



CITY OF PACIFIC GROVE

300 FOREST AVENUE
PACIFIC GROVE, CALIFORNIA 93950
TELEPHONE (831) 648-3100 • FAX (831) 375-9863

NOTICE OF REGULAR MEETING

TRAFFIC SAFETY COMMISSION

DATE & TIME: TUESDAY August 12, 2008 – 4:00 P.M.

LOCATION: PACIFIC GROVE POLICE CONFERENCE ROOM - 580 PINE AVENUE

MEETING AGENDA

1. Call to Order
2. Oral Communications (*Comments from the audience will not receive Traffic Commission action at this meeting. Comments must deal with matters subject to the jurisdiction of the Traffic Commission and will be limited to three minutes. Whenever possible, letters should be submitted to the Commission in advance of the meeting.*)
3. Approval of Minutes – June 10, 2008 Meeting
Recommended Action: Approve
4. Commission and Staff Announcements
5. Correspondence

REGULAR AGENDA:

6. **OLD BUSINESS:**
 - A. Forrest Hill Manor Construction – The Commission will receive periodic updates as to the constructions progress and any complaints from adjacent residents or others regarding the work.
Reference: City Staff Update
Recommended Action: Discuss and Take Appropriate Action as Necessary
 - B. Sunset Drive & 19th Street Flashing Crosswalk – Update by Staff
Reference: City Staff Update
Recommended Action: Discuss and Take Appropriate Action as Necessary
 - C. Pedestrian Safety Assessment for the City of Pacific Grove – Update by Staff
Reference: Traffic Engineer Malcolm Knisely
Recommended Action: Discuss and Take Any Action as Deemed Necessary

7. **NEW BUSINESS:**

- A. A request was received from Mr. Paul Fortier regarding the installation of permit parking on portions of Laurel Avenue and on Acacia Street.

Reference: Traffic Engineer Malcolm Knisely

Recommended Action: Discuss and Take Appropriate Action as Necessary

- B. A request was received from Commissioner David Terry to discuss the Pacific Grove Recreation Trail in regards to the current bicycle only designation of the paved portions and how it relates to the safety of the other users.

Reference: Traffic Commissioner David Terry

Recommended Action: Discuss and Take Appropriate Action as Necessary

8. **ADJOURNMENT**

This meeting is open to the public and all interested persons are welcome to attend. The City of Pacific Grove does not discriminate against individuals with disabilities and meetings are held in accessible facilities.

City of Pacific Grove
Traffic Safety Commission
Minutes of Meeting – JUNE 10, 2008

Present: Shayne, Roehl, Terry, Garcia & Leinen
Staff: Chief Engles, Commander Nyunt (PD) & Celia P. Martinez (Public Works)
Others: Winston Elstob
Absent: 2 - vacant positions

The Traffic Commission meeting was recorded. Recordings are kept at the Police Department for review. Recordings are kept for a period of ninety days following the meeting.

1. **The meeting was called to order by Chairperson Shayne at 4:02 pm.**
2. **Oral Communications:**
None
3. **Minutes of meeting held April 8, 2008.**
MOTION was made by Carmelita Garcia and seconded by Henry Leinen to approve the minutes as written MOTION passed unanimously.
4. **Commission and Staff Announcements:**
Commissioner Garcia reported that the local commercial trucks that were parked in the parking lot adjacent to the Monterey Credit Union near the driveway exiting onto 15th Street have been repositioned in the lot to allow vehicles additional room to negotiate the turn from the lot on to 15th Street.

It was reported that the City has not yet sent a letter to TAMC appointing Henry Leinen as a member of the TAMC Bicycle and Pedestrian Facilities Advisory Committee and Jan Roehl as an alternate member. It was noted that the Commission had previously taken an action to approve of these appointments. (Note: Approval was given at the November 2007 meeting and the information has been forwarded to City Hall)
5. **Correspondence:**
None at this time
6. **OLD BUSINESS:**
 - A. Forrest Hill Manor Construction – Update by Staff
Nothing to report at this time in regards to the on-going construction project. Chief Engles reported that someone painted a red curb on Sinex Avenue at the garages used by residents of Forest Hill Manor. (Sinex Avenue e/o Fountain Ave) It was noted that the curb had previously been painted red and staff agreed to let it remain but advised the management at Forest Hill Manor that in the future to contact the City and allow us make the determination of its necessity and to do the painting with our staff.
 - B. Pedestrian Awareness Month – The Commission will receive periodic updates as to Staff's progress in developing plans for a "Pedestrian Awareness Month" to promote safety in our City. – Update by Staff
Police Chief Darius Engles reported on the actions taken and other comments regarding the Pedestrian Awareness Program for the month of May 2008.
 1. The Chief considered the program a success.

