

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 1/9/2019
Time: 7:00 p.m.
City Hall – “Downtown” Conference Room, 1st Floor
701 Laurel St., Menlo Park, CA 94025

According to City policy, all regular meetings of the Complete Streets Commission are to end by 9:30 p.m. unless there is a super majority vote taken by 9:00 p.m. to extend the meeting and identify the items to be considered after 9:30 p.m.

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 regular meeting minutes of December 12, 2018 ([Attachment](#))
- E2. Initiate and discuss the establishment of the Complete Streets Commission goals and priorities for 2019 - 2020
- E3. Select a Commissioner to speak on behalf of the Complete Streets Commission at future City Council meetings involving the City Council workplan and provide guidance
- E4. Evaluate Commission subcommittees

F. Informational Items

- F1. Update on major project status

G. Committee/Subcommittee Reports

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

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: 12/12/2018
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, Levin, Meyer, Walser, Weiner
Absent: Lee, Mazzara
Staff: Assistant Engineer Rich Angulo, Associate Transportation Engineer Kevin Chen

C. Reports and Announcements

Staff Chen announced upcoming City events and a summary of City Council actions on City Council organizational and transportation related items since the November 14, 2018, Complete Streets Commission meeting.

D. Public Comment

None.

E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of November 14, 2018 (Attachment)

ACTION: Motion and second (Walser/Behroozi) to approve the Complete Streets Commission regular meeting minutes of November 14, 2018, passed (3-0-3-2, Kirsch, Levin and Meyer abstained, Lee and Mazzara absent).

- E2. Recommend to the City Council to approve the draft Belle Haven Neighborhood Traffic Management Plan (Staff Report #18-013-CSC)

Staff Chen provided a presentation (Attachment).

- Pamela Jones spoke in support of the plan and requested that resident comments on Willow Road intersections be kept in future staff reports to City Council.
- Cecilia Taylor sought clarification on the plan's implementation schedule, suggested supplemental signs to the four existing no cut-through traffic signs, and requested more police enforcement at Hamilton Avenue and Chilco Street.

- Audley Lyon spoke in opposition of the proposed bulb-outs and gateway treatments in the Plan.

ACTION: Motion and second (Meyer/Weiner) to recommend to the City Council to approve the draft Belle Haven Neighborhood Traffic Management Plan, passed (6-0-2; Lee and Mazzara absent).

- E3. Adopt a Resolution to install a passenger loading and unloading zone (white curb) and removal of five on-street parallel parking spaces on Chrysler Drive just east of Independence Drive (Staff Report #18-014-CSC)

Staff Angulo provided a presentation (Attachment).

ACTION: Motion and second (Behroozi/Meyer) to adopt a Resolution to install a passenger loading and unloading zone and removal of five on-street parallel parking spaces on Chrysler Drive just east of Independence Drive, passed (6-0-2; Lee and Mazzara absent).

- E4. Recommend to the City Council on the Complete Streets Commission Pilot Program

Chair Kirsch led the discussion.

ACTION: Motion and second (Meyer/Levin) to recommend to the City Council to continue the Complete Streets Commission permanently as a 7-member body, failed (3-3-2, Behroozi, Levin, and Walser dissented, Lee and Mazzara absent).

ACTION: Motion and second (Levin/Walser) to recommend to the City Council to continue the Complete Streets Commission permanently as a 9-member body, passed (4-2-2, Kirsch and Weiner dissented, Lee and Mazzara absent).

F. Informational Items

- F1. Update on major project status

Staff Chen provided updates on the 2018 City Council workplan, Neighborhood Traffic Management Program projects, Safe Routes to School Program, Transportation Master Plan, Ravenswood Avenue Railroad Crossing Project, and Caltrain Electrification Construction.

G. Committee/Subcommittee Reports

- G1. Update from Active Transportation Network Subcommittee

Commissioner Weiner reported that the Park and Recreation Commission and the City Council received a presentation on the Middle Avenue bike lane improvements initiated by the Active Transportation Network Subcommittee and inquired about the steps needed to develop a project scope of work. The Commission discussed potential traffic circulation impacts on El Camino Real around the intersection of El Camino Real and Middle Avenue (Attachment).

- G2. Update from Electric Vehicle Subcommittee

None.

- G3. Update from Downtown Access and Parking Subcommittee

Commissioner Levin reported potential opportunities for community education on Downtown parking and access to be given by local experts.

G4. Update from Multimodal Subcommittee

Commissioner Levin inquired about the Dumbarton Forward Project and Dumbarton Rail Project updates. Staff Chen to follow up.

G5. Update from Placemaking and Outreach Subcommittee

None.

G6. Update from Safe Routes to School Program Subcommittee

Commissioner Walser inquired about potential subcommittee quorum violation with former Commissioner Nash's resignation. Staff Chen stated it will be addressed in a future Complete Streets Commission meeting.

G7. Update from Transportation Master Plan Subcommittee

Commissioner Levin reported that the Transportation Master Plan Oversight and Outreach Committee requested to bifurcate the Transportation Master Plan and Transportation Impact Fee (TIF) adoption processes to ensure the TIF can preserve its current project schedule.

