

Complete Streets Commission

REGULAR MEETING MINUTES



Date: 7/10/2024
Time: 6:30 p.m.
Location: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Regular Session

A. Call To Order

Chair Cole called the meeting to order at 6:32 p.m.

B. Roll Call

Present: Altman, Bailey, Cole, Ierokomos, Rascoff
Absent: Cebrian, King
Staff: Assistant Engineer Matthew Hui, Senior Transportation Engineer Kevin Chen

C. Reports and Announcements

The Commission received reports on City Council actions since the June 12, 2024, Complete Streets Commission meeting.

D. Public Comment

- Aileen Lattmann spoke on the new red curbs in the Bohannon Business Park and on concerns related to RV (recreational vehicle) parking.

E. Regular Business

E1. Accept the Complete Streets Commission minutes for June 12, 2024 (Attachment)

ACTION: Motion and second (Rascoff/ Bailey), to accept the Complete Streets Commission minutes for June 12, 2024, passed 5-0-2 (Cebrian and King absent).

E2. Adopt resolutions to install no parking zones at 120, 140, and 160 Scott Drive (Staff Report #24-006-CSC)

Staff Chen made the presentation (Attachment).

The Commission discussed intersection daylighting implementation, nearby on-street parking capacity, project impact to pedestrians and bicyclists, alternative no parking signs, vehicle size relative to sight visibility, City approach to future requests and public outreach process.

- Randy Avalos spoke on concerns related to displacement of RV dwellers.
- Aileen Lattmann spoke in support of the project.

ACTION: Motion and second (Cole/ Rascoff), to adopt resolutions to install no parking zones at 120, 140, and 160 Scott Drive, passed 5-0-2 (Cebrian and King absent).

E3. Recommend to City Council to approve the Complete Streets Commission 2024-25 work plan (Staff Report #24-007-CSC)

Staff Chen introduced the item (Attachment).

The Commission discussed the order of goals.

ACTION: Motion and second (Cole/ Rascoff), to recommend to City Council to approve the revised Complete Streets Commission 2024-25 work plan, passed 5-0 (Cebrian and King absent).

E4. Evaluate Commission subcommittees to support City Council and Commission priorities

Staff Chen introduced the item (Attachment).

The Commission discussed the 2024-25 work plan and subcommittee goals and purposes.

ACTION: Motion and second (Cole/ Bailey), to dissolve the Transportation Corridor Subcommittee and Neighborhood Traffic Management Program Subcommittee and form the following subcommittees:

- Middlefield Road Safe Streets Subcommittee (Cole, Ierokomos)
- Safe Routes to School Subcommittee (Bailey, Cebrian, Rascoff)
- Vision Zero Subcommittee (Altman, Rascoff)
- Bike Rack Subcommittee (Bailey, Ierokomo), passed 5-0-2 (Cebrian and King absent).

F. Informational Items

F1. Update on major project status

The Commission received updates on the Belle Haven Traffic Calming Plan construction.

F2. Tentative Complete Streets Commission agenda

The Commission discussed future coordination with the police department.

G. Committee/Subcommittee Reports

None.

H. Adjournment

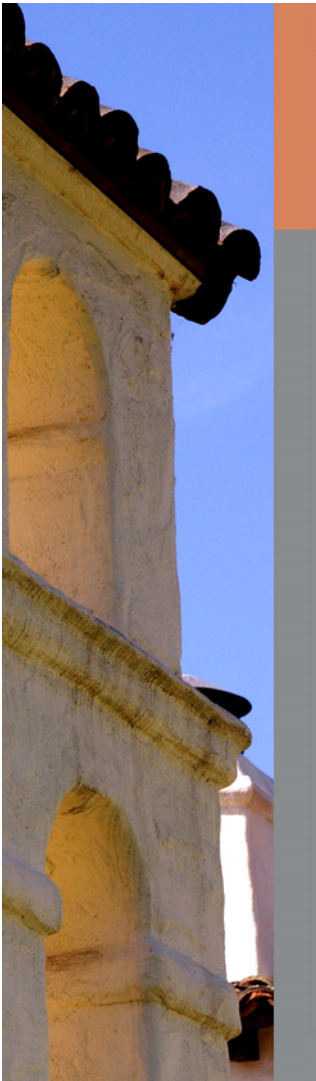
Chair Cole adjourned the meeting at 8:21 p.m.

