Complete Streets Commission



REGULAR MEETING MINUTES

Date: 10/10/2018 Time: 7:00 p.m. City Council Chambers 701 Laurel St., Menlo Park, CA 94025

A. Call to Order

Chair Kirsch called the meeting to order at 7:02 p.m.

B. Roll Call

Present:	Behroozi, Kirsch, Lee, Levin, Mazzara, Meyer (excused from meeting at 9:33 p.m.),
	Nash, Weiner
Absent:	Walser
Staff:	Associate Transportation Engineer Kevin Chen, Junior Engineer Marlon Aumentado,
	Senior Transportation Engineer Kristiann Choy
Consultant:	Alta Planning + Design, Inc.

C. Reports and Announcements

Staff Chen announced upcoming City events. Lee announced that October 10 was International Walk and Roll to School Day. Levin announced that Caltrain is updating their business plan and will conduct future community meetings.

D. Public Comment

There was no public comment received.

E. Regular Business

E1. Approve the Complete Streets Commission regular meeting minutes of September 12, 2018 (Attachment)

ACTION: Motion and second (Meyer/Nash) to approve the Complete Streets Commission regular meeting minutes of September 12, 2018, passes (6-0-2-1, Levin and Mazzara abstained, Walser absent).

E2. Review loading zones options for Draeger's Market located at 1010 University Drive and provide a recommendation to City Council (Staff Report #18-010-CSC)

Staff Choy provided a presentation (Attachment). The 840 Menlo Avenue representatives provided a presentation (Attachment). Draeger's Market representatives provided a presentation (Attachment).

ACTION: Motion and second (Betsy/Mazzara) to recommend to City Council to select Option D to

establish a 40-foot loading zone on the north side of Evelyn Street adjacent to 830 Menlo Avenue between 10 a.m. and 6 p.m., extend the loading hours for both sides of the parking aisle in Parking Plaza 4 closest to the market to 10 a.m., and request additional safety improvements be studied including stop signs at the Menlo Avenue and Evelyn Street intersection and additional crosswalks, passes (6-2-1; Meyer and Weiner dissented, Walser absent).

E3. Recommend to City Council to approve the permanent installation of bicycle improvements on Oak Grove Avenue, Crane Street, and University Drive (Staff Report #18-011-CSC)

Staff Aumentado and consultant Hugh Louch provided a presentation (Attachment).

- Lisa Breakey, with donated time from Bette Bohler, requested for parking on Oak Grove Avenue near Pine Street for neighborhood loading and unloading, measures to deter bikes on sidewalks, and reduce car speed on Pine Street.
- David Hochstetler spoke in support of the project and shared his own experience.
- John Conway recommended moving a portion of the bike lane, primarily east of El Camino Real, to Glenwood Avenue due to lower vehicle volume.
- Marie Moran requested for parking on Oak Grove Avenue near Pine Street during non-peak hours.
- David Fencl requested for measures to ease vehicular access to and from Vallombrosa Center and shared his own experience.
- Yoli Schoof spoke in support of maintaining existing parking in front of the 400 Oak Grove Avenue block, exploring parking on Oak Grove Avenue near Pine Street, ensuring proper resident outreach, refreshing faded striping and signage, and shared her observations.

Meyer excused himself from the duration of the meeting at 9:33 p.m.

ACTION: Motion and second (Weiner/Lee) to recommend to City Council to approve the permanent installation of bicycle improvements on Oak Grove Avenue, Crane Street, and University Drive, and that the City strongly considers extending the Oak Grove Avenue bike lanes to University Drive and University Drive from Oak Grove Avenue to Santa Cruz Avenue, passes (7-0-2; Meyer and Walser absent).

ACTION: The Commission recommended no on-street parking for the conceptual design of the new sidewalk along the north side of Oak Grove Avenue from Nativity Church to Nativity School.

F. Informational Items

F1. Update on major project status

Staff Chen provided updates on the ongoing Neighborhood Traffic Management Program project, Belle Haven Neighborhood Traffic Calming Plan, Willow Road and U.S. 101 Interchange Construction, and Safe Routes to School Program.

G. Committee/Subcommitte Reports

G1. Update from Active Transportation Network Subcommittee

There was no report.

G2. Update from Electric Vehicle Subcommittee

There was no report.

G3. Update from Downtown Access and Parking Subcommittee

Commissioner Levin reported on possibly educating the community on parking, access, and Transportation Demand Management measures through third party speakers.

G4. Update from Multimodal Subcommittee

There was no report.

G5. Update from Placemaking and Outreach Subcommittee

There was no report.

G6. Update from Safe Routes to School Program Subcommittee

Commissioner Lee announced the release of the initial draft of walk and roll maps. Commissioner Mazzara announced three upcoming program related meetings in mid-November.

G7. Update from Transportation Master Plan Subcommittee

Commissioner Levin reported on the previous Oversight and Outreach Committee meetings and announced one additional meeting to be scheduled before end of this year.

H. Adjournment

Chair Kirsch adjourned the meeting at 10:36 p.m.

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LOADING ZONE OPTIONS FOR DRAEGER'S MARKET







BACKGROUND

- Draeger's Market approved in 1985
- 2002 Council approval of Draeger's loading zones and operations
- Condition of approval required reconsideration of the loading zones on Evelyn Street
- Complete Streets Commission voted unanimously on January 10, 2018 to develop an alternative loading zone location without using Menlo Avenue.

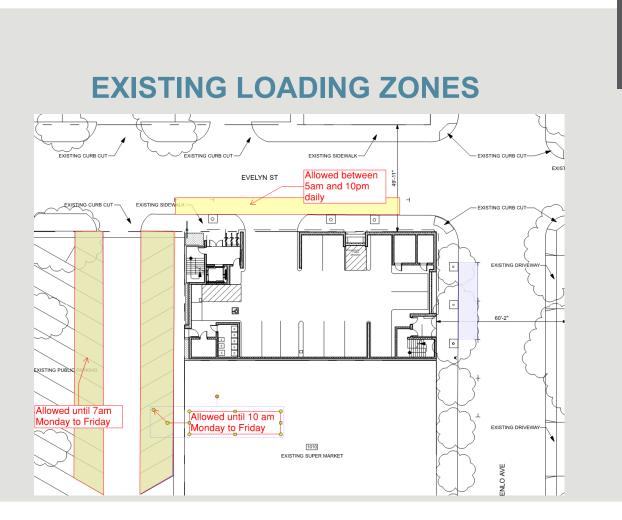


LOCATION MAP









MENIO PARK

4



LOADING ZONE CONSIDERATIONS

- Loading Operations
- Size of trucks
- Conflicts with bicyclists and pedestrians
- Crossing of public streets
- Parking availability



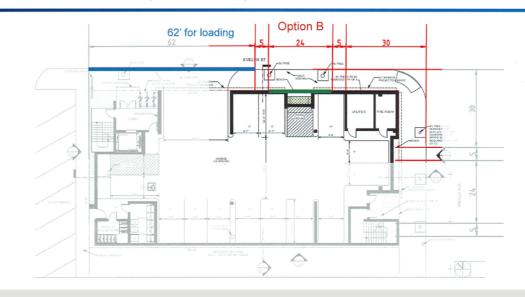
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Alternate Driveway Locations, per Guidelines







Option C: Loading Between Development Driveway and Crosswalk



8





OPTION D

Option D: Short & Long Loading Spaces on Opposite Sides of Evelyn





OPTION E





10



TRUCK TURNING DIAGRAMS







SUMMARY OF OPTIONS



Alternative	Advantages	Disadvantages						
Option C – South side of Evelyn, ~ 40' loading zone	 Loading operation is similar to existing No crossing of public streets required Located on side street with fewer cars and bicycle traffic No redesign of project required 	 Loading activity may conflict with front door of new development Shorter loading zone doesn't accommodate all trucks 						
Option D – North side of Evelyn, ~ 40' loading zone	 Located on side street with fewer cars and bicycle traffic No entrance to adjacent building No redesign of project required 	 Requires crossing of Evelyn to access Draeger's loading door Shorter loading zone doesn't accommodate all trucks Potential for deliveries to occur midblock 						
Option E – Menlo Avenue, ~ 60' loading zone	 No entrance to adjacent building Potential for a direct loading route through - unused loading door Crossing of public streets is not required Longer loading zone available No redesign of project required 	 Higher vehicle and bicycle traffic volumes Requires store layout modification to access unused loading door on Menlo Avenue Potential for increased truck traffic turning right at Menlo and University intersection 						





COMMISSION RECOMMENDATION

- Option C Create a shortened loading zone on the south side of Evelyn Avenue adjacent to 840 Menlo Avenue property.
- Option D Convert two existing on-street spaces on the north side of Evelyn Street to a loading zone.
- Option E Convert two existing on-street spaces on Menlo Avenue to a loading zone and remove a total of four parking spaces on Menlo Avenue.

