



TRAFFIC SAFETY AND PARKING COMMITTEE MINUTES

Wednesday, February 7, 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: 38

2. REVIEW OF AGENDA

Mark Howard made a motion to move Items 5A and 5B to be heard first on the agenda. Second by Jessica Barnes-Lopez. (M/Howard, S/Barnes-Lopez: 5-0-0) Approved.

3. APPROVAL OF MINUTES

Motion to approve minutes made by Tom Hamilton. Second by Mark Howard. (M/Hamilton, S/Howard: 4-0-0) Approved. (Jessica Barnes-Lopez was not present for voting.)

4. PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA

Nick DeBarrio, Courtland Drive, stated the red curb installed on Rosewood Drive needs to be removed.

Chris Bogias, no address given, stated the crosswalk on Crystal Springs Road from upper Crestmoor near the apartment complex to around the turn is faded. The crosswalk near the donut store at San Bruno Avenue on Hensley is faded and on Easton and Madison to Mills. The crosswalk near the Senior Center needs to be re-painted. On the street in City Park near the tennis court, there is a tree that needs to be trimmed back.

Jimmy Tan replied there is a contractor that will be painting the crosswalk on San Bruno Avenue soon.

Harrison Nam, 100 Glenbrook Lane, stated he is concerned with congested parking in his neighborhood. There are people parking in the red zones on the corners of Courtland, Rosewood and Glenbrook and they are blocking visibility.

Paul Furman, Rosewood Drive, stated he has called the police department regarding parents driving very fast on Rosewood Drive on the way to school. There needs to be speed bumps or other safety measures installed.

Resident, no name given, stated she drives on Cunningham Way each day and the trees need to be trimmed back for driving safety.

John Giuseponi stated he has called it in. The Parks Division takes care of this.

Paul Furman asked if there is a process for making complaints to the City.

Jimmy Tan stated there is an app that can be downloaded called "San Bruno Responds"; comments can be made and it tracks your request.

Laila Yee, Linden Avenue, stated she called the police and it took over nine days to get a car towed from in front of her house.

Michael Blundell replied the police department must verify that the vehicle has been parked over 72 hours at the location and staff must follow a process when citing and towing it. It does take time.

Bill Hayes, Acacia Avenue, stated the cars parked over 72 hours in front of his house are chalked by the police department and they are moved soon after. The Mills Park Plaza Project is proposed for 329 units and retail space and the proposed parking needs to show 2 parking spaces per dwelling plus retail parking.

Tom Hamilton replied that the TSPC does not review the parking recommendations for developments. That is the Planning Commission's domain and residents are welcome to attend their meetings.

5. REGULAR BUSINESS

A. Recommendations for a Residential Parking Permit Program - Presentation by the Joint Parking Subcommittee

Tom Hamilton reviewed the Power Point draft presentation recommendations from the Parking Permit Subcommittee, which consists of Mayor Rico Medina, Councilmember Marty Medina, TSPC Committee member Mark Howard, and TSPC Chair Tom Hamilton, on how the City of San Bruno might implement a Residential Parking Permit Program (RPPP) for neighborhoods in San Bruno. No formal recommendation has been made as yet to the City Council, and the presentation contains several points for further discussion. The purpose is to gather input from the TSPC and from the public before making a formal recommendation to City Council.

Tom Hamilton stated findings were partially based on reviewing existing parking permit programs from other cities and from resident surveys. He reviewed the goals for a permit parking program, tailoring a program for specific neighborhoods, the process of implementation for resident and visitor permits, the issue of enforcement, and how the City can possibly increase available parking. The formula to determine how many permits will be allowed per household and the cost of permits will be city-wide.

Tom Hamilton reviewed the seven possible options for resident participation to increase parking through various proposed City programs, such as driveway alterations and removal of inoperable vehicles from City streets.

Tom Hamilton stated the next step is to incorporate public feedback into the proposal in order to present it to the City Council.

Marco Durazo questioned which cities were studied for parking permit programs.

Tom Hamilton replied the City of South San Francisco, Millbrae and San Mateo were studied.

Jessica Barnes-Lopez stated it should be emphasized that this program will not guarantee a certain number of parking spaces for residents.

Tom Hamilton stated City staff would perform a parking inventory for each neighborhood.

Mark Howard stated there is a concern about how many parking permits should be issued per household. Hopefully this will address the residents that have a large number of vehicles on the street and motivate residents to consider off street parking alternatives. There will still be more cars than parking spaces for some neighborhoods.

