



Placentia Traffic Safety Commission

401 E. Chapman Avenue
Placentia, CA 92870

7:00 P.M. COMMUNITY MEETING ROOM

AGENDA

MEETING DATE: Regular Meeting, May 20, 2013

PLEDGE OF ALLEGIANCE

ROLL CALL: CHAIRPERSON STAFFORD
COMMISSIONER CHADHA
COMMISSIONER GORMAN
COMMISSIONER HERNANDEZ
COMMISSIONER HUTAIN
COMMISSIONER LABRECHE

APPROVAL OF MINUTES: Regular Meeting November 21, 2011 (need quorum)
Regular Meeting March 18, 2013

PUBLIC COMMENTS: At this time the public is invited to address the Traffic Safety Commission concerning any item on the agenda, which is not a public hearing item, or on matters within the jurisdiction of the Traffic Safety Commission.

OTHER BUSINESS: Election of Vice Chair

REPORTS:

- I. **TRAFFIC CONTROL:** Resident only permit parking on Dartmouth Drive and
TSC NO. 13-02 Dartmouth Way

- II. **TRAFFIC CONTROL:** Resident only permit parking on Placentia Avenue
TSC NO. 13-03

INFORMATION/COMMUNICATIONS:

- 1. **POLICE DEPARTMENT TRAFFIC SUMMARY**
Statistical update on accident and enforcement information provided by the Placentia Police Department.

2. DISCUSSION ITEMS BY TRAFFIC ENGINEER

3. RESPONSE TO PRIOR MEETING ITEMS
Update of items discussed at prior meetings.

NON AGENDA ITEMS:

ADJOURNMENT

Special Accommodations:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Engineering Office at (714) 993-8131. Notification 48 hours prior to the meeting will generally enable City staff to make reasonable arrangements to ensure accessibility.
(28 CFR 35.102.35.104 ADA Title II)

In compliance with California Government Code § 54957.5, any writings or documents provided to a majority of the Traffic Safety Commission regarding any Item on this agenda that are not exempt from disclosure under the Public Records Act will be made available for public inspection at the City Clerk's office at City Hall, 401 East Chapman Avenue, Placentia, during normal business hours.

*****CERTIFICATION OF POSTING AGENDA*****

I, Ruth Smith, Traffic Engineer/Secretary to the Traffic Safety Commission for the City of Placentia, hereby certify that the Agenda for the meeting of May 20, 2013 of the Traffic Safety Commission of the City of Placentia was posted on May 16, 2013.



Ruth Smith, PE
Traffic Engineer

**PLACENTIA TRAFFIC SAFETY COMMISSION
MINUTES OF THE SPECIAL MEETING
November 21, 2011**

The Regular meeting of the Placentia Traffic Safety Commission of November 21, 2011 was called to order at 7:10 p.m. in the Community Meeting Room, 401 E. Chapman Avenue Placentia by Vice Chair Chadha.

PLEDGE OF ALLEGIANCE: Led by Commissioner Labreche

ROLL CALL: Present: Vice Chair Chadha
Commissioner Brusckke
Commissioner Hutain
Commissioner Labreche

Absent: Commissioner Stafford
Commissioner Gorman
Commissioner Hernandez

STAFF PRESENT: Ruth Smith, Traffic Engineer
Scott Millsap, Traffic Sergeant
Sara Salazar, Administrative Assistant

APPROVAL OF MINUTES:

The approval of the May 16, 2011 minutes was tabled to the next regular meeting.

SWEARING-IN OF COMMISSIONERS:

Bruce Hutain was sworn in prior to the start of the meeting.

ELECTION OF OFFICERS:

The election of Chair and Vice Chair was tabled to the next regular meeting.

PUBLIC COMMENTS:

Vice Chair Chadha invited public comments on items which are not public hearings.

Mr. and Mrs. George and Sarah Guidi, 531 W. Madison Avenue, addressed the Commission concerning the lack of parking available in their neighborhood, the poor condition of the surface of Madison Avenue as well as the low frequency of street sweeping due to cars not being moved on sweeper days.

Commissioner Brusckke asked Mrs. Guidi if she preferred permit parking or parking restrictions. Mrs. Guidi responded that she prefers no overnight parking. Sgt. Millsap stated there are currently no overnight parking restrictions in the City. Mrs. Guidi asked if she was allowed to paint her curb red. Commissioner Labreche responded no, residents are not allowed to paint their curbs red.

Commissioner Bruschke advised Mr. and Mrs. Guidi of two (2) options, to request a parking restriction or to request permit parking. Mrs. Guidi indicated she would like permit parking.

Commissioner Labreche asked Mrs. Guidi if other neighbors are complaining about this issue. Mrs. Guidi responded, no, not that she knows of. One of her neighbors previously had the permit parking rescinded.

Commissioner Labreche asked if the problem existed prior to the previous permit parking being established. Mrs. Guidi responded yes.

Commissioner Hutain asked what is on the other side of the street. Mr. Guidi responded that there are more houses on the other side of the street.

Commissioner Bruschke added in response to concerns about street sweeping frequency, that the City does not post street sweeping signage on arterial streets; therefore cars do not get moved. Mrs. Guidi expressed some frustration. Ms. Smith stated she would speak with the City's maintenance crew about a solution.

Mrs. Guidi asked when Madison Avenue will be re-paved and asked if it was in the budget. Commissioner Bruschke advised that those decisions are not made by the Traffic Safety Commission.

Vice Chair Chadha closed the public comments.

REPORTS:

I. TRAFFIC CONTROL: TSC NO. 11-04 Bradford Avenue at Valencia High School Requested by Steve Umber, PYLUSD

This is a request to install "No Stopping 7 to 8 AM, 2 to 4 PM, School Days, Buses Exempt" signage on the east side of Bradford Avenue north of Anned Drive to establish a bus loading zone for Valencia High School (see Exhibit 1).

Ms. Smith gave the staff report and the follow recommendation was made:

1. Creation of a bus loading zone by installing "No Stopping 7 to 8 AM, 2 to 4 PM, School Days, Buses Exempt " signs on the east side of Bradford Avenue to 1,750 feet north of Anned Drive.

Ms. Smith invited Mr. Umber to address the commission on the item. Mr. Steve Umber, Director of Transportation for PYLUSD 1301 E. Orangethorpe Avenue, stated that loading and unloading as well as parking has been a problem at Valencia High School for many years. These signs will allow the buses to more easily load and unload.

Commissioner Hutain asked if the proposed loading zone is wide enough. Ms. Smith responded that the lane is wide enough to accommodate the buses and will aid in calming traffic as vehicles will slow down to pass. Commissioner Hutain proposed having buses unload in the school parking

lot. Mr. Umber stated that all available parking spaces are needed and that buses are not conducive to the parking lot.

MOTION BY COMMISSIONER LABRECHE SECOND BY COMMISSIONER BRUSCHKE TO APPROVE STAFF RECOMMENDATIONS FOR TSC NO. 11-04; PASSED 4-0-3 (GORMAN, HERNANDEZ AND STAFFORD ABSENT).

PRESENTATION:

O.C. Bridges Grade Separation Project Status

Presenters: City Project Manager Roy Stephenson and OCTA Staff

Ms. Tresa Oliveri, Public Communications External Affairs at OCTA 550 S. Main St Orange, 92863 began the presentation. She presented renderings of what Placentia Avenue and Kraemer Boulevard will look like when complete.

Commissioner Labreche asked how long the project would take for completion. Ms. Oliveri responded approximately two (2) years.

She stated that Kraemer Blvd. and Placentia Ave. will be constructed at the same time because the Burlington Northern Santa Fe railroad requires a 'shoofly', or a temporary train track, to allow trains to continue running. However, the quiet zone will not be in effect during this time due to construction activity. Night work will occur up to 150 evenings at Kraemer Blvd. because BNSF will dictate when OCTA can work in their right of way.

Commissioner Bruschke asked if the quiet zones would still be effect during daytime construction. Ms. Oliveri replied that the quiet zones will not be in effect at all and therefore contractors will take measures to avoid causing excessive horn blowing by the train engineers.

Commissioner Labreche asked where Placentia Avenue would be closed. Ms. Oliveri passed out maps which detailed road closures and designated detours.

Commissioner Bruschke asked if the State College Boulevard closure has been coordinated with the Placentia Avenue closure. Ms. Oliveri responded that the work on Placentia Avenue will be almost finished when State College Blvd. construction begins in 2013.

Commissioner Hutain asked if the work on Rose Drive will occur simultaneously with Kraemer Blvd. Ms. Oliveri responded that yes it will, but Rose Drive will have a bypass road that will remain open during construction.

Commissioner Labreche asked about the closure of the shopping center at the North East corner of Rose Drive and Orangethorpe Avenue. Ms. Oliveri stated the connector of the overpass will be constructed at that location.

Commissioner Hutain asked if the timing of the traffic signals will be adjusted. Mr. Stephenson responded that the City has control of the signal timing.

Ms. Oliveri then showed a simulation video from OCTA's website of what the Grade Separations will look like once they are complete.

Mr. Stephenson advised the Commission that both the Kraemer Blvd. and the Placentia Avenue Grade Separations projects have been awarded to contractors by OCTA. The City, along with neighboring cities, will issue OCTA an Encroachment Permit with terms and conditions for the construction. Extensive traffic management plans have been prepared in an attempt to address any traffic issues that arise. The City will retain the responsibility for traffic signal timing.

Mr. Umber asked if the passing trains will slow down for the construction. Mr. Stephenson responded that it will depend on the judgment of the train engineer.

Mr. Stephenson expressed concern over the designated detour routes and the impact it will have on surrounding streets if traffic does not follow them. Cameras will be installed in the downtown area to monitor peak hour congestion and funds are available in the case that additional enforcement is needed by the Police Department. The traffic management plan is extensive; however OCTA will be reactive to whatever modifications are necessary. Construction is scheduled to begin after the 1st of January, 2012 with the closure of Kraemer Blvd. estimated around June 2012. Placentia Avenue is scheduled to remain open except for a period of 54 total days.

Mr. Umber asked if the school district and other affected entities could be given 60 days notice of the closure of Kraemer Blvd. once a date is known. Mr. Stephenson responded that it is possible. Ms. Oliveri added that currently OCTA is receiving schedules from the contractor, which must be received before the Notice to Proceed will be given.

Commissioner Labreche asked if the contractors are local or out of state. Ms. Oliveri responded that both contractors are local and came in under the engineers estimates. Part of the Grade Separations Project funding will come from Proposition 1b funds which are first come first served.

Commissioner Hutain asked if there are any bike lanes in the plans. Mr. Stephenson responded that the plans do not include bike lanes however there are bike routes around the projects. Commissioner Hutain asked about the bike routes from North to South. Mr. Stephenson advised the bike route around Placentia Avenue is Santa Fe Avenue to Melrose Street and around Rose Drive would be Jefferson Avenue.

