



STAFF REPORT

TMP Oversight and Outreach Committee

Meeting Date: 9/5/2018

Staff Report Number: 18-005-TMP

Regular Business: Receive Draft Strategies and Recommendations Working Paper and provide feedback on the recommendations for the central area of Menlo Park

Recommendation

Staff requests feedback from the Oversight and Outreach Committee (the Committee) regarding the proposed transportation recommendations for the central area of Menlo Park, specifically answering the following questions:

- Is the list complete or are there projects missing?
- Are there projects listed that the Committee does not want to move forward?
- Do any of the projects need clarifications or refinements?
- Does the Committee agree that these projects should move forward into the next round of community engagement?

Policy Issues

The development of a Transportation Master Plan is included as one of the top six priority projects in the City Council's adopted 2018 Work Plan and is one of the highest priority implementation programs in the 2016 General Plan Circulation Element. The Committee will help guide the Transportation Master Plan process to a successful completion.

Background

The Transportation Master Plan (TMP) and Transportation Impact Fee (TIF) Program is the highest priority program following the adoption of the ConnectMenlo General Plan Land Use and Circulation Elements in November 2016. The Circulation Element was last updated in 1994, although several modal- or area-specific plans (e.g., Comprehensive Bicycle Development Plan; Sidewalk Master Plan; El Camino Real/Downtown Specific Plan) have been created since then. The Circulation Element has seven goals and 86 policies and programs that establish the framework for the City's priorities related to multi-modal transportation. The Transportation Master Plan will build from the policy context of the Circulation Element to identify infrastructure projects and strategic programs, then prioritize them for implementation. The Transportation Impact Fee Program will assess the responsibility of new development to help fund the infrastructure projects identified in the Transportation Master Plan, and allow the City to update the Fee Program, which was last updated in 2009.

Transportation Master Plan Initiation and Current Status

The TMP process was kicked off in June 2017 and started with outreach events during the summer and fall of 2017 to collect community feedback on transportation issues within the City. City Council also appointed the Oversight and Outreach Committee in August 2017 to:

- Provide advisory input and recommendations to the consultant and staff regarding the outreach process and draft Master Plan materials and submittals
- Guide and keep the project process on track to meet the key milestones
- Reach out to community members to share content and encourage participation at community engagement activities such as workshops/meetings and other planning activities

The Committee has since met four times to discuss the goals, performance measures and prioritization criteria for the TMP and initial recommendations for the Bayfront Expressway and Willow Road corridors. Materials, including staff reports, presentations, and outreach materials from the prior meetings are available at the City’s project website: www.menlopark.org/TMP.

The key goals of the Master Plan, which are focused around safety, sustainability, and mobility choice and also were identified previously through ConnectMenlo and the Climate Action Plan, are listed below:

1. Safety: Vision Zero – Eliminate traffic fatalities and reduce the number of non-fatal collisions by 50% by 2040.
2. Sustainability: Enable the City to meet the goals of the Climate Action Plan, including a 27 percent greenhouse gas emission reduction.
3. Mobility Choice: Design transportation projects to accommodate all modes and people of all abilities. Encourage the use of lower emission modes such as walking, biking and transit.

The prioritization criteria which was refined based on the feedback received from the community and the Committee at their October 30, 2017 meeting include the following:

Prioritization Criteria	
Safety	Congestion Relief
Ease of Implementation	Transportation Sustainability
Greenhouse Gas Reduction/Person Throughput	Location of School
Opportunities for Green Stormwater Infrastructure	Sensitive Populations (daycares, senior centers, communities of concern)
Cost	

Based on feedback from the Committee and direction from City Council, four additional meetings for the Committee were added to scope of work. One of these meetings was held on May 30, 2018. That meeting was used to clarify the TMP’s goals and purpose and review the prioritization criteria and the Committee’s role. A series of three meetings was planned to discuss the recommendations by geographic area of the city (north, central, and south) to allow the Committee enough time to discuss specific projects in each area. The first of this series was held on August 30, 2018. The September 5 meeting is the second meeting of the three meeting series to review the recommended projects and strategies and will focus on the central area of the City which is the area generally between Bay Road and Olive Street. The next Committee meeting will focus on the south area of the City.

Analysis

The City’s consultant team led by W-Trans has worked with City staff to develop a comprehensive list of strategies and recommendations to address the transportation challenges throughout the City. These recommendations were based on the feedback received from the community and Committee, collision history, traffic volumes, and other data. The recommendations and working paper are summarized in a draft Working Paper (Attachment A). The Working Paper also includes a summary of the transportation in the city, needs assessment, performance metrics and the prioritization criteria that will be used to rank the

projects. The attached Working Paper is the same document that was attached to the August 30, 2018 meeting agenda, and is included here for ease of access.

