



Planning & Transportation Commission

Regular Meeting Agenda: January 27, 2021

Virtual Meeting
6:00 PM

<https://zoom.us/join>

Meeting ID: 985 1555 8179

Phone number: 1 669 900 6833

*****BY VIRTUAL TELECONFERENCE ONLY*****

Pursuant to the provisions of California Governor's Executive Order N-29-20, issued on March 17, 2020, to prevent the spread of COVID-19, this meeting will be held by virtual teleconference only, with no physical location. The meeting will be broadcast live on Cable TV and through Channel 26 of the Midpen Media Center at <https://midpenmedia.org/local-tv/watch-now/>.

Members of the public may comment by sending an email to planning.commission@cityofpaloalto.org or by attending the Zoom virtual meeting to give live comments. Instructions for the Zoom meeting can be found on the last page of this agenda.

TIME ESTIMATES

Listed times are estimates only and are subject to change at any time, including while the meeting is in progress. The Commission reserves the right to use more or less time on any item, to change the order of items and/or to continue items to another meeting. Particular items may be heard before or after the time estimated on the agenda. This may occur in order to best manage the time at a meeting or to adapt to the participation of the public

Call to Order / Roll Call

Oral Communications

The public may speak to any item not on the agenda. Three (3) minutes per speaker.^{1,2}

Agenda Changes, Additions, and Deletions

The Chair or Commission majority may modify the agenda order to improve meeting management.

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1. Spokespersons that are representing a group of five or more people who are identified as present at the meeting at the time of the spokesperson's presentation will be allowed up to fifteen (15) minutes at the discretion of the Chair, provided that the non-speaking members agree not to speak individually.
 2. The Chair may limit Oral Communications to 30 minutes for all combined speakers.
 3. The Chair may reduce the allowed time to speak to two minutes or less to accommodate a larger number of speakers.

City Official Reports

6:00 PM-6:15 PM

1. Directors Report, Meeting Schedule and Assignments

Study Session

Public Comment is Permitted. Three (3) minutes per speaker.^{1,3}

6:15 PM-7:15 PM

2. Study Session: Status of the South Palo Alto Bikeways Project Funded by the VERBS Grant and the Community Engagement Plan

7:15 PM-8:15 PM

3. Study Session with the Palo Alto Transportation Management Association (PATMA) Regarding the Organization's Efforts to Reduce Single Occupancy Vehicle Trips, Reducing Congestion and Demand for Parking, and Improving the Quality of Life in Palo Alto by Mitigating Transportation-Related Emissions and Adaptations During the COVID-19 Pandemic.

Committee Items

Commissioner Questions, Comments, Announcements or Future Agenda Items

8:15 PM-8:30 PM

Adjournment

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Palo Alto Planning & Transportation Commission

Commissioner Biographies, Present and Archived Agendas and Reports are available online: <http://www.cityofpaloalto.org/gov/boards/ptc/default.asp>. The PTC Commission members are:

Chair Bart Hechtman
Vice Chair Giselle Roohparvar
Commissioner Michael Alcheck
Commissioner Ed Lauing
Commissioner Doria Summa
Commissioner Carolyn Templeton

Get Informed and Be Engaged!

View online: <http://midpenmedia.org/category/government/city-of-palo-alto/> or on Channel 26.

Public comment is encouraged. Email the PTC at: Planning.Commission@CityofPaloAlto.org.

Material related to an item on this agenda submitted to the PTC after distribution of the agenda packet is available for public inspection at the address above.

Americans with Disability Act (ADA)

It is the policy of the City of Palo Alto to offer its public programs, services and meetings in a manner that is readily accessible to all. Persons with disabilities who require materials in an appropriate alternative format or who require auxiliary aids to access City meetings, programs, or services may contact the City's ADA Coordinator at (650) 329-2550 (voice) or by emailing ada@cityofpaloalto.org. Requests for assistance or accommodations must be submitted at least 24 hours in advance of the meeting, program, or service.

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Public Comment Instructions

Members of the Public may provide public comments to teleconference meetings via email, teleconference, or by phone.

