



TRAFFIC SAFETY AND PARKING COMMITTEE MINUTES

Wednesday, January 10, 2018 - 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

Approved as submitted.

3. APPROVAL OF MINUTES

Jessica Barnes-Lopez stated the today's meeting should be listed as a "special meeting", not a "regularly scheduled meeting" due to the change of date. Correction noted. Second by Mark Howard. (M/Hamilton, S/Howard: 4-0-0) Approved.

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

None

5. REGULAR BUSINESS

A. Corporate Shuttle Stop at 901 Cherry Avenue (YouTube)

Michael Kato stated in March of 2017, the City received a request from YouTube to create a shuttle loading zone at 901 Cherry Avenue. The area in front of 901 Cherry is currently a mixture of unrestricted parking and red curb no parking zone.

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In December of 2009, the Traffic Safety and Parking Committee (TSPC) developed the Special Parking Restriction Policy (the SPR Policy), which was approved by the City Council on July 27, 2010. The SPR Policy describes a procedure for establishing special parking restrictions in San Bruno. YouTube submitted the application form required and staff performed an evaluation of the site.

Michael Kato reviewed the existing street conditions, parking allowances and collision history with the Committee. Staff is proposing the establishment of a red zone bus stop to serve as the shuttle stop for YouTube. A similar red zone bus stop was created for Walmart in front of 850 Cherry Avenue.

Michael Kato reviewed the criteria for loading zone requests based on SPR Policy for proposed volume and size of the shuttle vehicles to be used. Staff is recommending installation of a concrete bus pad due to the large proposed shuttle volume and shuttle size to provide structural strength for the roadway within the bus stop as well as requiring construction of a bus pull out. This would also have to comply with the Americans with Disabilities Act (ADA) requirement of an 8 foot wide landing for bus passengers. This may require an easement. City staff has discussed the possibility of site improvements with YouTube, who may be willing to pay for them. No discussion has yet occurred with the property owners or neighbors regarding site improvements or an easement.

Michael Kato reviewed the red, green, yellow and white curb special parking restriction requirements for the requested shuttle stop. Staff recommends designating 133 feet of red curb bus zone beginning 49 feet south of southernmost crosswalk line at the intersection of Cherry Avenue and Grundy Lane and ending 50 feet north of the northernmost crosswalk line at the intersection of Cherry Avenue and Bayhill Drive. Staff also recommends construction of a bus pull out at least 4 feet wide and a concrete bus pad.

Tom Hamilton asked if there is a cut out for the shuttle stop installed, why the red curb would be installed all the way to the corner.

Michael Kato replied it is currently red, so it will remain red. It will help with visibility as buses pull out from the shuttle stop.

Mark Howard asked if the shuttle trips are in addition to the existing shuttle program for Walmart.

Michael Wooley-Ousdahl from YouTube's transportation program replied the shuttle program being discussed tonight does not include Walmart's shuttles.

Jessica Barnes-Lopez asked about the YouTube contribution towards the site improvements.

Michael Kato stated there has not been a definite decision yet. The property owner needs to be involved. At the moment YouTube is a tenant.

Joshua Portner, YouTube representative, stated certain properties at the location are owned by YouTube, but not this location. YouTube is working with the City to follow a specific transportation plan with an environmental impact report. There can be changes to the plan as the analysis progresses.

Marco Durazo asked if ADA compliance would be the responsibility of the property owner or YouTube.

Michael Kato replied this would be discussed with the property owner.

PUBLIC COMMENT PERIOD OPENED

None

PUBLIC COMMENT PERIOD CLOSED

Mark Howard made a motion to accept the staff recommendation designating 133 feet of red curb bus zone beginning 49 feet south of southernmost crosswalk line at the intersection of Cherry Avenue and Grundy Lane and ending 50 feet north of the northernmost crosswalk line at the intersection of Cherry Avenue and Bayhill Drive. Staff also recommends construction of a bus pull out at least 4 feet wide and a concrete bus pad. Second by Marco Durazo. (M/Howard, S/Durazo: 4-0-0).

B. Request for Marked Crosswalks across Huntington Avenue at the Intersection with Euclid Avenue

Michael Kato stated staff received a request to install marked crosswalks across Huntington Avenue at the intersection with Euclid Avenue. When evaluating requests for marked crosswalks, staff follows the Pedestrian Safety Toolkit guidelines approved by the TSPC on March 6, 2013 for treatment options.

Michael Kato reviewed the existing street conditions, existing pedestrian crossing conditions, speed survey data, traffic volume and accident information for the location. Staff evaluated the location according to the criteria set forth in the Pedestrian Safety Toolkit and determined that a crosswalk across Huntington Avenue at Euclid Avenue would meet the criteria. The combination of conditions indicates the location may be suitable for treatment, including the installation of two crosswalks.

Michael Kato stated staff evaluated the possibility of providing a pedestrian refuge for a crosswalk across the north leg of the intersection by extending the nose of the raised median into the intersection. A turning template analysis for a Single Unit design vehicle found that it will not be possible to provide a refuge in this manner.

Michael Kato reviewed several possible figures to help illustrate some of the design considerations for potential crosswalk layouts at this intersection with the Committee. Staff recommends installation of two marked crosswalks at the intersection of Huntington Avenue and Euclid Avenue with the yield lines placed 30 feet in advance of the crosswalks.

Jessica Barnes-Lopez asked if there is a full sidewalk on the recommended crosswalk adjacent to the train station.

Michael Kato confirmed there is a sidewalk.

Mark Howard stated he is concerned with lighting at night, so maybe enhancing it would increase crossing safety. A wider ladder marked crosswalk that is well lit with a "crossing ahead" sign instead of two crosswalks may be more efficient.

PUBLIC COMMENT PERIOD OPENED

None

PUBLIC COMMENT PERIOD CLOSED

Mark Howard made a motion to accept the staff recommendation with consideration for a 12' foot single ladder crosswalk with analysis for enhanced lighting on the south side of the intersection and appropriate signage for "pedestrian crossing ahead" and consideration for installation of a paddle. Second by Jessica Barnes-Lopez. (M/Howard, S/Lopez-Barnes: 4-0-0).

6. REPORT OF COMMISSIONS, BOARDS AND COMMITTEES

None

7. COMMENTS FROM COMMITTEE MEMBERS

Mark Howard stated the TSPC meeting minutes from June of last year to present have not been posted to the website.

Tom Hamilton has been meeting with the Permit Parking Ad-Hoc Committee and there will be a preliminary presentation given at the next TSPC meeting regarding this. It should be added to the agenda.

8. COMMENTS FROM STAFF

Jimmy Tan stated the annual TSPC presentation to the City Council will be on February 13th. He confirmed that Tom Hamilton will be able to give the presentation.

Tom Hamilton stated he will be there.

9. ADJOURNMENT

Motion: To adjourn the Traffic Safety and Parking Committee (TSPC) meeting until its next regular scheduled meeting on February 7, 2018 at 7 p.m. (M/Howard, S/Hamilton): 4-0-0 - Approved. Meeting adjourned, 7:50 pm.