



REGULAR MEETING MINUTES

Date: 6/8/2022
Time: 7:00 p.m.
Location: Zoom

A. Call To Order

Chair Cole called the meeting to order at 7:02 p.m.

B. Roll Call

Present: Behroozi, Cebrian, Cole, Jensen, King, Kollmann
Absent: Altman
Staff: Acting Planning Manager Kyle Perata, Assistant Public Works Director –
Transportation Hugh Louch, Engineering Technician Patrick Palmer, Senior
Transportation Engineer Kevin Chen
Others: Hart Howerton Eric Morley and Hart Howerton Eron Ashley

C. Reports and Announcements

Staff Chen reported on City Council actions related to transportation since the May 11, 2022 Commission meeting.

D. Public Comment

- Jean Baronas spoke in support of a new signal at the intersection of Sharon Road and Sharon Park Drive.

E. Regular Business

- E1. Accept the Complete Streets Commission minutes for May 11, 2022 (Attachment)

ACTION: Motion and second (Cebrian/ King), to accept the Complete Streets Commission minutes for May 11, 2021, including Commission feedback summary verbiage under item E2. with: 1) "...distance to nearest cross street..." to the first bullet and, 2) "...Blake Street..." to the second bullet, passed 5-0 (Jensen abstaining and Altman absent).

- E2. Review and recommendation of General Plan Circulation Element and Zoning Map amendments to modify site access and circulation for the proposed Willow Village master plan project (Staff Report #22-009-CSC)

Staff Perata and the Hart Howerton team representatives Morley and Ashley made presentations (Attachment).

The Commission discussed and provided the following feedback:

- Re-examine Park Street and Main Street configurations (e.g., 4-lane roadway) to prioritize slower vehicular speed and pedestrian and bicycle safety.
- Re-examine project site access and turning lanes on Willow Road to prioritize pedestrian

- experience and pedestrian and bicycle safety.
- Improve crossings on Willow Road to project site to prioritize pedestrian and bicycle safety.
- Improve bicycle access on the west side of Main Street.
- Reduce vehicular lane widths where feasible (e.g., Main Street).
- Explore additional bicycle facilities where feasible (e.g., Main Street and West Street).
- Explore relinquishment of Willow Road from Caltrans.

ACTION: Motion and second (Cebrian/ King), to approve the general plan circulation element and zoning map amendments and to advise staff and applicant to continue to improve on-site circulation to prioritize pedestrian and bicycle safety as discussed, passed 5-1 (Behroozi dissenting and Altman absent).

E3. Selection of vice chair

Staff Chen introduced the item.

ACTION: Motion and second (Behroozi/ King), to select Jacquie Cebrian as vice chair, passed unanimously.

E4. Evaluate commission subcommittees to support City Council priorities

Staff Chen made a presentation (Attachment).

The Commission discussed subcommittees' roles, responsibilities and possible overlapping duties.

ACTION: Motion and second (Cole/ Jensen), to sunset the Climate Action Plan and Multimodal subcommittees, passed 5-0 (Altman absent).

F. Informational Items

F1. Update on major project status

Staff Chen provided updates on the County's Ringwood Avenue/ Coleman Avenue transportation study and the Menlo Park Community Campus parking management plan.

G. Committee/Subcommittee Reports

G1. Update from Climate Action Plan Subcommittee

None.

G2. Update from Downtown Access and Parking Subcommittee

None.

G3. Update from Multimodal Metrics Subcommittee

None.

G4. Update from Multimodal Subcommittee

None.

G5. Update from Safe Routes to School Program Subcommittee

None.

G6. Update from Transportation Master Plan Implementation Subcommittee

None.

G7. Update from Zero Emission Subcommittee

None.

H. Adjournment

Chair Cole adjourned the meeting at 9:57 p.m.

Kevin Chen, Senior Transportation Engineer

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WILLOW VILLAGE MASTER PLAN PROJECT

1350- 1390 Willow Road, 925- 1098 Hamilton Avenue, 1005-1275 Hamilton Court
Staff Presentation to Complete Streets Commission, June 8, 2022





RECOMMENDED MEETING FORMAT

- Meeting agenda:
 - Staff overview and presentation
 - Applicant presentation
 - Public comment
 - Commissioner discussion and recommendation
- Recommendation:
 - Recommend approval of applicant's requested site access and modified site circulation associated with General Plan Circulation Element and Zoning Map Amendments for the proposed project

