



REGULAR MEETING MINUTES

Date: 9/8/2021

Time: 7:00 p.m.

Special Meeting Location: [Zoom.us/join](https://zoom.us/join) – ID# 959 6579 2741

A. Call to Order

Chair Levin called the meeting to order at 7:05 p.m.

B. Roll Call

Present: Altman, Behroozi, Cebrian, Cole, Cromie (arrived at 7:12 p.m.), Jensen, King, Lee, Levin

Absent: None

Staff: Associate Civil Engineer Phillip Linarte, Engineering Technician Patrick Palmer, Senior Transportation Engineer Kevin Chen, Senior Transportation Engineer Kristiann Choy

Others: Facebook Transportation Projects Manager Vanessa Peers, Fehr & Peers Transportation Consultant Steve Davis

C. Reports and Announcements

Staff Chen reported on City Council actions related to transportation since the August 11, 2021 Commission meeting.

The Commission received clarification on the newly established 15 miles per hour school zones.

D. Public Comment

None.

E. Regular Business

E1. Approve minutes from the August 11, 2021 Complete Streets Commission meeting (Attachment)

ACTION: Motion and second (Lee/ Jensen), to approve minutes from the August 11, 2021 Complete Streets Commission meeting, revising item E2. ACTION fifth bullet point verbiage from “Pause permanent bulbout installation...” to “Eliminate installation of permanent bulbout...”, and combine the last two bullet points, passed 8-0 (Cromie abstained).

E2. Adopt Resolution No. 2021-2 to remove one on-street parking space at 951 College Avenue to construct a retaining curb extension (Staff Report #21-007-CSC)

Staff Linarte made the presentation (Attachment).

The Commission discussed design details, project responsibility assignments, and project scope.

ACTION: Motion and second (Behroozi/ Cole), to adopt Resolution No. 2021-2 to remove one on-street parking space at 951 College Avenue, passed 9-0.

- E3. Recommend the City Council adopt a resolution to remove the left turn restriction on Constitution Drive (Staff Report #21-008-CSC)

Staff Choy and Facebook team Peers/ Davis made the presentation (Attachment).

The Commission discussed project scope, roadway congestion and conflicts, driveway alignment, the need for a comprehensive Bayfront area pedestrian and bicycle plan, and complete streets oriented street design.

ACTION: Motion and second (Cebrian/ King), to recommend to the City Council to adopt a resolution to remove the left turn restriction on Constitution Drive, recommend the installation of “KEEP CLEAR” pavement marking, and mid-block pedestrian crossing or other pedestrian infrastructure that supports safe connection to the Menlo Portal development directly across Constitution Drive, passed 7-0 (Cole abstained, Jensen recused).

- E4. Evaluate commission subcommittees to support City Council priorities

Staff Chen introduced the item.

The Commission discussed charges and responsibilities for the following subcommittees and deferred the remaining subcommittees to the next meeting:

- Climate Action Plan Subcommittee
- Downtown Access and Parking Subcommittee
- Multimodal Metrics Subcommittee
- Safe Routes to School Program Subcommittee
- Zero Emission Subcommittee

ACTION: By acclamation, Commissioner Jensen was assigned to the Zero Emission Subcommittee.

F. Informational Items

- F1. Update on major project status

Staff Chen provided an update on additions to Transportation Division staffing.

G. Committee/Subcommittee Reports

- G1. Update from Climate Action Plan Subcommittee

None.

- G2. Update from Downtown Access and Parking Subcommittee

None.

G3. Update from Multimodal Metrics Subcommittee

None.

G4. Update from Multimodal Subcommittee

None.

G5. Update from Safe Routes to School Program Subcommittee

None.

G6. Update from Transportation Master Plan Implementation Subcommittee

None.

G7. Update from Zero Emission Subcommittee

None.

H. Adjournment

Chair Levin adjourned the meeting at 9:57 p.m.

Kevin Chen, Senior Transportation Engineer

NOVEL CORONAVIRUS, COVID-19, EMERGENCY ADVISORY NOTICE On March 19, 2020, the Governor ordered a statewide stay-at-home order calling on all individuals living in the State of California to stay at home or at their place of residence to slow the spread of the COVID-19 virus. Additionally, the Governor has temporarily suspended certain requirements of the Brown Act. For the duration of the shelter in place order, the following public meeting protocols will apply.

Teleconference meeting: All members of the Complete Streets Commission, city staff, applicants, and members of the public will be participating by teleconference. To promote social distancing while allowing essential governmental functions to continue, the Governor has temporarily waived portions of the open meetings act and rules pertaining to teleconference meetings. This meeting is conducted in compliance with the Governor Executive Order N-25-20 issued March 12, 2020, and supplemental Executive Order N-29-20 issued March 17, 2020.