INFORMATION/COMMUNICATIONS:

Police Department Traffic Summary

Sergeant Millsap presented the Police Department Traffic Summary.

Accidents are down 5% from last year with no Fatal Accidents year to date. Personal injuries are up 14% which could be a result of more carpooling vehicles. Property damage collisions are down 14%. Pedestrians injured are up 100%. Bicyclists injured are up 46% and Hit and Run Accidents and still going down, currently by 18%. Total Citations are down 10% from last year, D.U.I. Accidents are up 7% and D.U.I. Arrests are down by 9%. He went on to say that the Police

Department was not able to get the D.U.I. grant renewed due to more applications from other Agencies and improved D.U.I. rates.

Commissioner Chadha asked how much the D.U.I. grant typically is for. Sgt. Millsap replied that it is usually for a few hundred thousand dollars.

Sgt. Millsap indicated the City of Placentia will be participating in the North County Avoid Grant with the Anaheim Police Department which includes a checkpoint, a multi-agency checkpoint and five (5) saturation patrols.

Commissioner Hutain asked which intersections pedestrians are getting injured at. Sgt. Millsap responded that there are no intersections in particular; pedestrians are injured all over the City.

Ms. Smith asked if the statistics include the pedestrians injured at Golden Avenue and Valencia Avenue earlier in the year. Sgt. Millsap responded that those statistics will be included in next month's report.

Sgt. Millsap spoke about the monies that OCTA will contribute for enforcement in the downtown area and the video monitors that will be set up. He stated that until the roads are closed and construction begins they don't know what to expect.

DISCUSSION ITEMS BY TRAFFIC ENGINEER

Ms. Smith advised the Commission of upcoming meeting items. A request was received from residents on Harmony Lane for permit parking due to the high volume of college students using the street. Commissioner Brusckke stated the City of Fullerton has just implemented two (2) hour parking which may be pushing more students to find parking in Placentia. Another item is to close a pedestrian gate on Seville Drive to re-route parents who are dropping off students, to the pedestrian gate on Trumpet Avenue. Ms. Smith advised the Commission that the General Plan Circulation Element is in the process of being updated. Traffic counts are being conducted in the City for the General Plan update, citywide speed limit updates as well as grant applications. Sgt. Millsap asked if a speed survey will be conducted at the newly signalized intersection of Bradford Avenue and Madison Avenue for speed enforcement. Ms. Smith stated that she would work on having a city-wide speed survey done in the next 12 months.

ADJOURNMENT:

Vice Chairman Chadha adjourned the Traffic Safety Commission meeting at 8:40 p.m. to the next regularly scheduled meeting on January 16, 2012 at 401 East Chapman Avenue, Placentia.



RUTH SMITH, P.E., Traffic Engineer
Secretary to the Traffic Safety Commission

**PLACENTIA TRAFFIC SAFETY COMMISSION
MINUTES OF THE REGULAR MEETING
March 18, 2013**

The Regular meeting of the Placentia Traffic Safety Commission of March 18, 2013 was called to order at 7:04 p.m. in the Community Meeting Room, 401 E. Chapman Avenue Placentia by Commissioner Stafford.

PLEDGE OF ALLEGIANCE: Led by Commissioner Chadha

ROLL CALL: Present: Chairperson Stafford
Commissioner Chadha
Commissioner Gorman
Commissioner Hernandez
Commissioner Stafford
Commissioner Hutain

Absent: Vice Chair Brusckke
Commissioner Labreche

STAFF PRESENT: Ruth Smith, Traffic Engineer
Troy Butzlaff, City Administrator
Scott Millsap, Traffic Sergeant
Sara Salazar, Administrative Assistant

APPROVAL OF MINUTES:

Minutes of November 21, 2011

The approval of the November 21, 2011 minutes was tabled to a future meeting due to lack of quorum.

Minutes of November 19, 2012

MOTION by Commissioner Hernandez to approve the minutes of November 19, 2012 as submitted; **SECOND** by Commissioner Gorman and **CARRIED** by a **3-0-2-2 VOICE VOTE** (Brusckke, Labreche Absent, Chadha, Hutain Abstain).

PUBLIC COMMENTS:

Chairperson Stafford invited public comments on items which are not public hearings but none were offered.

REPORTS:

**TRAFFIC CONTROL: TSC NO. 13-01
Adult School Crossing Guard Placement Policy**

Ms. Smith advised the Commission that City Administrator Butzlaff has requested the Traffic Safety Commission review City Policy No. 606 concerning Crossing Guards and proceeded to give her staff report.

Commissioner Hutain asked if the City loses design immunity by implementing more stringent guidelines. Ms. Smith responded that the City loses immunity with more stringent guidelines than the MUTCD. Mr. Butzlaff added that anytime a municipality goes outside the MUTCD design standards, they are at risk.

Ms. Smith finished her report and offered to answer any questions from the Commission.

Commissioner Gorman asked if there is information on accidents at the present locations with crossing guards. Ms. Smith responded that she was not able to obtain that information.

Commissioner Chadha asked for clarification on the MUTCD guidelines which part of Table 1 refers to. Mr. Butzlaff responded that the City Council would need to decide whether or not to exceed those guidelines and how much liability the City should be exposed to.

Commissioner Chadha asked if exceeding the MUTCD is costing the City more than if the City were following the guidelines of the MUTCD. Mr. Butzlaff responded that yes, it is costing the City more and the City Council will decide whether or not to maintain the same level of service.

Chairperson Stafford asked when the counts were taken for Table 1. Ms. Smith advised that the counts were taken during the school year, probably last spring. Chairperson Stafford asked when counts are re-done. Ms. Smith advised that counts are not re-done until the information is requested.

Commissioner Chadha asked if the revenue received from traffic enforcement make up for the cost of the crossing guard. Mr. Butzlaff advised that the cost of the crossing guard far exceeds traffic enforcement revenues.

Chairperson Stafford asked if the City can use volunteer crossing guards. Mr. Butzlaff indicated that there is a problem with consistency. Sgt. Millsap added there have problems in the past with reliability resulting in Police Cadets and Officers being pulled from other areas to fill the gap.

Commissioner Chadha asked if all crossing guards are on the City payroll. Mr. Butzlaff responded that the City has a contract with All Cities Management. He added that in the past the City had approached the Placentia Yorba Linda School District about cost sharing however they had other budget priorities. Ultimately, the City wants to work with the District in a way that eliminates City liability and maintains student safety.

Commissioner Hutain asked for clarification concerning no crosswalk control on Table 2 items 4, 8 & 16. Ms. Smith responded that there is no Stop sign, just a crosswalk and a crossing guard. Commissioner Hutain asked if a signal or other type of 'on demand' crosswalk could be installed at these locations. Ms. Smith responded that the intersection of Yorba Linda & Kilt has a flashing beacon.

Sgt. Millsap indicated that crossing guards often comment about the unsafe conditions at the crosswalk at Yorba Linda and Kilt. He expressed that considering the low volume of pedestrians; it may not be worth the City's liability to have a crosswalk at the location.

Mr. Butzlaff reminded the Commission that they are not being asked to choose which intersections have crossing guards, they are only being asked to consider rescinding the City's current Policy No. 606.

Chairperson Stafford opened the public hearing.

Mr. Steve UMBER of the Placentia Yorba Linda School District addressed the Commission. Mr. UMBER expressed that the crossing guards are necessary for student safety and asked that the Commission not remove the City's crossing guards.

Chairperson Stafford closed the public hearing.

Mr. Butzlaff stated that no immediate action will be taken. It would be suggested to Council to refer the item back to the Traffic Safety Commission to discuss which intersections, of those not meeting MUTCD guidelines, need a crossing guard. Mr. Butzlaff added that he is open to discussing cost sharing ideas with the District.

MOTION BY COMMISSIONER GORMAN TO RESCIND POLICY NO. 606 AND ADOPT THE GUIDELINES IN THE CA MUTCD, CHAPTER 7D, AS THE OFFICIAL POLICY TO DETERMINE THE PLACEMENT OF ADULT SCHOOL CROSSING GUARDS SECOND BY COMMISSIONER CHADHA AND CARRIED BY A 5-0-2-0 (BRUSCHKE, LABRECHE ABSENT).

INFORMATION/COMMUNICATIONS:

Police Department Traffic Summary –

Sergeant Millsap notified the Commission that the City has had 2 fatalities in the last 3 months. He commented that the Department is down a motor officer after Officer Moore had an accident near Chapman and Orangethorpe. D.U.I. checkpoints will be held monthly thru October, 2013. He commented on Emerald Isle and the need for a shuttle to taxi the residents across the street to the shopping center to avoid crossing outside the crosswalk. Dr. Chadha asked if the driver of the recent fatality is being charged. Sgt. Millsap stated that they are working on the case with the District Attorney's office.

Discussion items by Traffic Engineer

Ms. Smith reported that the City received a grant from OCTA for signal coordination on Kraemer Blvd. Currently signal coordination on Yorba Linda and Bastanchury is almost complete, Rose Dr coordination is ongoing and Placentia Avenue will begin soon.

Sgt. Millsap asked if OCTA is going to fund the new signal at Richfield and Orchard. Ms. Smith stated that yes, OCTA is supposed to fund the signal, however we have not yet

received anything official from them. She added that the City of Yorba Linda has expressed concerns over the installation of a traffic signal at the intersection, since its residents will not be expecting to stop. Ms. Smith indicated that flashing beacons may be installed for advance warning to drivers.

Response to prior meeting items

Permit parking on Madison Avenue is moving forward. As well, the bus loading zone on La Jolla was approved by Council. Rospaw is being paved and Ms. Smith stated that she has some traffic calming striping ideas.

Chairperson Stafford asked about the non-standard parking signs that are posted near Valencia High School. Ms. Smith responded that the Safe Routes to School grant will address that concern. Chairperson Stafford asked if the signs can be removed in the interim. Ms. Smith said she would need to go back out and look at the signs.

Ms. Smith asked if Mr. Umber has anything to offer on the signage. He stated that he would go take a look at the site.

NON AGENDA ITEMS:

Commissioner Hernandez asked about the Grade Separation construction on Rose Drive. Ms. Smith responded that while OCTA is doing prep work, construction will not begin until Kraemer Blvd is complete.

Commissioner Hutain asked about the installation of a pedestrian button for bikes at the exit of Tri City Park. Ms. Smith said that she would look into it.

ADJOURNMENT:

There being no further business, **MOTION** by Commissioner Hernandez to adjourn to the next regular meeting on May 20, 2013; **SECOND** by Commissioner Gorman and **CARRIED** by a **5-0-2-0 VOICE VOTE** (Bruschke, Labreche absent). Meeting adjourned on March 18, 2013 at 8:05 p.m.

