

**REGULAR MEETING
TRAFFIC SAFETY AND CIRCULATION COMMITTEE
SEPTEMBER 24, 2020, 1:00 PM
VIA REMOTE ZOOM MEETING
AGENDA**

COVID-19 ADVISORY NOTICE

Due to Covid concerns and consistent with State Executive Orders No. 25-20 and No. 29-20, the meeting will not be physically open to the public. Members of the City Council and staff will participate in this meeting remotely. Members of the public are encouraged to participate remotely via Zoom or telephone pursuant to the information and link below. Public comment will be accepted during the meeting. The public may also submit comments in advance of the meeting by emailing the city clerk at: clerk@cityofbelvedere.org. Please write "Public Comment" in the subject line. Comments submitted one hour prior to the commencement of the meeting will be presented to the City Council and included in the public record for the meeting. Those received after this time will be added to the record and shared with City Councilmembers after the meeting. The meeting will be available to the public through Zoom video conference. Those who do not have access to Zoom may access the meeting by calling the number below.

City of Belvedere is inviting you to a scheduled Zoom meeting.

Topic: Traffic Safety and Circulation Committee
Time: Sept. 24, 2020 01:00 PM Pacific Time (US and Canada)

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**REGULAR MEETING
TRAFFIC SAFETY & CIRCULATION COMMITTEE
THURSDAY SEPT 24, 2020 @ 1:00 PM
VIA REMOTE ZOOM
AGENDA**

OPEN FORUM

This is an opportunity for any citizen to briefly address the Traffic Safety & Circulation Committee on any matter that does not appear on this agenda. Upon being recognized by the Chair, please state your name, address, and limit your oral statement to no more than three minutes. Matters that appear to warrant a more lengthy presentation or Committee consideration may be agendaized for further discussion at a later meeting.

SCHEDULED ITEMS

1. Approve minutes of the June 11, 2020 regular meeting
2. Street Review Work
 - Update from city staff on ongoing projects related to street work
 - Discussion and update concerning on-going work on safety and circulation issues and process for moving forward with street review work
3. Parking – 72 hour rule
 - Initial discussion of parameters for draft language for possible amendments to rule
4. Set schedule for upcoming meetings

ADJOURN

NOTICE: WHERE TO VIEW AGENDA MATERIALS

Staff reports and other writings distributed to the Committee, including those distributed after the posting date of this agenda, are available for public inspection at Belvedere City Hall, 450 San Rafael Avenue, Belvedere. To request automatic mailing of agenda materials, please contact the City Clerk at (415) 435-8913.

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Posted 9/17/2020

**REGULAR MEETING
TRAFFIC SAFETY & CIRCULATION COMMITTEE
THURSDAY JUNE 11, 2020 @ 1:00 PM
VIA REMOTE ZOOM MEETING**

MINUTES

COMMITTEE PRESENT: Mimi Ganz, Annette Ryan, Harry Somerfield, Larry Binkley, Paul Falzone, Luke Mazur, Sandy Donnell, Marcia Valente and Chair Michele Kyrouz

COMMITTEE ABSENT: None

OTHERS PRESENT: Mayor Nancy Kemnitzner, City Manager Craig Middleton, Police Chief Jason Wu, Public Works Director Robert Zadnik, and City Clerk Christina Cook

These minutes are intended to reflect the general content of the regular meeting. An audio file of the meeting is available on the City website at

<https://www.cityofbelvedere.org/DocumentCenter/View/6822/06112020-Audio>

CALL TO ORDER OF REGULAR MEETING

The meeting was called to order at 1:03 PM

OPEN FORUM

No comments raised. Open forum closed.

SCHEDULED ITEMS

1. Approve minutes of the February 11, 2020 regular meeting
 - Motion to approve minutes passed unanimously with minor correction
2. Old Business
 - City Manager Middleton and Police Chief Wu reviewed the impact of the coronavirus shelter in place on city projects and street work. They noted there were no safety issues or concerns, and things have been operating smoothly in the city over the past few months. City Manager Middleton indicated that city construction and road projects had been halted for a period while the county order did not allow construction but had resumed thereafter. He also discussed the updated budget for the city approved by the City Council and noted that two projects involving street work remain in the budget – the City Hall work involving the sidewalks and road space in front of City Hall, and the work on San Rafael Ave/Lagoon Road, which could include the bus stop and sidewalk/crosswalk issues identified there.

