






# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Montgomery and Members of the City Council

**THROUGH:** Geoff Dolan, City Manager 

**FROM:** Richard Thompson, Director of Community Development  
 Ana Stevenson, Management Analyst   
 By: Erik Zandvliet, City Traffic Engineer 

**DATE:** September 16, 2008

**SUBJECT:** Consideration of a School Area Traffic Study Regarding Initial Recommendations for American Martyrs Elementary School

### RECOMMENDATION:

It is recommended that the Council pass a motion to approve the Parking and Public Improvements Commission (PPIC) recommendation to implement the following school area traffic safety plan around the American Martyrs Elementary School campus for a six-month trial period (Items added by PPIC on 7-24-08 in **bold**):

1. Replace missing and outdated school area traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis.
4. Update the existing loading zone signs and markings on the west side of Laurel Avenue.
5. Post school crossing signs at the existing school crosswalk on 18<sup>th</sup> Street at Floumoy Road.
6. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15<sup>th</sup> Street on the north leg.
7. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 18<sup>th</sup> Street on the east leg.
8. Prohibit left turns into and out of the campus loading zone driveway on 15<sup>th</sup> Street during school loading hours.
9. Prohibit left turns from westbound 15<sup>th</sup> Street into parking structure during school loading hours.
10. Paint 40 feet of red curb in advance of the school crosswalk on 18<sup>th</sup> Street at Agnes Road in both directions.
11. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
12. Prepare Suggested Routes to School map for distribution to parents.
13. Encourage the school to distribute traffic safety handouts regularly throughout the school year.

14. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal.
15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.
16. **Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;**
17. **Paint red curbs within the intersections bounded by 15<sup>th</sup> Street, 19<sup>th</sup> Street, Pacific Avenue and Flournoy Avenue.**
18. **Evaluate the justification for stop signs in all directions at 19<sup>th</sup> Street and Laurel Avenue with a report to the Commission.**
19. **Evaluate the justification for stop signs in all directions at 17<sup>th</sup> Street and Laurel Avenue with a report to the Commission.**
20. **Encourage the school to prohibit pedestrian access to the School from any gates on Laurel Avenue except for Preschool students.**

**FISCAL IMPLICATION:**

The recommended measures could be accomplished through existing Public Works programs and budgets.

**BACKGROUND:**

In November 2002 the City Council approved the City-Wide Neighborhood Traffic Management Program (NTMP). The Program established a set of procedures for evaluating neighborhoods in an effort to improve livability of neighborhood streets. In March 2003, the Council directed staff to conduct studies of traffic and parking conditions in the areas surrounding the schools in Manhattan Beach. Since each school area has unique conditions and issues, each school is being evaluated separately.

The NTMP Program has been followed in developing possible vehicular and pedestrian improvements for American Martyrs School. Staff met with school representatives on May 20, 2008, to identify concerns and suggestions. In addition, notices were mailed to residents in the surrounding neighborhood asking them to provide input related to neighborhood impacts caused by the school. The information obtained was incorporated into an analysis that was presented to the Parking and Public Improvements Commission at a public meeting on July 24, 2008. At this meeting, a public workshop was held with school representatives, parents and neighbors to gather additional comments and concerns regarding the proposed plan.

**DISCUSSION:**

As described in the attached report the City Traffic Engineer identified concerns in the following areas:

- Need for Suggested Routes to School to show preferred pedestrian routes,
- Congestion at student loading zone entrances on 15<sup>th</sup> Street caused by conflicting turns,
- Parking violations adjacent to school, particularly blocking driveways,
- Stop and speeding violations,
- Shortage of public (visitor) parking on Laurel Avenue,
- Need for better signs and markings at school and at crosswalks, especially at 18<sup>th</sup> Street / Flournoy Road,
- Need for more police enforcement, and
- Crossing guard coverage for Friday early dismissal.

To address these issues, the Traffic Engineer recommended the following program of 15 initial measures as identified in the recommendation. In addition, the local streets surrounding American Martyrs Elementary School were reviewed to determine if any were candidates for speed humps. Since recurrent speeding was not observed during school hours on any eligible local streets, this measure is not recommended at this time. It should be noted that Pacific Avenue, Laurel Avenue, and 15<sup>th</sup> Street are considered primary emergency routes, and therefore would not be eligible for speed humps.

### **PPIC Meeting**

On July 24, 2008, the PPIC discussed the findings and heard testimony from five area residents and the school Vice-Principal. The speakers described concerns related generally to congestion and parking violations in the neighborhood north of the school, and about possible school-mandates that could be imposed on parents picking up and dropping off their children. Other safety concerns such as disrespectful parents, possible stop signs at Laurel Avenue at 19<sup>th</sup> Street and the need for better use of the parking structure for teacher parking were also mentioned. The Commission was supportive of all of the Traffic Engineer's recommended actions, and added five additional recommendations:

16. Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;
17. Paint red curbs within the intersections bounded by 15<sup>th</sup> Street, 19<sup>th</sup> Street, Pacific Avenue and Flournoy Avenue.
18. Evaluate the justification for stop signs in all directions at 19<sup>th</sup> Street and Laurel Avenue with a report to the Commission.
19. Evaluate the justification for stop signs in all directions at 17<sup>th</sup> Street and Laurel Avenue with a report to the Commission.
20. Encourage the school to prohibit pedestrian access to the School from any gates on Laurel Avenue except for Preschool students.

During their discussion, the Commission felt the duty was on the school to improve conditions in the surrounding neighborhood and that a timeline should be imposed to evaluate the school's performance. Several commissioners noted that since it is a private school, the administrators had contractual leverage to require parents to comply with student pick-up/drop-off objectives. In addition, it was their consensus that the parking structure was built with the intention and capacity to handle all school loading and parking needs, if used more effectively. The Commission voted unanimously to recommend implementation of all measures on a trial basis including the added items by a 5-0 vote.

Once the initial traffic safety plan is approved, a follow-up evaluation will be conducted after implementation to determine if it has proven effective and/or needs to be modified. This evaluation will be presented to the PPIC at a future meeting, with notices sent to affected stakeholders.

Meeting notices for this meeting were sent to school and to the residents in the neighborhood surrounding the school campus.

