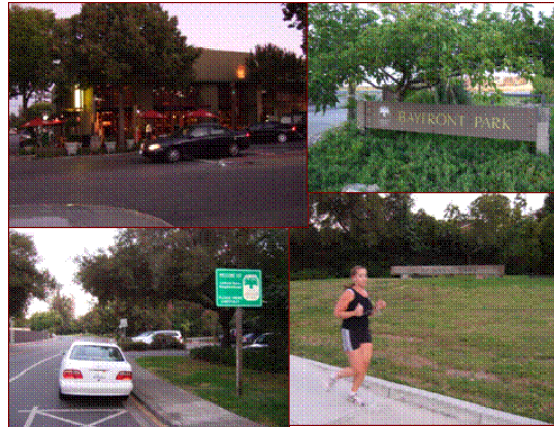


# City of Menlo Park Sidewalk Master Plan



Prepared for:



Prepared by:

**Dowling Associates, Inc.**

Transportation Engineering • Planning • Research • Education



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FINAL DRAFT  
August 11, 2008





August 11, 2008

Chip Taylor, Transportation Manager  
City of Menlo Park  
701 Laurel Street  
Menlo Park, CA 94025-3483  
(650) 330-6770

**Subject: City of Menlo Park Sidewalk Master Plan P07-099**

Dear Mr. Taylor,

Dowling Associates is pleased to submit the final Sidewalk Master Plan for the City of Menlo Park for your review. We look forward to presenting the Plan to your City Council.

Please do not hesitate to call at (510) 839-1742 ext. 128 for Bruce Appleyard, Project Manager or ext. 107 for Kamala Parks should you have questions or comments.

Sincerely,

**Dowling Associates, Inc.**

A handwritten signature in cursive script that reads "John N. Dowden".

John N. Dowden  
Principal

A handwritten signature in cursive script that reads "B. Appleyard".

Bruce S. Appleyard  
Project Manager



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# Executive Summary

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This Sidewalk Master Plan is a first step towards establishing safe and convenient walking routes throughout to enhance the livability for residents and visitors of the City of Menlo Park. Its primary focus is to prioritize sidewalk installation by inventorying gaps in the City's existing walkway network and identifying opportunities and constraints to close gaps in the network. Given its limited scope, this plan does not address intersection or roadway crossing issues.

## Purpose of Sidewalk Master Plan

This Sidewalk Master Plan and future updates should serve as the primary guide in the allocation of capital, maintenance, administrative, and matching funds. The Plan is also designed to provide staff and the public with flexibility as opportunities and needs arise.

This Sidewalk Master Plan:

- Inventories existing sidewalk facilities and needs;
- Embodies our outreach efforts with key community stakeholders to establish criteria and a project/program prioritization process;
- Prioritizes pedestrian capital improvements;
- Provides recommendations for programs and staffing; and
- Lists funding mechanisms for capital projects

## Development of Prioritization Process for Menlo Park

The prioritization process was developed with input from City Staff, residents of Menlo Park, the Transportation Commission, and the City Council. It was developed in three steps and focused on roadways within Menlo Park's jurisdiction, as follows:

The first step identified important community destinations (i.e. schools, parks, downtown shops, etc.).

The second step identified Priority Streets, which were roadways chosen for their access and importance to the connectivity of the City's overall pedestrian network.

The third step developed the Prioritization Criteria and Process. This became a ranking system based on five major weighted criteria. These criteria were applied to segments where there are no standard walkways or only partial standard walkways.

Segments containing continuous sidewalks on both sides of the roadway were not the focus of the prioritization process, as the goal of this plan was to identify those streets that seriously lacked pedestrian facilities. Nevertheless, ALL roadways in the City of Menlo Park were inventoried.

### ***Priority Destinations and Streets***

Priority Streets were identified as those roadways that provide network connectivity and access to important pedestrian destinations, such as schools, parks, and downtown. The Priority Streets make up over a third of the roadways under Menlo Park's jurisdiction. The identification of these destination and streets was born out of input from citizens of Menlo Park, City Staff, and City Council. Figure ES-1 shows the final Priority Streets map.

### ***Priority Criteria***

This walkway prioritization process, designed specifically for the Menlo Park community, proactively identifies hazardous and uncomfortable pedestrian environments. The reason for such a system is multifold: 1) vehicle/pedestrian "near misses" are almost never reported; 2) vehicle /pedestrian collisions are also rarely reported, and there are few such collision records in Menlo Park; and finally 3) pedestrians, being much more vulnerable to catastrophic consequences from collisions with automobiles, are much more averse to risk than a driver encased in an car, and generally avoid the most dangerous intersections, potentially masking the accurate identification of hazardous locations.

The prioritization process used a weighted system based on five main Priority Criteria, which were applied to each side of all roadway segments under Menlo Park's jurisdiction lacking continuous standard walkway facilities (such as sidewalks or pathways). Segments containing continuous sidewalks were not

evaluated. The total possible ranking was 100 for each side of the roadway, or 200 for each roadway segment.

These criteria are as follows:

- Vehicle Volumes
- Destinations and Priority Streets
- Pedestrian Opportunity Areas
- Ease of Implementation
- Cost/Benefit Analysis

Given the sparse data on pedestrian volumes and pedestrian-involved collisions for Menlo Park, “Vehicle volumes” are used as the primary proxy for pedestrian safety and risk exposure. The ranking created an initial assessment of walkway conditions and needs in Menlo Park. The Prioritization Process and Criteria and weighting system are summarized in Figure ES-2. Detailed explanations are contained in the Prioritization Process and Criteria section on Page 12.

Figure ES-1: Menlo Park Priority Streets

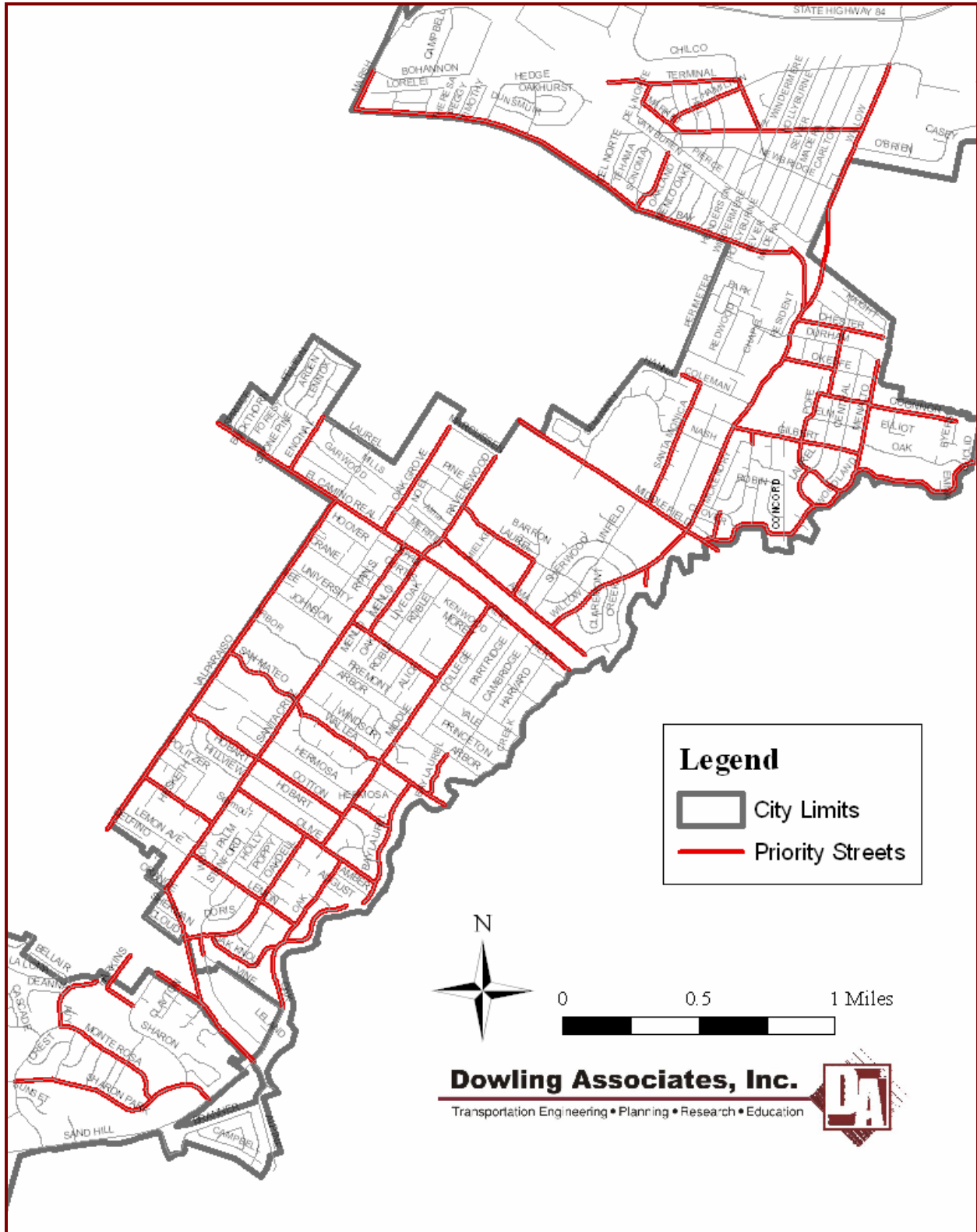
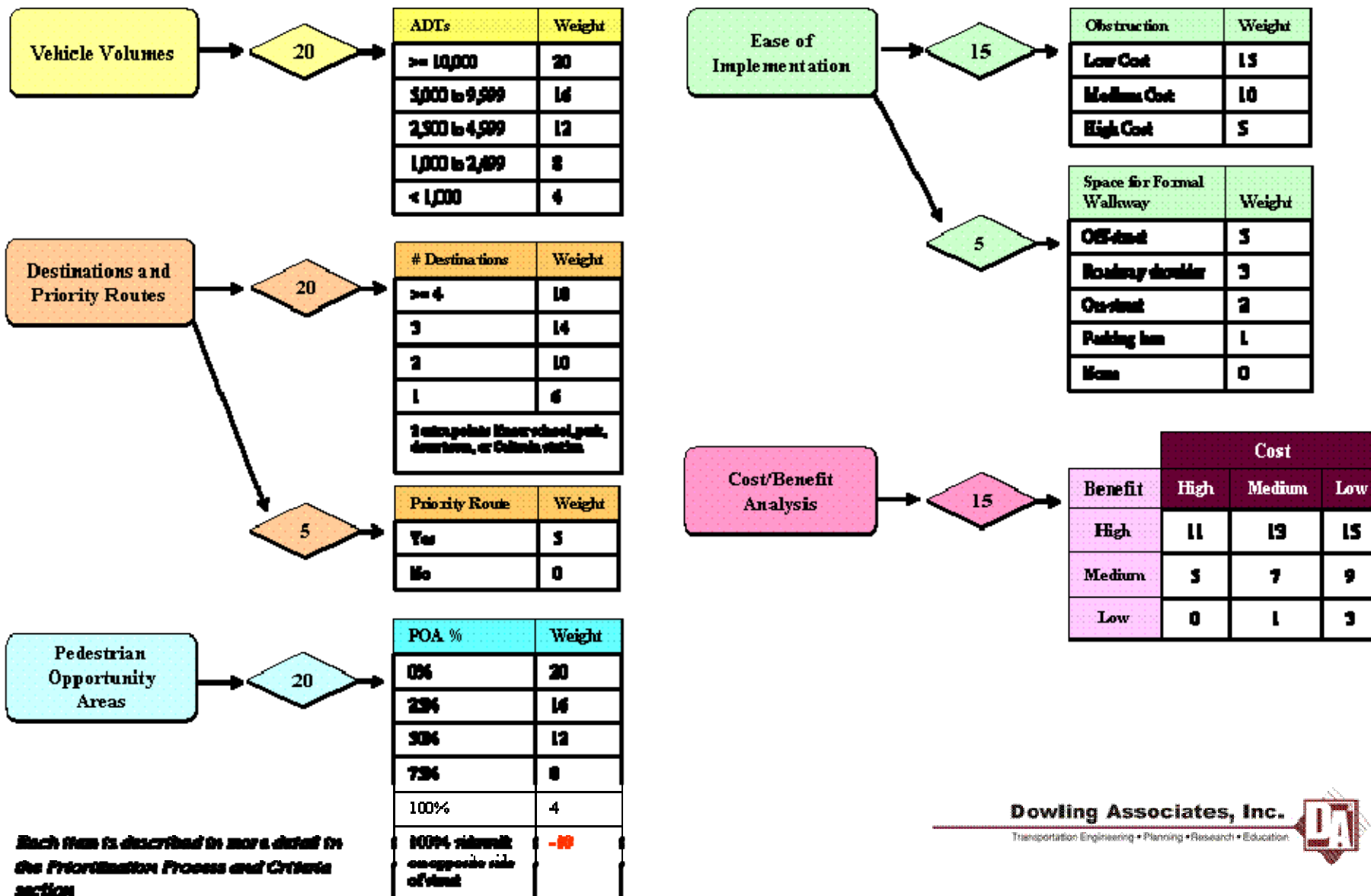


Figure ES-2: Summary of Priority Criteria



Each item is described in more detail in the *Priority Process and Criteria* section.

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## Rankings and Costs

Each roadway segment was ranked using the prioritization process, as detailed previously. It was found that segments ranked from as low as 8 to as high as 153. Each segment was placed into one of three groups: high ranking (100 to 153), medium ranking (50 to 99), and low ranking (8 to 49).

### *Citywide Cost Estimates*

Cost estimates were calculated assuming five-foot wide sidewalks and vertical curb with gutter will be installed on both sides of the street wherever there are currently no sidewalks. Additionally, it was estimated that diagonal curb ramps with truncated domes would need to be installed on at least two intersection corners for each segment requiring sidewalks. Wider sidewalks, buffers, perpendicular curb ramps, obstruction removal and relocation, and other amenities such as pedestrian-scaled lighting may be installed on roadways with more pedestrian volumes, which would increase project costs. The total cost to install sidewalks citywide is estimated at approximately \$45,000,000.

# Introduction

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Menlo Park strives to improve walking conditions throughout the city. Several communities in Menlo Park, typically areas that were formerly unincorporated areas, lack pedestrian facilities. Other areas have sidewalks that suffer from missing segments, discontinuity, or numerous obstructions in the pedestrian right-of-way. The obstructions are discussed in detail on page 28. One of the greatest challenges facing the city is enhancing its pedestrian system with a limited budget.

This Sidewalk Master Plan is a first step towards establishing a comprehensive network of safe, convenient walking routes throughout the City. Its primary focus is to prioritize sidewalk installation by inventorying the most serious gaps in the City's existing walkway network and identifying opportunities to close gaps in the network. Because of the limited scope of this effort, this plan does not address intersection or roadway crossing issues.

## Purpose of Sidewalk Master Plan

This Sidewalk Master Plan:

- Inventories all existing standard walkway facilities;
- Inventories all segments with no standard walkway or discontinuous walkway facilities;
- Identifies opportunities and constraints for future walkway facilities;
- Recommends changes and additions to existing programs, policies, and municipal codes;
- Develops prioritization criteria and procedures for installing standard sidewalks;
- Applies the prioritization criteria to establish rankings and group segments into high, medium, and low categories; and
- Identifies potential funding sources.

# Existing Policies and Plans

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Documents that support pedestrian circulation were reviewed to assess current plans and policies in the City of Menlo Park and in neighboring jurisdictions. A sampling of Sidewalk Master Plans and Pedestrian Master Plans in other jurisdictions was conducted to determine an appropriate project prioritization methodology for Menlo Park.

## Menlo Park

Policies, several plans, and ordinances that support pedestrian circulation were found in adopted documents. Additionally, Menlo Park has an existing sidewalk repair program detailed in the municipal codes. A summary of these policies, plans, and ordinances follows.

### *General Plan*<sup>1</sup>

Goal II-E in the Circulation and Transportation Element of Menlo Park's General Plan is "to promote walking as a commute alternative and for short trips." The six policies in support of this goal are as follows:

- Policy II-E-1: The City shall require all new development to incorporate safe and attractive pedestrian facilities on-site.
- Policy II-E-2: The City shall endeavor to maintain safe sidewalks and walkways where existing within the public right of way.
- Policy II-E-3: Appropriate traffic control shall be provided for pedestrians at intersections.
- Policy II-E-4: The City shall incorporate appropriate pedestrian facilities, traffic control, and street lighting within street improvement projects to maintain or improve pedestrian safety.
- Policy II-E-5: The City shall support full pedestrian access across all legs of an intersection at all signalized intersections which are City-controlled and at the signalized intersection along El Camino Real.