- Director of Public Works Zadnik updated the committee on work the Public Works department is completing or will complete to address some of the notes indicated on the committee's summary chart of street review notes. These items generally concern maintenance and tree trimming suggestions to improve road safety. He indicated the city staff would continue to work on the maintenance items over the next few months. He suggested that some of the larger projects listed on the committee's chart would be best handled by using a traffic engineering consultant for initial input.
- Chair Kyrouz reviewed the status of other projects indicated on the committee's chart of street review notes. She noted that the committee had identified three larger buckets of tasks – sidewalks/crosswalks, speeding/traffic engineering, and parking – and that teams were conducting further analysis on these issues. She noted that the sidewalk/crosswalk team had given a report at the last meeting and several of those items would be included in the City Hall and San Rafael Ave projects the city has underway.

She discussed with Public Works Director Zadnik the recommendation of the speeding team that two-way arrows might be added to show that certain major streets on Belvedere island are two-way which would encourage drivers to slow down. She noted the team would compile the traffic engineering tasks into a list that could be addressed by the city or with approval of city council as needed and as budget permits either this year or in the future.

Chair Kyrouz also noted that the parking team is continuing to work on identifying ways to reduce choke points on Belvedere Island and to measure parking spots to ensure safety access. That work is ongoing and will continue to be discussed at future meetings.

Chair Kyrouz opened the meeting for public comment and there was none. The public comment session was closed.

3. New Business

- The committee discussed next steps for moving forward on street review work. Chair Kyrouz noted the parking team would continue its work and that she would revise the summary of tasks to indicate work that should be considered by a traffic engineer before proceeding.
- The committee discussed the process for next steps on how to consider any possible amendment to 72-hour rule. Chair Kyrouz noted the committee is acting in an advisory capacity to the city council on this issue. She noted the committee had engaged in a detailed discussion at the last meeting regarding the challenges of enforcing the rule as currently written, and the competing concerns around how to amend the rule. The committee also heard extensive public comment on the issue at the last meeting. Chair Kyrouz suggested that she could work to draft some proposed amendment ideas for

consideration by the committee. The committee agreed that it would consider possible alternative language to amend the 72 hour rule, or whether to retain the current language, at future meetings with a goal to make a recommendation up to city council at the end of the process.

- The committee agreed that in light of progress made and the tasks at hand, they would generally plan to meet quarterly going forward, with the next meeting in mid-September 2020.

Chair Kyrouz opened the meeting for public comment and there was none. The public comment session was closed.

ADJOURN

The meeting was adjourned at 2:08 PM

THE FOREGOING MINUTES were approved at a regular meeting of the Traffic Safety and Circulation Committee on September 24, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

APPROVED: _____
Michele Kyrouz, Chair

ATTEST: _____
Beth Haener, City Clerk

Traffic Safety Committee

Summary of Street Review Work

Draft 9/16/2020

Maintenance Items

Based on its street review work, the Committee has identified the following maintenance issues which may be able to be addressed by city staff. In addition, the Committee notes that many parking spots have faded markings and may need to be repainted when possible:

Lower Bayview

- repair cracked sidewalks (see attached sidewalk/crosswalk report)
- review speed limit signage at church – unclear
- review whether red curb needed to indicate where parking restricted
- consider signage to limit improper parking on sidewalk near church
- clarify parking signs at intersection with Oak/Laurel – hard to read and unclear

Upper Bayview

- Laurel to Toyon – parking signs hard to read and unclear
- Laurel to Toyon – speed limit is not clear, is it 15 mph? need signage
- Toyon to Beach – speed limit is not clear, is it 15 mph? need signage
- Remove dirt that fell from hillside at 206-260 Bayview

Beach Road (on island)

- Above SF Yacht Club parking lot – ask Yacht Club to trim palm bushes low to ground which block view at corner near 147 Beach and create blind curve
- Consider painting two way arrows on street before 147 Beach, after intersection with Bayview and after intersection with Bella Vista to make clear to visitors
- Near 310 Beach – metal plates on street for AT&T access making loud clanging noise when cars drive over