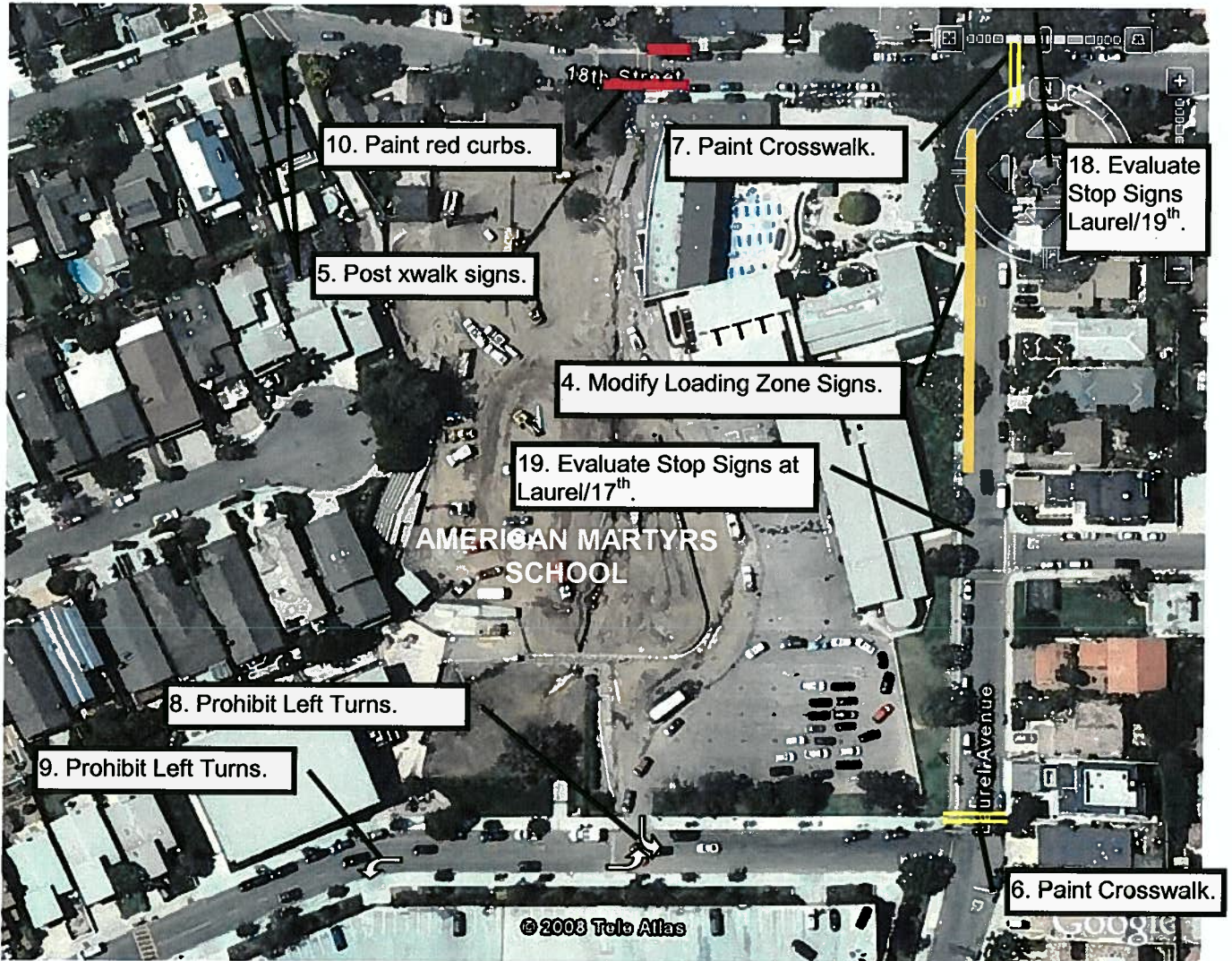
Agenda Item #: \_\_\_\_\_

- Exhibit:
- A. Sketch of Recommended Measures (Revised 9/2/08)
  - B. PPIC Report dated 7/24/08 with attachments
  - C. Draft PPIC Minutes 7/24/08
  - D. City Council Meeting Notice

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**AMERICAN MARTYRS SCHOOL  
INITIAL RECOMMENDATIONS**

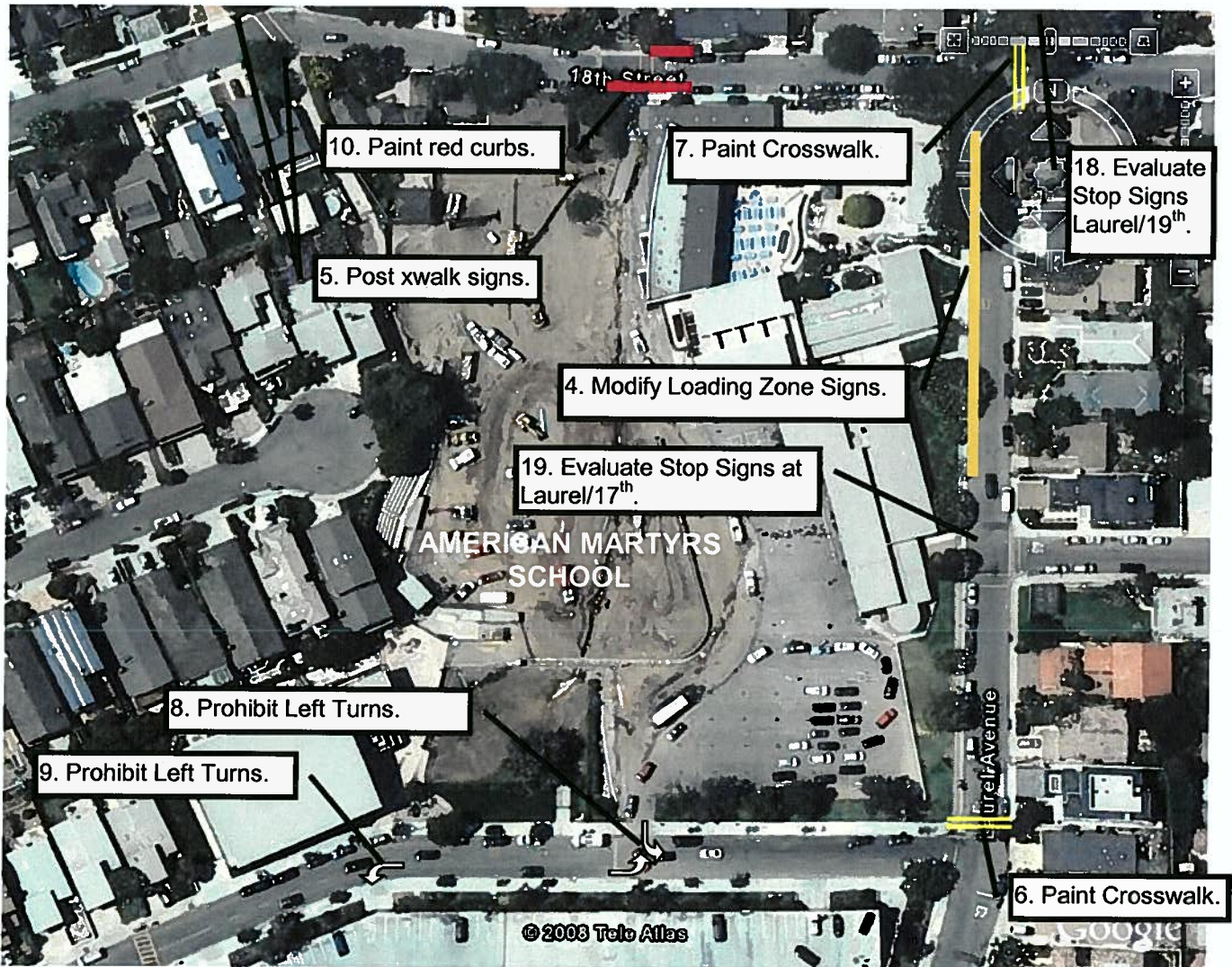


**GENERAL RECOMMENDATIONS**

1. Replace missing traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis.
11. Encourage school to implement a formal student car-pool/walking incentive program for both parents/students.
12. Prepare Suggested Routes to School map for distribution to parents.
13. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
14. Increase the crossing guard hours at Manhattan Beach Blvd. and Pacific Avenue on Fridays for early dismissal
15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.
16. Work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;
17. Paint red curbs within the intersections bounded by 15<sup>th</sup> Street, 19<sup>th</sup> Street, Pacific Ave. and Flournoy Ave.
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**AMERICAN MARTYRS SCHOOL  
INITIAL RECOMMENDATIONS**