- Policy II-E-6: The City shall prepare a safe school route program to enhance the safety of school children who walk to school.

Additionally, the Circulation and Transportation Element of Menlo Park’s General Plan contain two policies that support facilities for walking, one in the Roadway Network Goal (II-A) and the other in the Public Transit Goal (II-B), which are as follows:

- Policy II-A-12: The City shall endeavor to provide for the safe, efficient, and equitable use of streets by pedestrians and bicyclists through good roadway design, maintenance, and effective traffic law enforcement.
- Policy II-B-2: As many activities as possible should be located within easy walking distance of transit stops, and transit stops should be convenient and close to as many activities as possible.

### ***Municipal Codes***<sup>2</sup>

The City’s sidewalk repair program is detailed in Chapter 13.08 of its Municipal Codes. Walkways are defined as public right-of-way located between the property line and the curb and it is incumbent upon the property owner to provide and repair walkways that are adjacent to their properties. According to this code, the City may order the property owner to conduct walkway repairs “when any portion of the walkway is unimproved or in disrepair or in such a condition that it:

1. Is dangerous to persons or property using the public right-of-way, or
2. Interferes with the public convenience and necessity in the use of such walkway.”

Absent an effective appeal on the part of the property owner, repairs to the walkway may be conducted by the city and billed to the property owner.

### ***Zoning Ordinances***<sup>3</sup>

The provision of sidewalks for new construction does not appear to be required for all areas of the city. Two zoning types require site plans that include sidewalk improvements. These are:

- C-2-S Neighborhood Commercial District, Special, indicated by ordinance 16.37.030
- P-D, a district that is within the area bounded by El Camino Real, Watkins Avenue, Southern Pacific Railway tracks, and San Francisquito Creek, indicated by ordinance 16.57.030

Zoning ordinances do require the generalized maintenance of landscaping such that foliage does not interfere with the walkways (16.64.060) and outdoor advertising signage to be placed at a minimum height above walkways (16.92.110).

***Sidewalk Repair and Sidewalk Accessible Programs*** <sup>4</sup>

These ongoing programs consist of two projects, respectively: 1) replacing sidewalk sections made hazardous by City tree roots and 2) removing sidewalk offsets that are trip hazards. The 2007-08 Sidewalk Repair Program will include only the sidewalk replacement project, which has a large inventory of areas to address. Conversely, the Sidewalk Accessible Program is a year ahead of its five-year schedule to cover the City.

***Neighborhood Traffic Management Program (NTMP)*** <sup>5</sup>

The NTMP was developed in response to growing concerns about cut-through vehicles and increases in vehicle volumes and speeds on local, neighborhood streets. The existence of walkway facilities is one of many criterion used to assess the need for traffic calming measures. Additionally, calming traffic may encourage residents to walk in their neighborhoods and for routine tasks, such as running errands or accessing neighborhood parks, schools, and other recreational facilities. Requested traffic management improvements, which are initiated by local residents, must get approval from at least 60% of households in the affected area in order to be considered.

**SamTrans**

The San Mateo County Transit District (SamTrans) developed a plan to address senior citizen mobility in San Mateo County.

***Senior Mobility Action Plan*** <sup>6</sup>

This plan identifies existing conditions and strategies to improve senior mobility in San Mateo County. In Menlo Park, the highest concentration of seniors (those citizens who are 65 years

or older) is found along the western side of the El Camino Real corridor. With regard to pedestrians and sidewalks, the plan calls for local jurisdictions to ensure the provision and adequacy of walkway facilities in areas where there are high concentrations of seniors, especially where residences are found in close proximity to retail, transit stops, and community centers.

## **Sidewalk Programs in Adjacent Communities**

Cities located adjacent to Menlo Park, as well as the County of San Mateo, were contacted to determine the existence and substance of sidewalk repair programs. This was done to ensure walkway connectivity to other jurisdictions and to compare project prioritization methodologies. None had Sidewalk Master or Pedestrian Master Plans.

### ***Palo Alto***

The City of Palo Alto has been delineated into twenty-three Sidewalk Districts. The Sidewalk Replacement Program is focused on repairing and replacing sidewalks as well as improving access for disabled people. There are currently about ten Sidewalk Districts in the current cycle. Most of the City has existing sidewalks, except in the Barron Park neighborhood where there are sidewalks or plans for sidewalks only on major roadways and school routes. The City also has a “Hot Spot” program for damaged pedestrian facilities that are not included in the Sidewalk Replacement Program, the repair of which are prioritized based on the damage severity and date reported. The annual budget for both the Sidewalk Replacement and “Hot Spot” programs is \$1.62 million. For sidewalks not included in the current Sidewalk Replacement Program, residential property owners and commercial developers are asked to make sidewalk repairs and/or provide new sidewalks when major redevelopment projects are undertaken. A new policy is currently being drafted to clarify that property owners are responsible for sidewalk damage that is not caused by tree roots.

7

### ***Mountain View***

Mountain View does not currently have a program in place for installing new sidewalks in developed areas of the City. However, it does have a Sidewalk Replacement Program. Replacement of sidewalks is prioritized based on the level of

deterioration and damage and fully funded by the City. This program replaced the City's previous policy of only replacing sidewalks sections that were damaged by City trees or utility ditch failure and requiring property owners to pay the full cost of replacing deteriorating sidewalks. For sidewalks not on the prioritized replacement list, a voluntary cost-sharing program is in place at a block-by-block level whereby property owners pay 50% of the replacement costs and the City covers the other half.<sup>8</sup> Currently, the Sidewalk Replacement Program is funded at about \$500,000 annually from its Capital Improvement Program.<sup>9</sup>

### ***Redwood City***

Redwood City does not currently have a program in place for installing new sidewalks in its developed areas. However, it does have a Tree Preservation and Sidewalk Repair Program to address issues with existing sidewalks. The program covers about 1/20<sup>th</sup> of the City's sidewalks per year and is focused on the western and eastern portions of the City. For sidewalks not on the program's boundaries, a 50-50 voluntary cost-sharing program with the City is available to individual property owners.<sup>10</sup>

### ***East Palo Alto***

East Palo Alto does not currently have a program in place for installing new sidewalks in its developed areas. Property owners must maintain existing sidewalks, which cover about half of the City. Citizen complaints of damaged or deteriorated sidewalks are used to notify property owners. Developers must provide sidewalks for any new construction.<sup>11</sup>

### ***Los Altos***

Los Altos does not currently have a program in place for installing new sidewalks in its developed areas. About 20% of the City has sidewalks. Developers and property owners must supply existing sidewalks, but it is the City's responsibility for maintaining them, for which the annual budget is \$50,000. Identification of projects comes from citizen complaints of damaged and deteriorated sidewalks, as well as from a survey of concrete facilities done by the City every couple of years. Sidewalk repairs are prioritized in busy pedestrian areas, such as downtown.<sup>12</sup>

## ***County of San Mateo***

The County of San Mateo currently has no Sidewalk Master Plan. The County's current road standards for areas near Menlo Park do not include sidewalks. However, the County is currently re-evaluating its sidewalk maintenance procedures as well as responsibilities for areas where there are sidewalks, but no planning documents had been finalized as of the beginning of 2008. <sup>13</sup>

## **Sidewalk and Pedestrian Master Plans**

Sidewalk and Pedestrian Master Plans from other jurisdictions were reviewed to gather and develop an appropriate project prioritization methodology for the City of Menlo Park.

## ***Sunnyvale***

The City of Sunnyvale recently adopted its *Pedestrian Safety and Opportunities Study* on December 11, 2007, which prioritized walkway improvements by focusing its efforts on Pedestrian Opportunity Districts (PODs). PODs were chosen based on the following:

- Pedestrian activity generators, such as schools, retail centers, employment, and public facilities;
- Transit centers, such as Caltrain stations, the Santa Clara Valley Transportation Authority (VTA) light rail stations, and high-pedestrian activity bus stops;
- Existing pedestrian and transit activity, calculated by using the United States census tracts for the highest walking and transit rates for the journey to work;
- Land uses, locating those that tend to generate significant pedestrian activity, such as medium-to-high density housing, commercial areas and retail centers; and
- The number of pedestrian-involved collisions.

Prioritization efforts primarily focus on arterial and collector streets. Most of Sunnyvale's PODs already contain sidewalks, so most improvements recommendations address roadway crossing issues, traffic calming, sidewalk repair, and updating pedestrian curb ramps. <sup>14</sup>

## ***County of Alameda, California***

The County of Alameda adopted its *Pedestrian Master Plan for Unincorporated Areas* in July 2006. Like Menlo Park, several roadways in the unincorporated areas of Alameda County lack useable walkway facilities for pedestrians. The plan identified a pedestrian route network and used the following criteria to prioritize projects:

- Proximity of trip generators, such as schools, transit routes, and key land uses
  - Does the project provide access to schools or parks, particularly on a suggested route to school or within ¼ mile?
  - Does the project provide access to a facility serving seniors?
  - Does the project lie on the Pedestrian Activity Corridors in a civic area or commercial district?
- Safety and Access
  - Does the project improve a street with a history of pedestrian collisions?
  - Does the project improve a pedestrian crossing?
  - Does the project complete a missing sidewalk on the Pedestrian Activity Corridors?
- Transportation connections to BART or bus service or part of Bicycle Master Plan network
  - Is the project located within 1/2 mile of a BART station?
  - Does the project improve access to bus stops and is it within ¼ mile?
  - Is the project located on the Bicycle Master Plan network?
- Project readiness and feasibility
  - Is there local support for this project?
  - Does the project have outside funding?
- Social and Geographic equity

- Does the project enhance access and/or remove barriers for persons with disabilities?
- Is the project located in a community that has been under-served by previous transportation investments or has health disparities when compared to the rest of the County?

Potential projects could earn up to 15 points based on these criteria. <sup>15</sup>

### ***Berkeley, California***

The City of Berkeley is in the process of developing a Pedestrian Master Plan. <sup>16</sup> According to the Public Review Draft, the following items were used to rank pedestrian projects:

- **Community Access:** Is the project located near key pedestrian generators or attractors, such as civic buildings, neighborhood commercial centers, parks, senior centers, schools, or where land use densities are high?
- **Transit Connectivity:** Is the project located near key transit access points, such as BART and Amtrak connections, AC Transit trunk lines, and AC transit local lines?
- **Usage and Demand:** How many people are walking in the project area? Census Journey to Work data, Space Syntax forecasted volumes were used as measurements.
- **Safety:** Will the project improve safety? Collisions, pedestrian exposure, traffic volumes and speeds were used as measurements.
- **Support and Need:** Is there an identified need for the project, such as already identified in an existing plan or from public comment?

### ***Hillsborough County, Florida***

Hillsborough County developed a Sidewalk Master Plan. Candidate projects were prioritized highest if they were in close proximity to pedestrian attractors, such as schools, shopping districts, and transit. Schools were prioritized above all other pedestrian attractors and categorized separately from the other attractors. Subsequently, an addendum to the plan allowed schools to opt-out of sidewalk installation projects. Additionally, a Benefit/Cost ratio was used to score projects. Calculated

benefits included safety improvements, latent pedestrian demand due to attractors, and public input. <sup>17</sup>

***Steamboat Springs, Colorado***

The Sidewalks Master Plan for the City of Steamboat Springs prioritized new sidewalk and trail facilities. The plan contains weighted criteria, which are listed below and taken directly from page 7 of their document. <sup>18</sup>

<b>Factor</b>	<b>Weight</b>
Along an arterial roadway	3
Along a collector roadway	2
Along a local access roadway	1
Provides access to a school	3
Provides access to a park	3
Provides access to other civic facility	2
In a commercial area	1
In Downtown Pedestrian District	3
In Pine Grove or Curve Pedestrian District	3
In Mountain Base Pedestrian District	3
Completes a missing link	3
Addresses a safety issue	3
Provides access to transit	3
No potential to be funded by adjacent development	2
Serves more than recreational users	1
Matching funds may be available	2
No sidewalk on the other side of the street	2

Source: *City of Steamboat Springs Sidewalks Master Plan*, July 20, 2006, Pg 7.

***Champaign, Illinois***

In the Sidewalk Master Plan for the City of Champaign, sidewalk gaps are funded without requiring cost sharing from adjacent property owners according to certain criteria. <sup>19</sup> These criteria, found on pages 4 to 5 in the document, include:

- Gaps within one block of schools
- Gaps that are less than one block face when supported by adjacent property owners
- Other safety problems,

- On arterial streets on one side of the roadway if no sidewalk exists and there are no policies or agreements that contradict.

# Prioritization Process and Criteria

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The overarching goal of this prioritization process was to create a decision-making apparatus in order to allocate scarce funds on an annual basis. As such, it sought to identify locations with the greatest needs and those that would benefit the greatest number of people to make Menlo Park a safe, comfortable, and walkable community.

## Development of Prioritization Process for Menlo Park

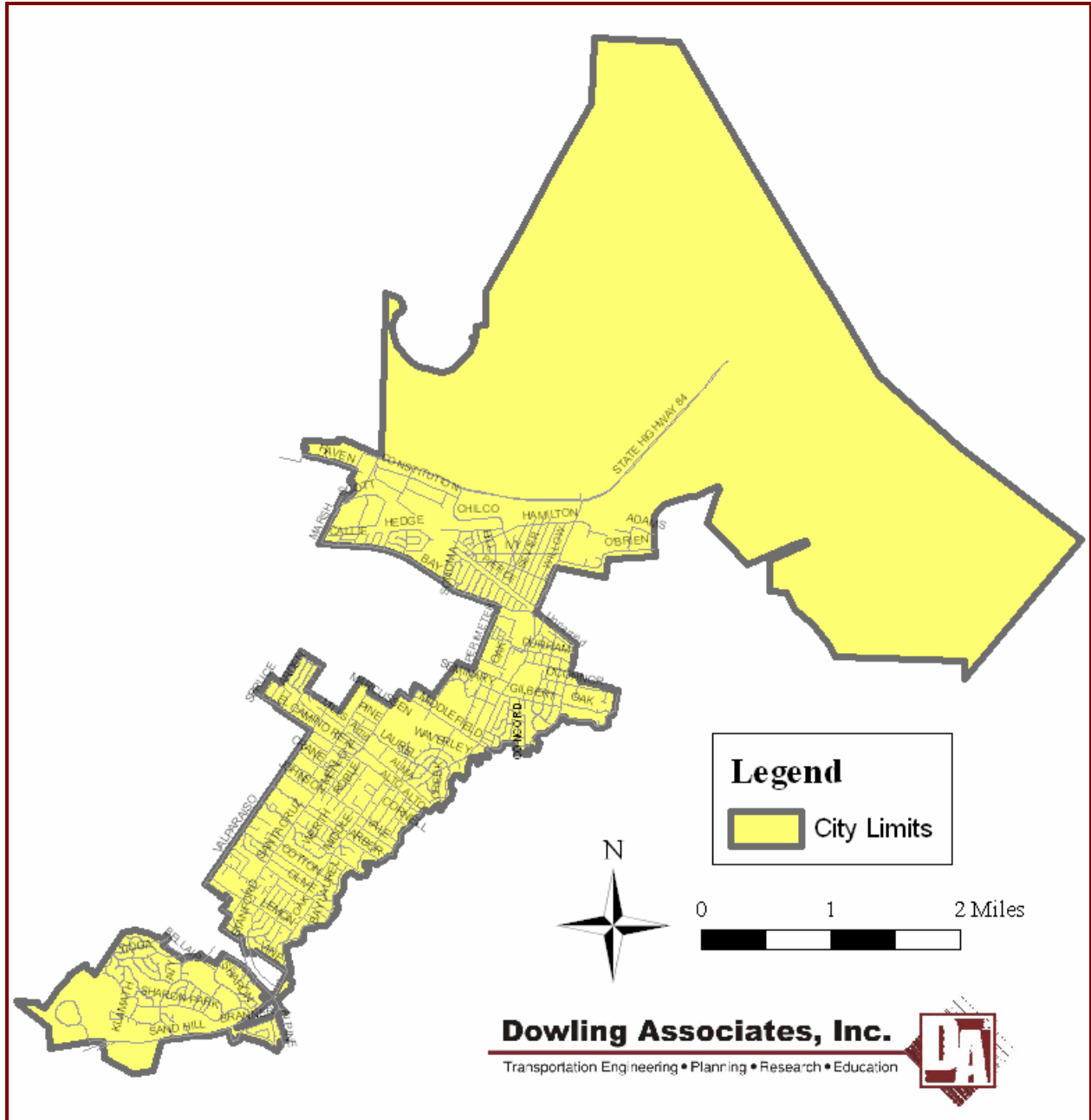
The prioritization process was developed with input from City Staff, residents of Menlo Park, the Transportation Commission, and the City Council. It was developed in two steps and focused on roadways within Menlo Park's jurisdiction, as shown in Figure 1.