Belvedere Ave

- Speed limits painted on road have faded and need paint

Bella Vista

- Near 110 Bella Vista – hillside falling into road, examine retaining wall
- Near 39 and 318 Bella Vista – trim back foliage
- Clarify speed limit of 15 mph and add signage

Lower Madrona

- Hillside falling into roadway – remove dirt to improve width and review slurry sealing

Golden Gate

- San Rafael to Bayview – current signage for Stop Ahead not visible, requires cleaning; consider speed limit signage and signage for church parking lot
- Tamalpais/Buckeye – trim foliage around stop signs at intersection
- Oak – repaint speed limit signs on roadway to show change from 25 to 15 at that spot and consider adding street sign as well; trim back foliage around stop sign, replace missing street reflectors
- Eucalyptus – clean speed limit sign to make readable
- Near 215 Golden Gate – faded 15 mph roadway sign, needs paint

Cove Road

- At intersection with Beach, trim hedges to improve visibility
- At Lagoon Road, sidewalk is cracked and missing in places (see attached sidewalk/crosswalk report)
- Ask homeowners to trim foliage as needed to ensure sidewalk access

West Shore Road

- Ask homeowners to trim foliage as needed to ensure sidewalk access

Traffic Engineering Items

The Committee has identified the following areas for consideration by City Council which involved traffic engineering issues and may warrant review with a traffic engineer/consultant to determine appropriate action, if any:

Belvedere Island

- For Special Parking District which specifies parking only in marked spots, consider clarifying that district applies to all public roads on island and move signage to bottom of Beach, Laurel and Golden Gate, which are the access points onto the island; this would require marking parking spots in those places not currently covered by the District
- Consider review of permissible truck size limits – should certain roads such as Upper Bayview and Bella Vista be further limited (unless encroachment permit obtained)?

- Intersection of Madrona/Golden Gate – consider moving stop line forward for visibility at blind corner
- Beach Road – consider adding two-way traffic arrows painted on roadway to alert visitors that road is two-way
- Belvedere Ave – consider extending existing wooden safety railing across from 298 Belvedere Ave to close gap at curve

San Rafael Ave

- Consider traffic calming measures to reduce speed – including speed limit signs that contain section reflecting speed of passing cars, medians to narrow lanes to slow traffic
- City Hall intersection – consider adding stop sign for outbound traffic or make intersection a roundabout with flower pot; consider adding crosswalk to bus stop (see attached Report of Crosswalks and Sidewalks Team)
- City Hall intersection – consider changing parking spots in front of City Hall and adding crosswalk for bus stop, as well as sidewalk improvements on Laurel
- Playground access – consider extending sidewalk on San Rafael Ave from Laurel to park area, either on park side or non-park side of street
- Leeward intersection – consider mirror for visibility
- Golden Gate intersection – consider crosswalk or sidewalk access to bus stop or move bus stop to another location (see attached Report of Crosswalks and Sidewalks Team)
- Golden Gate intersection – consider adding traffic island to separate left and right turning traffic from Golden Gate onto San Rafael, as traffic calming measure for cars turning up Golden Gate
- West Shore intersection – consider signage to make clear it's a dead end and proper direction to downtown, consider upgrade to crosswalks to improve pedestrian visibility (see attached Report of Crosswalks and Sidewalks Team)
- Lagoon Road intersection – consider improvements to sidewalks/crosswalks and bus stop access (see attached Report of Crosswalks and Sidewalks Team)

Lagoon Road/Cove Road

- Consider adding sidewalks on Lagoon between Maybridge and San Rafael where missing (see attached Report of Crosswalks and Sidewalks Team)
- Maybridge intersection – consider improving intersection visibility and extending red curb

West Shore Road

- Consider traffic calming measures to reduce speed

Parking

The parking team, with the assistance of Chief Wu, has reviewed the marked parking spots on Belvedere Island on several of the main roads to determine whether the spots as marked are 6 feet wide and allow for 10 feet of access for emergency vehicles. The parking team is continuing to review additional roads for compliance with parking spot requirements. We discuss our findings to date below.

