



## TRAFFIC SAFETY AND PARKING COMMITTEE MINUTES

Wednesday, September 3, 2014 - 7:00 pm

San Bruno City Hall  
567 El Camino Real  
San Bruno, CA 94066

# MINUTES

### 1. ADMINISTRATIVE ACTIONS -

#### A. ROLL CALL

| <u>TSPC Members:</u>         | <u>Present</u> | <u>Absent</u> |
|------------------------------|----------------|---------------|
| Jessica Barnes-Lopez (Chair) | X              |               |
| Mark Howard (Vice-Chair)     | X              |               |
| Eric Wood                    |                | X             |
| Tom Hamilton                 | X              |               |
| Tim Ross                     | X              |               |

#### Staff in Attendance:

Joseph Cervantes, Public Services Department  
Jimmy Tan, Public Services Department  
Matt Neuebaumer, Community Development Department  
Troy Fry, Police Department

Public in Attendance Total: 2

### 2. REVIEW OF AGENDA

Approved as submitted.

### 3. APPROVAL OF MINUTES

Approval of the August 6, 2014 meeting minutes made by Mark Howard, second by Tom Hamilton. (M/Howard, S/Hamilton: 4-0-0) Approved.

### 4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

### 5. REGULAR BUSINESS

- A. Installation of a Loading Zone for the 406-418 San Mateo Avenue Project along northbound San Mateo Avenue between Taylor Avenue and Jenevein Avenue

Joseph Cervantes stated this item is being proposed as part of the mixed use development called "The Plaza", which will be a three story building with 83 residential units and about 5,500 square feet of

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commercial space and 106 spaces of proposed subgrade parking. Vehicle access will be on Mastick Avenue and the main pedestrian access will be along northbound San Mateo Avenue. Joseph reviewed the site plan with the Committee. The loading zone location was selected for its proximity to the main entrance and elevators of the proposed building. The loading zone will be 40 feet long, the equivalent of 2 on street parking spaces. The loading zone will be in effect from 7 am to 6 pm Monday through Saturday and on street parking will be allowed in the loading zone from 6 pm to 7 am. A street sign will be installed with the posted hours. The item has been reviewed and recommended by the City Council and is consistent with the Transit Corridor Plan.

Jessica Barnes-Lopez asked if the proposed parking structure will be exclusively for resident use. Joseph Cervantes stated the parking is planned for commercial and residential use.

### **PUBLIC COMMENT PERIOD OPENED**

Tom Quaglia, Signature Land Advisors, stated he read the staff report and would like to clarify that the installation of the loading zone will match the existing parking on San Mateo Avenue but the proposed subgrade parking will be secured parking for residents and potentially the retail employees, not for the public to utilize.

Mark Howard asked what kind of retail establishments are being proposed. Tom Quaglia responded they are being developed according to the requirements of the City's Community Development Department. They will not be sit-down style restaurants; possibly an ice cream, coffee or flower shop.

Mark Howard stated there is a concern that there is not a lot of existing parking downtown. He asked for the width of the parking cut-out. Tom Quaglia stated it will match the width of the existing street.

Mark Howard voiced concern that trucks may block part of the street at this location and this can create a hazard if drivers or bicyclists have to go around them. He suggested making the loading zone along the back of the building.

Matt Neuebaumer stated the Transit Corridor Plan outlines that there must be 10 feet from the face of the curb to the structure and right now the proposed development is at this limit.

Troy Fry stated the loading zone will get delivery trucks out of the path of traffic.

Tom Quaglia stated the loading zone end time could be amended to earlier in the day, such as 2 pm instead of 6 pm.

Mark Howard said this proposed location already has vehicle back-ups with La Petite Baleen drop off and pick up.

Joseph Cervantes stated a yellow curb has a Municipal Code standard time limit of 7 am to 6 pm but the City does have flexibility in setting the time limits.

Jessica Barnes-Lopez stated she does not have an issue with the loading zone; the concern is where the retail shoppers are going to park. Where are the required handicap parking spaces going to be installed for the new businesses? There is no public lot in the back of the development.

Tom Quaglia stated there will be handicap parking allotted for the subgrade resident parking garage.

Jessica Barnes-Lopez asked how many parking stalls are going to be allotted per unit. Matt Neubaumer stated the development currently has 1.2 to 1.5 stalls per unit at this time. The retail parking will be the public parking on San Mateo Avenue.

Tom Hamilton stated there is very little parking fronting these proposed businesses and all of Taylor is no parking.

Jessica Barnes-Lopez stated she believes there will be future parking problems at this location with this proposed development.

Mark Howard made a motion to recommend installation of a loading zone in front of 406-418 San Mateo Avenue and installation of signage from 6 am to 3 pm. Second by Tom Hamilton. (M/Howard, S/Hamilton: 4-0-0) Approved.

**6. REPORT OF COMMISSIONS, BOARDS AND COMMITTEES**

None

**7. COMMENTS FROM COMMITTEE MEMBERS**

**8. COMMENTS FROM STAFF**

Joseph Cervantes introduced new City Engineer Jimmy Tan.

**9. ADJOURNMENT**

Motion: To adjourn the Traffic Safety and Parking Committee (TSPC) meeting until its next regular scheduled meeting on October 1, 2014 at 7 p.m. (M/Howard, S/Hamilton): 4-0-0 - Approved. Meeting Adjourned, 7:30 pm.