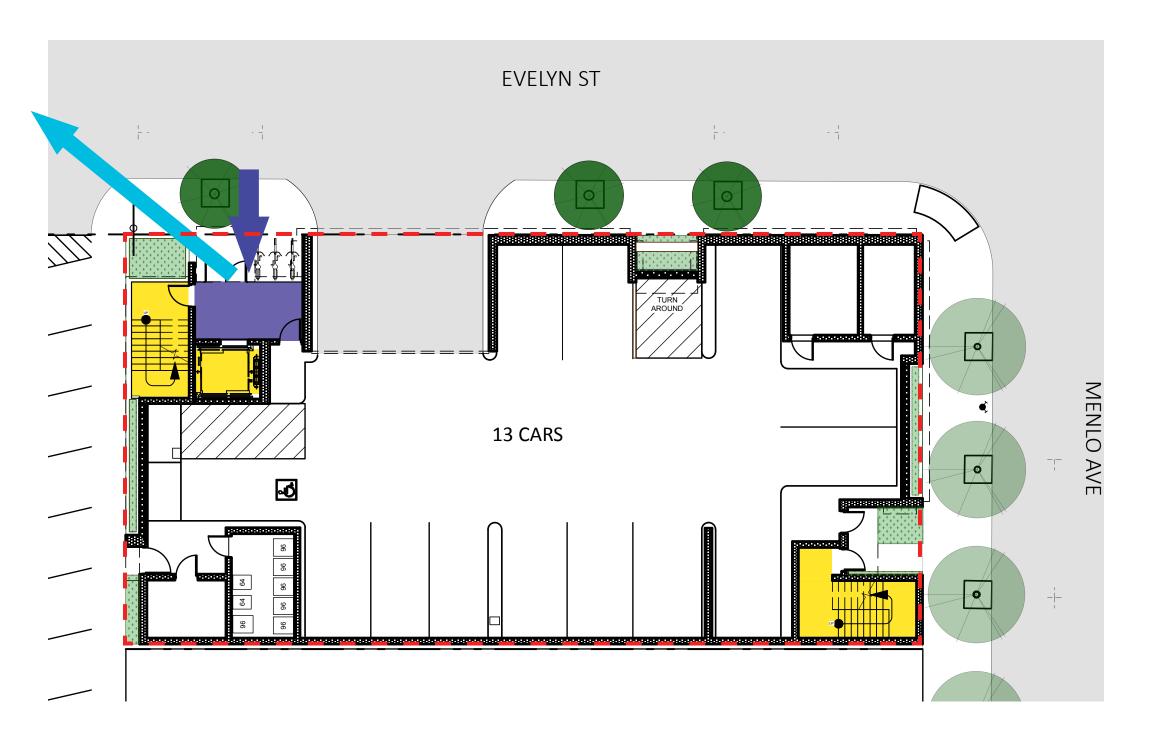




DISCUSSION / QUESTIONS



HAYES GROUP ARCHI TECTS

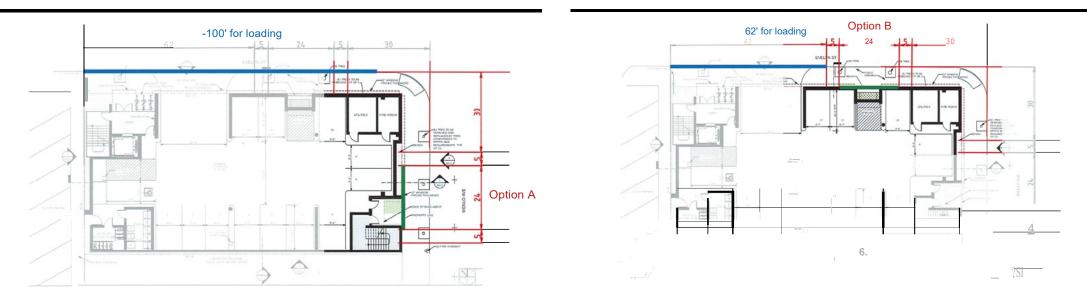


SITE PLAN



OPTION A

OPTION B

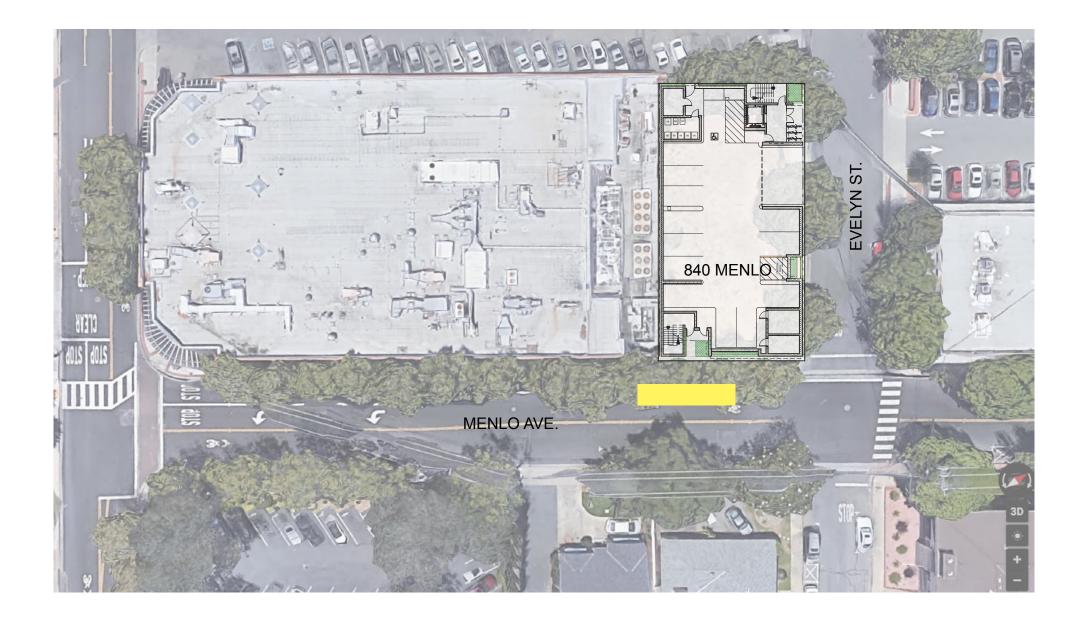


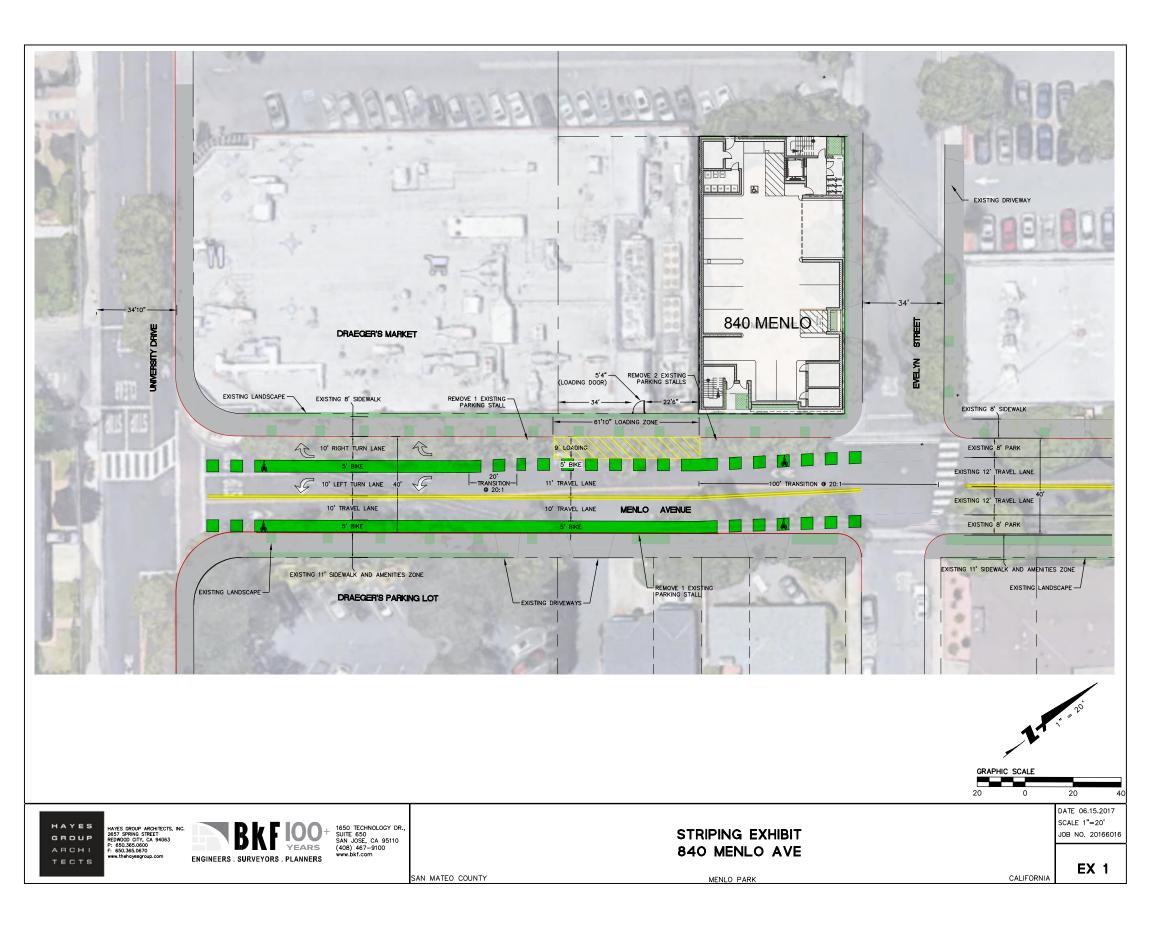
OPTION C

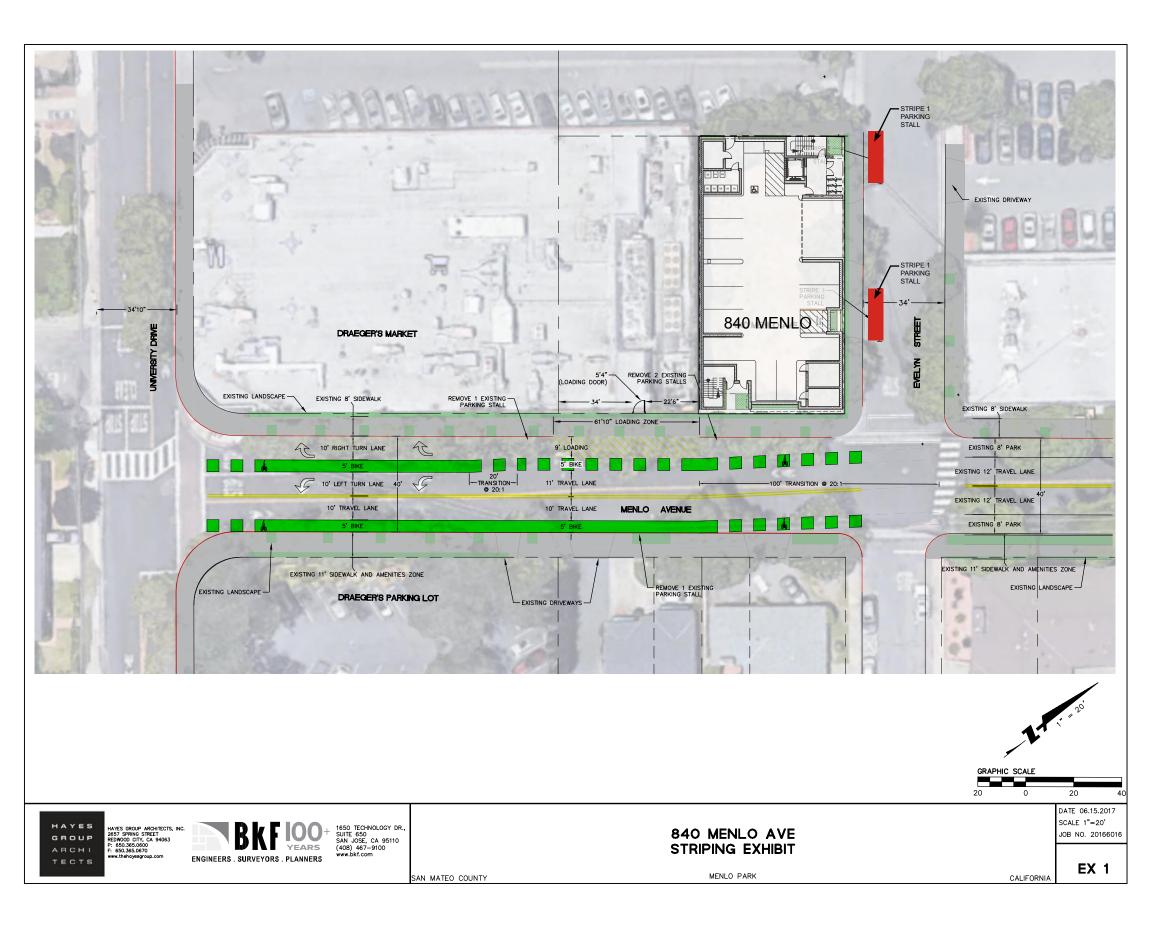


OPTION D



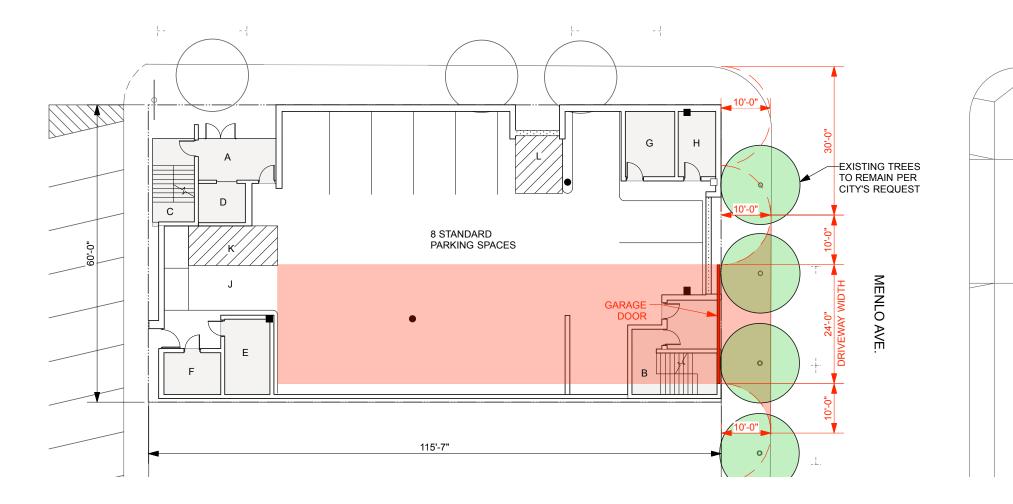




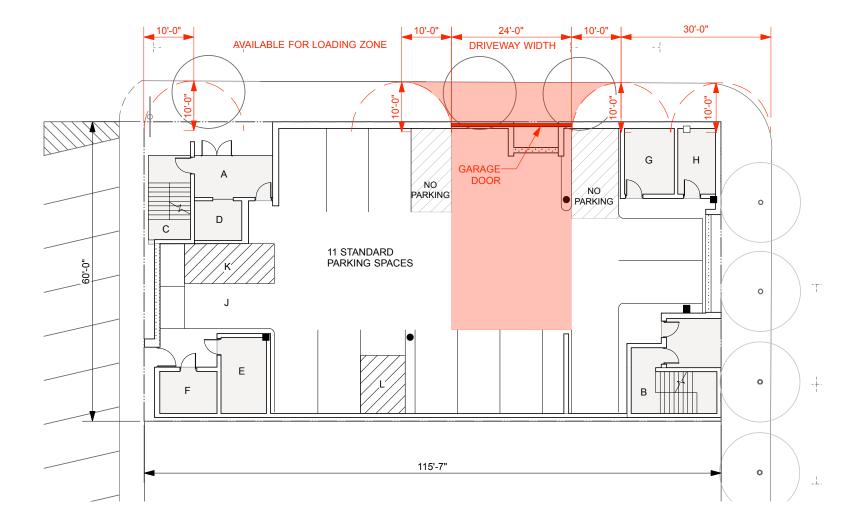


HAYES GROUP ARCHI TECTS

EVELYN ST.