1. **Written public comments** may be submitted by email to planning.commission@CityofPaloAlto.org
2. **Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Board, click on the link below for the appropriate meeting to access a Zoom-based meeting. Please read the following instructions carefully.
 - A. You may download the Zoom client or connect to the meeting in-browser. If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
 - B. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
 - C. When you wish to speak on an agenda item, click on “raise hand”. The moderator will activate and unmute attendees in turn. Speakers will be notified shortly before they are called to speak. The Zoom application will prompt you to unmute your microphone when it is your turn to speak.
 - D. When called, please limit your remarks to the time limit allotted.
 - E. A timer will be shown on the computer to help keep track of your comments.
3. **Spoken public comments using a smart phone** will be accepted through the teleconference meeting. To address the Council, download the Zoom application onto your phone from the Apple App Store or Google Play Store and enter the Meeting ID below. Please follow instructions B-E above.
4. **Spoken public comments using a phone** use the telephone number listed below. When you wish to speak on an agenda item hit *9 on your phone so we know that you wish to speak. You will be asked to provide your first and last name before addressing the Board. You will be advised how long you have to speak. When called please limit your remarks to the agenda item and time limit allotted.

<https://zoom.us/join>

Meeting ID: 985 1555 8179 Phone number: 1 669 900 6833 (you may need to exclude the initial “1” depending on your phone service)

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Planning & Transportation Commission

Staff Report (ID # 11951)

Report Type: City Official Reports **Meeting Date:** 1/27/2021

Summary Title: City Official Report

Title: Directors Report, Meeting Schedule and Assignments

From: Jonathan Lait

Recommendation

Staff recommends that the Planning and Transportation Commission (PTC) review and comment as appropriate.

Background

This document includes the following items:

- PTC Meeting Schedule
- PTC Representative to City Council (Rotational Assignments)
- Tentative Future Agenda

Commissioners are encouraged to contact Vinh Nguyen (Vinhloc.Nguyen@CityofPaloAlto.org) of any planned absences one month in advance, if possible, to ensure availability of a PTC quorum.

PTC Representative to City Council is a rotational assignment where the designated commissioner represents the PTC's affirmative and dissenting perspectives to Council for quasi-judicial and legislative matters. Representatives are encouraged to review the City Council agendas (<http://www.cityofpaloalto.org/gov/agendas/council.asp>) for the months of their respective assignments to verify if attendance is needed or contact staff. Prior PTC meetings are available online at <http://midpenmedia.org/category/government/city-of-palo-alto/boards-and-commissions/planning-and-transportation-commission>.

The Tentative Future Agenda provides a summary of upcoming projects or discussion items.

Attachments:

- Attachment A: January 27, 2021 PTC Meeting Schedule and Assignments (DOCX)

City of Palo Alto
 Planning & Development Services
 250 Hamilton Avenue
 Palo Alto, CA 94301
 (650) 329-2442



Planning & Transportation Commission 2021 Meeting Schedule & Assignments

2021 Schedule

Meeting Dates	Time	Location	Status	Planned Absences/Notes
1/13/2021	6:00 PM	Virtual Meeting	Regular	
1/27/2021	6:00 PM	Virtual Meeting	Regular	
2/10/2021	6:00 PM	Virtual Meeting	Regular	
2/24/2021	6:00 PM	Virtual Meeting	Regular	
3/10/2021	6:00 PM	Virtual Meeting	Regular	
3/31/2021	6:00 PM	Virtual Meeting	Regular	
4/14/2021	6:00 PM	TBD	Regular	
4/28/2021	6:00 PM	TBD	Regular	
5/12/2021	6:00 PM	TBD	Regular	
5/26/2021	6:00 PM	TBD	Regular	
6/9/2021	6:00 PM	TBD	Regular	
6/30/2021	6:00 PM	TBD	Regular	
7/14/2021	6:00 PM	TBD	Regular	
7/28/2021	6:00 PM	TBD	Regular	
8/11/2021	6:00 PM	TBD	Regular	PAUSD Start Week
8/25/2021	6:00 PM	TBD	Regular	
9/8/2021	6:00 PM	TBD	Regular	
9/29/2021	6:00 PM	TBD	Regular	
10/13/2021	6:00 PM	TBD	Regular	
10/27/2021	6:00 PM	TBD	Regular	
11/10/2021	6:00 PM	TBD	Regular	
11/24/2021	6:00 PM	TBD	Regular	Day Before Thanksgiving
12/8/2021	6:00 PM	TBD	Regular	
12/29/2021	6:00 PM	TBD	Regular	2 Days Before NYE

2021 Assignments - Council Representation (primary/backup)

January Doria Summa Michael Alcheck	February Giselle Roohparvar Cari Templeton	March Michael Alcheck Bart Hechtman	April	May	June
July	August	September	October	November	December