RUTH SMITH, P.E., Traffic Engineer
Secretary to the Traffic Safety Commission

TRAFFIC SAFETY COMMISSION REPORT
RESIDENT – ONLY PERMIT PARKING
DARTMOUTH DRIVE & DARTMOUTH WAY

TSC NO.: 13 - 02

MEETING DATE: MAY 20, 2013

REQUEST:

Petitions requesting establishment of resident-only permit parking zones were received, as follows:

1. Both sides of Dartmouth Drive from All America Way to Dartmouth Way (100% support)
2. The west side of Dartmouth Way from Dartmouth Drive to Stanford Drive (75% support)

DISCUSSION:

Dartmouth Drive and Dartmouth Way are located on the south side of the City (see Exhibit 1), near the Civic Center. Dartmouth Drive, which is one block long, intersects All America Way two blocks north of Chapman Avenue (see Exhibit 2). Dartmouth Way, which is a short block, connects with the east end of Dartmouth Drive at a 90 degree angle. The residences requesting permit parking zone on Dartmouth Way are on the west side of Dartmouth Way and Tynes Elementary School is on the east side. Parking is currently unrestricted on both sides of Dartmouth Drive and on the residential west side of Dartmouth Way. On the east side of Dartmouth Way, which is adjacent to the school, parking is restricted during school hours north of the school driveway. The requested permit parking restriction on Dartmouth Way is for the west side only.

The residents' requests are based on the following concerns caused by non-resident parking, which are illustrated on Exhibit 3 by photographs taken by the residents:

1. Vehicles being parked solidly in front of the houses, occupying most of the spaces, encroaching into residents' driveways, thereby impeding ingress and egress and impairing sight distance for residents when backing from their driveways. The same vehicles are seen parked in the same spots day after day. Some non-resident vehicles are not moved for several days.
2. The parked vehicles prevent residents from putting their trash cans out, thereby denying the residents access to trash pick-up. Their mailboxes are also blocked making it difficult for both postal workers and residents to access them.

3. Homeowners repairing the curbs and parkway trees that are damaged non-residents' vehicles.
4. Trash and litter is left in the streets and on the front lawns, as are as oil spills in the streets.

The residents attribute the influx of non-resident parking primarily to residents of the Cinnamon Tree condominium complex located on the south side of Chapman Avenue, east of Kraemer Boulevard, but to overflow parking at City Hall, as well. The situation has gotten worse in recent months due to action by the Cinnamon Tree management to reduce overcrowding in the units by strictly enforcing on-site parking. The residents of Dartmouth Drive and Dartmouth Way also report that non-resident vehicles are being parked on their streets from 5:00 PM to 3:00 AM on weekdays and 24-hours a day on weekends and holidays.

The request was processed under the adopted guidelines for establishment of residential permit parking zones (attached). The minimum criteria are summarized as follows:

1. A petition is submitted indicating that 67% of households on the affected streets support permit parking
2. 75% or more of the available parking spaces are occupied throughout the proposed restricted hours
3. More than 50% of the parked vehicles are non-resident
4. The proposed zone has logical limits continuing to the end of the block or other reasonable limits
5. Vehicle displacement caused by the zone will be reasonable in light of overall parking considerations
6. Police Department determines enforcement is feasible
7. No alternative solution to the parking problem is reasonably feasible or practical

Field surveys of the parking conditions were conducted on Monday, April 29, 2013 at hourly intervals from 6:00 AM to 12:00 Midnight. The residents are requesting permit parking at all times. Rather than taking counts through the night, it was judged that the surveys at 6 AM and at 12 Midnight would adequately represent overnight conditions.

The field surveys involved hourly recordings of the license plate numbers of parked vehicles. The plate numbers were then checked through DMV records to determine which vehicles belonged to residents and which were owned by non-residents. Measurements were also made along each street to determine the number of available parking spaces, taking into consideration driveways and fire hydrants.

The number of available parking spaces was estimated using twenty feet as the average length required per vehicle, resulting in 29 available parking spaces on Dartmouth Drive and three available parking spaces on the west side of Dartmouth Way.

The results of the field survey are summarized in Table 1. Since more than one hour was surveyed, a range of values is given for each parameter, ranging from the minimum to the maximum values. The table shows the percent of the available parking spaces that were occupied by both residents and non-residents and the percent of the parking spaces that were occupied by non-residents. It should be noted that some non-residents park in spaces between driveways and at the ends of the block that are considerably less than 20 feet long and should not be used for parking. Because of this, the percent of occupied parking spaces can exceed 100%.

TABLE 1
Summary of Field Data Survey Results
April 29, 2013, 6 AM – 12 Midnight

Parameter	Dartmouth Drive	Dartmouth Way
Percent of Occupied Parking Spaces	24% -41%	33% - 167%
Percent of Parking Spaces Occupied by Non-Residents	43% - 75%	0% - 80%

The graphs shown in Exhibits 4 through 7 illustrate the hour-by-hour results of the field survey for the two streets. Exhibit 4, which shows the percent of the available parking spaces that are occupied on Dartmouth Drive for each hour the survey was taken, demonstrates that the 75% minimum requirement was not met during any of the survey hours. The maximum was 41%. Exhibit 5 shows that the more-than-50% minimum requirement of non-resident vehicles was met on Dartmouth Drive for all but 4 of the surveyed hours, with 1 of those hours being 50% and the other 3 being 43%.

The graphs on Exhibits 6 and 7 illustrate the results of the survey for Dartmouth Way. Exhibit 6 shows that the 75% minimum requirement for occupied parking spaces was met for 5 of the 19 survey hours, ranging from 100% to 167%. For 4 of the 19 hours it was 67%, with the remaining 10 hours being 33%. Exhibit 7 demonstrates that the more-than-50% minimum requirement for non-resident vehicles was met for 5 of the 19 hours, ranging from 67% to 80%. For 4 of the 19 hours it was 50%, with the remaining 10 hours being 0%.

Table 2 compares the results of the field survey to the minimum criteria that must be satisfied to meet the requirements to establish a residential permit parking zone.

TABLE 2
 Criteria Evaluation

NO.	CRITERIA	SATISFIED?	
		Dartmouth Drive	Dartmouth Way
1	67% of households represented on a petition	Yes (100%)	Yes (75%)
2	75% or more of the available parking spaces are occupied throughout the proposed restricted hours	No	No
3	More than 50% of the parked vehicles are non-resident	No ¹	No
4	Proposed zone has logical limits continuing to the end of the block or other reasonable limits	Yes	Yes
5	Vehicle displacement caused by the zone will be reasonable in light of overall parking considerations	Yes ²	Yes ²
6	Police Department determines enforcement is feasible	Yes	Yes
7	No alternative solution to the parking problem is reasonably feasible or practical	Yes	Yes
¹ Not for the full 24 hours, but for all but four hours. ² Yes, if permit parking is established on both streets. If not, non-residents will probably migrate to park on the street that does not have permit parking.			

The parking conditions on Dartmouth Drive satisfy all of the criteria except Nos. 2 and 3. No. 2, regarding how many of the available spaces are parked, is not met at all. No. 3, regarding non-resident parking, is met for all but 4 of the survey hours. Overall, the City's criteria are not sufficiently satisfied on Dartmouth Drive to qualify it for permit parking.

The parking conditions on Dartmouth Way, also satisfy all of the criteria except Nos. 2 and 3. A review of Exhibits 6 and 7 shows that the highest occupancy and highest percentage of non-resident parking occur during school hours. It is probable that the parking intrusion on Dartmouth Way is mostly school-related. Overall, the City's criteria are not sufficiently satisfied on Dartmouth Way to qualify it for permit parking.

Given the proximity of Dartmouth Way to Dartmouth Drive, it is very likely that implementation of a permit parking zone on Dartmouth Drive would result in a migration of non-residents to park on Dartmouth Way. Therefore, if permit parking is approved for Dartmouth Drive, it should also be approved for Dartmouth Way.

Petitions were also circulated for Stanford Drive and Mission Way, due to the potential of the parking intrusion to move to these streets if permit parking were approved for

Dartmouth Drive and Dartmouth Way. The response was minimal, however, and the petitions were never returned.

As required by the guidelines, notices of this meeting were sent to residents on Dartmouth Drive and Dartmouth Way. The guidelines also require notification of residents within three hundred feet of the proposed zone and the source of the non-resident parking. Accordingly, notices were also sent to residents of Fordham Drive between All America Way and Loyola Way, Stanford Drive, Mission Way, Georgetown Lane and Harvard Court, as well as to Tynes Elementary School and the Cinnamon Tree condominiums. Notices were not sent to residences on the west side of All America Way since there is no access to the neighborhood streets from All America Way.

RECOMMENDATION:

1. Because the guideline's criteria are not satisfied for Dartmouth Drive or Dartmouth Way, it is recommended that resident-only permit parking not be established on these two streets.
2. Should the Traffic Safety Commission recommend the establishment of resident-only permit parking on Dartmouth Drive, it is recommended that resident-only permit parking also be established for Dartmouth Way and that the effective hours of the proposed zone be for 24 hours, seven days a week since the parking intrusion occurs at all hours of the day and night.



Ruth Smith, P.E.
Traffic Engineer

Attachments: Exhibit 1 – *Vicinity Map*
Exhibit 2 – *Location Map*
Exhibit 3 – *Resident Photographs*
Exhibit 4 – *Graph of Dartmouth Drive % Occupied Parking Spaces*
Exhibit 5 – *Graph of Dartmouth Drive % Non-Resident Parked Vehicles*
Exhibit 6 – *Graph of Dartmouth Way % Occupied Parking Spaces*
Exhibit 7 – *Graph of Dartmouth Way % Non-Resident Parked Vehicles*
Residential Permit Parking Procedures and Guidelines

