

“The City With a Heart”



Tom Hamilton, Chair  
Jessica Barnes-Lopez, Vice Chair  
Marco Durazo, Committee Member  
Mark Howard, Committee Member  
John Giuseponi, Committee Member

## **AGENDA**

### **TRAFFIC SAFETY AND PARKING MEETING**

**December 6, 2017**  
**7:00 p.m.**

**Meeting location: City Hall, Conference Room 115**

Traffic Safety and Parking Committee (TSPC) meetings are conducted in accordance with Roberts Rules of Order Newly Revised and Traffic Safety and Parking Committee Rules of Procedure. You may address any agenda item by standing at the microphone until recognized by the Chair. All regular TSPC meetings are recorded. You may listen to recordings in the Public Works Office. In compliance with the Americans with Disabilities Act, individuals requiring reasonable accommodation for this meeting should notify us 48 hours prior to meeting. Notices, agendas, and records for or otherwise distributed to the public at a meeting of the TSPC will be made available in appropriate alternative formats upon request by any person with a disability. Please make all requests to accommodate your disability to the Public Works Office 650-616-7065.

**1. CALL TO ORDER/ROLL CALL**

**2. REVIEW OF AGENDA**

**3. APPROVAL OF MINUTES –**

A. Minutes of November 1, 2017 meeting

**4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA –**

This is for public comment on matters concerning traffic safety, parking and transportation issues. The Brown Act prohibits the TSPC from discussing or acting upon any matter not on the agenda.

**5. REGULAR BUSINESS –**

- A. Discussion of the Traffic Circulation Concerns and Potential Mitigation at the San Bruno Post Office Parking Lot and Lowe’s driveway on Huntington Avenue
- B. Review Meeting Calendar for 2018

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

**7. COMMENTS FROM COMMITTEE MEMBERS -**

**8. COMMENTS FROM STAFF-**

**9. ADJOURNMENT –**

The next regular meeting of the Traffic Safety and Parking Committee will be held on January 3, 2017, 7:00 p.m. at Conference Room 115, San Bruno City Hall.

**Posted and Mailed 12/1/17**



## Staff Report to Traffic Safety and Parking Committee

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**DATE:** December 6, 2017

**TO:** Traffic Safety and Parking Committee

**FROM:** Michael Kato, Associate Civil Engineer

**SUBJECT:** Item 5A – Discussion of the Traffic Circulation Concerns and Potential Mitigation at the San Bruno Post Office Parking Lot and Lowe’s driveway on Huntington Avenue

### **BACKGROUND**

In May of 2015 the TSPC discussed the circulation of traffic exiting the customer parking lot at the San Bruno Post Office on Huntington Avenue. At that time the TSPC voted to direct Staff to explore the possibility of allowing drivers to make a U-turn from northbound Huntington Avenue to southbound Huntington Avenue by utilizing the bus pull out area on the west side of the street. Staff investigated this possibility and determined that the bus pull out cannot be used to provide space for U-turns because there is an active bus stop on the west side of Huntington Avenue. Therefore, Staff is bringing this item back to the TSPC for further discussion.

Meanwhile, Staff noted that the City also has an active request for roadway improvements to prevent left turns out of the Lowe’s Driveway to northbound Huntington Avenue. This is in the same vicinity as the Post Office exit driveway and it may be possible to address both requests at the same time so Staff is bringing this item to the TSPC to discuss along with the U-Turns from the Post Office.

### **DISCUSSION**

In 2010 the San Bruno Post Office reconfigured vehicle circulation within their property such that all customers exit the parking lot using a driveway at the south end of the customer parking lot. Left turns from that driveway are prohibited which means drivers who wish to travel southbound must first go north to the intersection of Huntington Avenue and Noor Avenue where they may make a U-turn or make a left turn to go around the block. The direct path for a vehicle to make a left turn out of the Post Office driveway is blocked by a raised median on Huntington Avenue. However, the person who contacted the City about this location said that people are exiting the Post Office driveway heading northbound and immediately making an illegal U-turn around the end of the median.

The City has also received a similar complaint about drivers making illegal U-turns when exiting the Lowe’s driveway just to the south. Left turns out of the Lowe’s driveway are prohibited. Driver’s wanting to travel northbound need to first head southbound on

Huntington Avenue and then find a way to turn around, which would most likely be to make a legal U-turn at the intersection of Huntington Avenue and Sneath Lane or travel around the block. The direct path to make a left turn out of the Lowe's driveway is blocked by a raised median on Huntington Avenue, but the requestor stated that drivers are making U-turns around the end of the median.

