

Complete Streets Commission



REGULAR MEETING AGENDA

Date: 2/14/2024
Time: 6:30 p.m.
Location: [Zoom.us/join](https://zoom.us/join) – ID# 845 2506 8381 and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

Members of the public can listen to the meeting and participate using the following methods.

How to participate in the meeting

- Access the meeting, in-person, at City Council Chambers
- Access the meeting real-time online at:
[Zoom.us/join](https://zoom.us/join) – Meeting ID 845 2506 8381
- Access the meeting real-time via telephone at:
(669) 900-6833
Meeting ID 845 2506 8381
Press *9 to raise hand to speak

Subject to Change: 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 website at menlopark.gov. 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.gov/agendas)

Regular Meeting

A. Call To Order

B. Roll Call

C. Reports and Announcements

Under “Reports and Announcements,” staff and Commissioners 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. You are not required to provide your name or City of residence, but it is helpful. 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. Consent Calendar

- E1. Rescind approval of parking removal on El Camino Real ([Staff Report #24-001-CSC](#))

F. Regular Business

- F1. Accept the Complete Streets Commission minutes for December 13, 2023 ([Attachment](#))
- F2. Recommend that the City Council accept the Coleman-Ringwood Avenues Study Final Report ([Staff Report #24-002-CSC](#))
- F3. Evaluate Commission subcommittees to support City Council and Commission priorities

G. Informational Items

- G1. Update on major project status

H. Committee/Subcommittee Reports

I. 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. For appeal hearings, appellant and applicant shall each have 10 minutes for presentations.

If you challenge any of the items listed on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City of Menlo Park at, or prior to, the public hearing.

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 by request by emailing the city clerk at jaherren@menlopark.gov. 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.

Agendas are posted in accordance with Government Code §54954.2(a) or §54956. Members of the public can view electronic agendas and staff reports by accessing the City website at menlopark.gov/agendas and can receive email notification of agenda and staff report postings by subscribing to the "Notify Me" service at menlopark.gov/subscribe. Agendas and staff reports may also be obtained by contacting City Clerk at 650-330-6620. (Posted: 2/8/2024)



STAFF REPORT

Complete Streets Commission

Meeting Date: 2/14/2024
Staff Report Number: 24-001-CSC

Consent Calendar: Rescind approval of parking removal on El Camino Real

Recommendation

Staff recommends that the Complete Streets Commission rescind resolution 2023-05 approving parking removal on El Camino Real at Santa Cruz Avenue.

Policy Issues

Section 11.24.026 of the Menlo Park Municipal Code authorizes the Complete Streets Commission to designate a “No Parking Zone” (i.e. red curb) adjacent to driveways, intersections and crosswalks under specific criteria for safety concerns.

Section 11.24.028 of the Menlo Park Municipal Code allows any resident, business owner, or property owner to appeal a parking removal decision to the City Council in writing within fifteen (15) days after the decision.

Background

On September 13, 2023, the Complete Streets Commission approved resolution 2023-05 to remove parking on El Camino Real at Santa Cruz Avenue to support relocation of the bus stop from the far side of Oak Grove Avenue to the far side of Santa Cruz Avenue (Attachment A).

At that meeting, proprietors from two adjacent businesses raised concerns about the impact of the bus stop move. Complete Streets Commissioners asked questions about other potential locations for the bus stop and other proposed changes to parking at the El Camino Real and Ravenswood Avenue intersection.

After the meeting, the City received an official protest of the resolution from those two business owners.

Analysis

Staff has reviewed the proposed parking removal and bus stop relocation with Samtrans staff. Based on that review, Samtrans has withdrawn its request to relocate the bus stop. With Samtrans withdrawal, the parking removal is no longer needed. Staff recommend that the Complete Streets Commission rescind resolution 2023-05.

Impact on City Resources

There is no cost of the proposed action.

Environmental Review

This is not an action within the meaning of the California Environmental Quality Act.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Hyperlink – Sept. 13, 2023 staff report: menlopark.gov/files/sharedassets/public/v/1/agendas-and-minutes/complete-streets-commission/2023-meetings/agendas/20230913_complete_streets_commission_agenda_packet.pdf#page=51

Report prepared by:

Hugh Louch, Assistant Public Works Director – Transportation



REGULAR MEETING MINUTES – DRAFT

Date: 12/13/2023
Time: 6:30 p.m.
Location: Teleconference and
City Council Chambers
751 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Cebrian called the meeting to order at 6:33 p.m.

B. Roll Call

Present: Altman (arrived 6:39 p.m.), Cebrian, Cole, King, Kollmann, Silverstein
Absent: Behroozi
Staff: Assistant Engineer Matthew Hui, Assistant Public Works Director – Transportation
Hugh Louch

C. Reports and Announcements

Staff Louch reported out on City Council actions related to transportation since the November 8 Complete Streets Commission meeting and announced the new Mayor and Vice Mayor.

D. Public Comment

None.

E. Regular Business

E1. Accept the Complete Streets Commission minutes for November 8, 2023

ACTION: Motion and second (Cole/ Silverstein), to accept the Complete Streets Commission minutes for October 11, 2023, with revisions to item E2, passed 5-0 (King abstaining and Behroozi absent).

E2. Recommend to City Council to adopt the Vision Zero Action Plan (Staff Report #23-016-CSC)

Staff Louch made the presentation (Attachment).

The Commission discussed the intersection and roadway prioritization figures, future project approaches, program level actions such as citywide speed limits and police enforcement, project timelines on high collision corridors, City influence and coordination with other agency and their facilities, and funding opportunities for projects and data collection.

ACTION: Motion and second (King/ Kollmann), to recommend to City Council to adopt the Vision Zero Action Plan, passed 6-0-1 (Behroozi absent).

F. Informational Items

F1. Update on major project status

Staff Louch provided updates on San Mateo County’s Ringwood/Coleman Avenues study, Middle Avenue Complete Streets project, citywide shuttle system study, Willow Road pedestrian/bicycle improvements, Belle Haven Traffic Calming Plan construction, and Haven Avenue Streetscape Improvement project construction.

The Commission received updates on Middle Avenue Pedestrian/ Bicycle Undercrossing project.

G. Committee/Subcommittee Reports

Commissioner Silverstein reported out on an upcoming Safe Routes to School task force meeting.

H. Adjournment

Chair Cebrian adjourned the meeting at 7:46 p.m.

Kevin Chen, Senior Transportation Engineer



STAFF REPORT

City Council

Meeting Date:

2/14/2024

Staff Report Number:

24-002-CSC

Regular Business:

Recommend that the City Council Accept the Coleman-Ringwood Avenues Transportation Study Final Report

Recommendation

Staff recommends that the Complete Streets Commission recommend that the City Council accept the Coleman-Ringwood Avenues Transportation Study final report

Policy Issues

The Coleman-Ringwood Avenues Transportation Study is consistent with General Plan Circulation Element policies to improve bicycle and pedestrian safety (CIRC-1.7 and 1.8), support safe routes to school programs (CIRC-1.9), accommodate all modes (CIRC-2.1), support use of streets for people walking and bicycling (CIRC-2.7), and expand the bikeway network (CIRC-2.9).