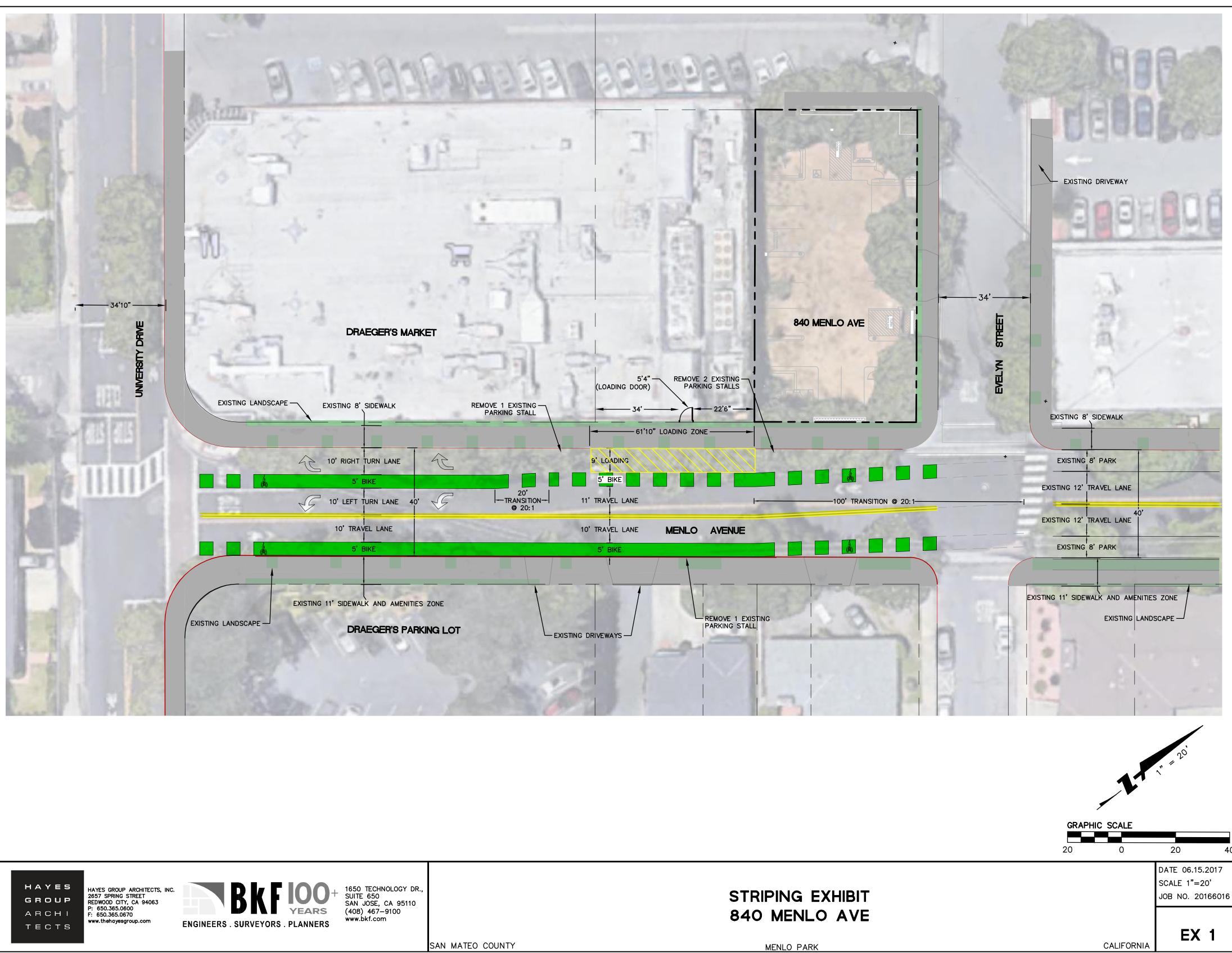
- Places Entrance/Exit on narrow, heavily traveled street.
- Would only accomodate 8 parking spaces.
- Would require permanent removal of 2 or 3 trees that the City has heretofore refused replacement.
- Mis-states required driveway flare radius as 5' instead of required 10'.
- Violates walkability and village atmosphere goals of the DSP.
- Conflicts with building stairways, orientation, and wayfinding.