Marco Durazo asked about enforcement expansion as residents transition to this program.

Tom Hamilton replied there will be signage and resident notification before the program begins, as well as enforcement.

PUBLIC COMMENT PERIOD OPENED

Russell Stines, 851 Reid Avenue, stated the permit parking program should be as simple as possible. The City will never have enough parking spaces and each neighborhood will continue to grow.

Mike McNamara, Mills Avenue, stated he is a renter who sublets 2 rooms in the home and he wants to make sure they receive parking permits. Will different neighborhoods get different colored permits so it can be verified that the car belongs to that location? Can a Caltrain rider get a visitor parking permit? Auto shops on Mills Avenue are also parking their cars on the street.

Mark Howard stated the City was broken down into different geographic zones and staff has proposed they will be colored or numbered based on the zone. One proposal is that vehicles will be allotted permits based on the address on their vehicle registration. Caltrain riders will only get a permit if they qualify. Auto shops will not be able to park cars on the street with this program.

Sylvia Flores, 2171 Rosewood Drive, stated she submitted a petition a year and a half ago to remove red curbing in front of the apartment complex at 2080 Whitman Way. The parking has now become congested because of this. Since the submittal of the petition, there has been red curbing installed on Glenbrook Lane and down Rosewood, which has caused more congestion. The red curbing from Courtland to Shelter Creek Lane and from Rosewood to Glenbrook Lane should be removed except on the corners.

Sandra Perez-Vargas, 240 Mastick, asked how the City will approve permits for multiple families living in one home and work vehicles being rotated around the neighborhood.

Mark Howard replied this concern is being discussed by the Subcommittee and will also be reviewed by Code Enforcement to verify what the house is zoned for. Oversized vehicles will be prevented from receiving permits in impacted zones.

Tom Hamilton stated that is why staff is considering a qualifying formula for each household as to how many permits will be allowed versus one permit per driver's license.

Al Perez, 232 Milton Avenue, stated he cannot park in front of his house because vehicles from the apartment complex next door are always parked there. Will apartment complexes be addressed to provide parking?

Mark Howard replied that the only issue the City has control over is the public right of way. Any driver with a valid registration can park in front of your home for the legal time limit. The law states apartment residents are qualified to have parking permits just like any other resident. There will be permit time limits determined after City staff studies each neighborhood.

Joe Fama, 269 Poplar Avenue, asked how a neighborhood will be defined.

Tom Hamilton stated this will be determined by the City Engineering staff study. This will include a survey done among residents.

Wendy Ambrose, San Anselmo Avenue North, asked about dead vehicles on private property that are moved onto the street. She is also concerned about having to park in another neighborhood zone if there is no parking near her home.

Tom Hamilton stated this program will address dead vehicles on the street.

Mark Howard replied that Engineering will address how the City will delineate neighborhoods.

Wendy Ambrose asked about drivers that park during the time limited permit parking is in force.

Mark Howard stated the idea is that enforcement would ticket the car. The time limits will have to be reviewed by Engineering after assessing neighborhoods.

Wendy Ambrose stated requiring a 50% response from a resident survey in order to make a decision on a neighborhood is unrealistic. There may not be that much resident participation. Also, how many off street parking spaces a resident has should be a consideration in how many permits are issued. The streets should be painted to delineate parking spaces.

Mark Howard stated this may not seem fair to residents that have special considerations, such as a very small driveway or garage. Painting parking spaces is also being considered.

Reyna, Florida Avenue, stated she echoes Wendy Ambrose's comments. They do not have a driveway so there is no parking. Paying for a permit and then not being able to park in front of your home is not fair. The new building on San Mateo Avenue will be impacting parking as well.

Beverly Barnard, Glenbrook Avenue, stated this permit process does not sound workable. A lot of parking problems on Glenbrook Lane are caused by Shelter Creek Lane. There is too much red curbing taking up parking spaces. Some neighbors store their cars on the street.

Mark Howard stated Shelter Creek's parking lot is full at night. Many of these apartment complexes have a waiting list to get on-site parking. If a car is left on the street, enforcement should be contacted.

Paul Furman, Rosewood Avenue, stated the red curbs on Rosewood do not make any sense. This permit program seems to be aimed to benefit renters and apartment owners more than home owners. The parking problem on Rosewood is caused by the apartment complexes, so shouldn't they be required to give on-site parking for their residents?