- The first step identified Important Community Destinations (i.e. schools, parks, downtown shops, etc.).
- The second step was to identify Priority Streets, which were roadways chosen for their access and importance to the connectivity of the City's overall pedestrian network.
- The third step developed the Prioritization Criteria and Process. This became a ranking system based on five major weighted criteria. These criteria are applied to segments where there are no standard walkways or only partial standard walkways. Priority Streets fed into the Priority Criteria. While all roadways were inventoried, only those with partial sidewalks or no sidewalks were subject to the prioritization process. Segments with continuous sidewalks on both sides of the roadway were not subject to the prioritization process, as the focus of this effort was on identifying the most seriously inadequate pedestrian facilities.

Identification of Priority Streets began with input from City Staff using a satellite photographs and maps labeled with Important Community Destinations, such as schools, parks, retail centers, and so forth. This map, overlaid with the initial Priority Streets, was then presented at a Community Workshop and further refined with input from attendees. Minor

adjustments to the Priority Street system were then recommended by the Transportation Commission and incorporated, where appropriate.

**Figure 1: Menlo Park City Boundary and Roadways**



Development of the Priority Criteria began with input from the public at the Community Workshop and from a voluntary survey that was made available on the internet from the City of Menlo Park's website. City Staff worked together with Dowling Associates to transform the Priority Criteria into a weighting system and present it to the Transportation Commission. Transportation Commission members formed a subcommittee to review a sample of pilot-tested results using the Priority Criteria and then made recommendations for further refinement. The final Priority Criteria were presented to City Council and approved.

## **Priority Streets**

As stated, Priority Streets were identified as those roadways that provide network connectivity and access to important pedestrian destinations, such as schools, parks, and downtown. The Priority Streets make up over a third of the roadways under Menlo Park's jurisdiction. The identification of these Streets was born out of input from citizens of Menlo Park and City Staff. Figure 2 shows the final Priority Streets map.

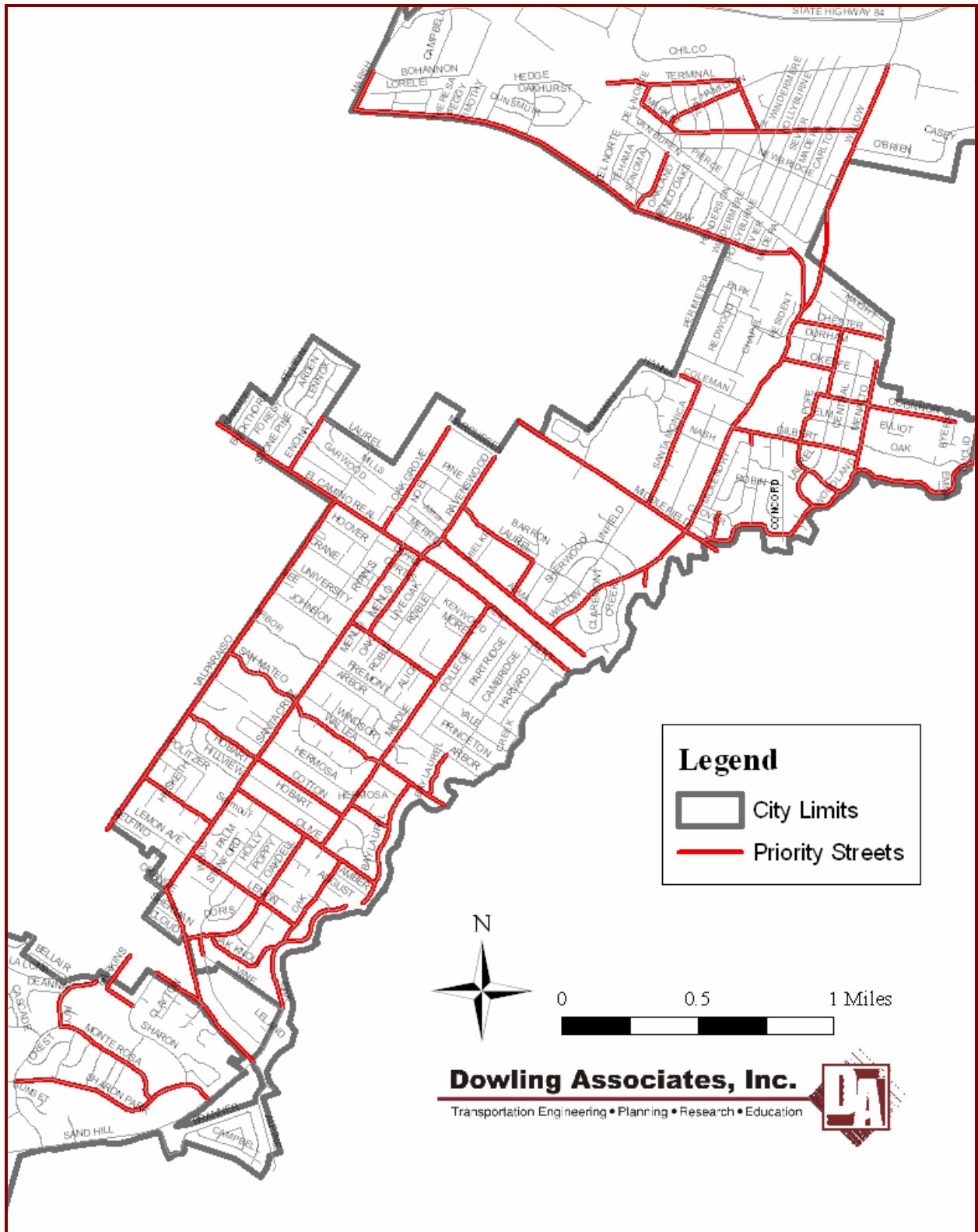
## **Future Considerations**

The City of Menlo Park has current studies that may have an impact on the rankings in this report; The El Camino Area Visioning Project and The Willows area neighborhood traffic study results may recommend non-standard sidewalks or other options.

Railroad-related projects, such as high-speed rail and grade separation at crossings, may also influence the rankings in this report.

Some of the inventoried segments are within the City of Menlo Park boundaries, however other agencies have jurisdiction. El Camino Real, sections of Marsh Road, Willow Road, and Sand Hill Road are under the jurisdiction of California Department of Transportation (Caltrans).

### **Figure 2: Menlo Park Priority Streets**



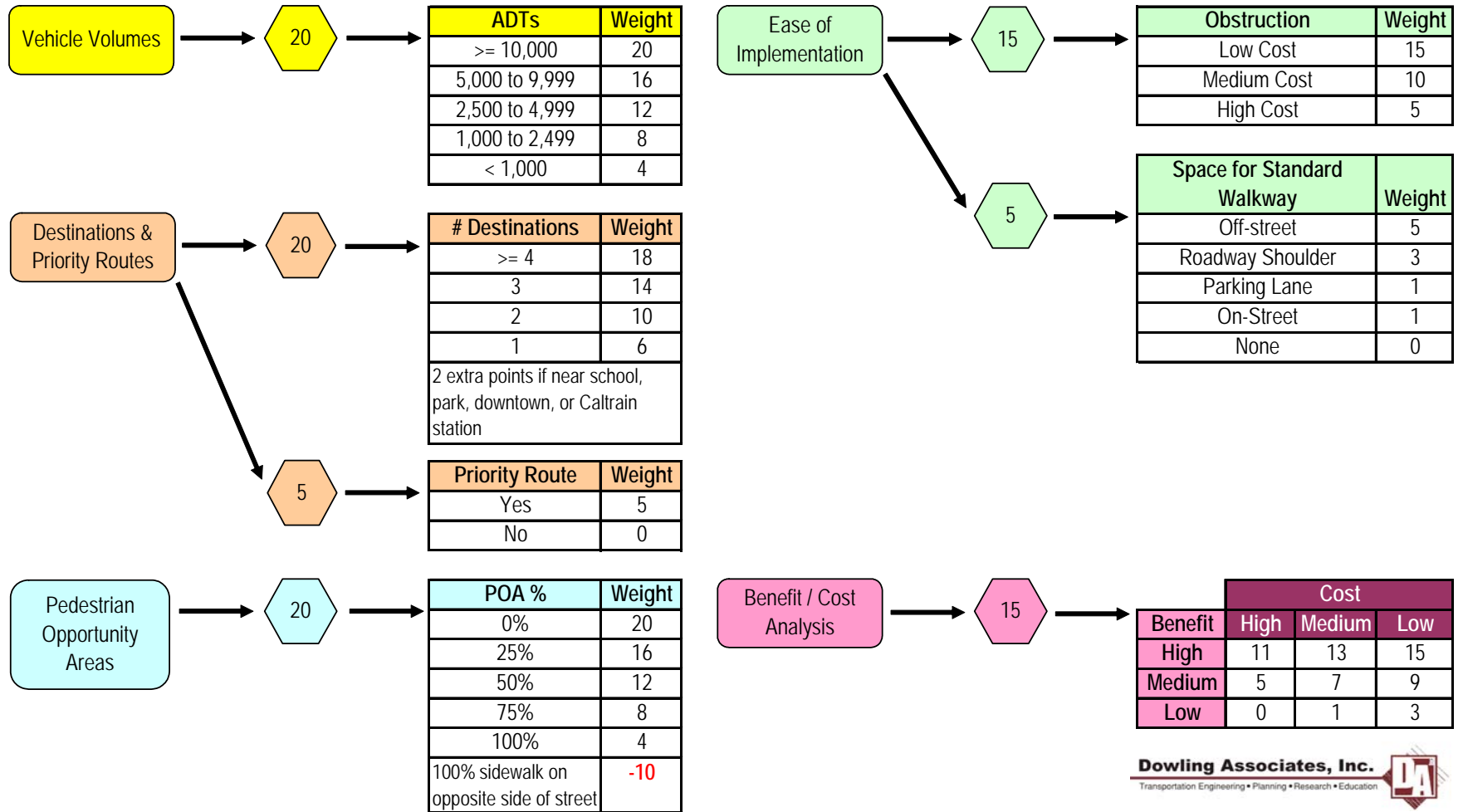
## Priority Criteria

The prioritization process used a weighted system of five Priority Criteria. The prioritization process was applied to each side of the roadway of all segments in Menlo Park that lacked continuous standard walkway facilities, such as sidewalks or pathways. Segments containing continuous sidewalks were not evaluated. The total possible ranking was 100 for each side of the roadway, or 200 for each roadway segment. These criteria are as follows:

- Vehicle Volumes
- Destinations and Priority Streets
- Pedestrian Opportunity Areas
- Ease of Implementation
- Cost/Benefit Analysis

The ranking created an initial assessment of walkway conditions and needs in Menlo Park. The Priority Criteria and weighting system are discussed in more detail below and summarized in Figure 3.

**Figure 3: Summary of Priority Criteria**



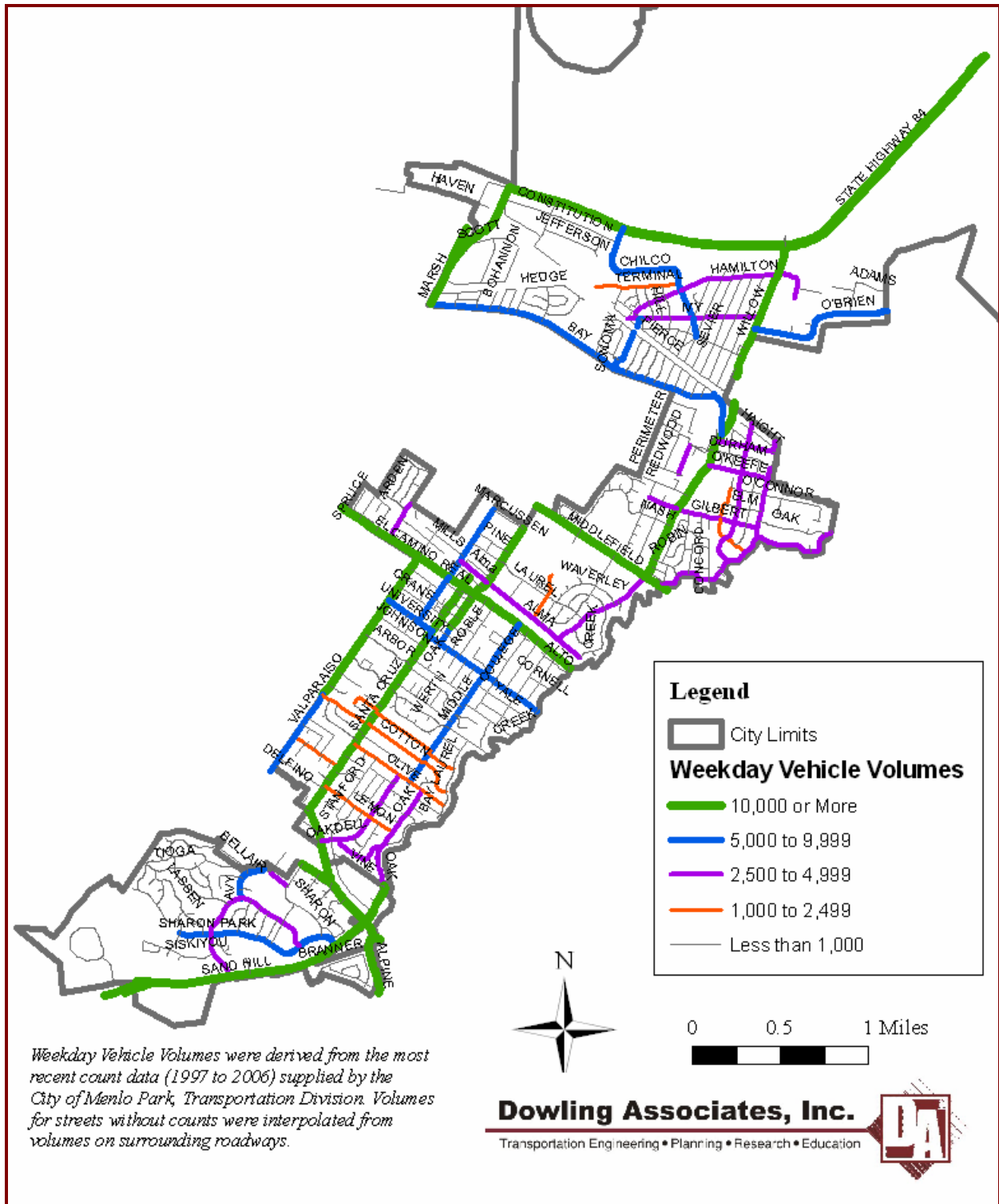
## ***Vehicle Volumes***

Higher vehicle volumes tend to create more issues for pedestrians in terms of safety and comfort. Therefore, the lack of standard walkway facilities on higher volume roadways was ranked higher than those on lower volume roadways. This criterion had a maximum of 20 points and ranked potential walkways on segments as follows:

<b>Average Daily Traffic (ADT)</b>	<b>Weighting</b>
≥ 10,000	20
5,000 to 9,999	16
2,500 to 4,999	12
1,000 to 2,499	8
< 1,000	4

While the overall goal of this prioritization system is geared towards proactively identifying hazardous and uncomfortable pedestrian environments, “vehicle volumes” served as a primary proxy for “safety” as well as discomfort. Why do we need such a proxy? The reason for this is that pedestrian volumes and pedestrian-involved collision records are sparse in Menlo Park. Thus, it would be difficult to rely solely on vehicle collision records to develop a weighting system based on safety, especially absent pedestrian volume information. Additionally, vehicle collision records do not capture pedestrian comfort levels. Therefore, vehicle volumes, viewed in relation to the other criteria representing the quality of the pedestrian facilities, were used to capture potential safety issues and pedestrian discomfort. A summary of vehicle volumes is shown in Figure 4.