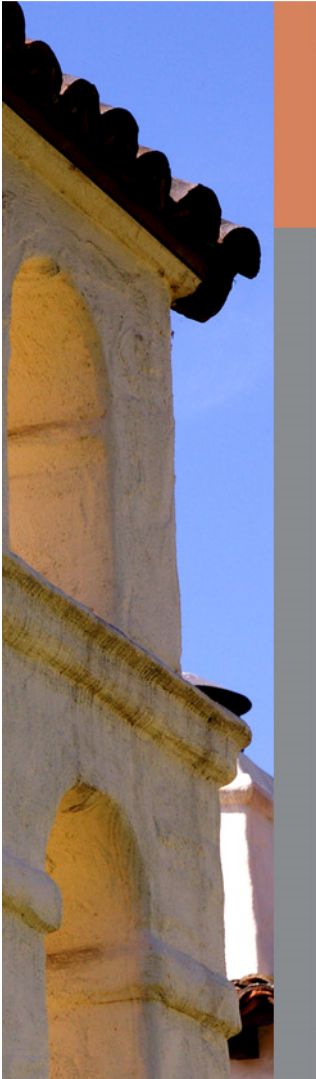
- How to participate in the meeting
 - Access the special meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Regular Meeting ID# 959 6579 2741
 - Access the regular meeting real-time via telephone (listen only mode) at:
(669) 900-6833 Regular Meeting ID # 959 6579 2741

Subject to Change: Given the current public health emergency and the rapidly evolving federal, state, county and local orders, the format of this meeting may be altered or the meeting may be canceled. You may check on the status of the meeting by visiting the City's website www.menlopark.org. The instructions for logging on to the Zoom webinar and/or the access code is subject to change. If you have difficulty accessing the Zoom webinar, please check the latest online edition of the posted agenda for updated information (menlopark.org/agenda).



**951 COLLEGE AVE
RESIDENTIAL ON-STREET PARKING REMOVAL
COMPLETE STREETS COMMISSION, SEPTEMBER 8, 2021**

ARRIAGA FAMILY
GYMNASIUM



AGENDA

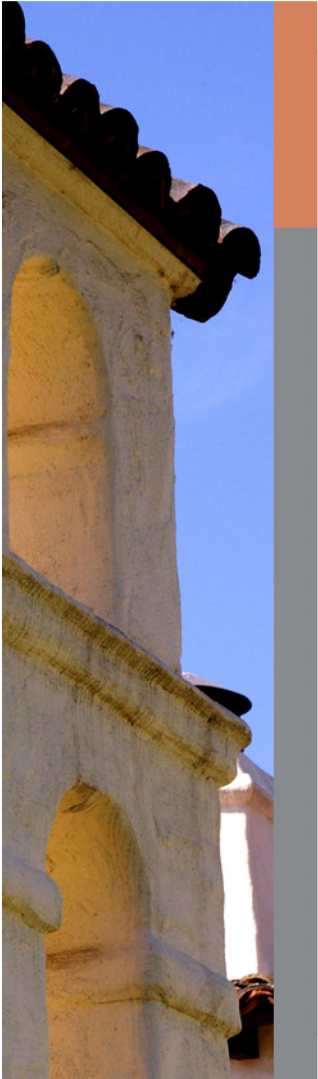
- Background
- Evaluation
- Action
- Next Steps



BACKGROUND

- Resident Request
 - Drainage issue causing significant ponding at 951 College Ave

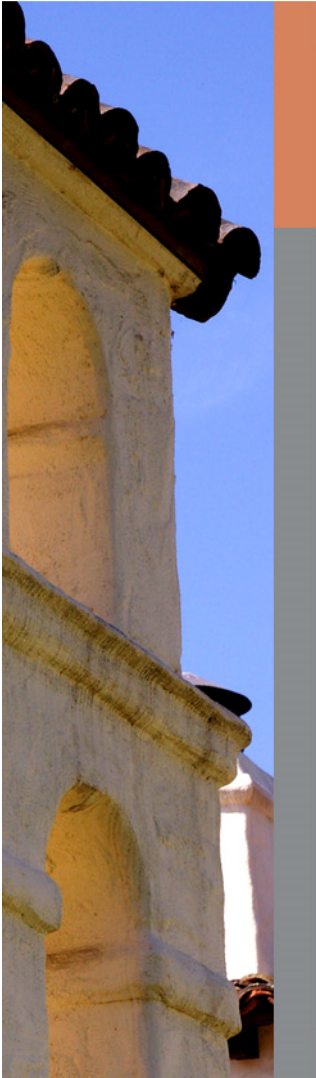




DRAINAGE EVALUATION

- Field observations
 - Issue created by tree roots
 - Uprooting and drainage issue
 - City Arborist discussion
 - Retaining curb at tree

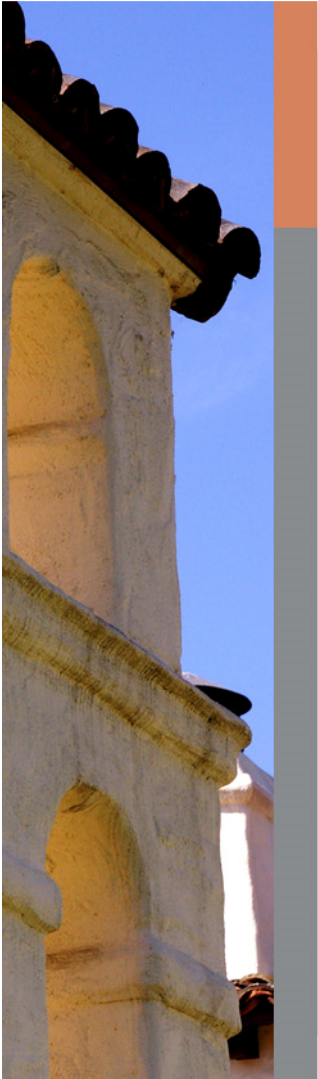




COMMISSION ACTION

- Adopt a resolution to remove one on-street parking space in front of 951 College Ave