Planning & Transportation Commission 2021 Tentative Future Agenda

The Following Items are Tentative and Subject to Change:

Meeting Dates	Topics
February 10, 2021	<ul style="list-style-type: none"> • Study Session: ADU Code Changes to Section 18.09 • 855 El Camino Real: Zoning Code Text Amendment to Allow Medical Office Use • 181 Addison Ave: Preliminary Parcel Map w/ Exceptions & Variance

Upcoming items:

Topics
<ul style="list-style-type: none"> • Study Session: Parking Pricing • 640 Fairmede: Preliminary Parcel Map with Exceptions • PTC Review of Objective Standards • 2020 Annual Comprehensive Plan and Housing Element Progress Report



Planning & Transportation Commission

Staff Report (ID # 11944)

Report Type:	Study Session	Meeting Date: 1/27/2021
Summary Title:	VERBS Grant Project for Bikeways and Community Engagement Plan	
Title:	Study Session: Status of the South Palo Alto Bikeways Project Funded by the VERBS Grant and the Community Engagement Plan	
From:	Philip Kamhi	

Recommendation

Staff recommends that the Planning and Transportation Commission (PTC) conduct a study session to:

1. Receive a presentation on the status of the South Palo Alto Bikeways Project funded by the One Bay Area Grant 2 (OBAG 2) for Vehicle Emissions Reductions Based at Schools (VERBS) program; and
2. Discuss the Draft Community Engagement Plan (CEP), including specific public outreach strategies for the South Palo Alto Bikeways Project.

Background

In 2017, the City submitted a project application to the Vehicle Emissions Reductions Based at Schools (VERBS) program, a subprogram of the One Bay Area Grant 2 (OBAG 2) program for the Waverley Multi-Use Path Improvements and East Meadow Drive and Fabian Way Enhanced Bikeways Project (South Palo Alto Bikeways Project) PL-00026. The proposed project was awarded federal funds for construction in the amount of \$919,000 with a local match of \$480,000. Due to challenges with staffing resources, planning for this project has been delayed.

The project has an imminent construction obligation deadline of January 2023. Staff is preparing to initiate the South Palo Alto Bikeways Project in anticipation of construction by January 2023. The staff report for Council Action on January 25, 2021 can be found here: CMR 11757, <https://cityofpaloalto.org/civicax/filebank/blobdload.aspx?t=51971.59&BlobID=79900>.

South Palo Alto Bikeways Project

City of Palo Alto
 Planning & Development Services
 250 Hamilton Avenue
 Palo Alto, CA 94301
 (650) 329-2442

The South Palo Alto Bikeways Project is proposed for Fabian Way, East Meadow Drive, and the Waverley Path on Palo Alto Unified School District (PAUSD) land between East Meadow Drive and East Charleston Road. Proposed changes to enhance bicyclist visibility along Fabian Way from East Meadow Drive to East Charleston Road include reconfiguring Fabian Way with a travel lane reduction to accommodate a protected bicycle facility in each direction. Proposed changes to improve bicyclist visibility along East Meadow Drive from Alma to Fabian Way include installing a protected bicycle facility that may require some parking reconfiguration or limited removal. Proposed changes to the third corridor, the Waverley Multi-Use Path between East Meadow Drive and East Charleston Road, include widening the Waverley Path by at least two feet where feasible to accommodate the high flows and varying speeds of cyclists and pedestrians. Repaving and grading will help to mitigate uneven surfaces caused by root damage.

The following local planning efforts support creating an enhanced network of low-stress school corridor routes to provide more families with the opportunity to leave their cars at home for their daily school and work trips, improving mobility options for all road users. By upgrading the bicycle facilities in the South Palo Alto Bikeways Project, the City will improve the bicycle network and strengthen its investment in the Adobe Bridge Highway overcrossing and the Charleston-Arastradero Road Corridor project, both of which link to it.

2010 VERBS Grant

The City was awarded a 2010 Vehicle Emissions Reductions Based at School (VERBS) grant to develop Walk and Roll Maps that included infrastructure recommended for each PAUSD elementary, middle, and high school. The initiative heightened the visibility of the Safe Routes to School (SRTS) program among the individual school communities and greatly increased the demand for City SRTS resources in both infrastructure and non-infrastructure programming. The Waverley Multi-Use Path was identified for upgrades and widening in the 2012-2016 Walk and Roll Recommendations Maps for the adjacent schools.