Figure 4: Vehicle Volumes



*Weekday Vehicle Volumes were derived from the most recent count data (1997 to 2006) supplied by the City of Menlo Park, Transportation Division. Volumes for streets without counts were interpolated from volumes on surrounding roadways.*

***Destinations and Priority Streets***

Prioritizing pedestrian access to a number of destinations and on the Priority Streets were important goals. Sidewalk rankings were weighted so that roadways containing numerous destinations and/or identified as Priority Streets received higher rankings. Additionally, roadways near schools, parks, downtown, or the Caltrain station received higher priority.

This criterion had a maximum of 25 points and was evaluated using two sub-categories, proximity to destinations and priority streets.

**Proximity to Destinations**

Segments were analyzed to determine if they were within ¼-mile of the following destinations:

- Schools
- Parks
- Downtown
- Caltrain station
- Community centers
- Major retail centers
- Food and neighborhood commercial centers
- Employment centers
- Churches/ religious institutions

Most of these destinations are shown in Figure 5. Additionally, marked bus stops were considered a destination for the roadway segment on which they were located.

The weighting calculated the number of destinations as follows:

<b>Number of Destinations</b>	<b>Weighting</b>
4 or more destinations	18
3 destinations	14
2 destinations	10
1 destination	6
Near schools, parks, downtown, and/or the Caltrain station	2 extra points

**Roadways within ¼ -mile of schools, parks, downtown, and/or the Caltrain station will receive an additional 2 extra points.**

**<sup>a</sup>Priority Street**

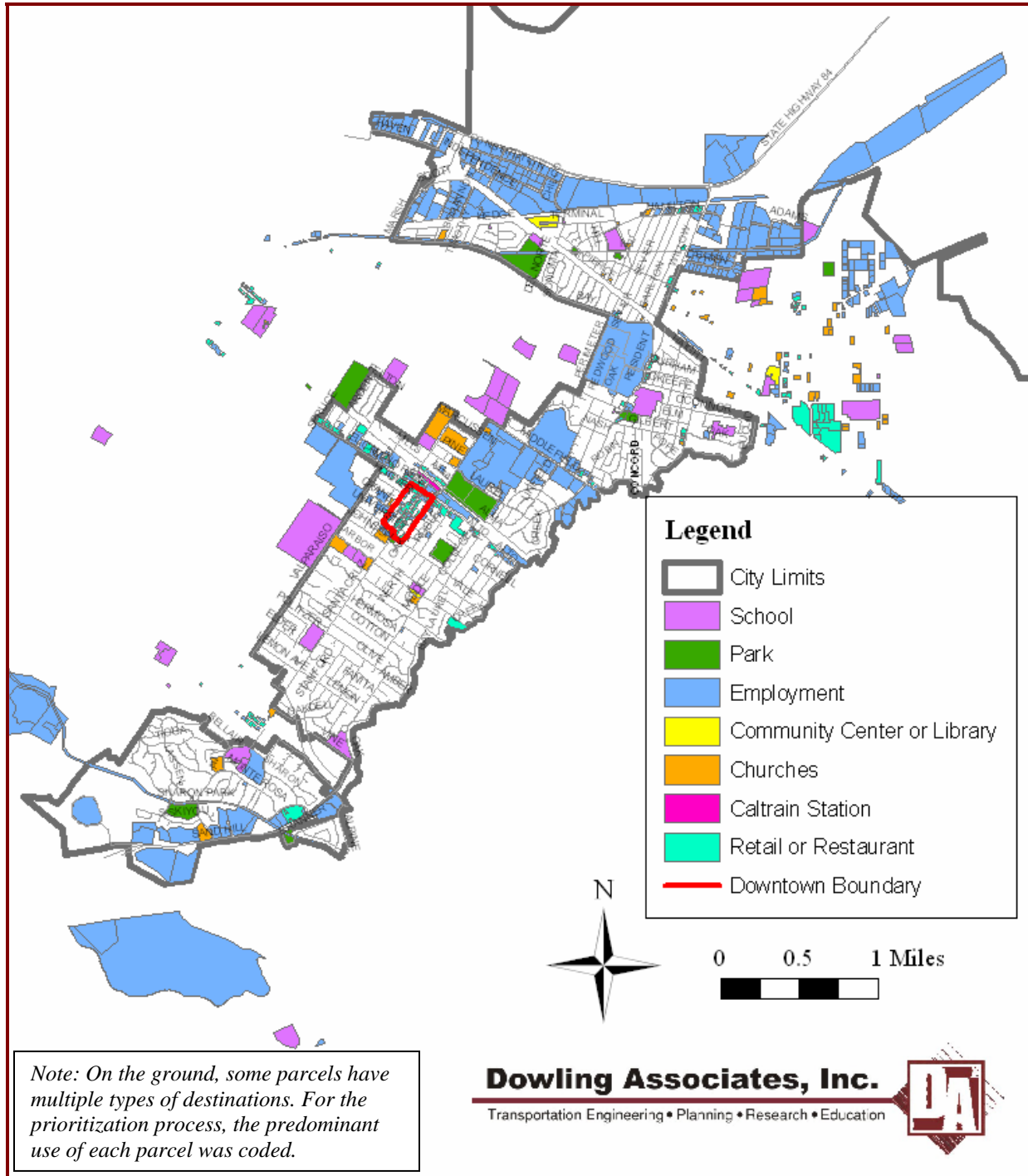
Missing walkways on the Priority Street network, as pictured in Figure 2, received higher ratings, as follows:

<b>Priority Street</b>	<b>Weighting</b>
Yes	5
No	0

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<sup>a</sup> For example, a roadway within ¼ mile of a school, park, and retail center will receive a rating of 16 (14 points for 3 destinations plus 2 points total for the school and park). A roadway segment containing a bus transit stop and within ¼ mile of a church and a library will receive a weighting of 14 points (for 3 destinations).

Figure 5: Destinations in or near Menlo Park



### ***Pedestrian Opportunity Areas***

This criterion prioritized roadways for which there was a lack of continuous standard walkway facilities. The data collection determined the existence of Pedestrian Opportunity Areas (POAs). POAs are informal places to walk off-street that may consist of gravel, grass or compacted dirt. This criterion had a maximum of 20 points and was collected for each side of the roadway.

Segments lacking sidewalks and POAs received higher rankings, but the existence of standard walkways on the opposite side of the street subtracted points. Segments sides lacking sidewalks and with 0% POA received the full 20 points because it was assumed that pedestrians on that side are forced to walk in the roadway and are thus exposed to more hazardous conditions. For calculation purposes in the prioritization process, partial sidewalks were calculated as POAs.<sup>b</sup> The weighting system is as follows:

<b>Presence of Pedestrian Opportunity Area (Informal walking area off-street)</b>	<b>Weighting</b>
0%	20
25%	16
50%	12
75%	8
100%	4
100% Standard walkway on opposite side of street	Minus 10

### ***Ease of Implementation***

This criterion was used to rate the existence of physical barriers and/or obstructions and availability of off-street space for a standard walkway. Lower cost obstructions and the availability of space for a standard walkway resulted in a higher rating.

This criterion had a maximum of 20 points and was evaluated using two sub-categories, obstruction costs and availability of space for standard walkway.

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<sup>b</sup> For example, a roadway segment with 25% sidewalk and 25% POA on one side of the street was calculated for this criterion as being 50% POA. Another example, a roadway segment with 75% sidewalk and 0% POA was calculated for this criterion as being 75% POA.

**Obstruction Costs**

The first sub-category was obstruction costs, which were based on the types of obstructions found off-street where pedestrians may walk and where a standard walkway might be located. The quantities of each obstruction were not collected as this level of detail was deemed unnecessary for the prioritization process. The rankings were assigned as follows:

<b>Obstruction Cost</b>	<b>Obstruction Type</b>	<b>Weighting</b>
Low Cost	Parked cars, grass/ivy/loose dirt	15
Medium Cost	Formal landscaping, fencing/gates, street furniture, bus shelter	10
High Cost	Utility poles, utility boxes, culverts/storm drain, mature trees	5

In cases where off-street areas had multiple obstruction types, the highest cost obstructions were used for the prioritization process.

**Availability of Space for Standard Walkway**

The second sub-category was availability of space for standard walkway. It captures potential locations along the roadway where standard sidewalks could possibly be installed. The minimum width needed for a standard sidewalk is five feet, with no less than three feet allowed at intermittent locations. The rankings were assigned as follows:

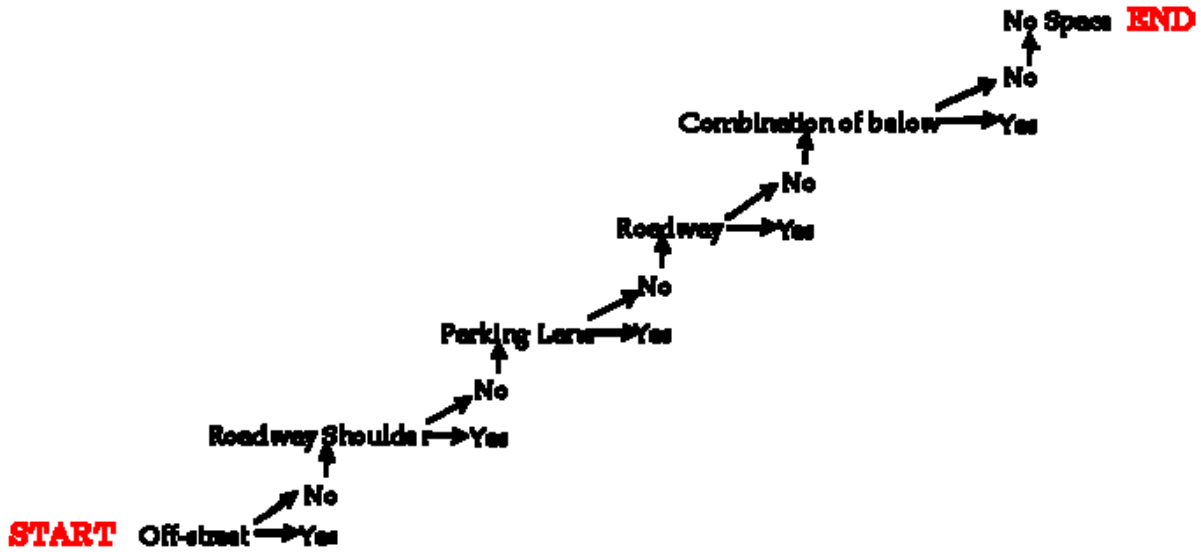
<b>Availability of Space for Standard Walkway</b>	<b>Weighting</b>
Yes, off-street	5
Yes, on roadway shoulder	3
Yes, on-street (wide roadway – no changes to travel lanes or on-street parking)	1
Yes, removal of permanent parking	1
No	0

The process was evaluated as a hierarchy, meaning that availability of space was assessed for the highest weighted category. Figure 6 shows the data collection process.

There was potential for adequate width to only be available with a combination of two or more categories. For example, there may have been two feet available off-street and two feet available in the parking lane. For combinations, the

prioritization process would use the lowest weighted category to rank. In the example presented, the parking lane would determine the weight assigned.

Figure 6: Availability of Space for Walkway Hierarchy



***Benefit/Cost Analysis***

A generalized benefit / cost analysis was performed to rate this criterion. Costs were assessed as High, Medium, or Low and Benefits were assessed similarly. Costs generally implied construction costs of a project and were determined from the previous sub-category of obstruction costs. Benefits were also ascertained generally using proximity to certain types of destinations as a proxy for pedestrian volumes. This criterion was used to rate the ratio between costs and benefits and assigned higher points for segments with larger benefits. This criterion had a maximum of 15 points and was weighted as follows:

	High Cost	Medium Cost	Low Cost
High Benefit	11	13	15
Medium Benefit	5	7	9
Low Benefit	0	1	3

Descriptions of benefits and costs are as follows:

### Benefits

High Benefit – Residents from all areas of Menlo Park and school children will make use of the walkway facilities, providing pedestrian access to schools, parks, the Caltrain station, and the downtown area within ¼ mile.

Medium Benefit – These segments provide pedestrian access to bus stops, or are within ¼ mile of libraries, community and senior centers, major retail centers, neighborhood commercial centers, employment centers, or religious institutions.

Low Benefit – Only residents in close proximity will make use of the walkway facilities. The roadways are not within ¼ mile of destinations and do not contain bus stops.

### Costs

High Cost – Requires the relocation of utility poles and boxes, mature trees, and/or storm drains.

Medium Cost – Requires the removal or relocation of street furniture, bus shelters, fencing, and/or formal landscaping.

Low – Requires removal of grass, ivy, or other informal foliage and will prevent cars from parking in the pedestrian right of way.

# Data Collection and Inventory

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An inventory of walkway facilities on all roadways in Menlo Park, which consisted of 1,203 segments, was conducted. Off-road trails and paths were not surveyed. The field data collected was based on the Priority Criteria, as already detailed above.

## Data Collection

### *Equipment*

Field data was collected using GIS-enabled mobile handheld devices, which provided direct transference from data collection units to the City of Menlo Park's GIS database.<sup>20</sup> Surveyors entered information into the handheld devices on every roadway segment for each side of the roadway.

### *Data Collected*

Data was collected February and March of 2008. Surveyors noted the following for each side of the roadway:

- Existence of bike lanes
- Existence of marked bus stops
- Presence of sidewalk or standard walkway, which was only noted if a facility looked as if it were intentionally provided for pedestrian circulation. The following details were collected:
  - Percent walkway;
  - Curb type (vertical, rolled, gutter/valley, none);
  - Material type (concrete, asphalt, brick);
  - Walkway buffers (hardscape or softscape); and
  - Address locations of small gaps in sidewalk or standard walkway when standard walkway was at least 75%, wherever possible.

It should be noted that obstructions in sidewalks or standard walkways **were not** collected.

- Presence of Pedestrian Opportunity Areas (POA), which provide pedestrians with an informal place to walk off-street. Typically, these were asphalt, gravel, or compacted dirt areas that did not appear to be

intentionally created for pedestrian circulation. The following details were collected:

- Percent POA;
  - Curb type (vertical, rolled, gutter/valley, none);
  - Material type (compacted dirt, gravel, asphalt);
  - Obstructions in POA and off-street areas; and
  - Availability of space for standard walkway (off-street, in roadway shoulder, in on-street parking lane or on roadway).
- The type of obstructions found in POAs and off-street areas were identified to help ascertain costs and availability of space for installing standard walkways. These included the following:
    - Utility poles
    - Utility boxes
    - Mature trees
    - Formal landscaping
    - Fencing or gates
    - Culverts or storm drain
    - Street furniture
    - Bus shelter
    - Parked cars
    - Grass, ivy, or loose dirt (foliage)

## Inventory

Upon completion of data collection, the information was transferred into GIS for analysis. Other data, such as daily vehicle volumes and destinations, were provided by City Staff. Of the 1,203 Menlo Park segments surveyed, under half (46%) have continuous (100%) sidewalks on both sides of the roadway. These locations are shown in Figure 7. Partial sidewalks were found on at least one side of the roadway on some segments, as shown in Figure 8. Figure 9 displays the segments that have no sidewalk on at least one side of the roadway.