EXHIBIT 1
VICINITY MAP

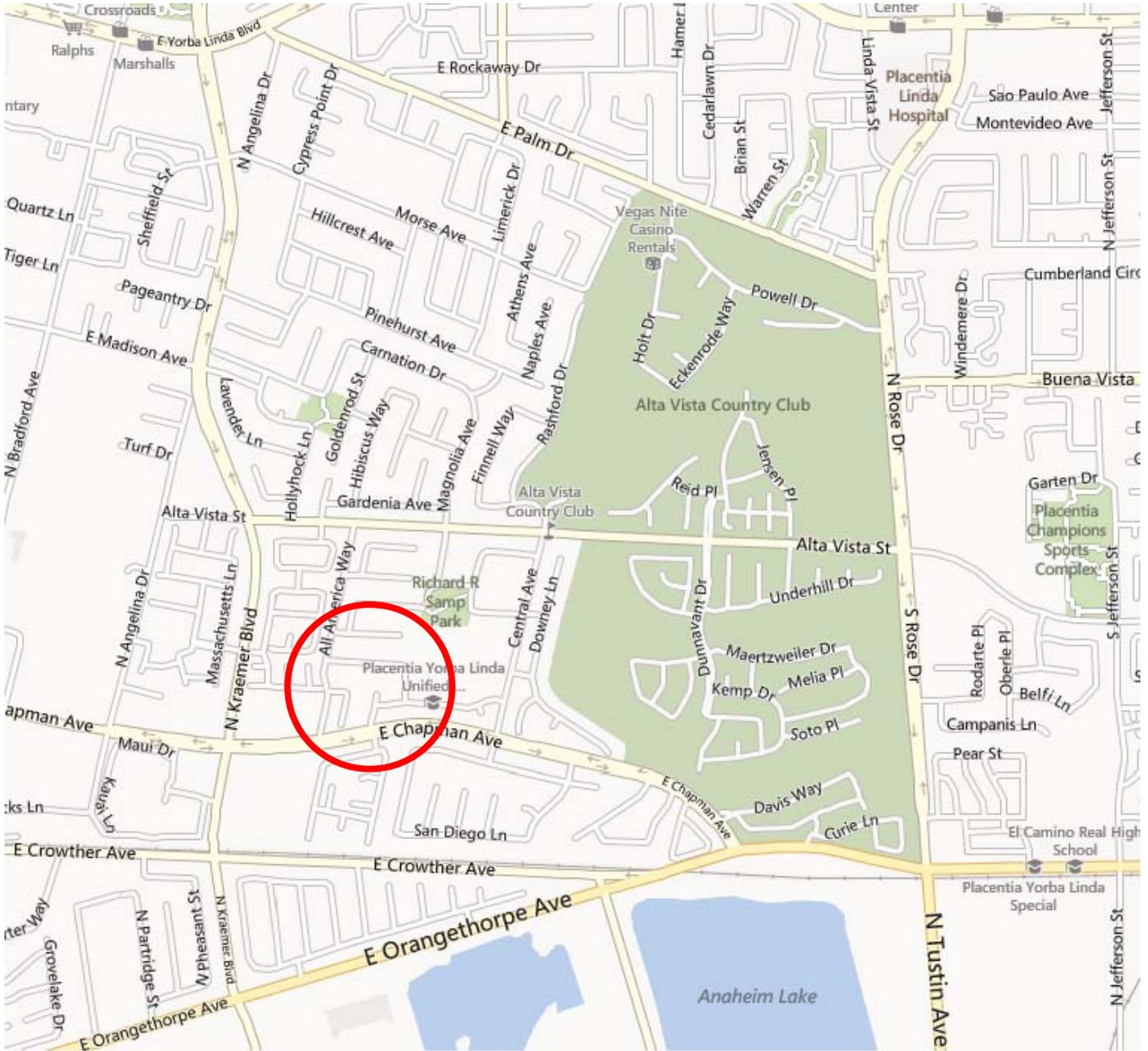


EXHIBIT 2
LOCATION MAP



LEGEND:

 = Proposed Permit Parking

EXHIBIT 3
RESIDENT PHOTOGRAPHS





2013/05/10





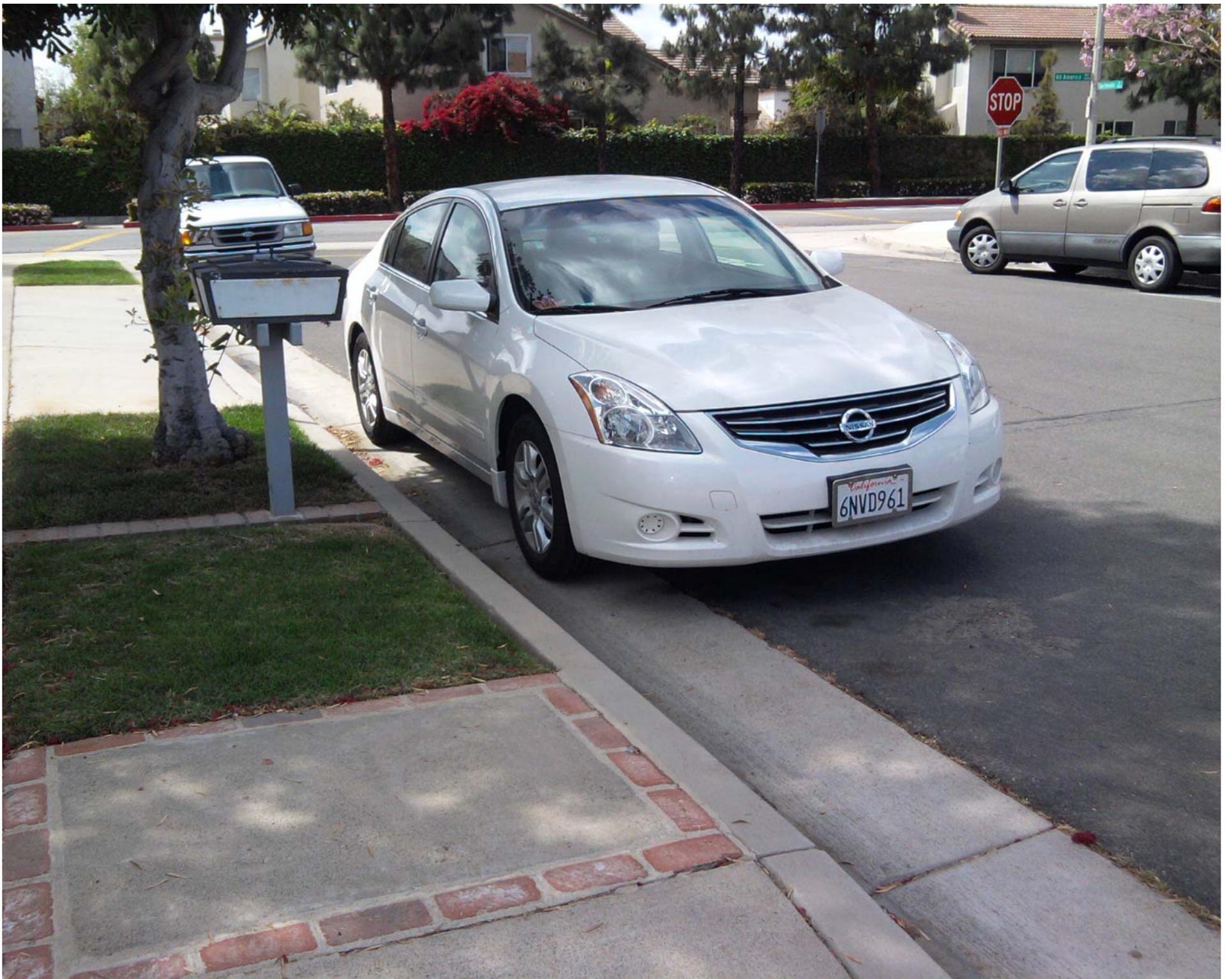




EXHIBIT 4
DARTMOUTH DRIVE - All American Way to Dartmouth Way
% Occupied Parking Spaces

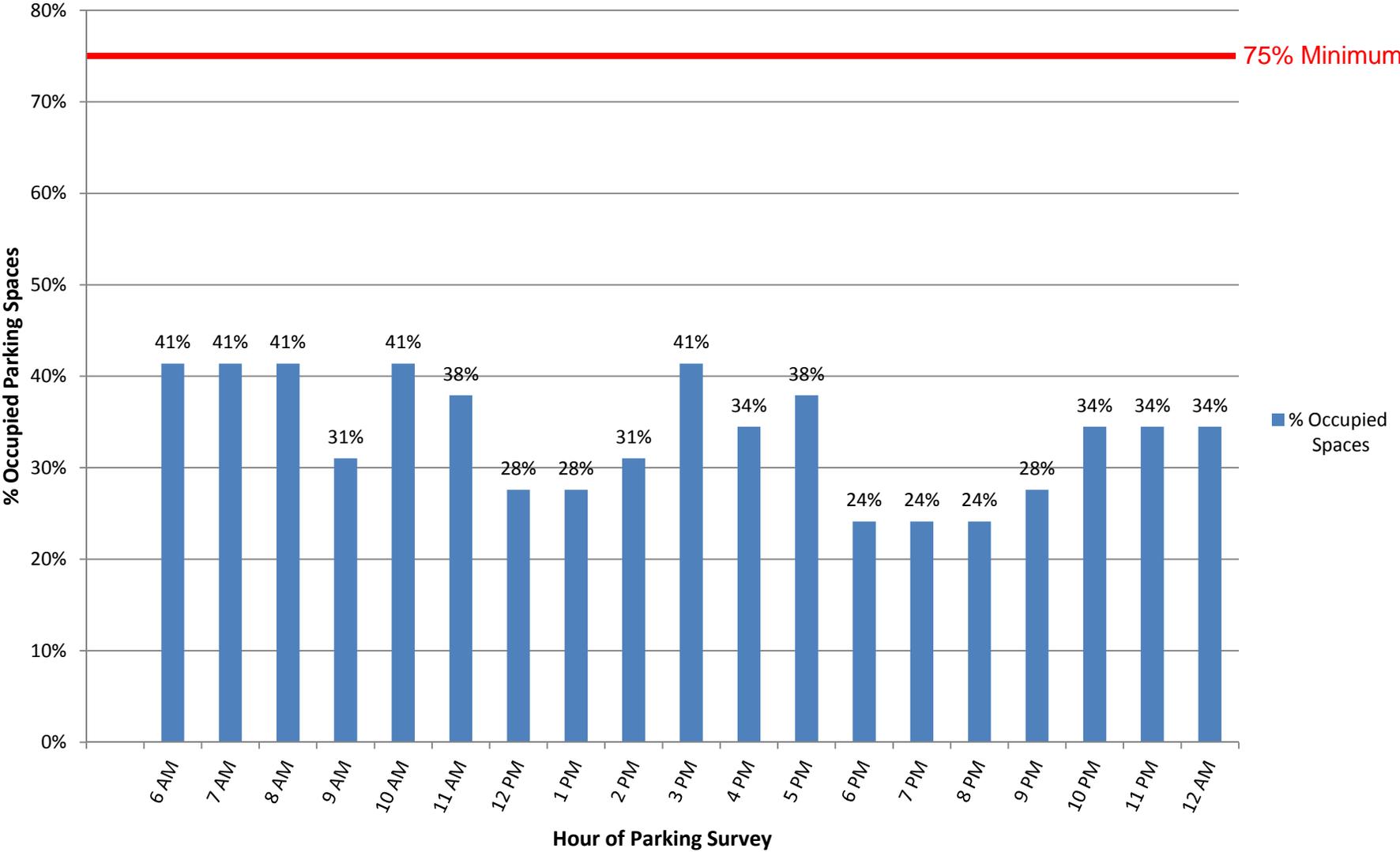


EXHIBIT 5
DARTMOUTH DRIVE - All America Way to Dartmouth Way
% Non-Resident Vehicles