City of Palo Alto Bicycle & Pedestrian Transportation Plan 2012

The 2012 City of Palo Alto Bicycle & Pedestrian Transportation Plan (BPTP) guides public and private investment in non-motorized transportation facilities and related programs in the city. The Fabian Way Enhanced Bikeway and the Meadow St./El Camino Way/Los Robles Enhanced Bikeway are identified as key BPTP projects for the City. In November 2015, the Palo Alto City Council directed staff to develop a Class 4 separated bikeway on East Meadow to increase design safety. The project will link to other BPTP projects currently in progress, the Charleston-Arastradero Corridor Project, the Adobe Bridge Highway 101 Overcrossing.

PAUSD Bike Counts, Parent Surveys, and Related Data

Annual bike counts are taken by PTA Parent Transportation Safety Representatives Volunteers within a four-week period during the peak month of September. An average of multiple counts is encouraged. Data from 2016 show that between 8% and 54% of PAUSD elementary, middle, and school students bike to school. The 2019 JLS bike count revealed 54% of students biking, or

651 students. Gunn students biked at a rate of 44%, or 838 students. JLS Middle School reached the highest rate of student bike trips among PAUSD public middle and high schools in 2016. On an average day, 651 students, or more than 54% of JLS students biked to school. An average of 44% of Gunn High School students, or over 800, biked to school. These numbers have continued increasing since 2016. Recent data from 2019 show that between 7% and 70% of PAUSD elementary, middle, and school students bike to school. The 2019 JLS bike count revealed 70% of students biking, or 760 students. Gunn students biked at a rate of 50%, or 982 students.

The 2014 District-Wide Safe Routes to School Parent Survey Report was conducted in Fall 2014 by the Palo Alto Safe Routes to School (SRTS) Program. Overall, 1,970 surveys were filled out, providing results for 3,124 students. The surveys found that parents preferred enhanced bicycle lanes that go beyond striping for their child's route.

Additionally, 2016-2017 estimates from JLS Middle School administrators indicated eight students reported bike-related injuries along the Waverley Path, including a broken wrist from a student that fell off the Path due to the variability of the surface.

Discussion

This item is intended to engage PTC on this project, share details about community engagement planned and lessons learned from other projects, and share a timeline and next steps to move the project forward as grant funds have timing restrictions for use.

In addition to potential changes in travel patterns, a significant amount of time has passed since letters of support for the VERBS grant were submitted by the Jewish Community Center (JCC), Gideon Hausner Jewish Day School, Kehillah Jewish High School, PAUSD, and the local PTAs of each school along the corridor. It will be beneficial to re-engage neighbors, schools, the major employment (i.e. office, industrial, medical) districts along E. Meadow Drive and Fabian Way, as well as the JCC to gather suggestions, preferences, and considerations related to signage, striping, curb, buffers, extensions, and signalization changes.

While community engagement efforts are limited by the ongoing pandemic due to in-person events and meetings are currently prohibited by the County Public Health Department, there are several options to involve the community on this project. Options below are listed to engage PTC and staff will incorporate PTC input into the Final Community Engagement Plan (CEP) working with the City Manager's Office and other Departments, as needed.

A Draft CEP tailored for the South Palo Alto Bikeways Project is explained in this section. Amidst the unpredictable circumstances of the pandemic, staff aims to conduct as much community engagement as possible, and as safely as possible, using available resources.

One of the goals of the Draft CEP is to determine if protected bikeways on either Fabian Way or East Meadow Drive would be acceptable to the South Palo Alto community. Because the grant specifies protected bikeway installation, the grant funds would need to be returned to VTA if

the installation of protected bikeways cannot be accommodated on either Fabian Way or East Meadow Drive.

Recent Community Engagement Led by the Office of Transportation

Community engagement for Office of Transportation (OOT) projects adapt to the ongoing pandemic and take into account the City's recent experience with roadway projects. Prior to social media and online engagement opportunities, the City's Transportation staff used several techniques to engage the public, including but not limited to in-person meetings, usually held in the evenings, mailings to residents near a project, email blasts, and tabling near a project or at a Farmers' Market. Each technique has its benefits and drawbacks and reaching diverse segments of the community requires multiple methods, potentially increasing project timelines and costs.

Community concerns raised about the Neighborhood Transportation Safety and Bicycle Boulevards (NTSBB) Project implementation, for which public outreach had been done years before construction, caused the temporary suspension and adjustment of the project. It also created tension in relationships staff built with the public and expended additional limited resources to remediate the situation.

