



Consent Calendar 1.A)

DRAFT

**SUNNYVALE BICYCLE AND PEDESTRIAN ADVISORY COMMISSION
Meeting Minutes – October 21, 2010**

The Sunnyvale Bicycle and Pedestrian Advisory Commission met at 6:30 p.m. on October 21, 2010 with Commission Chair Patrick Walz presiding. The meeting was held in the West Conference Room, City Hall, 456 West Olive Avenue, Sunnyvale.

ROLL CALL/CONSIDERATION OF ABSENCES

Members Present: Andrea Stawitcke
Angela Rausch
Cathy Switzer
David Gandrud
James Manidakos
Patrick Walz
Ralph Durham

Members Absent: None.

Staff Present: Officer Scott Cortese, Traffic Unit, Department of Public Safety
Heba El-Guendy, Senior Transportation Planner, Public Works
Department

Visitors: Andrew Kluter – TJKM Transportation Consultants
Arthur Schwartz - Sunnyvale resident
David Simons – Member of VTA BPAC and Caltrans District 4
Pedestrian Advisory Committee
Fritz Stawitcke – Sunnyvale resident
Kevin Jackson – Member of the Horizon 2035 Committee
Scott Strickland – Supervisor Kniss
A public member who preferred not to identify his name.

SCHEDULED PRESENTATION

There were no scheduled presentations.

Officer Cortese – In response to an earlier BPAC inquiry regarding officers' training on bicycle issues, Officer Cortese noted that officers receive basic academy training

on traffic including autos, pedestrians and bicycles. Added that since bicycles follow most of the rules (of the State Vehicle Code) that apply to automobile traffic, officers have a general knowledge in addition to the quick reference guide to the City's municipal code. Also officers that are authorized to enforce on their bicycles receive additional training on bicycle safety. In response to a question, indicated that the quick reference guide was last updated in 2004 and its future update is subject to availability of budget. With regard to bicycle licensing, noted that licenses no longer have to be renewed every two years and they are currently in effect for life time for a fee of \$6 each. In commenting on riding within crosswalks, noted that he will check the Vehicle Code and respond to the BPAC inquiry at a later date. Added that the safest action is to get off the bicycle and cross as a pedestrian. Electric power bicycles are allowed to utilize bike paths and bike lanes if traveling at prudent speeds and if they are under 50cc. Any electric powered bicycle above 50 cc is considered similar to mopeds and motorcycles and therefore would not be allowed in the bike lanes.

Chair Walz – Requested that BPAC be allowed to provide input when the quick reference guide is next updated, for example to ensure that all sections of the municipal code that are relevant to pedestrians and cyclists are included for police enforcement.

Kevin Jackson – Noted that riding within crosswalks is considered legal, and it falls under the local authority regarding allowing cyclists to use pedestrian facilities. While it is not illegal, cyclists do not have the same protection as pedestrians. Added that bicycle licensing has not been a requirement since 2003. The municipal code was reviewed by the City Attorney in May/June of 2009 to eliminate duplications and contradictions between the state and the City requirements, which is covered in the BPAC meeting agenda packets and meeting minutes.

Arthur Schwartz – Indicated that the most dangerous area when crossing streets is at turn lanes because motorists have a tendency of not looking for upcoming pedestrians and/or cyclists. Suggested that pedestrians and cyclists always have to check their right when crossing.

PUBLIC ANNOUNCEMENTS

Chair Walz – Noted that he attended two community meetings in the past month one regarding Mary Avenue and the second on the Climate Action Plan (CAP). Indicated that the Mary Avenue meeting was very productive and that the public seemed to be generally in favor of the provision of bike lanes along the corridor. The CAP meeting had a large number of public members that voted on draft policies and actions, and the public seemed to be heavily pro emission reductions.

Kevin Jackson – On behalf of Commissioner Simons, noted that the VTA BPAC formed a subcommittee to review all updates to the complete streets project. Also indicated that the bike and walk to school week seemed to be very successful, and suggested that BPAC members approach schools to communicate with TSCN and show interest in participating in future years. In addition, indicated that the City of Los Angeles had a Cyclovia event on 10/10/2010 which had 100,000 participants. Recommended having a similar event in Sunnyvale, and commented that our serious disadvantage is that we have this entrenched automobile culture that they do not seem to have in Los Angeles. Also noted that he observed a sign posted at the end of the Stevens Creek Trail at Sleeper Avenue announcing that the bike/pedestrian bridge over-crossing SR 85 is fully funded with expected completion in the fall.

