



REGULAR MEETING MINUTES

Date: 12/14/2022
Time: 6:30 p.m.
Location: Teleconference and
City Hall – Downtown Conference Room
701 Laurel St., Menlo Park, CA 94025

A. Call To Order

Chair Cole called the meeting to order at 6:35 p.m.

B. Roll Call

Present: Altman, Behroozi, Cebrian, Cole, King, Kollmann
Absent: Jensen
Staff: Assistant Public Works Director – Transportation Hugh Louch, Senior Transportation Engineer Kevin Chen

C. Reports and Announcements

Staff Chen reported on City Council actions related to transportation since the November 9, 2022 Commission meeting.

D. Public Comment

- Rob Jordan spoke in support of completing the missing bicycle network gap on Altschul Avenue between Avy Avenue and Sharon Road.

The Commission received clarifications on Transportation Master Plan Project #138 and general project prioritization process.

E. Regular Business

- E1. Accept the Complete Streets Commission minutes for November 9, 2022 (Attachment)

ACTION: Motion and second (Cebrian/ Altman), to accept the Complete Streets Commission minutes for November 9, 2022, including the correction of “Sara” to item E2., passed 5-0 (Kollmann abstaining, Jensen absent).

F. Study Session

- F1. Provide direction on the Menlo Park Community Campus parking management plan (Staff Report #22-015-CSC)

Staff Chen made the presentation (Attachment).

- Melinda Christopherson spoke on concerns related to Beechwood School parking needs,

enforcement, and past City agreements.

The Commission received clarification on bike parking, circulation and conflict points, traffic calming features, program shuttle buses, SamTrans bus loading zone, overnight parking, previous parking study, and community outreach.

The Commission received future operation information regarding types of programs, programs logistics, and operating hours.

The Commission directed staff to consider:

- PG&E sub-station driveway turn restrictions due to sight visibility
- bike way-finding signs for optimum bike routes
- new loading zone signage
- shorter duration for proposed 2-hour time restricted parking spaces
- return at a future time with preliminary ideas and policies for MPCC and parks citywide to consistently accommodate overnight parking without disrupting day time operations.

G. Informational Items

G1. Update on major project status

Staff Chen provided updates on the Middle Avenue Complete Street project, Caltrain Quiet Zone Implementation Plan, Local Road Safety Plan, Caltrain Grade Separation project, and the Comprehensive Shuttle Program evaluation.

H. Committee/Subcommittee Reports

None.

I. Adjournment

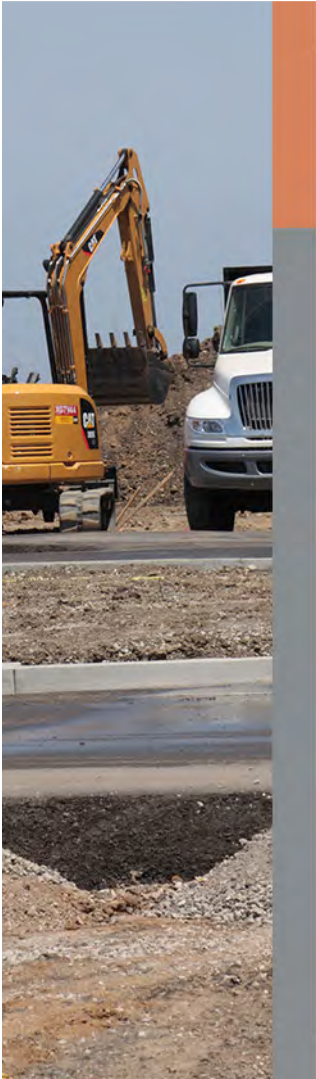
Chair Cole adjourned the meeting at 9:03 p.m.

Kevin Chen, Senior Transportation Engineer

The background of the slide is a photograph of a construction site. It shows a wooden frame structure with vertical rebar (steel reinforcement) protruding from it. Two construction workers wearing hard hats and safety vests are visible, working on the structure. The sky is clear and blue. A semi-transparent blue banner is overlaid on the bottom half of the image, containing the title text. There are also yellow and grey vertical bars on the left side of the slide.