WILLOW VILLAGE PROJECT LOCATION





EXISTING SITE PLAN



PROPOSED SITE PLAN



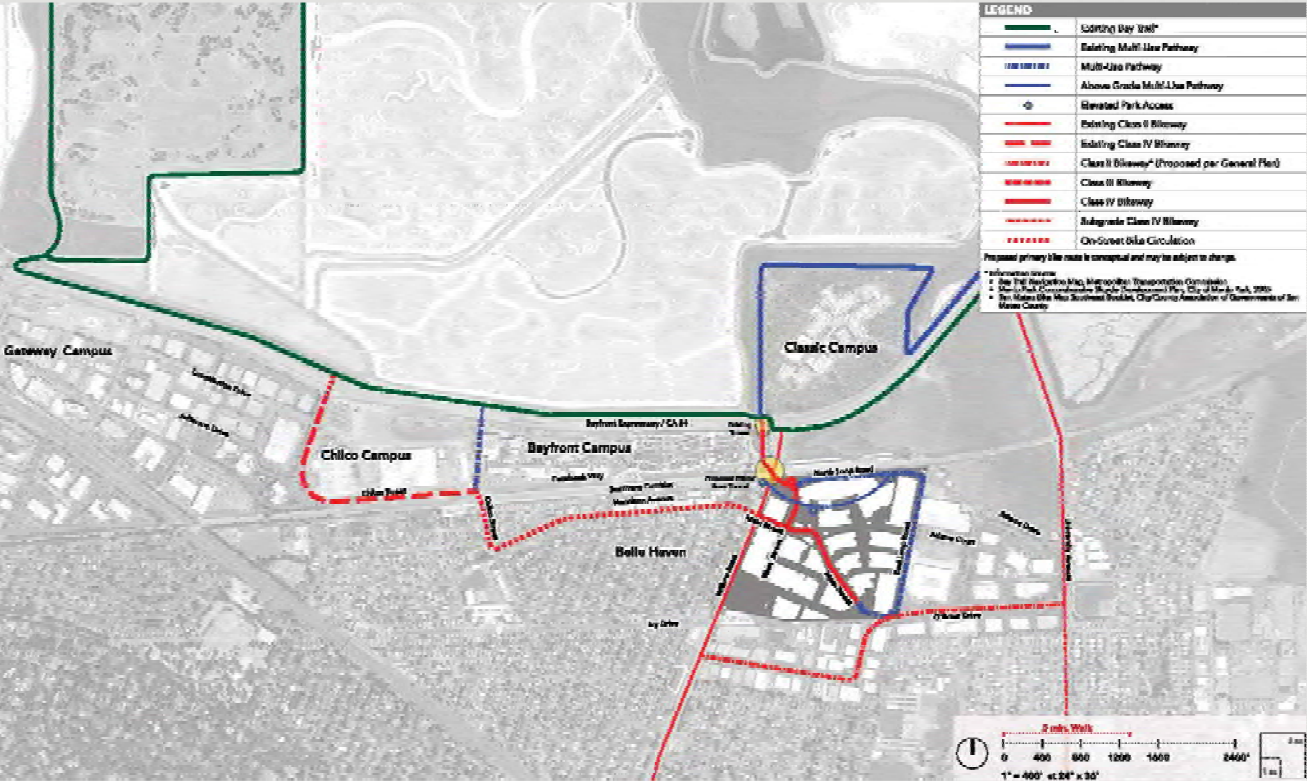


PRELIMINARY STREET CLASSIFICATIONS

- Potential street classifications within project site:
 - Mixed-use collector
 - Neighborhood collector
 - Main Street
 - Local streets
- Table 1 of Circulation Element
 - Detailed street classifications
- Table 1 of staff report
 - Provides staff's preliminary analysis of proposed streets
 - Staff continues to evaluate proposed circulation network
 - Ensure pedestrian and bicycle circulation prioritized



BICYCLE AND PEDESTRIAN CIRCULATION





COMPLETE STREETS COMMISSION REVIEW



- Review and recommend approval of proposed site access and circulation
 - Comparable circulation to adopted Circulation Element and Zoning Map provided by proposed plan
 - Circulation will continue to be evaluated and refined through project entitlement process
 - Staff evaluating proposed street designs for bicycle and pedestrian circulation
 - Provide any additional recommendations for staff and the applicant to consider when evaluating the proposed site access and circulation