Figure 7: 100% Sidewalk on Both Sides of Roadway

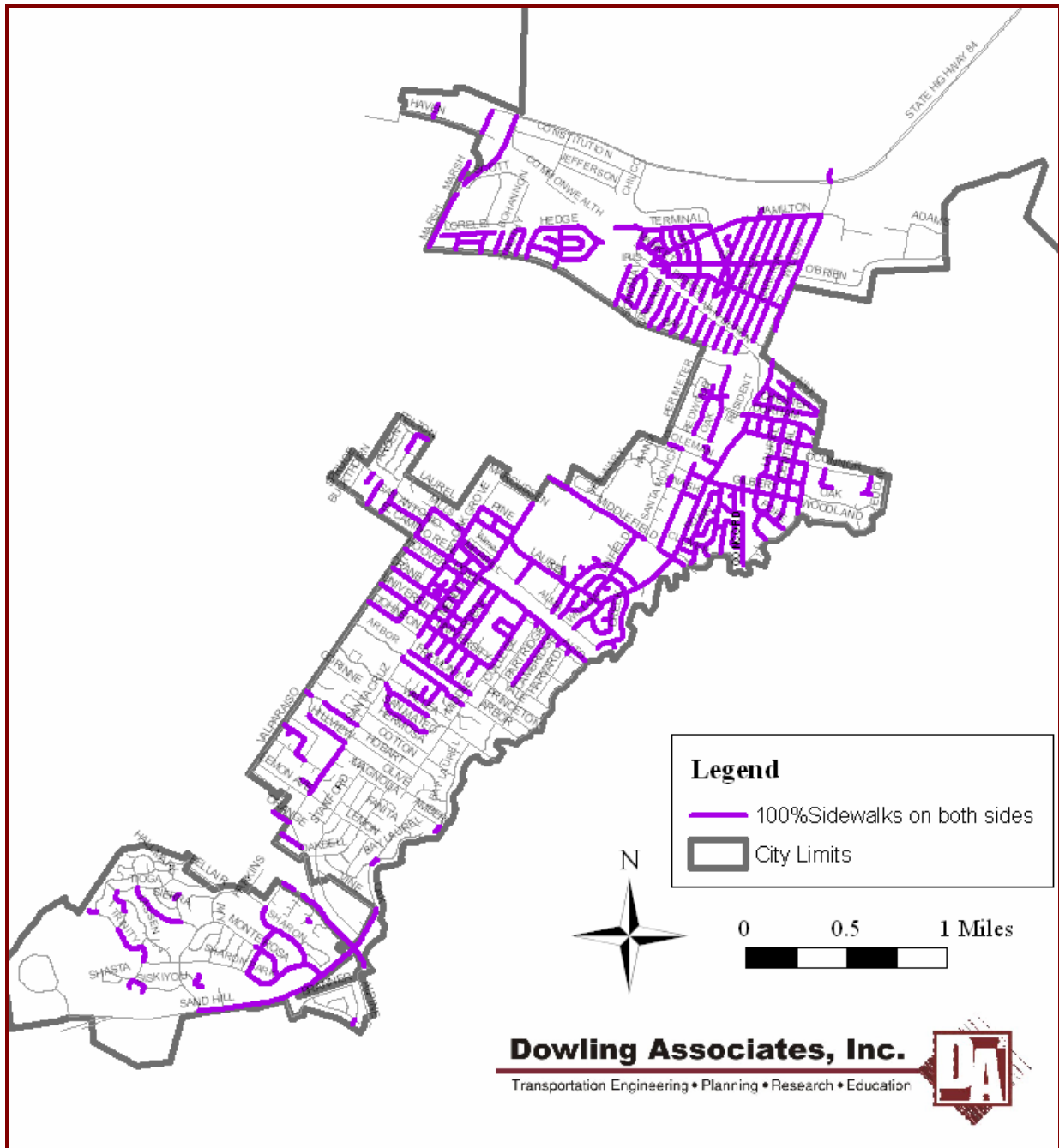
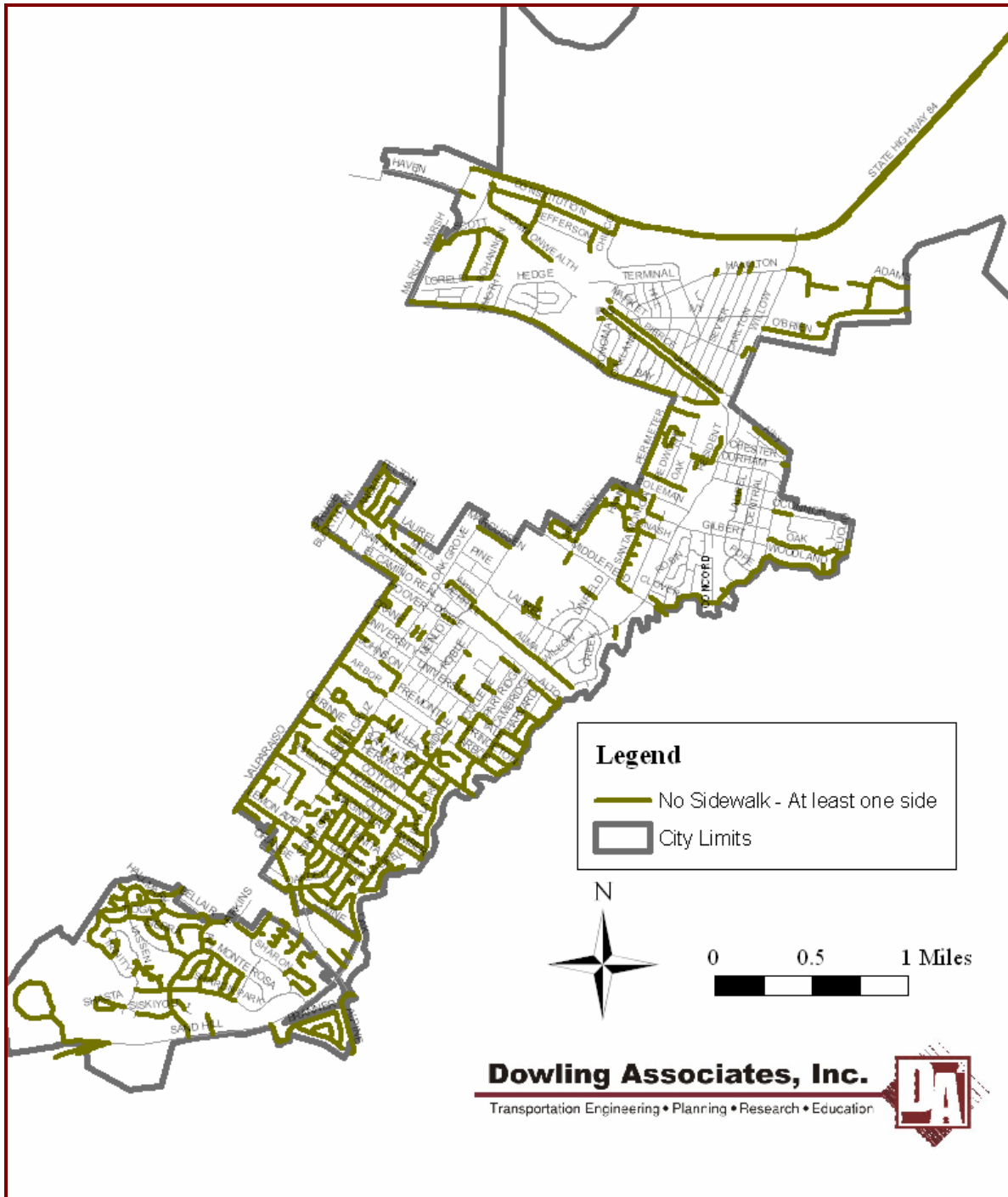




Figure 9: No Sidewalk – At Least One Side of Roadway



## Action Plan

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This section focuses on implementation and funding for Menlo Park's Sidewalk Master Plan.

### Rankings Overview

Each roadway segment was ranked using the prioritization process, as detailed previously. It was found that segments ranked from as low as 8 to as high as 153. Each segment was placed into one of three groups: high ranking (100 to 153), medium ranking (50 to 99), and low ranking (8 to 49).

Due to fiscal constraints, physical obstructions, and politics, standard sidewalk installations may not be possible or desirable on every roadway. This may be the case on streets with low vehicle volumes and limited access, such as cul-de-sacs or dead-end roadways. In other instances, standard sidewalks may be installed in spite of property owner objections because of overriding considerations for the importance of implementing a cohesive pedestrian network.

Below are descriptions of standard sidewalk projects and "Home Zones", which is an alternative to standard sidewalk projects.

#### ***Standard Sidewalk***

Generally, sidewalks shall be provided on at least one side of the roadway, preferably on both sides wherever possible. Sidewalks must generally provide four-feet of clear width for pedestrian circulation. Although the City standard of five feet is recommended, three feet of clear width is allowed at choke points where there are obstructions, such as trees or utilities. On roadways with high vehicle volumes or a preponderance of obstructions, a buffer zone between the sidewalk and roadway is recommended. Sidewalks may consist of concrete, asphalt, brick, or some combination of these materials. Generally, vertical curbs and gutters are recommended to dissuade vehicles from parking in the pedestrian right-of-way, which tends to occur with rolled and gutter/valley curbs. Sidewalk installations at intersections will also require pedestrian curb ramps with

high-contrast, detectable warnings, as per the Americans with Disabilities Act (ADA).

### ***Home Zones***

There are many streets in Menlo Park where it may prove difficult to construct an off-street walkway, due to the presence of many fixed obstructions or property owner objections. Nevertheless, efforts can still be made to improve the sense of comfort and livability of the street environment for pedestrians and residents. One strategy is to designate certain local neighborhood streets as “Home Zones”, where the street is redesigned so drivers share the road safely with pedestrians.

Home Zones (HZ) are residential streets and spaces designed to slow traffic, creating safe places for residents, pedestrians, children at play, bicyclists, placing priority of the needs of community walkers, strollers or rollers, over vehicle traffic. For more information, go to <http://www.activeliving.org/node/574>.

Unique design features and environmental cues, such as planter boxes, special entryways, narrow lanes and lower speed limits, encourage drivers slow down and share the road. One of the key design principles of Home Zones is to create a sense that the streets belong to residents and pedestrians, and drivers are made to feel like guests and that it is natural to drive under ten miles per hour. This is achieved by such physical and visual measures as:

- Creating clear and distinct gateways that celebrate and enhance the neighborhood’s identity, announcing to drivers that they are "guests" in community space.
- Using features that slow traffic while serving the needs of residents, such as benches, play equipment, landscaping.
- Adding curves to the travel lane to break up the driver’s sight line.

Installing traffic calming measures can also contribute to creating an effective “Home Zone”. For more information, see the City’s policy on traffic calming at [http://www.menlopark.org/departments/trn/ntmp\\_final.pdf](http://www.menlopark.org/departments/trn/ntmp_final.pdf). A photo of a Home Zone residential street is contained in the Glossary.

## Rankings on Priority Streets

Sidewalks are planned to be installed on Santa Cruz Avenue as part of a project slated for implementation in fiscal year 2008/2009. The future project will cover the segment on Santa Cruz Avenue between Johnson Street and Olive Street.

## Rankings

Each roadway segment was ranked and grouped into three categories: High Ranking (100 to 153), Medium Ranking (50 to 99) and Low Ranking (8 to 49). Figure 10 shows sample rankings for four different street segments. Figures 11 through 13 display High, Medium, and Low ranking street segments, respectively. Detailed rankings for each segment are contained in the appendices.

**Figure 10: Sample Street Segment Rankings**

Category	Max Points	Description		Points	
		North Side	South Side	North	South
Vehicle Volumes	20	Over 10,000 vehicles per day		20	20
Destination	20	4 destinations (18 points) plus bonus (2 points)		20	20
Priority Street	5	extra 5 points		5	5
Pedestrian Opportunity Area	20	100% POA (with sidewalk on opposite side of street)	Existing Sidewalk	-6	0
Ease of Implementation	15	High cost to move obstructions	N/A	5	0
Space for Standard Walkway	5	off street space available	N/A	5	0
Cost/Benefit	15	High Cost/Med Benefit	N/A	5	0
<b>Side Totals</b>				<b>54</b>	<b>0</b>
<b>Grand Total</b>				<b>54</b>	

**SANTA CRUZ AVE** San Mateo to May Brown

Category	Max Points	Description		Points	
		North Side	South Side	North	South
Vehicle Volumes	20	Over 10,000 vehicles per day		20	20
Destination	20	2 destinations (10 points) plus bonus (2 points)		12	12
Priority Street	5	extra 5 points		5	5
Pedestrian Opportunity Area	20	50%	50%	12	12
Ease of Implementation	15	High cost to move obstructions	High cost to move obstructions	5	5
Space for Standard Walkway	5	No space available	Roadway shoulder	0	3
Cost/Benefit	15	High Cost/Med Benefit	High Cost/Med Benefit	5	5
<b>Side Totals</b>				<b>59</b>	<b>62</b>
<b>Grand Total</b>				<b>121</b>	

**BAY LAUREL** Arbor to San Mateo

Category	Max Points	Description		Points	
		North Side	South Side	North	South
Vehicle Volumes	20	Less than 1000 vehicles per day		4	4
Destination	20	4 destinations (18 points) plus bonus (2 points)		20	20
Priority Street	5	extra 5 points		5	5
Pedestrian Opportunity Area	20	25%	25%	16	16
Ease of Implementation	15	High cost to move obstructions	High cost to move obstructions	5	5
Space for Standard Walkway	5	No space available	No space available	0	0
Cost/Benefit	15	High Cost/Med Benefit	High Cost/Med Benefit	5	5
<b>Side Totals</b>				<b>55</b>	<b>55</b>
<b>Grand Total</b>				<b>110</b>	

**WOODLAND AVE** Menalto to Emma

Category	Max Points	Description		Points	
		North Side	South Side	North	South
Vehicle Volumes	20	2,500 to 4,999 vehicles per day		12	12
Destination	20	4 destinations (18 points) plus bonus (2 points)		20	20
Priority Street	5	extra 5 points		5	5
Pedestrian Opportunity Area	20	0%	100%	20	4
Ease of Implementation	15	High cost to move obstructions	High cost to move obstructions	5	5
Space for Standard Walkway	5	No space available	Roadway Shoulder	5	5
Cost/Benefit	15	High Cost/Med Benefit	High Cost/Med Benefit	5	5
<b>Side Totals</b>				<b>72</b>	<b>56</b>
<b>Grand Total</b>				<b>128</b>	