NEXT STEPS

- Parking removal & red curb installation
 - A 15 days appeal period succeeding approval of parking removal





THANK YOU

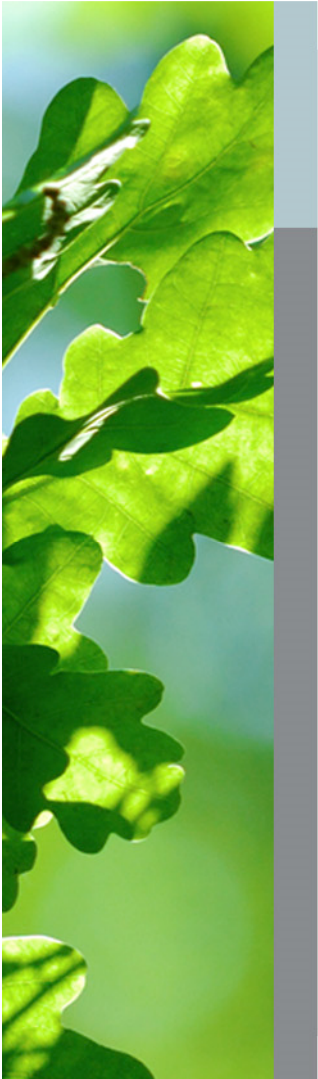
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A photograph of a train crossing a street at dusk. The train is white with red accents and has the number 119 on its front. The street is lined with trees and has traffic lights and signs. A person is visible on the sidewalk in the foreground.