Kevin Chen, Senior Transportation Engineer

The background of the slide is a photograph of a brick building at dusk. The building has a dark roof with exposed wooden beams and is illuminated from within, casting a warm glow. A green semi-transparent banner is overlaid across the middle of the image, containing the main text.

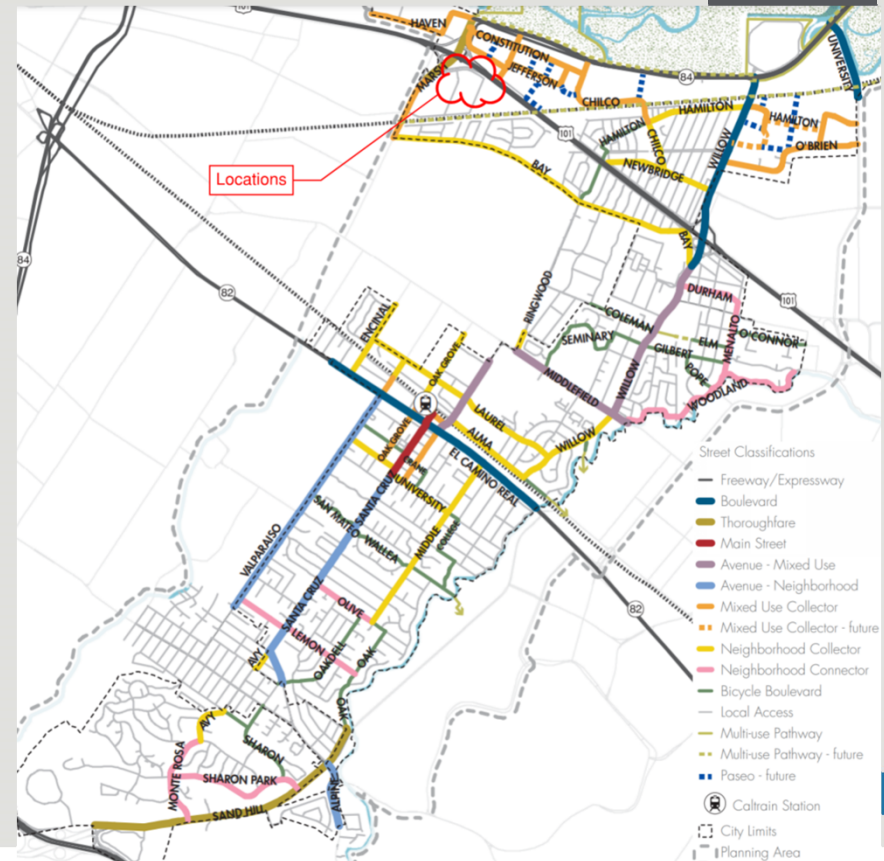
**ADOPT RESOLUTIONS TO INSTALL NO PARKING ZONES
AT 120, 140, 160 SCOTT DRIVE**

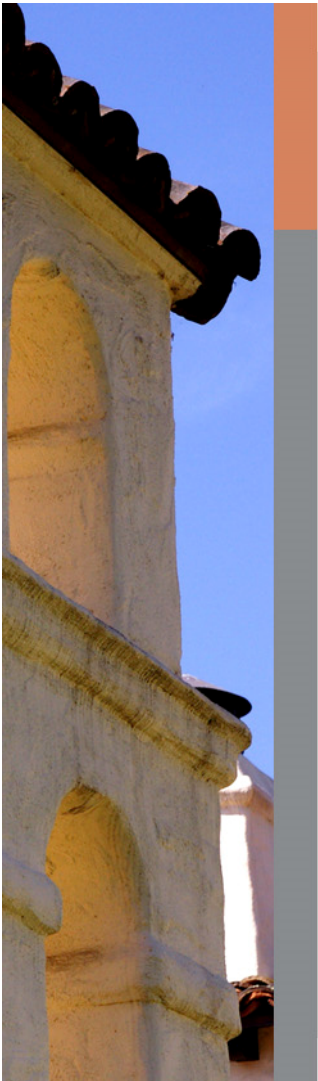
Complete Streets Commission Meeting: July 10, 2024