CONSENT CALENDAR

- 1.A) Approval of Draft Minutes of the September 16, 2010 Meeting
- 1.B) Approval of Agenda of the October 21, 2010 Meeting
- 1.C) Approval of the 2010 BPAC Calendar Update

Consent Calendar Item 1 was moved to follow Public Hearing Item 2. **Commissioner Durham moved a motion seconded by Commissioner Manidakos to approve Consent Calendar items 1.A), 1.B) and 1.C). Motion was passed 7-0.**

STAFF RESPONSE TO PRIOR PUBLIC COMMENTS

No response was needed.

PUBLIC COMMENTS

None.

PUBLIC HEARINGS/GENERAL BUSINESS

- 2. DISCUSSION: Mary Avenue Street Space Allocation Study

Andrew Kluter – Provided a Powerpoint presentation describing two evaluated alternatives for each of three roadway segments. In general, the first alternative proposes a road diet by reducing the number of auto travel lanes and providing bike lanes. This alternative maintains the existing auto travel lanes at critical intersections such as Mary Avenue/Fremont Avenue and Mary Avenue/El Camino Real for safe operational purposes. The second alternative proposes retaining the existing number

of auto travel lanes and prohibiting parking on one side of the street to accommodate the provision of bike lanes. The three road segments from south to north are: Mary Avenue from Knickerbocker Drive to Evelyn Avenue (primarily running through a residential area), from Evelyn Avenue to Central Expressway, and from Central Expressway to Maude Avenue. The consultant also described a set of draft criteria, listed below, for evaluating the two alternatives. In addition, Mr. Kluter requested feedback of the BPAC members for consideration in future steps of the feasibility study and noted the possibility of mixing and matching between the two alternatives along the road segments. Also noted that a refined alternative is expected to be presented to the public in a community meeting to be held in January 2011. Cost estimate will also be prepared prior to the January community meeting. Provided a web site address where up-to-date information on the project is being posted.

The Draft Evaluation Criteria are as follows:

- 1- City Policy Considerations including:
 - Appropriate accommodations for vehicles and bikes,
 - Enhanced safety and efficiency for all road users;
 - Call for developing engineering & planning criteria based on roadway geometry, collision history, travel speed, traffic volume, and other factors;
- 2- Maintain current/acceptable vehicle peak hour Level of Service (LOS) at key intersections;
- 3- Lane widths for motorized vehicles and bicycles;
- 4- Ability to provide continuous Class II bicycle lanes;
- 5- Traffic calming and pedestrian safety features;
- 6- Potential for speed reduction and collision reduction;
- 7- Cost consideration – modification of roadway elements including curbs, medians, pavement, and landscaping; and,
- 8- Parking supply impacts.

Commissioner Switzer – Noted the need for establishing bike lanes that are as wide as possible. Also noted that she considers criteria #4 a high priority. Indicated that outreach of the community meeting was very good, and requested just as a good of an outreach process to be carried out for the January community meeting.

Commissioner Rausch – Noted that the community meeting outreach within the residential part of Mary Avenue was limited, and suggested posting future meeting announcements in the Sunnyvale newspaper.

Commissioner Durham – Noted that most homes along the southerly segment of Mary Avenue have at least three to four on-site parking stalls per house (in garages and on driveways) excluding the stalls currently provided on the street. Considers Criteria #8 a low priority when it sacrifices safety conditions. Also noted that criteria #2 through #5 are the most important ones in his view.

Commissioner Stawitcke - Considers criteria items #3, #4, #5 and #6 as equally important and highest priority followed by criteria #2, #7 and #8.

Chair Walz – Noted that he agrees that criteria #2 through #5 are the highest priority. Added that should the cost become an issue, then possibly the project could be implemented in phases depending on the grants and/or other funding sources that may be attained. Suggested that the safest and best segment be implemented first in case of phasing the project to make it more affordable.

Arthur Schwartz – Inquired if the bike lane width includes the gutter. Also suggested paving over the gutter to better accommodate cyclists whenever it is only possible to provide a four-foot bike lane.

Andrew Kluter – Clarified that width of the bike lanes include the gutter and that the bike lane is generally provided at a minimum of 3 feet plus 2 feet gutter. Where possible, the bike lane is proposed 4 feet plus 2 feet gutter.

Kevin Jackson – Recommended providing six-foot bike lanes as much as possible because pavement and concrete do not age the same, and the line of separation become unsafe for cyclists. Noted his belief that the high traffic volumes and speeds along the street warrant providing the six-foot bike lanes. In addition, noted that parking is dangerous for cyclists especially in the peak traffic hours, and that parked cars also restrict visibility for cars turning in and out of driveways.