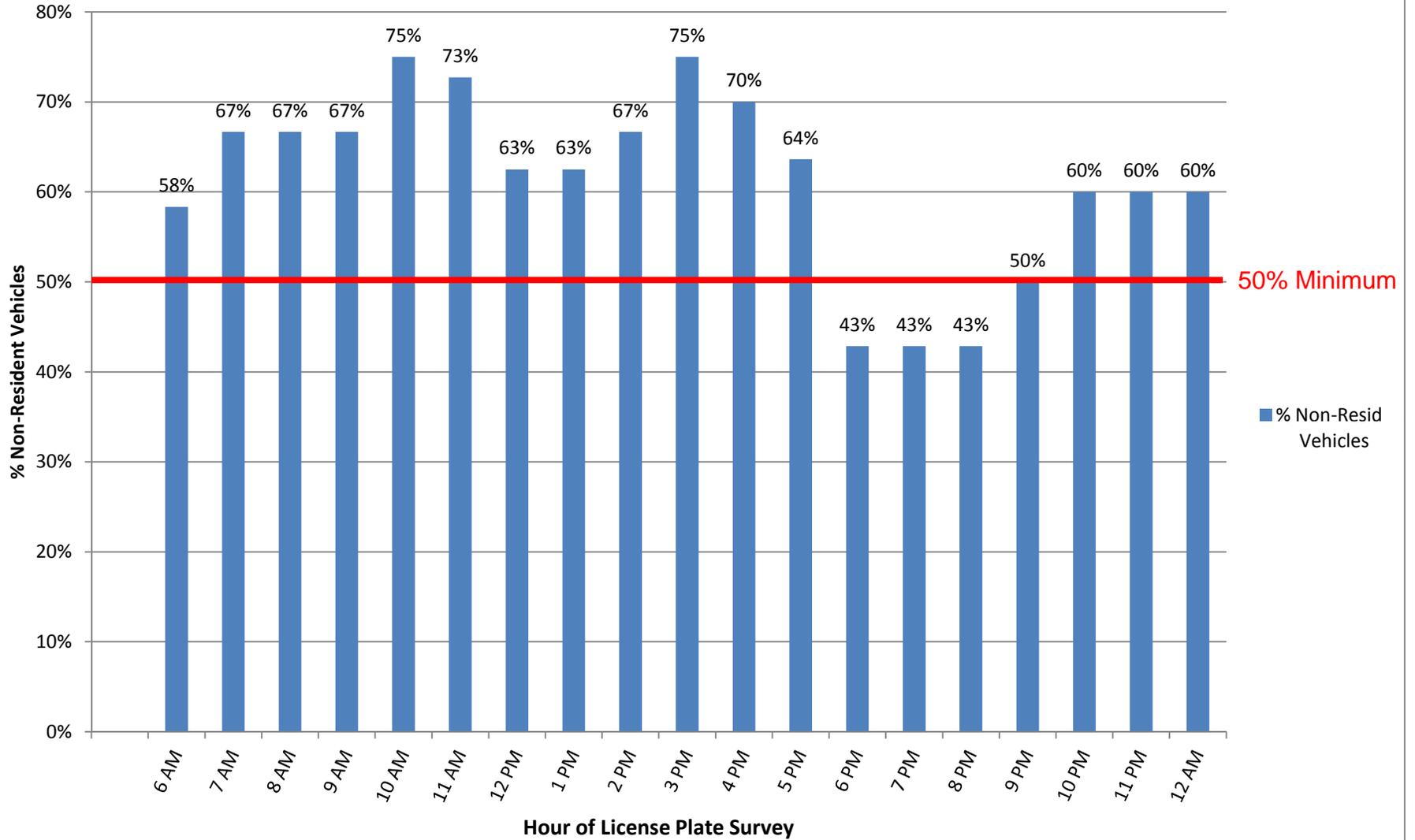


EXHIBIT 6
DARTMOUTH WAY - Dartmouth Drive to Stanford Drive
% Occupied Parking Spaces

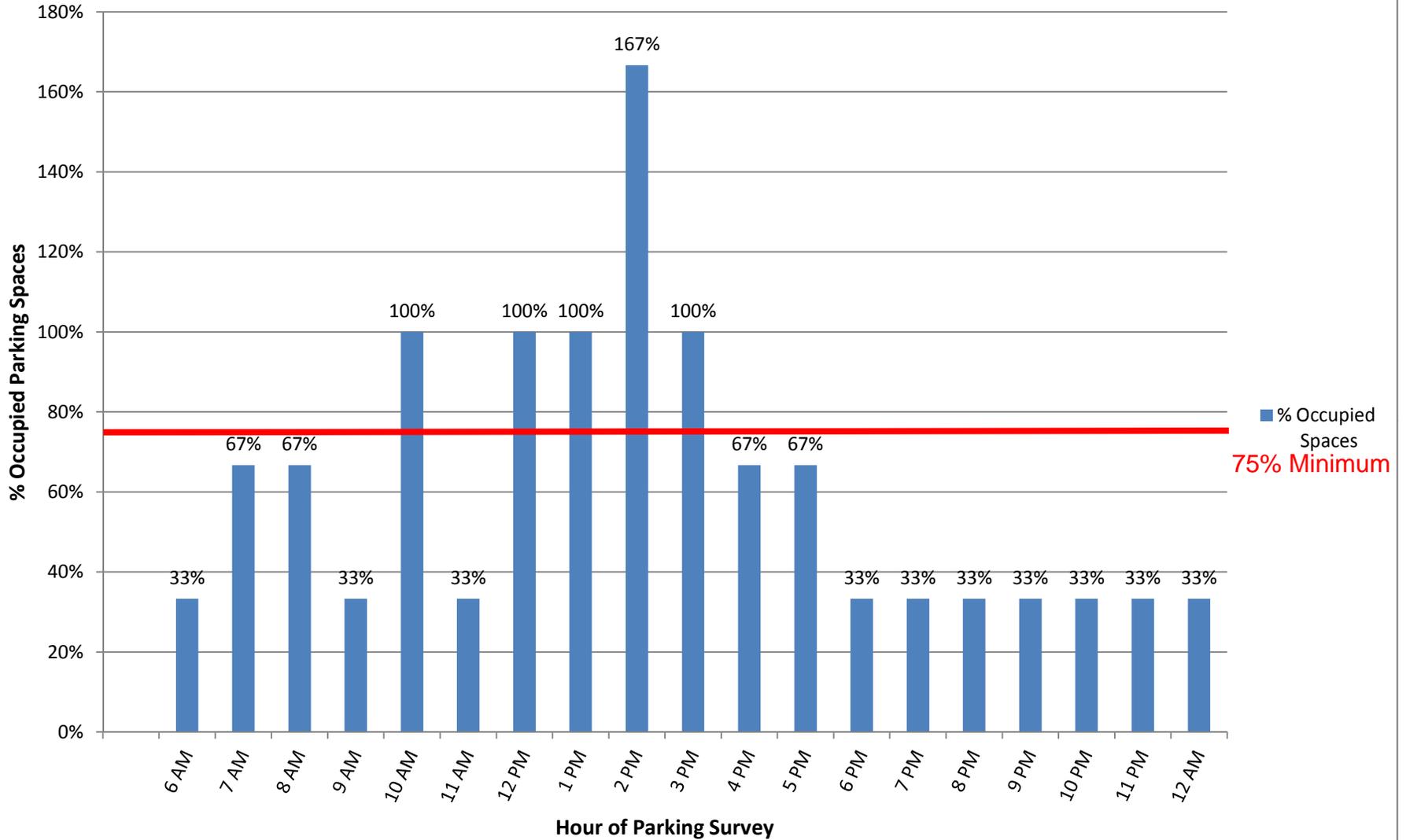
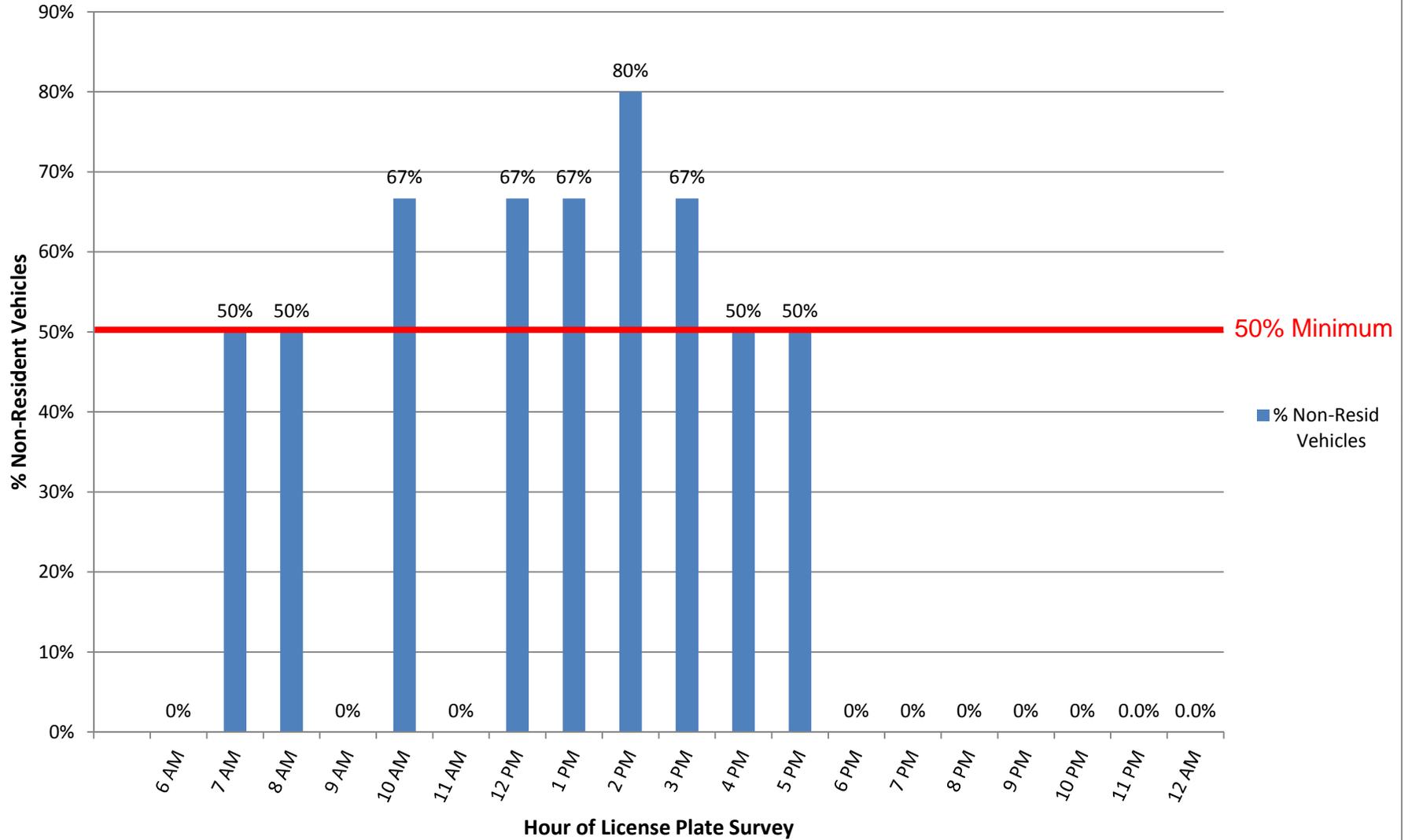


EXHIBIT 7

DARTMOUTH WAY - Dartmouth Drive to Stanford Drive

% Non-Resident Vehicles



CITY OF PLACENTIA RESIDENTIAL PERMIT PARKING PROCEDURES AND GUIDELINES

INTRODUCTION

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PROCEDURES FOR DESIGNATION OF PERMIT PARKING AREAS

Requests for Permit Parking and review of the requests shall conform to the following procedures:

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2. The petition shall also include:
 - (a) Name of the street to be considered for permit parking including the limits (cross-streets or measured segments) if less than the entire length.
 - (b) The requested time period and the days of the week.
 - (c) The identified source of the parking demand (i.e., high school parking, commercial) that is interfering with the availability of parking to the residents.

