

# Complete Streets Commission



## REGULAR MEETING AGENDA

**Date:** 9/11/2019  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

### **A. Call To Order**

### **B. Roll Call**

### **C. Reports and Announcements**

Under "Reports and Announcements," staff and Commission members 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. Please clearly state your name and address or political jurisdiction in which you live. 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. Regular Business**

- E1. Approve the Complete Streets Commission regular meeting minutes of July 10 and August 14, 2019 ([Attachment](#))
- E2. Adopt a resolution to remove on-street parking spaces at Alma Street and East Creek Drive and review request to implement time limited parking zone on the east side of Alma Street between Willow Road and East Creek Drive ([Staff Report #19-013-CSC](#))
- E3. Consider recommendation to City Council to approve the North Lemon Avenue traffic plan measures to be made permanent ([Staff Report #19-014-CSC](#))
- E4. Consider amending subcommittee membership

### **F. Informational Items**

- F1. Update on major project status

### **G. Committee/Subcommittee Reports**

- G1. Update from Active Transportation Network Subcommittee (Kirsch/Weiner)

- G2. Update from Downtown Access and Parking Subcommittee (Behroozi/Goldin/Levin)
- G3. Update from Multimodal Subcommittee (Levin)
- G4. Update from Safe Routes to School Program Subcommittee (Lee/Meyer)
- G5. Update from Transportation Master Plan Subcommittee (Behroozi/Levin)
- G6. Update from Zero Emission Subcommittee (Goldin/Meyer)

## **H. 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 for inspection at the City Clerk's Office, 701 Laurel St., Menlo Park, CA 94025 during regular business hours.

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.

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## Complete Streets Commission



## REGULAR MEETING MINUTES - DRAFT

**Date:** 7/10/2019  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

**A. Call to Order**

Chair Behroozi called the meeting to order at 7:04 p.m.

**B. Roll Call**

**Present:** Behroozi, Cromie, Goldin, Lee, Levin, Meyer  
**Absent:** Cebrian, Kirsch, Weiner  
**Staff:** Assistant Engineer Rich Angulo, Assistant Public Works Director Nikki Nagaya, Associate Transportation Engineer Kevin Chen, Senior Transportation Engineer Angela Obeso

**C. Reports and Announcements**

Staff Chen announced upcoming City events and a summary of City Council actions on transportation related items since the May 8 Commission meeting.

**D. Public Comment**

None.

**E. Regular Business**

- E1. Approve the Complete Streets Commission regular meeting minutes of May 8, 2019 (Attachment)

**ACTION:** Motion and second (Cromie/Meyer) to approve the Complete Streets Commission regular meeting minutes of May 8, 2019, passed (6-0-3, Cebrian, Kirsch and Weiner absent).

- E2. Recommend to City Council to select concepts 1 and 3 to advance for the Middle Avenue pedestrian and bicycle rail crossing project (Staff Report #19-009-CSC)

Staff Obeso provided a presentation (Attachment).

- Jen Wolosin spoke in support of a design with a comfortable ramp width and safety. Wolosin suggested a safety-risk assessment study for the design alternatives.

**ACTION:** Motion and second (Meyer/Levin) to recommend to the City Council concepts 1 and 3 to advance for the Middle Avenue pedestrian and bicycle rail crossing project and appointed Commissioners Goldin and Cromie to an ad-hoc subcommittee to summarize Commission feedback in a document for future reference, passed (6-0-3, Cebrian, Kirsch and Weiner absent).

- E3. Recommend to City Council to remove on-street parking on Jefferson Drive and Chrysler Drive for installation of bike lanes (Staff Report #19-011-CSC)

Staff Angulo provided a presentation (Attachment).

- Jen Wolosin spoke on the need to assess bicycle interaction with the future bus-parking cutout, additional traffic calming measures on Jefferson Drive, and other alternative travel modes to connect local residents with services.
- Cecilia Taylor spoke on the need for essential services and alleviation of traffic congestion for the area.

The Commission encouraged staff to share the idea of shared parking between adjacent private parking lots to new developments.

**ACTION:** Motion and second (Goldin/Levin) to recommend to the City Council the removal of on-street parking at Jefferson Drive and Chrysler Drive for installation of bike lanes, passed (5-1-3, Meyer dissenting, Cebrian, Kirsch and Weiner absent).