The parking team is also in the process of identifying some key choke points on Belvedere Island where traffic is frequently backed up. We have defined choke points to include spots where only a single car can pass but there is a blind corner or limited visibility such that an oncoming vehicle is not visible until it's too late, requiring one of the vehicles to back up and let the other pass. We discuss below some possible solutions for resolving choke points and facilitating access on the island. We did not identify any choke points on the lower roads around the Lagoon which are flatter, wider and have fewer blind corners.

Existing Parking Spots

- The vast majority of marked parking spots on major roads are painted at the correct width and allow for 10 feet of clearance if cars park within the lines.
- Most of the problems occur when cars or larger trucks park outside the lines, thereby reducing the available clearance. Existing law provides that 10 feet of clearance is required, so enforcement is probably the only remedy for this issue.
- Based on the reviews completed thus far, there are a handful of spots that are too narrow at portions and should be re-striped, we will provide those details to the Dept of Public Works and summarize here:
 - Bayview Ave
 - There is a spot at 214 Bay View that does not allow enough sufficient room to pass; is striped as a “half-spot” and should be reviewed for safety.
 - There is a newly constructed curb at 240 Bayview that juts into the road, narrowing the roadway, and should be reviewed for safety.
 - There is a spot at 260 Bayview that requires re-striping.
 - All other spots on Bayview meet the regulated dimensions.
 - Bella Vista Ave
 - There are 4 parking spots in the 100 block where the spots extend across the curb and where cars park with two tires on the curb and two on the road.
 - The spot across from 20 Bella Vista required restriping
 - All other spots on Bella Vista meet the regulated dimensions.

- Golden Gate Ave
 - There are several spots between 318-331 Golden Gate that require re-striping due to road construction.
 - All other spots on Golden Gate meet the regulated dimensions.

Choke Points for Traffic – Access Roads

- Beach Road – 180-202 Beach

This area is the biggest choke point on the island, due to heavy traffic coming up Beach Road to access many points on the island. There are 3 parking spots located here and if cars are parked in those spots, only one car can pass at a time. Due to the blind corner, drivers do not see the other car coming toward them until it is too late to pull over and allow passage. Therefore, one car must back up and often if there are multiple cars in one direction or the other, several cars may need to move, causing traffic blockage.

The houses located in this stretch are 180 Beach, 190 Beach and 202 Beach. All have off-street parking for 2-3 cars, except 180 Beach has off-street parking for one car. Other spots nearby include the spots just above 210 Beach (which is adjacent to 202 Beach), 3 spots in front of 172 Beach (adjacent to 180 Beach) and one spot on Bayview, just above 190 Beach with stairs connecting to Beach.

Possible solutions to this chokepoint are as follows:

- Time-restrict parking for all 3 spots, limiting parking from 7 am to 5pm Mon-Fri and allowing parking on evening/weekends
 - Remove all 3 parking spots
 - Remove 1 or 2 parking spots where visibility can be achieved
 - Consider technology solution such as adding a trigger point that signals a car is coming and the other direction of traffic can stop at 172 Beach where there is room to pass; traffic engineer may have other similar ideas for how to resolve this choke point
- Other choke points we should consider?

Other Issues to Consider

- Review of homemade no parking signs installed by residents and whether appropriate
- Whether residents may use a rope/chain, or bollards, to prevent driveway access – makes pulling over or turning around impossible. As an example, there are a handful of homes on Bella Vista that have ropes and chains blocking a turnaround

point in a narrow stretch including several homes between 246 and 298 Bella Vista. There are also homes on Bay View with ropes or ballards including addresses between 135 – 156 Bay View and at 280 Bay View.

- Whether to add any additional parking spots (Belvedere Ave, Golden Gate Ave) or mark spots if the Special Parking District is extended (lower Beach, lower Bayview, Laurel)