THANK YOU



Willow Village

Complete Streets Commission Meeting

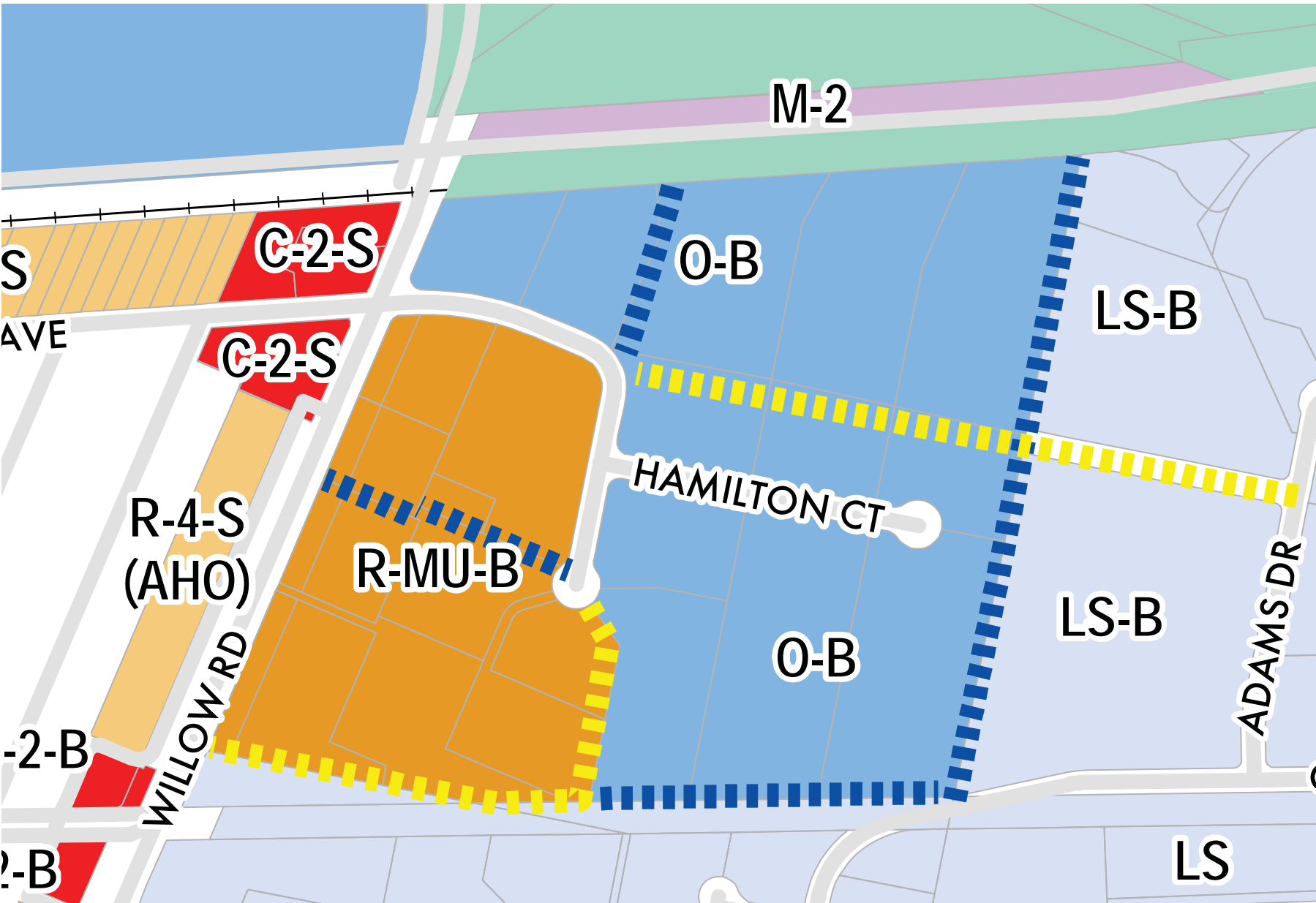
JUNE 08, 2022



LEGEND	
1	Town Square
2	Grocery Store on Ground Level
3	Publicly Accessible Park
4	Publicly Accessible Dog Park
5	Elevated Park Access (Elevator and Stairs)
6	Elevated Park
7	Hotel
8	Mixed-Use Block
9	Residential Block
10a	Office Campus
10b	Meeting & Collaboration Space
11	Parking Garage with Transit Hub on Ground Level
12	Proposed Multi-use Pathway
13	Willow Road Tunnel
14	Realigned Hamilton Avenue
15	Hamilton Avenue Parcel North
16	Hamilton Avenue Parcel South



LEGEND	
	Open Space
	Vehicular Travel Way
	Pedestrian & Bicycle Circulation
	Pedestrian & Bicycle Circulation (Elevated Park)
	Elevated Park Elevator & Stairs
	Site Access



New Connections

- New Public Street
- Paseo





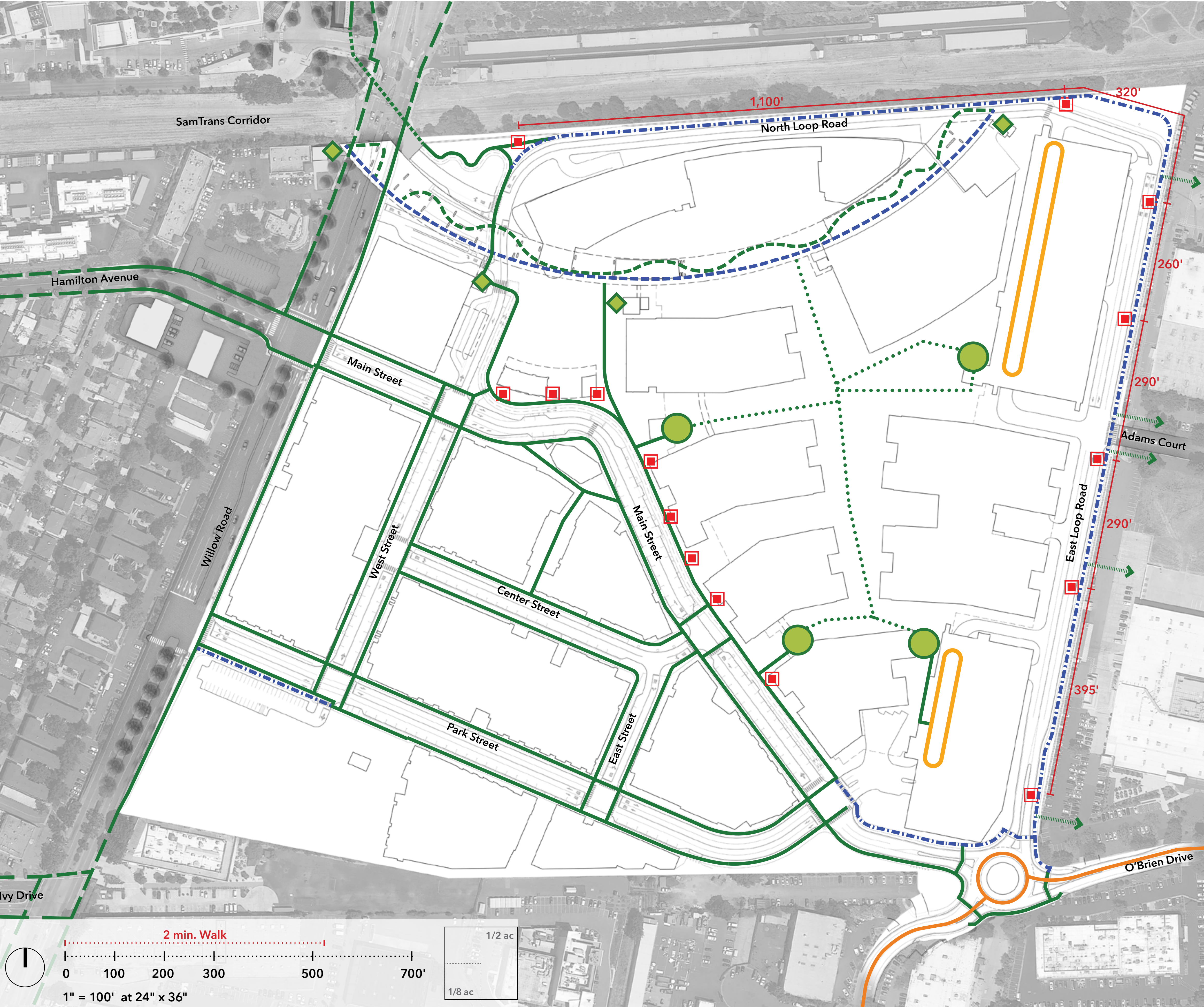
LEGEND

	Multi-Use Pathway
	Elevated Park Multi-Use Pathway
	Existing Class II Bikeway
	Class IV Bikeway
	Subgrade Class IV Bikeway
	Class III Bikeway
	On-Street Bike Circulation
	Suggested Bike Routes*
	Potential Future Connection
	Furnishing Zone
	Transit Hub

* Information Source:

- Menlo Park Comprehensive Bicycle Development Plan, City of Menlo Park, 2005
- San Mateo Bike Map Southeast Booklet, City/County Association of Governments of San Mateo County

- Proposed primary bike route is conceptual and may be subject to change.
- Refer to Appendix 4 for parcel-by-parcel details on short and long term bike parking.