- E4. Evaluate Commission subcommittees

After discussions with staff and other Commissioners, Chair Behroozi continued the item to a future meeting.

## **F. Informational Items**

- F1. Update on Commission/Committees Policies and Procedures, Roles and Responsibilities (Staff Report #19-010-CSC)

Staff Nagaya made a presentation. Chair Behroozi invited the Commission to provide input and questions. Levin received clarifications on the level of effort staff can provide for future subcommittee meetings.

- F2. Update on conflict of interest regulation (Memorandum)

Staff Chen provided a presentation (Attachment). Chair Behroozi invited the Commission to provide input and questions. The Commission collectively agreed that both staff and commissioners should take a proactive approach in identifying potential conflicts in the future.

- F3. Update on major project status

Staff Chen provided updates on the neighborhood traffic management program projects and the safe routes to school program.

## **G. Committee/Subcommittee Reports**

- G1. Update from Active Transportation Network Subcommittee

None.

- G2. Update from Downtown Access and Parking Subcommittee

Commissioner Levin announced potential upcoming educational events, with additional event information to follow in future meetings.

G3. Update from Multimodal Subcommittee

None.

G4. Update from Safe Routes to School Program Subcommittee

Commissioner Lee requested the subcommittee review the final draft school walk and roll maps.

G5. Update from Transportation Master Plan Subcommittee

None.

G6. Update from Zero Emission Subcommittee

None.

**H. Adjournment**

Chair Behroozzi adjourned the meeting at 9:50 p.m.

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## REGULAR MEETING MINUTES - DRAFT

**Date:** 8/14/2019  
**Time:** 7:00 p.m.  
**City Council Chambers**  
**701 Laurel St., Menlo Park, CA 94025**

### A. Call to Order

Chair Behroozi called the meeting to order at 7:05 p.m.

### B. Roll Call

**Present:** Behroozi, Cebrian, Kirsch, Levin, Weiner  
**Absent:** Cromie, Goldin, Lee, Meyer  
**Staff:** Associate Transportation Engineer Kevin Chen, Transportation Demand Management Coordinator Nick Yee,

### C. Reports and Announcements

Staff Chen announced upcoming City events and a summary of City Council actions on transportation related items since the July 10 Commission meeting.

Commissioner Kirsch announced his attendance at the Silicon Valley Bicycle Summit and shared feedback on: the City of Palo Alto's citywide speed limit sign, ongoing El Camino Real bike lane improvement plans from neighboring agencies, and the City of Fremont's complete streets re-pavement policy.

### D. Public Comment

- Jen Wolosin encouraged the City to include piloting of future projects as trials in their regular scopes of work and referenced recent successful pilots implemented by neighboring agencies.
- Ken Kershner shared feedback from his attendance at the Association for Commuter Transportation conference and the need for political will to make a positive difference in a City.

### E. Regular Business

- E1. Approve the Complete Streets Commission regular meeting minutes of July 10, 2019 (Attachment)

Item continued to September 11.

- E2. Provide feedback on the School Walk and Roll map development criteria and guidelines (Staff Report #19-012-CSC)

Staff Yee and Alta Planning + Design Consultant Andre-Anne Cadieux, serving as the City's Safe Routes to School Coordinator, provided a presentation (Attachment).

- Jen Wolosin spoke in support for infrastructure for those impacted by the large number of schools in the City. Wolosin suggested using the maps as an opportunity to upgrade infrastructure.

The Commission discussed school walk and roll maps.

**E3. Evaluate Commission subcommittees**

The Commission exchanged feedback on how subcommittees can better utilize their skillsets and interests to communicate the City's project procedure to the public.

**F. Informational Items**

**F1. Update on major project status**

Staff Chen provided updates on the neighborhood traffic management program projects, the transportation master plan, the Belle Haven traffic calming plan, the City's rail policy, the Middle Avenue rail crossing, and the US 101 / Willow Road interchange construction.

**G. Committee/Subcommittee Reports**

**G1. Update from Active Transportation Network Subcommittee**

Commissioner Weiner updated the Commission on additional Middle Avenue undercrossing comments that he shared with City staff in his capacity as a Menlo Park resident (Attachment).

- Drew spoke about the need to provide design related comments to the City Council prior to the full design phase.

**G2. Update from Downtown Access and Parking Subcommittee**

Commissioner Levin updated the Commission on possible future community forums with community partners on downtown access improvements.