The Draft CEP in this section reflects on lessons learned from the NTSBB Project, the Charleston-Arastradero Project, and the Connecting Palo Alto Grade Separation planning process as well as nationwide best practices. The South Palo Alto Bikeways Project will allow OOT to pilot the new framework and adjust it for future transportation projects.

Community Engagement Options for the South Palo Alto Bikeways Project

While the pandemic has highlighted digital methods for engaging large numbers of people, the pandemic has also underscored the need for cities to reach out to and support those who are on the other side of the digital divide or have limited computer literacy, who may not speak or read English, or whose essential jobs make it difficult for them to participate in meetings or events. Traditional methods like phone-calling and posting flyers in multiple languages at essential businesses (groceries, pharmacies, banks, etc.) may help reach these segments of the community. If allowed by Public Health, tabling at essential business is also a key strategy to reaching a diverse group. In addition, OOT staff can work with local non-profits that serve specific populations to help get the word out about the project.

Based on several elements including the IAP2 model¹, pandemic restrictions, and budget realities, OOT staff propose the following Draft CEP for the South Palo Alto Bikeways Project. Staff seeks feedback on the depth and breadth of the plan. Because the project is on a tight budget and timeline, activities that can provide the broadest reach within limited time and budget were selected.

¹ IAP2 Spectrum of Public Participation:
https://cdn.ymaws.com/www.iap2.org/resource/resmgr/pillars/Spectrum_8.5x11_Print.pdf

Purpose:

- Provide accessible information on the South Palo Alto Bikeways Project alternatives and to provide opportunities and platforms to enhance and encourage community engagement and participation.
- Identify, engage, and work with key stakeholders to inform the community about the project, urgency of timely decisions, and the need to participate to assist Council to adopt a preferred solution.

The outreach effort will be successful if:

- The public understands and agrees to the problem that the ultimate solutions would solve.
- Participants feel they had early and ongoing opportunities for meaningful input.
- Stakeholders and interested parties can access timely and meaningful information.
- The trade-offs were understood and that all parties were acknowledged and considered.
- The public understood the funding constraints and opportunities related to the preferred solution and other ideas.
- Decision-makers are afforded the opportunity to consider public input prior to key decisions.
- The public understands how decisions were made.

Bottom Line Question:

To what level of protection should the bike lanes on Fabian Way and East Meadow Drive be upgraded, especially considering these routes are used by children biking to school and that East Meadow Drive and Fabian Way connect to the new Adobe Bridge via the Reach Trail? If no installation of protected bikeways can be accommodated on either Fabian Way or East Meadow Drive, the grant funds must revert back to VTA.

Key Stakeholders:

- Nearby residents
- Property owners
- Business owners
- Business tenants
- Nearby schools
- Council, PTC, PRC, PABAC, CSTSC
- Various Palo Alto City Departments
- Bicyclists – Silicon Valley Bicycle Coalition (Palo Alto Chapter), etc.
- Students who bike here (Gunn, JLS, Fairmeadow, Hoover, GMS, Kehillah HS)
- People who walk here
- People who drive here
- Transit Providers
- Mitchell Park Field Users
- Mitchell Park Library and Community Center Users

Timeline:

PHASE 1: Document Existing Conditions & Introduce Options

Timeframe: April – May 2021

Tentative Events:

- Host one webinar to describe the purpose of the project and the public engagement effort and post link to webinar recording on project website
- Host Route Audit webinar to engage road users to provide feedback
- Presentations to PTC, PABAC, and CSTSC

Recommended Outreach and Communications Tools:

- Project Information Meetings/Webinars
- Online survey
- Share details through City Communications channels
- Interviews of Key Partners
- Attendance of Standing Meetings of relevant local groups and various Boards and Commissions
- Virtual Tour – Video of the segments to be considered
- Self-Tour/Route Audit – With worksheet/google form that can be filled out by bicyclists/pedestrians/drivers touring the route
- Self-Tour/Route Audit Webinar – Host webinar for those who have toured the route and want to ask questions or provide additional feedback and ideas
- Project Website – Project description, status updates, calendar of events, survey link, map, virtual tour link, and FAQ
- Flyers/Posters – Shopping centers (Charleston Center, Midtown), JCC, schools, Mitchell Park Library and Community Center, Stevenson House
- Signage along the routes
- Newspaper Ads
- Project Email Distribution List
- Digital Mapping, if resources allow
- Tabling at Farmers Market and other locations if allowed by Public Health
- Temporary Treatments on Roadways
- Letters mailed to addresses within 1000 feet of the routes
- Translations
- Presentations to neighborhoods directly affected and other community groups upon request, pending capacity