H. Adjournment

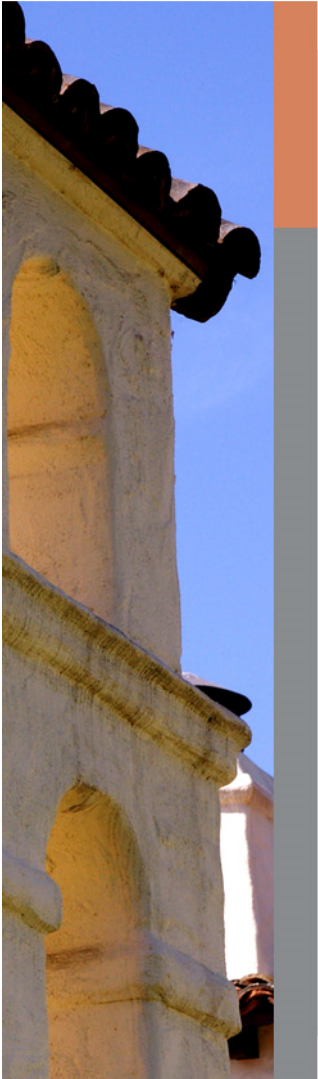
Chair Kirsch adjourned the meeting at 9:30 p.m.

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The background of the slide is a photograph of the Arroyo Plaza Family Gymnasium at dusk. The building is constructed of red brick and features a prominent dark wooden pergola structure over its entrance. Warm interior lights are visible through the glass panels of the pergola, and the sky above is a deep blue. A green semi-transparent banner is overlaid across the middle of the image, containing the title and date.

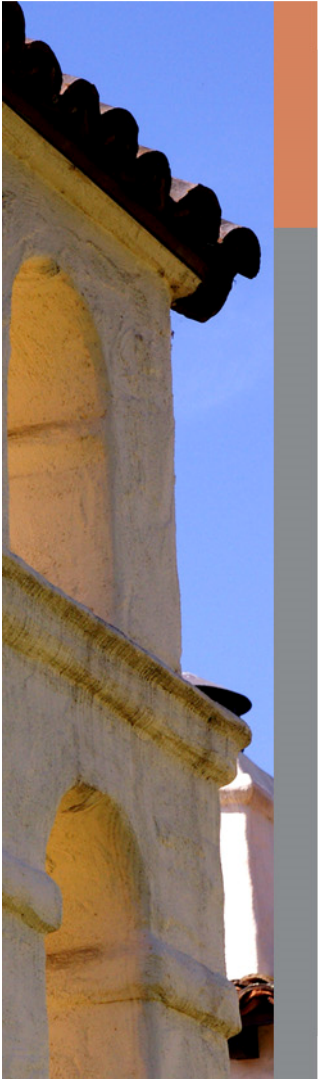
RECOMMEND TO CITY COUNCIL TO APPROVE THE DRAFT BELLE HAVEN NEIGHBORHOOD TRAFFIC CALMING PLAN

December 12, 2018



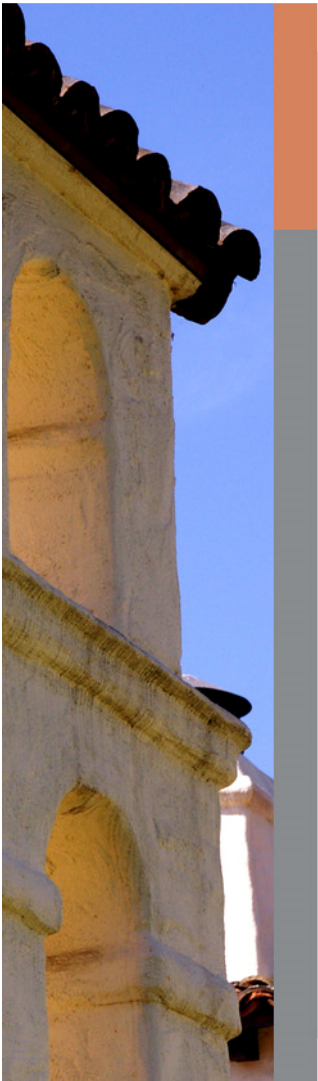
AGENDA

- Background
- Additional comments / responses
- Next steps
- Implementation Process



BACKGROUND

- November 15, 2016 – City Council approved Facebook Campus Expansion Project FEIR
- October 17, 2017 - City Council approved draft scope of work
- July 11, 2018 – Complete Streets Commission and neighborhood community provided feedback on draft Plan
 - Maintain on-street parking over bike lanes or loading zone
 - Remove proposed time limited no right turn restriction on SB Chilco St at Terminal Ave
 - Improve pedestrian facilities (e.g., wider sidewalk on Ivy Dr and Newbridge St)
 - Display revised Plan at key neighborhood locations for additional community feedback



COMMENTS / RESPONSES FROM DISPLAY BOARDS

Comments	Responses
Comments supporting specific Plan recommendations	
Support for a majority of the recommendations	Noted
Majority support for gateway treatment - Option 3	Option 3, unless significant design and/or cost constrains