**G3. Update from Multimodal Subcommittee**

Commissioner Levin updated the Commission on the progress of the Dumbarton rail corridor program.

**G4. Update from Safe Routes to School Program Subcommittee**

None.

**G5. Update from Transportation Master Plan Subcommittee**

None.

**G6. Update from Zero Emission Subcommittee**

None.



**H. Adjournment**

Chair Behroozi adjourned the meeting at 9:27 p.m.

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## STAFF REPORT

### Complete Streets Commission

Meeting Date: 9/11/2019  
Staff Report Number: 19-013-CSC

**Regular Business:** Adopt a resolution to remove on-street parking spaces at the intersection of Alma Street and East Creek Drive, and review request to implement time limited parking zones on Alma Street and East Creek Drive

### Recommendation

Staff recommends the Complete Streets Commission:

Adopt a resolution (Attachment A) to remove five on-street parking spaces at the intersection of Alma Street and East Creek Drive

### Policy Issues

The recommendation is consistent with Section 11.24.026 of the City ordinance, which authorizes the Complete Streets Commission to designate no parking zones (i.e., red curb and other on-street parking restrictions) adjacent to driveways, intersections and crosswalks under specific criteria for safety concerns.

### Background

#### Intersection parking removal

In early 2019, staff received a resident request to evaluate the sight visibility at the intersection of Alma Street and East Creek Drive. The intersection currently serves two primary functions:

- Vehicular access for East Creek Drive residents
- Pedestrian and bicycle access connecting the cities of Menlo Park and Palo Alto via the pedestrian/bicycle bridge

The request stated that the current sight visibility provided between moving vehicles and pedestrians/bicyclists crossing the intersection is inadequate due to parked vehicles inside the intersection.

#### Time limited parking zones

In early 2018, staff received a resident inquiry on the process to establish a time limited parking zone on the east side of Alma Street between Willow Road and East Creek Drive. The resident lives in the apartment complex located on 150 Alma Street and noted difficulty for local guests and service vehicles to find on-street parking spaces, as they are often occupied by vehicles from people having business in the City of Palo Alto.

After learning the process and several discussions with City staff, the resident elected to withhold the request in favor of further observations. In mid-2019, the same resident again contacted City staff. The resident noted worsening of the on-street parking demand from those similar vehicles, and elected to

formally submit a request for a time limited parking zone.

Attachment B illustrates the two project locations.

## **Analysis**

### Intersection parking removal

In addition to local vehicular access, this intersection serves as a major pedestrian and bicycle access point for commuters and recreational users traversing between cities of Menlo Park and Palo Alto. The connection is made possible by a pedestrian/bicycle bridge over the San Francisquito Creek, connecting to Alma Street, with direct access to local Caltrain stations and the downtowns.

Staff anticipates an increase in pedestrian and bicycle usage through this location for the following two reasons:

- Caltrain recently recommended a draft Long-Range Service Vision that could see service tripling the current ridership to 180,000 riders a day. A hyperlink to the Caltrain Business Plan is provided in Attachment C.
- The County of San Mateo recently accepted an Ohlone-Portolá Heritage Trail Feasibility Study, which recognizes the location of the existing State Historic Landmark at this intersection as a destination within an approximately 97-mile long regional recreational trail, when completed, which could potentially increase weekly recreational users in the future. A hyperlink to the County project website is provided in Attachment D.

A review of the collision data at this location for the past five years revealed two vehicular collisions that resulted in minor injuries. One involved a pedestrian and the other involved a bicycle.

In accordance to California Vehicle Code, Division 11, Chapter 9, Section 22500(a), a person shall not park within an intersection, which is defined as “the area embraced within the prolongation of the lateral curb lines...which join one another at approximately right angles...” The intersection currently has approximately two parking spaces (or approximately 45 feet) on East Creek Drive and three spaces on Alma Street (or approximately 60 feet), for a total of five spaces, located within the intersection of Alma Street and East Creek Drive.