MENLO AVE.

EVELYN ST.

- Places entrance/exit too close to Evelyn.
- Mistates the required driveway flare radius as 5' instead of the required 10'.
- Would accomodate only 11 parking spaces.
- Loading zone is actually only 41'-8", as opposed to the stated 62'.





Evelyn Street Vehicle &

Pedestrian Counts

August 30, 2017

Time	Passenger Vehicle	Commercial Vehicle	Unknown Vehicle	Pedestrian	Disabled	Bicycle	Miscellaneou	Menlo Av	Santa Cruz Av	Plaza 4	Plaza 5	Onstreet Parking Space	Yellow	North	South	East	West	Menio Av	Santa Cruz Av	Plaza 4	Plaza 5	Onstreet Parking Space	Yellow		
2.00	venicie	Venicie	Venicie	0	0		0	2	1	1				2	-			1	1	2					Totals
2.00am - 3.00am	5	1	0	0	0	0	0	2	1	1	0	U	U	2	2	0	0	1	1	2	U	0	Ű		
3.00am - 4.00am	3	0	0	0	0	0	0	2	1	0	0	0	0	2	1	0	0	0	0	3	0	0	0	Passenger Vehicle	2700
4.00am - 5.00am	9	3	0	3	0	0	0	4	4	3	2	2	0	7	7	0	1	5	3	4	1	2	0	Commercial	93
5.00am - 6.00am	6	5	2	5	0	0	0	9	3	5	0	0	0	11	6	0	0	4	2	6	2	3	0	Unknown Vehicle	15
6.00am - 7.00am	41	9	0	7	0	0	0	17	9	15	9	7	0	29	18	4	5	8	10	22	12	5	0	Pedestrian	692
7.00am - 8.00am	111	13	0	24	0	1	0	24	40	50	15	16	4	53	69	17	11	33	21	44	28	17	5	Disabled	1
8.00am - 9.00am	184	12	0	47	0	7	0	44	66	96	25	12	3	100	112	18	17	61	45	81	42	17	1	Bicycle	68
9.00am - 10.00am	195	12	0	74	1	1	0	61	82	84	34	14	4	110	123	24	20	53	58	89	55	17	6	Miscellaneous	5
10.00am - 11.00am	120	8	4	33	0		1	17	46	73	12	9	5	54	81	15	13	35	37	59	20	5	6	Menlo Ave	547
11.00am - 12.00pm	205	10	1	70	0	4	0	56	65	108	38	12	6	97	133	27	25	78	60	79	47	14	6	Santa Cruz	795
12.00pm - 1.00pm	255	10	0	87	0	1	1	55	76	132	65	9	4	124	159	30	28	99	84	87	54	13	4	Plaza 4	1389
1.00pm - 2.00pm	248	1	0	70	0	2	0	38	62	131	69	8	3	109	124	30	47	64	63	102	63	12	4	Plaza 5	570
2.00pm - 3.00pm	210	2	1	60	0	3	0	42	58	104	60	5	1	103	112	23	30	79	54	84		9	1	On-street Parking	139
3.00pm - 4.00pm	227	4	0	42	0	8	0	38	57	101	61	8	6	103	111	22	34	76	65	70	49	6	5	Yellow Loading Zone	48
4.00pm - 5.00pm	228	1	1	51	0	7	1	26	63	138	42	10	3	109	120	30	24	83	77	67	41	14	3	North	1330
5.00pm - 6.00pm	221	1	0	40	0	9	1	37	60	119	51	5	2	104	118	25	27	79	82	68	38	4	2	South	1509
6.00pm - 7.00pm	193	0	1	33	0	5	1	24	45	112	41	8	1	96	89	26	20	49	66	63	34	16	3	East	309
7.00pm - 8.00pm	120	0	0	21	0	14	0	19	29	59	30	10	0	56	64	13	14	45	40	40	14	9	0	West	324
8.00pm - 9.00pm	91	0	0	12	0	4	0	20	22	42	13	3	2	39	45	6	12	33	24	30	10	3	2	Menlo Ave	889
9.00pm - 10.00pm	23	1	0	9	0	1	0	9	5	11	3	1	2	17	12	1	1	11	10	5	3	0	2	Santa Cruz	806
10.00pm - 11.00pm	5	0	0	4	0	0	0	3	1	4	0	0	1	4	2	1	1	3	3	1	1	0	1	Plaza 4	1006
11.00pm - 12.00am	2	0	0	0	0	0	0	0	0	1	0	0	1	1	0	1	0	0	1	0	1	0	0	Plaza 5	558
			-		-	-					_		-		-		-			-		-		On-street Parking	166
Totals	2700	93	10	692	1	67	5	547	795	1389	570	139	48	1330	1508	313	330	899	806	1006	515	166	51	Yellow Loading Zone	51



Draeger's Supermarkets: Deli

10-10

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E.

Menlo Ave

NXI

Draeger's Market Courmet groceries & cooking lessons

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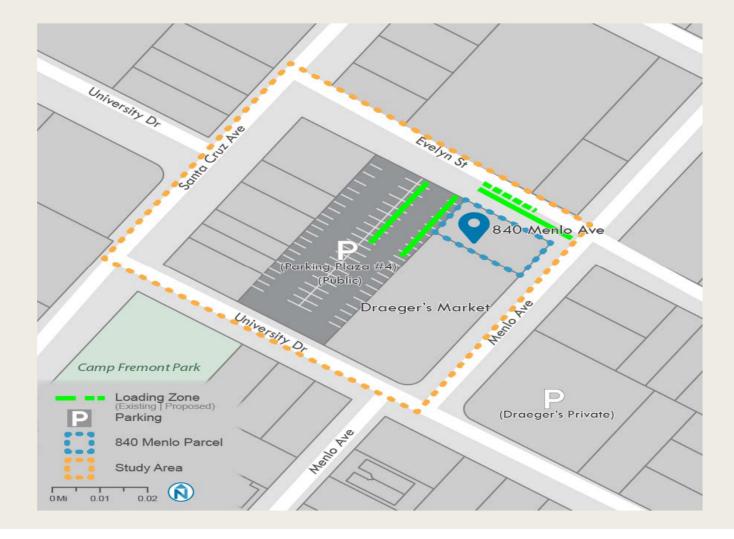


Celebrating Family and Food Since 1925

5 Safe and Viable Options -All Supported by Draeger's

- A. Moving the project garage entrance to Menlo Avenue to retain the existing loading zone
- B. Adjusting the proposed garage entrance on Evelyn Street further toward Menlo Avenue in order to preserve a shorter loading zone on Evelyn Street
- C. Creating a 40 ft. loading zone on Evelyn Street between Menlo Avenue and the garage entrance
- D. Relocating the loading zone to the other side of Evelyn Street
- E. Relocating the loading zone to Menlo Avenue

Existing Evelyn Street Loading Zone – Not a "Gift"