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**EXHIBIT**  
**D**

**CITY OF MANHATTAN BEACH**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**

**TO:** Parking and Public Improvements Commission

**FROM:** Richard Thompson, Director of Community Development  
Ana Stevenson, Management Analyst

**BY:** Erik Zandvliet, Traffic Engineer

**DATE:** July 24, 2008

**SUBJECT: American Martyrs School Area Study**  
**Initial Recommendations**

**RECOMMENDATION:**

Staff recommends that the Commission recommend implementation of the following initial mitigation measures:

1. Replace missing and outdated school area traffic signs and street name signs.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.
3. Paint school crosswalks and markings on an annual basis.
4. Update the existing loading zone signs and markings on the west side of Laurel Avenue.
5. Post school crossing signs at the existing school crosswalk on 18<sup>th</sup> Street at Flournoy Road.
6. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15<sup>th</sup> Street on the north leg.
7. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 18<sup>th</sup> Street on the east leg.
8. Prohibit left turns into and out of the campus loading zone driveway on 15<sup>th</sup> Street during school loading hours.
9. Prohibit left turns from westbound 15<sup>th</sup> Street into parking structure during school loading hours.
10. Paint 40 feet of red curb in advance of the school crosswalk on 18<sup>th</sup> Street at Agnes Road in both directions.
11. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.
12. Prepare Suggested Routes to School map for distribution to parents.
13. Encourage the school to distribute traffic safety handouts regularly throughout the school year.
14. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal.
15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.



## **BACKGROUND:**

On November 19, 2002, the City Council approved the City-Wide Neighborhood Traffic Management Program (NTMP). This Program established a set of procedures to evaluate neighborhoods in an effort to improve livability of neighborhood streets. The NTMP created a consistent way for the City to evaluate traffic requests, so that a comprehensive plan can be implemented that will minimize adverse impacts both before and after implementation of traffic calming measures. On March 18, 2003 and during the Work Plan discussions, the City Council prioritized several areas of the City for further analysis. At that meeting, the City Council identified the neighborhoods immediately around the elementary and middle schools as one of these priority areas. Since each school area has unique conditions and issues, each school is being evaluated separately.

The NTMP Program has been followed in developing possible vehicular and pedestrian improvements for each school area. This report is an evaluation of traffic circulation and pedestrian safety surrounding American Martyrs School. It presents a list of initial recommendations to begin addressing school and resident concerns in the neighborhood surrounding the school from a traffic engineering perspective. The recommendations made by the PPIC will be forwarded to the City Council for their approval on a trial basis.

## **DISCUSSION:**

American Martyrs Elementary School is located on Laurel Avenue in the northwest quadrant of the city, just north of Manhattan Beach Boulevard. School attendance includes students living in the City as well as the surrounding communities. There are approximately 620 students in Grades K through 8, and additional 180 preschool students in 2-3 sessions seasonally. There are approximately 40 staff and 20-25 part-time employees. School begins at 8am with dismissal at 3pm (12:35pm on Fridays). Pre-school and Kindergarten have different dismissal schedules. There is a large parking structure on the south side of 15<sup>th</sup> Street adjacent to the school campus for school staff and visitors. Crossing guards are provided at crosswalks at Laurel Avenue/18<sup>th</sup> Street and Laurel Avenue/15<sup>th</sup> Street. The crossing guard at Manhattan Beach Boulevard/Pacific Avenue assists students from both Pacific Elementary School and American Martyrs.

Circulation around American Martyrs School is primarily via Laurel Avenue in front of the school, 15<sup>th</sup> Street and 18<sup>th</sup> Street along the sides of the school. Laurel Avenue and 15<sup>th</sup> Street are generally congested at arrival and dismissal times on school days, often blocking local residential traffic. An extensive on-campus loading zone is provided on the playground in which multiple queue lines are formed and directed through the pick-up/drop-off zone by school staff. This off-street loading zone is accessed via a driveway on 15<sup>th</sup> Street just west of Laurel Avenue. There are pedestrian access gates along Laurel Avenue, and at the corner of Laurel Avenue and 15<sup>th</sup> Street. Parking is prohibited along the west side of Laurel Avenue during school hours, and the other surrounding streets have street sweeping restrictions. Parking is also prohibited on south side of 15<sup>th</sup> Street west of the school.

The local neighborhood streets surrounding American Martyrs Elementary School are built in a grid network with several terminating streets. Pacific Avenue, one block east of the school, is a



local collector street and is signalized at Manhattan Beach Boulevard. Primary east-west access is via 15<sup>th</sup> Street and supplemented by 18<sup>th</sup> Street. 15<sup>th</sup> Street terminates at Laurel Avenue to the east and Ardmore Avenue to the west. The streets surrounding the school are improved with curbs, gutters and some sidewalks. Very few changes have been made regarding school area circulation measures in recent years, with the exception of crosswalk warning signs and markings on 15<sup>th</sup> Street at Deegan Place.

### PUBLIC AND SCHOOL CONCERNS

City Staff met with Dr. Kevin Baxter, Principal of American Martyrs Elementary School, and other school staff on May 20, 2008, to listen and discuss school related traffic safety concerns. In addition, staff has discussed school area concerns with individual residents on various occasions. These comments have been incorporated into the evaluation. Notices of this meeting were mailed to the surrounding neighborhood, as well as to those who had previously expressed interest. The identified concerns have fallen into the following categories:

1. Need for Suggested Routes to School to show preferred pedestrian routes,
2. Congestion at student loading zone entrances on 15<sup>th</sup> Street caused by conflicting turns,
3. Parking violations adjacent to school, particularly blocking driveways,
4. Stop and speeding violations,
5. Shortage of public (visitor) parking on Laurel Avenue,
6. Need for better signs and markings at school and at crosswalks, especially at 18<sup>th</sup> Street / Flournoy Road,
7. Need for more police enforcement, and
8. Crossing guard coverage for Friday early dismissal.

In addition to the above concerns, staff has inventoried existing school signs and markings in the area, and observed general traffic and parking conditions during both school and non-school days in preparation of this NTMP. Field observations during typical school days and non-school days were made to help determine the potential impact of any initial recommendations.

A review of the collision history within the neighborhood was conducted for the period between January 1, 2004 and September 30, 2007. The review reveals that there are no locations with elevated collision rates or pedestrian collisions within the neighborhood surrounding these school campuses.

### FINDINGS:

1. Many existing school area signs and markings are outdated and/or missing.
2. Student loading occurs primarily in the off-street playground and in the parking structure, which helps distribute traffic flow, but vehicle conflicts at access driveways increase congestion and exposure between cars and pedestrians.
3. Double parking and staff parking along 18<sup>th</sup> Street causes unnecessary congestion and decreases pedestrian safety.
4. Recurrent speeding during school times was not evident on any surrounding streets. Therefore, speed humps on streets near the school were not considered at this time.