Removing these spaces would provide the following benefits:

- Increase sight visibility between turning vehicles and pedestrians/bicyclists crossing East Creek Drive.
- Remove possible side collisions between moving vehicles and parked vehicles

### Time limited parking zones

Staff conducted weekday field observations to confirm the statements made by the requestor that many of the drivers parking on that segment of Alma Street have business in the City of Palo Alto. These observations revealed the following:

- Alma Street, between Willow Road and East Creek Drive, had 90% or above occupancy rate and many over a five-hour duration
- East Creek Drive, between Alma Street and East Creek Place, had 80% or above occupancy rate and many over a five-hour duration

Additionally, video footage was collected over a two-day period. However, staff was not able to review the footage prior to the publication of this staff report so additional findings from the video footage will be

reported to the Commission at the September 11, 2019 meeting.

To ensure there is a majority consensus from the neighborhood on establishing a time limited on-street parking zone on the east side of Alma Street between Willow Road and East Creek Drive, staff asked the applicant to collect signatures from residents living within that street segment. However, staff was not able to verify the signatures prior to the publishing of this report so additional information will be reported to the Commission at the September 11 meeting.

Independent of the Alma Street effort, staff received a request in early August 2019 from an East Creek Drive resident to implement a time limited on-street parking zone on East Creek Drive. Similar to the Alma Street applicant, this resident stated parked vehicles from drivers traversing to the City of Palo Alto as the main reason for the request.

After learning about the ongoing Alma Street time limited parking zone, the East Creek Drive resident asked to be included in the process and began a similar signature gathering effort from East Creek Drive residents. However, staff was not able to verify the signatures prior to the publishing of this report so additional information will be reported to the Commission at the September 11 meeting.

#### Commission Actions

Based on the explanations stated above, staff recommends the Complete Streets Commission to:

- Adopt a resolution to remove five on-street parking spaces at the intersection of Alma Street and East Creek Drive; and
- Provide feedback on the time limited parking zone requests

Commission feedback on time limited parking zone requests will be incorporated along with findings of the video footage and gathered signatures after this meeting. Staff expects to return to the Complete Streets Commission in October with a final recommendation.

#### Next steps

Per Section 11.24.028 of the City ordinance, if the parking removal project is approved, any Menlo Park property owner / resident or business owner may appeal to the City Council in writing within fifteen (15) days after the decision, by September 26, 2019. Such a request shall be submitted to the city clerk and state the reasons for the appeal. The project will not be implemented until all appeals are completed and/or the time for filing an appeal has expired.

#### **Impact on City Resources**

If approved, implementation of both projects will be funded through the City's signing and striping maintenance program. Ongoing monitoring efforts will require resources from the City's Police Department.

#### **Environmental Review**

Both actions are categorically exempt under Class 1 of the California Environmental Quality Act Guidelines. Class 1 allows for minor alterations of existing facilities, including highways and streets, sidewalks, gutters, bicycle and pedestrian access, and similar facilities, as long as there is negligible or no expansion of use.

## Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Letter mailers were mailed to residents bounded by Alma Street, East Creek Drive, and Willow Road.

## Attachments

- A. Resolution
- B. Project locations
- C. Caltrain Business Plan – Hyperlink: <https://www.caltrain2040.org>
- D. Ohlone-Portolá Heritage Trail Project – Hyperlink: <https://parks.smcgov.org/ohlone-portolá-heritage-trail-project>

Report prepared by:  
Kevin Chen, Associate Transportation Engineer

Report reviewed by:  
Kristiann Choy, Senior Transportation Engineer

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE COMPLETE STREETS COMMISSION OF THE  
CITY OF MENLO PARK AUTHORIZING THE INSTALLATION OF NO  
PARKING ZONES AT THE INTERSECITON OF ALMA STREET AND  
EAST CREEK DRIVE

WHEREAS, in early 2019, staff received a resident request to evaluate the sight visibility at the intersection of Alma Street and East Creek Drive; and,

WHEREAS, the intersection provides vehicular access primarily to East Creek Drive residents and pedestrian/bicycle access to commuters and recreational users traversing between the cities of Menlo Park and Palo Alto; and,

WHEREAS, the California Vehicle Code, Division 11, Chapter 9, Section 22500(a) states that a person shall not park within an intersection; and,

WHEREAS, the installation of a 45-foot no parking zone on East Creek Drive and a 60-foot no parking zone on Alma Street, is required to improve sight visibility between turning vehicles and pedestrians/bicyclists crossing the intersection; and,

WHEREAS, Title 1, Chapter 11.24, Sections 026 of the Menlo Park Municipal Code authorizes the Complete Streets Commission to designate no parking zones as described in the Municipal Code; and

WHEREAS, the City of Menlo Park, acting by and through its Complete Streets Commission, having considered and been fully advised in the matter and good cause appearing therefore;

NOW, THEREFORE, BE IT RESOLVED, the Complete Streets Commission of Menlo Park does hereby authorize the installation of no parking zones at the intersection Alma Street and East Creek Drive.