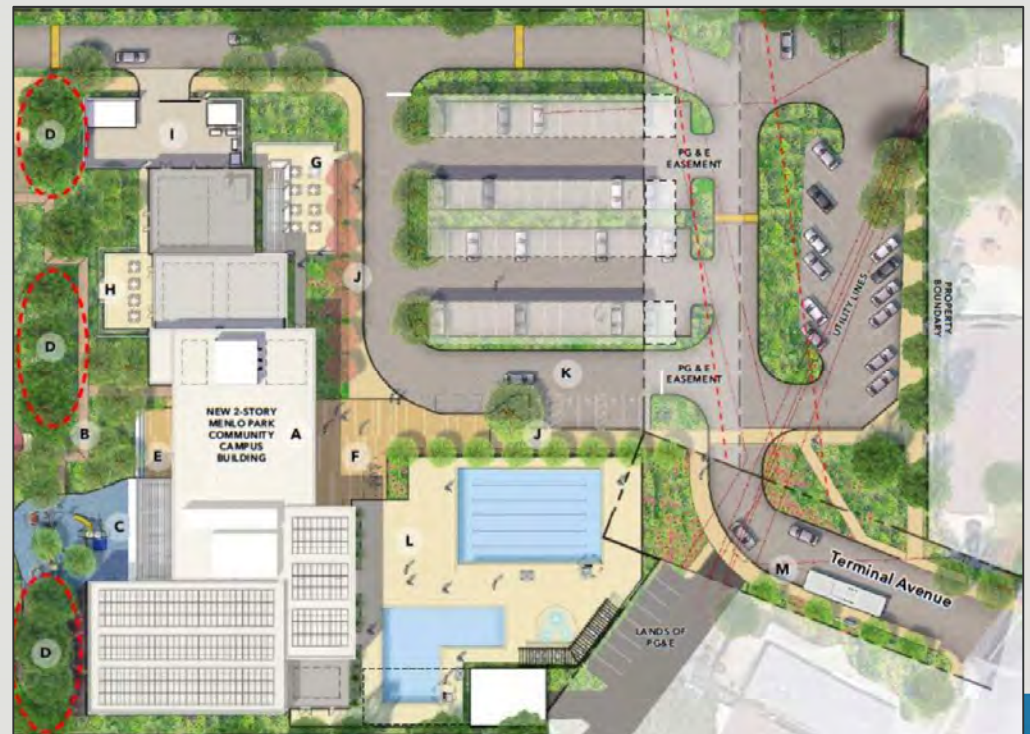
PROVIDE DIRECTION ON MENLO PARK COMMUNITY CAMPUS PARKING MANAGEMENT PLAN

Complete Streets Commission | December 14, 2022



AGENDA

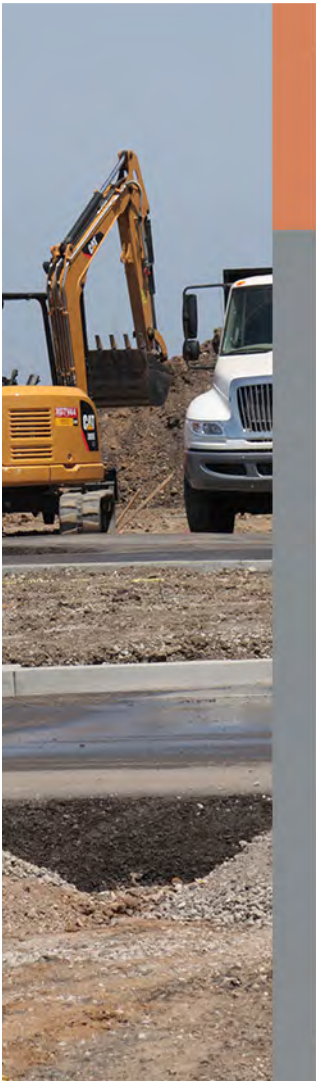
- Background
- Evaluation
- Feedback

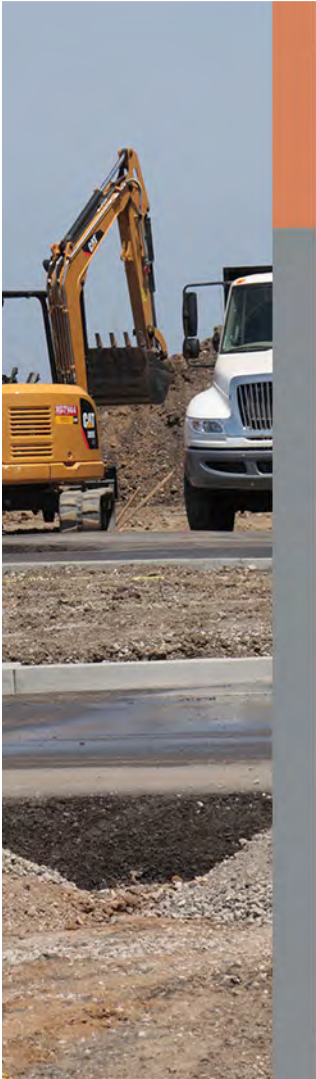




BACKGROUND

- Dec. 16, 2019 – META submitted MPCC proposal
- Jan. / Feb. 2021 – City Council approved MPCC / pool
- Nov. 2021 to 2024 – Construction