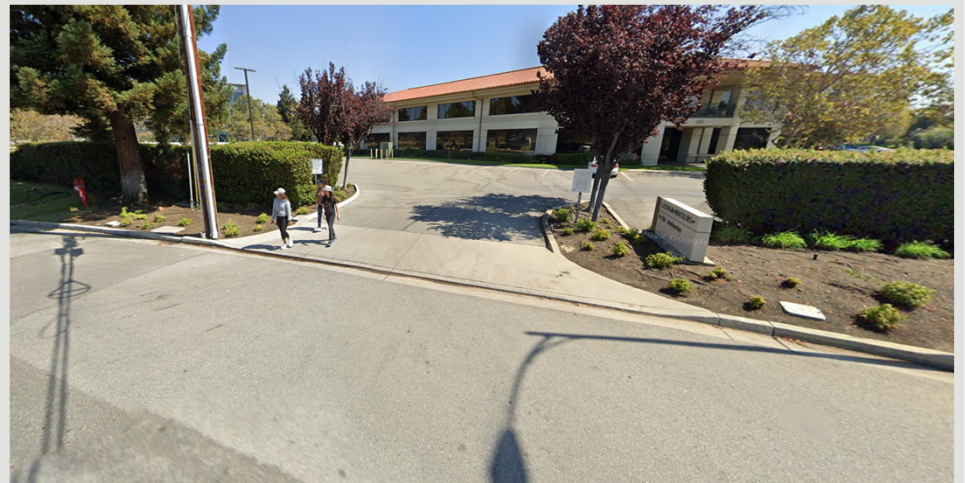
AGENDA

- Background
- Evaluation
- Recommendations

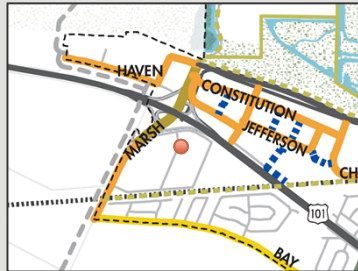




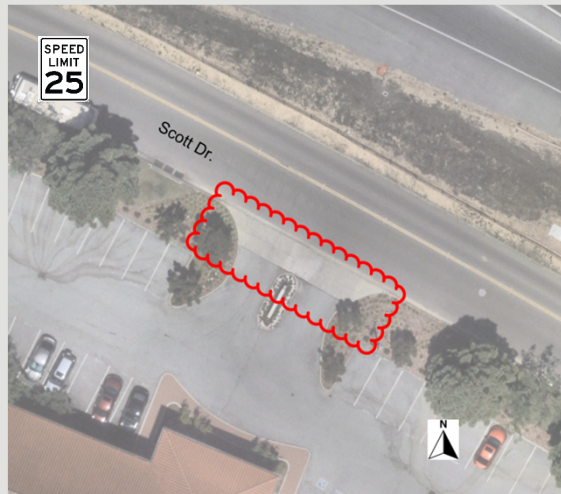
BACKGROUND (120 SCOTT DR.)