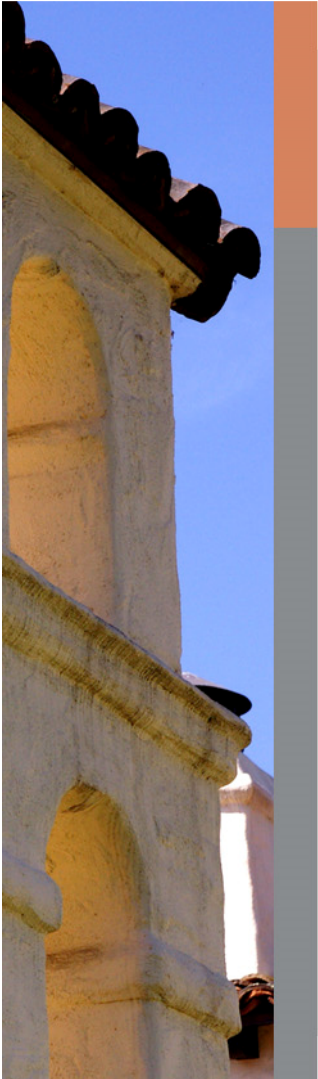
Gateway Treatment Option 1
Decorative Signage



Gateway Treatment Option 2
Decorative Pavement



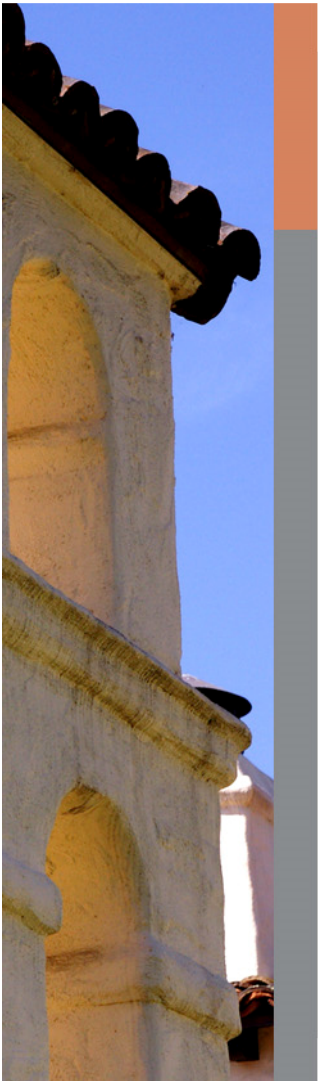
Gateway Treatment Option 3
Decorative Signage and Pavement
(Preferred Option)



COMMENTS / RESPONSES FROM DISPLAY BOARDS



Comments	Responses
Comments opposing specific Plan recommendations	
No Bike Lane on Ivy Dr. and Newbridge St, maintain existing on street parking	Bike lane recommendation has been removed due to community opposition to parking removal
No edge lines on Ivy Dr. and Newbridge St	Currently Ivy Dr. provides on-street parking and Newbridge St does not provide on-street parking . Edge lines will not eliminate the on-street parking



COMMENTS / RESPONSES FROM DISPLAY BOARDS

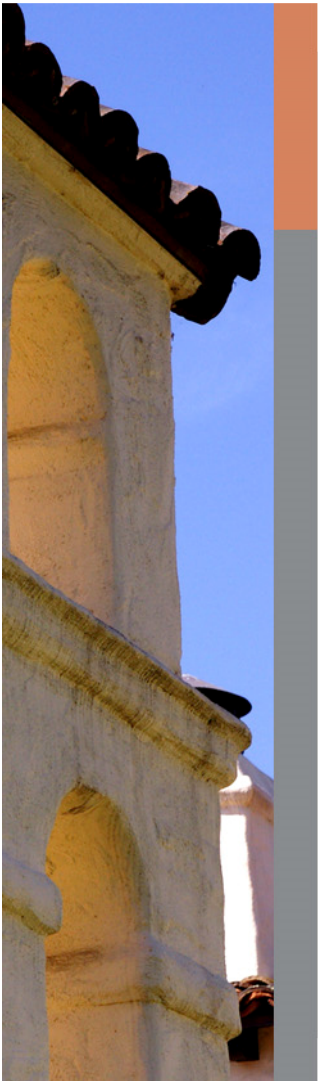


Comments	Responses
New Comments	
<i>Left turn signal on Hamilton Ave at Willow Rd should be protected with a left turn arrow</i>	<i>Under Caltrans jurisdiction. Transportation Master Plan Recommendation #38 to address comment</i>
<i>More pedestrian safety measures on Ivy Drive and Willow Rd</i>	<i>Under Caltrans jurisdiction. Transportation Master Plan Recommendation #39 to address comment</i>
<i>Lower speed limit of Chilco St near the school to 15 miles per hour</i>	<i>The street segments surrounding the Belle Haven School are currently designated as 15 miles per hour school zones.</i>
<i>More speed feedback signs</i>	<i>Two speed feedback signs are currently recommended for Ivy Dr. to enhance awareness. The need for additional feedback signs will be evaluated after the Plan has been implemented and evaluated.</i>



