



Parking and Traffic Safety Committee (PTSC)

MINUTES

Tuesday, June 4, 2019
Emergency Operations Center (EOC) Conference Room
One Twin Pines Lane
Belmont, CA 94002

COMMITTEE Leticia Alvarez, City Engineer, Public Works Department
MEMBERS Justin Lai, Associate Engineer, Public Works Department
PRESENT Rick Locke, Field Services Manager, Public Works Department
Brandon Tyler, Field Supervisor, Public Works Department
Kevin Ortiz, Management Fellow, Public Works Department
Sgt. Peter Lotti, Police Department
Vorisia Henderson, Deputy Fire Marshal, San Mateo Consolidated Fire Department

I. Introduction

City Engineer Alvarez called the meeting to order at 2:02pm and each committee member provided self-introductions. City Engineer Alvarez and Associate Engineer Lai provided a brief introduction and overview of the City of Belmont Parking and Traffic Safety Committee (PTSC) Meeting Agenda, which included the following items:

Item #1 – Temporary Drop-Off Zone for USPS Mailbox on Hallmark Drive

Item #2 – Red Curb Extension on El Camino Real near Anita Avenue

Item #3 – Traffic Calming on Hiller Street and Sterling View Avenue

II. Item #1 – Temporary Drop-Off Zone for USPS Mailbox on Hallmark Drive

Associate Engineer Lai stated that the Parking and Traffic Safety Committee (PTSC) received correspondence from a Belmont resident requesting the designation of a temporary drop-off zone near the existing USPS mailbox on Hallmark Drive. An adjacent resident was present at the meeting and reaffirmed the request.

Associate Engineer Lai described a proposed PTSC recommendation, which entails designating a temporary parking zone, specifically a white curb, near the USPS mailbox on Hallmark Drive. The designation of white curb would establish parking restrictions and allow members of the public to temporarily park in front of the mailbox to drop off their mail. Associate Engineer Lai also detailed the process to designate the white curb and temporary parking zone, which includes presenting this recommendation to the City Council at a future City Council meeting.

Specifically, based on the recommendations of the PTSC, City staff would prepare a staff report, and the item would be placed on a City Council Agenda to be considered and addressed by the City Council at a future Council meeting. The City Council has the final authority on the designation of the white curb.

A resident inquired regarding parking enforcement near the USPS mailbox. City Engineer Alvarez emphasized that the City Council must approve the item prior to the installation of the white curb and temporary parking zone. Once Council approves the item, the Public Works Operations Division will install the white curb. In addition, the Public Works Department will coordinate with the Police Department to provide them with notice of the installation. The Belmont Police Department would then have the authority and responsibility to enforce the parking restrictions of the temporary parking zone.

III. Item #2 – Red Curb Extension on El Camino Real near Anita Avenue

Associate Engineer Lai described a proposed extension of the red curb on El Camino Real near Anita Avenue, which will improve visibility and sight distance, particularly for traffic and vehicles making a turn from Anita Avenue onto El Camino Real. Associate Engineer Lai also acknowledged that he received email correspondence from the business owner of Happy Feet Massage, who expressed concerns regarding the impact to parking in front of the business.

Field Services Manager Locke provided additional details and specifications pertaining to the red curb extension on El Camino Real. Specifically, the red curb would be extended to 20 feet, which aligns with established California Department of Transportation (Caltrans) standard specifications.

Sgt. Lotti and Deputy Fire Marshal Henderson expressed that the Police and Fire Departments were in support of the red curb extension on El Camino Real, which improves traffic safety.

City Engineer Alvarez stated that the PTSC will move forward with recommending the red curb extension on El Camino Real for Council's consideration at a future City Council meeting.

IV. Item #3 – Traffic Calming on Hiller Street and Sterling View Avenue

Associate Engineer Lai indicated that the PTSC has received correspondence from multiple residents pertaining to requests for traffic calming on Hiller Street as well as surrounding neighborhoods and local residential streets, including Sterling View Avenue. Members of the public, which included residents on Hiller Street, Sterling View Avenue, as well as surrounding neighborhoods and streets, expressed the following concerns:

- Increased traffic volume on Hiller Street and surrounding arterial and residential streets, including cut through traffic, particularly during morning and afternoon peak commute hours
- Increased speed of traffic, including speeding vehicles and traffic travelling over the posted speed limit

- Bicycle and Pedestrian Safety, including students at the local Nesbit Elementary School (parents drop off and pick up to and from school, students walking and biking to and from school)
- Resident and Neighborhood Safety, including for dog walkers; residents frequently experience difficulty safely backing out of the driveway of their property
- Limited visibility and sight distance, including blind curves and objects impeding visibility, including the shrub at the intersection of Mountain View Avenue and Yorkshire Way
- Parking impacts, including limited parking due to overflow parking at neighboring apartment complexes, such as apartment residents in neighboring San Mateo parking overnight on Sterling View Avenue
- Trucks containing heavy loads utilizing Hiller Street as a cut through, including trucks that exceed the allowable weight limit for trucks
- Need for increased traffic and parking enforcement by the Belmont Police Department

A Belmont resident commented that Chula Vista Drive, in addition to the surrounding neighborhoods and streets in the area, also share similar concerns. Concerns and requests relating to Chula Vista Drive as well as surrounding neighborhoods and streets may be addressed at a future PTSC meeting.