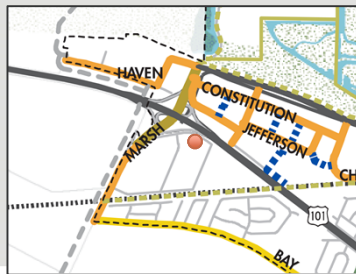
View from across the street

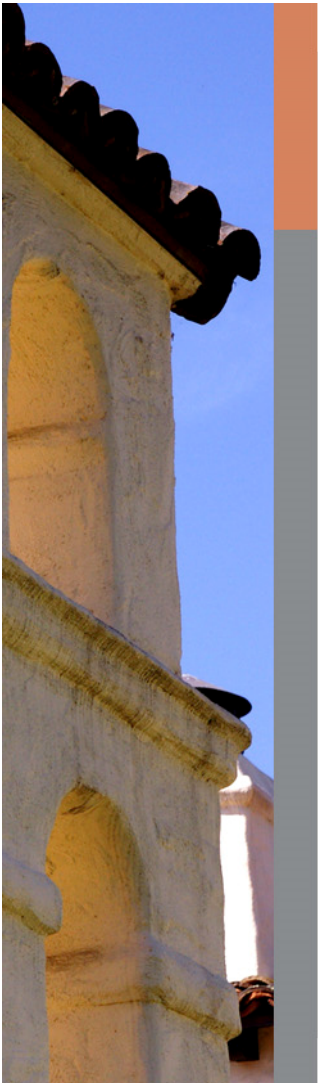


BACKGROUND (140 SCOTT DR.)

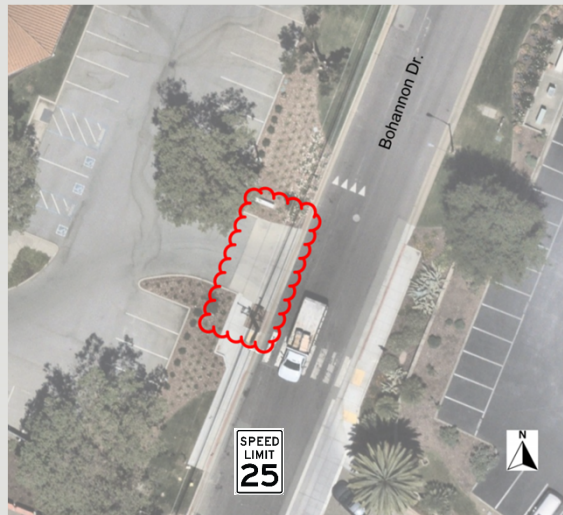


View from across the street

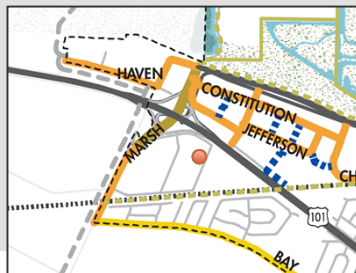




BACKGROUND (160 SCOTT DR.)



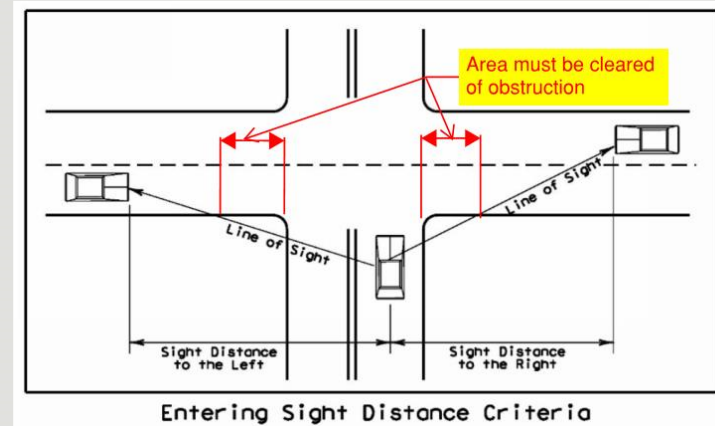
View from across the street



BACKGROUND

- Minimum stopping sight distance for 25 mph: 155 feet

US Customary				
Design speed (mph)	Brake reaction distance (ft)	Braking distance on level (ft)	Stopping sight distance	
			Calculated (ft)	Design (ft)
15	55.1	21.6	76.7	80
20	73.5	38.4	111.9	115
25	91.9	60.0	151.9	155
30	110.3	86.4	196.7	200
35	128.6	117.6	246.2	250
40	147.0	153.6	300.6	305
45	165.4	194.4	359.8	360
50	183.8	240.0	423.8	425
55	202.1	290.3	492.4	495
60	220.5	345.5	566.0	570
65	238.9	405.5	644.4	645
70	257.3	470.3	727.6	730
75	275.6	539.9	815.5	820
80	294.0	614.3	908.3	910



EVALUATION (120 SCOTT DR.)