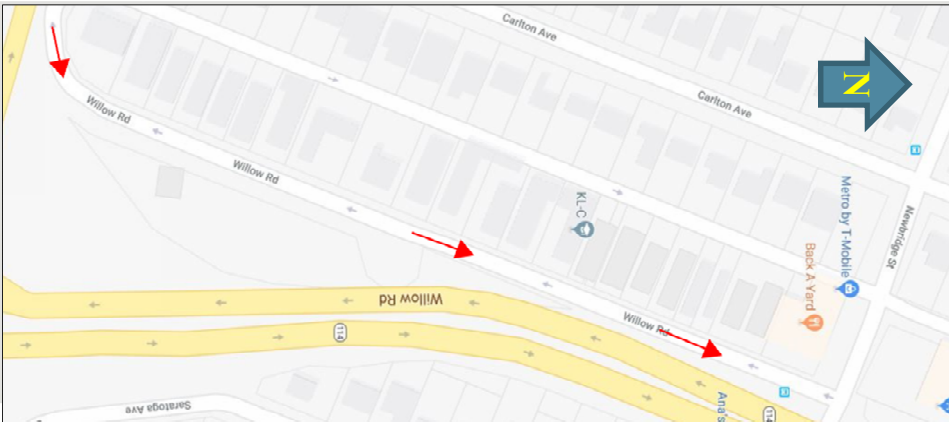
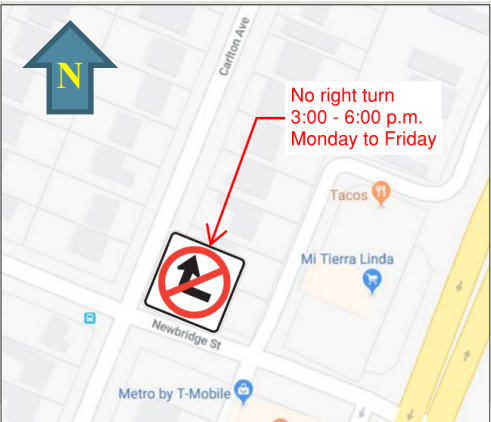
COMMENTS / RESPONSES FROM DISPLAY BOARDS

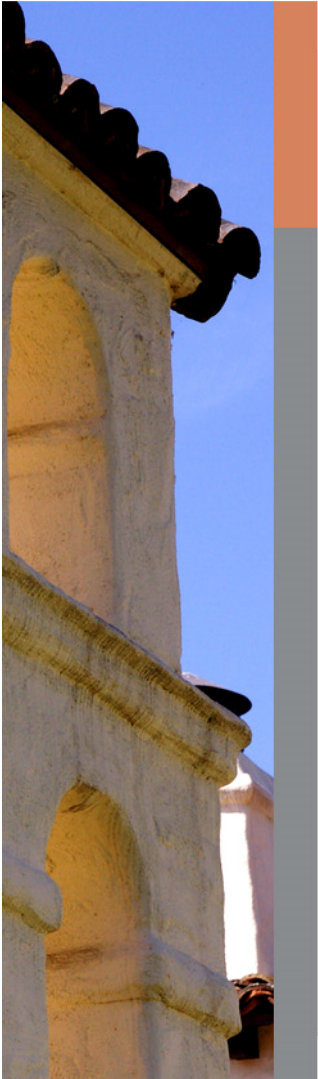
Comments	Responses
New Comments	
<i>Speed humps on Ivy Dr. and Newbridge St</i>	<i>Bulbouts are recommended on Ivy Dr. and Newbridge St. Newbridge St is a designated Emergency Response Route and Ivy Dr is the San Francisco Public Utilities Commission right-of-way. The need for speed humps will be evaluated and approved by these agencies after the Plan has been implemented.</i>
<i>Blank-out sign at Willow Rd and Hamilton Ave needs more clarification</i>	<i>The blank-out sign, prohibiting the SB right turn (from SB Newbridge St to WB Willow Rd), will be activated when the EB left turn is activated. This is intended to eliminate conflicts between SB right turning vehicles and SB u-turning vehicles (into the frontage Willow Rd).</i>
<i>Enforce no right turn restriction at the current Instagram driveway on Chilco St</i>	<i>Noted.</i>
<i>No shuttle buses from Facebook or others on Ivy Dr.</i>	<i>Noted.</i>



COMMENTS / RESPONSES AFTER DISPLAY BOARDS

Comments	Responses
No NB right turn (from NB Newbridge St to EB Carlton) from 3 p.m. to 6 p.m. to discourage traffic from diverting from Willow Rd	Analyses and community outreach will be needed for this request. Staff does not recommend the inclusion of this request into the Plan at this time.
Consider reversing the direction of traffic on the Willow frontage Rd. between Newbridge St. and Pierce Rd.	Analyses of the transportation impact by this request requires significant resources. Staff does not recommend the inclusion of this request into the Plan at this time.