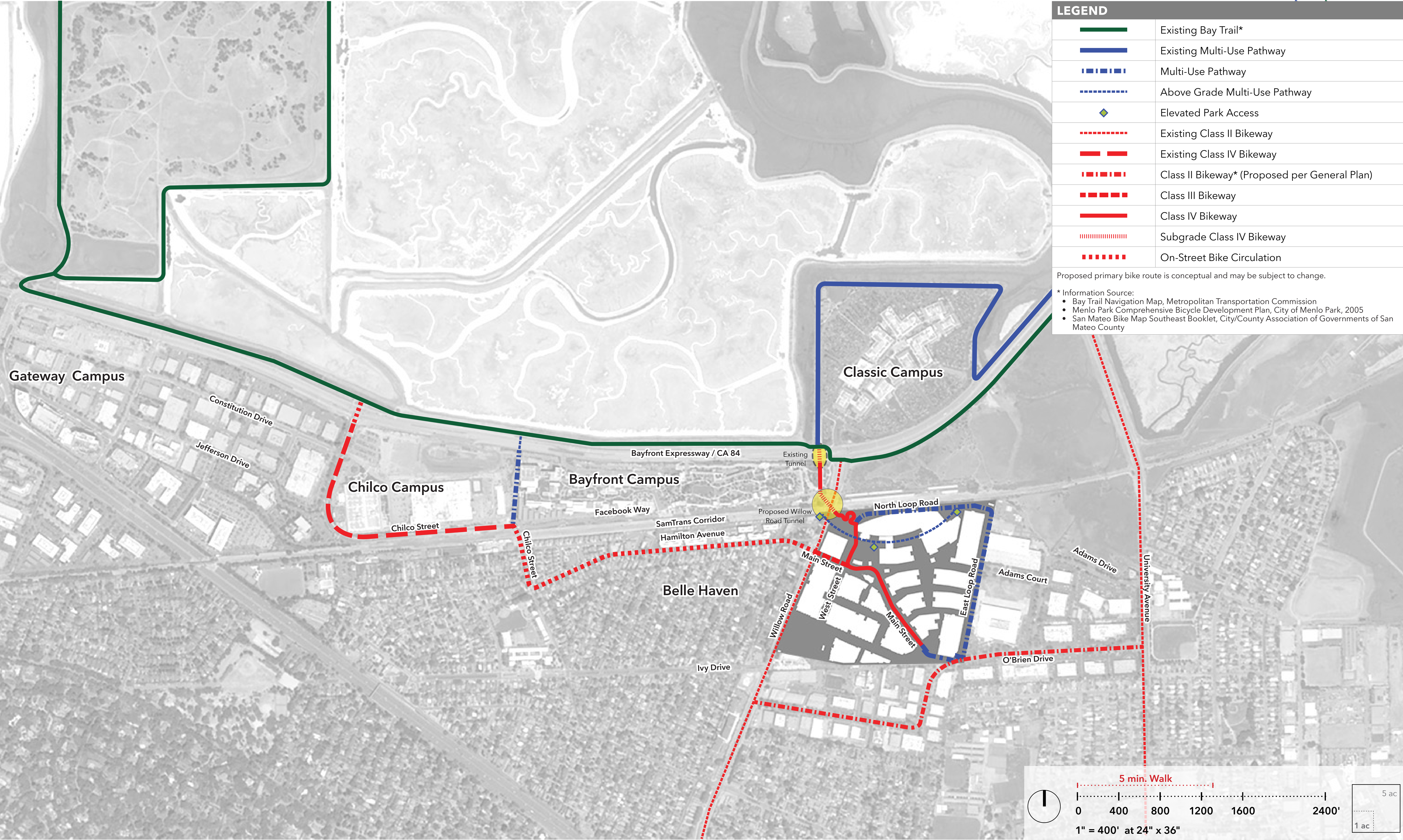


LEGEND

	Existing Pedestrian Circulation
	Pedestrian Circulation
	Subgrade Pedestrian Circulation
	Elevated Park Pedestrian Circulation
	Internal Campus Pedestrian Circulation
	Potential Future Connection
	Multi-Use Pathway
	Elevated Park Multi-Use Pathway
	Furnishing Zone
	Elevated Park Access (Publicly Accessible)
	Secure Campus Entry
	Transit Hub

Note:

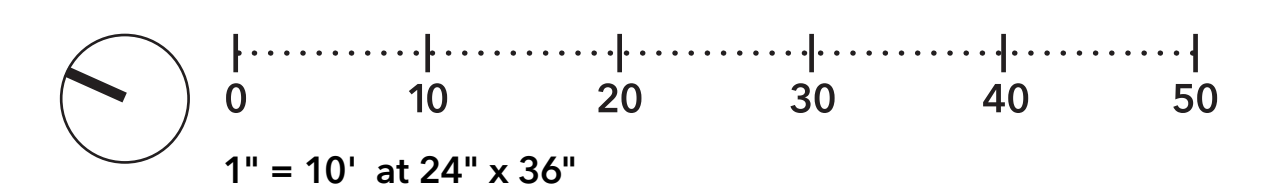
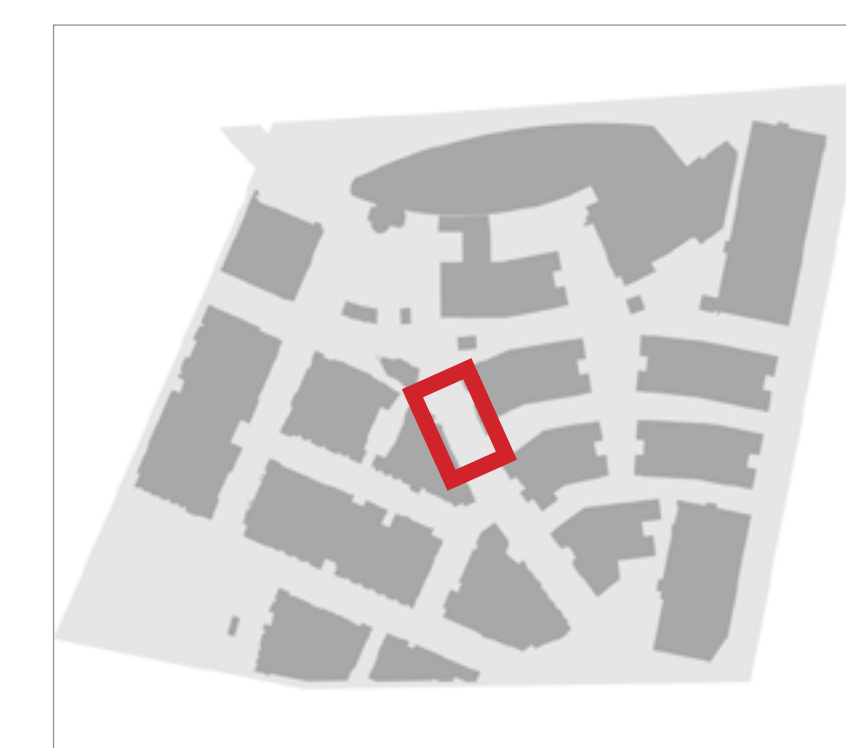
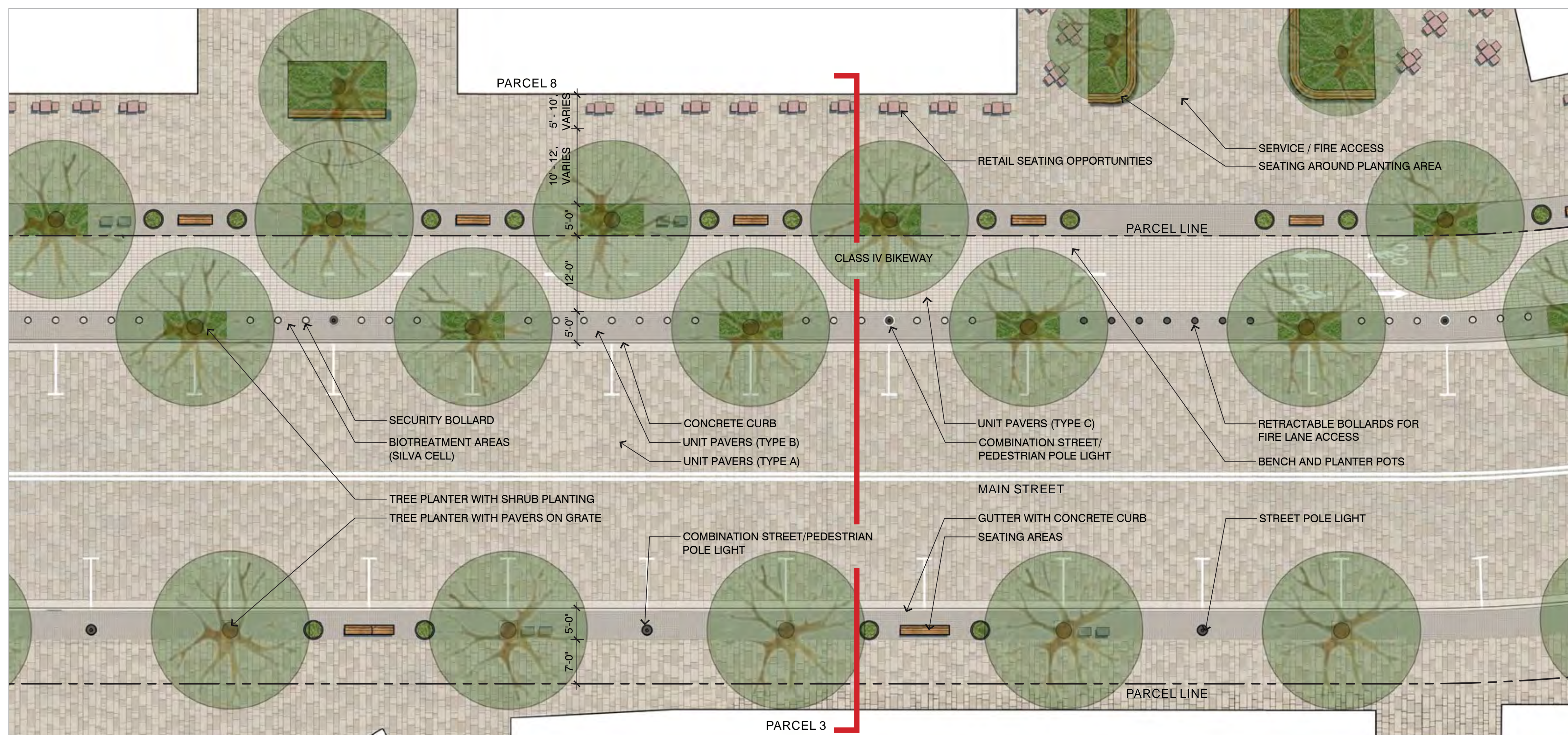
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