Background

Coleman and Ringwood Avenues are both important routes for students walking and bicycling to several area schools, including Menlo-Atherton High School, Laurel Elementary School (both campuses), the Peninsula School, KIPP Valiant Community Prep, and Silicon Valley International School. The Menlo Park Transportation Master Plan identifies improved bicycle facilities as a priority project on Coleman Avenue from Willow Road to the City border, as well as a desired extension of that route north through the County-owned portion of Coleman Avenue to Ringwood Avenue. The two roadways are primarily within the City of Menlo Park or County of San Mateo jurisdiction, though a small portion of Ringwood Avenue (one side of the street adjacent to a portion of the Menlo-Atherton High School campus) is within the Town of Atherton.

Coleman Avenue is one of three roads (along with Bay Road and Middlefield Road) that connect Ringwood Avenue with Willow Road. The traffic volumes on Coleman Avenue are lower than Bay and Middlefield, making it a less stressful route for children that bicycle or walk to school. Ringwood Avenue, while primarily located within the County, is an important part of a bicycling and walking route that connects from downtown and Caltrain to the Belle Haven neighborhood and the Bayfront area. The Ringwood Avenue pedestrian/bicycle bridge is an integral component of that route, offering a less stressful, separated alternative to crossings over US 101 at Marsh Road or Willow Road and allowing many students to travel to schools on both sides of US 101.

In December 2021, the City Council approved a Memorandum of Understanding with the County of San Mateo to jointly fund a study to identify and evaluate safety upgrades for Coleman and Ringwood Avenues, with a focus on improving active transportation options in these corridors.

City staff, together with County staff and W-Trans, the project consultant, kicked off the Coleman-Ringwood Avenues Study (Project) in February 2022. The Project included a review of existing conditions,

identification of challenges and opportunities, development and evaluation of improvement options, and development of a final report. The Project also included substantial outreach, including a Technical Advisory Committee (TAC), a Community Advisory Committee (CAC), public engagement events, and presentations to the Complete Streets Commission and the County Bicycle and Pedestrian Advisory Committee (BPAC).

The TAC included representatives from public agencies (including Menlo Park and San Mateo County), Samtrans, the Menlo Park Fire Protection District, and administrators from several schools. The CAC includes a diverse set of representatives including students and parents from several schools, members of relevant commissions (City of Menlo Park Complete Streets Commission and County BPAC), local residents, and community-based organizations serving the Belle Haven neighborhood and East Palo Alto.

The first round of community engagement was held in spring and summer of 2022 and included five pop-up events, two walking tours, two outreach events targeted at the Belle Haven community (National Night Out and the Belle Haven Community Climate Change Team), and a community survey. The team received over 200 responses to the online survey and received in person input from well over 100 individuals.

Based on the first round of community outreach, the Project team identified opportunities and constraints and potential improvement concepts for both streets. As the characteristics and widths of each street vary along their lengths, focus areas were created for each street. Ringwood Avenue included one focus area adjacent to Menlo-Atherton High School and a second adjacent to Laurel Elementary School. For Coleman Avenue, the focus areas included separate areas for the County section and the City sections.

The team conducted a second round of engagement through an in-person workshop at Menlo-Atherton High School that provided over 60 participants an opportunity to create their ideal design concepts for each of the four focus areas. Staff assembled the concept designs generated by participants and conducted a second online survey with the top concepts that emerged from the workshop, which received over 450 responses. Based on feedback from this round of engagement, two alternatives were identified for each street.

On Aug. 24, 2023, staff presented the draft concepts to the Complete Streets Commission and received feedback from the Commission and the public. Several members of the public spoke and provided suggestions related to the designs of Coleman Avenue, including a preference to remove parking from the north side of the road adjacent to the proposed two-way path, and working with nearby businesses to share available, under-utilized parking. The Commission discussed the advantages and disadvantages of the proposed bicycle design alternatives, Coleman Avenue user groups and priorities, daytime and overnight parking demands, parking removal options, parking alternatives, pedestrian crossing at Coleman Avenue and Ringwood Avenue, community meetings and the project timeline.

In September and October 2023, staff and the consultant team conducted additional outreach including a workshop held at Menlo-Atherton High School and pop-up event along the County portion of Coleman Avenue that included field markings of where the new facilities would be located and potential tree removals that may be required. Feedback at these meetings included concerns that the proposed alternatives may not address the safety goals of the project on Coleman Avenue due to the significant conflicts between vehicles and bicyclists during the peak hours of use.

To address the feedback received at these events, staff conducted additional outreach focused on Coleman Avenue in December 2023, including a webinar and a survey. These events focused on reviewing potential pilot options for Coleman Avenue to address the concerns raised at the prior meetings.

Analysis

The consultant team has produced a draft summary report for the Coleman-Ringwood Avenues Transportation Study (Attachment A). Several appendices to the final report are available for review on the County’s project website (Attachment B).

The final report identifies the following alternatives:

- Ringwood Avenue. Consensus around a preferred alternative emerged for Ringwood Avenue. This alternative would include constructing a two-way shared use path on the north side of Ringwood Avenue, retaining the existing bicycle lanes, and providing additional protection for those lanes. It would also include improved crossings and speed tables to reduce vehicle speeds.
- Coleman Avenue. Two potential options emerged for future consideration on Coleman Avenue:
 - Pilot option. This alternative would pilot a through-traffic restriction on Coleman Avenue at the City-County border, with exceptions for pedestrians, bicyclists, transit/school buses, and emergency vehicles.
 - Long-term option. This alternative would add bicycle lanes and a walking path in the County. In the City, parking would be removed on one side of the street and the sidewalk would be widened on the east side to provide a shared used path. Traffic calming (e.g., speed tables, bulb outs, and enhanced traffic circles) would be provided across the corridor to help reduce vehicle speeds.

Each of the options identified in the final report would require additional work to advance, as well as continued community engagement. For the long-term options, that additional work would include developing final engineering designs for the preferred options. For the Coleman Avenue pilot, it would include additional design work and finalizing the evaluation of the pilot.

If the City and County pursues a pilot, staff anticipates conducting the pilot over approximately six months, using temporary materials such as paint and bollards. Signage would also be needed to communicate to the restrictions to road users. The City and County would develop a full evaluation approach that would include data on changes in use of Coleman Avenue and surrounding streets, safety, and public input if the City Council and San Mateo County Board of Supervisors directed the installation of the pilot.

Table 1 summarizes the cost of the options identified.

Table 1: Preliminary cost estimates of options		
Street	Description	Cost estimate
Ringwood Avenue	Long term - separated bike path on north side (City and County)	\$8,000,000
Coleman Avenue	Pilot – through-traffic restriction	\$200,000
Coleman Avenue	Long term - County	\$3,700,000
	Long term - City	\$3,900,000
Note: all cost estimates are preliminary and will be refined as projects go through engineering design		

Next steps

Staff is requesting feedback from the Complete Streets Commission and the public and a recommendation that the City Council accept the final report. Staff will incorporate any feedback into the final report for

presentation to City Council, tentatively scheduled for Mar. 26, 2024.