REMOVAL OF LEFT-TURN RESTRICTION ON CONSTITUTION DRIVE

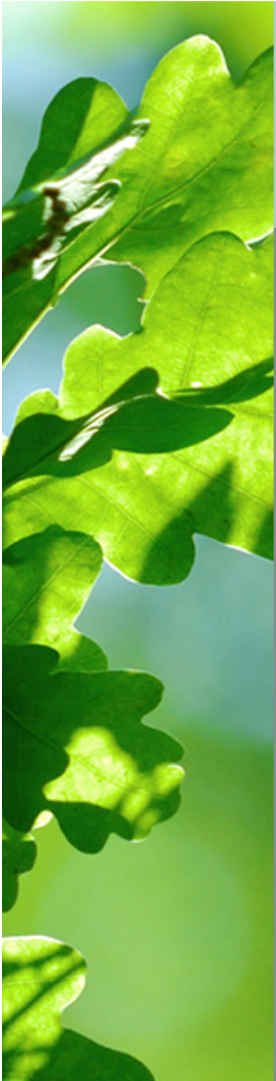
Complete Streets Commission

September 8, 2021

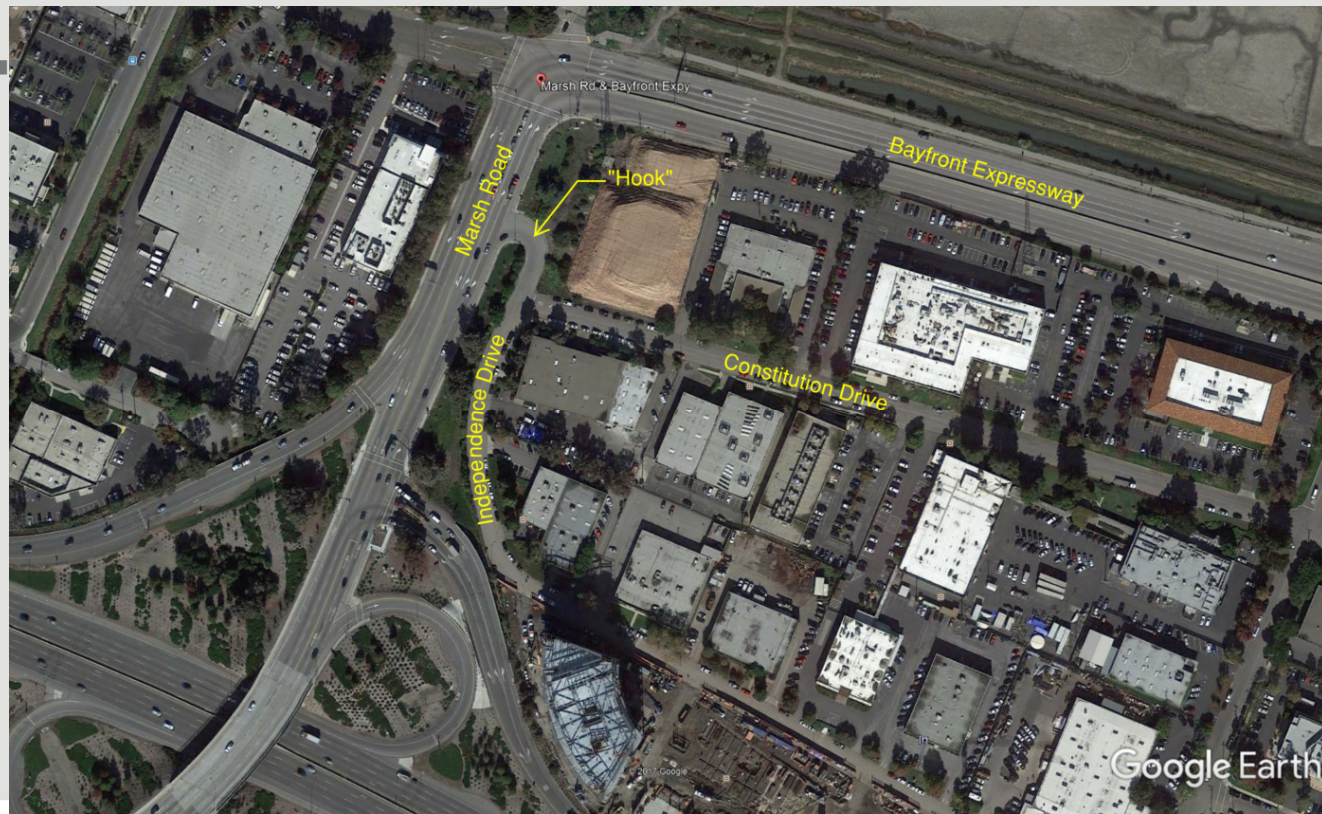


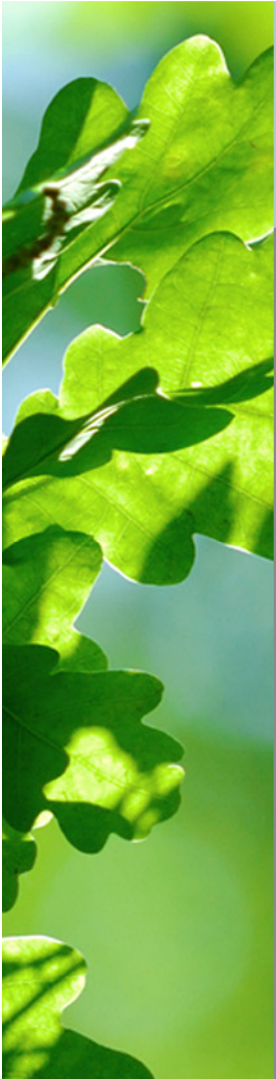
AGENDA

- Background
- Applicant Presentation
- Recommendation and Next Steps