2. The program cost approx \$5,000 to \$6,000 dollars with \$1,800 being donated by various organizations.
3. Approximately \$ 4,000 was spent on overtime for Officers during periods of traffic enforcement, 3 Officers per week, 4 to 6 hrs each, average.
4. The primary area targeted was Downtown Lighthouse Avenue but other areas in the City were also included in the program.
5. Approximations 20 citations were issued along with numerous warnings being given.
6. A Public Service Announcement was observed on Comcast during the entire month of May at no cost to the City.
7. The focus on enforcement was locals and not tourists, thus the reason for the month of May and not during the summer.
8. The Department received 3 unsolicited letters (appreciation for the program) and many other "thankyou's".
9. Chief Engles commented that the City's traffic enforcement could be greatly enhanced by the addition of two motorcycle officers.

Winston Elstob, resident was present and complimented the City for their efforts with the program. He also commented that pedestrians have difficulty crossing Pine Avenue and also crossing Central Avenue at the Library.

C. Receive an update from staff regarding the proposed reconfiguration of vehicle parking at Rip Van Winkle Park. (Continued from the April 8th meeting of the Traffic Safety Commission).

Celia P. Martinez, Public Works Superintendent, was present and commented on various aspects of the proposal. The main reason for these improvements is that access be provided for the existing fire access lanes at the main turn out adjacent to Congress Ave. In addition, drivers are damaging the tree roots in the parking areas with their vehicles. The following additional comments:

1. The target date for finishing the improvements is July, 2008.
2. The notice of improvements will be posted at the bulletin board at the park.
3. Because of the damage to tree roots as noted, parking adjacent to Congress Avenue will be converted to parallel.
4. White edge lines will be painted on Congress Ave in order that vehicles will park off of the pavement.
5. Pot holes will be fixed.
6. The existing no parking signs will be modified to provide more parallel parking.
7. Ample notice will be given to patrons using the park before citations are issued.

7. NEW BUSINESS:

A. Staff has prepared a summary of traffic accidents on the streets and highways of Pacific Grove for the year 2007. This item is being submitted to members of the Traffic Safety Commission for their information.

Malcolm explained that the City's current Crossroads Collision Database utilizing SWITRS collision reports is not entirely accurate because it does not recognize private property accidents. Malcolm noted that he has been entering the information from the hard copies of the collision records in order to obtain a more accurate record of collision locations. A summary of collisions is being prepared for the last five years and information will be provided to the Commission as it becomes available.

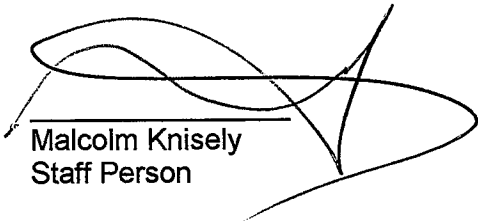
- B. The City of Pacific Grove has received an announcement that "Free Pedestrian Safety Assessments for California Communities" is being offered to agencies in California. The City of Pacific Grove is requesting that we be added to the list for this assessment. This item is submitted to the Traffic Safety Commission for information.

Malcolm explained that this assessment is being provided by the Institute of Transportation Studies, Technology Program, UC Berkeley and is funded by OTS. This program is similar to the previous study entitled "City of Pacific Grove, An Enforcement and Engineering Analysis of Traffic Safety Programs" sponsored by ITS in April 2000 for Pacific Grove. A discussion followed and the Commission supported the filing of an application requesting the pedestrian assessment

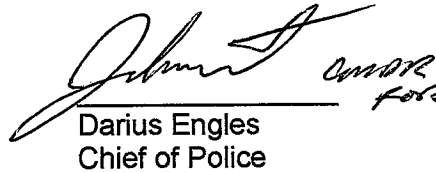
MOTION was made by Henry Leinen and seconded by Carmelita Garcia that approval be given to the Traffic Engineer to submit the application and request that the City of Pacific Grove be placed on the list for the Pedestrian Safety Assessment. MOTION passed unanimously.

8. **There being no further business, the meeting was adjourned at 4:55 pm.**

The next meeting of the Traffic Safety Commission will be on Tuesday, July 8, 2008, 4:00 PM at the Pacific Grove Police Conference Room, 580 Pine Avenue, Pacific Grove.