Staff is also be seeking feedback from the Complete Streets Commission on next steps, including whether to pursue the pilot for Coleman Avenue or to move directly to pursuing grants to implement the long-term project option. Possible grant sources for Coleman Avenue include the upcoming San Mateo County Transportation Authority Measure A and W pedestrian and bicycle call for projects.

For Ringwood Avenue, next steps will be led by the County with support by the City since most of Ringwood Avenue is in the County's jurisdiction. A small portion of Ringwood Avenue (between Middlefield Road and Arlington Way) is split between the City of Menlo Park and the Town of Atherton.

Impact on City Resources

The Project was funded through the City's five-year capital improvement program. The budget adopted by City Council is sufficient to complete the current study and support a potential pilot on Coleman Avenue.

Environmental Review

This informational update is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines §§ 15378 and 15061(b)(3) as it will not result in any direct or indirect physical change in the environment.

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. Draft summary report
- B. Hyperlink to County project website – <https://www.smcsustainability.org/colemanringwoodwalkbike>

Report prepared by:
Kristiann Choy, Senior Engineer

Report reviewed by:
Hugh Louch, Assistant Public Works Director

Summary Report

Introduction

This report summarizes the study process and key findings for the *Coleman and Ringwood Avenues Transportation Study*. The Study area consisted of Coleman Avenue between Ringwood Avenue and Willow Road, and Ringwood Avenue between Middlefield Road and Bay Road. The Study was a culmination of a two-year effort led by the County of San Mateo, in partnership with the City of Menlo Park to assess the community’s needs and preferences for potential improvements to Coleman and Ringwood Avenues. Residents and stakeholders have highlighted concerns about safety and mobility on these streets for more than two decades, with a focus on the lack of dedicated bicycle and pedestrian facilities and high usage of the corridors by students traveling to and from nearby schools.

Study Goal

Develop a community-driven preferred plan for both corridors to improve mobility for active modes of transportation and improve safety for all roadway users.

The current study effort builds on previous planning efforts including the County of San Mateo’s Unincorporated Active Transportation Plan (SMC ATP) and the City of Menlo Park’s Transportation Master Plan (TMP) through extensive community engagement. Stakeholders included residents and property owners many of whom were students and parents or caregivers for students, and representatives from community and technical advisory committees comprised of representatives from nearby schools, community-based organizations (CBOs), County and City staff as well as the Menlo Park Fire Protection District (MPFPD) and the San Mateo County Transit District (SamTrans).

The Study development process took place between February 2022 and March 2024 and included four phases of community engagement and improvement development, as identified in Plate 1. Each phase gathered input from the community that helped shape the development of design options and the trajectory of the Study effort.



Plate 1 Study Process and Timeline

- **Phase 1** included a review of existing conditions and development of potential objectives and evaluation criteria. Community engagement included pop-up events, walking tours, and an initial community survey to build awareness of the study, solicit feedback on opportunities and challenges, and develop objectives and evaluation criteria.
- **Phase 2** included development of an initial set of design alternatives and refinement of those alternatives based on input from the Study advisory committees and from additional stakeholders, through an interactive workshop and a second community survey.

- **Phase 3** involved development of conceptual corridor design plans for the top alternatives based on input received from prior phases. Community engagement included stakeholder meetings, a public workshop, and a pop-up demonstration project on Coleman Avenue to review the concepts.
- **Phase 4** addressed community concerns received during Phase 3, with additional outreach to review potential quick build pilot options for Coleman Avenue. Outreach during this phase included a webinar and third community survey.

Existing Transportation Conditions

The Study area consists of Coleman Avenue between Ringwood Avenue and Willow Road, and Ringwood Avenue between Middlefield Road and Bay Road. Both roadways include segments that are partly within the unincorporated community of Menlo Oaks and partly within the City of Menlo Park. A map of the Study area showing the jurisdictional boundaries is shown in Plate 2.

Existing Conditions Assessment

The complete Existing Conditions document with figures and attachments is provided in **Appendix A**, which includes a detailed description of roadway characteristics, collision history, and a summary of previous planning efforts for both corridors.



Plate 2 Map of the Study Area

Coleman Avenue

Coleman Avenue is comprised of two distinct segments with different characteristics and adjacent land uses. Within the unincorporated community of Menlo Oaks, the roadway shoulders are a combination of gravel, dirt, and vegetation with numerous large mature oak trees and utility poles, located within the public right-of-way. The tree canopy and vegetated shoulders add to the rural character of the area. Parking is available on the shoulder in select locations with time restrictions. At the intersections with Menlo Oaks Drive, Arlington Way, and Berkeley Avenue, traffic circles with planted oak trees provide aesthetic and traffic calming benefits to the corridor. Within the City of Menlo Park, space for

on-street parking is provided on both sides of the street, along with curb, gutter, and sidewalk, common for a typical urban setting.

Ringwood Avenue

Most of Ringwood Avenue is located within the County of San Mateo except for the southernmost approximately 550 feet, which is within the City of Menlo Park and Town of Atherton. Similar to Coleman Avenue, the roadway shoulders are a combination of gravel, dirt, and vegetation with numerous trees and utility poles located within the public right-of-way. Sidewalks are present on both sides of the street at the southern end of the segment within Menlo Park, which then transitions to a paved shoulder with a valley gutter on only the west side of the

street within unincorporated Menlo Oaks. Parking conditions vary across the corridor including segments where parking is prohibited at all times, permitted only during certain times, and unrestricted.

Summary of Roadway Characteristics

A summary of the roadway characteristics for both Coleman and Ringwood Avenues is provided in Table 1 and the current cross section configurations of the corridors are illustrated in Plates 3-5.

Roadway Segment	Speed Limit	85 th Percentile Speed	Average Speed	Daily Vehicles	Pedestrian Facilities	Bicycle Facilities	5-Year Total Collisions	10-Year Ped/ Bike Collisions
Coleman Ave (County)	25	29	24	3,500	None	None	3	5
Coleman Ave (City)	25	30	25	3,200	Sidewalk Both Sides	None	9	1
Ringwood Ave	30	33	28	6,900	Varies - Sidewalk, Paved Shoulder	Class II Bike Lanes	8	3

Note: All speeds are in miles per hour (mph)