I, Kevin Chen, City staff liaison to the Complete Streets Commission of Menlo Park, do hereby certify that the above and foregoing Commission Resolution was duly and regularly passed and adopted at a meeting by said Commission on the eleventh day of September 2019, by the following votes:

AYES:

NOES:

ABSENT:

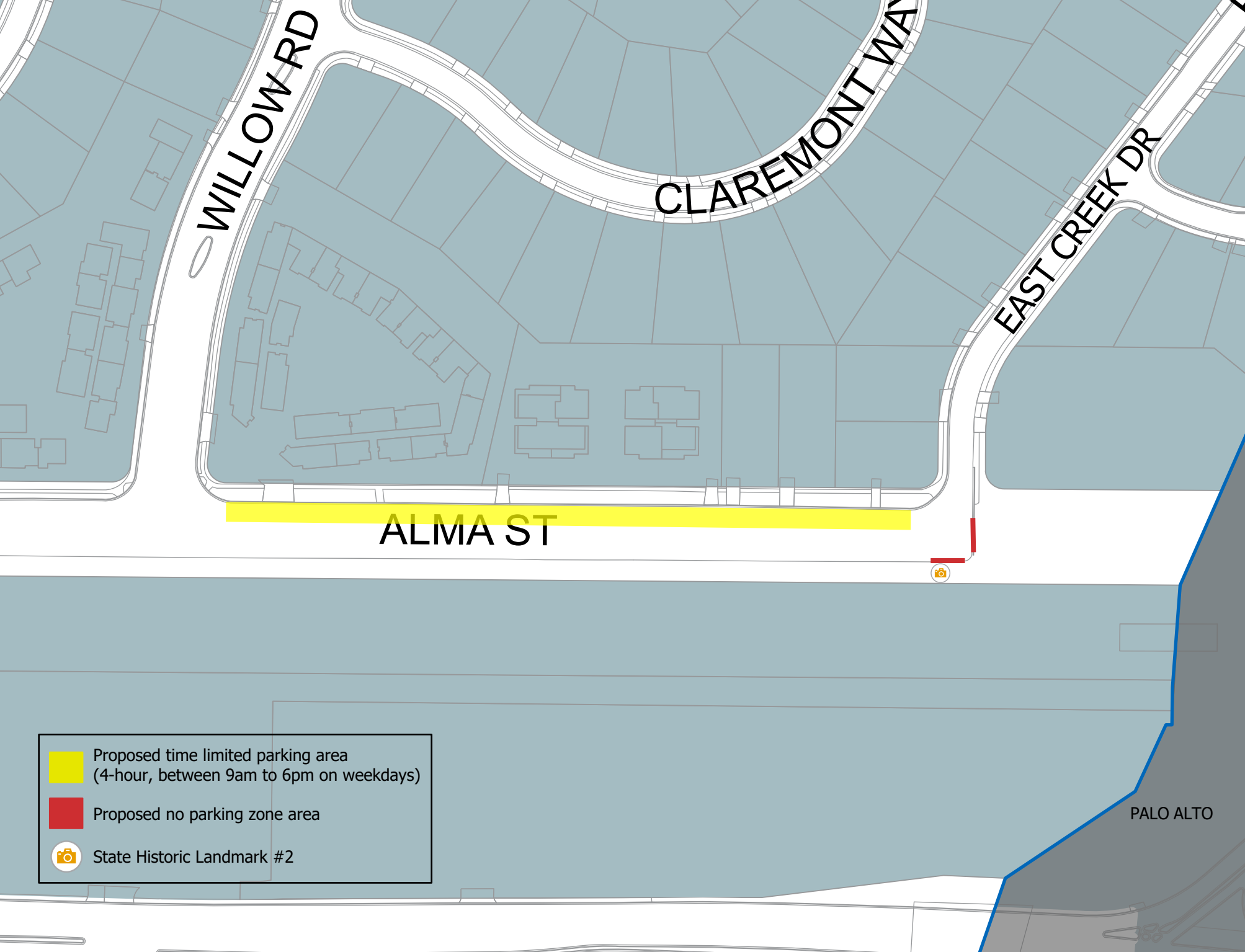
ABSTAIN:

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Official Seal of said City on this eleventh day of September, 2019.