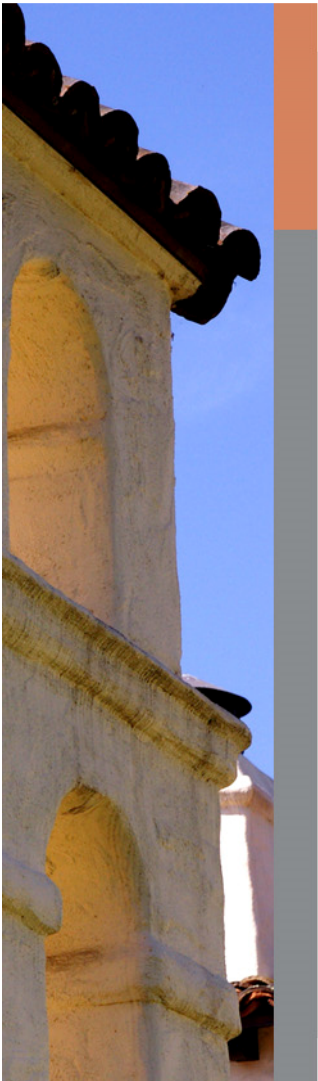




COMMENTS / RESPONSES AFTER DISPLAY BOARDS

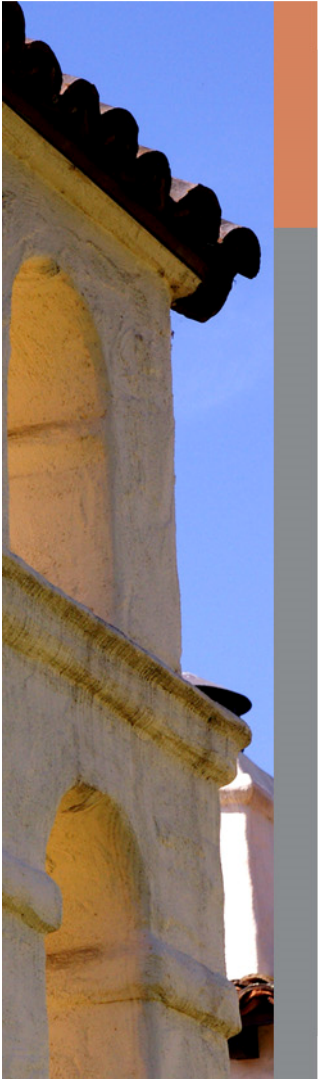


Comments	Responses
<i>Opposed bulbouts and gateways as they would make it harder for vehicles to turn, become obstacles for vehicles to run into, and make roadways too narrow for two way traffic</i>	<i>Staff will work with the Fire Department to ensure adequate turning radii and roadway opening widths. In addition, a study will be conducted after the 6 month trial to assess these concerns.</i>
<i>Supported the idea of implementing the 6 months trial and advocated for the City to repair broken sidewalks more diligently and more uniform improvements</i>	<i>Noted.</i>



PROPOSED PLAN





NEXT STEPS

- Finalize Plan and Implementation Process
- Seek City Council adoption
- Implement recommendations (trial/permanent)
 - Initiate dialogues with other agencies to achieve consensus (e.g., Ivy Dr – San Francisco Public Utilities Commission, Willow Rd – Caltrans, Fire District)



IMPLEMENTATION PROCESS

- City Council considers adoption of Plan.
- Develop 6-month trial design. Forgo neighborhood voting process.
- Implement measures within City jurisdiction. Measures requiring other agency approvals will be implemented as approvals are reached.
- Collect new transportation data and community feedback for after study.
- Develop permanent design. Forgo neighborhood voting process.
- Implement approved permanent measures.



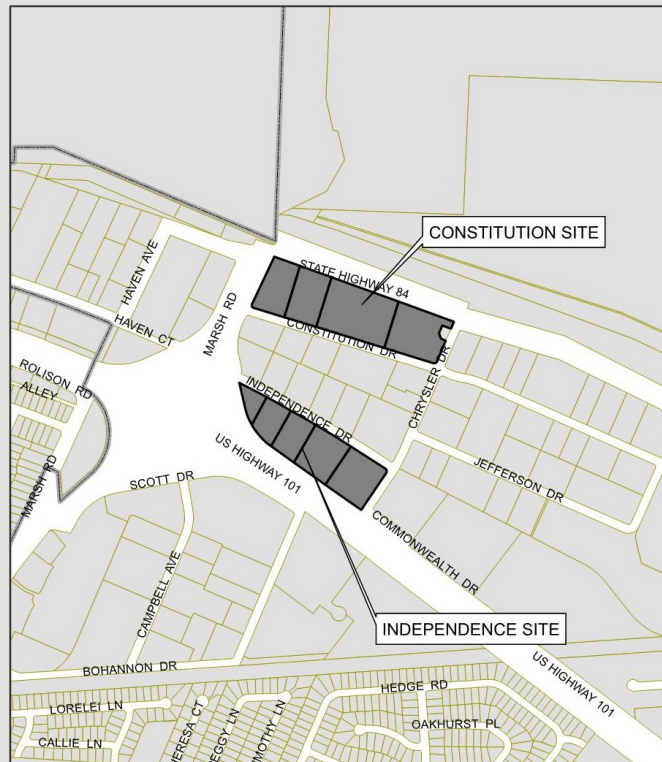
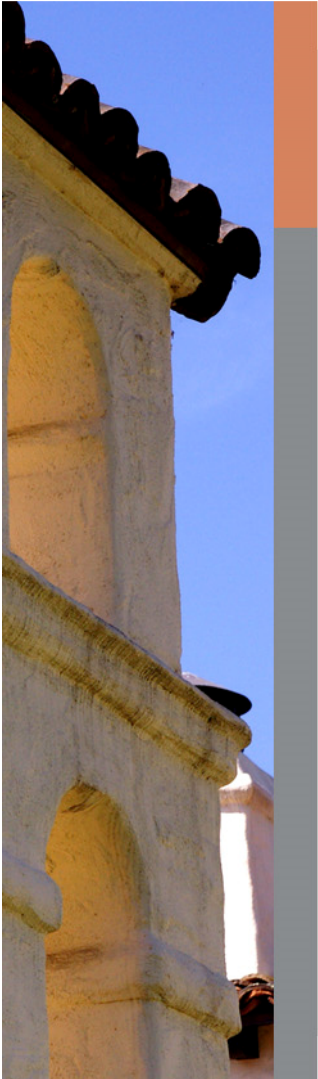
THANK YOU