3. A minimum of sixty-seven percent (67%) of the residents indicating their support is required for the request to proceed to the Traffic Safety Commission for review. Each household shall be represented by one vote (multiple signatures for the same property will count as one vote).
4. Completed petitions along with the application fee shall be delivered to: City of Placentia, 401 East Chapman Avenue, Placentia, CA 92870.
5. After the petition is received, the City will:
 - (a) Verify that each petition contains the required number of signatures (67%) indicating their **support** for permit parking.
 - (b) Obtain necessary traffic data such as parking patterns, field conditions, traffic counts, license plate studies, and any other relevant information as needed.
 - (c) Provide written notice to the identified source to inform them of the issue and possible implementation of parking permits in the area.
6. Evaluate the effect on the source of the parking issues.
7. The conditions of the subject street will be reviewed per the minimum criteria (see Exhibit A) and a staff report prepared for presentation to the Traffic Safety Commission. The report should include a determination that other solutions are not available and an analysis of what impacts will be created by displacing vehicles.
8. The Traffic Safety Commission will review the subject street(s) and receive public comments. They will review the request and either deny the request or forward a recommendation to City Council to approve a resolution to implement the permit parking restriction.
9. Notice of the Commission and subsequent City Council meetings shall be provided to the residents, businesses, the school districts, and other property owners within the limits and within 300 feet of the subject area. The owner of the property or use that is generating the need for parking shall be notified if the information is available.
10. The City Council shall hold a public hearing to consider the proposal, together with the recommendation of the Traffic Safety Commission. The City Council will either approve by resolution a permit parking area/street(s) or deny the request. The decision of the City Council will be final and conclusive in all cases.
11. The Director of Public Works or the Director of Development Services will also have the right to submit a proposal for a permit parking zone. Any such proposal shall require the same review by the Traffic Safety Commission with the City Council public hearing and approval by resolution. Notices shall be mailed to all affected property parties as described in #9 above, based on street addresses and the latest available tax assessment roll or records in lieu of a petition.
12. Once the permit program is approved, written notification will be provided to the affected residents and property owners based on property addresses, the latest available tax assessment roll and known homeowners associations. The notice shall be sent a

minimum of 30 (calendar) days before enforcement begins advising them of the restrictions and any required actions such as obtaining permits.

13. Consideration of any removal of permit parking zones or portion of parking permit zones will require the same petition format with sixty-seven percent (67%) of the residents in support of removal, a written request submitted to the Director of Public Works from private/public groups that can document impacts (processed by the Director if approved), or per the City's initiation with notices mailed to all affected residents and property owners per street address and the latest available tax assessment roll or records in lieu of a petition. There shall be the same reviews by the Traffic Safety Commission and approval by the City Council to permit public participation.

ADMINISTRATION OF PERMIT PARKING PROGRAM

Issuance of Permits

Once a residential permit parking area or street(s) have been approved, it shall be the responsibility of the affected residents to obtain their parking and guest permit(s). All permits shall be renewed annually. All applicants shall furnish information required on forms provided by the City. This information is to include but will not be limited to the following:

- Full Name
- Residential Address
- Daytime Telephone Number
- Make(s) and Model(s) of Vehicle(s)
- License Plate Number(s) of Vehicle(s)

Copies of vehicle registration and/or proof of residence (original current utility or telephone bill) shall be required.

Permits shall be stickers that can be affixed to the lower left corner of the rear window of the vehicle. The sticker shall be color-coded to match the color of the annual renewal tag on vehicle license plates. Guest permits shall be hangers to be hung from the rear view mirror.

Where a permit program includes more than one street, the permit may be coded for purposes of enforcement. In all cases, the permits will remain valid only so long as the person to whom the permit is issued owns the vehicle and owns or controls the property, which qualifies the person for the permit. Each household will be issued the number of permits as authorized by the policy. Permits will not be granted for operating a business from a home.

Each household shall be eligible to apply for one permit per vehicle registered to that address with a maximum of five permits.

In addition, up to a maximum of five guest parking permits may be issued per household. Such guest permits shall be non-transferable to other residents and shall not be used on vehicles registered to the household address.

Replacement permits are available for lost, stolen, or damaged permits; however, the City has the right to refuse issuance for frequent requests.

Temporary guest parking permits valid for a 24 hour period may be issued for one-time events such as parties or other social gatherings.

Each applicant must sign the application agreeing to the terms of the permit. Any person whose resident or guest parking permits have been revoked shall not be issued a new permit until expiration of a period of one year following the date of the revocation and the person has made the required application and paid the required fees.

Fees

Each application for establishment of a permit parking zone shall be accompanied by an application fee of \$10 per household within the area included in the proposed permit parking zone.

Each application for removal or reduction in the limits of an existing permit parking zone shall be accompanied by a one-time fee of \$10 per household within the area included in the existing parking zone.

The annual Parking Permit fee shall be \$10 per permit up to a maximum of five (5) permits per household.

Guest permits shall be \$10 per permit up to a maximum of five (5) per household and may not be used for vehicles registered at the household address.

Temporary guest parking permits, valid for a 24-hour period, shall be \$1 each.

Replacement permits shall be \$10 per permit.

The fee for permits issued after March of each year shall be prorated to the number of quarters, including parts thereof, remaining in the year.

No annual fees shall be charged to residents who do not request permits.

Posting of Signs

It shall be the responsibility of the City to ensure that all streets designated for permit parking areas have signs indicating that such streets are regulated and require permits to park. Such signs shall be placed at appropriate intervals on the streets as determined by the Director of Public Works. The signs will identify the parking restrictions applicable to the area as established by the City Council resolution.

Enforcement and Administrative Regulations

The following information is intended to describe both the enforcement policies that have been adopted by the City as well as other necessary administrative regulations. While these policies and regulations may change as parking conditions change, the City recognizes the following:

1. Parking in parking permit zones by the public at large may be allowed during special events that require additional parking upon the approval and at the sole discretion of the City Administrator or his/her designee. Examples of these special events include school graduation, 4th of July Celebration, and school open house.

The party responsible of the event shall:

- a. Make a written request to the City for the specific event, including the date and time requested.
- b. If approved by the City, the party shall notify all residents of the upcoming event at least 10 days in advance.

The City will cover the parking permit signs during the event and remove the covers after the event.

2. The City does not have a “forgiveness” clause in its enforcement policy. Should a resident or guest forget to display or improperly display the appropriate resident or guest permit as required, a citation may be issued.
3. The provisions of the permit system notwithstanding, no vehicle shall be parked on the street in the zone continually over 72 hours or be exempted from other established vehicular restrictions such as fire hydrants, street sweeping or other parking regulations.
4. The City may revoke permits if abuses are noted by the Police Department. The first occurrence will involve a warning letter from the City. Should the abuse be noted a second time, all permits issued to the affected residence may be revoked. All revocation proceedings shall be handled by the Police Chief and/or his/her designee.

Typical examples of abuse include, but are not limited to: (1) Parking with an illegible permit, (2) Parking with counterfeit permits, and (3) Transferring a permit to a vehicle not registered for a permit.

5. The City will attempt to recognize new arrivals in the area and should violations be noted, a courtesy warning may be issued. However, it is the responsibility of the property owner/tenant (new or old) to contact the City regarding any posted parking regulations on their street, and to obtain applicable permits.
6. For rental properties, the tenants must request the parking permits. Property owners not living in the dwelling will be eligible for temporary guest permits only upon providing proof of ownership of the subject property.
7. These permit requirements do not apply to:
 - (a) Repair, maintenance, refuse collection, utility, fuel, delivery, and service vehicles being used in the course of business.
 - (b) Vehicles owned or operated by any government agency, or contractor of a government agency, being used in the course of business.
 - (c) Emergency life support and health care vehicles owned or operated by any governmental agency being used in the course of business.

EXHIBIT A

RESIDENTIAL PERMIT PARKING MINIMUM CRITERIA

Upon receipt of a petition showing support for permit parking from 67% of the affected residents, the City shall collect data to determine if the locations meet the following minimum criteria:

1. 75 percent of the available public street parking spaces on the block, street, or area are occupied, as measured at hourly intervals throughout the proposed restricted hours, and
2. More than 50% of the parked vehicles are not registered to properties on the block or street or in the area, hereby defined as non-resident vehicles, and
3. The Permit Parking area has logical limits continuing to the end of a block or other reasonable limits, since mid-block or partial restrictions are difficult to sign and enforce, and
4. The vehicle displacement caused by the Parking Permit zone will be reasonable in light of the overall parking considerations.
5. The Police Department determines Permit Parking enforcement is feasible, and
6. No alternative solution to the parking problem is reasonably feasible or practical.

This information will be collected and presented to the Traffic Safety Commission for its review and recommendations to City Council.

TRAFFIC SAFETY COMMISSION REPORT
RESIDENT – ONLY PERMIT PARKING
PLACENTIA AVENUE

TSC NO.: 13 - 03

MEETING DATE: MAY 20, 2013

REQUEST:

A petition requesting the establishment of a resident-only permit parking zone was received for the east side of Placentia Avenue between Harmony Lane and Primrose Avenue (100% support).

DISCUSSION:

Placentia Avenue is located on the west side of the City (see Exhibit 1). The requested permit parking zone is in front of five residences on the east side of Placentia Avenue between Harmony Lane and Primrose Avenue (302, 308, 314, 320 and 402 North Placentia Avenue), as indicated on Exhibit 2. These homes are around the corner from the permit parking zones established on Harmony Lane and Moonbeam Drive in 2012.

The residents' request is in response to the lack of on-street parking in front of their homes due to Cal State Fullerton students, who find it less costly and more convenient to park on the streets instead of on campus. The residents also report non-resident parking at night that they attribute to residents of nearby apartments. Because permit parking has been established on nearby residential streets and parking is not otherwise allowed on Placentia Avenue in their vicinity, the parking spaces in front of their homes are in high demand.