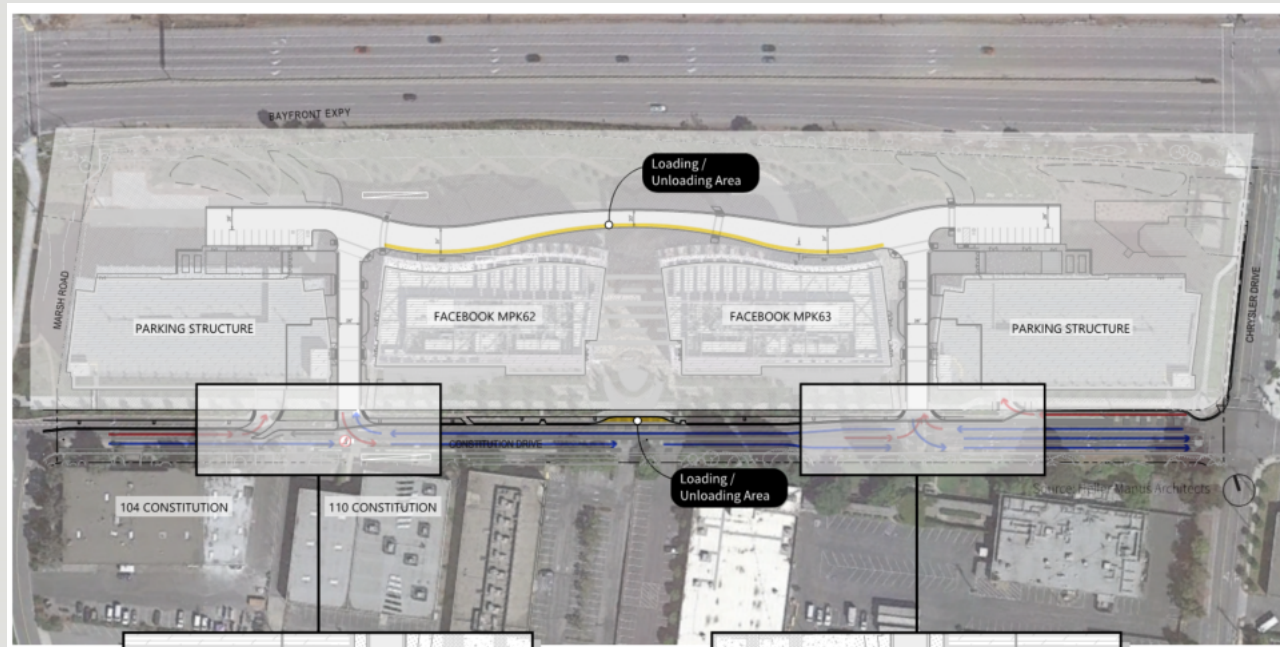


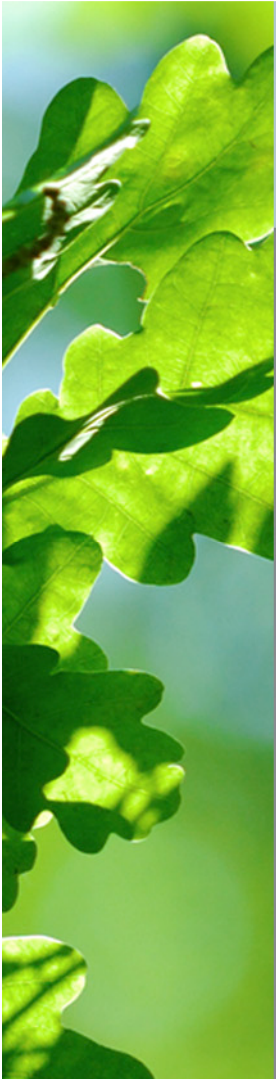
BACKGROUND



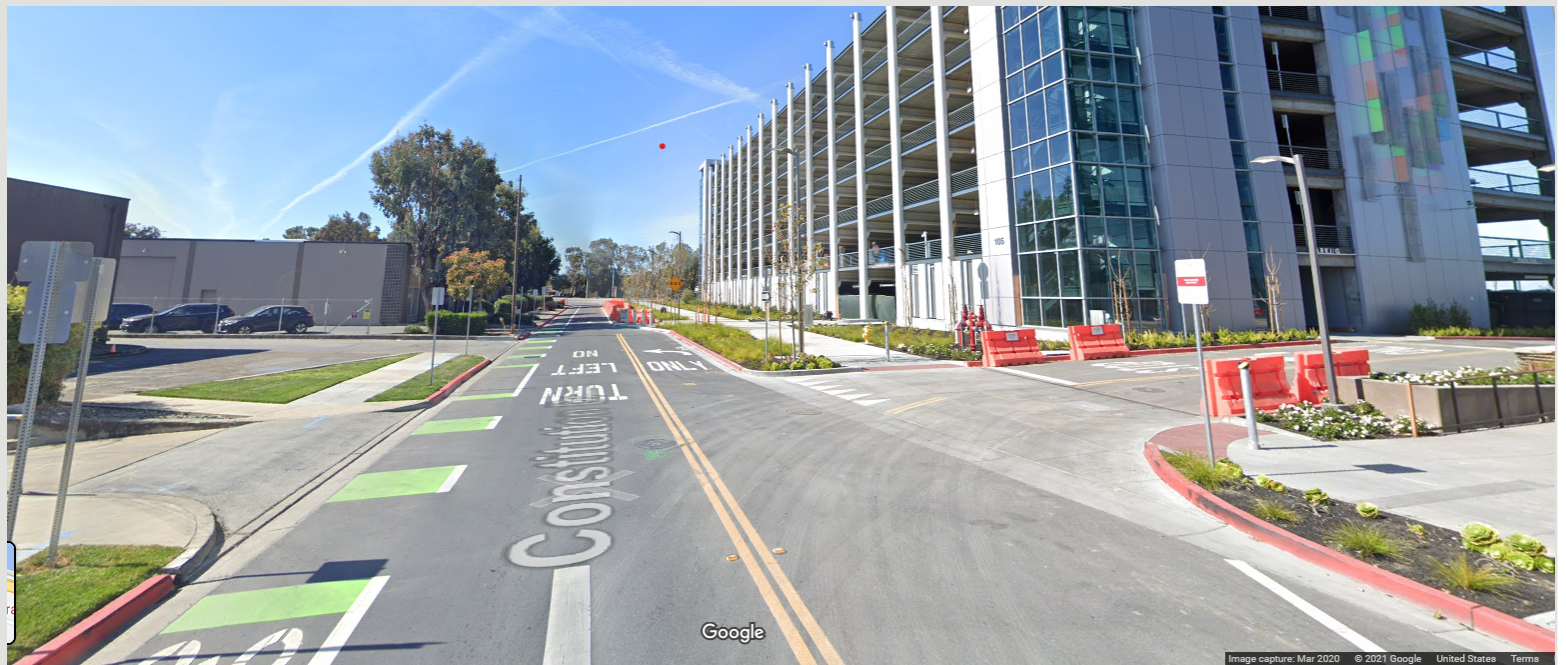


CONSTITUTION DRIVE





PROJECT LOCATION





APPLICANT PRESENTATION



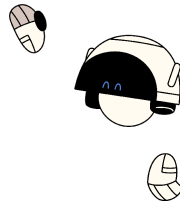
Remove left-turn restriction to the 105/125 Constitution Drive driveway