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Kevin Chen  
Complete Streets Commission Liaison





Proposed time limited parking area  
(4-hour, between 9am to 6pm on weekdays)

Proposed no parking zone area

State Historic Landmark #2

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## STAFF REPORT

### Complete Streets Commission

**Meeting Date:** 9/11/2019  
**Staff Report Number:** 19-014-CSC

**Regular Business:** Consider recommendation to City Council to approve the North Lemon Avenue traffic plan measures to be made permanent

### Recommendation

Recommend to City Council to approve the North Lemon Avenue traffic plan measures to be made permanent. The North Lemon Avenue traffic plan, as it stands in its current trial installation, consists of speed humps at four locations and gateways near Valparaiso Avenue and near Santa Cruz Avenue, as shown on Attachment A. Per the Neighborhood Traffic Management Program (NTMP), the Complete Streets Commission can recommend either plan revisions or Council approval for the traffic plan measures to be made permanent.

### Policy Issues

This project is consistent with the City's Circulation Element, adopted in 2016, which includes goals of promoting safe, multimodal streets, and minimizing cut-through and high-speed traffic that diminishes the quality of life in Menlo Park's residential neighborhoods.

### Background

On January 16, 2018, the City Council approved the installation of the traffic plan measures for North Lemon Avenue, between Valparaiso Avenue and Santa Cruz Avenue, per Attachment A, for a six-month trial period. This project was the result of the Neighborhood Traffic Management Program (NTMP) process to address the neighborhood's concerns about speeding on North Lemon Avenue.

The installation of the North Lemon Avenue traffic plan measures were completed on September 19, 2018 with the following construction methods:

- The speed humps were constructed using asphalt concrete. The speed humps, in their current form, could remain permanent if the City Council were to approve the permanent installation of the traffic calming measures on North Lemon Avenue following the trial.
- The temporary gateways were concrete planters that were used by the City from a previous project.

The trial installation ended on March 19, 2019.

## Analysis

### ***Resident Survey for Permanent Installation***

On May 22, 2019, in accordance with the NTMP, staff circulated a survey (Attachment B) to the 43 Menlo Park households in the study area to determine whether they consider the North Lemon Avenue traffic plan to be successful and if they wish the traffic plan measures to be made permanent. On June 12, 2019, a second survey was sent to households that did not respond to the first survey.

The survey presented the following results of the “after” studies that were conducted on April 9, 2019 for the traffic speeds and volumes and comparisons with the “before” studies. (The 85<sup>th</sup> Percentile speed is the speed at or below which 85 percent of traffic is moving.

	Before Studies		After Studies		Difference	
	Direction of Traffic		Direction of Traffic		Direction of Traffic	
	NB	SB	NB	SB	NB	SB
85 Percentile Speeds (mph)	30	30	24	25	-6	-5
Mean Speeds (mph)	25	25	19	20	-6	-5
Volumes (veh/day)	775	505	425	310	-350	-195

The following is the final result of the resident survey for permanent installation:

The following is the result of the survey	
Yes, I support plan	25 votes or 58.1%
No, I do not support the plan	4 votes or 9.3%
Did not respond	14 or 32.6%

As the result of the resident survey shows, more than the NTMP required 51% of households in the study area supported that the North Lemon Avenue traffic plan measures to be made permanent.

### ***Method of Construction for Permanent Installation***

The speed humps, having been installed with asphalt concrete with their associated pavement markings and traffic signs, would have no change if they were to remain permanent.

The permanent gateway structures that are proposed to be installed on North Lemon Avenue will be similar to the gateway structures installed on Middle Avenue at University Drive and on Cambridge Avenue near El Camino Real. Please refer to Attachment C. The gateway street lights, however, will be solar-powered.

## Impact on City Resources

The estimated cost for installing the four gateway structures is \$40,000. Estimated staff cost for design and construction inspection and administration is \$8,000, for a total project cost of \$48,000.

## Environmental Review

Environmental review is Categorically Exempt under the California Environmental Quality Act since it involves minor construction on a public street.