- Existing line of sight



Left of driveway



Right of driveway

EVALUATION (140 SCOTT DR.)

- Existing line of sight



Left of driveway



Right of driveway
(~ 60' of existing red curb)

EVALUATION (160 SCOTT DR.)

- Existing line of sight



Left of driveway

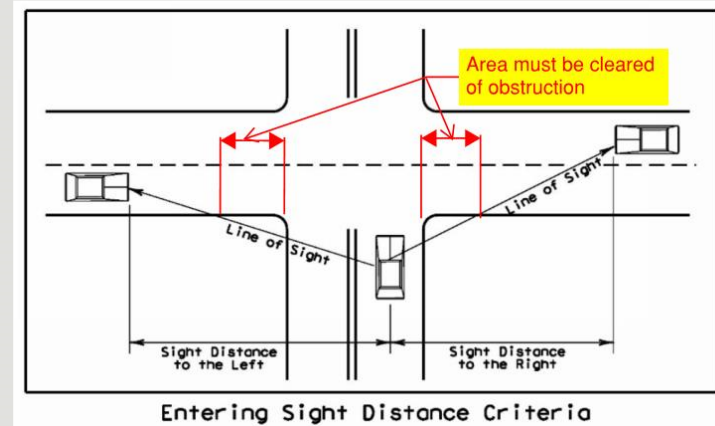


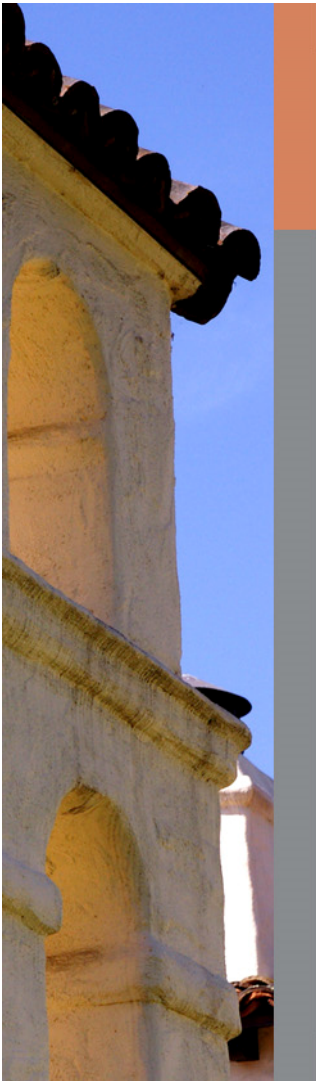
Right of driveway
(~ 50' of existing red curb)