Figure 11: High Ranking Segments

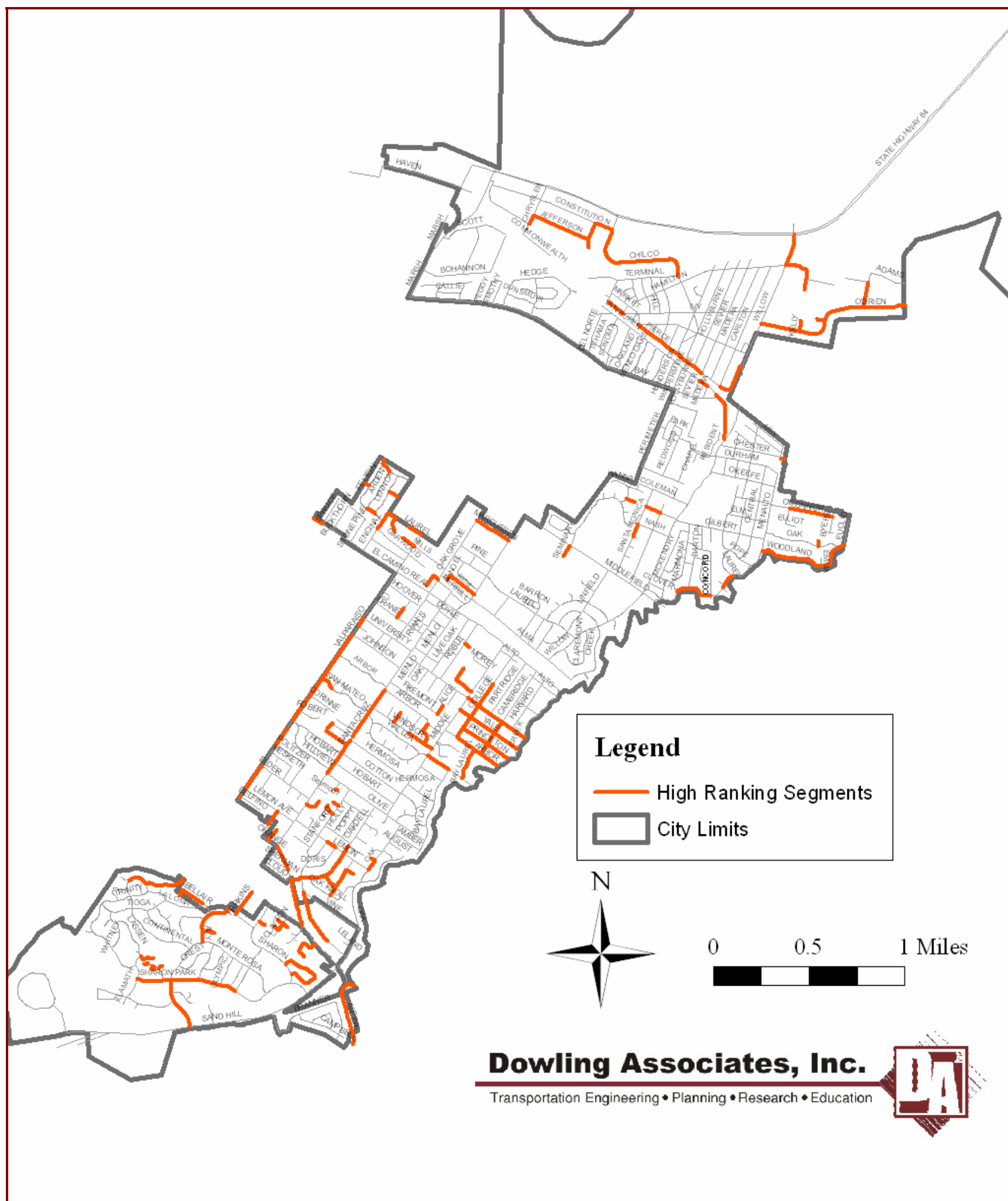


Figure 12: Medium Ranking Segments

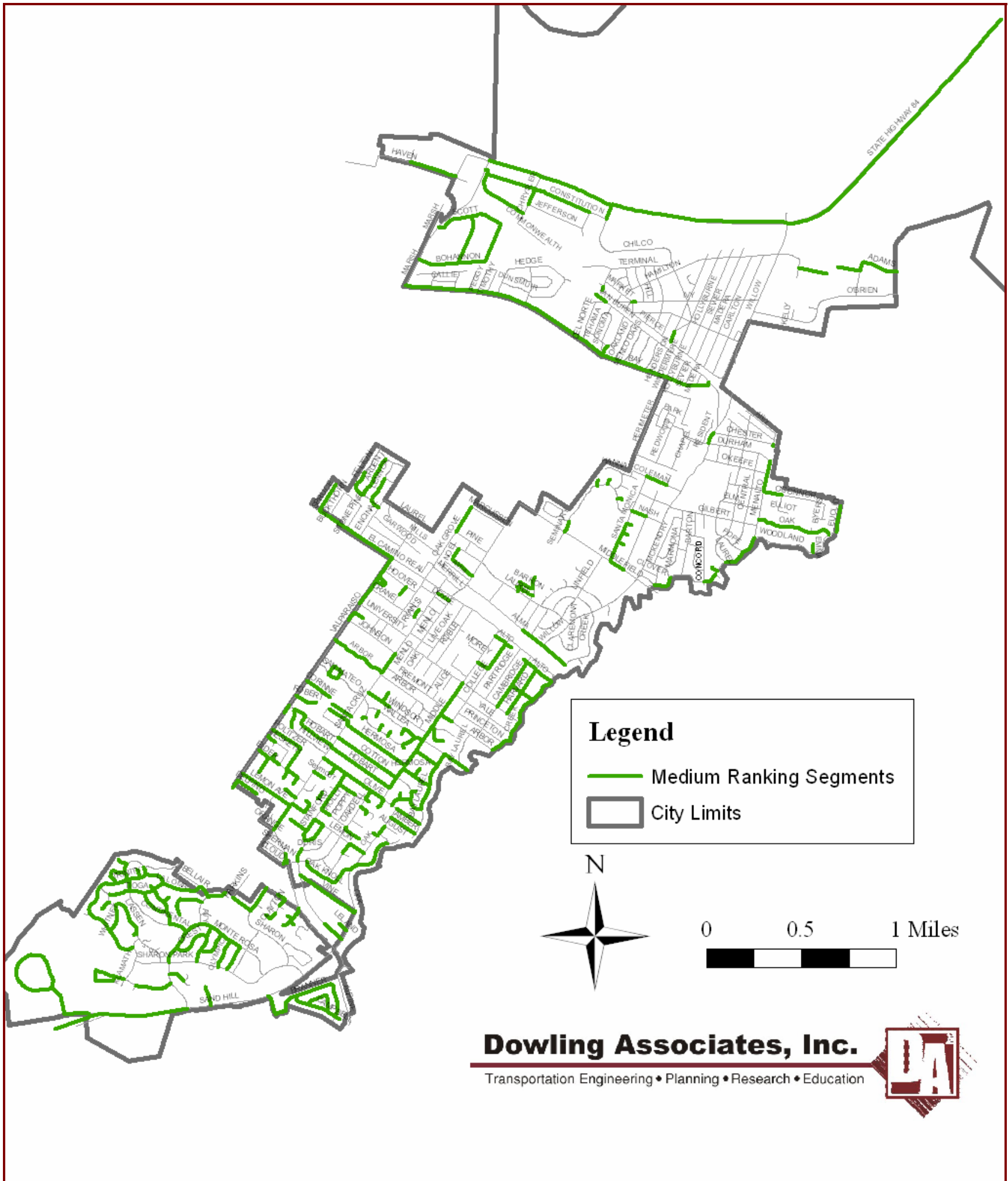
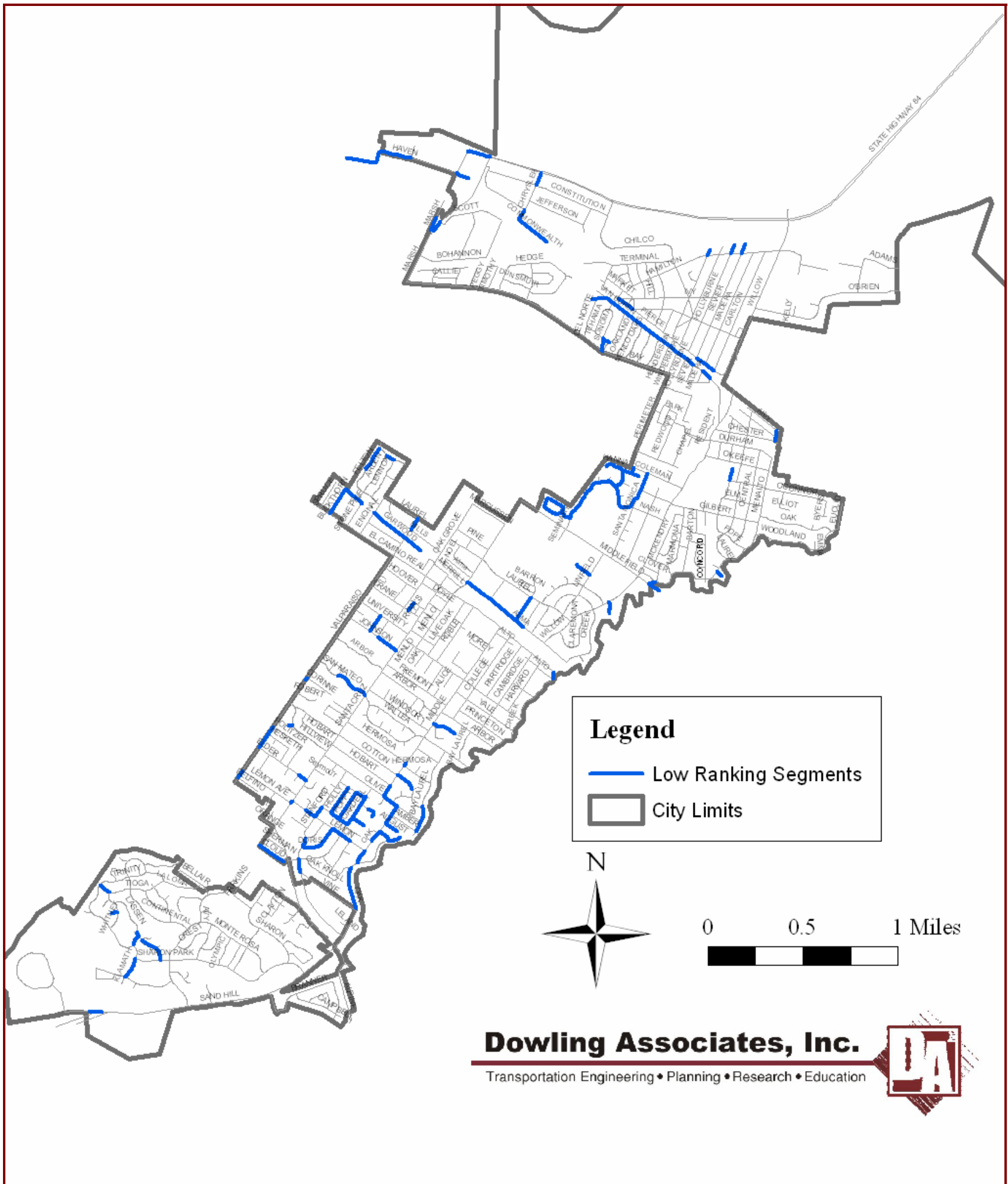


Figure 13: Low Ranking Segments



## Next Steps

Street segments prioritized and listed above should serve as a platform for discussion. However, there may be other considerations to take into account that the prioritization process didn't cover, such as property owner agreement. The next steps may include re-ordering prioritized rankings due to overriding considerations, developing detailed design plans and cost estimates for proposed projects each fiscal year, and conducting surveys to gauge community support.

## Program Recommendations

Education and enforcement work together to inform all road users of their rights, responsibilities, and transportation options.

### *Education and Awareness*

One strategy to create a more walkable community is to employ programs that educate all road users of their rights and responsibilities as pedestrians, bicyclists, and motorists. Additionally, programs that reinforce the benefits of and provide incentives for walking may be promoted.

For the Kindergarten through Eighth-grade school level, several programs may be promoted. Participation in International Walk to School Week, visits by police officers, incorporation of material and contests into the education curriculum, and walking school buses can be used to extol the benefits walking safely. The National Center for Safe Routes to School website has numerous recommendations for communities and schools. <http://www.saferoutesinfo.org/>

The Mobility Education Foundation targets high school students and seeks to reform driver education classes for a more holistic approach to transportation education. Mobility education makes sure that all new drivers understand the experience of people on foot, bike, and transit and works to afford greater respect to those modes. Additionally, topics such as economics and environment are folded into the curriculum. The Mobility Education Foundation website has some useful information at <http://www.mobilityeducation.org/>

The City of Menlo Park may use its website, public meetings, and circulars to remind motorists, pedestrians, and bicyclists of

their responsibilities as road users. Such information can be based on primary collision factors, typical moving violations, and reminders to obey the speed limits. The City may also choose to target information in certain areas, such as where parked vehicles are found in the pedestrian rights-of-way, to remind residents about keeping walkways clear. Finally, The City may decide to conduct an awareness campaign to inform property owners of their responsibilities for maintaining and repairing sidewalks bordering their property and to ensure that landscaping and foliage does not impede pedestrian circulation.

### ***Enforcement***

The City of Menlo Park may choose to target enforcement activities, such as pedestrian sting operations, to warn or cite motorists who violate pedestrian right-of-way laws. The City may also want to clearly prohibit parking in pedestrian rights-of-way, a common problem where rolled and gutter/valley curbs are found, and provide enforcement by issuing tickets and towing cars away. Additionally, The City may decide to assign a staff person whose primary concerns are to ensure that new pedestrian facilities are built to current standards and that existing pedestrian facilities are maintained.

## **Zoning Recommendations**

A great way to help create a more walkable community is to ensure that pedestrian facilities are included in all future development and redevelopment. Changes to Menlo Park's zoning are recommended to ensure the construction and developer funding of sidewalks. In cases where there are no existing sidewalks adjacent to a development, the City of Menlo Park may choose to establish a sidewalk fund into which the developers pay their fair share for future walkway installations along the roadway. For an example see Charlottesville Zoning ordinance in the appendix.

## **Inter-Departmental Staff Team Recommendations**

We recommend the City of Menlo Park create an Inter-department staff team to respond in a timely manner to repair and construction issues related pedestrian facilities, including meeting ADA requirements. There should be at least one staff person who would be primarily concerned with ADA compliance in existing and new pedestrian facilities, as well as addressing

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pedestrian-related complaints. While the majority of staff may come from the Public Works Department, there should also be a member of staff involved in development review to ensure coordination with current and future development plans and ordinances.

## **Capital Improvement Program**

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Pedestrian projects and enhancements identified in this Sidewalk Master Plan and in future revisions should be included in the Menlo Park's Capital Improvement Program. This may be accomplished by a combination of funding capital and maintenance efforts, providing matching monies for competitive grants, and/or integrating pedestrian features into larger public projects. Menlo Park Staff should continue to evaluate pedestrian complaints and make recommendations for improvements. Menlo Park should also continue the Sidewalk Repair and Sidewalk Accessible Programs. These ongoing programs consist of two projects, respectively: 1) replacing sidewalk sections made hazardous by City tree roots and 2) removing sidewalk offsets that are trip hazards. The 2007-08 Sidewalk Repair Program will include only the sidewalk replacement project, which has a large inventory of areas to address. Conversely, the Sidewalk Accessible Program is a year ahead of its five-year schedule to cover the City.

## **Cost Estimates**

All cost estimates are based on 2007 dollars and are at a planning level. Amounts are subject to further refinement once feasibility and engineering work has been completed, or as budget conditions change within the City. Furthermore, as time goes on, adjustments should be made for increases in construction due inflation and the rising cost of materials. As a benchmark, the City of Portland considers an 8% per year increase in project cost estimates.

Pedestrian unit costs are presented in Table 1 below. These costs are the basis for the planning-level cost estimates used in the following tables.

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**Table 1: Walkway Basic Unit Costs**

<b>Item</b>	<b>Unit</b>	<b>Unit Cost</b>
Sidewalk - 10' Wide	LF	\$90
Sidewalk - 5' Wide	LF	\$45
Curb & Gutter	LF	\$35
Curb Ramp (Diagonal, per corner)	Each	\$2,000
Curb Ramp (Perpendicular, per corner)	Each	\$5,000
Detectable Warning/Truncated Domes	Each	\$400
Resurface Sidewalk - 5' Wide	LF	\$40
Sidewalk Widening	LF	\$46

LF = Linear Foot; 2007 cost estimates

***Citywide Cost Estimates***

Cost estimates were calculated assuming five-foot wide sidewalks and vertical curb with gutter will be installed on both sides of the street wherever there are currently no sidewalks. Additionally, it was estimated that diagonal curb ramps with truncated domes would need to be installed on at least two intersection corners for each segment requiring sidewalks. Home Zones may be installed in place of sidewalks on neighborhood streets, which may cost less money. Wider sidewalks, buffers, perpendicular curb ramps, obstruction removal and relocation, and other amenities such as pedestrian-scaled lighting may be installed on roadways with more pedestrian volumes, which would increase project costs. The total cost to install sidewalk citywide is estimated at \$45,000,000.



# Funding

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This section covers optional funding sources, from federal to the local level that may be used to fund sidewalk installations. These funding sources are described below and summarized in a table at the end of this section.

## Federal Funding Sources

### *SAFETEA-LU*

The primary federal source of surface transportation funding, including pedestrian facilities, is **SAFETEA-LU**, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users. SAFETEA-LU is the fourth in a series of Federal transportation funding bills. The \$286.5 billion SAFETEA-LU bill, passed in 2005, authorizes federal surface transportation programs for the five-year period between 2005 and 2009.