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INSTALLATION OF 5 MINUTE PASSENGER LOADING AND UNLOADING ZONE ON CHRYSLER DRIVE EAST OF INDEPENDENCE DRIVE

Complete Streets Commission Meeting: December 12, 2018



- In 2010 City Council approved the Menlo Gateway Project
- The project was broken up into 2 phases.
 1. Phase I Independence Dr. Site
 2. Phase II Constitution Dr. Site
- Condition of approval to provide 2 shuttles from Menlo Park and Redwood City Caltrain Stations to occupying businesses.

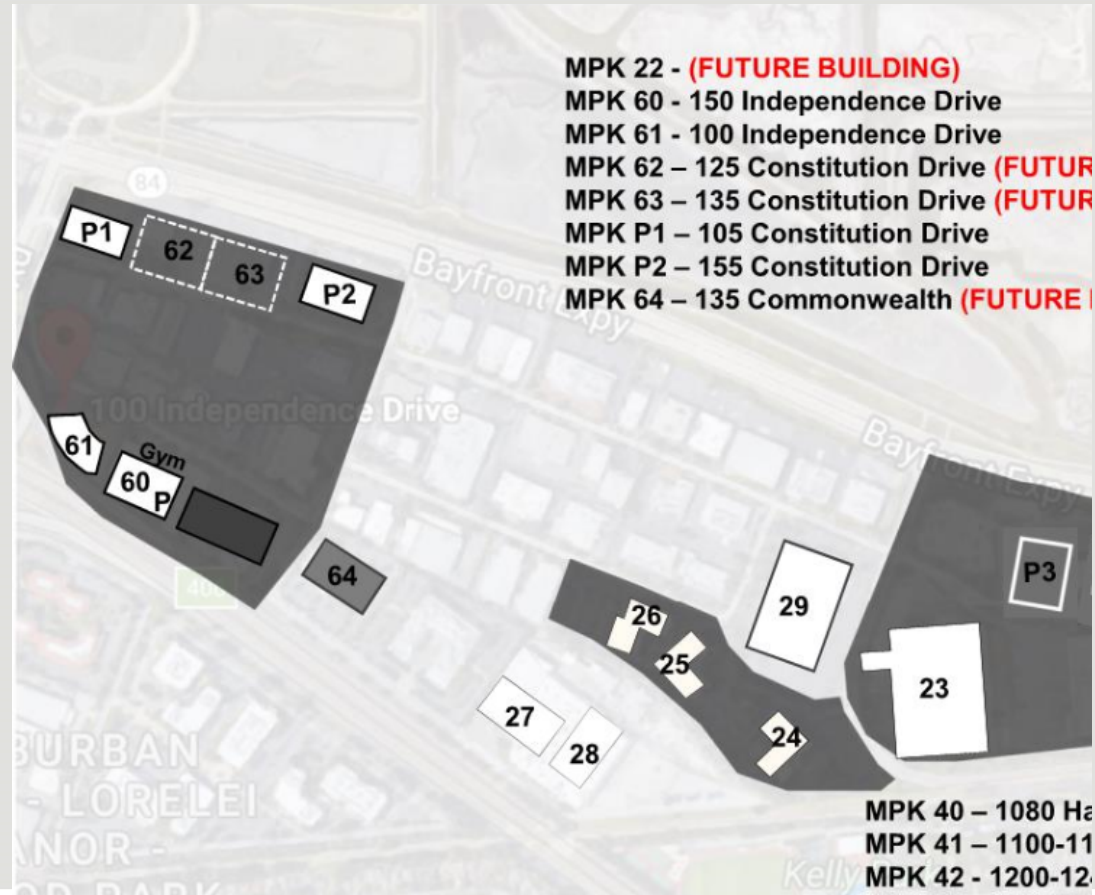
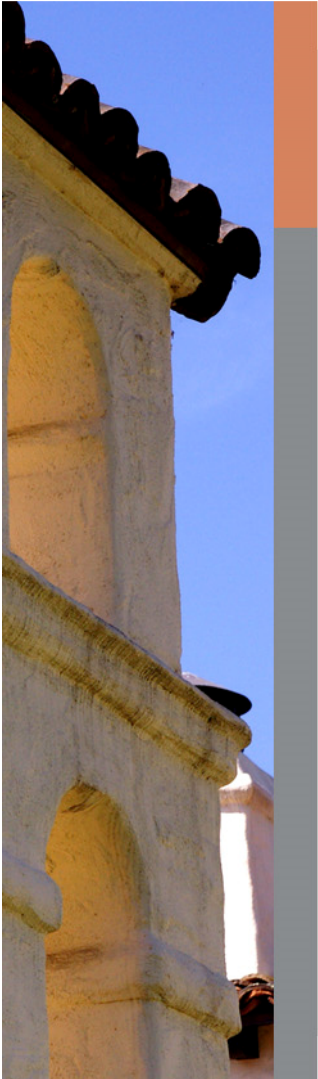