Jessica Barnes-Lopez stated residents must be aware of the proposed parking allotments for new developments and speak to the Council and the developers.

Novella Jefferson, Courtland Drive, stated there is no problem with the homeowners but there is a parking issue with Shelter Creek. People park on the street and switch car to car to keep the same

spot. There are plumbing trucks parking on Courtland Drive and a lot of cars parked on the street without registration.

Tom Hamilton stated the proposed parking permit program will not allow commercial vehicles to have a permit. Any car without current registration can be called in to enforcement or you can submit it on the City website's traffic complaint form.

Rose and Alex, Courtland Drive, stated the parking problems on Courtland Drive are from the apartments and the Shelter Creek complex. The apartments should have parking for every tenant.

Steve Balchios, Glenbrook Drive, stated Shelter Creek residents are parking on Glenbrook Drive and walking to the complex. If they give residents at Shelter Creek on street parking permits, it will ruin the parking in our neighborhood.

Doug Kunze, Claremont Drive, stated his question was answered previously regarding his concern of inoperable vehicles.

Fred Schmidt, Third Avenue, asked about residents with disability plates.

Mark Howard replied those residents with disability plates will be exempt.

Stephen Seymour, Mastick Avenue, stated the idea of creating more parking with the existing spaces available through various methods such as removing inoperable vehicles and widening driveways should be done first to see how much this aids the problem. This will require a lot more enforcement and follow through with Code Enforcement. Development impacts neighborhoods, so it would be beneficial to separate them from the permitting program as part of the new development approval process.

Tom Hamilton stated the idea of new developments being excluded from the permit process is illegal per the City Attorney.

Stephen Seymour stated the City needs to review this. There are 1600 new units coming with the Transit Corridor Plan. When the neighborhood zones are created, they need to be large enough to apply to the needs of the neighborhood but also have sub-zones to address residents that need to park on an adjacent street. He thinks there should be a vote on whether residents prefer to give out the number of permits based on a ratio or driver's license.

Mark Howard took a vote based on the ratio, with 9 in favor. 19 were in favor of using a driver's license.

Stephen Seymour stated if most of the problem is having vehicles parked on the street that don't belong there, increase enforcement so there can be unlimited permits to registered vehicles.

Tom Hamilton stated the issue with unlimited permits is there is a higher chance of abuse of the system.

Nora Johnson, 2160 Rosewood Drive, stated there was parking taken away with all the red curbing that was installed.

Charles Berry, Linden Avenue, stated the permit process will correct the problem of non-resident cars on the street, but requesting a driver's license only does not work. Limiting the number of permits per household is necessary.

Anne Theodus, 422 Poplar Avenue, stated multiple families living in a house should not get a permit for each driver.

Jim Evangelist, DeSoto Way, asked if auxiliary dwelling units are being factored in to the permit process. Measure M has provided the parking formula for the Transit Corridor development, so residents may be able to ask the Council to review this.

Mark Howard replied the wording states you cannot deny an auxiliary unit being added to a property even if there is not enough parking on the property.

Kori, East Avenue, asked if businesses will be allotted permits.

Mark Howard stated businesses will not be part of this program. This program will be a tool for heavily impacted neighborhoods for residents only.

Cindy, Elm Avenue, asked about residents working out of their house.

Tom Hamilton stated they will not be given a permit for their work vehicles, only their personal vehicle.

PUBLIC COMMENT PERIOD CLOSED

B. Continue Discussion of Cherry Avenue/Bayhill Shopping Center Driveway Pedestrian Safety Enhancement Study and Possible Relocation of the Mid-Block Crosswalk

(Jessica Barnes-Lopez had to leave.)

Michael Kato stated the TSPC received the Cherry Avenue/Bayhill Shopping Center Driveway Pedestrian Safety Enhancement Study on November 1, 2017. At that time staff recommended installation of a traffic signal at the Bayhill Shopping Center Driveway. After reviewing the study, the TSPC passed a motion that included a request that staff consider relocating the mid-block crosswalk near the Carl's Jr. driveway on Cherry Avenue.

Michael Kato stated staff has determined the location near the Carl's Jr. driveway does not meet the requirements for installation of a mid-block crosswalk as set forth in the City's Pedestrian Safety Toolkit (PST). He reviewed the existing crosswalk location evaluation, street conditions and the CAMUTCD requirements. Staff would not recommend relocating the crosswalk next to the Carl's Jr. driveway unless it is signalized; a further technical study would be required.