**SAFETEA-LU** funding is administered through the State (Caltrans and Resources Agency) and The San Francisco Metropolitan Transportation Commission (MTC). Most, but not all, of these funding programs are oriented toward transportation rather than recreation, with an emphasis on reducing auto trips and providing inter-modal connections. Specific funding programs under SAFETEA-LU include:

- **Congestion Mitigation and Air Quality (CMAQ)** — Funds projects that are can show a nexus towards attaining national ambient air quality standards in areas that have been designated in non-attainment or maintenance for ozone, carbon monoxide or particulate matter. Since the Bay Area is in “attainment” of national air quality standards for all pollutants except ozone, future Bay Area eligibility for CMAQ allocations is currently being determined.
  - **Recreational Trails Program** — \$370 million nationally through 2009 for non-motorized trail projects.
  - **Safe Routes to School Program** — A new program with \$612 million nationally through 2009.
-

- **Transportation, Community and System Preservation Program** — \$270 million nationally over five years (2006-2011) reserved for projects that improve the efficiency of the transportation system, reduce the impact on the environment, and provide efficient access to jobs, services and trade centers, including such projects related to transit oriented developments, calming traffic, etc.
- **Federal Lands Highway Funds** — Federal Lands Highway funds may be used to build pedestrian facilities in conjunction with roads and parkways at the discretion of the department charged with administration of the funds. The projects must be transportation-related and tied to a plan adopted by the State and MTC. Approximately \$1 billion is available nationally for Federal Lands Highway Projects through 2009. [[are their federal lands in MP]]

SAFETEA-LU: [www.fhwa.dot.gov/safetealu/index.htm](http://www.fhwa.dot.gov/safetealu/index.htm)

### ***Pedestrian and Bicycle Information Center***

The Pedestrian and Bicycle Information Center (PBIC), publishes a listing of project types and corresponding potential funding sources. The matrix lists 35 different types of pedestrian and bicycle projects and identifies the federal funds that are most appropriate for each type of project. More information can be found at [www.walkinginfo.org](http://www.walkinginfo.org) and the matrix is found at [www.walkinginfo.org/pp/funding/gov/popups/matrix.htm](http://www.walkinginfo.org/pp/funding/gov/popups/matrix.htm). The PBIC is not a funding source.

## **Statewide Funding Sources**

The State of California uses both federal sources (such as the Recreational Trails Program) and its own budget to fund pedestrian projects and programs. In some cases, such as Safe Routes to School, Office of Traffic Safety, and Environmental Justice grants, project sponsors apply directly to the State for funding. In others, such as Bay Trail grants, sponsors apply to a regional agency.

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### ***Recreational Trails Program (RTP)***

In California, RTP funds are administered by the California State Parks Department. Recreational Trails Program funds may be used for the following:

- Maintenance and restoration of existing trails;
- Purchase and lease of trail construction and maintenance equipment;
- Construction of new trails;
- Acquisition of easements or property for trails; and
- Operation of educational programs to promote safety and environmental protection related to trails (limited to five percent of a State's funds).

\$5.3 million statewide was recommended for fiscal year 2008/2009.

#### **Federal Highway Administration, RTP Program:**

[www.fhwa.dot.gov/environment/rectrails/index.htm](http://www.fhwa.dot.gov/environment/rectrails/index.htm)

#### **California State Parks, RTP Guide:**

<http://www.parks.ca.gov/pages/1008/files/rtpguide.pdf>

### ***Land and Water Conservation Fund***

The Land and Water Conservation Fund is a federal program that provides grants for planning and acquiring outdoor recreation areas and facilities, including trails. The Fund is administered by the California State Parks Department and has been reauthorized until 2015.

Cities, counties and districts authorized to acquire, develop, operate and maintain park and recreation facilities are eligible to apply. Applicants must fund the entire project, and will be reimbursed for 50 percent of costs. Property acquired or developed under the program must be retained in perpetuity for public recreational use. The grant process for local agencies is competitive, and forty percent of grants are reserved for Northern California.

In 2007, approximately \$1.27 Million was available for projects in California.

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**California State Parks Department, Land and Water  
Conservation Fund Guide: [www.parks.ca.gov/?page\\_id=21360](http://www.parks.ca.gov/?page_id=21360)**

***Federal Safe Routes to School (SRTS) and California Safe Routes to School (SR2S)***

Caltrans administers funding for Safe Routes to School projects through two separate and distinct programs: the state-legislated Program (SR2S) and the federally-legislated Program (SRTS). Both programs competitively award reimbursement grants with the goal of increasing the number of children who walk or bicycle to school. The programs differ in some important respects.

California Safe Routes to School Program expires January 1, 2013, requires a 10% local match, is eligible to cities and counties and targets children in grades K-12. The fund is primarily for construction, but up to 10% of the program funds can be used for education, encouragement, enforcement and evaluation activities. \$52 million are available for Cycle 7 (FY 06/07 and 07/08).

The State Safe Routes to School Program expires September 30, 2009, reimburses 100%, is eligible for cities, counties, school districts, non-profits, and tribal organizations, and targets children in grades K-8. Program funds can be used for construction or for education, encouragement, enforcement and evaluation activities. Construction must be within 2 miles of a grade school or middle school. \$46 million dollars are available for Cycle 2 (FY 08/09 and 09/10).

**Caltrans, SR2S and SRTS Programs:**

[www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm](http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm)

***Environmental Justice: Context Sensitive Planning Grants***

The Caltrans-administered Environmental Justice: Context Sensitive Planning Grants Program funds planning activities that assist low-income, minority, and Native American communities in becoming active participants in transportation planning and project development. Grants are available to transit districts, cities, counties, and tribal governments. This grant is funded by the State Highway Account at \$1.5 million annually statewide. Grants are capped at \$250,000.

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**Caltrans, Environmental Justice Program:**  
[www.dot.ca.gov/hq/tpp/offices/opar/titleVIand%20EJ.htm](http://www.dot.ca.gov/hq/tpp/offices/opar/titleVIand%20EJ.htm)

### ***Office of Traffic Safety (OTS) Grants***

The California Office of Traffic Safety distributes federal funding apportioned to California under the National Highway Safety Act and SAFETEA-LU. Grants are used to establish new traffic safety programs and to expand ongoing programs to address deficiencies in current programs. Pedestrian safety is included in the list of traffic safety priority areas. Eligible grantees include governmental agencies, state colleges and state universities, local city and county government agencies, school districts, fire departments, and public emergency services providers. Grant funding cannot replace existing program expenditures, nor can traffic safety funds be used for program maintenance, research, rehabilitation, or construction. Grants are awarded on a competitive basis, and priority is given to agencies with the greatest need. Evaluation criteria to assess need include: potential traffic safety impact, collision statistics and rankings, seriousness of problems, and performance on previous OTS grants. OTS awarded \$66 Million to 153 agencies statewide for FY 2008/09.

**California Office of Traffic Safety, Grants Program:**  
[www.ots.ca.gov/grants/default.asp](http://www.ots.ca.gov/grants/default.asp)

### ***California Center for Physical Activity Grant Program***

The California Center for Physical Activity runs several programs related to walking and it offers small grants to public health departments. Grants are in the amount of \$4,999 dollars or less and are offered intermittently.

**California Center for Physical Activity:**  
[www.caphysicalactivity.org/our\\_projects.html](http://www.caphysicalactivity.org/our_projects.html)

## **Regional Funding Sources**

Regional pedestrian grant programs come from a variety of sources, including SAFETEA-LU, the State budget, vehicle registration fees and bridge tolls. Although most regional funds are allocated by regional agencies such as the Metropolitan Transportation Commission (MTC), the Bay Area Air Quality Management District (BAAQMD) and the Association of Bay Area Governments (ABAG), some (such as a portion of the

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regional Bicycle and Pedestrian Program) flow to county congestion management agencies, such as the San Mateo County Congestion Management Agency (SMCCMA), which allocate funds to project sponsors.

### ***Safe Routes to Transit (SR2T)***

Regional Measure 2 (RM2), approved in March 2004, raised the toll on seven state-owned Bay Area bridges by one dollar for 20 years. This fee increase funds various operational improvements and capital projects, which reduce congestion or improve travel in the toll bridge corridors.

Twenty million dollars of RM2 funding is allocated to the Safe Routes to Transit Program, which provides competitive grant funding for capital and planning projects that improve pedestrian and bicycle access to transit facilities. Eligible projects must be shown to reduce congestion on one or more of the Bay Area's toll bridges. The competitive grant process is administered by the Transportation and Land Use Coalition. Competitive funding is awarded in five \$4 million grant cycles. The first round of funding was awarded in December 2005. Cycle 3 will be in 2009, with other cycles in 2011 and 2013.

**Transportation and Land Use Coalition, SR2T Program:**  
[www.transcoalition.org/c/bikeped/bikeped\\_saferoutes.html](http://www.transcoalition.org/c/bikeped/bikeped_saferoutes.html)

### ***Transportation Fund for Clean Air Program (TFCA)***

TFCA funds are generated by a four-dollar surcharge on automobile registration fees in the nine-county Bay Area. Approximately \$20 million is collected annually, which funds two programs: 60 percent of the TFCA monies go to the Regional Fund and 40 percent go to the County Program Manager Fund. For Fiscal Year 2006/2007, \$1.1 Million was allocated to agencies within San Mateo County.

The Regional Fund is administered by the Bay Area Air Quality Management District (BAAQMD). In San Mateo County, the Program Manager Fund is administered by the County. Pedestrian infrastructure improvements are eligible for TFCA funds through the Smart Growth funding category.

**BAAQMD, TFCA Program:**  
[www.baaqmd.gov/pln/grants\\_and\\_incentives/tfca/](http://www.baaqmd.gov/pln/grants_and_incentives/tfca/)

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### ***Regional Bicycle and Pedestrian Program (RBPP)***

The RBPP was created in 2003 as part of the long range Transportation 2030 Plan developed by the Bay Area Metropolitan Transportation Commission. The program—currently funded with Congestion Mitigation and Air Quality (CMAQ) funds—can be applied to regionally significant pedestrian and bicycle projects, and bicycle and pedestrian projects serving schools or transit. \$200 million is committed to this program over the 25-year period. Seventy-five percent of the total funds are allocated to the county congestion management agencies (CMAs) based on population. The remaining 25 percent of funds is regionally competitive, with the county CMAs recommending the projects to be submitted to MTC for funding consideration.

#### **Metropolitan Transportation Commission, RBPP Program:**

[www.mtc.ca.gov/planning/bicyclespedestrians/regional.htm#bikepedpr og](http://www.mtc.ca.gov/planning/bicyclespedestrians/regional.htm#bikepedpr og)

### ***Transportation for Livable Communities (TLC)***

MTC offers two kinds of assistance through the TLC program: capital and planning. TLC funds small-scale transportation improvements that are designed to make a big difference in a community's vitality. Eligible projects include streetscape improvements, and transit/pedestrian-oriented developments. Successful projects bring new vibrancy to downtown areas, commercial cores, and neighborhoods, making them places where people want to live, work and visit. Within the TLC funds is the Housing Incentive Program (HIP), these funds are allocated to capital transportation projects that support increasing the housing supply in the Bay Area where there is existing infrastructure, locating new housing near non-automotive transportation options, and establishing residential density near public transportation to support the service.

\$27 million is the annual allocation to the TLC Program.

#### **Metropolitan Transportation Commission, TLC Grant**

**Program:** [www.mtc.ca.gov/planning/smart\\_growth/tlc\\_grants.htm](http://www.mtc.ca.gov/planning/smart_growth/tlc_grants.htm)

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### ***The Bay Trail Project***

The Bay Trail Grant program offers competitive grants to local governments, special districts and qualified nonprofit groups to build or design new Bay Trail segments. The program is structured to speed Bay Trail construction by targeting high-priority, ready to build sections and closing critical gaps; leverage state dollars with significant matching funds and in-kind contributions; foster partnership by encouraging cooperative partnerships and creative design solutions; and employ the California Conservation Corps for construction, landscaping and maintenance where possible. The amount of available funding varies, depending on State bonds and grants to the Bay Trail Project.

#### **Bay Trail Project Grant Program:**

[http://baytrail.abag.ca.gov/grants\\_2003.htm](http://baytrail.abag.ca.gov/grants_2003.htm)

## **Local Funding Sources**

### ***TDA Article 3***

Transportation Development Act (TDA) Article 3 funds are available for transit, bicycle and pedestrian projects in California. According to the Act, pedestrian and bicycle projects are allocated two percent of the revenue from a ¼ cent of the general state sales tax, which is dedicated to local transportation. These funds are collected by the State, returned to each county based on sales tax revenues, and typically apportioned to areas within the county based on population. Eligible pedestrian projects include construction and engineering for capital projects and development of comprehensive pedestrian facilities plans. A city or county is allowed to apply for funding for pedestrian plans not more than once every five years. These funds may be used to meet local match requirements for federal funding sources.

\$1.8 million of TDA Article 3 funds were estimated for San Mateo County in 2007/08.

**Metropolitan Transportation Commission, TDA Funding Program:** [www.mtc.ca.gov/funding/STA-TDA/index.htm](http://www.mtc.ca.gov/funding/STA-TDA/index.htm)

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## ***San Mateo County Transportation Authority (SMCTA) Measure A Funds***

The SMCTA has allocated nearly 2 percent of Measure A dollars to fund alternative congestion relief programs to encourage alternate forms of commuting, which can include walking and bicycling, as well as carpooling and shuttling. The SMCTA has funded organizations that share this mission including the Peninsula Traffic Congestion Relief Alliance, city of Menlo Park, San Francisco International Airport, the Bicycle Advisory Committee, and the Peninsula Traffic Congestion Relief Alliance:

The Alliance was formed through a merger of the Multi-City and Inter-City Transportation Management agencies. It provides a coordinated program for 20 cities and the County: The SMCTA has channeled the majority of this program budget to the Alliance. Approximately one-third of the Alliance's annual budget is funded directly by Measure A.

The Menlo Park Transportation Management Program is an example of the application of Measure A funds, which have been awarded to the city of Menlo Park for its own alternative congestion relief programs, which are the responsibility of the Public Works Department. The city also works in partnership with the Alliance to carry out these programs. Menlo Park's transportation mission is to develop a more functional and efficient roadway network for the effective movement of people and goods. The department promotes the use of public transit, ride sharing, bicycling and walking as commuting alternatives to single occupant vehicles. The department also coordinates the downtown parking plazas, the Menlo Park free shuttle, traffic safety education and neighborhood traffic calming programs.

\$675,000 was awarded to Menlo Park for the Local Share funds in Fiscal Year 2006/ 2007.

**SMCTA Measure A Funds:** <http://www.smcta.com/tatsm.asp>

## **Other Funding Sources**

### ***Integration into Larger Projects***

The State of California's "routine accommodation" policy requires Caltrans to design, construct, operate, and maintain transportation facilities using best practices for pedestrians.

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Local jurisdictions can begin to expect that some portion of pedestrian project costs, when they are built as part of larger transportation projects, will be covered in project construction budgets. This applies to Caltrans and other transportation facilities, such as new BART stations and Bus Rapid Transit stops.

### ***Community Development Block Grants***

The CDBG program provides money for streetscape revitalization, which may be largely comprised of pedestrian improvements. Federal Community Development Block Grant Grantees may use CDBG funds for activities that include (but are not limited to) acquiring real property; building public facilities and improvements, such as streets, sidewalks, and recreational facilities; and planning and administrative expenses, such as costs related to developing a consolidated Plan and managing CDBG funds. In Oakland, CDBG funds have also been used to fund crossing guards, called “Safe Walk to School Monitors.”

\$39 million in CDBG funds were distributed statewide in Fiscal Year 2008/ 2009.

#### **CDBG program:**

[www.hud.gov/offices/cpd/communitydevelopment/programs/index.cfm](http://www.hud.gov/offices/cpd/communitydevelopment/programs/index.cfm)

### ***Menlo Park's Sidewalk Repair Program***

Menlo Park has a sidewalk repair program in which property owners are required to provide and maintain sidewalks. Where there is 75% to 100% sidewalk coverage on a side of a street, the address of the properties closest to the gaps were generally collected. The City of Menlo Park may contact the property owners and request they repair these gaps in the existing sidewalk system.

### ***Cost-Sharing***

Property owners on streets who have general consensus about wanting sidewalks installed and who would like to their sidewalk projects prioritized higher than it is currently may want to work with the City of Menlo Park to do a 50-50 cost-sharing agreement for installing sidewalks. Approval and funding may be modeled after Menlo Park's Traffic Calming Program.

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## ***Requirement for New Developments***

With the increasing support for “routine accommodation” and “complete streets,” requirements for new development, road widening, and new commercial development provide opportunities to efficiently construct pedestrian facilities.

### **Impact Fees**

One potential local source of funding is developer impact fees, typically tied to trip generation rates and traffic impacts produced by a proposed project. A developer may attempt to reduce the number of trips (and hence impacts and cost) by paying for on- and off-site pedestrian improvements designed to encourage residents, employees and visitors to the new development to walk rather than drive. Establishing a clear nexus or connection between the impact fee and the project’s impacts is critical for avoiding a potential lawsuit.