EVALUATION

- Current speed: 25 mph
- 155 feet of stopping sight distance needed

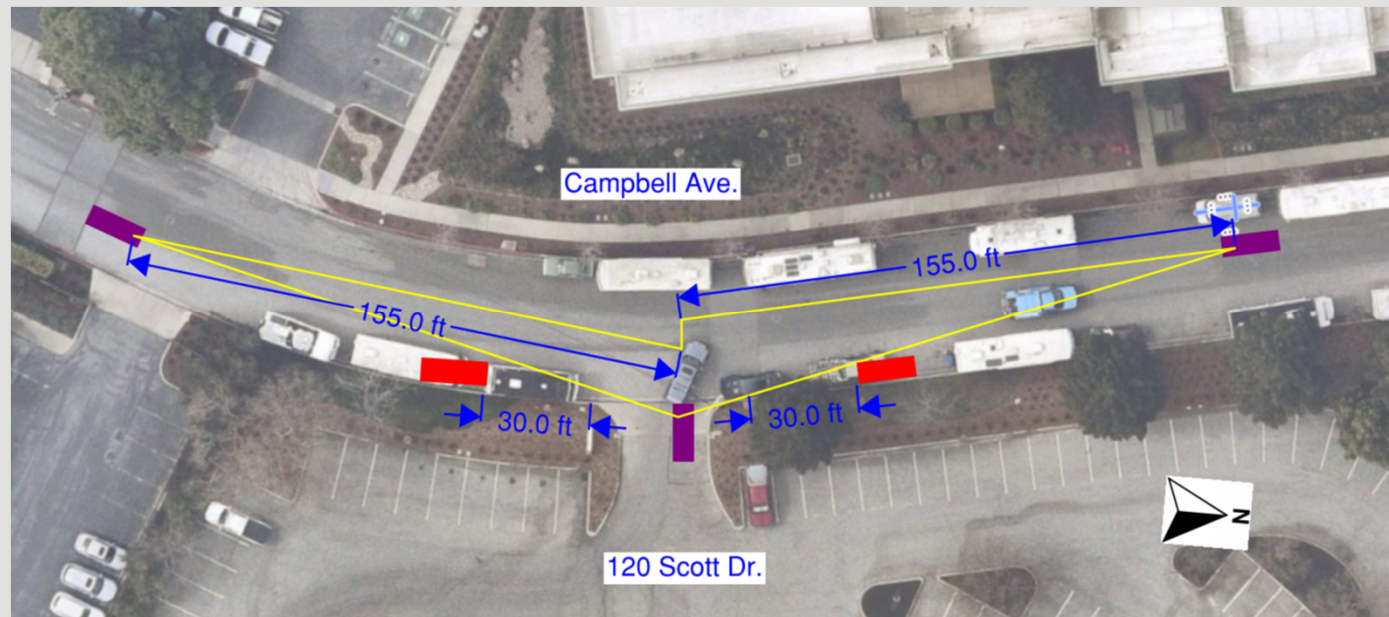
US Customary				
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25	91.9	60.0	151.9	155
30	110.3	86.4	196.7	200
35	128.6	117.6	246.2	250
40	147.0	153.6	300.6	305
45	165.4	194.4	359.8	360
50	183.8	240.0	423.8	425
55	202.1	290.3	492.4	495
60	220.5	345.5	566.0	570
65	238.9	405.5	644.4	645
70	257.3	470.3	727.6	730
75	275.6	539.9	815.5	820
80	294.0	614.3	908.3	910





RECOMMENDATIONS (120 SCOTT DR.)

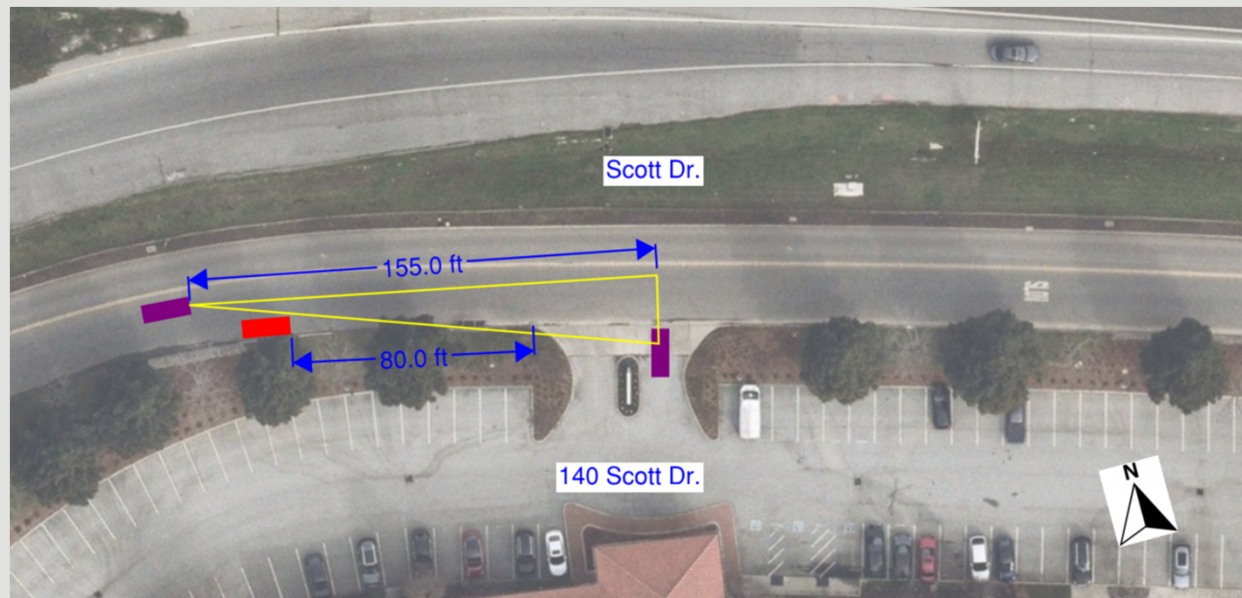
- North side: 30' new red curb (i.e., 1 total parking space)
- South side: 30' new red curb (i.e., 1 total parking space)