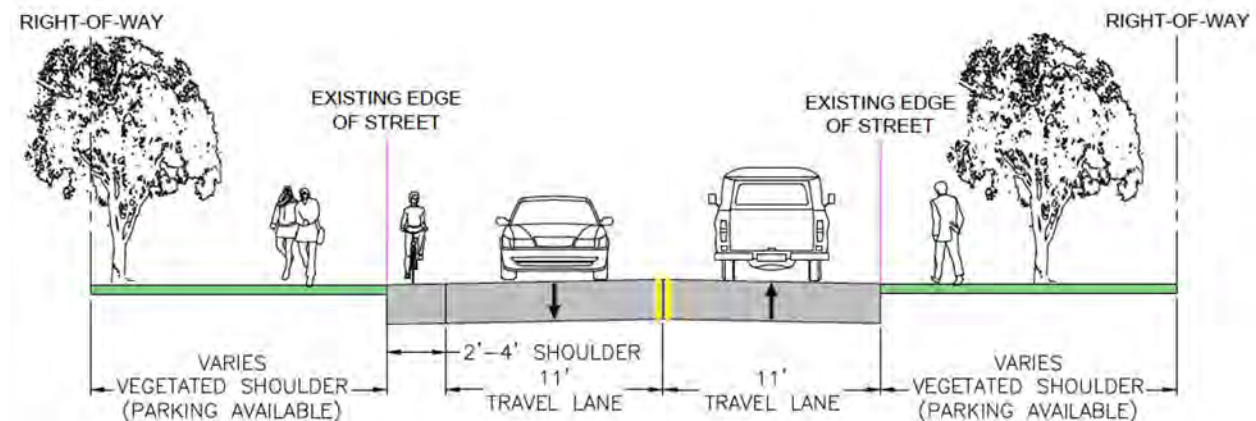


Plate 3 Coleman Avenue Existing Cross Section (Menlo Oaks) Looking East Toward Willow Road

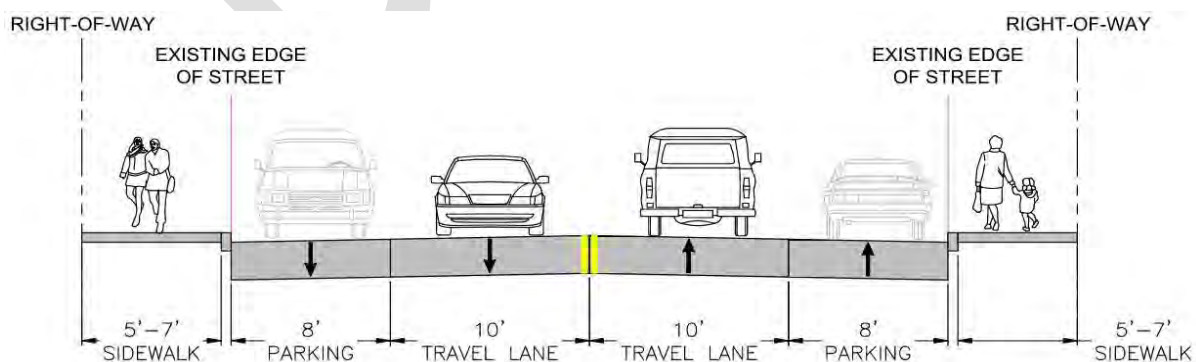


Plate 4 Coleman Avenue Existing Cross Section (City of Menlo Park) Looking East Toward Willow Road

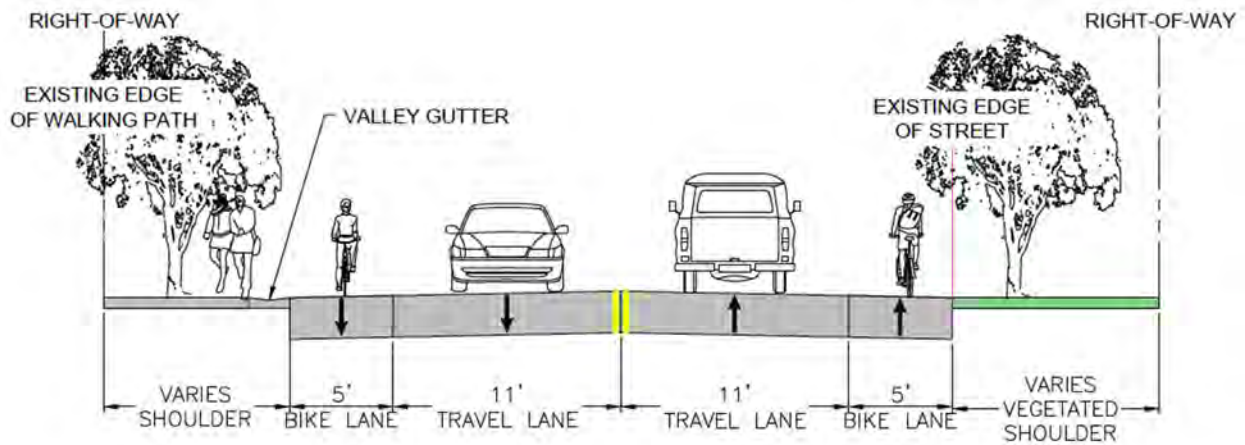


Plate 5 Ringwood Avenue Existing Cross Section (Menlo Oaks) Looking North Toward Bay Road

Community Engagement

At the core of the Study was an extensive engagement effort with community members and additional stakeholders. Input was sought on existing transportation needs and issues, community values, Study goals and objectives, potential solutions, design alternatives, and pilot options. Numerous engagement activities were conducted across the four phases of the Study, as summarized in Plate 6 with pictures from the engagement events.

Community Engagement Summary

The complete Community Engagement Summary is in **Appendix B**, which includes a detailed description of all the engagement activities conducted throughout the project.

<p>PHASE 1 Input on Existing Conditions, Needs, Values, and Evaluation Criteria</p>	<ul style="list-style-type: none"> • CAC Meeting #1 • 5 Pop-up Events • 2 Pop-in Events • 2 Walking Tours • Community Survey #1 	
<p>PHASE 2 Feedback on Initial Draft Alternatives</p>	<ul style="list-style-type: none"> • CAC Meetings #2 and #3 • Interactive Community Workshop • Community Survey #2 	
<p>PHASE 3 Feedback on Preferred Alternatives</p>	<ul style="list-style-type: none"> • CAC Meeting #4 • Pop-up Demonstration Event • Community Open House 	
<p>PHASE 4 Feedback on Potential Pilot Options for Coleman Avenue</p>	<ul style="list-style-type: none"> • Community Webinar • Community Survey #3 	

Plate 6 Types Of Engagement Solicited for each Phase of the Study

Preferred Alternatives

Draft Alternatives and Evaluation Criteria

*A summary of all design alternatives considered is provided in **Appendix C** and the evaluation criteria process is contained in **Appendix D**.*

The alternative development process began with a set of findings from the initial phase of outreach. The team translated these findings into design objectives, evaluation criteria, and an initial set of draft design alternatives. Early alternatives were reviewed and refined through additional

public outreach on the evaluation criteria. The following sections describe the preferred alternatives that emerged from this process.

Coleman Avenue

On Coleman Avenue, two options emerged for potential future direction: a short-term pilot project or a long-term redesign of the corridor with different designs for the Menlo Oaks and City segments based on their respective land use conditions, constraints and needs. A desire for traffic calming was identified as a common theme from the community for both the County and City segments. Speed reduction measures are a core element of the long-term alternatives across the entire corridor, and could include the following measures some of which may require additional evaluation:

- Speed tables;
- Narrower (10-foot) travel lanes;
- Enhancements to the existing traffic circles in Menlo Oaks with Increased deflection;
- Curb extensions at various intersections in the City;
- Centerline and edge line striping;
- Speed reduction markings; and
- New signage.