Malcolm Knisely
Staff Person



Darius Engles
Chief of Police



AGENDA ITEM NO. 7-A

ESTABLISHING A RESIDENTIAL PARKING PERMIT AREA

To whom it may concern:

You have expressed an interest in residential parking within your neighborhood. The Pacific Grove City Council and the Pacific Grove Traffic Commission have formulated procedures for the consideration of the establishment of residential parking permit areas in the City of Pacific Grove. A copy of those procedures is attached for your information.

If you remain interested in establishing residential parking after reviewing these guidelines, your next step in the process is to contact Cmdr. Thomas Uretsky at the Pacific Grove Police Department. He will visit your neighborhood to determine the scope of your request, identify the residences impacted by the request and assist you in preparing a formal request for Traffic Commission review. This process necessarily requires some effort on your part in obtaining signatures from neighbors who have property within the proposed residential parking permit zone.

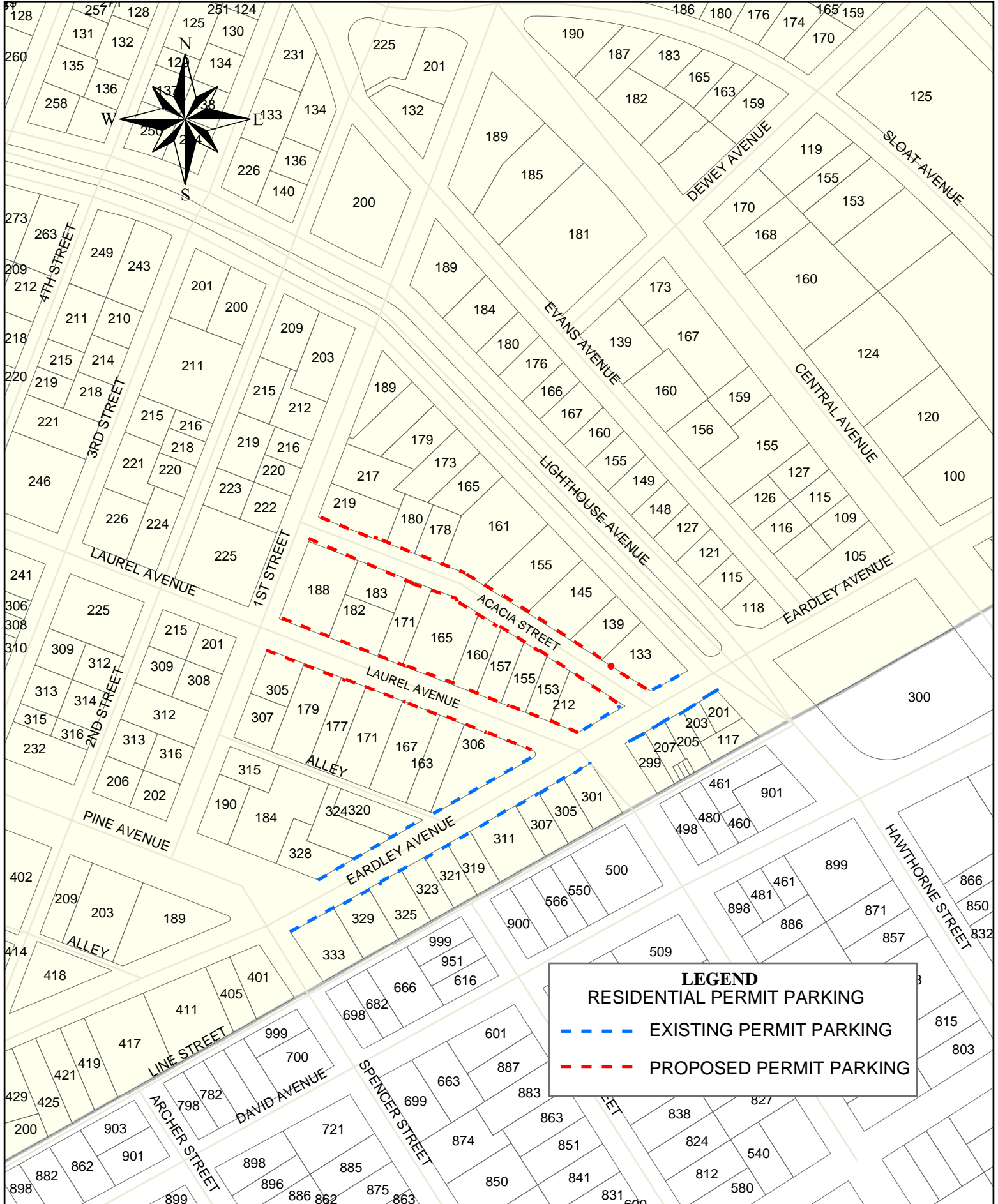
The Council has expressed an interest in recovering the costs of establishing residential parking permit areas within the City. These costs would include the materials and labor necessary to construct and install required signs within the area. Laws related to parking enforcement establish the number of signs required. We estimate the cost of each installed sign at approximately \$175.00. The total cost of the project could be spread among those within the area. The City Council may waive all or part of the cost of the signs, which will be reviewed on a case-by-case basis.