Huntington Avenue runs approximately 1¼ mile parallel to El Camino Real from the north city limits to San Felipe Avenue. The road is classified as a major collector street and has a posted speed limit of 30 MPH for its entire length. In the vicinity of the Post Office, Huntington Avenue is a 4-lane street with a painted median island.

Previously Staff reviewed crash data for the time period between July 2008 to June 2013 and found three (3) collisions in the immediate vicinity of the Post Office driveway. Staff recently updated their data by reviewing the crash history for the time period between January 2014 and December 2016. There was one crash reported approximately where the Lowe's driveway is located. The crash was a rear end collision involving two southbound vehicles. There was no indication that this collision involved a driver making an illegal U-turn.

Staff prepared a turning template analysis and determined that it is not possible for the design passenger vehicle or the design single unit truck to make a northbound to southbound U-turn from the center turn lane on Huntington Avenue in the vicinity of the Post Office.

### **STAFF RECOMMENDATION:**

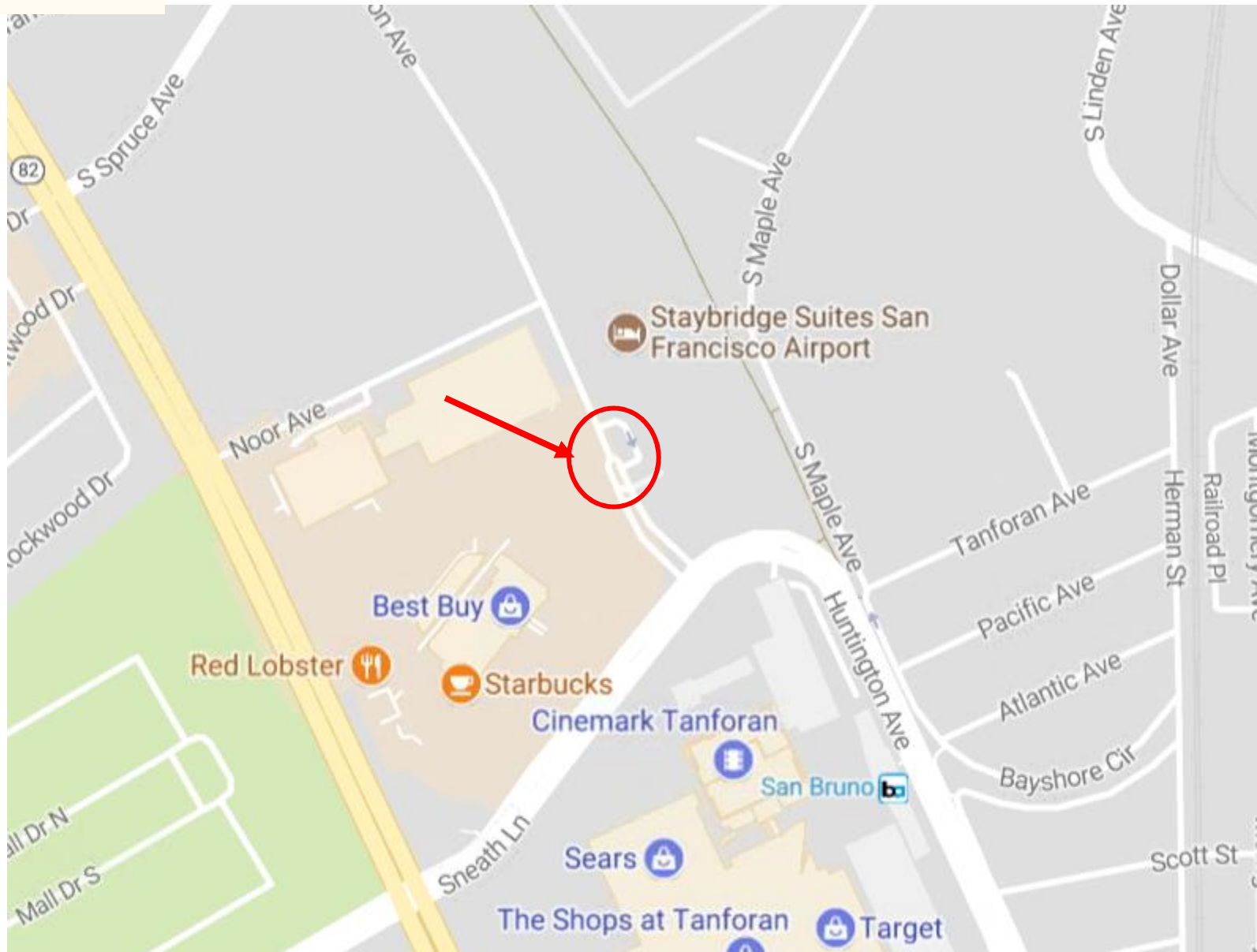
Staff recommends installation of delineators on the painted median to the north of the raised median in front of the Post Office exit driveway and along the roadway centerline between the Lowe's driveway and the raised median at the intersection of Huntington Avenue and Sneath Lane. Staff also recommends routine visible traffic enforcement as available on Huntington Avenue.