Michael Kato stated the City also has a study underway for safety improvements at the San Bruno Avenue and Cherry Avenue intersection and a follow-up study will be required. This could include analysis of a traffic signal at the Bayhill Shopping Center driveway and a signalized crossing next to the Carl's Jr. driveway. Staff recommends leaving the mid-block crosswalk at its current position next to the Bayhill Shopping Center Driveway and signalizing the driveway, pending the results of the planned traffic operations study.

Tom Hamilton stated the study being performed at Cherry and San Bruno Avenue should be coordinated as a single project.

PUBLIC COMMENT PERIOD OPENED

Walmart representative Tim Milligan stated the vast majority of the foot traffic uses the mid-block crosswalk but either location will not eliminate jay walking completely. We just received shuttle authorization for employees and we would prefer a mid-block signalized crosswalk.

Mark Howard stated many people are still crossing across the center divider.

PUBLIC COMMENT PERIOD CLOSED

Mark Howard made a motion to accept the staff recommendation. Second by John Giuseponi. (M/Howard, S/Giuseponi: 4-0-0).

C. Request for Freight Loading Zone for Victory Honda on El Camino Real

Michael Kato stated the City received a request from Victory Honda, located at 345 El Camino Real, for a freight loading zone on El Camino Real. Staff has been working with Victory Honda to address complaints about delivery trucks stopping on Linden Avenue to make deliveries to the dealership. Victory Honda previously asked the delivery services not stop their trucks on Linden Avenue and the situation improved, but it has not stopped completely. Victory Honda relayed to staff that delivery drivers from UPS and FedEx will not enter the dealership site to make deliveries because they are not able to maneuver on-site and are forced to back out onto El Camino Real. Staff and Victory Honda have agreed that a freight loading zone on El Camino Real could solve the problem.

Michael Kato stated staff has completed an evaluation of the site using the City's Special Parking Restriction Policy and he reviewed the criteria for a loading zone at this location, as well as the existing street conditions, collision history, and existing parking availability and restrictions with the Committee. Staff spoke to the adjacent businesses and they indicated no objection to the requested loading zone.

Michael Kato stated staff recommends designating 60 feet of yellow curb commercial loading zone on El Camino Real immediately south of the Super 8 Motel's driveway.

PUBLIC COMMENT PERIOD OPENED

Charles Berry, Linden Avenue, stated they were concerned about losing parking but this recommendation would not cause this. Could there be a stipulation that Honda install a sign on Linden telling drivers no deliveries are allowed from Linden.

Mark Howard stated there is nothing that is legally enforceable, but the City can ask them to install signage.

Marco Durazo stated this is a step in the right direction.

PUBLIC COMMENT PERIOD CLOSED

Mark Howard asked if the driveway at the southern-most end of the lot is being used. We could ask them to contribute to closing up that driveway to add parking.

Michael Kato stated that is still to be determined.

Tom Hamilton asked if there is signage with time limits installed along with painting the curb yellow.

Jimmy Tan stated there should be signage installed.

John Giuseponi asked if it is expected that the car carriers will use this loading zone as well.

Tom Hamilton stated it will not fit at this location.

Tom Hamilton made a motion to accept the staff recommendation to designate 60 feet of yellow curb loading zone immediately south of the Super 8 Motel driveway with signage listing hours and to recommend staff contact Victory Honda to install a sign on Linden Avenue stating no deliveries are allowed from this location. Second by Mark Howard. (M/Hamilton, S/Howard: 4-0-0).

6. REPORT OF COMMISSIONS, BOARDS AND COMMITTEES

None

7. COMMENTS FROM COMMITTEE MEMBERS

Mark Howard asked for an update on the posting of the TSPC meeting minutes to the City website.

Michael Kato stated staff is working on options for posting them separately in addition to the inclusion in the packet listed under "agenda".

Marty Medina stated the City Council is currently reviewing this process.

8. COMMENTS FROM STAFF

9. ADJOURNMENT

Motion: To adjourn the Traffic Safety and Parking Committee (TSPC) meeting until its next regular scheduled meeting on March 7, 2018 at 7 p.m. (M/Hamilton, S/Giuseponi): 4-0-0 - Approved. Meeting adjourned, 10:20 pm.