5. Additional ridesharing efforts by both staff and students would help alleviate some congestion issues.
6. School area congestion occurs for a limited time in the morning and afternoon of school days only. Therefore, permanent changes to traffic circulation should be implemented only after careful consideration of potential impacts during the summer and on weekends.
7. There is no current “suggested routes to school” plan for this school.
8. There appears to be sufficient parking for school staff in the school parking areas.
9. The number of designated visitor parking spaces near the school office is insufficient and visitors often park in residential areas.
10. There is short term parking demand for some school users, particularly for sign-in/sign-out and attendance for individual classes.
11. Parking and right-of-way violations are common and cause additional congestion.
12. The existing loading zone in front of the school is an unused asset that can be used for visitor parking in off-peak times.
13. Several school crosswalks are missing at the corners of the school grounds.

### INITIAL RECOMMENDATIONS

The following is a list of initial recommendations intended to improve traffic and pedestrian safety around the American Martyrs School campus. Some actions are to be initiated by the City, while others are recommendations for the school administrators to implement. All the actions are meant to work together as a system and complement each other.

#### Initial Recommendations

1. Replace missing traffic signs and street name signs.  
This action will reinforce driver compliance of the rules-of-the-road, as well as raise awareness of pedestrians and discourage speeding in the school area.
2. Concentrate traffic and parking enforcement around the school campus on a regular basis.  
This action will help reduce congestion by penalizing illegal speeding and parking practices such as blocking driveways, red curbs and double parking.
3. Paint school crosswalks and markings on an annual basis.  
This action will encourage compliance of pedestrian right-of-way rules and raise awareness of pedestrians in the school area.
4. Update the existing loading zone signs and markings on the west side of Laurel Avenue.  
This measure would clarify the proper parking rules in front of the school.
5. Post school crossing signs at the existing school crosswalk on 18th Street at Flourney Road.  
This measure would raise driver awareness of the uncontrolled school crosswalk and the proximity of the school.
6. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 15<sup>th</sup> Street on the north leg.

- This action will provide a pedestrian connection east of the school and improve pedestrian safety at this intersection.
7. Paint new school crosswalk at the stopped intersection of Laurel Avenue and 18th Street on the north leg.  
This action will complete the pedestrian connections and improve pedestrian safety at this intersection.
  8. Prohibit left turns into and out of the campus loading zone driveway on 15<sup>th</sup> Street during school loading hours.  
This action will reduce vehicle and pedestrian conflicts and improve school area circulation.
  9. Prohibit left turns from westbound 15<sup>th</sup> Street into parking structure during school loading hours.  
This action will reduce vehicle and pedestrian conflicts and improve school area circulation.
  10. Paint 40 feet of red curb in advance of the school crosswalk on 18<sup>th</sup> Street at Agnes Road in both directions.  
This action will improve visibility of pedestrians crossing in the crosswalk and prevent vehicles from parking in the crosswalk.
  11. Encourage the school to implement a formal student car-pool and walking incentive program for both parents and students.  
This action will help reduce the number of vehicles near the school during drop-off/pick-up times. It will also reduce the time that drivers spent in the loading zone line.
  12. Prepare Suggested Routes to School map for distribution to parents.  
This action will help educate parents and students of the preferred routes when walking or biking to school. It can be used to encourage more walking to school, thereby reducing traffic congestion on streets surrounding the school.
  13. Encourage the school to distribute traffic safety handouts regularly throughout the school year.  
This action will remind school staff, students, parents and other users to follow the recommended driving, walking and parking practices in order to reduce potential residential impacts.
  14. Increase the crossing guard hours at Manhattan Beach Boulevard and Pacific Avenue on Fridays for early dismissal.  
This action will provide additional crossing supervision for early dismissal.
  15. Modify street sweeping hours on Fridays to avoid conflicts with dismissal at 12:30pm.  
This action will alleviate the need for visitors and others to find alternate parking in the neighborhood on Fridays.



By way of mailed notices, the residents and affected parties surrounding the school campus have been invited to the PPIC meeting. American Martyrs School has also been encouraged to distribute the meeting notice to all school parents.

**RECOMMENDATION:**

It is recommended that the Commission conduct a public hearing and consider the above initial recommendations for the area surrounding the American Martyrs School campus.

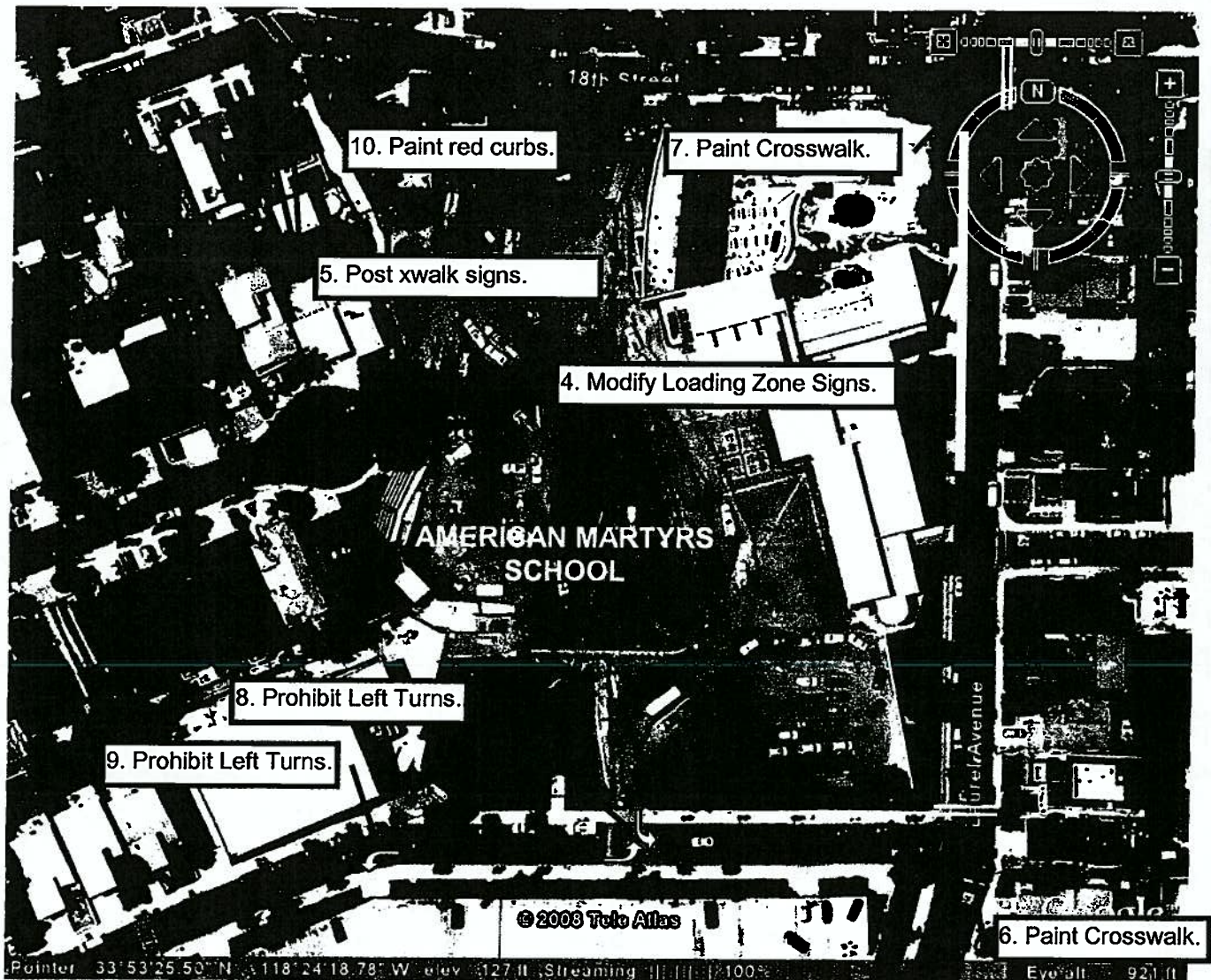
Exhibits:

1. Proposed School Area Improvements Sketch and School Area Map
2. Meeting Notice for 7/10/08 PPIC meeting

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## EXHIBIT 1

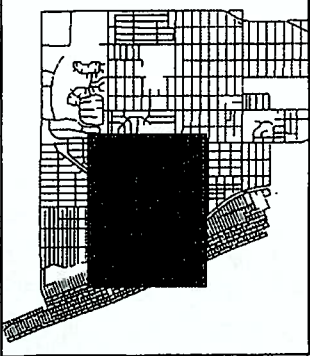
### AMERICAN MARTYRS SCHOOL INITIAL RECOMMENDATIONS



#### GENERAL RECOMMENDATIONS

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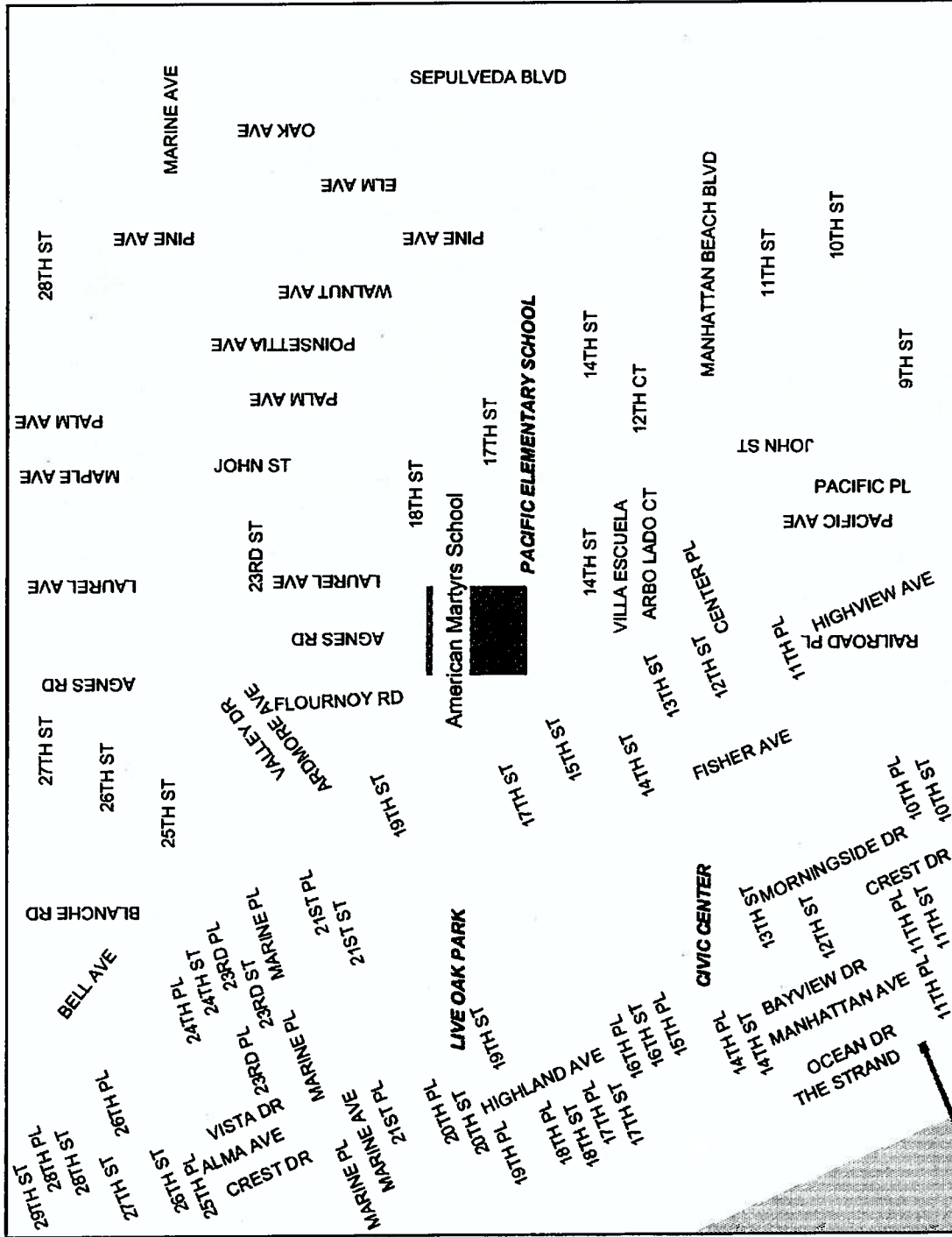
# American Martyrs School - Area Map



## Legend

- Basemap
- BEACH
- BLOCK
- DEADEND
- PARK
- PIER
- PRIVATE STREET
- SCHOOL
- STREET
- WALK STREET

Scale: 1:9,965



2850 ft.

1900

950

0

This map is a user-generated static output from the "MB GIS Info" intranet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.





# EXHIBIT

## 2

City Hall

1400 Highland Avenue

Manhattan Beach, CA 90266

Telephone (310) 802-5000

FAX (310) 802-5001

July 9, 2008

\*\*\*\*\* PUBLIC MEETING NOTICE \*\*\*\*\*

Re: American Martyrs School Traffic Study

Dear Property Owner/Resident:

The Manhattan Beach City Council has directed City staff to conduct a study of traffic and parking conditions in the area surrounding American Martyrs School. The City's Traffic Engineer has completed an analysis and will present findings and recommendations to the Parking and Public Improvements Commission at a public meeting on July 24, 2008.

The meeting will be held in the City Council Chamber, 1400 Highland Avenue, and will begin at 6:30 p.m. Interested parties are encouraged to attend the meeting and provide comments.

If you have any questions or would like any additional information, please call (310) 802-5540 or email [astevenson@citymb.info](mailto:astevenson@citymb.info).

Sincerely,

Ana Stevenson  
Management Analyst  
Community Development Department



**CITY OF MANHATTAN BEACH  
PARKING AND PUBLIC IMPROVEMENTS COMMISSION  
MINUTES OF REGULAR MEETING  
JULY 24, 2008**

**A. CALL TO ORDER**

The regular meeting of the Parking and Public Improvements Commission of the City of Manhattan Beach, California, was held on the 24<sup>th</sup> day of July, 2008, at the hour of 6:35 p.m., in the City Council Chambers of City Hall, 1400 Highland Avenue, in said City.

**B. ROLL CALL**

Present: Adami, Silverman, Gross, Stabile and Chair Donahue.  
Absent: None.  
Staff Present: Stevenson, Zandvliet.  
Clerk: Weeks.