Evelyn Street Loading Zone is Critical to Draeger's Operations

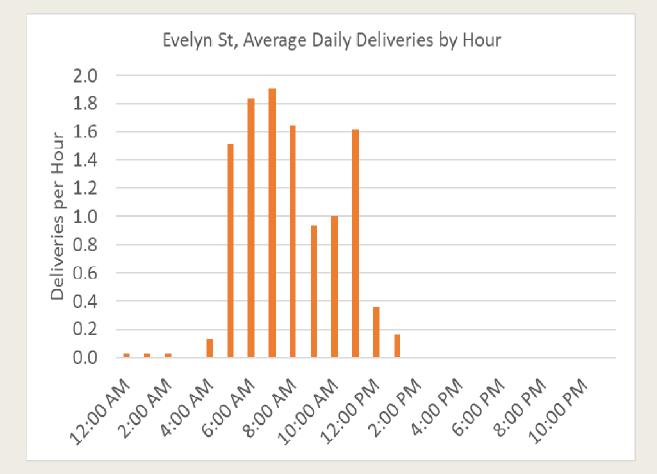
- Deliveries Consolidated and Reduced to the Extent Possible Since 2001
- Largely the result of our investment in a in a South San Francisco operations facility that moved kitchen and floral services out of Menlo Park
- Factors ranging from traffic congestion, to perishable products, to certain specialty food vendors traveling from far and wide, all result in about 3 deliveries on average taking place after 10am that cannot be accommodated within the parking plaza.
- As supported by documents in the record, further consolidation to completely eliminate the need for the Evelyn Street loading zone is just not feasible

Retaining a Street Based Loading Zone -- Critical to Downtown Retail

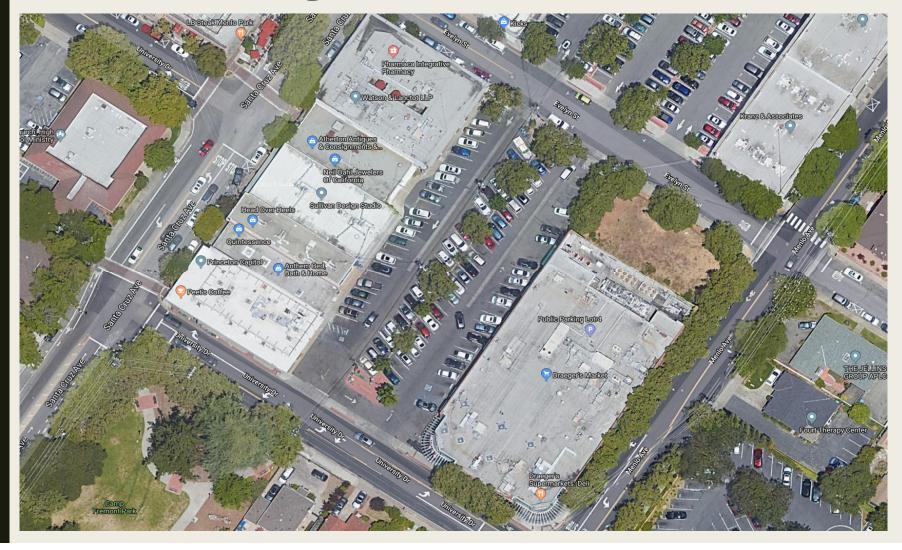
- We understand that some modification to the existing Evelyn Street loading zone must occur to accommodate the 840 Menlo Ave project
- However, complete elimination of a street loading zone could critically harm Draeger's and other local neighborhood serving businesses by thwarting receiving operations
- To be compatible with the Specific Plan, this project needs to fit within the existing downtown business district and the associated business activities – including receiving operations
- This requires retention of a street-based loading zone.



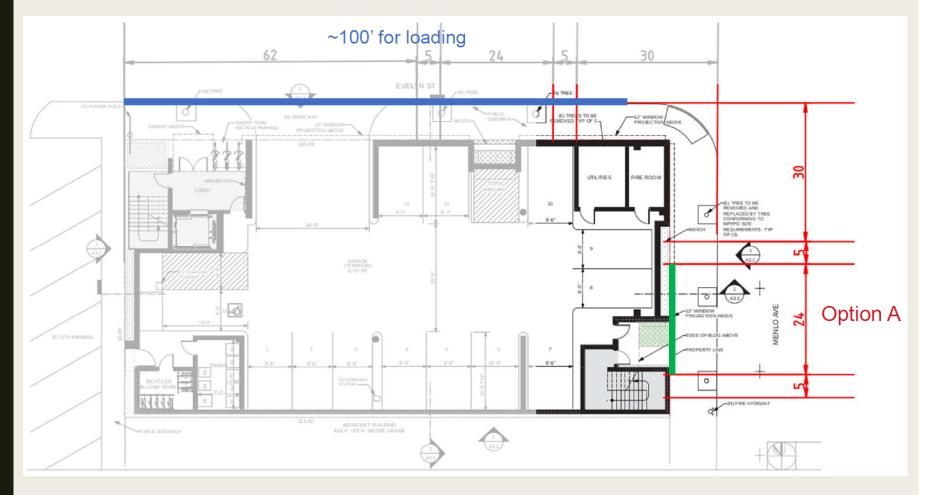
Daily Evelyn Street Deliveries



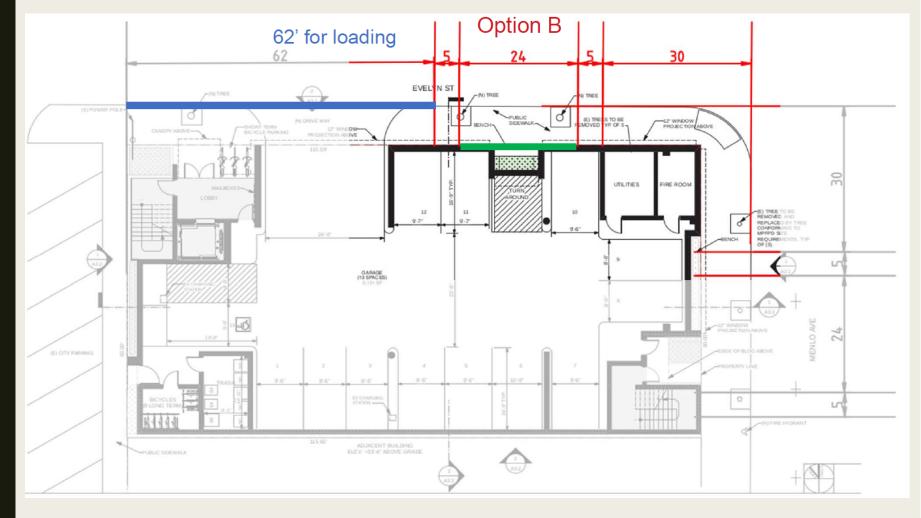
Consolidating All Loading into Parking Areas – Not Viable



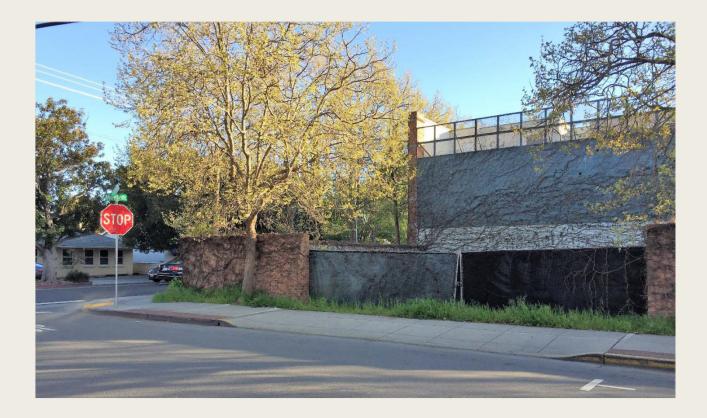
Option A – Preserve Existing 100 ft Loading Zone