## Public Notice

Public Notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting. Postcard notices of this meeting were also mailed to the residents on North Lemon Avenue. The postcard invited the residents so that they can learn about the results of the resident survey for permanent installation as well as provide input on the permanent installation.

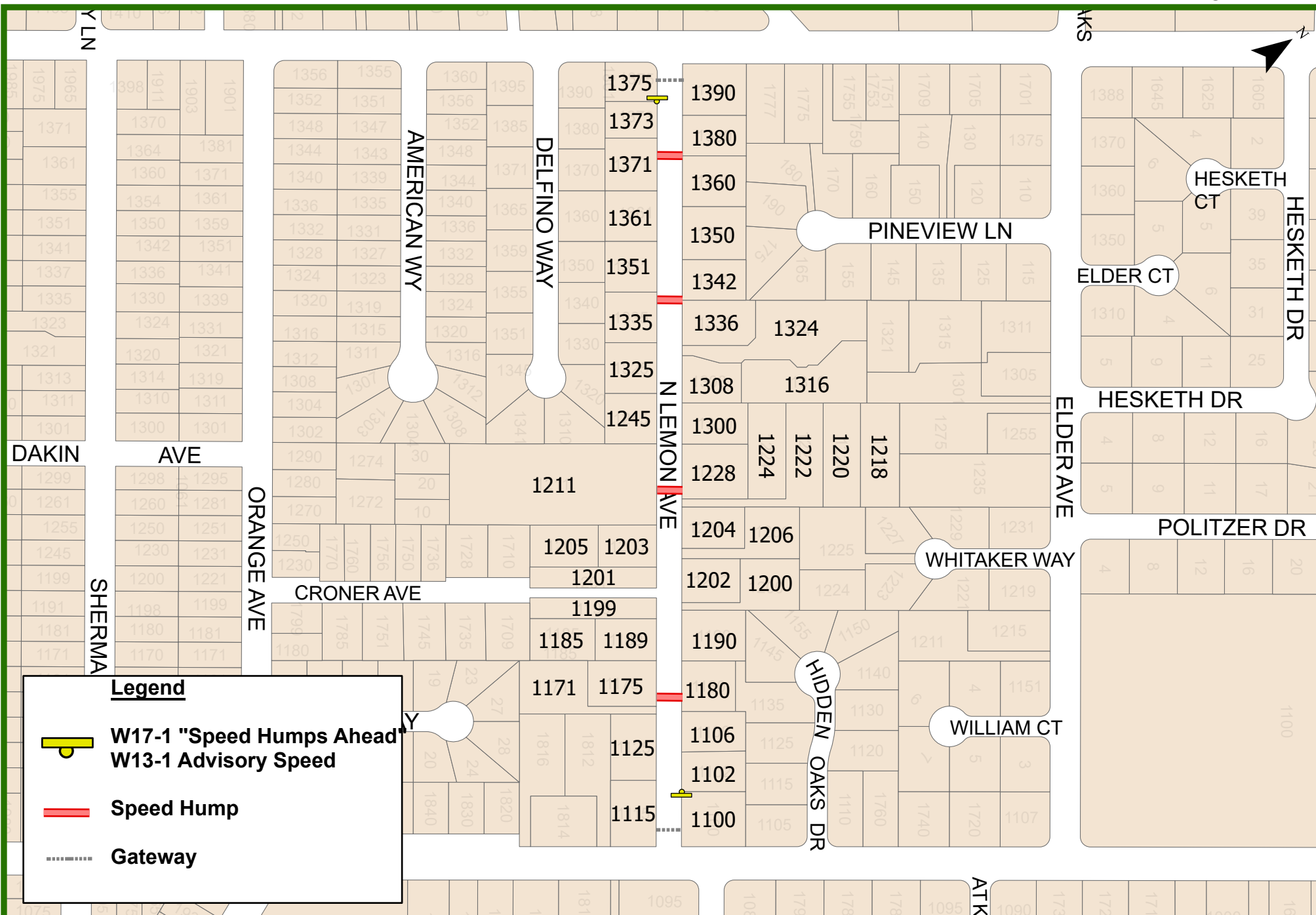
### **Attachments**

- A. North Lemon Avenue Traffic Plan
- B. North Lemon Avenue Survey for Permanent Installation
- C. Permanent Neighborhood Gateway Structure

Report prepared by:  
Rene Baile, Associate Transportation Engineer

Report reviewed by:  
Angela Obeso, Senior Transportation Engineer

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May 22, 2019

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«addr1»  
«city», «state» «zip»

**RE: North Lemon Avenue NTMP**

Dear Menlo Park Resident/Property Owner:

Attached is the Resident Survey for Permanent Installation of the North Lemon Avenue Traffic Management Plan. Please complete and return to our office by Wednesday, June 12, 2019. In accordance with the City's Neighborhood Traffic Management Plan (NTMP), a vote not turned in is a No vote.