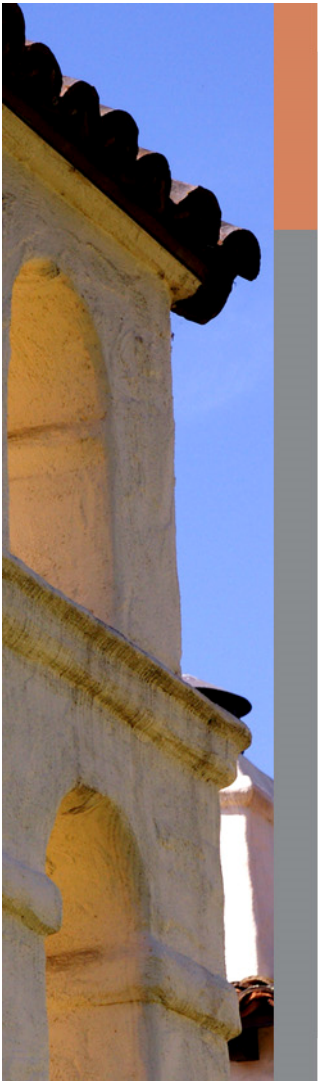




RECOMMENDATIONS (140 SCOTT DR.)

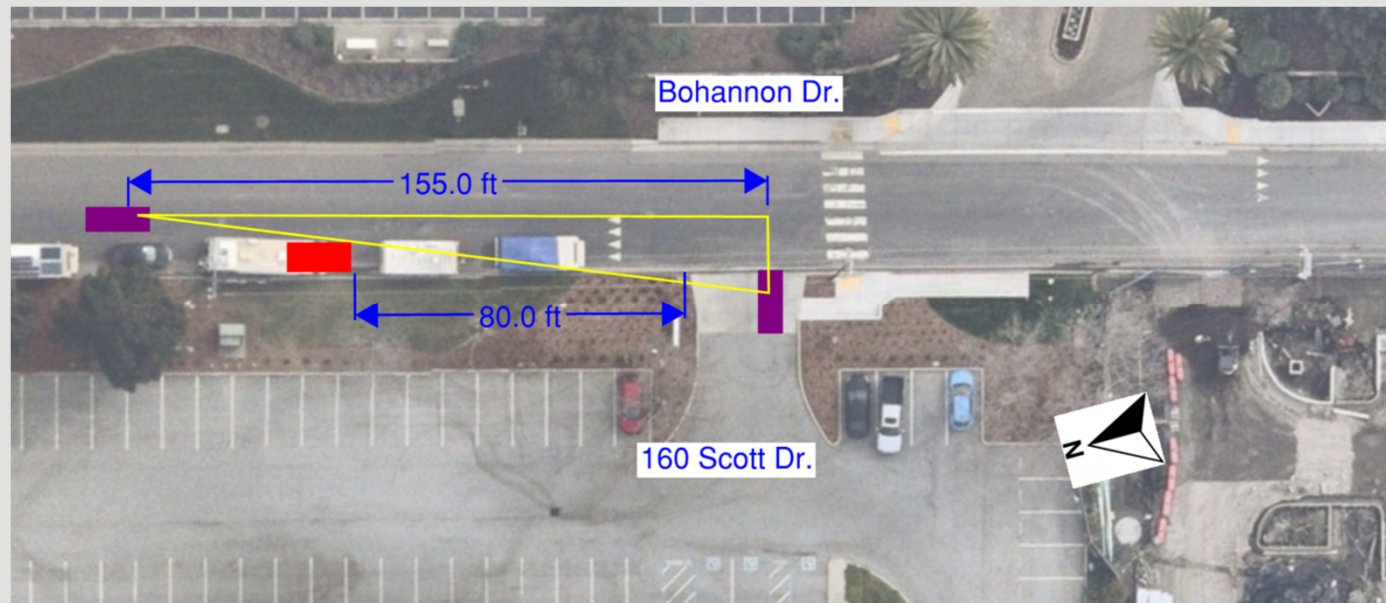
- West side: 80' new red curb (i.e., 4 total parking spaces)
- East side: 60' existing red curb