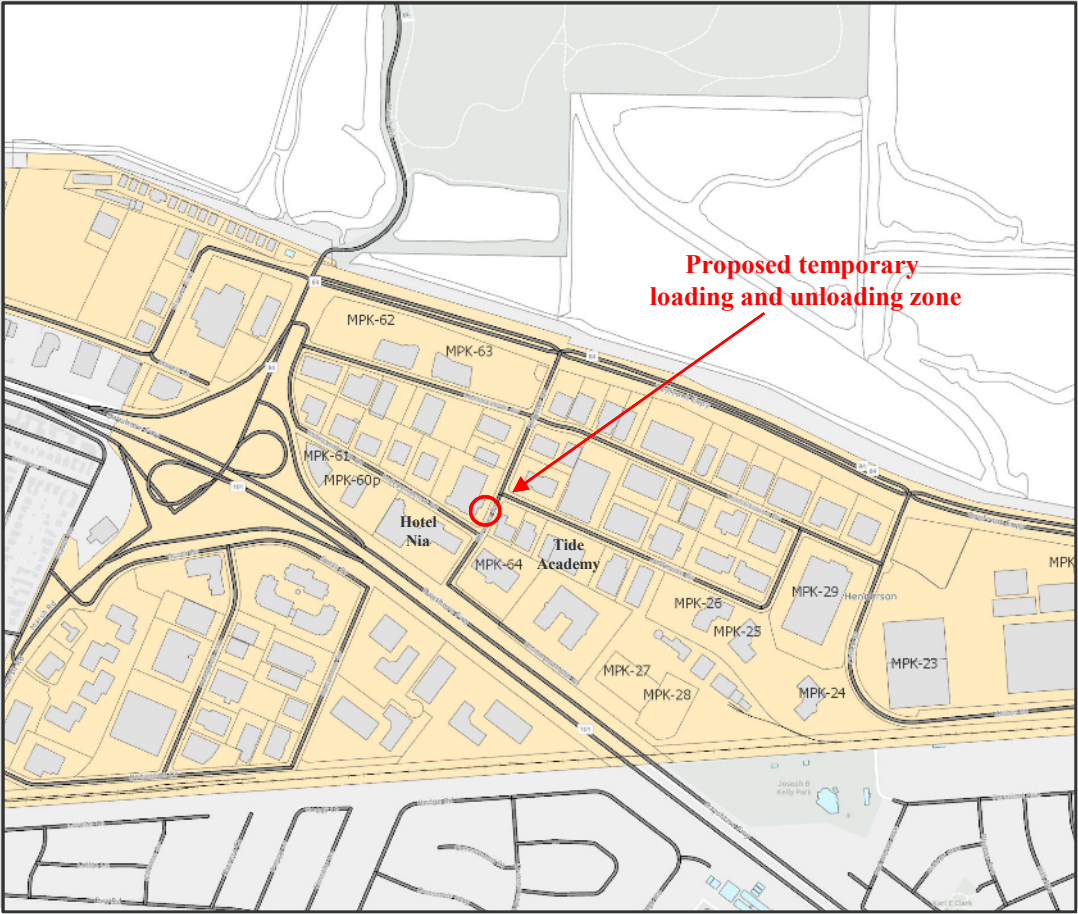
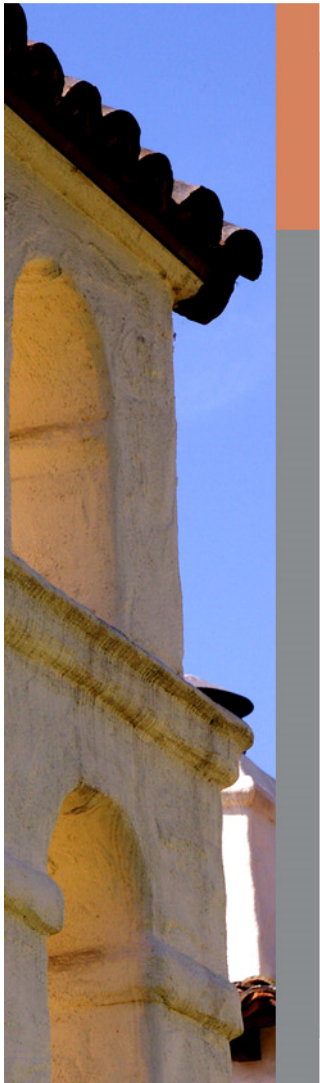
Phase I Independence Drive