In addition, expressing these concerns related to Hiller Street, members of the public also provided the following potential traffic calming strategies and methods:

- Increased frequency of traffic and parking enforcement by the Police Department, including issuance of citations and fines
- Installation of permanent traffic calming and traffic control devices and fixtures, including speed humps/tables, bulb outs, traffic signs, stop signs, and/or roundabouts
- Restrict turn movements (potentially left and right turns) during certain hours
- Limit Through Traffic
- Improve visibility and sight distance by extending red curbs as well as installing signage and pavement markings, including additional crosswalks
- Proactive Community Outreach, including using the City website and social media to educate and inform residents and members of the public

Associate Engineer Lai provided a presentation regarding traffic calming on Hiller Street, which included traffic data from a recent traffic study. Specifically, Associate Engineer Lai explained that Hiller Street is classified as a collector street, which connects a major arterial street with local residential streets. The U.S. Federal Government as well as the State of California have the authority to classify streets based on established criteria such as traffic volume.

Associate Engineer Lai further explained that the City of Belmont adheres to the California Manual of Uniform Traffic Control Devices (MUTCD) as guidelines for minimum standards. Furthermore, the City of Belmont adheres to current City policy, including the City of Belmont Speed Hump Policy as well as the City of Belmont Stop Sign Policy, which are available on City website.

In accordance with the City of Belmont Speed Hump Policy, it is not feasible for the City to install speed humps on Hiller Street since it is classified as a collector street. Speed humps may only be installed on local residential streets. In addition, Deputy Fire Marshal Henderson expressed the Fire Department's concerns regarding speed humps, which can cause damage to fire trucks and emergency vehicles and slow response times down.

Associate Engineer Lai also provided the following key information and data in the presentation:

- Hiller Street is approximately 1 mile in length with a posted speed limit of 25 miles per hour.
- Traffic data (based on traffic study)
 - Traffic volume (between 2,000 to 5,000 vehicles per day on average)
 - Speed (85th Percentile speed of 30-34 miles per hour for both northbound and southbound traffic on Hiller Street)
 - Accidents (three total reported accidents in the last five years, one accident involving a bicyclist, and two fixed object collisions, both DUIs)
- Traffic and Parking Enforcement – Belmont Police Department
 - Traffic Hot Spots
 - Directed Traffic Enforcement
 - Parking Hotline and Abandoned Vehicle Hotline

In addition to the above parking and traffic enforcement strategies employed by the Belmont Police Department, Sgt. Lotti provided additional information regarding public education and community outreach, including communicating, collaborating, and coordinating with the Belmont-Redwood Shores School District as well as other law enforcement agencies in local municipal governments throughout the region. The Police Department also utilizes the City website and social media such as Nextdoor and Twitter as part of its community outreach efforts (i.e. traffic hot spots are posted on Nextdoor).

Members of the public inquired and expressed interest in filing an appeal to the higher levels of government to re-classify Hiller Street as a local residential street (Hiller is currently classified as a collector street). The PTSC acknowledged this possible course of action. However, the process would potentially be challenging as well as lengthy due to fact that the California State government, an external government agency, has the authority to classify and re-classify streets.

The PTSC identified that (1) reducing traffic volume as well as (2) lowering the speed of traffic travelling on Hiller Street, Sterling View Avenue, and the surrounding neighborhoods would most effectively address the concerns. Specifically, the PTSC recommended performing striping, including pavement markings, which would visually narrow the lanes and streets and reduce the speed of traffic. The Public Works Operations Division will follow up and perform the striping and pavement markings.

The PTSC addressed additional traffic calming measures, including the installation of permanent traffic control devices and fixtures such as stop signs, discussed and suggested by members of the public during the meeting.

Depending on the specific traffic calming measure or traffic control device requested, the following may be required:

- Formal traffic and speed studies
- Petition with signatures of the majority of affected residents in favor of installing the measure or device (signatures collected must be from Belmont residents)
- Approval by the City Council

In addition to performing striping and pavement markings on Hiller Street as well as surrounding streets and neighborhoods, the PTSC will explore and determine the feasibility of additional traffic calming and mitigation measures that align with current policy and laws (i.e. CA Vehicle Code, MUTCD), engineering standards, and a review and analysis of existing traffic data and information, in addition to field investigations when appropriate.

V. Adjournment

The meeting was adjourned, and the PTSC indicated that they will begin with striping and signage improvements. Following additional studies, the PTSC will look into other traffic calming devices.