**C. APPROVAL OF MINUTES – JULY 10, 2008**

A motion was MADE and SECONDED (Stabile/Gross) to approve the minutes of July 10, 2008, with the following corrections:

Page 4, Paragraph 10      “A motion was MADE and SECONDED (Silverman/Adami) to present the three additional recommendations from staff to Council with the revision of #12 to include that the City should work with the School District to achieve effective, well-defined adult supervision of the loading and unloading of children at the loading zones of every elementary and middle school.”

Page 7, Paragraph 8      “A motion was MADE and SECONDED (Donahue/Stabile) to present recommendations to Council with the following revisions: #4 to include the opening of the fire lane for afternoon pick ups on a trial basis in conjunction with the installation of a new loading zone on Meadows north of the main entrance to the school, #6 to include the installation of a temporary bulb-out on a trial basis, #14 to prohibit left-hand turns in and out of loading zone/fire lane on Meadows, and the addition of #13 to include that the City should work with the School District to achieve effective, well-defined adult supervision of the loading

and un-loading of children at the loading zones of every elementary and middle school.”

Page 9, Paragraph 5

“A motion was MADE and SECONDED (Gross/Adami) to recommend the City Council approve the staff recommendation that painted center medians be installed along Manhattan Beach Boulevard between The Strand and Morningside Drive and on Manhattan Avenue between 8<sup>th</sup> and 15<sup>th</sup> Streets.”

#### **D. AUDIENCE PARTICIPATION**

**Paul Beswick, 1729 Pacific Avenue**, expressed concern over the City’s late notification of this item to property owners in the area.

Traffic Engineer Zandvliet advised that the notification area was expanded at the last minute and, therefore, some of the notices for this item were sent late.

Management Analyst Stevenson presented a map of the notification area. She explained staff’s notifies 300 feet around a project, and the notification done went beyond those 300 feet. However, a late receipt of a telephone call that prompted some a second mailing of notices that were received the day before the meeting.

#### **E. GENERAL BUSINESS**

##### **School Area Traffic Study – Pacific Elementary School Follow-Up Evaluation**

Management Analyst Stevenson introduced this item.

During the staff report, Traffic Engineer Zandvliet reviewed the recommended Neighborhood Traffic Mitigation Measures, noting the primary goals to increase the use of loading zones and make pedestrian crossings safer. He explained the following: that, as recommended in Mitigation Measure No. 5, Pacific Elementary School supports lengthening the existing student loading zone on the east side of Pacific Avenue south of the diagonal parking area and, as recommended in No. 6, painting “NO STUDENT LOADING” markings along the diagonal parking on the east side of Pacific Avenue); that, as recommended in No. 13, it would be difficult to create a new on-campus student loading area along the east side of the school buildings between 17<sup>th</sup> and 14<sup>th</sup> Streets due to the high use of the nearby playground area; and that, as recommended in No. 18, a staff study of the impact of removing the Pacific Avenue and other loading zones and directing all loading traffic to a new on-campus student loading area has not been implemented, but the Council directed staff to provide funding and the ability to do so. Mr. Zandvliet further explained that the Council recently added speed humps in school areas to the Neighborhood Mitigation Measures Toolbox, but they would not qualify on



the streets around Pacific Elementary School; that parking could be allowed to park during limited times in the loading zone on Pacific Avenue; and that more of a Police Department presence would be very beneficial in reducing the problems.

At the Commission's request, Lt. Harrod advised that officers must see a violation and verify it before a driver can be cited.

Prior to receiving input from the public, the Commission briefly discussed problems on John Street between 12<sup>th</sup> and 14<sup>th</sup> Streets as a result of School blocking driveways, as well as the idea of adding a no loading zone on Poinsettia Avenue.

Traffic Engineer Zandvliet clarified the staff recommendation to continue the Neighborhood Traffic Mitigation Measures previously implemented and add two Measures as follows: (1) Post limited time parking spaces in the Pacific Avenue loading zone for visitors; and (2) Implement a regular and rotating police presence at Pacific School to enforce traffic laws. He advised that, after further consideration, staff determined it would not be a good idea to install a no loading zone on Poinsettia Avenue.

### **Audience Participation**

Chairman Donahue opened the public hearing at 7:00 p.m.

**Debbie Mabry, Principal, Pacific Elementary School**, related the School's appreciation of the City's assistance in creating a safe campus. She commended the Police Department's responsiveness, which makes a great difference in redirecting behavior, and asked for continued Police enforcement. Ms. Mabry outlined the School's plans to help improve the traffic situation around the School, including a parent volunteer valet at the front and back of the School to assist with loading/unloading of students. She related the School's agreement with the need to improve traffic/parking markings/signs.

**Ellen Chao, 1731 Walnut Avenue, Pacific Elementary School Parent**, commented on the need for year-round Police presence to help improve safety. She noted continued problems with drivers turning left onto John Street, parking in front of the fire hydrant, and the parking of recreation vehicles on John Street and along Poinsettia Avenue adjacent to center field. Ms. Chao recommended that parking near the School be limited during School hours and that this be part of the Council's Work Plan. She thanked the City for the additional crossing guard at Poinsettia Avenue and 17<sup>th</sup> Street.

Explaining that he is developing an office building at 818 Manhattan Beach Boulevard, **Phillip Cook, 128 – 2<sup>nd</sup> Street**, asked the Commission to clarify to the Council that his development will not contribute to the traffic problems in the area.

**Robert Jones, 1701 Pacific Avenue**, entertained the idea of making the streets near Pacific Elementary School one-way. He shared information about traffic safety difficulties on Pacific Avenue between Laurel and 17<sup>th</sup> Street, including speeding traffic and double parking.

Chairman Donahue closed the public hearing at 7:25 p.m.

### **Discussion**

Commissioner Stabile related his pleasure with parents' enthusiasm and involvement in the traffic safety program at Pacific Elementary School and voiced his hope that the volunteer valet pilot program at Pacific Elementary will improve traffic safety and be a model for other schools in the City. It was his feeling that the Commission should not try to micro-manage the Police Department, but the Department could be asked to do the best they can.

Commissioner Gross noted that parent volunteer programs to help improve traffic safety at some other schools in Manhattan Beach have been unsuccessful; that Police enforcement is more effective; and that volunteers from the Police Department could be used. Mr. Gross pointed out that on-campus student loading/unloading areas appear to be great traffic calming measures and that all schools in the City could be encouraged to provide them. However, he questioned if they are effective enough do for the City to financially assist the School District in creating them.

Chairman Donahue stated his pleasure with having heard positive input about changes that have already been made to improve traffic safety near Pacific Elementary School. He said that the shortage of Police enforcement has been discussed at previous meetings and the Police Department will provide enforcement when they can; that he could support the additional staff recommendation to implement a regular and rotating Police presence at Pacific School to enforce traffic laws; and that the additional staff recommendation for enforcement could be amended to be more specific.

Commissioner Silverman noted the need to examine possible restrictions for recreation vehicle parking near the School to improve the safety of children. He mentioned the difficulty of providing Police Department enforcement on a regular basis and suggested that, in order to help with a specific recommendation to the Council, staff compile a proposal on how much Police presence is needed to improve safety near Pacific Elementary School.