Comments noted on Segment 1 (Most southerly segment): The proposed six-foot bike lanes are adequate. In the case of having parking shifting from side to side, recommended the establishment of distinguished marked crosswalks including in the vicinity of the soccer field. Also recommended having swerves in lane edge lines at intersections and not at mid-block locations because motorists have a tendency to drive straight and over-crossing marked lines which create pinch points for cyclists. The BPAC members recommended Alternative 1 for Segment 1.

Comments noted on Segment 2 (The middle segment): Recommended maintaining consistent width for the vehicular travel lanes. Alternative 2 is considered better because it does not propose sharrows (lanes shared between automobile and bicycle traffic).

Comments noted on Segment 3 (Most northerly segment): The BPAC members raised concerns regarding the four-foot bike lanes and suggested instead considering narrowing the vehicular turn lanes to nine feet. Noted that this is a 40 mph zone and that bike lanes need to be at least six feet wide. Requested avoiding the sharrows by narrowing down the vehicular travel lanes and separating/marking bike lanes.

A public member: Requested modifying width of all bike lanes to at least five feet, and requested retaining turn lanes to avoid delays and collisions. Inquired if the consultant is a cyclist and whether he prefers a certain alternative and why. Also inquired if more than two alternatives have been reviewed.

Andrew Kluter – Clarified that he has no preferred alternative at this point, and is currently formulating the evaluation criteria and reviewing elements of the two alternatives. Added that he bicycles, and welcomed suggestions for additional or hybrid alternatives.

Kevin Jackson – Noted that this project is being motivated as a bicycle retrofit project which should not be compromised especially in light of the street space allocation policy with the capacity concerns and street parking as subordinate goals. Indicated that the facility should be designed to accommodate safe use by average and not elite cyclists which should be the project's measure of success. Added that the Class II bicycle facility along Mary Avenue will be a good connection between the bridge over I-280 and the Borregas Avenue pedestrian/bicycle bridges.

3. DISCUSSION: Draft Climate Action Plan (CAP) policies

Heba El-Guendy – Circulated an updated list of draft CAP policies, growth scenarios per the current General Plan along with potential changes, and an updated project schedule for developing the first Sunnyvale CAP and updating the Land Use and Transportation Element (LUTE). Noted that the draft CAP policies have been developed based on input from the Horizon 2035 Committee, the public, and staff. Described the Study Session process that will be attended by Council members, the Planning Commission and BPAC. Requested reviewing the circulated materials before the study session to provide input. Added that soon after the study session, BPAC members can still provide comments using the link on the project's web page or via e-mail to Gerri Caruso and Tricia Lord of the Community Development Department.

Chair Walz – Noted his hope for the Council not to water down the CAP policies that are currently under review. Also noted that one of the links on the main project web page is inaccurate with "Sunnyvale.com".

Commissioner Switzer – Inquired about definition/types of shade trees.

Fritz Stawitcke – Inquired about the development of open space and whether it would be a part of the CAP or the LUTE. Also inquired about multi-jurisdictional projects, such as the Stevens Creek Trail project.

Heba El-Guendy – Noted that there are CAP policies that would encourage increasing open space along with associated positive environmental effects. Also noted that one of the growth areas, the Lawrence Station area, is partially in Santa

Clara and partially in Sunnyvale and that planning coordination of this area is underway. Also indicated that staff requested that the Stevens Creek Trail project be added to the CAP policy list.

Kevin Jackson – Indicated that the Horizon 2035 meetings are open to the public and that the BPAC members are welcome to attend. Also noted that the next Committee meeting has been postponed from November 3rd to the 17th.

NON-AGENDA ITEMS AND COMMENTS

- **BPAC ORAL COMMENTS**

Commissioner Rausch – Noted a safety issue that was brought to her attention regarding the bridge over SR 85 in the vicinity of West Valley Elementary School and Cupertino Middle School. Indicated that there is currently no shoulder or bike lane, and no space for walkers or cyclists to wait. This location is heavily used by school children and suggested that it would be reviewed. Also noted that children under the age of twelve are not currently allowed to ride the Caltrain with their bicycles.

Commissioner Switzer – Recommended retaining the open green space at the Town and Country site. Inquired about the corner of Tasman Drive/Fair Oaks Avenue and whether or not it is still planned to be occupied by Fresh and Easy.