### **DATE PREPARED:**

November 20, 2017.

### **ATTACHMENTS:**

1. Vicinity Map
2. Turn Template Analysis
3. Proposed Delineators



## Location Map



# Passenger Vehicle Turning Template



# SU Turning Template



## Median Delineators



**Staff Report to  
Traffic Safety and Parking Committee**

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**DATE:** December 6, 2017  
**TO:** Traffic Safety and Parking Committee  
**FROM:** Michael Kato, Associate Civil Engineer  
**SUBJECT:** Item 5B – Review Meeting Calendar for 2018

**BACKGROUND**

The regularly scheduled monthly meeting of the Traffic Safety and Parking Committee (TSPC) occurs on the first Wednesday of every month.

**DISCUSSION**

Following are the meeting dates for the TSPC for calendar year 2018.

- ◆ January 3, 2018
- ◆ February 7, 2018
- ◆ March 7, 2018
- ◆ April 4, 2018
- ◆ May 2, 2018
- ◆ June 6, 2018
- ◆ July 4, 2018
- ◆ August 1, 2018
- ◆ September 5, 2018
- ◆ October 3, 2018
- ◆ November 7, 2018
- ◆ December 5, 2018

**STAFF RECOMMENDATION:**

Review the proposed meeting schedule and identify any potential conflicts or desirable changes necessary.

**DATE PREPARED:**

November 28, 2017.

**ATTACHMENTS:**

1. 2018 Calendar



January						
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March						
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April						
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29	30					

May						
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November						
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December						
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30	31					

Holidays:							
Jan. 1	New Year's Day	May. 28	Memorial Day	Nov. 12	Veteran's Day (Obs)	Dec. 24	Day before Christmas
Jan. 15	M. L. King, Jr. Day	Jul. 4	Independence Day	Nov. 22	Thanksgiving Day	Dec. 25	Christmas
Feb. 19	President's Day	Sep. 3	Labor day	Nov. 23	Day after Thanksgiving		

-  TSPC
-  City Holiday



## TRAFFIC SAFETY AND PARKING COMMITTEE MINUTES

Wednesday, November 1, 2017 - 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>
Tom Hamilton (Chair)	X	
Jessica Barnes-Lopez (Vice-Chair)		X
Mark Howard	X	
John Giuseponi	X	
Marco Durazo		X

#### Staff in Attendance:

Michael Kato, Public Services Department  
Jimmy Tan, Public Services Department  
Michael Blundell, Police Department

Public in Attendance Total: 6

### 2. REVIEW OF AGENDA

Mark Howard made a motion to move Item 5A to be heard first on the agenda. Second by Tom Hamilton. (M/Howard, S/Hamilton: 3-0-0) Approved.

### 3. APPROVAL OF MINUTES

Mark Howard noted a correction under items with no second vote should have the votes removed. Correction noted. Mark Howard made a motion to approve the meeting minutes as submitted. Second by Tom Hamilton. (M/Howard, S/Hamilton: 3-0-0) Approved.

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

None

### 5. REGULAR BUSINESS

- A. Provide Recommendation Regarding Establishing All Way Stop Control at the Intersection of College Drive, Marisol Drive, and Future Private Road for Skyline College Residential Development

Michael Kato stated the City is currently reviewing a proposed residential development on the south side of College Drive across from the existing Marisol development. The proposed development will have up to 70 residential units. Primary access to the development will be via a new private road that will connect to College Drive directly across from Marisol Drive. As part of the review process a traffic study was completed by Hexagon Transportation Consultants, Inc. to evaluate impacts on the operation of the intersection of College Drive and Marisol Drive. The traffic study concluded that an all way stop will be warranted at the intersection of College Drive, Marisol Drive, and the proposed private roadway.