Long-term Preferred Alternative – Menlo Oaks

The preferred alternative within the unincorporated Menlo Oaks segment of Coleman Avenue consists of the installation of Class II bike lanes in both directions and an off-street pathway on the north side of the corridor that would be separated from the street by a landscaped buffer or a raised element, as depicted in Plates 7 and 8. Key elements include pavement widening of the existing roadway to accommodate bike lanes and shifting the alignment of the road to the south in several locations to minimize tree impacts. The off-street pathway is intended primarily for use by pedestrians and would also accommodate younger school-aged cyclists and those less comfortable riding in the street with vehicular traffic. Pathway materials could be asphalt or a more permeable surface such as decomposed granite. The alignment and width of the pathway would vary across the corridor in a meandering fashion to preserve trees, and minimize the cost and impact of

DESIGN OBJECTIVES

Based on feedback from the community, the Study team identified design objectives to guide the development and evaluation of alternatives. These objectives provide additional specificity for the overarching goal of improved mobility for active modes of transportation and safety for all roadway users:

- ✓ Improve safety by reducing the frequency and severity of collisions,
- ✓ Reduce vehicle travel speeds, especially where different user groups interact or share space,
- ✓ Create greater separation of physical space for pedestrians and bicyclists from motor vehicles,
- ✓ Improve the level of comfort for pedestrians and bicyclists,
- ✓ Provide continuity for pedestrians and bicyclists from one side of the corridors to the other, and
- ✓ Preserve the character of the neighborhood including trees, greenery, and circulation patterns, and
- ✓ Preserve some parking within the City segment of Coleman Avenue.

Concept Design Plans

Conceptual design plans representing a 10% level design effort were prepared for the top two long-term design alternatives for each corridor and are provided in **Appendix E**.

relocating utilities and other features. It is estimated that between six and 19 of the approximately 130 existing trees on the corridor would need to be removed to make room for the new facilities; the actual number would depend on the final design and the expertise and assessment of an arborist during the detailed design stage. Parking would be eliminated on the north side of the street to make room for the pathway, though much of the existing parking on the south side of the street could be retained.

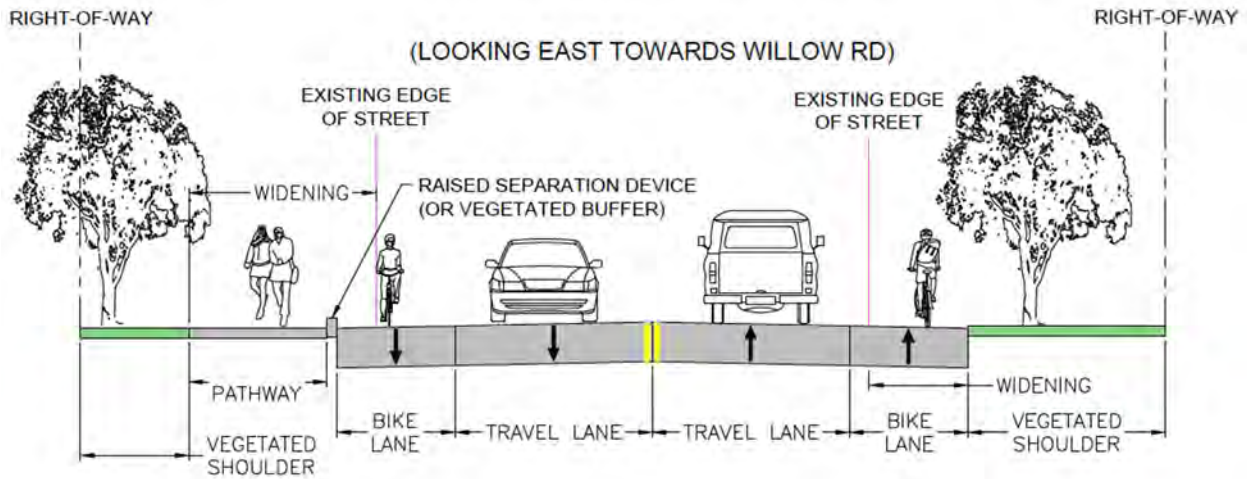


Plate 7 Coleman Avenue (Menlo Oaks) Preferred Long-term Alternative Cross Section
Bike Lanes with Off-street Pathway

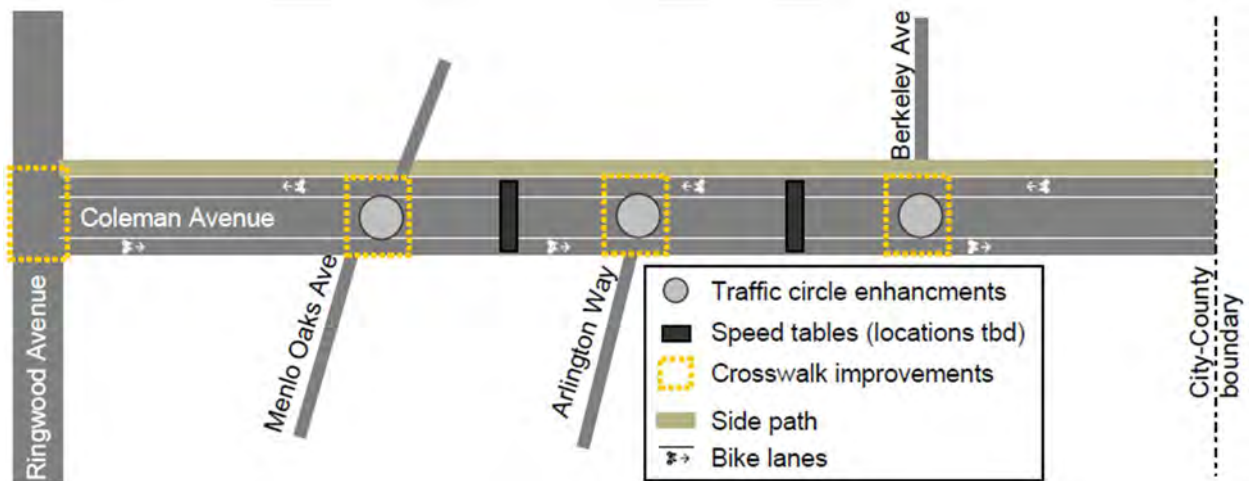


Plate 8 Coleman Avenue (Menlo Oaks) Preferred Long-term Plan View Schematic
Bike Lanes with Off-street Pathway

Other alternatives considered as part of the Study included:

- a bicycle boulevard with a wider off-street pathway;
- adding a shared use pathway on the north side of the street with no bike lanes or roadway widening;
- conversion to a one-way street;
- traffic calming only; and
- a no-build alternative that retained existing conditions.

