



# CITY OF SAN MATEO

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## Agenda Report

Agenda Number: 4

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**TO:** Sustainability and Infrastructure Commission

**FROM:** Brad Underwood

**PREPARED BY:** Public Works Department

**MEETING DATE:** October 11, 2023

**SUBJECT:**

Citywide Complete Streets Plan - Update

**RECOMMENDATION:**

Receive an update on the San Mateo Citywide Complete Streets Plan and provide feedback.

**BACKGROUND:**

The City was awarded approximately \$490,000 from the Caltrans Sustainable Communities grant program to fund the San Mateo Complete Streets Plan (Plan). The Plan will complement the City's General Plan Update by creating an actionable plan rooted in safety for all modes and will result in policies, goals, and prioritized projects that are focused on improving mobility, equity, connectivity, and sustainability to build a better circulation network for the City's future. The Plan will provide the basis for projects that are planned, designed, constructed, and maintained for all roadway users, allowing the City to develop a safe mobility network for many years to come. The final outcome of this effort will be an adopted Citywide Complete Streets Plan and a Design Standard Manual.

The Citywide Complete Streets Plan effort began in November 2022. Staff and the consultant team will present an update on the project progress to date, including work effort, community engagement, and anticipated schedule.

**Community Engagement**

Given the nature of the project, community engagement has been a key component to provide information and direction for this project. Staff and the consultant team have completed the following engagement activities to date for the Complete Streets Plan.

- **Stakeholder Interviews:** Staff and the consultant team conducted nine stakeholder interviews to gain feedback regarding transportation needs from various stakeholder audiences. The stakeholders were selected to represent various user audiences, including the Latino community, youth representatives, paratransit representatives, Samaritan House, and the local school districts.
- **Focus Groups:** With the assistance of several stakeholders, the project team held two focus groups with a total of 45 participants. The first focus group centered on young families and was hosted with the assistance of the San Mateo-Foster City School District and was conducted in Spanish at College Park Elementary School. The second focus group was dual-lingual and co-hosted by MidPen Housing at the Peninsula Station housing complex.
- **Active Engagement Tours:** The first phase of engagement included active transportation tours to gain feedback while utilizing the City's walking, biking, and transit networks. The walk/transit and bike tours hosted 21 participants.
- **Pop-Up Events:** Staff and the consultant team attended the College of San Mateo Farmer's Market and the City's 4<sup>th</sup> of July event at Central Park to share information and gain feedback about transportation needs in San Mateo.

The team reached nearly 200 residents during the two events.

The project simultaneously collected feedback via an interactive online map. The mapping exercise collected over 300 comments from more than 100 participants. The team also collated information collected by the outreach efforts for the City's Local Roadway Safety Plan to coordinate the efforts of the two projects.

The first phase of engagement revealed resident concern and need in four key areas: safety, connectivity, congestion reduction, and accessibility. This feedback provided a basis moving forward with the project to identifying key policies and projects. Community engagement will continue through the development of the Plan, with the second phase beginning this fall and focusing on workshops and pop-up events to solicit feedback on the proposed priority projects and policies.

A summary of the Phase 1 engagement efforts is included as Attachment 1.

### **Policies**

To date, the project team has completed an existing conditions review of the City's existing roadway network and local and regional policies; a best practices review of other similar guiding documents; a needs assessment focused on the existing network and adopted City plans to identify gaps; and the first phase of community engagement. This work resulted in the development of four key policies guiding the creation of the Complete Streets Plan.

- **Prioritize Safety for All Modes:** This policy focuses on prioritizing user safety when designing projects and roadways.
- **Rebalance Priorities:** When conflicts arise between different modal needs, develop context-sensitive solutions to prioritize the use of the right of way.
- **Fund and Implement Projects:** This policy provides direction for establishing funding mechanisms to implement the priority projects in the Complete Streets Plan, and to coordinate construction of complete streets in other City projects.
- **Engage our Communities:** The final policy focuses on adopting inclusive and consistent outreach and engagement standards promoting transparency and accountability for transportation projects.

Staff and the consultant team will provide additional detail on the proposed Plan policies and request Commission feedback.

### **High-Needs Corridor Recommendations**

The final Complete Streets Plan, in addition to setting forward-thinking policies and developing a Design Standards Manual, will identify corridor projects that require improvements to achieve a complete streets approach for transportation safety and accessibility. The needs assessment, existing conditions review, and initial community input were utilized to identify corridors with "high needs," or those that have the highest need for multimodal improvement to provide safe and comfortable transportation access. Each project will be reviewed in more detail to determine corridor-wide and segment recommendations and cut sheets will provide this additional detail for future implementation of the projects.

Staff and the consultant team will provide an overview of the high-needs corridor projects and request Commission feedback. The draft recommendations are included in Attachment 2.

### **Next Steps**

Following this presentation to the Commission, staff will bring a project update to City Council on October 16, 2023 and request feedback on the draft plan policies and priority projects. Staff and the consultant team will incorporate feedback from the Council and Commission, in addition to community feedback, to finalize the Plan policies and priority projects. Staff expects to bring the draft Citywide Complete Streets Plan for Commission review in early spring 2024.

### **North Central Complete Streets Plan**

At City Council direction, staff is working on a separate but simultaneous Complete Streets Plan effort in the North Central

neighborhood. While an update will be provided on this project at a future date, the following is the current status on the effort.

- City Council approved a consultant agreement in May 2023 for the North Central Complete Streets Plan.
- Staff and the consultant team developed a draft public engagement plan with three phases focused on listening and understanding community goals and concerns.
- The project team conducted numerous stakeholder interviews during Summer 2023 to meet community organizers and identify community-based organizations with which to collaborate on the project work.
- Staff and the consultant team participated in National Night Out in August 2023 to gain feedback from the community about the neighborhood and their transportation concerns.
- A small Lived Experience Group was developed after the stakeholder interviews with the first meeting held in early October. The group members will assist the project team in future project engagement, including focus groups, neighborhood canvassing, and pop-up events.
- The team will focus on completing the first phase of community engagement, then begin developing potential projects and improvements based on resident feedback and community goals.

**BUDGET IMPACT:**

There is no budgetary impact associated with the recommendation of this agenda report. The funding for the plan is budgeted in the Complete Streets Plan Project (46R014) and is provided in part through a Caltrans Sustainable Communities grant with local matching funds.

**ENVIRONMENTAL DETERMINATION:**

This project update is not a project subject to CEQA, because it is an organizational or administrative activity that will not result in direct or indirect physical changes in the environment. (CEQA Guidelines Section 15378(b)(5).) An environmental analysis of the final Complete Streets Plan will be completed prior to adoption.

**NOTICE PROVIDED**

All meeting noticing requirements were met.

**ATTACHMENTS**

Att 1 – Phase 1 Community Engagement Summary

Att 2 – Draft High-Needs Corridor Network

**STAFF CONTACT**

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