Michael Kato reviewed the existing street conditions, traffic study findings, pedestrian study findings and all way stop criteria for the location. Staff recommends the TSPC review the report by HTC and provide feedback regarding the establishment of an all way stop at the intersection of College Drive, Marisol Drive, and the proposed private roadway for the Skyline College Residential Development.

Tom Hamilton stated he does not want to remove the existing landscaping and it will be difficult to make a left turn at this intersection without an all-way stop. There is a lot of speedy traffic from Skyline College coming down College Drive.

#### **PUBLIC COMMENT PERIOD OPENED**

Johnny, resident of Marisol, stated residents are in favor of a four-way stop. He also wanted to recommend shrinking the median to give better visibility and create a turning pocket instead.

Michael Kato replied that it could be reviewed.

Mark Howard stated a turn pocket would be a good idea.

John Giuseponi stated anything that increases traffic flow should be considered.

Elaine Breeze, Marisol representative, stated two community meetings were held and a four-way stop overwhelming support.

Barbara Christensen, Skyline College representative, stated they have concerns with speeding from the college and this stop sign installation will help with traffic control.

#### **PUBLIC COMMENT PERIOD CLOSED**

Tom Hamilton made a motion to accept the staff recommendation to establish a four-way stop at College Drive and Marisol Drive and the installation of a left turn pocket on the east portion of College Drive at Marisol Drive turning into the Skyline College development. Second by Mark Howard (M/Hamilton, S/Howard: 3-0-0).

#### **B. Receive Cherry Avenue/Bayhill Shopping Center Driveway Pedestrian Safety Enhancement Study**

Michael Kato stated in 2015 employees of Walmart, who now occupy 850 Cherry Avenue, asked the City to take steps to improve safety for pedestrians who use the mid-block crosswalk that was approved by Council in July 2008 and installed. Walmart hired an engineering consultant who concluded that the level of pedestrian activity at this location warranted the installation of a traffic signal. However, Walmart and the City agreed to explore additional options for improving pedestrian safety and the City hired TJKM, a transportation and traffic engineering consultant, to prepare the Cherry Avenue/Bayhill shopping Center Driveway Pedestrian Safety Enhancement Study.

Michael Kato reviewed the existing street and parking conditions, pedestrian activity and accessibility, and findings from the traffic engineering study for possible pedestrian safety enhancements at this location. Staff recommends installation of a traffic signal at Cherry Avenue and the Bayhill Shopping Center Driveway.

John Giuseponi confirmed there will be a pedestrian button to push for crossing.

Michael Kato confirmed this.

Tom Hamilton stated the option allowing pedestrians to cross when the left turn is occurring means when the pedestrians go there will be no left turns allowed.

Michael Kato stated there will probably be an overlap with pedestrians when the left turn signal is going.

Tom Hamilton stated his biggest concern is traffic gridlock in the morning. The traffic counts do not capture this.

Michael Kato stated a more thorough traffic analysis would have to be done to go ahead. There could be a pedestrian refuge created in the median of the crosswalk as well.

Mark Howard stated the landscaping and barricades created on the island by Carl's Jr. show there is a lot of pedestrian crossing there. There could be a crosswalk created with fencing or flashing beacons to have a clearly marked pedestrian crossing. Also a footpath near Nueve restaurant behind the bus stop would channel pedestrians to a better location. It should be on the south side of the Bayhill driveway next to the bus stop. The bus stop could be moved down to place the crosswalk there.

Michael Kato stated a mid-block crosswalk so close to a signalized intersection is usually not recommended; at this location it will also be cutting through a left turn pocket. It would have to be researched.

Mark Howard asked who is bearing the expense of these improvements.

Michael Kato stated Bayhill Shopping Center is applying for a use permit to do some improvements, so the City is trying to include the cost of the pedestrian improvements in that. There is a big difference in cost depending on the improvement. Walmart might be willing to give some money towards this as well.

#### **PUBLIC COMMENT PERIOD OPENED**

Adam Cozzette, 512 Elm Avenue, stated the study currently being done on Cherry and San Bruno Avenue for pedestrian safety should be considered as part of this study, as well as the Bicycle and Pedestrian Master Plan that was approved last year for the installation of bike lanes on Cherry to Sneath Lane. This might solve part of the problem if pedestrians have less traffic to navigate.