### **Mello-Roos Community Facilities Act**

The Mello-Roos Community Facilities Act was passed by the Legislature in 1982 in response to reduced funding opportunities brought about by the passage of Proposition 13. The Mello-Roos Act allows any county, city, special district, school district, or joint powers of authority to establish a Community Facility Districts (CFD) for the purpose of selling tax-exempt bonds to fund public improvements within that district. CFDs must be approved by a two-thirds margin of qualified voters in the district. Property owners within the district are responsible for paying back the bonds. Pedestrian facilities are eligible for funding under CFD bonds.

**Mello-Roos Fact Sheet:** <http://mello-roos.com/pdf/mrpdf.pdf>

## **Summary of Funding Sources**

Table 2 on the next pages summarizes funding sources detailed above. Beside each source is the corresponding application deadline, the allocating agency, the amount available, matching requirements, eligible applicants, eligible projects and comments, including agency contact information.

**Table 2: Funding Sources**

<p><u>Acronyms:</u>          AQMD - Air Quality Management District          Caltrans - California Department of Transportation          CMAQ - Congestion Management and Air Quality          CTC - California Transportation Commission          FHWA - Federal Highway Administration          RTPA - Regional Transportation Planning Agency          State DPR - California Department of Parks and Recreation (under the State Resources Agency)          SAFETEA-LU - Safe, Accountable, Flexible, Efficient Transportation Equity Act</p>	<p><u>Jurisdictions for City of Berkeley, California:</u>          Caltrans - Caltrans District 4          ABAG—Association of Bay Area Governments          ACTIA—Alameda County Transportation Improvement Authority          MTC—Metropolitan Transportation Commission</p>
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Grant Source	Application Deadline	Agency	Program Funds Available	Matching Requirement	Eligible Applicants	Commute	Recreation	Safety/Education	Comments/Contact Information
<b>Federal Funding</b>									
Congestion Mitigation and Air Quality (CMAQ)		FHWA	\$8.6 billion nationwide under SAFETEA-LU (2005-2009)	20% local match	State DOTs, MPOs, transit agencies	X	X		MTC requires that the project sponsor adopt and submit a resolution of local support through its respective congestion management agency. MTC Contact: Craig Goldblatt, 510.817.5837, <a href="mailto:cgoldblatt@mtc.ca.gov">cgoldblatt@mtc.ca.gov</a> Federal Information: <a href="http://www.fhwa.dot.gov/environment/cmaqpgs/">http://www.fhwa.dot.gov/environment/cmaqpgs/</a>
Federal Lands Highway Funds		FHWA	\$1 billion total nationwide through 2009	None	State	X	X	X	Project must appear in STIP. Contact California Division, FHWA <a href="http://www.fhwa.dot.gov/cadiv/directory.htm">http://www.fhwa.dot.gov/cadiv/directory.htm</a>
Recreational Trails Program (RTP)	October 1	FHWA	(\$5.5 to California)	At least 12%	State, local, regional agencies, and nonprofits		X		Administered by California State Parks: Jean Lacher, Manager, Office of Grants and Local Services 1416 Ninth St, Room 918 Sacramento CA 94814 Mail: PO Box 942896 Sacramento CA 94296-0001 916-653-6160; Fax 916-653-6511

Grant Source	Application Deadline	Agency	Program Funds Available	Matching Requirement	Eligible Applicants	Commute	Recreation	Safety/ Education	Comments/Contact Information
Federal Safe Routes to Schools Program	February	Caltrans	\$46 million in Cycle 2 (FY09/10)	None	State, local, regional agencies; cities and counties; non-profit organizations; school districts; & federally-recognized Native American Tribes			X	<a href="http://www.dot.ca.gov/hq/LocalPrograms/saferroutes/saferoutes.htm">http://www.dot.ca.gov/hq/LocalPrograms/saferroutes/saferoutes.htm</a>
Transportation and Community and System Preservation Program (TCSP)	Varies	FHWA	\$61.25 million annually nationwide through 2008/09	20% local match	state, local, MPOs	--	--	--	Projects that improve system efficiency, reduce environmental impacts of transportation, etc. Contact Kenneth Petty TCSP Program Officer, Office of Planning phone: (202) 366-6654 <a href="http://www.fhwa.dot.gov/tcsp/pi_tcsp.html">http://www.fhwa.dot.gov/tcsp/pi_tcsp.html</a>
<b>State Funding</b>									
California Center for Physical Activity Grant Program	Ongoing	Department of Health Services	Up to \$4,999 per grantee	None	Public Health Departments			X	For pedestrian encouragement programs Contact: Lisa Cirill, Acting Chief <a href="mailto:lcirill@dhs.ca.gov">lcirill@dhs.ca.gov</a> 916.552-9943
Coastal Conservancy Non-Profit Grants Program	Ongoing	Coastal Conservancy	Grants range from \$10,000 to several million	Not required but favored	California non-profit 501 (c) 3 organizations		X		Funds for trail planning and construction and restoration of coastal urban waterfronts. Contact Janet Diehl <a href="mailto:jdiehl@scc.ca.gov">jdiehl@scc.ca.gov</a>

Grant Source	Application Deadline	Agency	Program Funds Available	Matching Requirement	Eligible Applicants	Commute	Recreation	Safety/Education	Comments/Contact Information
Environmental Enhancement and Mitigation Program (EEMP)	Currently suspended (as of mid-2006)	State Resources Agency, Caltrans	\$10 million statewide	Not required but favored	local, state and federal government non-profit agencies	X	X	X	Projects that mitigate environmental impacts of planned transportation projects; can include acquisition or development of roadside recreational facilities. Contact Carolyn Dudley, State Resources Agency, (916) 653-5656
Environmental Justice Grants: Context Sensitive Planning	October 14	Caltrans	\$1.5 million statewide	10% local	MPA, RPTA, city, county, tribal nations, transit districts	X	X	X	Funds activities that include low-income and minority communities in transportation planning and project development. Contact Norman Dong at <a href="mailto:norman_dong@dot.ca.gov">norman_dong@dot.ca.gov</a> or (916) 651-6889.
Land & Water Conservation Fund (LCWF)	May 1	California DPR	\$480,000 in Northern California (2006)	50% match	Cities, counties, park districts		X		Recreational trails are eligible for funding. Applicants must fund the entire project, and will be reimbursed for 50% of costs.
Office of Traffic Safety Grants	Jan. 31	Office of Traffic Safety	\$56 million statewide (FY 2006/07)	None	Government agencies, state colleges, and universities, local city and county government agencies, school districts, fire depts., and public emergency services providers			X	Grants are used to mitigate traffic safety program deficiencies, expand ongoing activity, or develop a new program. Grant funding cannot replace existing program expenditures, nor can traffic safety funds be used for program maintenance, research, rehabilitation, or construction. Contact OTS Regional Coordinator Lisa Dixon at, (916) 262-0978 or <a href="mailto:ldixon@ots.ca.gov">ldixon@ots.ca.gov</a>

Grant Source	Application Deadline	Agency	Program Funds Available	Matching Requirement	Eligible Applicants	Commute	Recreation	Safety/Education	Comments/Contact Information
Recreational Trails Program (RTP)	Oct. 1	State DPR	\$3.3 million statewide (FY 2006)	20% match	Jurisdictions special districts, non profits with mgmt responsibilities over land		X		For recreational trails to benefit bicyclists, pedestrians, and other users; contact State Dept. of Parks & Rec. , Statewide Trails Coordinator, (916) 653-8803
Federal Safe Routes to Schools Program (SRTS)	February	Caltrans	\$46 million in Cycle 2 (FY09/10)	None	State, local, regional agencies; cities and counties; non-profit organizations ; school districts; & federally-recognized Native American Tribes	X	X	X	<a href="http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm">http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm</a>
California Safe Routes to School (SR2S)	May 31	Caltrans	\$52 million in Cycle 7 (FY 06/07 and 07/08)	10%	city, county	X	X	X	<a href="http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm">http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm</a>

Grant Source	Application Deadline	Agency	Program Funds Available	Matching Requirement	Eligible Applicants	Commute	Recreation	Safety/Education	Comments/Contact Information
OTS Grants	January 31	Office of Traffic Safety	Statewide in 2006, OTS gave \$98 million in grants	None	State, local city and county government agencies, school districts, fire departments,			X	Programs should increase safety awareness for pedestrians, including near schools. Alameda County OTS Coordinator Lisa Dixon, (916) 262-0978 <a href="mailto:ldixon@ots.ca.gov">ldixon@ots.ca.gov</a>
<b>Regional Funding</b>									
The San Francisco Bay Trail Project	Varies	The San Francisco Bay Trail Project/ ABAG	Total available varies from year to year		Public Agencies, Land Trusts, Non-profits	X	X		Funds trail planning and construction projects to complete gaps in the Bay Trail. Contact Lee Huo <a href="mailto:leeh@abag.ca.gov">leeh@abag.ca.gov</a>
Regional Bicycle and Pedestrian Program (RBPP) – Local Pass-Through	Varies	ACCMA, MTC	\$6 million annually region-wide	11.5%	Cities, school districts, transit districts	X		X	Constructing regionally significant pedestrian projects and bicycle/pedestrian projects serving schools or transit.
Regional Bicycle and Pedestrian Program (RBPP)	Varies	ACCMA, MTC	\$2 million Annually region-wide	11.5%	Cities, school districts, transit districts	X		X	Constructing regionally significant pedestrian projects and bicycle/pedestrian projects serving schools or transit.

Grant Source	Application Deadline	Agency	Program Funds Available	Matching Requirement	Eligible Applicants	Commute	Recreation	Safety/ Education	Comments/Contact Information
Safe Routes to Transit	Varies	MTC, Administered by TALC	\$4 million annually region-wide	None required, but scoring preference given to projects with outside match	Public agencies in all 9 Bay Area counties. Non-profits must partner with a public agency	X			Applications must demonstrate bridge congestion reduction on at least one state-owned Bay Area bridge. Contact the Transportation and Land Use Coalition or Dave Campbell (East Bay Bicycle Coalition) <a href="mailto:sr2t@transcoalition.org">sr2t@transcoalition.org</a> <a href="mailto:dcampbel@lmi.net">dcampbel@lmi.net</a>
Transportation Fund for Clean Air (TFCA), Program Manager Fund	January in Alameda County, varies in other counties	ACCMA, BAAQMD	Approx. \$8 million annually region-wide	None	Cities, counties, school districts, transit districts	X			Smart growth projects: Physical improvements that support development projects and/or calm traffic, resulting in the achievement of motor vehicle emission reductions.
Transportation Fund for Clean Air (TFCA), Regional Fund	May 1 <sup>st</sup>	BAAQMD, ACCMA	Approx. \$10 million annually region-wide	10% for requests greater than \$150,000	Cities, county, school and transit districts	X			Smart growth projects: Physical improvements that support development projects and/or calm traffic, resulting in the achievement of motor vehicle emission reductions. <a href="http://www.baaqmd.gov/pln/grants_and_incentives/tfca/regional_fund.htm">www.baaqmd.gov/pln/grants_and_incentives/tfca/regional_fund.htm</a>
Transportation for Livable Communities Program	June	MTC	\$27 million annually region-wide	Local match of 11.5% is required	Public Agencies. Non-profits and other CBOs may partner with public agencies	x		x	Funds for transportation projects that revitalize downtown areas, commercial cores, neighborhoods, and transit corridors. <a href="http://www.mtc.ca.gov/planning/smart_growth/tlc_grants.htm">www.mtc.ca.gov/planning/smart_growth/tlc_grants.htm</a>
<b>Local Funding</b>									

Grant Source	Application Deadline	Agency	Program Funds Available	Matching Requirement	Eligible Applicants	Commute	Recreation	Safety/ Education	Comments/Contact Information
SMCTA Measure A Funds	Various	SFMTA			Jurisdictions in San Mateo County				<a href="http://www.smcta.com/tatasm.asp">http://www.smcta.com/tatasm.asp</a>
Transportation Development Act (TDA) Article 3	January	MTC/ Alameda County PWA	\$1.4 million in Alameda County (2006/07)	--	Alameda County	X		X	Contact Ruben Izon <a href="mailto:rubeni@acpwa.org">rubeni@acpwa.org</a>
<b>Nontraditional Sources</b>									
Community Development Block Grants	Varies	HUD	\$526 million statewide (2004/05)	None, but may be used as evaluation criteria	Public entities and 501(c)(3) non-profits and tax-exempt faith-based religious orgs				Primarily for community revitalization, but may be used to fund streetscape improvements, to eliminate slum and blight in low- and moderate-income areas.
Mello-Roos Community Facilities Act	None	Various Public Agencies	Varies	None		X	X	X	Primarily used to fund public services such as libraries and fire depts., but may fund pedestrian infrastructure.



# Glossary

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**Roadway segment** Typically, a segment is a section of roadway between two cross streets or between one cross street and its terminus. For example, in the picture to the right, Waverly Street between Waverly Court and Kent Place is a segment. Kent Place between Waverly Street and its northern terminus is a segment.



**GIS** Geographic Information Systems. It is a mapping software program used by City of Menlo Park. It allows a variety of data to be stored and analyzed, and was used in this project for the prioritization process.

**ADT** Average Daily Traffic over a 24 hour period usually taken during a weekday between Tuesday and Thursday.

**POA** Pedestrian Opportunity Area. These are informal places for pedestrians to walk along a roadway, either off-street or on a roadway shoulder. They do not appear to have been intentionally built as a walkway. POAs may consist of asphalt, gravel, or compacted dirt. Grass and loose dirt are not considered to be POA materials.



**Buffer** Areas that provide separation between the walkway and roadway, and often contain fixed objects, such as utility poles or street furniture. Buffers may be softscape (grass strips, bushes, trees), hardscape (stone, gravel, brick), or a combination.



**Curb** A dividing line between the roadway and the walkway or off-street area. Curbs may be vertical (at a 90 degree angle to the roadway and generally 6 inches high), rolled (at less than 90 degree angle to the roadway), or gutter/ valley (typically a concrete pan at roughly the same level as the roadway).

**Standard walkway** An area intentionally provided for pedestrian circulation. These are typically sidewalks or pathways and generally consist of concrete, asphalt, or brick.

**Street furniture** Fixed objects that are used by the public. Generally, benches and refuse cans are considered street furniture.

**Home Zones** Home Zones (HZ) are residential streets and spaces designed to slow traffic, creating safe places for residents, pedestrians, children at play, bicyclists, placing priority of the needs of community walkers, strollers or rollers, over vehicle traffic. Unique design features and environmental cues, such as planter boxes, special entryways, narrow lanes and lower speed limits, encourage drivers slow down and share the road. One of the key design principles of Home Zones is to create a sense that the streets belong to residents and pedestrians, and drivers are made to feel like guests and that it is natural to drive under ten miles per hour.



*Source: Pedestrian and Bicycle Information Center. Germany. Photographer Michael Cynecki*

# Acknowledgements

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## City Council Members

Andrew M. Cohen (Mayor)	John C. Boyle	Kelly Fergusson
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John N. Dowden		

### *National Data & Surveying Services (NDS)*

Michael Blitz	Don Combs	Larry Kirby
Brendan Clarke	Shanda Goodman	Devon Sparks

## References

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- <sup>2</sup> City of Menlo Park Municipal Codes. 13.08.020 Walkway out of repair—Notice to repair. Accessed on-line November 27, 2007.
- <sup>3</sup> *City of Menlo Park Zoning Ordinance*. August 17, 2006.
- <sup>4</sup> Email communication with Randolph Craig, City of Menlo Park Transportation Engineer, on May 28, 2008.
- <sup>5</sup> *Menlo Park Neighborhood Traffic Management Program*. City of Menlo Park Transportation Division, November 16, 2004.
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- <sup>11</sup> Phone conversation on January 7, 2008 with John Latu, Engineer, Public Works, City of East Palo Alto.
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- <sup>19</sup> *City of Champaign Sidewalk Master Plan*. August 2005. Department of Public Works. Operation Division. Accessed on-line January 4, 2008 at

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<http://archive.ci.champaign.il.us/archive/dsweb/Get/Document-4199/Sidewalk%20Master%20Plan.pdf>

<sup>20</sup> Surveyors used Trimble® GeoXM™ handheld devices. The devices were enabled with TerraSync™ software, which provided GIS data collection capabilities, and GPS Pathfinder™ Office software for global positioning information.