On January 16, 2018, the City Council approved the implementation of the traffic management plan for North Lemon Avenue between Valparaiso Avenue and Santa Cruz Avenue for a six-month trial period. This project was the result of the NTMP process to address the neighborhood's concerns about drivers' speeding on North Lemon Avenue between Valparaiso Avenue and Santa Cruz Avenue.

The North Lemon Avenue traffic management plan comprised of the following measures:

- Installation of four speed humps at various locations; and
- Installation of neighborhood gateways near Valparaiso Avenue and near Santa Cruz Avenue

On September 29, 2018, the temporary installation of the above measures was completed and subsequently, the trial period of the installation commenced.

In accordance with the NTMP, at the conclusion of this trial period on March 31, 2019, an after traffic study was conducted to collect traffic speeds and volume. Subsequently, this survey is being sent to study area households and businesses to determine whether they consider the Level II traffic management plan measures to be successful and if they wish them to be implemented on a permanent basis.

**Next Steps:**

If at least 51% of households and businesses in the study area support the permanent installation, the Complete Streets Commission will vote to approve or deny the recommendation to City Council for permanent installation. The City Council will

then review the Commission's recommendation and decide to either deny or approve the permanent establishment of measures. Based on the Council's decision, the traffic management measures on North Lemon Avenue between Valparaiso Avenue and Santa Cruz Avenue will be either removed or remain permanently.

If you have any questions regarding the above, please contact me at 650-330-6770 or visit the webpage below (Attachment A).

Sincerely,



Rene C. Baile  
Associate Transportation Engineer

Attachments:

- A. City's Neighborhood Traffic Management Program web page:  
[www.menlopark.org/documentcenter/view/300](http://www.menlopark.org/documentcenter/view/300)
- B. Resident Survey

## RESIDENT SURVEY FOR PERMANENT INSTALLATION NORTH LEMON AVENUE TRAFFIC MANAGEMENT PLAN MEASURES

As stated in the enclosed cover letter, the City of Menlo Park is taking a survey to determine whether the residents consider the North Lemon Avenue traffic management plan measures to be successful and wish them to remain or be installed on a permanent basis.

Results of the "After" studies for the traffic speeds and volumes and comparisons with the "Before" studies are shown on the table below. The 85<sup>th</sup> Percentile speed is the speed at or below which 85 percent of traffic is moving.

	Before Studies		After Studies		Difference	
	Direction of Traffic		Direction of Traffic		Direction of Traffic	
	NB	SB	NB	SB	NB	SB
85 Percentile Speeds (mph)	30	30	24	25	-6	-5
Mean Speeds (mph)	25	25	19	20	-6	-5
Volumes (veh/day)	775	505	425	310	-350	-195

You may return your completed survey by using the self-addressed envelope or by dropping it off at the front desk at City Hall. We would appreciate receiving your response by Friday, July 26, 2019. (Please check one response)

***Do you support the North Lemon Avenue Traffic Management Plan Measures to remain or be installed on a permanent basis?***

- ☐ **Yes, I support the plan measures to remain or be installed on a permanent basis.**
- ☐ **No, I do not support the plan measures to remain or be installed on a permanent basis.**

Thank you for taking the time to respond to this survey for trial installation. Please provide your name and address in the spaces below – only one signature per household or business. (Identities of individuals responding to this survey will remain confidential in the City's processing of the returns).

Name:

Date:

I am resident or property owner at (address):

E-mail Address (optional):

Tel. No. (optional):

If you have any questions regarding this, please contact Rene Baile, Associate Transportation Engineer.

Sincerely,



Rene C. Baile, P.E.

Associate Transportation Engineer

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# ATTACHMENT C: PERMANENT NEIGHBORHOOD GATEWAY STRUCTURE



**@ Middle Avenue**



**@ Cambridge Avenue**

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