The preferred long-term design alternative balances the community’s desire for improved pedestrian and bicycle infrastructure while preserving the character of the neighborhood, including retaining the existing traffic circles and as many trees as possible. However, due to the presence of numerous trees near the edge of the existing paved roadway, it is unlikely that the new bicycle and pedestrian infrastructure could be constructed without removing a single tree. While there was a general preference for the preferred alternative with bike lanes, there were ongoing concerns from community members about tree removal, widening the paved surface, and drainage issues.

Long-term Preferred Alternative – City of Menlo Park

The preferred long-term alternative for the City of Menlo Park segment of Coleman Avenue includes the removal of parking on one side of the street to make room for an expanded sidewalk/multi-use pathway on the north side of the corridor, as depicted in Plates 9 and 10. The pathway would be separated from the street by a landscape strip where possible. The existing curb, gutter, and sidewalk on the south side of the street would remain in their current configuration. School-aged and less experienced bicyclists would share the pathway with pedestrians, while traffic calming measures would make riding in the street and sharing the travel lanes with motorists more comfortable for experienced cyclists. The alignment of the shared use pathway on the north side of the street would be continuous and connect with the pathway identified in the preferred alternative for the County segment of Coleman Avenue, though specific design details (materials, width, height, separation, etc.) could vary. The design includes a raised crossing near Riordan Place to allow eastbound cyclists riding in the bike lane in the County segment of Coleman Avenue to transition to the shared use pathway in the City segment of Coleman Avenue.

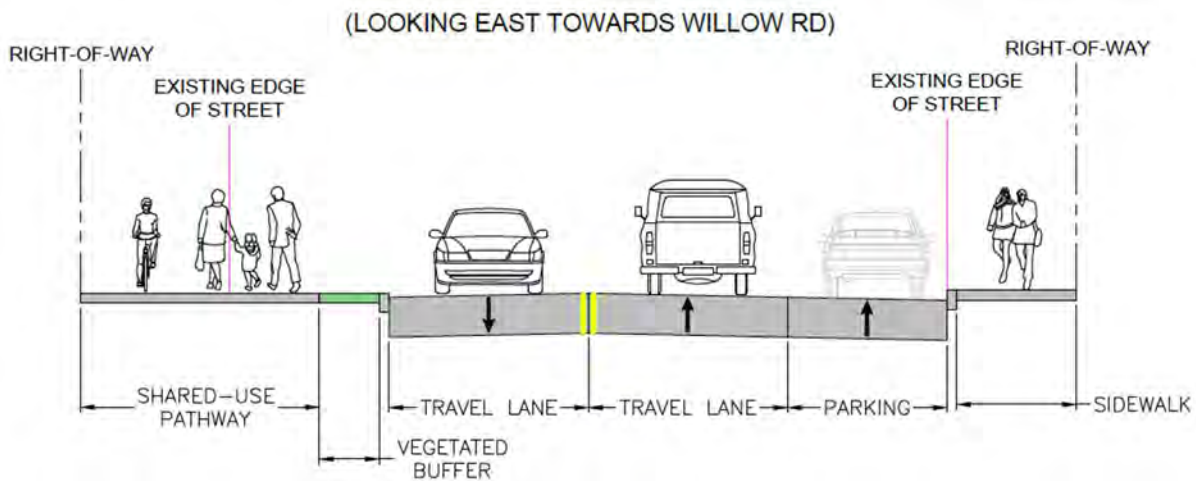


Plate 9 Coleman Avenue (City of Menlo Park) Preferred Long-term Alternative Cross Section Bicycle Boulevard with Shared Use Pathway and Parking on One Side

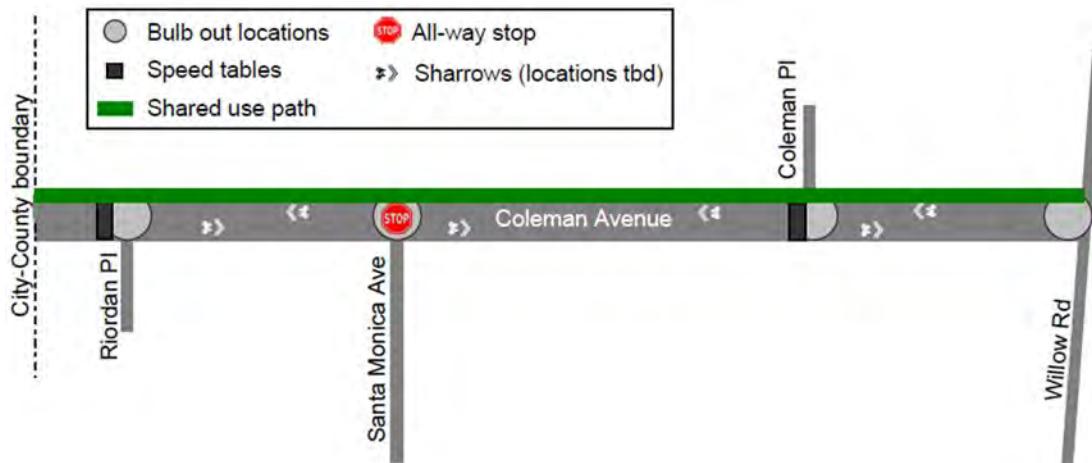


Plate 10 Coleman Avenue (City of Menlo Park) Preferred Long-term Alternative Plan View Schematic Bicycle Boulevard with Shared Use Pathway and Parking on One Side

Other design alternatives considered included:

- a bicycle boulevard that retained parking on both sides of the street;
- removing parking on a one side of the street to make room for narrow bike lanes (less than 5 feet);
- removing parking on both sides of the street to install buffered bike lanes;
- traffic calming only; and
- a no-build alternative that would retain the existing conditions.

The preferred alternative balances the needs of all users of the corridor, including pedestrians, experienced and inexperienced cyclists, and motorists, while retaining some on-street parking, which is heavily used by residents of the apartments along Coleman Avenue. The side of the street for which parking would be retained was discussed throughout the Study, with some preferring parking on the north side of the street for convenience to the higher density housing, and others preferring parking to be on the opposite side of the street in order to minimize potential conflicts with users of the new pathway and to maintain or improve sight lines at driveways. Parking is currently shown on the south side of Coleman Avenue in the cross section and concept plans, but the final location would be confirmed during the detailed design phase.

Short-term Pilot Option - Through Traffic Restriction

While there was general support for the preferred long-term alternatives, the outreach process revealed an interest in reducing traffic volumes during peak periods and concerns with pavement widening, tree removal, and parking removal. A potential short-term pilot project was developed to restrict through traffic between the County and City as an alternate approach, with exceptions for people walking and bicycling, transit vehicles (including school buses), and emergency vehicles. This option is illustrated in Plate 11.

A road closure near the County/City boundary would include barriers that would physically restrict passenger vehicles from continuing from one side of Coleman Avenue to the other and would divert traffic onto other streets. This option is proposed as a pilot because of the potential impacts it would have to travel. The pilot would include both installation of through movement restrictions and an evaluation framework.