The issue of residential parking permit areas has been an ongoing concern for many in our City. We will work with you in an effort to resolve your issues as expeditiously as possible.

NOTE: There is no guarantee that even if all the procedures are complied with that Council will approve the request for residential permit parking. Each case will be individually decided on its own merit.

RESIDENTIAL PERMIT PARKING ACACIA STREET & EARDLEY AVENUE AREA

AUGUST 2008





CITY OF PACIFIC GROVE

RESIDENTIAL PARKING PERMIT AREA REQUEST

The following is included with this information packet:

1. Cover letter
2. Residential Parking Permit Area request
3. Procedures for consideration of the establishment of residential Parking Permit area.
4. Copy of Pacific Grove Muni code, with regards to Residential Parking Permit areas.
5. Street map of your area. (Sample)
6. Certification Letter
7. Sign-up List

It is suggested that all the information is read before continuing with the application.

You must reside within the proposed designated residential parking permit area. You must obtain an "Establishing Residential Parking Permit Area" information packet from the Police Department.

Work with the Police Department (Cmdr. Tom Uretsky) and Traffic Commission to define the boundaries of the proposed area and confirm the area in question complies within PGMC 16.41.020, the statutory definition allowing establishment of residential parking restrictions.

One adult resident signature from at least 75% of the households within the proposed area is needed, *consenting* to the establishment of the Residential Parking Permit area.

Certify that *all* households within the proposed area have been notified of the potential costs and other factors associated with the establishment of this area. Laws related to parking enforcement establish the number of signed required. ***Be advised you could have a sign placed directly in front of your residence.***

It is estimated the cost of each installed sign is approximately \$175.00. The total cost of the project could be spread among those within the area. The City Council may waive all or part of the cost of the signs, which will be reviewed on a case-by-case basis.

There are still limitations on parking and permit parking is enforced from 9:00 am - 6:00 pm (PGMC 16.41.040). Enforcement will be on a complaint basis.

When the forms are completed, you will return the forms to the Police Department in order that the request can be placed on the agenda of the Traffic Commission. The interested parties will be notified as to the time and date of any meeting related to the establishment of permit areas.

If you have any questions, you may contact Cmdr. Tom Uretsky (648-3151) or Malcolm Knisely, Traffic Engineer, (648-3141).



PROCEDURES FOR CONSIDERATION OF THE ESTABLISHMENT OF RESIDENTIAL PARKING PERMIT AREAS IN THE CITY OF PACIFIC GROVE

The following procedures have been established by the Traffic Commission and approved by City Council in order to facilitate the residential permit process and recoup a portion of the associated costs. These procedures must be completed *prior* to consideration by the Traffic Commission of requests for the establishment of any new or altered residential parking permit areas. The evaluation of requests to establish residential parking permit areas shall include an assessment by City staff of potential impacts such area will have on commercial uses. The Traffic Commission makes recommendations only; all final approval rests with Council.

Any resident requesting the establishment of a residential parking permit area must:

- 1) Reside within the proposed designated residential parking permit area;
- 2) Obtain a "Residential Parking Permit Area" request packet from Pacific Grove Police Department;
- 3) Work with the Police Department and Traffic Commission to define the boundaries of the proposed area and to confirm that the area in question complies with Section 16.41.020 of the Pacific Grove Municipal Code, the statutory definition, allowing establishment of residential parking restrictions;
- 4) Obtain at least one adult resident signature from at least 75% of the households within the proposed area, consenting to the establishment of the area;
- 5) Certify that all households within the proposed area have been notified of the potential costs and other factors associated with the establishment of this area;
- 6) Return the required forms and information to the Police Department so the request can be placed on the Traffic Commission agenda for consideration. The Traffic Commission will attempt to notify all interested parties as to the time and date of any meeting related to the establishment of permit areas.

Fees for residential parking permits are established pursuant to Section 16.40.050(b) of the PGMC. City Council has adopted a fee schedule for residential parking permits issued under this section. The annual fee is currently set at \$10 per permit for vehicles registered to households within the permit area, with a **limit of two permits per household. One guest pass per household** may be purchased for an annual fee of \$10.