Mark Howard stated he likes the idea of a bike lane, but not at the cost of removing a lane of traffic. There is too much traffic flow at certain times of day.

Michael Kato stated the traffic study being done on Cherry and San Bruno Avenue will be completed soon and certain aspects of the scope is similar. A more in-depth traffic analysis should be done.

Rowdy, no address given, asked if the Walmart building is fully occupied.

Tom Hamilton stated it is.

Marty Medina, Garden Avenue, asked for additional analysis at the location, including the left turn pocket off Cherry to improve pedestrian safety. A decorative barrier in the middle would solve a lot of problems.

#### **PUBLIC COMMENT PERIOD CLOSED**

Tom Hamilton made a motion to ask staff to review the possible installation of a mid-block crosswalk between Bayhill Drive and the existing egress of the Bayhill Shopping Center; to request a more in depth traffic study of the location and coordinate this study with the re-design of the Cherry Avenue and San Bruno Avenue intersection study and improvements. Second by Mark Howard (M/Hamilton, S/Howard: 3-0-0).

#### **C. Designate Police Parking Stall In City Park for New Satellite Police Station**

Michael Kato stated the San Bruno Police Department is establishing a satellite police station in the southwest corner of the recreation center building in City Park. The Police Department requested the designation of a parking stall for exclusive use by a police vehicle that would be used by the officer manning the satellite station.

Michael Kato reviewed the existing street and parking conditions at the location, current parking restrictions, and stated three potential locations have been suggested for the police parking stall. The options listed were reviewed with the Committee.

Option 1: The Police Department asked for a new stall to be created on City Park Way in front of the Gazebo. The Police Department and the Community Services Department have mutually agreed that this is the preferred option.

Option 2: Convert a stall in the parking lot for use by Police vehicle.

Option 3: The first stall outside the parking lot along the west edge of the park.

Michael Kato stated staff recommends Option 1, as this will meet the desires of the Police Department and has also been agreed to by the Community Services Department. Staff also recommends converting all of the existing red curb between the recreation center building and the pool to yellow curb loading zone. Staff recommends that future loading activities should be monitored during heavy use to determine if additional management strategies can be implemented to minimize vehicle conflicts, such as first-in-first-out operation. Staff further recommends seeking a Council Resolution to adjust the formal description of the parking along City Park Way to match current conditions.

Tom Hamilton stated Option 1 makes the most sense and extending the yellow loading zone is also a good idea.

Mark Howard asked how many ADA stalls are at this location.

Michael Kato stated he is not sure; he believes there are 5.

Mark Howard stated it might make sense to extend the proposed yellow zone and add some handicap parking spots at the pool parking lot. There are some cross hatch sections that could be converted to motorcycle parking as well. The road is wide and there could be some diagonal parking added on the opposite side.

Jimmy Tan stated there is a project coming to re-do the pipeline through the City, so any work done here would be temporary.

Mark Howard made a motion to accept the staff recommendation for a new stall to be created on City Park Way in front of the Gazebo. Second by Tom Hamilton (M/Howard, S/Hamilton: 3-0-0).

Tom Hamilton made a motion to convert all of the existing red curb between the recreation center building and the pool to yellow curb loading zone and seeking a Council Resolution to adjust the formal description of the parking along City Park Way to match current conditions. (M/Hamilton, S/Giuseponi: 3-0-0).

**D. Review of Annual Committee Presentation to the City Council for 2017**

Michael Kato reviewed the presentation with the Committee and made recommended changes.

Jimmy Tan stated this should be heard by the City Council in February.

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

None

**7. COMMENTS FROM COMMITTEE MEMBERS**

Mark Howard asked for an update on the matrix.

Michael Kato stated the City Attorney is reviewing the prioritization policy for the projects on the matrix.

John Giuseponi stated he checked the use permit with the Community Development Department for Pacific Bay Vistas and they are correctly providing parking per the permit.

Tom Hamilton asked for an update on the bot dots on Crystal Springs Rd.

Jimmy Tan stated he can issue a work order for the installation, but the City is trying to get the SFPUC to do the installation.

**8. COMMENTS FROM STAFF**

None

**9. ADJOURNMENT**

Motion: To adjourn the Traffic Safety and Parking Committee (TSPC) meeting until its next regular scheduled meeting on December 6, 2017 at 7 p.m. (M/Howard, S/Hamilton): 3-0-0 - Approved.  
Meeting adjourned, 8:29 pm.