Complete Streets Commission Meeting
9/8/2021

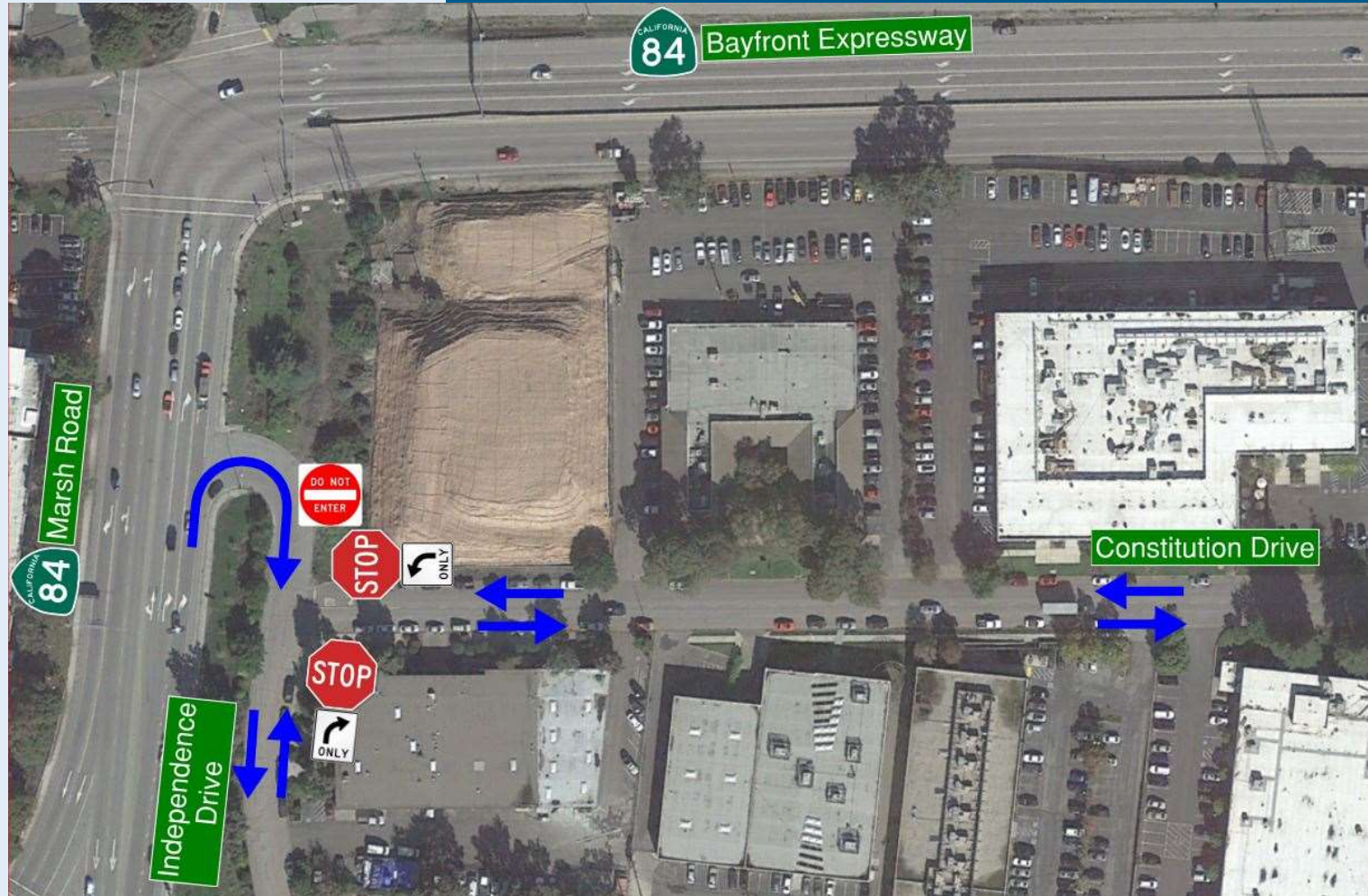
Agenda

1. Background
2. Project

01 Background



Before 2018



2018-2019



Present



02 Project



Need for project

Facebook provides transportation services (shuttles, trams, on demand vehicles) to reduce vehicle trips 80% of AM shuttles and 20% of PM shuttles as well as 10% of on demand vehicles (in both the AM and PM peak hour) come from Marsh

Circulation at Menlo Gateway operates in a clockwise direction (i.e. all vehicles enter at the west driveway on Constitution) to ensure employees can safely exit on the right side of the road, in front of the building entrances

Removal of the left turn restriction would:

- avoid circuitous routing of shuttles (and other vehicles) from Marsh

- reduce VMT of shuttles (and other vehicles) from Marsh

- provide flexibility for tram routing

- reduce unnecessary vehicles and congestion on surrounding roads and at nearby intersections

Need for Project

- Existing AM inbound shuttle route
- - - Potential future AM inbound shuttle route

