

**CITY OF SOUTH SAN FRANCISCO**  
**BICYCLE / PEDESTRIAN ADVISORY COMMITTEE**  
**Meeting Minutes, Wednesday, September 4, 2019**  
PD Training Room  
33 Arroyo Drive South San Francisco  
6:00 pm

**Natalie Gore**      **Amir Thagavis**  
Chair                      Vice-Chair

<b>Dan Sherman</b> Committee Member	<b>Olma O’Neill</b> Committee Member	<b>Frank McAuley</b> Committee Member	<b>Mike Aires</b> Committee Member	<b>Vacant</b> Committee Member
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**Nell Selander**      **Ines Isassi Mendez**  
Secretary                      Clerk

**COMMITTEE MEMBERS:**

*Present:*                      Natalie Gore, Chair  
   Amir Thagavis, Vice-Chair  
   Olma O’Neill                      Arrived at 6:07 PM  
   Frank McAuley  
   Dan Sherman                      Absent (excused)  
   Mike Aires

**STAFF PRESENT:**

*Planning Division:*  
*Engineering Division:*                      *Matt Rubble*  
*Economic Community*  
*and Development:*                      *Nell Selander and Ines Isassi Mendez*

**PROCEEDINGS:**

*Call to Order:*                      6:00 by Chair Natalie Gore  
*Chair Comments:*                      None.  
*Agenda Review:*                      No changes.  
*Public Participation:*                      Mayor Karyl Matsumoto spoke to the Committee about their role and importance in providing feedback on programs and projects to improve bicycle and pedestrian conditions in the City.  
  
*Public Comments:*                      None  
*Approval of Minutes:*                      Minutes from June 6<sup>th</sup>, 2019 approved.

## ADMINISTRATIVE BUSINESS

### 1. PUC Site: Presentation by staff and developer, and consideration of recommendation

Secretary Selander introduced the item, indicating the project team would present the project.

Mike Lappen, Economic Community Development, stated the focus would be on circulation, pedestrian and bike proposals and open space issues, rather than architecture. He provided an overview of the project including location along Mission Road, vision to create a neighborhood node, site evaluation and transit oriented criteria, and projects linking the BART stations. He discussed the 2007 land purchase from the San Francisco Public Utilities Commission. He summarized the project components of high quality design, connections to Centennial Way, affordable housing, active ground floor uses for pedestrians, commitment to public art, support for Oak Avenue extension, complimentary to planned Civic Campus and connection to BART sphere of influence. He outlined the project with 800 units, 13,000 square feet of commercial, a day care center, onsite parking, affordable units, open space and TDM program. He discussed community and public meetings and the approval process. He explained that the School District, County, Community College District and City were involved in the final decision.

Andrew Kawahara, AGI/KASA Partners, provided his background of development in South San Francisco, and introduced the project team. He presented the project location and explained the 20% affordable units, child care, market hall, and Oak Avenue extension.

Taylor McAdam, Traffic Consultant, discussed the Centennial Way bicycle facility, additions of bicycle and pedestrian connections and transit connections.

Wendy Mok, landscape architect, displayed the existing access points to Centennial Trail and explained that the development would open more connections into the trail system. She summarized the circulation plan, including vehicular connections, pedestrian circulation, and bike circulation. She discussed bike facilities, lighting, outdoor programs, bridge connection to shared plaza/parking lot, and bike routes.

Ms. McAdam discussed the proposed TDM, including onsite amenities and relation to the Civic Campus. She stated the site improvements would render high quality bike and pedestrian access, transit connections, use of car services and incentive programs and services would reduce TDMs. She reviewed the school pool program and unbundled parking.

Committee Member, suggested a bike connection to the play area. He stated he would prefer cyclists and pedestrians rather than cyclists and vehicles. Ms. McAdam stated the area was somewhat tight and the street might need to be widened.

Committee Member, expressed concern with lack of parking and overflow into the neighborhood. Ms. McAdam discussed project marketing as transit, pedestrian supported. She

suggested the potential need for a residential parking permit process. She explained the stacked parking. Mr. Kawahara stated parking would be added if necessary.

Chair Gore, asked about the Oak Street extension and if a bicycle/pedestrian path could be added. Ms. Mok stated there was not enough room. Secretary Selander discussed parking along the Oak Avenue right of way and impact on housing and playground space. She stated a bicyclist came up with the proposed route.

Committee Member, asked how many spaces were on the Oak Avenue stretch and if parking could be limited to one side.

Chair Gore asked the width of the switch back. Ms. Mok stated it was eight feet wide and was intended for bicycle and ADA use. Chair Gore expressed concern with bicyclists and disabled persons coexisting on the path. Chair Gore also expressed concern about the flow of traffic from the buildings and crossing bicycle and pedestrian paths. She stated she liked that the childcare had a separate entrance. She expressed concern with parking and ingress/egress for the market hall. Mr. Kawahara stated the site was locked and vehicular access was limited. Chair Gore suggested impeding bicyclists and pedestrians where traffic intersected. She stated she liked the plan to incorporate Centennial Parkway into the project. Mr. Kawahara discussed the plan to improve Mission Road to reduce it to two lanes with bike lanes.

Committee Member, stated she liked the proposed lighting plan and appreciated incentivizing use of public transportation and bikes. She expressed concern about Mission Road but acknowledged it was not part of the PUC project.

Chair Gore requested integration of bicycle parking in the facility.

Committee Member, asked about landscaping along Colma Creek. Ms. Mok stated the project was not allowed to change the landscaping.

## 2. Location and time of future BPAC Meeting

Committee members engaged in a conversation with Secretary Selander regarding the location and time of the next BPAC Meetings. The Committee decided to continue meeting in the Annex Conference Room at 315 Maple Avenue, South San Francisco. No action taken.

## 3. Letter of support for Transportation Development Act Article 3 Grant

Secretary Selander presented a letter of support for a grant application signed by the Chair. No action taken.

#### 4. Email from member of the public

Secretary Selander presented an email from a member of the public asking if there are any plans to connect the Centennial Way Trail to Caltrain or the East of 101 area. The Committee directed Secretary Selander to invite the individual to apply for the BPAC vacancy when advertised. No action taken.

#### 5. Change in format of BPAC minutes

Secretary Selander explained that going forward, Minutes will be in the form of Action Minutes and all or sections transcribed into summary or verbatim minutes at the request of the public, Planning Commissioners, or City Council.

#### 6. Implications of Ordinance formally re-establishing BPAC

Secretary Selander explained the changes in the operating standards of the BPAC since the adoption of the Ordinance codifying the Committee in the South San Francisco Municipal Code. Public comment was provided by Mayor Matsumoto who discussed the importance of the role of BPAC.

#### COMMITTEE COMMENTS

- When will the recruitment for the vacant position will start? City Clerk does recruitment twice per year.
- San Mateo County BPAC has a vacant position. This committee focuses on the unincorporated areas of the County.
- San Mateo County will conduct the Pedestrian Count next week, and is looking for more volunteers.

#### STAFF COMMENTS

Matt Rubble, Engineering Division, thanked the Committee for all the thoughtful comments and observations made regarding development projects.

Meeting adjourned at 7:47 PM.