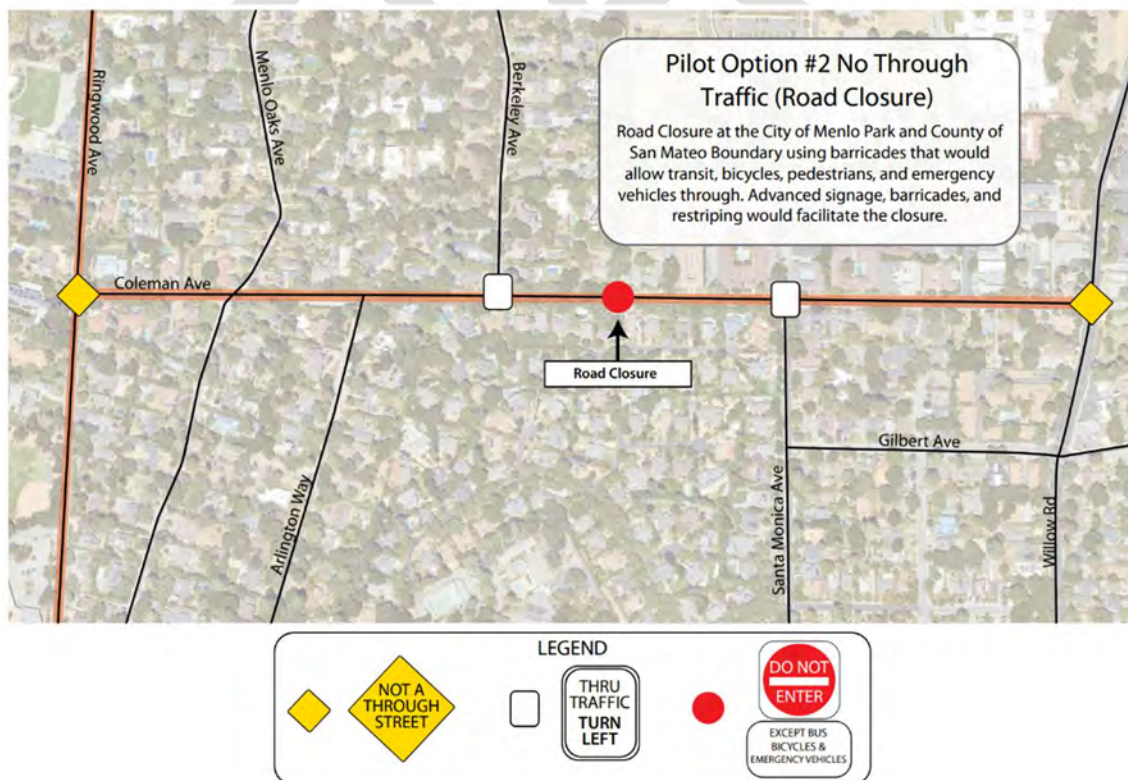


Plate 11 Preferred Pilot Option - Through Traffic Restriction

The team also presented other pilot options, including:

- turn restrictions during school drop-off and pick-up periods;
- one-way operation westbound through the County section of Coleman Avenue; and
- installing temporary traffic calming elements.

These other alternatives did not receive support during outreach for the pilot options. Some outreach participants strongly preferred the pilot while others strongly preferred a long-term design alternative.

Ringwood Avenue

For Ringwood Avenue, a single long-term design alternative was identified as the preferred direction. This alternative includes retaining the existing bike lanes and formalizing an asphalt pathway on the west side of the corridor (the same side as the schools). Some pavement widening would be required near Laurel School Lower Campus to install a protected bike lane in the southbound direction, which would prevent vehicles from queuing in the bike lane during school pick-up and drop-off. Like Coleman Avenue, the alignment of the off-street pathway would be flexible to minimize tree removal, with between 16 and 25 of the approximately 425 existing trees removed. The preferred alternative includes traffic calming measures, such as:

- Speed tables;
- Narrower (10 foot) travel lanes;
- Green bike lane conflict zone markings;
- Speed feedback signs;
- Speed reduction markings;
- Enhancements to the intersection with Coleman Avenue including new crosswalks on all legs; and
- Tighter turning radii at the intersection with Colby Avenue.

The preferred alternative is illustrated conceptually in Plates 12-14, which represent the segments adjacent to the high school and elementary schools, respectively.

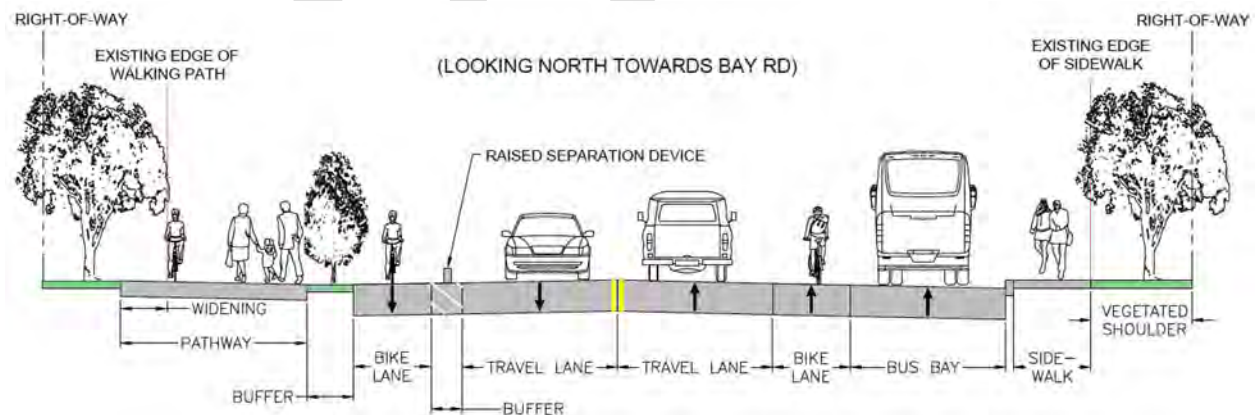


Plate 12 Ringwood Avenue (Menlo Atherton High School) Preferred Alternative
Bike Lanes (Protected near Schools) with Off-street Pathway