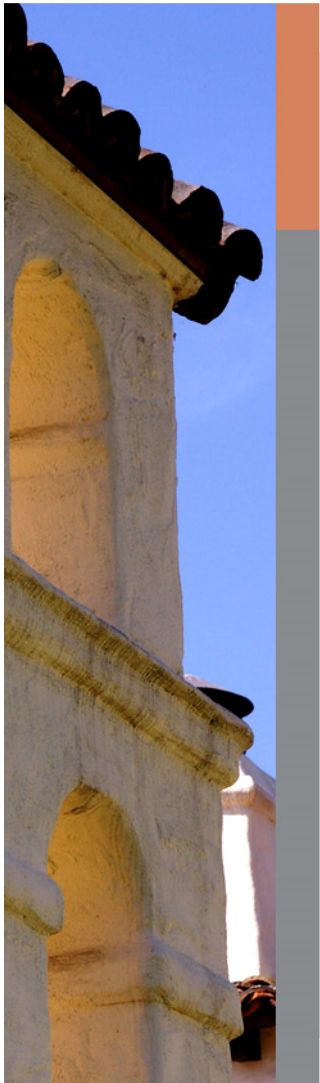


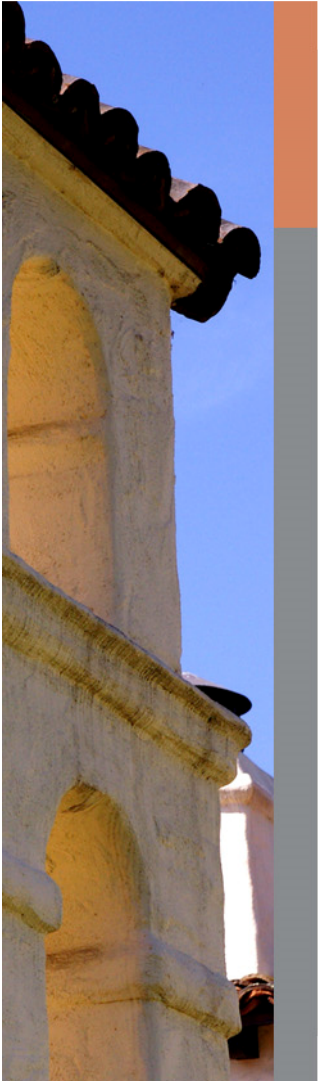
Phase II-Constitution Drive
Expected completion September 2019

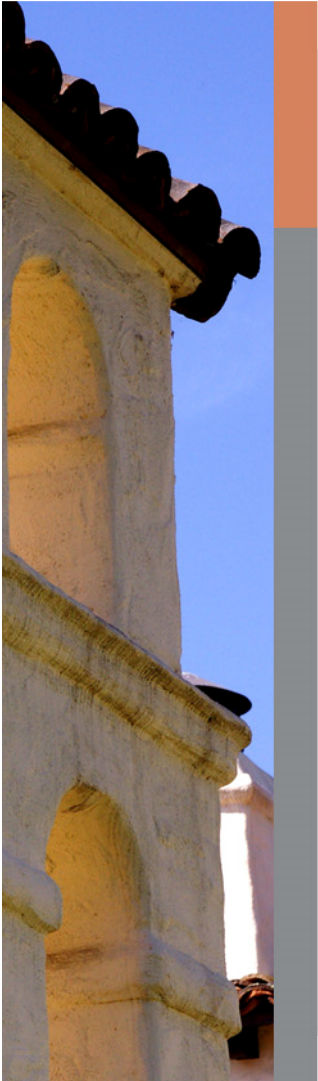








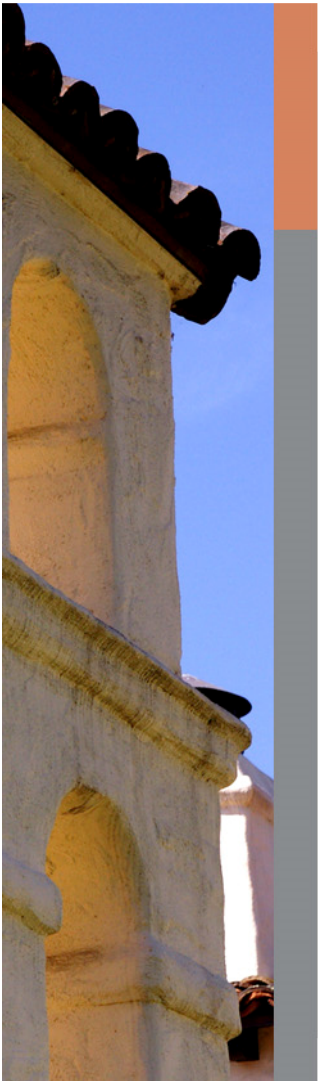




RECOMMENDATION



- Adopt a resolution to install a 5 minute passenger loading and unloading zone and remove five on-street parallel parking spaces on Chrysler
 - Paint approximately 145ft of white curb and install 2 signs.
 - Facebook buses are approximately 45ft in length
 - City shuttle buses range between 25ft and 28ft in length
 - Zone to be reduced to 40ft once Phase II of Menlo Gateway project is completed
 - Transportation Master Plan recommends the installation of a Class II bike lane on Chrysler Drive



TMP-PROPOSED BIKE NETWORK





**THANK YOU &
QUESTIONS**

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"Ohtaki Left" - Northbound Safeway traffic uses ECR turn lane instead of Middle Ave. No right turns allowed into Safeway from Middle.

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