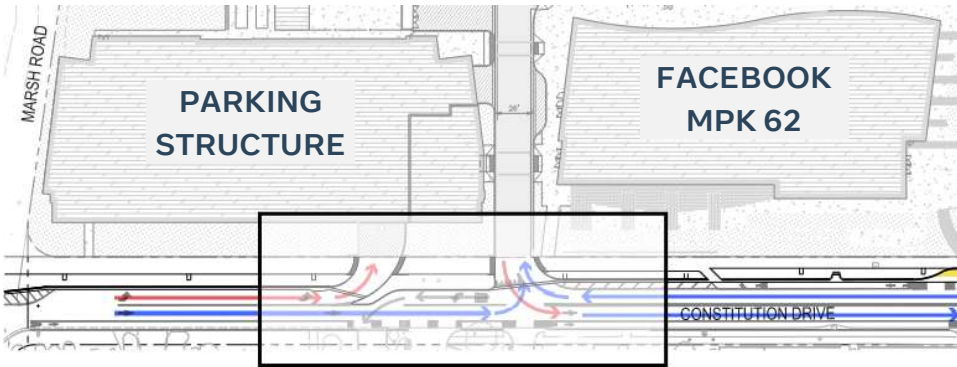


Need for Project

- Existing tram route
- - - Potential future tram route



Proposed Near-Term

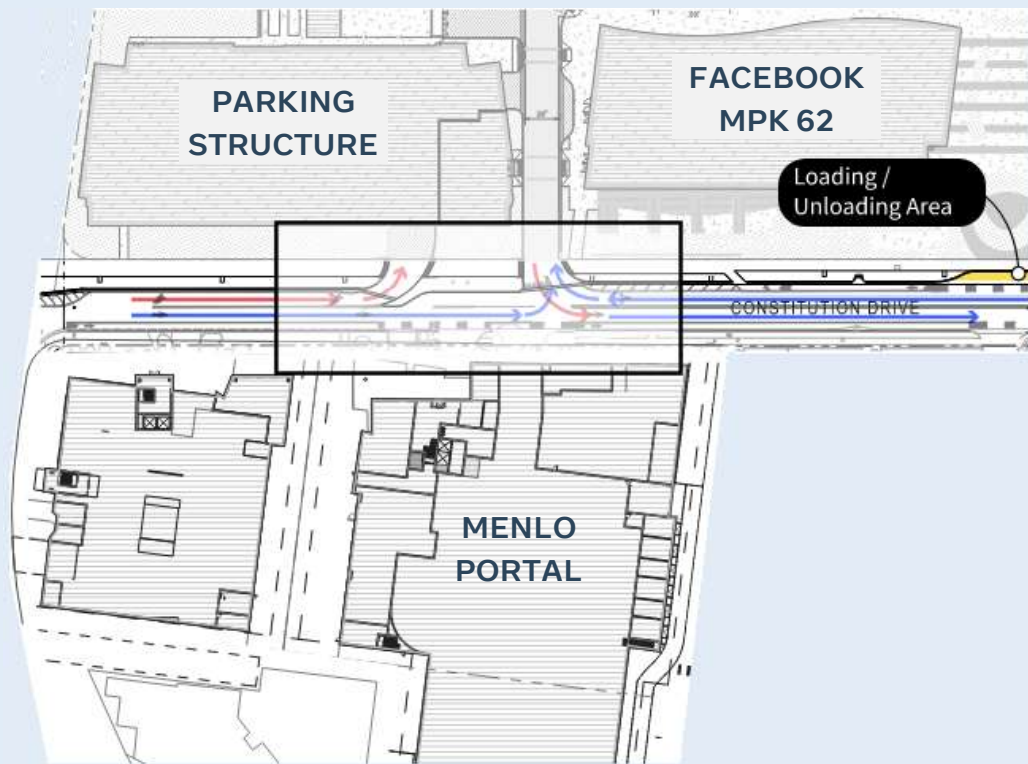


104 CONSTITUTION 110 CONSTITUTION

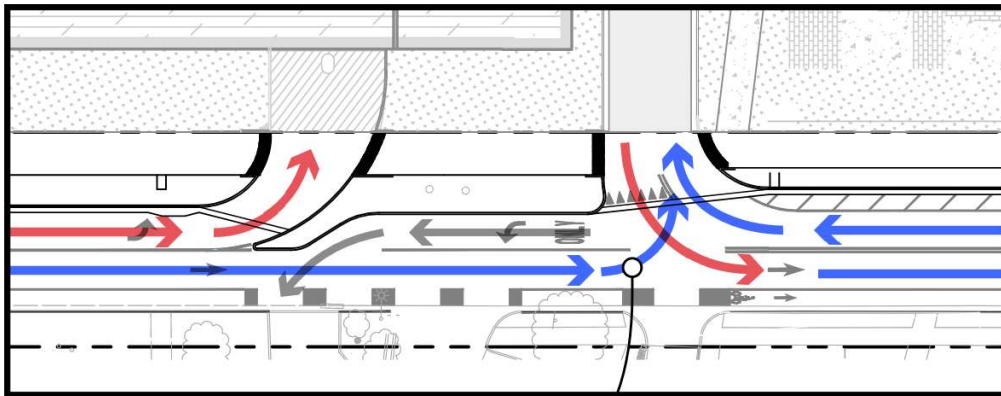
- Automobiles Only
- All Vehicles
- Non-Facebook Movements