The request was processed under the adopted guidelines for establishment of residential permit parking zones (attached). The minimum criteria are summarized as follows:

1. A petition is submitted indicating that 67% of households on the affected streets support permit parking
2. 75% or more of the available parking spaces are occupied throughout the proposed restricted hours
3. More than 50% of the parked vehicles are non-resident

4. The proposed zone has logical limits continuing to the end of the block or other reasonable limits
5. Vehicle displacement caused by the zone will be reasonable in light of overall parking considerations
6. Police Department determines enforcement is feasible
7. No alternative solution to the parking problem is reasonably feasible or practical

Field surveys of the parking conditions were conducted on Monday, April 29, 2013 at hourly intervals from 6:00 AM through 12:00 Midnight. The residents are requesting permit parking at all times. Rather than taking counts through the night, it was judged that the surveys at 6:00 AM and at 12:00 Midnight would adequately represent overnight conditions.

The field surveys involved hourly recordings of the license plate numbers of parked vehicles. The plate numbers were then checked through DMV records to determine which vehicles belonged to residents and which were owned by non-residents. Measurements were also made along each street to determine the number of available parking spaces, taking into consideration driveways and fire hydrants.

The number of available parking spaces was estimated using twenty feet as the average length required per vehicle, resulting in 13 available parking spaces in front of the five residences on Placentia Avenue.

The results of the field survey are summarized in Table 1. Since more than one hour was surveyed, a range of values is given for each parameter, ranging from the minimum to the maximum values. The table shows the percent of the available parking spaces that were occupied by both residents and non-residents and the percent of the parking spaces that were occupied by non-residents.

TABLE 1
Summary of Field Data Survey Results
April 29, 2013, 6 AM – 12 Midnight

Parameter	Placentia Avenue
Percent of Occupied Parking Spaces	46% -100%
Percent of Parking Spaces Occupied by Non-Residents	83% - 100%

The graphs shown in Exhibits 3 and 4 illustrate the hour-by-hour results of the field survey. Exhibit 3, which shows the percent of the available parking spaces that are

occupied on Placentia Avenue for each hour the survey was taken, demonstrates that the 75% minimum requirement was met for 11 of the 19 hours of the survey period, from 10:00 AM to 9:00 PM, and that it was greater than 50% for all but one of the remaining 5 hours. Exhibit 4 shows that the more-than-50% minimum requirement of non-resident vehicles was met on Placentia Avenue for all 19 of the surveyed hours, with 9 of the hours, from 10:00 AM through 6:00 PM, having 100% non-resident occupancy, and not less than 83% non-resident occupancy for the remaining 10 hours.

Table 2 compares the results of the field survey to the minimum criteria that must be satisfied to meet the requirements to establish a residential permit parking zone.

TABLE 2
 Criteria Evaluation for Placentia Avenue

NO.	CRITERIA	SATISFIED?
1	67% of households represented on a petition	Yes (100%)
2	75% or more of the available parking spaces are occupied throughout the proposed restricted hours	No ¹
3	More than 50% of the parked vehicles are non-resident	Yes
4	Proposed zone has logical limits continuing to the end of the block or other reasonable limits	Yes
5	Vehicle displacement caused by the zone will be reasonable in light of overall parking considerations	Yes
6	Police Department determines enforcement is feasible	Yes
7	No alternative solution to the parking problem is reasonably feasible or practical	Yes
¹ Not for the full 24 hours, but from mid-morning and into the evening.		

As can be seen in Table 2, the parking conditions on Placentia Avenue substantially satisfy the criteria, except for No. 2, which is met for 8 of the 17 survey hours. There would be little, if any, vehicle displacement since most of the surrounding streets either currently have permit parking restrictions or parking is not allowed. It is possible that some of the non-resident vehicles parked overnight could migrate to Primrose east of Placentia Avenue since the permit parking restriction there is for daytime only.

As required by the guidelines, notices of this meeting were sent to the residents on Placentia Avenue who petitioned for the permit parking. The guidelines also require notification of residents and businesses within three hundred feet of the proposed zone and the source of the non-resident parking. Accordingly, notices were also sent to residents of the south side of Primrose Avenue, the nearby church and apartments on the east side of Placentia Avenue, and businesses on the west side of Placentia Avenue. Notices were not sent to residents of Harmony Lane or Moonbeam Drive since they already have 24-hour permit parking restrictions and would not be affected.

RECOMMENDATION:

1. Because the guideline's criteria are substantially satisfied, it is recommended that a resident-only permit parking zone be established on Placentia Avenue.
2. It is recommended that the effective hours of the proposed zone be for 24 hours, seven days a week since significant non-resident parking occurs at all hours of the day and night.



Ruth Smith, P.E.
Traffic Engineer

Attachments: Exhibit 1 – *Vicinity Map*

Exhibit 2 – *Location Map*

Exhibit 3 – *Graph of Placentia Avenue % Occupied Parking Spaces*

Exhibit 4 – *Graph of Placentia Avenue % Non-Resident Parked Vehicles*

Residential Permit Parking Procedures and Guidelines

EXHIBIT 1
VICINITY MAP

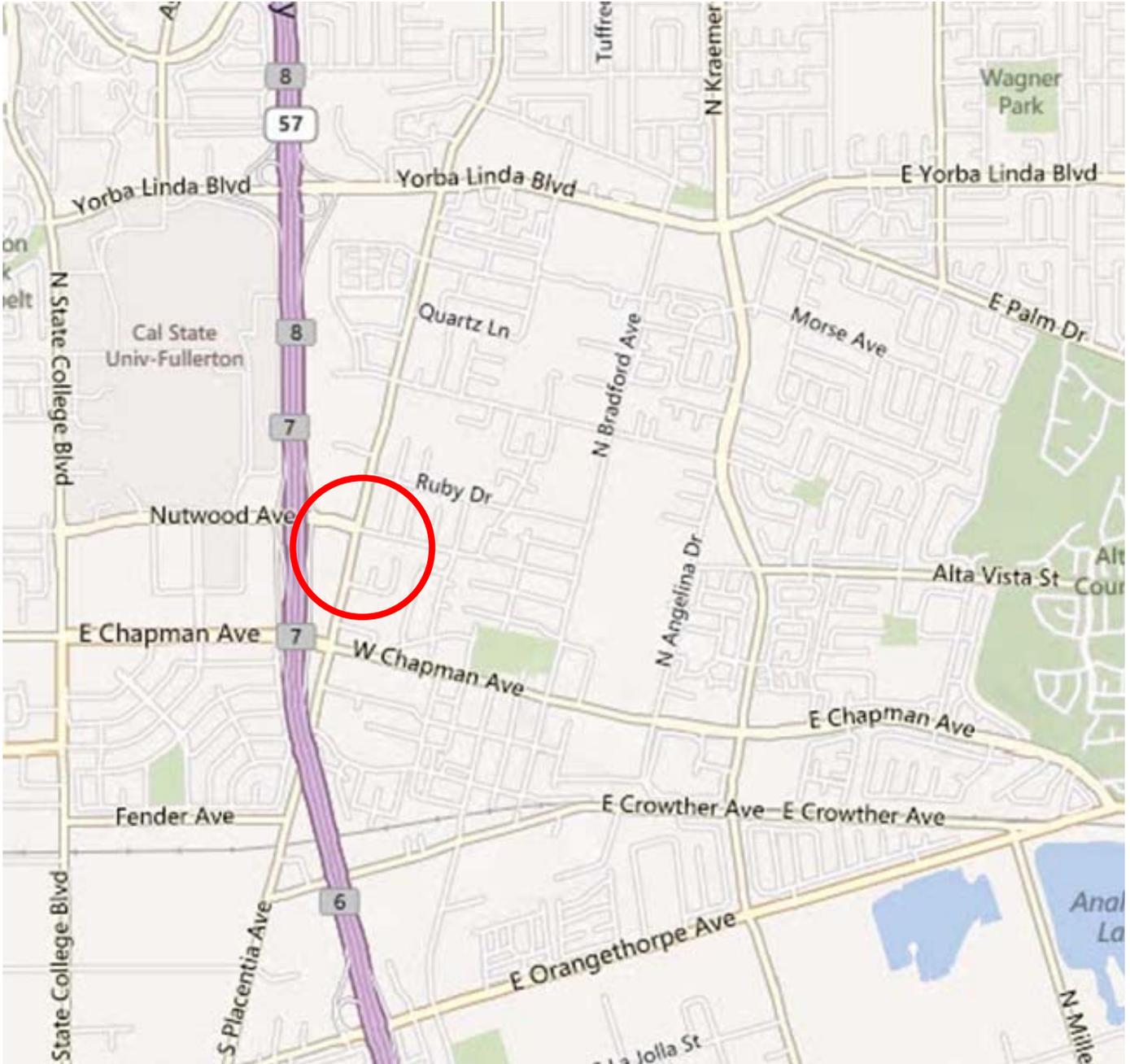
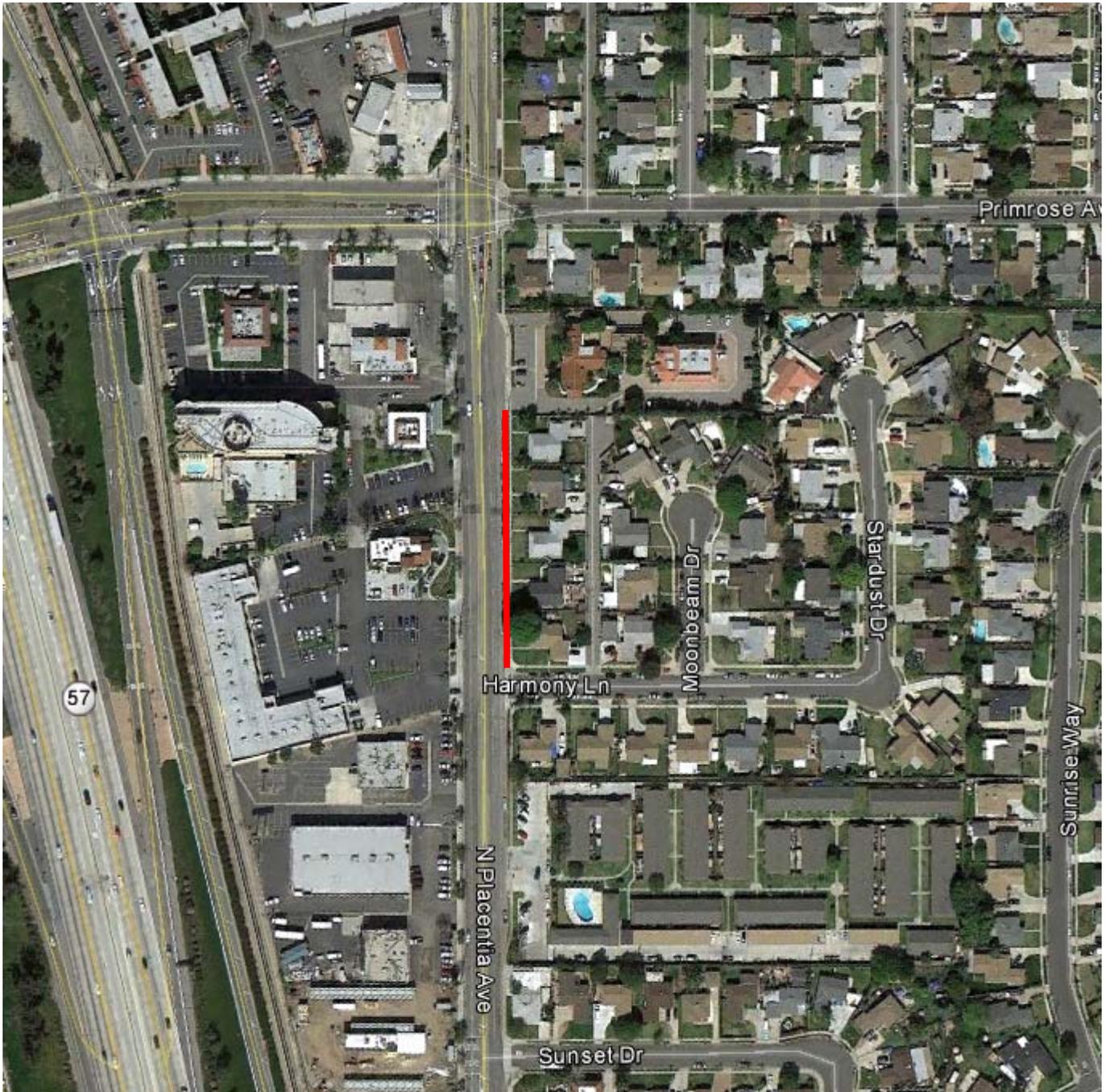