Commissioner Adami commented that other communities provide police enforcement regularly; that the Commission could recommend a study to determine how much enforcement would be required at Pacific Elementary School in order to make a more specific recommendation to the Council; and that, his intent is not to tell the Police Department what to do, but for them to hear the recommendations and see what they can do.

Traffic Engineer Zandvliet explained that the City previously examined the idea of making 14<sup>th</sup> Street one-way, but the street is very narrow and residents objected; that doing so would have a cascading effect on other nearby streets and the adverse effects could outweigh the positive ones; and that one-way streets are usually a last resort. He advised that restrictions for recreation vehicle parking are being examined as part of the Council's Work Plan and he cautioned that care must be taken so that the problem is not moved to other streets in the neighborhood and the owners still have the ability to prepare their vehicles for vacations, etc. Traffic Engineer Zandvliet related staff's lack of awareness of a formal program for Police Department enforcement at Pacific Elementary School, but the Department is there when they can be. He verified that consideration could be given to encouraging all City schools to provide on-campus loading zones and indicated that, even though funding is an issue, the idea of providing on-campus loading zones at Pacific Elementary School has merits and should be pursued. Mr. Zandvliet commented on the importance of continually recommending the need for additional Police enforcement to increase the Council's awareness in this regard.

Returning to the podium, **Pacific Elementary School Principal Mabry** explained concerns over creating an on-campus student loading area along the east side of the school buildings between 17<sup>th</sup> Street and 14<sup>th</sup> Street, as described in Mitigation Measure No. 13, in that the upper playground is used throughout the day and this would create safety and environmental issues.

### **Action**

A MOTION was MADE (Donahue) to accept the staff recommendation to continue the initial traffic safety measures for the area surrounding Pacific Elementary School and add the following Measures:

- Post limited time parking spaces in the Pacific Avenue loading zones for visitors; and
- Implement a regular and rotating Police presence at Pacific School to enforce traffic laws.

Discussion continued with the Commission agreeing to amend the motion to add the following Measures:

### **ADD**

- Lengthen the existing loading zone on Pacific Avenue north of the stop sign by a reasonable amount;
- Enhance the red no parking zone in front of the diagonal parking along Pacific Avenue with clear no parking markings; and

- Provide City support for a pilot program of adult supervised loading zones as the model for other schools.

The amended motion was SECONDED by Commissioner Stabile and passed by unanimous roll call vote.

Management Analyst Stevenson advised that the Council is scheduled to consider this item on September 16<sup>th</sup>. The entire area surrounding Pacific Elementary School will be notified of the Council's consideration of this item. Traffic Engineer Erik Zandvliet provided input on how to access the Council agenda item, which will be available three days prior to the Council meeting.

### **School Area Traffic Study – American Martyrs School Traffic Recommendations**

This item was introduced by Management Analyst Stevenson.

Traffic Engineer Zandvliet provided the staff report, noting that this is the Commission's initial consideration of the traffic recommendations for American Martyrs School. He shared information about the following: the complaints pertaining to traffic for the entire area around the School; the inadequate traffic signs in the area; the idea of encouraging a carpooling lane; the expanded notification area/late noticing; and the procedures related to this matter.

The Commission noted the importance of encouraging loading and unloading and parking in American Martyrs School's parking structure and the ideas of a crosswalk on 15<sup>th</sup> Street and a loading/unloading zone on 18<sup>th</sup> Street near the intersection of Laurel Avenue.

Traffic Engineer Zandvliet offered input on how loading/unloading/parking in the School's parking structure (which has more than sufficient parking capacity) would improve safety at American Martyrs School. He discussed staff's lack of knowledge as to a volunteer traffic safety program at the School; problems with teachers and parents parking on 18<sup>th</sup> Street; and difficulties associated with parents, especially those with Preschool children, parking on the street rather than in the parking structure. Mr. Zandvliet noted photographs submitted by a resident showing parking violations, blocked driveways, etc. caused by parents of American Martyrs School students.

Chairman Donahue opened the public hearing at 8:10 p.m.



**Saundra Elsky, 1824 Laurel Avenue**, presented photographs of parking violations in the vicinity of American Martyrs School, including on 19<sup>th</sup> Street. She recommended that a four-way stop be installed at 19<sup>th</sup> Street and Laurel Avenue due to traffic speeds caused by the hill; noted safety concerns near the Church because there is no stop sign; and pointed out that, since American Martyrs is a private school, they could require parents to comply with traffic rules. Ms. Elsky suggested that, to encourage the use of the School's parking structure, the gates on Laurel Avenue be closed (as is the case during activities at the School on weekends) and the gates on 15<sup>th</sup> Street be opened.

**Jonnalee Falasco, 1812 Laurel Avenue**, shared information on the increased traffic difficulties in the area, particularly since the size of American Martyrs School doubled; the problems with parents blocking driveways and parking on the street on trash day; and the need for a more active approach from the School and additional Police Department presence.

**Carl Salanitro, 1816 Laurel Avenue**, agreed that traffic problems in the area have increased since the size of the School doubled. He discussed the difficulties caused by parking restrictions on street sweeping days; the parking problems associated with residents being required to place trash cans in the street for pick up; the importance of encouraging parents to use the parking structure; and the lack of a loading zone near the Preschool.

**Paul Beswick, 1729 Pacific Avenue**, highlighted the tremendous amount of parent/teacher involvement at American Martyrs School which, he said, should be used to assist with traffic problems. He felt that the School should be encouraged to implement a loading/unloading system, particularly for Preschool children, and that the problems have increased since the size of the School doubled. Mr. Beswick asked if the School requires staff to park in the structure and if they have an obligation to provide on-site parking for staff.

Traffic Engineer Zandvliet indicated that parking/traffic requirements in the Conditional Use Permit for American Martyrs School could be examined and that, unless otherwise posted, the public is allowed to park on the street.

**Debra Zelman, 1820 Laurel Avenue**, called attention to the problems of double parking and blocking driveways near American Martyrs School. She provided input regarding carpooling requirements for another private school in the South Bay and voiced her opinion that parents should be required to park in the structure; that the gates near the preschool should be closed; and that a four-way stop sign should be installed at 19<sup>th</sup> Street and Laurel Avenue.

\*

At 8:35 p.m., there was a recess until 8:40 p.m., when the meeting reconvened with all Commissioners present.

\*

**Angela Polan, Vice Principal, American Martyrs School**, thanked the City for assistance in helping to alleviate traffic safety problems near American Martyrs School and related the School's apologies these problems, as well as the disrespectful behavior exhibited by some parents, as noted by speakers this evening. She highlighted the importance of Police enforcement; stressed the School's desire to remedy the situation and encourage parents to do the right thing; and explained the School's continued efforts to address loading/unloading and parking issues, including providing consequences to faculty members who do not park in the parking structure and placing School staff along Laurel Avenue and 15<sup>th</sup> Street to assist in traffic management. Ms. Polan contended that a big part of the problem appears to be associated with the Preschool, the main access for which is on Laurel Avenue and 18<sup>th</sup> Street; that a meeting with the City's Traffic Engineer and parents could be held in that a more rigid understanding of the severity of this problem is needed; that the idea of closing all of the gates except those near the parking structure is worth exploring; and that American Martyrs already has a "carpooling" (loading) lane, but they do not have formal traffic/parking policies.

In answer to an inquiry from **Mr. Beswick**, Chairman Donahue explained that resident-only parking for limited time periods has been studied in various neighborhoods and the City has decided against it, but it could be implemented if approved by the Council.