EVALUATION – PARKING ANALYSIS

- MPCC - community center, senior center, youth center (childcare), pool, branch library
- Kelly Park – Soccer field, tennis courts

Community area	Existing			Future		
	Peak hour	Demand	Supply	Peak hour	Demand	Supply
MPCC + Beechwood school	3pm	123	87	11am	128	111
Kelly Park	5pm	65	59	5pm	65	53
Entire Site	4pm	135	146	6pm	155	164

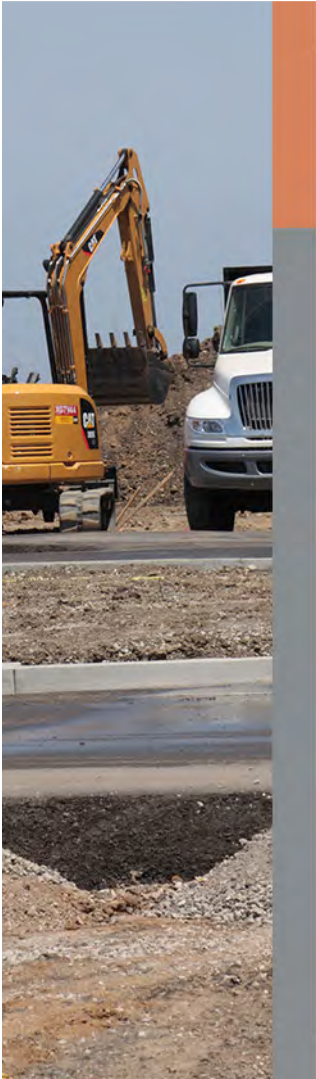
Source: Dec. 14, 2020 Planning Commission meeting



EVALUATION – SITE PLAN

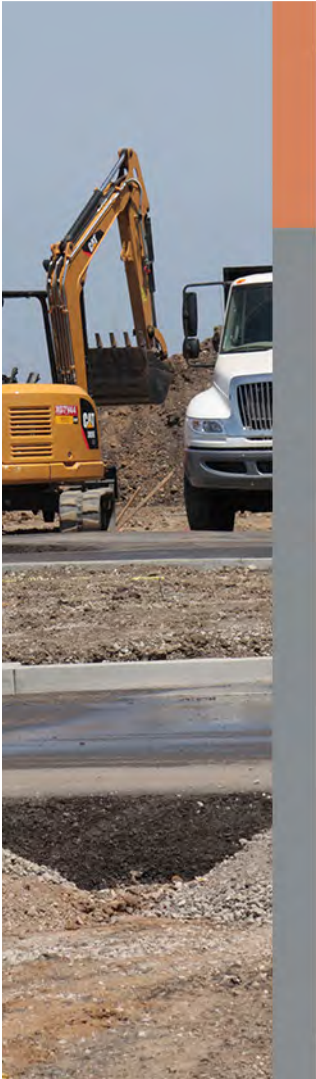
- Improved pedestrian circulation
 - Reduced future parking supply from 164 to 162
- Modified Terminal Ave. entrance (Oct. 18, 2022)
 - Will make Terminal Ave. & Del Norte Ave. an all-way stop





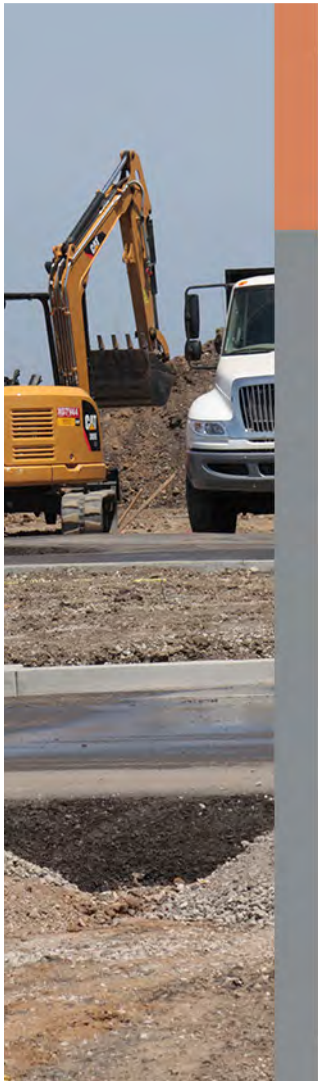
EVALUATION - OPERATION

- Pick-up / drop-off
 - Community food / meal distribution services
 - Youth center
 - Beechwood School
- Overnight parking
 - Muni Code 11.24.050: prohibits vehicles from stopping/standing/parking on residential zones between 2 a.m. and 5 a.m.