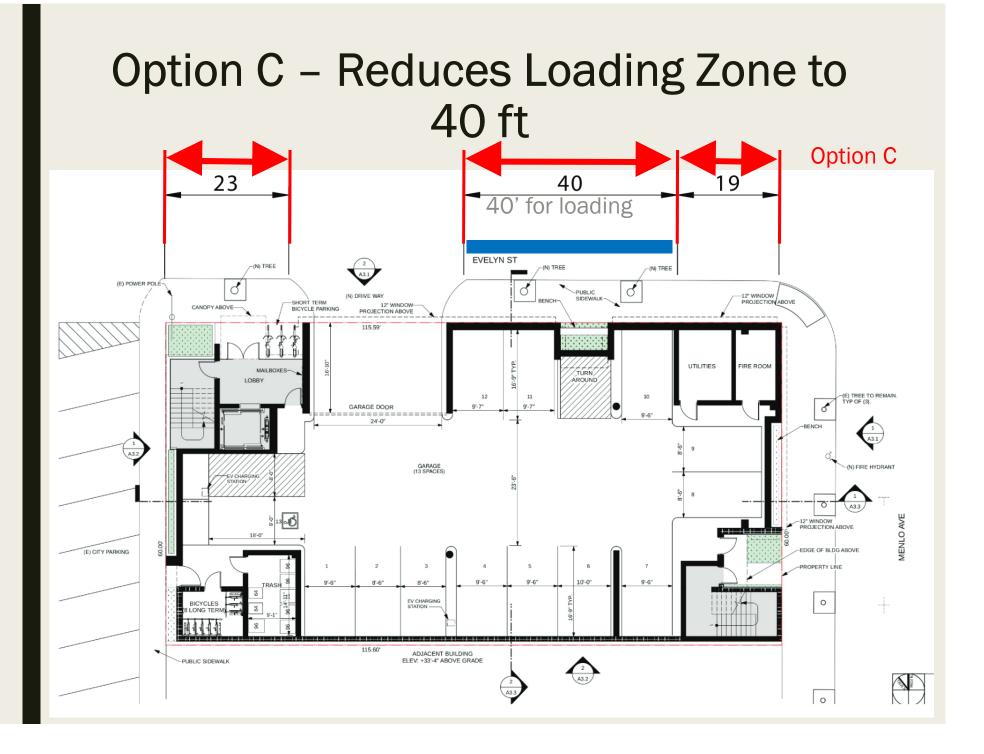


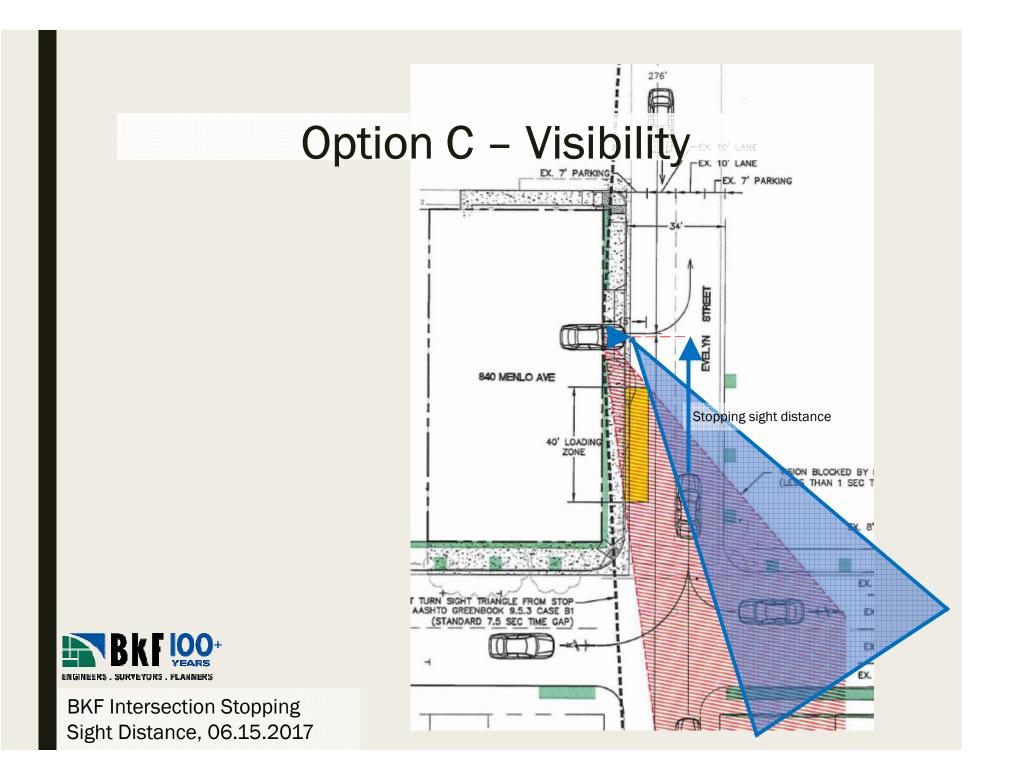
Option B – Reduce Evelyn Loading Zone to 62ft



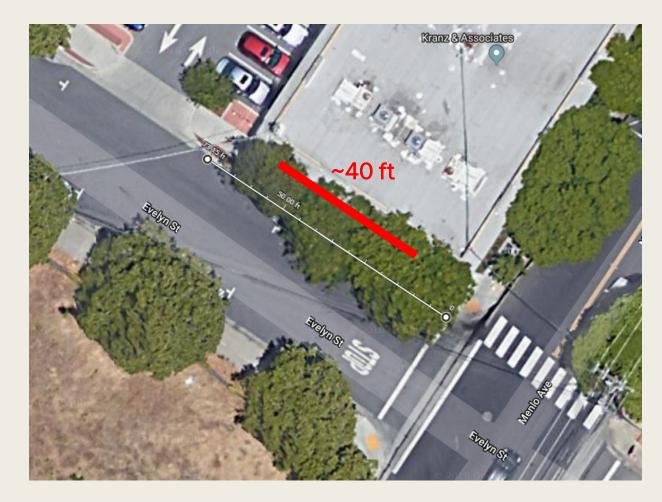
Option B – Utilizes Current Curb Cut



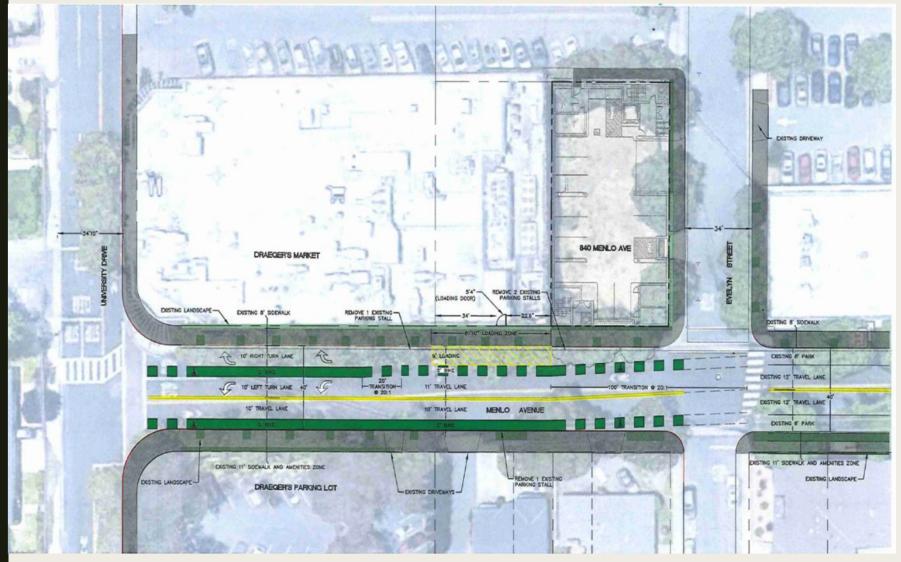




Option D – 40 ft Loading Zone Across Evelyn Street



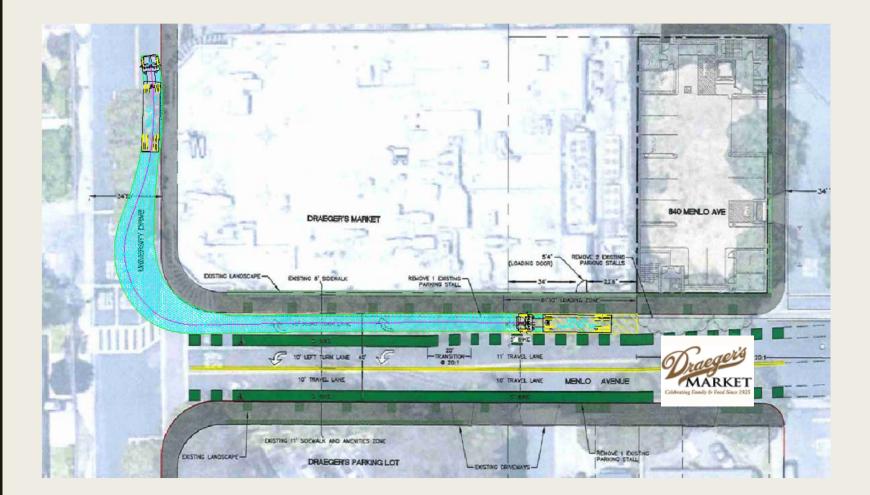
Option E – Relocate Loading Zone to Menlo Avenue



Option E - Truck Circulation Would Not Change



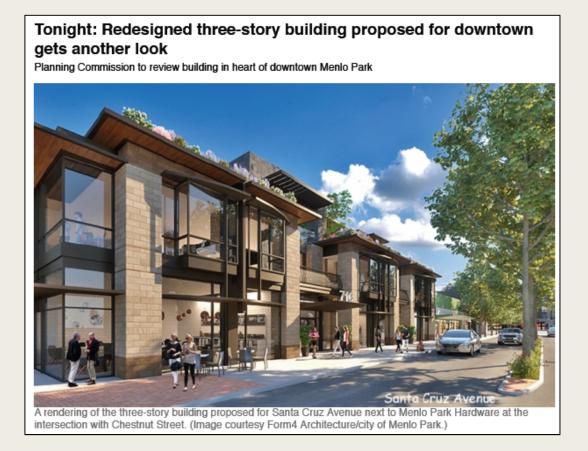
Option E – No Increased Safety Risks at University Drive/ Menlo Ave Intersection



Option E - Cyclists and Pedestrians



Please Consider All 5 Options – Including Project Redesign



Thank You

MENLO PARK

OAK GROVE AVE, CRANE ST, UNIVERSITY DR BIKE IMPROVEMENT PROJECT

Marlon Aumentado, Hugh Louch



Today's Presentation

- Background Information
- Trial Metrics
- Pilot Evaluation
- Considerations
- Actions Requested





Background Information





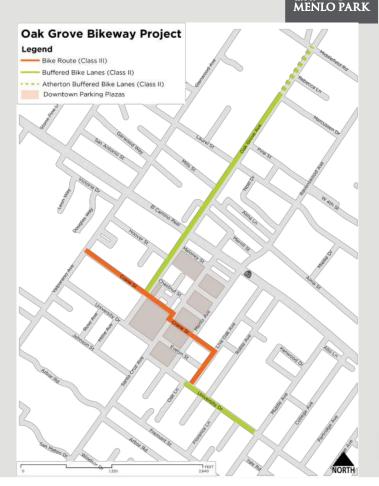
Policy Support

- Initiated by Bicycle Commission in 2015
- Added to 2016 City Council Work Plan
- 2016 General Plan Circulation Element - Accommodate all travel modes
- El Camino Real and Downtown Specific Plan
 - Provide safe east-west crossings of El Camino Real to better connect the city



