire vehicles to drive through the speed humps without causing any delay on their emergency response times. An illustration of the proposed speed hump is shown in Exhibit B.

Next Steps:

If at least 51% of households and businesses in the study area support the trial installation, the Complete Streets Commission will review the traffic management plan and recommend either plan revisions or Council approval for a six-month trial implementation of the plan. If recommended by the Complete Streets Commission for Council approval, the City Council will then review the prepared traffic management plan along with its background information to deny, recommend plan revisions, or approve its temporary implementation for a six-month trial period. If approved by Council, the recommended measures will be installed using temporary materials at City expense for a trial period of six months after appropriate environmental clearances have been obtained.

However, if the 51% support by households and businesses in the study area is not met, the project will not proceed further in the NTMP process.

Thank you for taking the time to respond to this survey for trial installation. If you have any questions regarding this effort, please contact Rene Baile, Associate Transportation Engineer, at (650) 330-6775 or e-mail at transportation@menlopark.org.

Sincerely,



Rene C. Baile, P.E.
Associate Transportation Engineer

BAYWOOD AVENUE RESIDENT PETITION

March 12, 2018

City of Menlo Park
 701 Laurel St.
 Menlo Park, CA 94025
 Attn: Rene C. Baile, P.E.

Re: Marmona NTMP Program

Dear Mr. Baile:

We, the undersigned, are residents of Baywood Avenue in Menlo Park.

If the Marmona NTMP Plan is approved, by our signatures below, we hereby request that no speed hump be installed on, or near, the frontage of each of our respective properties located on Baywood Avenue.

We are concerned about the increased noise and air pollution that the installation of a speed hump on our street will cause. Furthermore, we believe that the new turn restriction signage has significantly abated the volume and speed of traffic on our street and that a speed hump is not necessary.

With that said, we respect the right of our neighbors on other streets to have speed humps on their streets. However, we respectfully request that one not be installed on Baywood Avenue as a part of the Marmona NTMP.

We appreciate everything the City Staff has done to make are street safer.

Regards,

/s/ [Signature]
 Name: Angie Murugan
 /s/ [Signature]
 Name: Caroline Murugan
 Address: 130 Baywood Ave

/s/ [Signature]
 Name: Peter Whidden
 /s/ [Signature]
 Name: [Signature]
 Address: 150 Baywood

/s/ [Signature]
 Name: 106 Baywood
 /s/ [Signature]
 Name: JACK YOUNKIN
 Address: [Signature]

/s/ [Signature]
 Name: [Signature]
 /s/ [Signature]
 Name: Robert Wilson
 Address: 118 Baywood

/s/ [Signature]
 Name: Leslie C. GORDON
 /s/ [Signature]
 Name: Leslie Gordon
 Address: 150 Baywood

/s/ [Signature]
 Name: DIANE NAYLOR
 /s/ [Signature]
 Name: [Signature]
 Address: 160 BAYWOOD AVE

/s/ [Signature]
 Name: JACK MORRIS
 /s/ [Signature]
 Name: [Signature]
 Address: 140 BAYWOOD AVE

/s/ [Signature]
 Name: Joe Zott
 /s/ [Signature]
 Name: [Signature]
 Address: 111 Baywood Ave

/s/ [Signature]
 Name: Lindsey Martin
 /s/ [Signature]
 Name: [Signature]
 Address: 121 Baywood Ave

cc: City of Menlo Park City Council
 Nikki Nagaya, City of Menlo Park

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SAMPLE SPEED HUMP



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SAMPLE FULL ROADWAY CLOSURE



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