PHASE 2: Develop Design Alternatives

Timeframe: September 2021

Tentative Events:

- Host webinar to obtain feedback on schematic designs (30%)
- Presentations to PTC, PABAC, and CSTSC
- Tabling at Farmers Market and Shopping Centers if allowed by Public Health
- Presentations to neighborhoods directly affected and other community groups upon request, pending capacity

Recommended Outreach and Communication Tools:

- Online survey
- Attend Standing Meetings of relevant business and neighborhood groups
- Share details through City Communications channels
- Project Website – Project description, status updates, calendar of events, survey link, map, virtual tour link, and FAQ
- Flyers/Posters – Shopping centers (Charleston Center, Midtown), JCC, schools, Mitchell Park Library and Community Center, Stevenson House
- Signage along the routes
- Newspaper Ads
- Project Email Distribution List
- Tabling at Farmers Market and other locations if allowed by Public Health
- Letters mailed to addresses within 1000 feet of the routes
- Translations

PHASE 3: Outreach for Preliminary Engineering

Timeframe: April 2022

Tentative Events:

- Host webinar to obtain feedback on Preliminary Engineering plans (60%)
- Presentations to PTC, PABAC, and CSTSC
- Tabling at Farmers Market and Shopping Centers if allowed by Public Health
- Presentations to neighborhoods directly affected and other community groups upon request, pending capacity

Recommended Outreach and Communications Tools:

- Share details through City Communications channels
- Project Website – Project description, status updates, calendar of events, survey link, map, virtual tour link, and FAQ
- Online survey
- Flyers/Posters – Shopping centers (Charleston Center, Midtown), JCC, schools, Mitchell Park Library and Community Center, Stevenson House
- Signage along the routes
- Newspaper Ads

- Project Email Distribution List
- Tabling at Farmers Market and other locations if allowed by Public Health
- Translations

PHASE 4: Informative Community Outreach

Timeframe: August – October 2022

Tentative Events:

- Host webinar and open house (if allowed) to obtain feedback on final design plans (100%)
- Tabling at Farmers Market and Shopping Centers if allowed by Public Health
- Presentations to neighborhoods directly affected and other community groups upon request, pending capacity
- Presentations to PTC, PABAC, and CSTSC for recommendations to Council
- Presentation to Council for project design approval

Recommended Outreach and Communications Tools:

- PTC and City Council Study Session to review elements of the plan
- Present plan to the public in an open house format and a webinar
- Online survey
- Submit final plan to City Council for adoption, allowing for public comment and sharing public comment received so far
- Share details through City Communications channels
- Project Website – Project description, status updates, calendar of events, survey link, map, virtual tour link, and FAQ
- Flyers/Posters – Shopping centers (Charleston Center, Midtown), JCC, schools, Mitchell Park Library and Community Center, Stevenson House
- Signage along the routes
- Newspaper Ads
- Project Email Distribution List
- Letters mailed to addresses within 1000 feet of the routes
- Translations

PHASE 5: Informative Community Outreach

Timeframe: From January 2023 Onward

Tentative Event:

- Pop-up Construction Event

Recommended Outreach and Communications Tools:

- Signage along route

- Share details through City Communications channels
- Notice mailed to properties along the route
- Door Hangers
- Project Website – Project description, status updates, calendar of events, survey link, map, virtual tour link, and FAQ
- Translations

The first phase of outreach is expected to be completed via OOT's potential on-call consultant contract, which would cover project initiation, project drawings, outreach materials, and outreach support.

Policy Implications

The South Palo Alto Bikeways Project is consistent with the following goals, policies, and programs in the *Comprehensive Plan 2030 Transportation Element*:

Goal T-1: Create a sustainable transportation system, complimented by a mix of land uses, that emphasizes walking, bicycling, use of public transportation and other methods to reduce GHG emissions and the use of single occupancy motor vehicles.

Policy T-1.1: Take a comprehensive approach to reducing single-occupant vehicle trips by involving those who live, work and shop in Palo Alto in developing strategies that make it easier and more convenient not to drive.

Policy T-1.3: Reduce GHG and pollutant emissions associated with transportation by reducing VMT and per-mile emissions through increasing transit options, supporting biking and walking, and through the use of zero-emission vehicle technologies to meet City and State goals for GHG reductions by 2030.

