



# CITY OF SAN MATEO

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## Agenda Report

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**TO:** City Council

**FROM:** Drew Corbett, City Manager

**PREPARED BY:** Public Works Department

**MEETING DATE:** June 20, 2022

**SUBJECT:**  
Transit-Oriented Development Pedestrian Access Plan – Update

### RECOMMENDATION:

Receive an update on the Transit-Oriented Development Pedestrian Access Plan and provide feedback on the proposed projects.

### BACKGROUND:

During fiscal year 2019-20, the City was awarded a Transportation Development Act (TDA) Article 3 grant in the amount of approximately \$75,000 to fund the Transit-Oriented Development Pedestrian Access Plan (Plan). The City provided matching funds to fully fund the project. The Plan aims to create safe, comfortable walking routes to transit for all ages and abilities by assessing the pedestrian path of travel within a one half-mile radius of the City's three Caltrain stations and other high-quality transit stops. Based on the assessment, infrastructure and programmatic improvements will be recommended at specific locations to complete the pedestrian realm and improve access to transit. Following a competitive process, the City entered into an agreement with Fehr & Peers to assist with developing the Plan.

### Project Status

City staff and the consultant team began working on the Plan in April 2021 and developed a scope of work to inventory pedestrian facilities and existing conditions, conduct community outreach, and develop a prioritized project list for implementation. Below is a summary of tasks that have been completed to date.

- **Inventory Facilities and Existing Conditions** – The consultant team reviewed existing data from various sources to analyze existing conditions and identify areas of concern within the study area. Data reviewed included land use and demographic data, existing transportation facilities and collision data, upcoming development projects in the study area, and related City master plans such as the 2012 Pedestrian Master Plan and 2020 Bicycle Master Plan. The data were translated into maps and visuals and are included as Attachment 1.
- **Community Engagement Plan** – The draft Community Engagement Plan was presented to the Sustainability and Infrastructure Commission at the August 2021 meeting for feedback. The final Community Engagement Plan, provided as Attachment 2, guided the outreach effort by establishing outreach goals and identifying engagement activities that would reach target audiences, including seniors, youth, and the Latinx community. A variety of strategies were used to maximize participation and reach a diverse population, including pop-up events at six locations across the study area, three virtual focus group meetings with local community groups, an online survey and interactive mapping activity, and sidewalk decals with a QR code to the project webpage. At the in-person pop-up events, paper surveys were provided in English and Spanish and a Spanish translator was present at the Mi Rancho Supermarket pop-up event. Additionally, the online survey and interactive online mapping activity were provided in both English and Spanish.

Overall, the team spoke with more than 100 community members at the pop-up events and virtual focus meetings. A total of 327 comments were received from the in-person mapping activity and online interactive map. In evaluating the feedback, three locations had numerous resident concerns:

- 28<sup>th</sup> Avenue and El Camino Real intersection
- Hillsdale Caltrain Station at 28<sup>th</sup> Avenue, Derby Avenue, Curiosity Way
- Franklin Parkway and Baze Road/Mena Drive

Participants also requested improved station access from the northeast side of the Downtown San Mateo Caltrain Station and better lighting at the Hayward Park Caltrain Station. More detailed findings from the outreach effort are included in Attachment 3.

- **Project Prioritization** – Staff and the consultant team used the findings to develop prioritization metrics for potential projects within the study area. The prioritization served to ensure proposed projects are aligned with the goals of the Plan and located on critical streets that pedestrians use to access transit. The prioritization metrics were presented to the Sustainability and Infrastructure Commission for feedback at the February 2022 meeting.

Prioritization weights were based on how closely the metrics aligned with the goals of the Plan. Potential projects located on station access streets were given the greatest priority weighting factor to ensure that projects will directly benefit pedestrians accessing transit. Pedestrian collisions and outreach feedback were assigned a medium priority weight, and the remaining metrics were given a lower weight. The prioritization metrics are shown in Attachment 4, which also includes heat maps showing priority locations that resulted from the prioritization process. Areas located outside priority locations, but within the study area, that were identified as needing improvement will be recorded in the Plan.

### Proposed Projects

For each location identified as a priority for this project, City staff and the consultant team identified pedestrian-related improvements. These improvements will be included in the final Plan as individual improvement projects for those locations. The improvements are site-specific and were recommended based on outreach feedback, the existing conditions review, and projects in related City master plans. Recommended improvements include:

- High-visibility and mid-block crosswalks,
- Pedestrian scale lighting,
- ADA-compliant curb ramps,
- Protected intersections,
- Wayfinding signage, and
- Widened sidewalks.

A comprehensive list of the proposed projects is provided in Attachment 5. For each study area, projects were assigned a name that correlates to the general location of the project or a major improvement. In the Downtown study area, for example, the projects are named El Camino Real - Downtown, Downtown Gateway, and North Station Access. Within each project are sub-projects, which can be implemented separately from one another. This project identification allows for greater flexibility with implementation, while still achieving the same overall project goals.

Attachment 6 includes graphical displays, or ‘cut sheets’, of the recommended improvements for each study area and a glossary for the icons used in the cut sheet maps. Each cut sheet displays a project on a map with the associated sub-projects, and provides a summary of how the proposed improvements will address the issues identified through the Plan assessment.

### Next Steps

Following this meeting, City Council and public feedback will be incorporated into the proposed project list. City staff and

the consultant team will prepare planning-level cost estimates for each project and a list of potential funding sources for implementation. The draft Plan is anticipated to be presented to the Sustainability and Infrastructure Commission in September 2022, with final City Council adoption anticipated in late fall 2022.

**BUDGET IMPACT:**

There are sufficient funds in the Transit-Oriented Development Pedestrian Access Study Project for this work (46m003). The City's total budget for the project is approximately \$143,000.

**ENVIRONMENTAL DETERMINATION:**

This project update is not a project subject to CEQA, because it can be seen with certainty that it will not cause a physical change in the environment. (Public Resources Code Section 21065.)

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Existing Conditions Review Slide Deck  
Att 2 – Community Engagement Plan  
Att 3 – Community Engagement Summary Report  
Att 4 – Project Prioritization Metrics and Priority Locations Maps  
Att 5 – Proposed Project List  
Att 6 – Proposed Project Cut Sheets

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