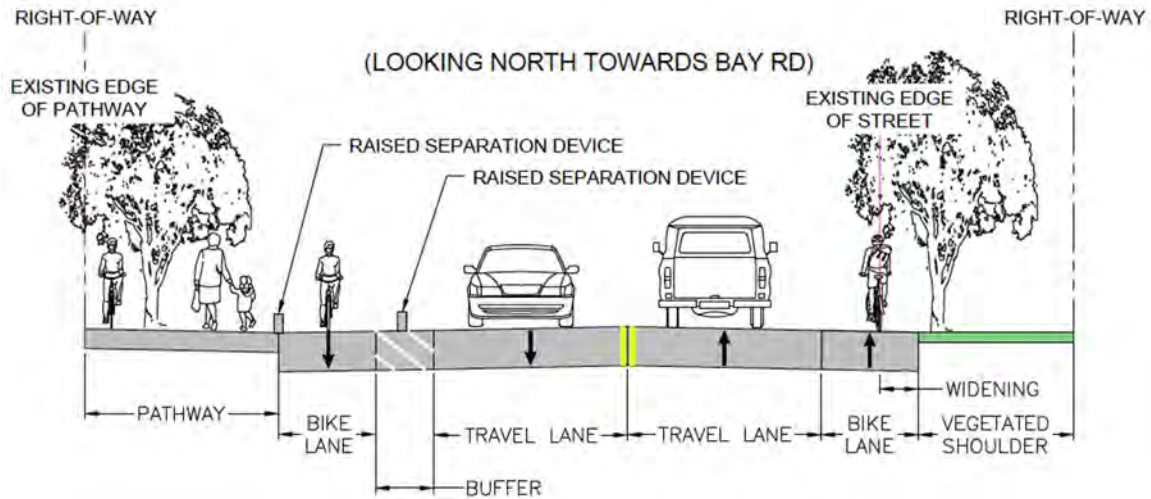


Plate 13 Ringwood Avenue (Laurel School Lower Campus) Preferred Alternative Bike Lanes (Protected near Schools) with Off-street Pathway

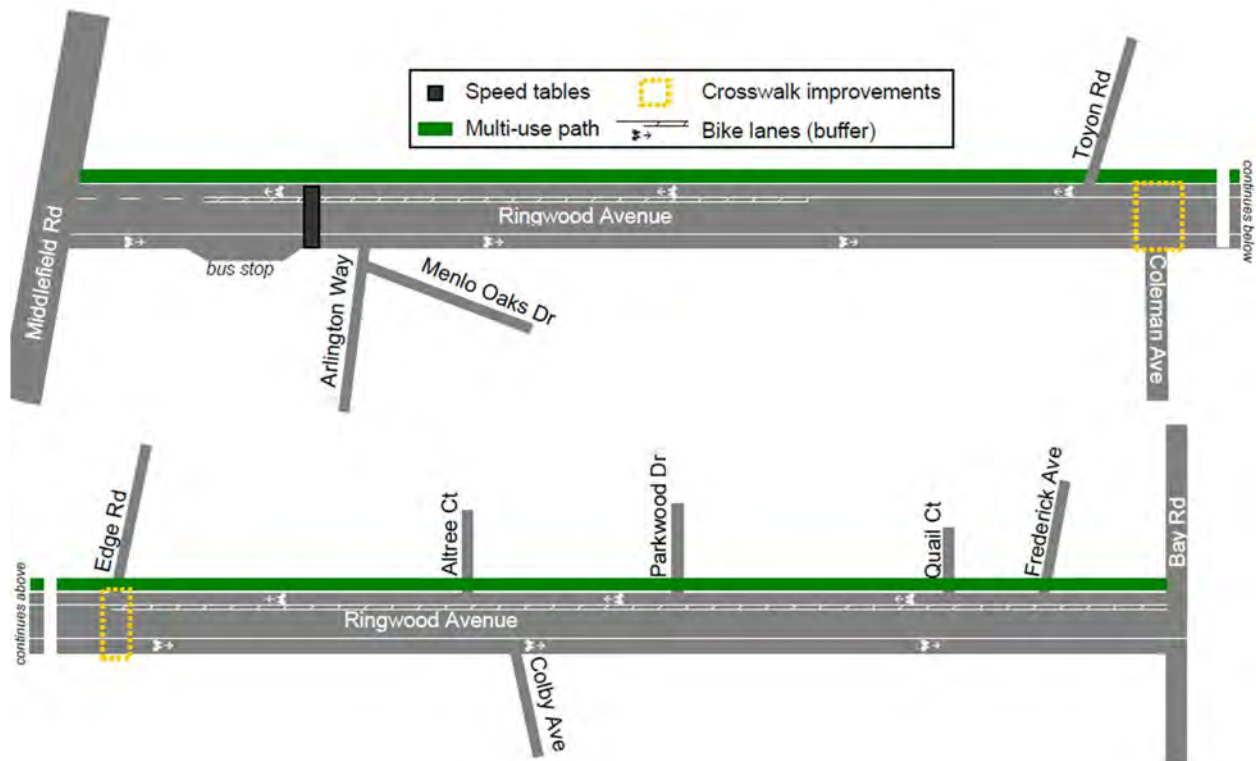


Plate 14 Ringwood Avenue Preferred Alternative Plan View Schematic Bike Lanes (Protected near Schools) with Off-street Pathway

Other alternatives considered for Ringwood Avenue included:

- removing the existing bike lanes in exchange for a dedicated loading and parking zone with a wide shared use pathway;
- bike lanes and dedicated pedestrian pathways;
- pursuing only traffic calming; and
- a no-build alternative that retained existing conditions.

In general, the removal of some trees to provide space for the pathway, and pavement widening were not viewed as negatively by the community for Ringwood Avenue compared to Coleman Avenue. There were greater concerns expressed if removal of the right turn lane at the high school would be required and the associated potential impacts to queuing during the critical afternoon pick-up period.

Cost Estimates

Planning-level cost estimates were prepared for all preferred long-term alternatives considering environmental clearance, design, right-of-way engineering, construction, and project administration. Additionally, costs were estimated for the preferred pilot option considering installation, design services, data collection, evaluation, and public engagement. These estimates were developed based on conceptual design details and actual costs will vary depending on various factors including the final design details and construction costs during the year that the project goes out to bid. These costs are summarized Table 2.

Detailed Cost Estimates
*Cost Estimates for the top two long-term design alternatives for each corridor and all four pilot options are contained in **Appendix F**.*

Roadway Agency	Cost
Coleman Avenue	
County of San Mateo	\$3,728,000
City of Menlo Park	\$3,931,000

Road Closure Pilot Option	\$101,000
Ringwood Avenue	
County of San Mateo	\$6,569,000
City of Menlo Park*	\$1,472,000

*A portion of these improvements would be within the Town of Atherton

Next Steps

All options evaluated as part of this Study include tradeoffs based on the existing conditions and constraints present on the corridors. On the Coleman Avenue segment within Menlo Oaks, the dialogue with the community revolved around the potential loss of trees in exchange for new bike and pedestrian infrastructure, and potential increases in traffic volumes on neighboring streets in exchange for reduced traffic volumes on Coleman Avenue. Along the City of Menlo Park segment of Coleman Avenue, the tradeoffs include reduced on-street parking to achieve improved walking and biking conditions. On Ringwood Avenue, tradeoffs discussed included potential increases in vehicle delays and queuing during peak school periods to provide safer dedicated bike and pedestrian facilities.

Recognizing that there is no single perfect solution, this Study identified a set of potential options that would largely be accepted by the community. The County of San Mateo and City of Menlo Park will work together to discuss potential next steps to implement community-driven mobility and safety improvements shared in this report.

THIS PAGE INTENTIONALLY LEFT BLANK