RECOMMENDATIONS (160 SCOTT DR.)

- North side: 70' new + 10' existing red curb (i.e., 3 total parking spaces)
- South side: 50' existing red curb





NEXT STEPS

- 15-day appeal period
- Implementation

Locations	Proposed additional red curbs
120 Scott Drive	North side: 30' new (i.e., 1 space) South side: 30' new (i.e., 1 space)
140 Scott Drive	East side: no action needed West side: 80' new (i.e., 4 spaces)
160 Scott Drive	North side: 70' new + 10' existing (i.e., 3 space) South side: no action needed



**THANK YOU &
QUESTIONS**

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Complete Streets Commission work plan

Public Works Department
 701 Laurel Street, Menlo Park CA 94025
 Approved September 24, 2024



Work plan goals		
<p>The Complete Streets Commission provides advice and recommendations to the City Council on realizing the City's adopted goals for Complete Streets, the Transportation Master Plan, Vision Zero, and the Climate Action Plan. It provides transportation-related input on major land use and development projects, to promote safe transportation infrastructure and alternative modes of transportation.</p>		
<ol style="list-style-type: none"> Advise the City Council on the implementation of the Transportation Master Plan: <ul style="list-style-type: none"> Evaluate and propose key transportation corridors for project prioritization Advise and make recommendations on the Middle Avenue Complete Streets Project— including ongoing pilots for Nealon Park frontage parking and Blake St. temporary closure Advise and make recommendations on the Middlefield Road Safe Streets Project Provide input and recommendations on the City's major development projects by evaluating them based on impact on public streets, safety, and transportation accessibility. especially bicycle/pedestrian/public transportation accessibility. Advise and provide input to the City Council on citywide transportation policies/programs: <ul style="list-style-type: none"> Evaluate and recommend citywide bike rack inventory and make recommendations Advise on Vision Zero strategies and program implementation Evaluate driveway stopping sight distance policy Advise on implementation of Senate Bill 413 (i.e., crosswalk daylighting law) Support the Council's ongoing initiatives to improve access to Downtown and support downtown businesses. Support the implementation of the Safe Routes strategies to School strategy and advocate for community engagement, program continuity and design implementation: <ul style="list-style-type: none"> Participate in the Safe Routes to School program task force meetings and advocate for community engagement, program continuity and design implementation Support projects serving other community based destinations (e.g., work, shop and recreation) Advise on the City Council's role as a stakeholder with regard to regional multimodal projects to increase sustainable transportation for Menlo Park. 		
Work plan history		
Action	Date	Notes
Work plan recommended to CSC	July 10, 2024	Commission approval

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SUBCOMMITTEES (MEMBERS)

- Transportation Corridors Subcommittee (Cole)
- Safe Routes to School Program Evaluation Subcommittee (Cebrian)
- Neighborhood Traffic Management Program Subcommittee (Altman, Cebrian)
- Middle Avenue Complete Streets Project Subcommittee (Cole, King)

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