Proposed + Menlo Portal



Proposed Near-Term



Shared eastbound through left-turn lane

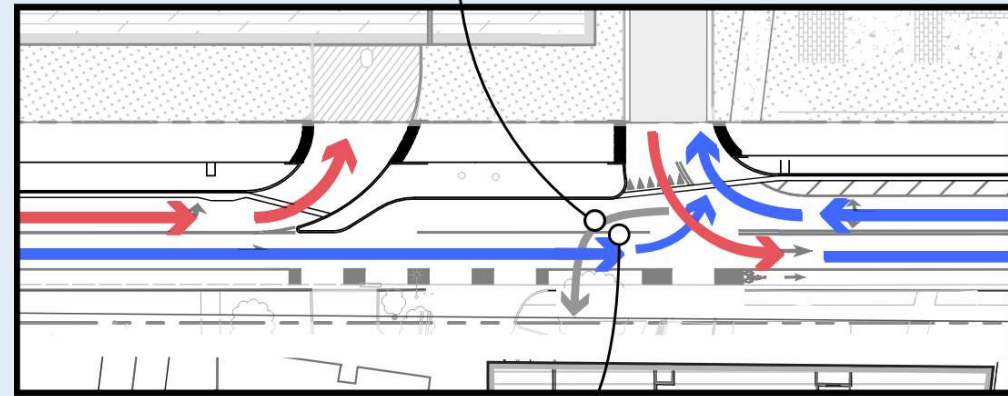
→ Automobiles Only

→ All Vehicles

→ Non-Facebook Movements



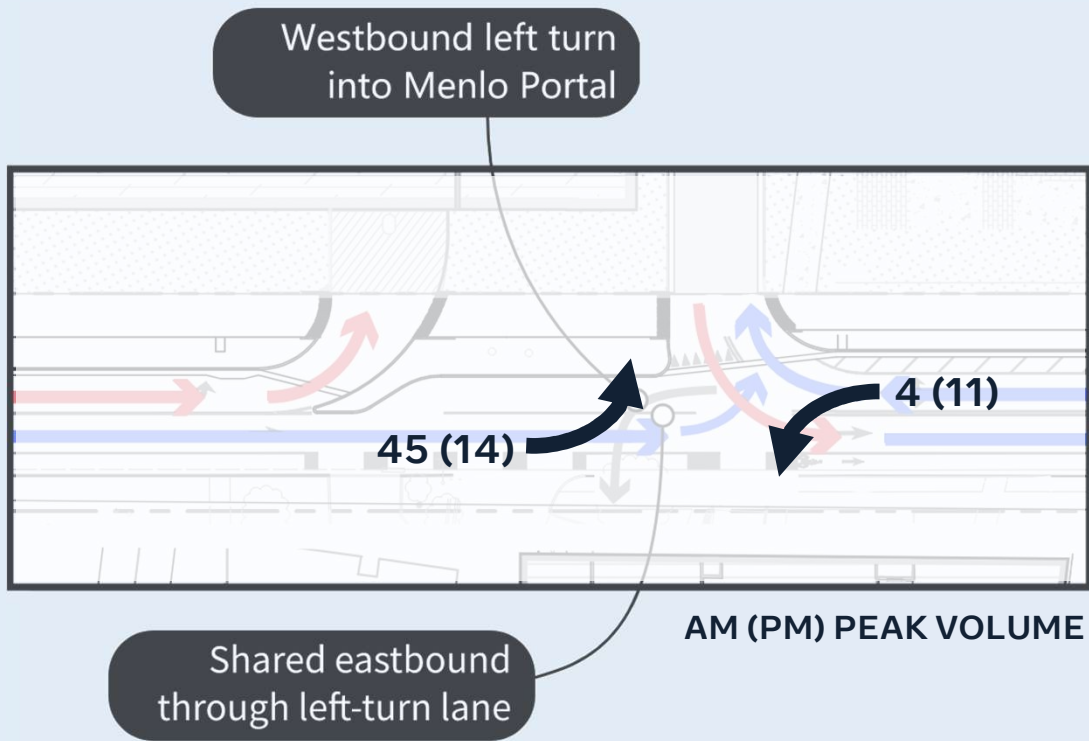
Proposed + Menlo Portal



Westbound left turn into Menlo Portal

Shared eastbound through left-turn lane

Anticipated Future Left Turn Volumes & Queues



Eastbound Queuing¹

Peak Hour	Existing	Proposed Near-Term	Proposed + Menlo Portal
AM Peak	N/A	25 ft. (1 Vehicle)	25 ft. (1 Vehicle)
PM Peak	N/A	0 ft. (No Queue)	0 ft. (No Queue)

1. Queue lengths rounded to nearest 25 ft.

Q & A
Please share your questions or feedback!

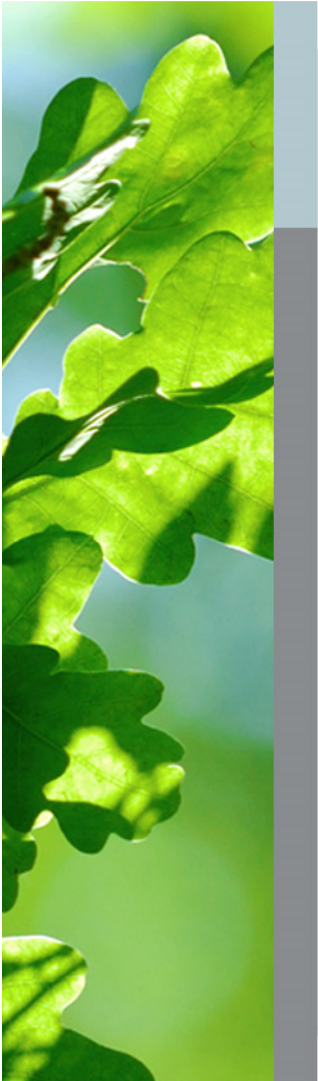


Bay Area Transportation

Thank you!

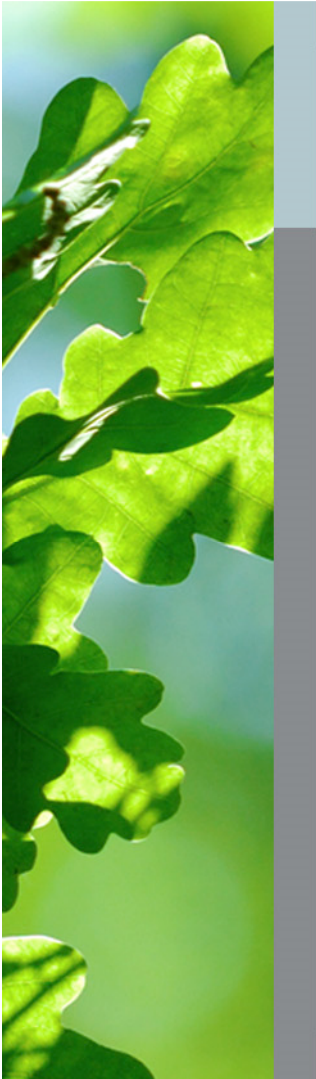


Bay Area Transportation



OUTREACH

- Postcards sent out
- Discussion with Menlo Portal applicant



RECOMMENDATIONS & NEXT STEPS

- Recommend to City Council to remove left-turn restriction
- Staff anticipates bringing item to Council in October



THANK YOU