- **STAFF ORAL COMMENTS**

Staff provided update on the following:

- Grant application submitted for Vehicle Emissions Reductions Based at Schools (VERBS) funding for educational efforts at a number of Sunnyvale schools in teaming with the Traffic Safe Communities Network (TSCN), as well as a grant application for Community Design and Transportation (CDT) for the design and construction of the East Channel Trail.
- Repairs that took place to a malfunctioned detector in order to minimize delays for westbound left-turn movement at the intersection of Duane Avenue/Fair oaks Avenue. Also repairs to the bike detector on the eastbound through lane at same intersection.
- Testing of bike detection at Reed Avenue/Sequoia Drive and Java Drive/Crossman Drive for left and through lanes and painting of bike logos.

INFORMATION ONLY ITEMS

4. Borregas Avenue bicycle lanes, information was accepted as submitted in the agenda packet.

5. Remington Drive Street Space Allocation Study, information was accepted as submitted in the agenda packet.
6. BPAC E-mail messages and/or letters since circulation of the agenda packet of the September 16th meeting along with their responses were accepted as submitted in the agenda packet
7. BPAC Active Items List was accepted as submitted in the agenda packet.

ADJOURNMENT

The meeting was adjourned at 9:05 p.m.

Respectfully submitted by:

Heba El-Guendy
Senior Transportation Planner
Division of Transportation and Traffic

Bicycle and Pedestrian Advisory Commission Master Work Plan

Calendar Year: 2010

List all regularly scheduled board/commission meetings, annual review of the Code of Ethics and Conduct for Elected and Appointed Officials, specific issues identified in the Tentative Council Meeting Agenda Calendar, and routine assignments specific to each board or commission.

Meeting Date	Agenda Item/Issue
January 21	<ul style="list-style-type: none"> - 2010 BPAC Calendar - Sunnyvale Works Program (Staff briefing) - Annual Review of the Code of Ethics and Conduct for Elected and Appointed Officials - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)
February 18	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Appointment to the VTA BPAC - Council ranking of Study Issues (Information item) - FY 2010/11 Curb Ramp Installation List (Information item) - US Bike Route System (Information item) - 2010-11 Expressway Pedestrian Projects Program (Information item) - 2010 Earth Day (Information item) - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
March 18	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Public presentation on Public Access to Urban Creeks and Wildlife Compatibility - PS Department staff update on reported collisions - Study Issue – Establishment of Guided Bicycle Routes Through Neighborhoods - Utility Bill Stuffer Concepts - FY 2010/11 Road Resurfacing List (Information item) - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)

Meeting Date	Agenda Item/Issue
April 15	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Study Issue – Establishment of Guided Bicycle Routes Through Neighborhoods - Consideration of Bordeaux Drive Street Space Allocation Study – Draft RTC - Update on the General Plan Consolidation - Staff update on the ongoing work on the LUTE - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
May 20	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Review of the Detailed Two-Year Budget - Fiscal Year 2010/2011 Transportation Development Act Article 3 Application for Pedestrian and Bicycle Projects – Draft RTC & Resolution - Draft Utility Bill Stuffer - Update on the General Plan Consolidation - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
June 17	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Volunteer Recognition - Update on the General Plan Consolidation - Staff update on the ongoing work on the LUTE - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
July 15	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Study Issue - Establishment of Guided Bicycle Routes through Neighborhoods – Draft RTC - Update on the General Plan Consolidation - Staff update on the ongoing work on the LUTE - City of Sunnyvale 2010 Local Appointment List for Boards and Commissions (Information Item) - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item) - Election of Officers (This is an Action item to be addressed at the end of the meeting)

Meeting Date	Agenda Item/Issue
August 19	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Presentation by Gerri Caruso on the General Plan structure and Sunnyvale's position within the region - Guided Bike Routes through Neighborhoods - Draft RTC - Remington Drive Street Space Allocation Study - Draft RTC - Study and Budget Issues Development - Update on the General Plan Consolidation - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
September 16	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Study and Budget Issues Finalization - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List Update (Information item)
October 21	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Mary Avenue Street Space Allocation Study - Draft Climate Action Plan (CAP) policies - Borregas Avenue bicycle lanes (Information item) - Remington Drive Street Space Allocation Study (Information item) - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)
November 18	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - Ranking of Study Issues - Review Process for the Mary Avenue Street Space Allocation Project - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)
December 16	<ul style="list-style-type: none"> - Updated 2010 BPAC Calendar - 2011 Work Plan - BPAC E-mail Messages and/or Letters (Information item) - BPAC Active Items List (Information item)