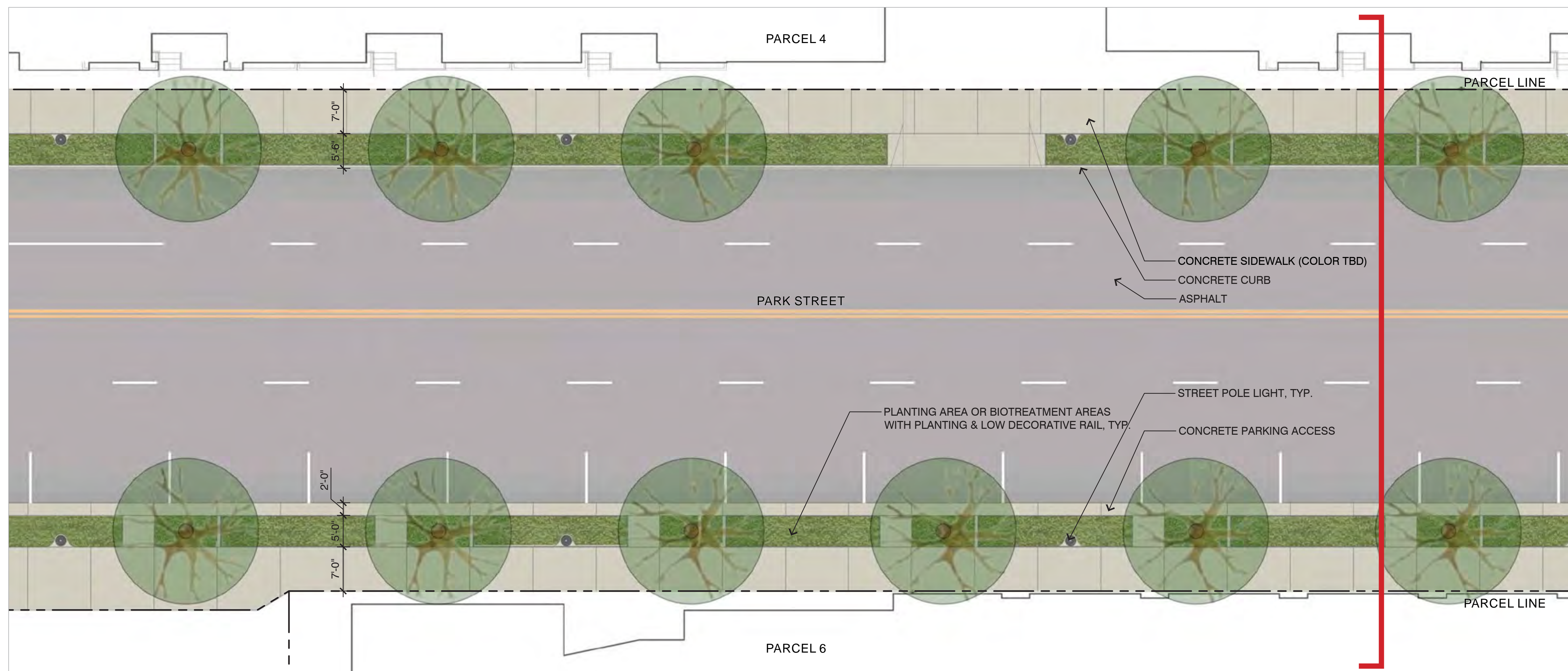
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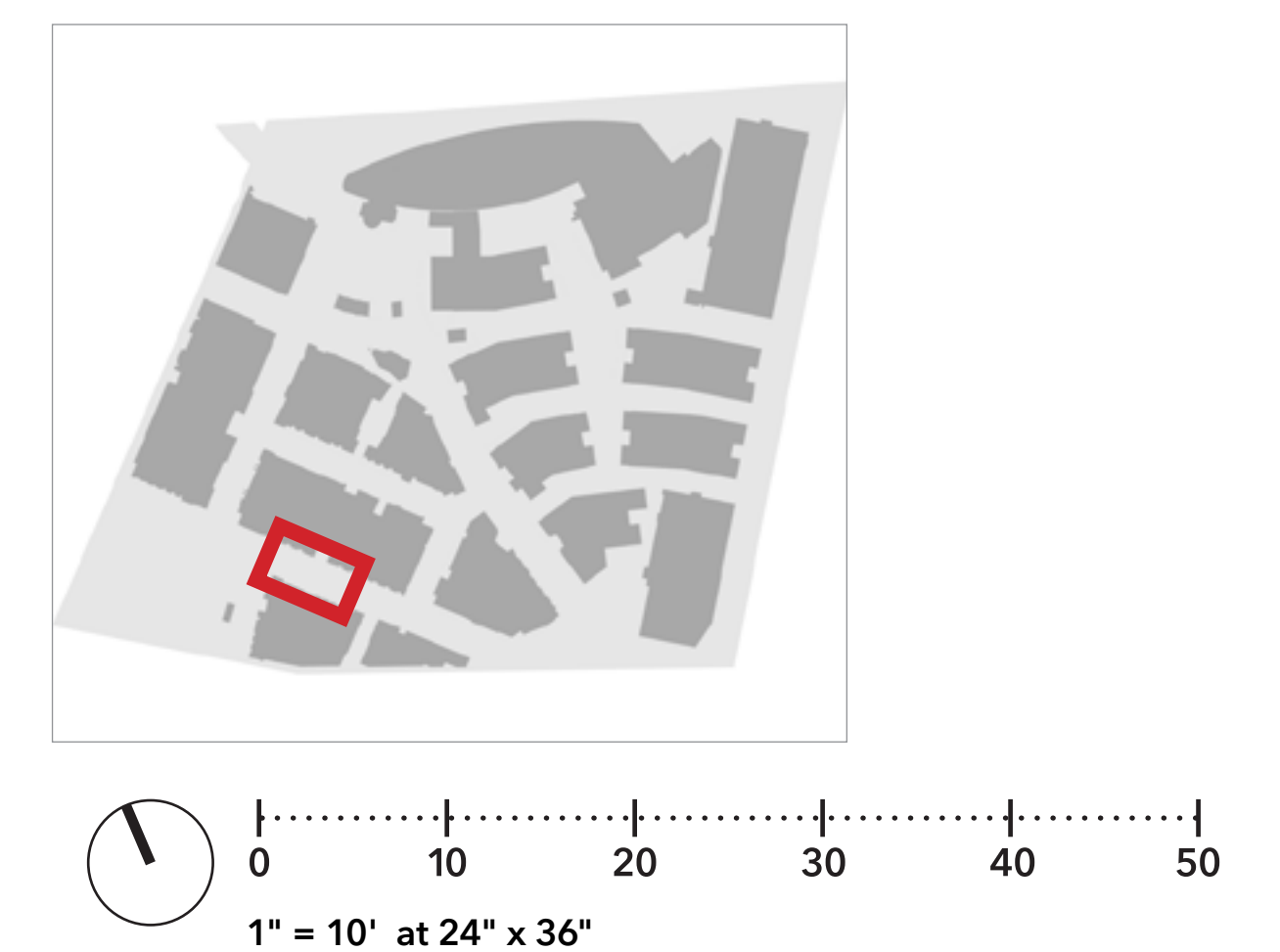