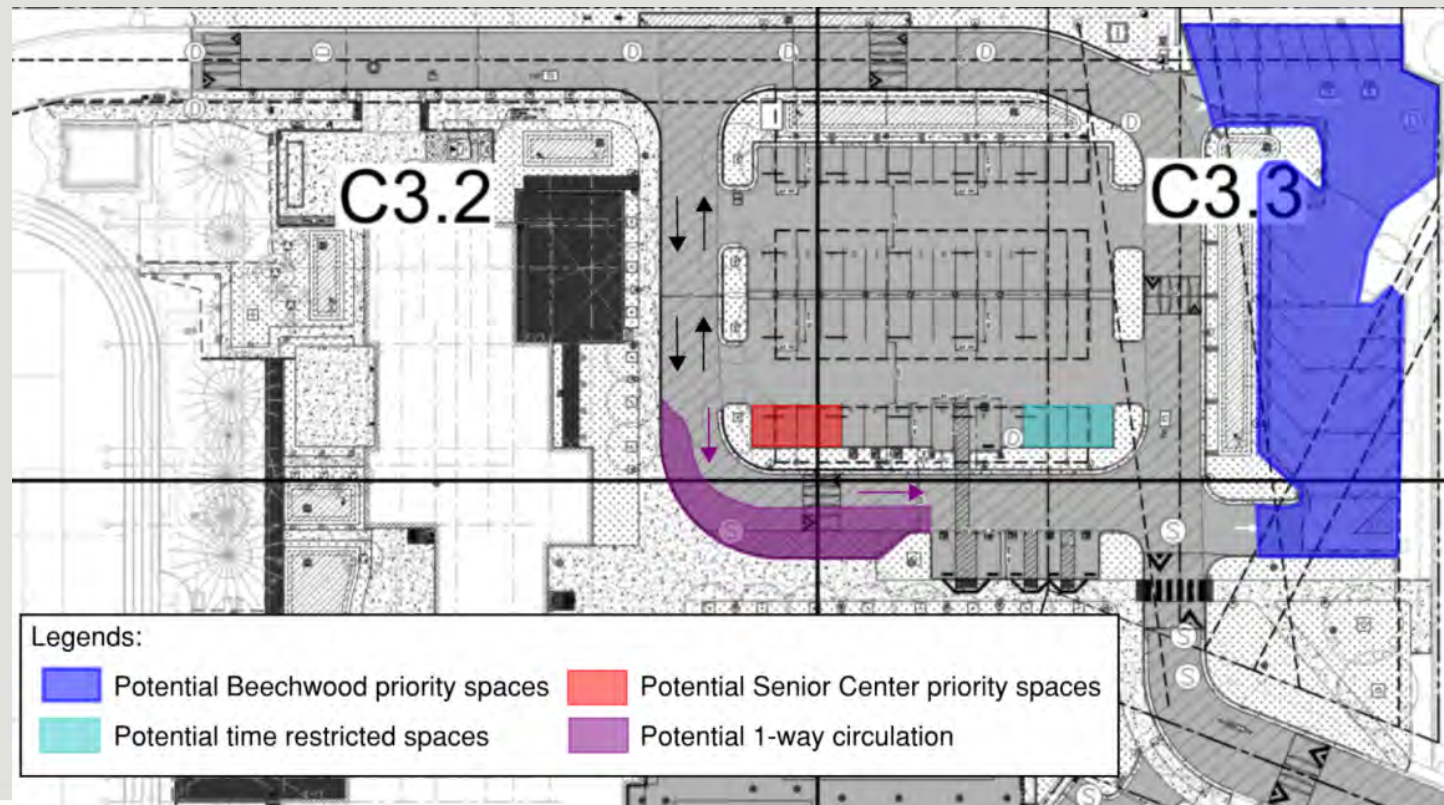


FEEDBACK

- Standard parking
 - Beechwood School priority spaces, consistent with past practice
 - Senior center priority spaces
 - Time restricted spaces, serve high turnover uses
- Circulation
 - One-way circulation at building frontage, pick-up / drop-off & emergency access
 - Terminal Ave. & Del Norte Ave.: new all-way stop
- Overnight parking requirements
 - Different impacts to various City facilities
 - Changes would require an ordinance
- Any other feedback



FEEDBACK





**THANK YOU &
QUESTIONS**

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