Goal T-2: Decrease delay, congestion, and VMT with a priority on our worst intersections and our peak commute times, including school traffic.

Goal T-3: Maintain an efficient roadway network for all users.

Policy T-3.5: When constructing or modifying roadways, plan for use of the roadway by all users.

Program T3.5.1: Continue to use best practices in roadway design that are consistent with complete streets principles and the Urban Forest Master Plan, focusing on bicycle and pedestrian safety and multi-modal uses. Consider opportunities to incorporate best practices from the National Association of City Transportation Officials guidelines for urban streets and bikeways tailored to the Palo Alto context.

Policy T-3.14: Continue to prioritize the safety of school children in street modification projects that affect school travel routes, including during construction.

Goal T-6: Provide a safe environment for motorists, pedestrians, and bicyclists on Palo Alto streets.

Policy T-6.1: Continue to make safety the first priority of citywide transportation planning. Prioritize pedestrian, bicycle, and automobile safety over motor vehicle level of service at intersections and motor vehicle parking.

Policy T-6.4: Continue the Safe Routes to School partnership with PAUSD and the Palo Alto Council of PTAs.

Policy T-6.6: Use engineering, enforcement and educational tools to improve safety for all users on City roadways.

Additionally, the South Palo Alto Bikeways Project is consistent with the following top recommended projects in the *Bicycle & Pedestrian Transportation Plan 2012*:

BB-3 Bryant Street Bicycle Boulevard: Wayfinding signs and pavement markings south of Bryant Street. Spot improvements for additional safety and comfort, including Churchill/Coleridge Avenue spot improvement and arterial crossing enhancements at University Avenue, Meadow Drive (consider beacon or signal), Charleston Road, and San Antonio Road at Nita Drive into Mountain View.

BK-7 Meadow St / El Camino Way / Los Robles Enhanced Bikeway: Potential cycletrack redesign or enhanced striping and signage of existing bike lanes between La Donna and Meadow Street along Los Robles/El Camino Way; Enhanced striping and signage, including intersection through-markings, for existing Meadow Street bike lanes from El Camino Way to Fabian Way.

BK-9 Fabian Way Enhanced Bikeway: Potential cycletrack or enhanced striping and signage of existing substandard (time restricted) bike lanes to improve safety and access to Adobe Creek Highway 101 crossing, Charleston bike lanes to San Antonio Road

TR-2 Adobe Creek Reach Trail: Upgrade the existing Santa Clara Valley Water District (SCVWD) maintenance road to a Class I trail facility from W. Bayshore Road at Adobe Creek to E. Meadow Drive. This trail would help connect the existing Benjamin Lefkowitz underpass and future potential overcrossing.

Resource Impact

The South Palo Alto Bikeways Project is funded through the FY 2021 Capital Improvement Project (CIP) Safe Routes to School (PL-00026). The City was awarded a grant by the Vehicle Emissions Reductions Based at Schools (VERBS) program, a subprogram of the One Bay Area

Grant 2 (OBAG 2) program. As stated earlier in the staff report, the award is \$919,000 with a local match of \$480,000 to cover the \$1.4M project cost. The awarded VERBS funds are for construction costs only, not for community engagement or design.

Timeline

Staff is implementing the first phase of community engagement for the South Palo Alto Bikeways Project. Subsequently, staff will return to Council with findings from the first phase of public outreach, including the final concept plan.

The timeframe of major milestones for the South Palo Alto Bikeways Project is presented in Table 2 below:

Table 2: South Palo Alto Bikeways Project Milestones

Fiscal Year	Months	Milestones
2021	Q3: Jan – Mar 2021	<ul style="list-style-type: none"> Project status report to Council
2021	Q4: Apr – Jun 2021	<ul style="list-style-type: none"> Stage 1 community engagement on application's initial concept plan Council approval on the final concept plan Request for proposal
2022	Q1: Jul to Sep 2021	<ul style="list-style-type: none"> Request for proposal (cont.) Notice of award Develop schematic design 30% Stage 2 community engagement on schematic design 30% CEQA and NEPA submission
2022	Q2: Oct – Dec 2021	<ul style="list-style-type: none"> CEQA and NEPA submission (cont.)
2022	Q3: Jan – Mar 2022	<ul style="list-style-type: none"> PAUSD Encroachment Permit Develop preliminary engineering design 60%
2022	Q4: Apr – Jun 2022	<ul style="list-style-type: none"> Develop preliminary engineering design 60% (cont.) Stage 3 community engagement on preliminary engineering design 60% Final engineering design 100%
2023	Q1: Jul – Sep 2022	<ul style="list-style-type: none"> Final engineering design 100% (cont.) Stage 4 informative community engagement
2023	Q2: Oct – Dec 2022	<ul style="list-style-type: none"> Stage 4 informative community engagement (cont.) Initiate construction