Meeting Format

Given the amount of information and details in the recommendations, the meeting will include an open house format at the beginning to allow Committee members additional time to digest the materials, to view and review the projects according to each goal, and to ask questions from staff and the project team. Then the Committee will have a discussion, led by the co-chairs, to provide feedback on the recommendations in the area of focus (for this meeting, the central part of the City between Bay Road and Olive Street).

Staff is requesting feedback from the Committee regarding the draft recommendations and strategies. Staff would like to hear the Committee's feedback on the following:

- Is the list complete or are there projects missing?
- Are there projects listed that the Committee does not want to move forward?
- Do any of the projects need clarifications or refinements?
- Does the Committee agree that these projects should move forward into the next round of community engagement?

Project Trade-offs

A few of the projects identified in the central area have several trade-offs. These projects are summarized below, and additional detail is provided in Chapter 4 of the Working Paper (Attachment A).

Project #45 Willow Road Corridor Improvement Project – This recommendation includes removing parking for 150 feet in order to provide a right-turn lane on Coleman Avenue at the Willow Road intersection.

Project #48 Willow Road Corridor Improvement Project – This recommendation includes removing the existing median between Middlefield Road and Durham Street and creating a reversible bus lane. The Class II bicycle lanes in this section would remain and the existing side islands would be expanded where possible. This option would allow for buses and emergency vehicles to use this lane to bypass queues in the regular travel lane.

Project #58 Flood Park Triangle Improvement Project – This recommendation includes converting the west legs of Sonoma and Ringwood Avenues to a one-way couplet at the intersection of Bay Road and installing a traffic signal. The future traffic volumes at this intersection indicate separate left-turn lanes will be needed on the west Ringwood Avenue and south Bay Road legs. The added left-turn lanes would have impacts to existing landscaping and require coordination with San Mateo County.

Project #74 Laurel Street Corridor Improvement Project – This recommendation includes required improvements for the Station 1300 project approval which includes adding a southbound left-turn lane on Laurel Street at Ravenswood Avenue and removing parking for 100 feet. Other recommendations include removing parking on the west side of Laurel Street south of Ravenswood Avenue for a distance of 150 feet to shift the travel lanes to better align with the other side of the street and add a northbound bicycle lane.

Project #84 El Camino Real Corridor Improvement Project – This recommendation is similar to the City Council's selection of a preferred alternative from the El Camino Real Corridor Study which included replacing the on-street parking with buffered bicycle lanes with the added option to remove the median to provide bicycle lane transitions at the intersections. Without removal of the median, the bicycles would

share the right-turn lanes at each intersection where provided. These improvements were based on the direction provided by the City Council as part of the El Camino Real Corridor Study. Additional future improvements to alleviate the northbound traffic bottleneck at Ravenswood Avenue will require additional focused analysis and community engagement on tree and property impacts and could be considered separately in the future.

Project #117 & #118 Middle Avenue Mobility Improvements – These recommendations include Class II bicycle lanes on Middle Avenue between Olive Street and El Camino Real and will require the removal of on-street parking on at least one side of the street. This recommendation will provide a bicycle connection to the future Middle Avenue Caltrain bicycle and pedestrian crossing (Project #81) and link to Burgess Park and Civic Center.

Next Steps and Schedule

The next Committee meeting, the third in the meeting series, will focus on the recommendations proposed within the south area (between Olive Street and I-280). In addition, a Complete Street Commission meeting is scheduled on September 12, 2018 and will focus on the citywide bicycle and pedestrian network recommendations, not on individual spot locations, as requested by the Commission.

After receiving feedback from the Committee and Complete Street Commission, staff and the project team will refine the draft recommendations and strategies and develop a scoring system to prioritize the projects. The refined recommendations and scoring system will be presented in a community workshop scheduled for the fall 2018/winter 2019 along with an online open house for additional feedback and input.

Below is the proposed project schedule:

Task	Schedule
Complete Streets Commission #2: Review bicycle and pedestrian network recommendations	September 12, 2018
OOB #6: Review recommendations for south area of City	September 25, 2018
Community workshop and online open house	Fall/Winter 2018-19
Release draft Master Plan	Spring 2019
OOB #7: Review draft Master Plan	Spring 2019
Complete Streets Commission review and recommendation to the City Council on the draft Master Plan	Spring 2019
City Council review and adoption of Master Plan	Summer 2019
Develop Fee Program update (including OOB #8)	Summer/Fall 2019

Major project milestone progresses and deliverables will continue to be posted on the City project website (menlopark.org/TMP).

Public Notice

Public notification was achieved by posting the agenda, with the agenda items being listed, at least 72 hours prior to the meeting.

Attachments

- A. W-Trans, Draft Strategies and Recommendations Working Paper for the City of Menlo Park, August 23, 2018

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