Project Description

- Class II Buffered Bike Lanes
 - Oak Grove Avenue
 - University Dr
- Class III Bike Routes (Sharrows)
 - Crane St
 - Live Oak Avenue





Previous Council Actions

- December 6, 2016
 - Approved concept plan for one-year trial installation
- March 28, 2017
 - Approved time-sensitive trial metrics: Volume Counts, Speed Assessment, Parking
- April 18, 2017
 - Approved single phase construction of facilities
- August 29, 2017
 - Approved remaining trial metrics: Online Survey, Intercept Survey, Collision Analysis
 - Adopted resolution to implement a Residential Parking Permit (RPP) program for Marcussen Drive residents



Pilot Construction

- May 2017: Pre-Pilot Data Collection
- Aug 2017: Construction Begins
 - Buffered Bike Lanes, Sharrows, Signage
 - Oak Grove / Laurel Signal Improvements
- Sep 2017: Construction Completed
 - Design changes
 - Delineators removed in buffer areas due to safety concerns
 - KEEP CLEAR markings installed at Nativity School Driveways
- Nov 2017: Mid-Pilot Data Collection
- May 2018: End-Pilot Data Collection





Pilot Evaluation





Performance Metrics

- Volumes Bicycle, Pedestrian, & Auto
- Vehicle speeds
- Parking occupancy
- Public Input
- Safety



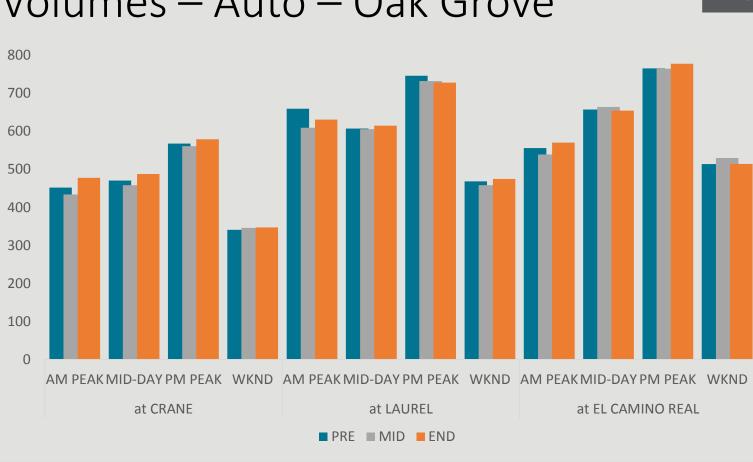
Volumes – Auto

No significant change in auto volumes as a result of the project

Pre-Pilot to End-Pilot							
	Oak Grove Ave at Crane St	Oak Grove Ave at El Camino Real	Oak Grove Ave at Laurel St	University Dr at Live Oak Ave			
Weekday % change	4%	-3%	-2%	4%			
Weekend % change	4%	0%	0%	2%			

Dro Dilot to End Dilot





Volumes – Auto – Oak Grove

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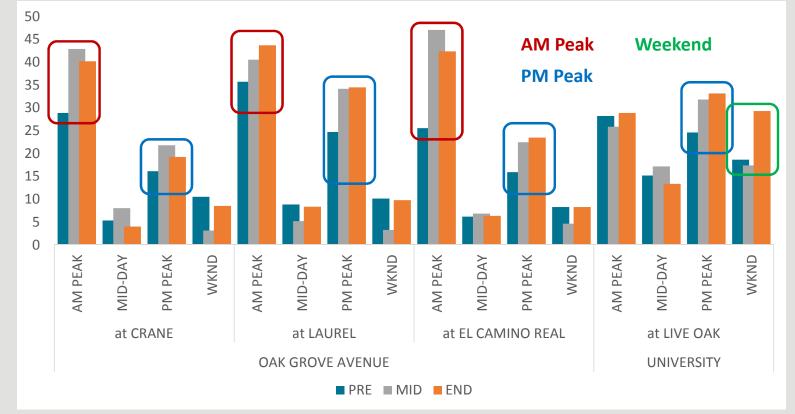
Volumes - Bicycle

• Weekday volumes increased, but not weekend (except on University Dr)

	Oak Grove Ave at Crane St	Oak Grove Ave at El Camino Real	Oak Grove Ave at Laurel St	University Dr at Live Oak Ave
Weekday change (%)	22 (15%)	19 (10%)	-13 (-4%)	17 (9%)
Weekend change (%)	-18 (-27%)	-5 (-9%)	-21 (-20%)	41 (42%)



Volumes – Bicycle – On Corridor

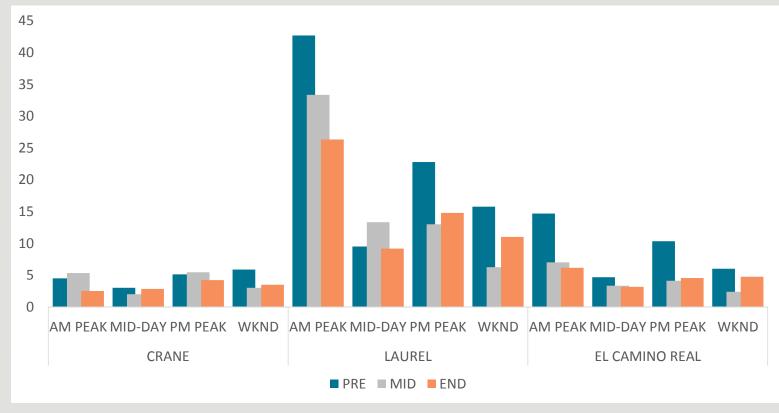


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Volumes – Bicycle – Cross Streets



MENLO PAR



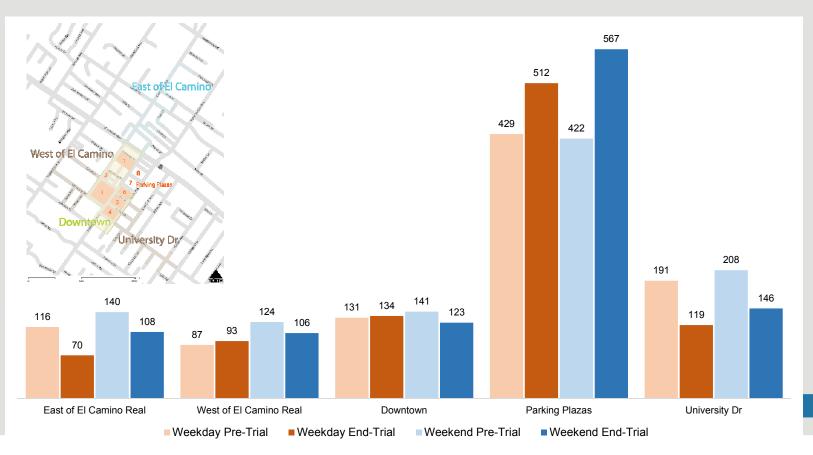
Speed – 85th Percentile

• No significant changes in speeds

		EB/NB			WB/SB		
Street	Between	Pre	Mid	End	Pre	Mid	End
Oak Grove Ave	Pine St and Marcussen	34.6	34.8	34.2	34.3	34.7	34.2
	Dr		0.7%	-0.9%		0.9%	-0.4%
	El Camino Real and	24.9	23.2	25.4	24.8	23.9	25.2
	Hoover St		-7.1%	2.0%		-3.7%	1.5%
	University Dr and	27.3	25.7	25.5	27.3	27.2	28.0
	Crane St		-5.8%	-6.4%		-0.6%	2.4%
University Dr	Menlo Ave and Oak Ln	24.8	25.8	24.5	26.9	27.7	27.5
			4.0%	-1.4%		3.2%	2.5%



Parking Occupancy



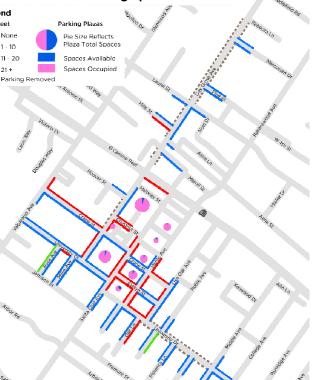
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MENLO PARK



Parking Occupancy







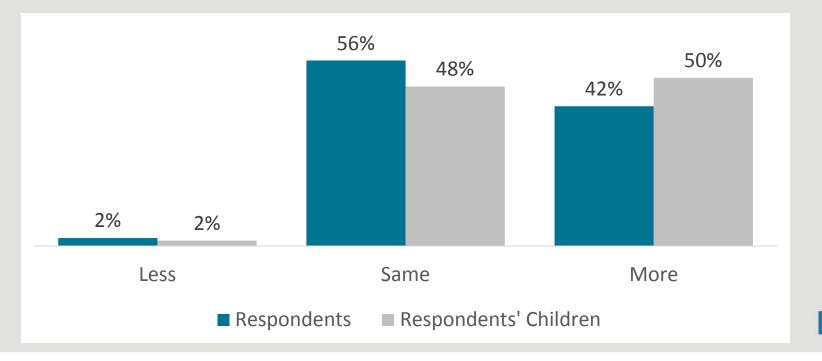
Public Outreach Efforts

- Online Survey
 - City Media Postings
 - Next Door
 - Facebook
 - Twitter
- Intercept Survey
- Business Survey
 - Distributed by City Staff