2023	Q3: Jan – Mar 2023	<ul style="list-style-type: none"> • Stage 5 informative community engagement
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Stakeholder Engagement

As described in this report, stakeholders have been involved throughout the development of the recommended project concept, as reflected in letters of support for the VERBS grant application. This includes PAUSD, whose staff have been involved in assessing the need for the project. The Draft Community Engagement Plan (CEP) could serve as a guide for implementing appropriate levels of public outreach for this project, including identifying a range of stakeholders and public outreach strategies. A Draft CEP tailored for the South Palo Alto Bikeways Project is explained in the discussion section.

Environmental Review

No environmental review is necessary at this time for discussion of the Draft Community Engagement Plan and direction to staff to return with a final concept plan following public outreach.

Report Author & Contact Information

Joanna Chan
Senior Planner
(650) 329-2156
joanna.chan@cityofpaloalto.org

PTC² Liaison & Contact Information

Rachael Tanner
Assistant Director
(650) 329-2167
rachael.tanner@cityofpaloalto.org

² Emails may be sent directly to the PTC using the following address: planning.commission@cityofpaloalto.org



Planning & Transportation Commission

Staff Report (ID # 11961)

Report Type: Study Session **Meeting Date:** 1/27/2021

Summary Title: Study Session: Transportation Management Association

Title: Study Session with the Palo Alto Transportation Management Association (PATMA) Regarding the Organization's Efforts to Reduce Single Occupancy Vehicle Trips, Reducing Congestion and Demand for Parking, and Improving the Quality of Life in Palo Alto by Mitigating Transportation-Related Emissions and Adaptations During the COVID-19 Pandemic.

From: Jonathan Lait

Recommendation

Staff recommend the Planning and Transportation Commission conduct a study session with Palo Alto Transportation Management Association (PATMA) regarding the organization's efforts to reduce single occupancy vehicle trips, reducing congestion and demand for parking, and improving the quality of life in Palo Alto by mitigating transportation-related emissions. The session will also include information and discussion regarding how the TMA continues to pursue its goals and provide transportation services during the COVID-19 pandemic and associated economic recession.

Background

The PATMA has provided the information below. Steve Raney is the executive director of the PATMA.

What is Palo Alto Transportation Management Association (PATMA)?

PATMA is a transportation demand management (TDM) nonprofit. Established in 2016, PATMA is responsible for reducing single-occupant vehicle trips, reducing congestion and demand for parking, and improving the quality of life in Palo Alto by mitigating transportation-related emissions.

PATMA is a TDM social equity leader, undertaking three unique activities:

1. Buying and managing monthly transit passes for 240 low-income commuters (pre-COVID).
2. Providing “after hours” Lyft subsidy for low-income commuters before 6am and after 8pm.
3. Undertaking door-to-door, in-person outreach to 800 Palo Alto businesses.

PATMA also provides Palo Alto in-commuters with subsidized Waze Carpool rides, without income restriction.

Pre-COVID, PATMA reduced demand for more than 300 parking spaces per month.

Out of approximately 40 proposals, PATMA was one of only two winners of a \$100,000 federal Transportation Research Board “Transit IDEA” grant to increase bike commuting. This project will begin in 2021.

Biography of Steve Raney, Guest Speaker for the Study Session

Steve Raney serves as the Executive Director of Palo Alto Transportation Management Association and is also manager of Regional Transportation Demand Management for ALTRANS TMA Inc. Mr. Raney has business, software, and transportation planning masters from Columbia University, Rensselaer Polytechnic Institute, and the University of California at Berkeley. He won Fast Company’s World Changing Transportation Idea award and created Waymo’s robotaxi commercialization model.

Altrans provides staffing services to PATMA. Altrans is a 29-year-old Bay Area firm providing transportation demand management (TDM) services to TMAs and employers, including shuttle bus operation and analytics.

PTC¹ Liaison & Contact Information

Rachael Tanner, Assistant Director
(650) 329-2167

rachael.tanner@cityofpaloalto.org

¹ Emails may be sent directly to the PTC using the following address: planning.commission@cityofpaloalto.org