Possible Amendment to the 72 Hour Parking Rule

- The City Council has asked our Committee to examine whether any amendment should be made to the 72 hour parking rule.
- During the February 2020 meeting of the Committee, Police Chief Wu explained some of the issues around enforcement of the 72 Hour Parking Rule as currently drafted, and the Committee discussed the competing concerns. The Committee then heard public comments on all of the points discussed.
- Some of the key points are as follows:
 - Definition of movement. Currently the rule does not specify what it means to move your car, so you could move the car 6 inches and claim it was moved, triggering another 72 hour period of parking. This defeats proper enforcement of the rule as people are gaming the system.
 - Other cities in Marin, including Tiburon, have changed the code language to specify that movement is moving the car more than 500 feet, or 1000 feet, in order to free up that spot for others in the immediate vicinity to use.
 - Forcing the car to be moved for a significant period of time (several hours or 24 hours) to another location reduces the burden on one area where the car has been parked for 72 hours and spreads it over a larger area, freeing up the original space.
 - It would be helpful to clarify the intent of the rule, which was originally enacted in 1969. At that time, the concern was about abandoned vehicles, but today the concern is that every family has a number of cars and there are not enough parking spots for visitors and workers in many areas. The question is really whether public parking spots on Belvedere roads should be taken up indefinitely as private car storage by one person or whether those spots should be equitably shared by residents – and that sharing enforced by disallowing long term parking.

- Chief Wu noted that enforcement of the rule primarily is complaint-driven, where neighbors who are inconvenienced by cars being stored on the street have reported the violations. Chief Wu noted the department reaches out to the car owner to request compliance before ticketing. He noted last year there were 38 cases reported from all areas of Belvedere, not just in one location, and that all were remedied by the car owner before enforcement or ticketing was needed.
- Exceptions to the rule. The rule as currently drafted provides a broad exception where the police department can waive enforcement of the rule at its discretion. Chief Wu noted it would be helpful to define parameters for exceptions rather than just leaving it open to discretion.
- The Committee heard public comments and some exceptions discussed were the need to leave a car on the street when on vacation or when hospitalized or otherwise not able to move the car.
- The question has been raised as to how long a car should be left on vacation and how the department would know whether to enforce.
- Possible ideas for amendments to the rule. To address the question of movement, and to put some teeth in the rule so that it actually can be enforced when needed, we could add a definition of movement requiring the car to be moved some number of feet for 24 hours, to ensure the spot remains open to other than uses, rather than just having someone drive around for an hour and go right back to parking in the same spot. The goal would be to put the car elsewhere to free it up for other users.
- I suggest that the parking sub-team put together some proposed language for the Committee to consider based on measurements to determine what the appropriate distance would be for movement.
- To address the question of exceptions, we could draft some language that would provide that Belvedere residents could request an exception to the rule for any car they own that has a current Belvedere resident sticker by calling the Police Department and obtaining a pass to put on the dashboard.
- I suggest that the parking sub-team put together some proposed language around how many weeks would be the limit for this exception, since many residents only live in Belvedere part time and, for example, it would not be fair to allow cars to be left for 3 months at a time while they are living elsewhere.

- Once we have some proposed language, the Committee can discuss and determine its recommendation for the City Council, which can decide how to proceed and draft any final language with the City Attorney.

Belvedere Lanes

The committee has identified the follow items concerning Belvedere’s lanes that the City Council may want to refer to the Parks/Open Space Committee:

- Lighting – consider whether all of the lanes should have motion sensor, LED lights, perhaps located on the underside of the hand rails, in order to permit access at night and facilitate emergency egress on the island
- Repairs – consider repairs to Hawthorne Lane steps

Construction Management

The Committee notes that it has received numerous comments about the number of construction trucks visiting various sites, particularly on Belvedere Island and on Lagoon Road, and whether these trucks are in compliance with staging plans filed with the Building Department. The Committee recommends that the Building Department work to increase enforcement of the rules around the number and parking location of trucks in connection with construction projects.

In addition, where large trucks such as concrete trucks or other large vehicles have permission to access the Island, the Committee suggests that the Building Department consider additional guidelines to prevent traffic blockages, such as a “clear the path” rule requiring the company to send one person ahead to the nearest intersection and hold the traffic while the truck comes up the road, so as to avoid multiple cars scrambling to back up and get out of the way. This would also help identify any parked cars that the truck may be unable to pass, etc.

February 26, 2020

Report of Crosswalks and Sidewalks Team

Introduction

Our team looked closely at the issues of crosswalks and sidewalks with the intent of making Belvedere a safe and walkable community. Different areas of Belvedere present different needs for pedestrian crosswalks and different opportunities for sidewalks. The narrow roadways of Belvedere Island and Corinthian Island are not wide enough for sidewalks; and crosswalks do not appear needed for safe pedestrian travel. All day and in the evenings, there is ample foot traffic, and mobility; there is no significant history of personal injury.