Public Input

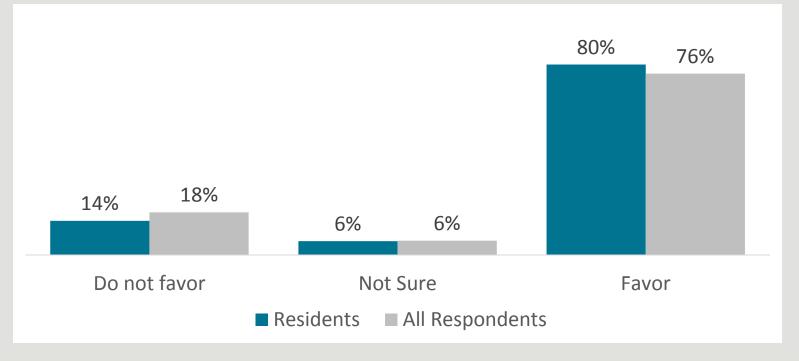
• Bicycling increasing as a result of the project





Public Input

• General strong support for the project





Safety

Pre-Pilot	Post-Pilot
1	0
2	1
6	5
2	0
18	11
14	7
12	3
1	3
4	2
29	7
0	0
	1 2 6 2 18 14 12 1 4 29

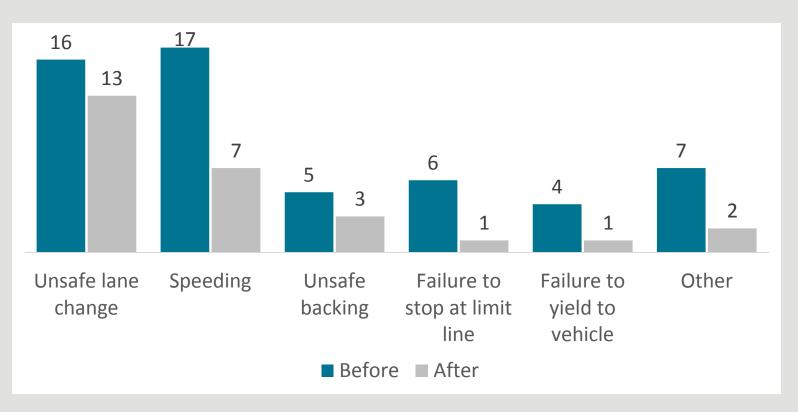


Oak Grove Bikeway Project Legend Before After 201 Collisions ---- Study Area Corridors Collisions are counted at the nearest intersection, but may have occurred outside the actual intersection area. W TH SP 21

FEE 2,640 NORTH



Safety – Factors



22

MENLO PAR



Summary

- Bikeway is successful and deserves permanent installation using thermoplastic for visibility
- Continue monitoring left-turn movements on Oak Grove at Maloney
- Monitor speeds/yielding to pedestrians on University Dr
 - consider adding a high visibility crosswalk at Florence Ln
- Monitor collisions on Oak Grove
 - evaluate improvements at Laurel and Crane
- Provide improved crossing for bicyclists on Crane at Valparaiso





Considerations





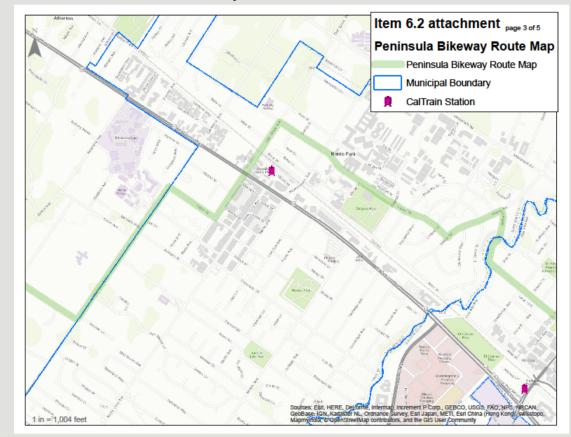
Bike Lane Extensions

- Extend bike lanes to University Ave and Santa Cruz Ave
 - Connectivity to Hillview Middle School
 - Transportation Master Plan





Peninsula Bikeway





Bike Corral & Repair Station

- Proposed location at Oak Grove Ave & Chestnut Ave
 - Location along Peninsula Bikeway
 - Highly visible to bicyclists and drivers





CIP Projects

• Sidewalk & Green Infrastructure

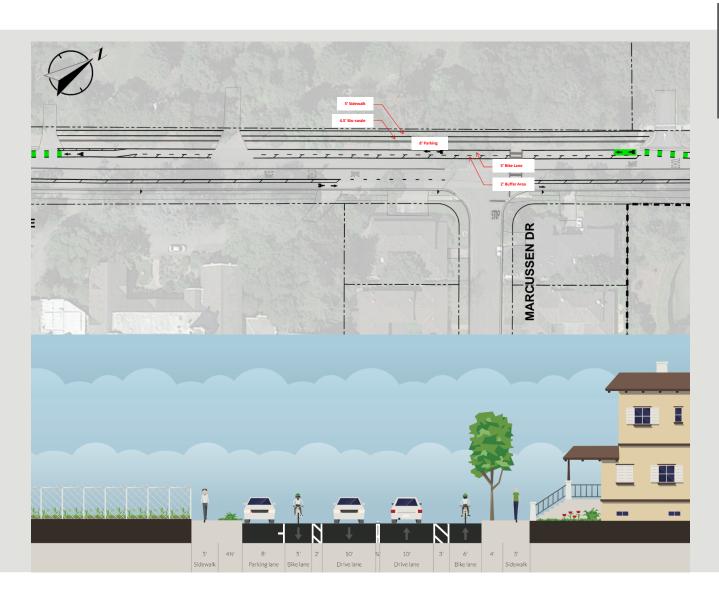




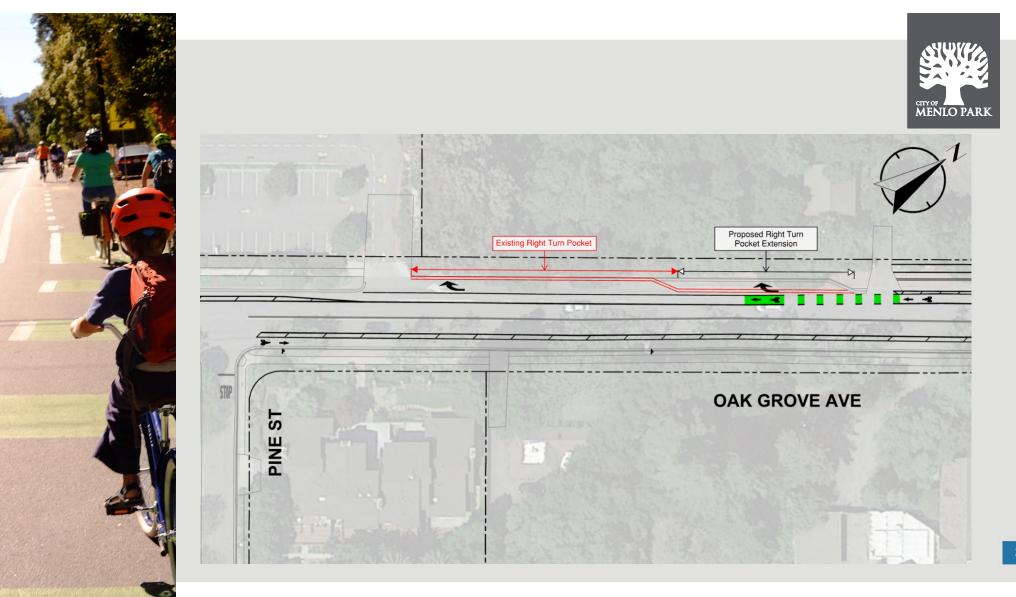
Frontage Parking Utilization

Table 7: Dirt Parking Utilization										
Estimated Available Parking Spaces	<u>Early</u> (7:45 a.m. <u>–</u> 8:45 a.m. <u>)</u>	<u>Morning</u> (9 a.m. <u>–</u> 11 a.m. <u>)</u>	<u>Afternoon</u> (<u>Noon –</u> 2 p.m.)	<u>Evening</u> <u>(</u> 6 p.m. <u>-</u> 8 p.m. <u>)</u>	<u>Saturday</u> (4 p.m. <u>–</u> 6 p.m. <u>)</u>	<u>Sunday</u> (8:45 a.m. <u>–</u> 9:30 a.m. <u>)</u>	<u>Average Cars</u> Observed	<u>Average % In</u> <u>Use</u>	<u>Max % In</u> <u>Use</u>	
<u>25</u>	<u>1</u>	<u>8</u>	<u>27</u>	<u>1</u>	<u>1</u>	<u>8</u>	<u>7.6</u>	30.7 %	108 %	











Actions Requested

- Recommend to City Council to approve the permanent installation of bicycle facilities
- Provide feedback on frontage parking along Vallombrosa Center





THANK YOU