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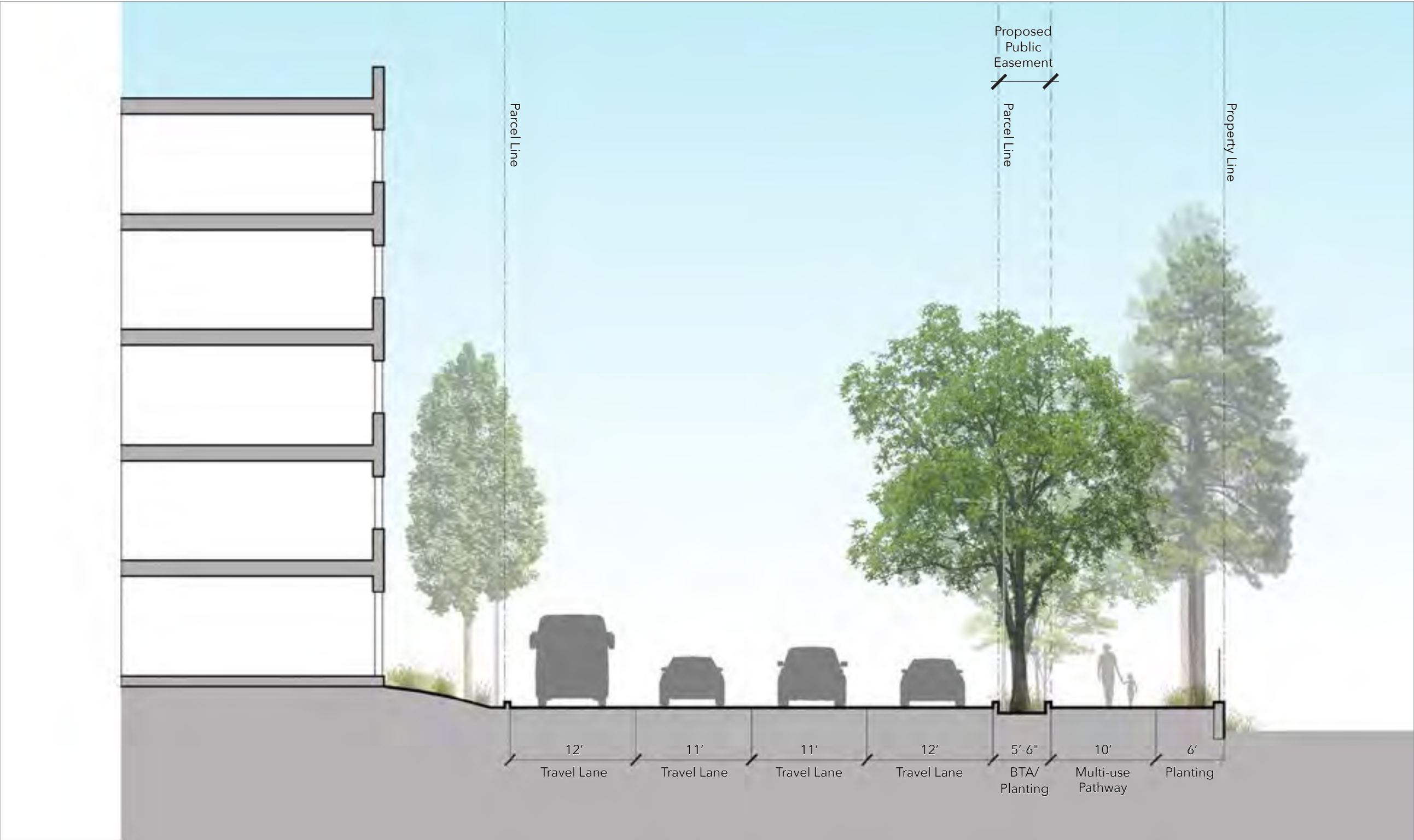
PLAN ENLARGEMENT