These guidelines are designed to accelerate the permit process, as well as to share the burden of expense, labor and notification between City staff and those desiring permit areas. This should result in less confusion on the part of City residents affected by such changes.

City of Pacific Grove Municipal Code

Chapter 16.41 RESIDENTIAL PARKING PERMIT AREAS

Sections:

16.41.010 Purpose

The purpose of this chapter is to enhance the quality of life of persons residing in residential areas of the city in which streets are congested with vehicles parked by persons not residing in such areas. This chapter limits the parking of vehicles along the streets in such areas to persons residing in such areas.

(Ord. 1457 N.S. § 1 (part), 1984).

16.41.020 Designation

(a) The city council may, by resolution, designate an area of the city as a residential parking permit area if the council finds that the area is predominantly residential, that the streets in the area are congested with vehicles parked by persons not residing in the area, and that limiting the parking of vehicles along the streets in the area to vehicles registered to or controlled and exclusively used by persons residing in the area is necessary in order to enhance the quality of life of persons residing in the area.

(b) In determining whether limiting the parking of vehicles along the street in an area to persons as described in subsection (a) of this section is necessary in order to enhance the quality of life of persons residing in the area, the council shall consider the effect of vehicles parked by persons not residing in the area on ambient noise levels, air pollution levels and other unenvironmental characteristics of the area; pedestrian and vehicular traffic safety in the area; and the burden on persons residing in the area in gaining access to their residences.

(c) A resolution designating an area as a residential permit parking area shall describe the designated area along which parking will be limited to vehicles registered to or controlled and exclusively used by persons residing in the area, and shall set forth the hours and days when parking will be limited to vehicles registered to or controlled exclusively by persons residing in the area.

(Ord. 1457 N.S. § 1 (part), 1984).

16.41.030 Posting.

Upon adoption of a resolution by the council designating an area as a residential parking permit area, the city engineer shall cause appropriate signs to be erected along the street(s) identified in the resolution which shall give notice of the limitation on the parking of vehicles in the area as provided by Section 16.41.040 and shall indicate the hours and days when such limitations shall be in effect.

(Ord. 1457 N.S. § 1 (part), 1984).

16.41.040 Limitations on parking

It is unlawful for any person to stop, stand or park a vehicle on any street identified in a resolution adopted by the council designating a residential permit parking area during the hours and on the days set forth on the resolution, except:

(a) A vehicle registered to or controlled and exclusively used by a person residing in the designated residential permit parking area displaying a valid permit issued as provided for by Section **16.41.050**; or

(b) A vehicle registered to a visitor to a person as described in subsection (a) of this section displaying a valid visitor permit as provided for by Section **16.41.050**; or

(c) An emergency vehicle, including, but not limited to, an ambulance, fire engine or police vehicle; or

(d) A vehicle under the control of a person providing service to property located in the designated residential permit parking area, including, but not limited to, a delivery vehicle; or

(e) A vehicle registered to or used by a disabled person which displays a distinguishing license plate or placard issued by the California Department of Motor Vehicles.

(Ord. **1457 N.S.** § 1 (part), 1984).

16.41.050 Permit

(a) Upon the application of any person residing ("resident") in a residential permit parking area, the city clerk shall issue a parking permit for (1) each vehicle registered to or under the control and exclusively used by such person and (2) one visitor permit for use by persons visiting the resident and during said visit parking on a street in the residential permit parking area. Each resident permit shall be valid for one year. The visitor permit shall identify the residence for which it is issued, shall be valid for one year and may be used on any visitor vehicle at any time during the year.

(b) Applications for permits described in subsection (a) of this section shall be made on a form prescribed by the city clerk, shall be accompanied by proof in a form satisfactory to the city clerk of the residency and registration or use and control of vehicles, and shall be accompanied by a fee as adopted by the council, no part of which shall be refundable to applicant.

(c) Permits shall be displayed in the manner set forth on the permit.

(Ord. **1457 N.S.** § 1 (part), 1984).



PACIFIC GROVE POLICE DEPARTMENT

580 Pine Ave, Pacific Grove, CA 93950

(831) 648-3143 Fax (831) 648-3163

"Our community, your police"

Darius Engles
Chief of Police

I certify that all the residents of _____ between _____
and _____ have been notified of the potential costs and other factors
associated with the possibility of establishing this area as a "Residential Parking
Permit" area.

Name: _____

Address: _____

Phone: _____

Signature: _____

Date: _____