EXHIBIT 2
LOCATION MAP



LEGEND:

 = Proposed Permit Parking

EXHIBIT 3
PLACENTIA AVENUE - Harmony Lane to Primrose Avenue
% Occupied Parking Spaces

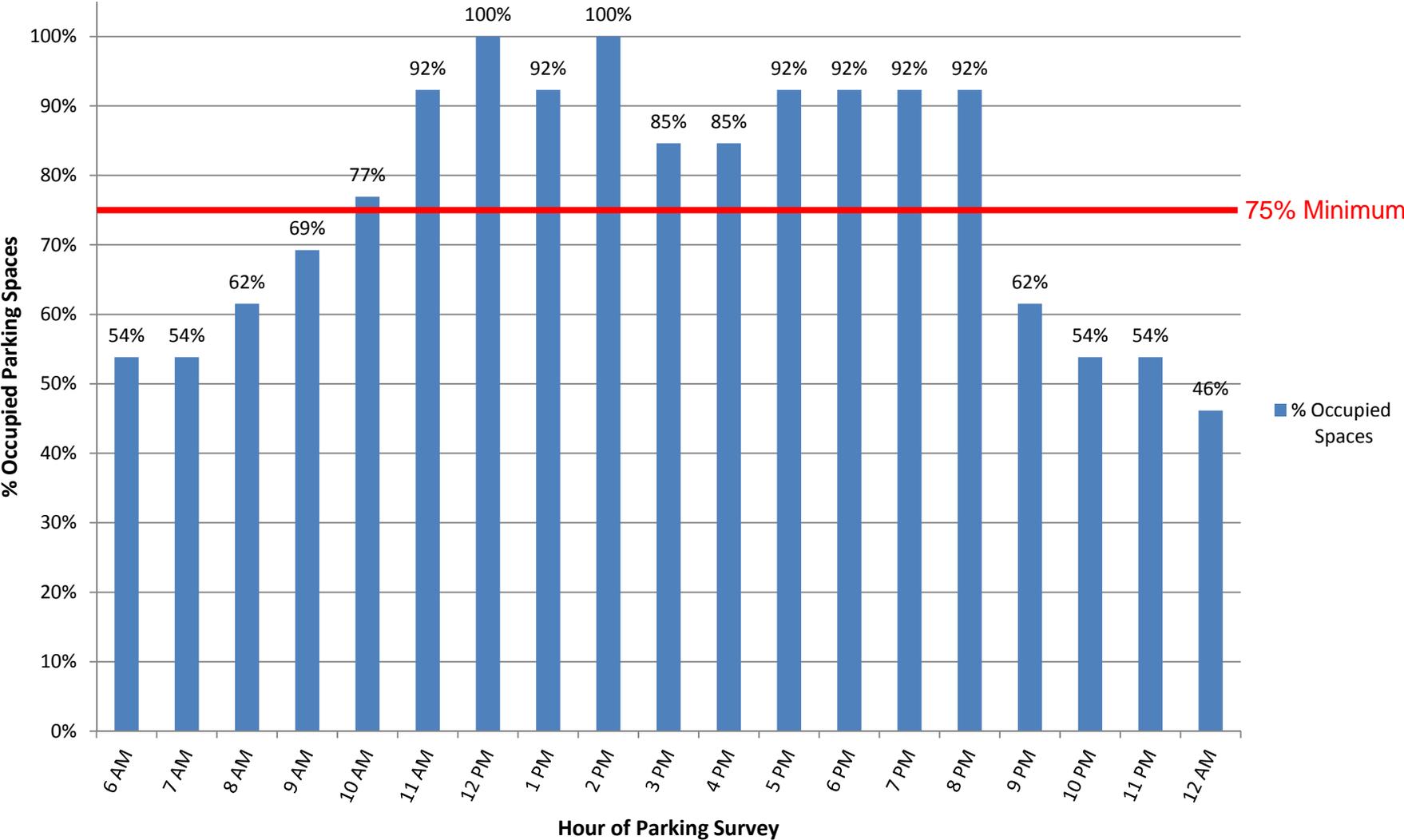
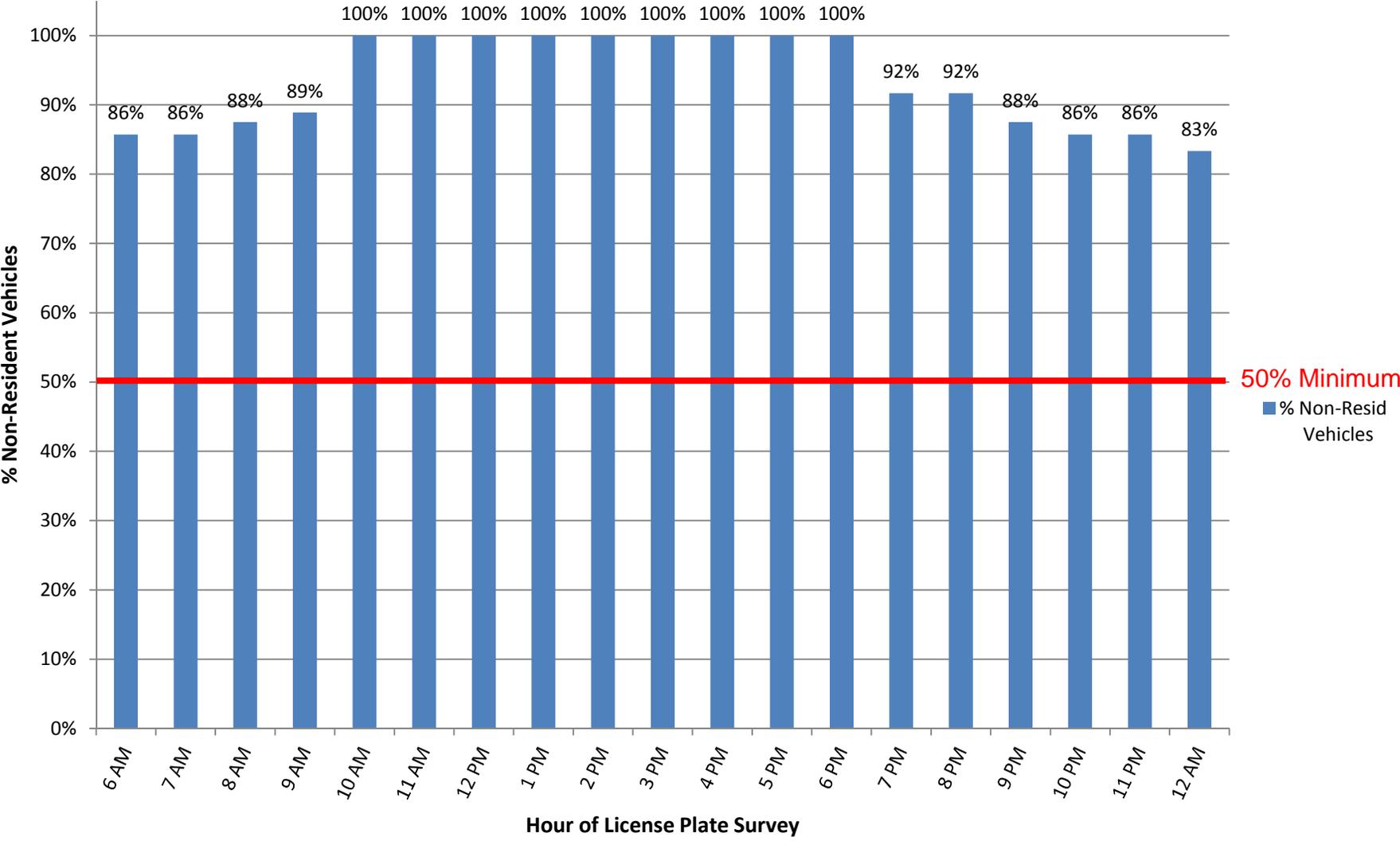


EXHIBIT 4
PLACENTIA AVENUE - Harmony Lane to Primrose Avenue
% Non-Resident Vehicles



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7. These permit requirements do not apply to:
 - (a) Repair, maintenance, refuse collection, utility, fuel, delivery, and service vehicles being used in the course of business.
 - (b) Vehicles owned or operated by any government agency, or contractor of a government agency, being used in the course of business.
 - (c) Emergency life support and health care vehicles owned or operated by any governmental agency being used in the course of business.

EXHIBIT A

RESIDENTIAL PERMIT PARKING MINIMUM CRITERIA

Upon receipt of a petition showing support for permit parking from 67% of the affected residents, the City shall collect data to determine if the locations meet the following minimum criteria:

1. 75 percent of the available public street parking spaces on the block, street, or area are occupied, as measured at hourly intervals throughout the proposed restricted hours, and
2. More than 50% of the parked vehicles are not registered to properties on the block or street or in the area, hereby defined as non-resident vehicles, and
3. The Permit Parking area has logical limits continuing to the end of a block or other reasonable limits, since mid-block or partial restrictions are difficult to sign and enforce, and
4. The vehicle displacement caused by the Parking Permit zone will be reasonable in light of the overall parking considerations.
5. The Police Department determines Permit Parking enforcement is feasible, and
6. No alternative solution to the parking problem is reasonably feasible or practical.

This information will be collected and presented to the Traffic Safety Commission for its review and recommendations to City Council.