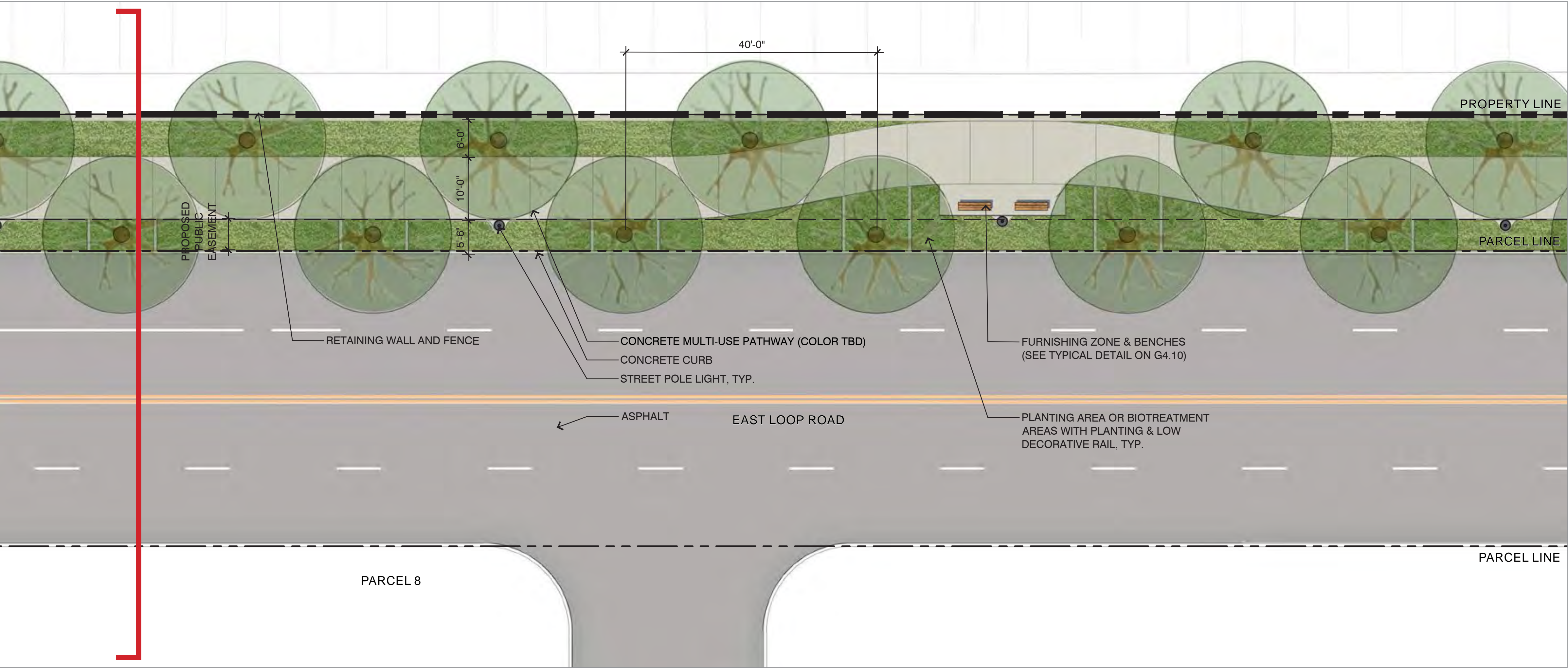




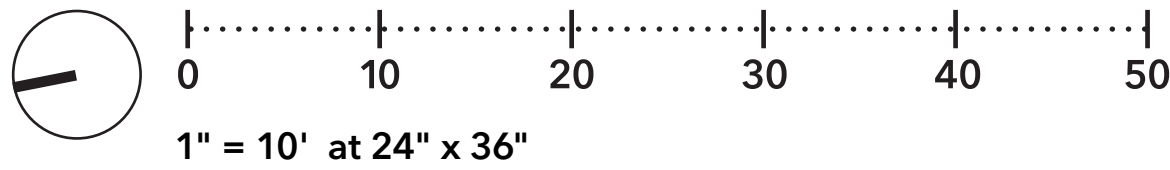
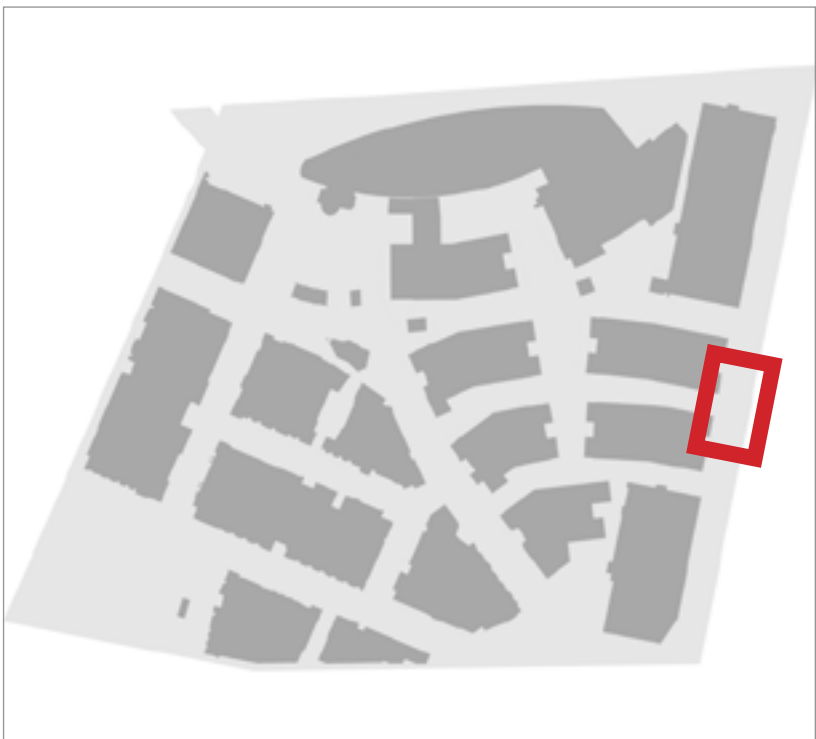




SECTION



PLAN ENLARGEMENT



Thank You



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MISSION STATEMENT

- The Complete Streets Commission shall advise the City Council on realizing the City's adopted goals for Complete Streets, Vision Zero, Climate Action Plan, and provide input on major land use and development projects as it relates to transportation.





GOALS / PRIORITIES

1. To advance the goals of the city's newly adopted Climate Action plan by making alternatives to driving safer and more attractive, namely by:
 - Reviewing the city's Transportation Master Plan (TMP) and recommending the projects most likely to reduce Vehicle Miles Traveled (VMT)
 - Providing input on major development projects such as the Menlo Park Community Campus, by looking at them through the lens of transportation accessibility, especially bicycle/pedestrian/public transportation accessibility
2. Advise City Council on the implementation of the TMP:
 - Evaluate the current process and procedure of the neighborhood traffic management program (TMP Project #165)



GOALS / PRIORITIES

3. Continue to advocate for and advise the Council on the planning and installation of the Middle Avenue pedestrian and bicycle rail crossing, and safe cycling/pedestrian infrastructure connecting the Burgess complex to the Middle Avenue corridor to Olive Street, and north on Olive Street to Hillview Middle School.
4. Continue to support Council in ongoing initiatives to improve access to Downtown and support downtown businesses.



GOALS / PRIORITIES

5. Continue to support the implementation of the Safe Routes to School strategy and advocate for community engagement, program continuity and engineering implementation:
 - Evaluate the current state of the safe routes to school program
6. Continue to support City Council's role as a stakeholder with regard to regional multimodal and transportation demand management programs projects to increase sustainable transportation for Menlo Park.



SUBCOMMITTEES (MEMBERS)

- Climate Action Plan (none)
- Downtown Access and Parking (Altman/Behroozi/Cole)
- Multimodal Metrics (Altman/Behroozi)
- Multimodal (Cebrian)
- Safe Routes to School Program (Behroozi/Cebrian/King)
- TMP Implementation (Altman/Behroozi/Cebrian)
- Zero Emission (Jensen)

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