However, at the base of the island around the Belvedere lagoon, the wider access roads of San Rafael Avenue, Lagoon Road and Beach Road are more heavily traveled and serve as bus stops for school children. This flat area of the city offers many public open spaces such as shoreline promenades, playground, parks, and City Hall. In this area, well-maintained sidewalks and well-placed crosswalks are essential.

To this end we (a) recommend specific locations for crosswalks and provide some crosswalk designs, (b) identify where new sidewalks are needed and note areas of concern for sidewalk repair, and (c) recommend sites for expert traffic study.

It is our understanding from staff that, technically, a crosswalk may be installed with no connecting sidewalk; but that all new crosswalks be placed and designed by a consultant to ensure compliance with the Vehicle Code and related standards and to protect the city against liability. We are also advised that normally sidewalks are 48", but a city may install/approve sidewalks as narrow as 36" if the narrower width is supported by public safety concerns.

Crosswalks

We recommend "zebra striped" crosswalks for greater visibility; an existing Zebra marked crosswalk across from 431 San Rafael Ave. is a good example. We also recommend flashing lights on heavily used crosswalks such as at City Hall (Laurel/San Rafael). We strongly recommend removal of the center flags on San Rafael Ave that

identify existing crosswalks. These may have been well-intended, but are visually distracting and make it hard for cars to pass bicycles when it is otherwise safe to do so.

We suggest new crosswalks at:

- Lagoon Road and Maybridge (entrance to Tom Price Park)
- Lagoon Road and San Rafael Ave
- Golden Gate Ave and San Rafael Ave
- Laurel Ave and San Rafael Ave
- Beach Road and San Rafael Ave (depending on seawall changes)

We were particularly concerned about Yellow School Bus stops and realized that without the bus schedule we are not sure where the buses stop and in which direction. A bus schedule will help the analysis of where crosswalks are most needed. Ideally, children disembarking from a school bus should enter a crosswalk before crossing the street.

Sidewalks

Maintenance: Many cracks previously marked with blue/white need repair. This should be given some priority. Cracks from 30-314 San Rafael Ave. We think that sidewalk on this (south) side of San Rafael should have priority and be made safely continuous rather than the lagoon side of the street, where the sidewalk is non-continuous from Golden Gate Ave to Leeward Rd. There are also cracks in sidewalk along Cove Road

We found a number of sidewalks that start and end without notice. Thus we recommend new sidewalks (48" or 36" wide either to match connecting concrete or maximum available space supported by public safety) at the following locations:

- Lagoon Rd from #22 (i.e., 22, 18, 14,12,10,8,6,4 Lagoon Road) to connect with curb cut in first house around corner on San Rafael
- 314-322 San Rafael Ave needs new sidewalk to continue the sidewalk beginning at 30 San Rafael, up to the stop sign at Laurel Ave.
- From City Hall to the ramp leading down to Community Park (or all the way to Leeward Road) on the park side of the street. This should be given priority as there is heavy pedestrian traffic at the Concerts in the Park, as well as children using the park and playground
- The Cove Road sidewalk needs to be continued at 22, 30, 32.

We also noted a problem with garbage cans which have not been removed after pickup and block sidewalks for days at a time. Where sidewalks exist, they are there so

that people can rely on them for public safety in those areas; and where the cans are an obstacle, people must step into the street, sometimes with strollers or wheelchairs. The City might consider contacting residents about this oversight.

Finally, we note that the new sidewalk at the edge of the SFYC remodel, at the intersection of Beach Road and San Rafael Ave. is a great improvement, eliminating one of the most dangerous conditions previously observed.

Traffic Consultant

As noted above, we should probably have a traffic consultant validate the location and design of any crosswalk. We think traffic studies, which can address sidewalks, crosswalks, associated curb painting and other issues) are particularly needed at

- Lagoon Road and San Rafael Ave
- Lagoon Road and Maybridge (entrance to Tom Price Park)
- San Rafael Ave and Laurel Ave (City Hall)
- Beach Road and San Rafael (depending on seawall concept)