Chairman Donahue closed the public hearing at 9:00 p.m.

### **Discussion**

Commissioner Stabile entertained the idea of establishing a liaison from the Commission to work with American Martyrs School to discuss ideas to improve traffic safety. He pointed out that the School has a contractual relationship with parents, which could be used to address the problems; and that the idea of not requiring residents to place trash cans in the street could be explored.

Traffic Engineer Zandvliet advised that resident-only parking for limited time periods could be explored, but it should be a last option, and that the Council has been reluctant to impose such requirements in the past.

The initial Neighborhood Traffic Mitigation Measures were reviewed by Traffic Engineer Zandvliet. He clarified that, as included in Mitigation Measure 4, the updating of the existing loading zone signs and markings on the west side of Laurel Avenue would make no parking enforceable, but it would not be a formal loading zone; that the painting of 40 feet of red curb in advance of the School crosswalk on 18<sup>th</sup> Street at Agnes Road in both directions would be independent of whether or not the gate is closed; and that it would be very difficult to change trash pick-up schedule. He noted speakers' desires for Police enforcement on a regular basis; traffic difficulties in the

Tree Section; and the importance of addressing the source of the problem in order not to deal with the symptoms.

With regard to traffic problems associated with the Preschool, Traffic Engineer Zandvliet indicated that a Preschool-only parking area within the loading zone on the campus could be required; that a parking time limit on the south side of 18<sup>th</sup> Street could be implemented; and that the gate near the corner could be closed so that Preschool parents would be more likely to enter through the parking structure. He cautioned that, should all of loading/unloading take place in the parking structure or near the athletic field, other traffic difficulties on 15<sup>th</sup> Street and Laurel Avenue could be created. Mr. Zandvliet agreed that the gates on Laurel Avenue closed to help prevent the parents dropping off in the neighborhood to the north; however, it would be necessary to install hardware that could be opened during emergency evacuations.

Management Analyst Stevenson explained that trash cans must be placed in the street for trash collection; that Police enforcement is needed; and that it is important to notify property owners that traffic safety problems such as those around American Martyrs School are unacceptable.

Chairman Donahue expressed his support for the recommended Neighborhood Traffic Mitigation Measures, as well as additional Measures agreed to by the Commission.

Commissioner Silverman commented on the importance of addressing the issues, including the discourtesy of parents. He contended that the onus is on the School to improve the situation and that a timeline for completing the objectives should be developed and, if not met, requirements should then be imposed on the School.

Commissioner Stabile agreed with Commissioner Silverman's idea of a timeline and imposing requirements if it is not met. He pointed out that most of the problems would be eliminated if the parking structure was utilized as it should be and that the problems could be greatly reduced if the School would require parents to load/unload in the parking structure or on the School campus.

It was Commissioner Adami's feeling that the parking structure is the solution and that the School's enforcement is needed, as is the cooperation of parents.

Commissioner Gross supported the establishment of a timeline as a measurement tool for the future, not as a requirement of an approval. To help eliminate a majority of the problems with unruly parents, he suggested effective adult supervision at the loading/unloading zones and regular Police enforcement.

Lt. Harrod communicated the Police Department's willingness to spot check the traffic situation at American Martyrs School as much as possible. He offered input about volunteer programs within the Department that could be used to assist in reducing

traffic safety problems at the School and help educate parents. Lt. Harrod affirmed that, given time, improvements can be made and that progress reports will be provided to the Commission.

In addition to the initial Neighborhood Traffic Mitigation Measures recommended by staff, the Commission agreed to the following: that the City should work with American Martyrs School, including the Preschool, to achieve compliance with the loading/unloading zone and parking objectives at the School; that the curbs at the corners and intersections between 15<sup>th</sup> Street, 19<sup>th</sup> Street, Pacific Avenue and Flournoy Avenue should be painted red; that information pertaining to the warrants for the installation of four-way stop signs at 19<sup>th</sup> Street and Laurel Avenue should be investigated and provided to the Commission; that information about the warrants for the installation of four-way stop signs at 17<sup>th</sup> Street and Laurel Avenue should be investigated and provided to the Commission; and that American Martyrs School should be encouraged to prohibit access to the School from any gates on Laurel Avenue and Flournoy Avenue, except for the Preschool. The Commission also agreed that a mid-year progress report on the initial Neighborhood Traffic Mitigation Measures should be provided to the Commission, but this should not be part of an approval.

A MOTION was MADE (Gross/Adami) to recommend the approval of the Neighborhood Traffic Mitigation Measures recommended by staff, adding Measures as follows:

- That the City shall work with American Martyrs School, including the Preschool, to achieve compliance with the loading zone and parking objectives at the School;
- That the curbs at the corners and intersections between 15<sup>th</sup> Street, 19<sup>th</sup> Street, Pacific Avenue and Flournoy Avenue should be painted red;
- That information pertaining to the warrants for the installation of four-way stop signs at 19<sup>th</sup> Street and Laurel Avenue should be investigated and provided to the Commission;
- That information pertaining to the warrants for the installation of four-way stop signs at 17<sup>th</sup> Street and Laurel Avenue should be investigated and provided to the Commission; and
- That, except for the Preschool, American Martyrs should be encouraged to prohibit access to the School from any gates on Laurel Avenue and Flournoy Avenue.

The motion was passed by unanimous roll call vote.



Management Analyst Stevenson advised that this item will be considered by the City Council on September 16, 2008.

Traffic Engineer Zandvliet noted that the date on which the Council will consider this item will depend on how long it takes staff to examine the warrants for installing stop signs. He provided information about noticing procedures, including that those speaking this evening will be notified.

## **F. COMMISSION ITEMS**

### **Parking Meter Revenue and Traffic Violation Revenue Report**

Management Analyst Stevenson advised that the subject Report is provided at the Commission's request, and that it must be made available to the public as well.

The Commission agreed that the number of expired meters and the idea of increasing fines to help deter this problem should be discussed with the Downtown Manhattan Beach Business Association at their meeting in September and asked staff to examine the fines for this violation in other cities and report back. They discussed the number of fines for wheels not curbed and entertained the idea of raising the fine to help reduce this problem.

Commissioner Silverman highlighted the need to provide greater opportunities to purchase parking keys. He voiced his support of auxiliary Police Department members assisting in traffic/parking enforcement near City schools.

Management Analyst Stevenson verified that these matters will be discussed with the Downtown Manhattan Beach Business Association on July 29<sup>th</sup>.

## **G. STAFF ITEMS**

1. Traffic Engineer Zandvliet suggested that the idea of auxiliary Police Department members assisting in traffic/parking enforcement near City schools be discussed at an upcoming joint meeting of the City Council and Parking and Public Improvements Commission.

2. Management Analyst Stevenson reminded the Commissioners of the special meeting on August 19<sup>th</sup>, as well as the regular meeting on August 28<sup>th</sup>.

3. Management Analyst Stevenson advised that the Commission's previous recommendation to approve the installation of painted center medians along Manhattan Beach Boulevard between The Strand and Morningside Drive and on Manhattan Avenue between 8<sup>th</sup> and 15<sup>th</sup> Streets is being taken by the Police Department to the Downtown Business and Professional Association for input prior to being presented for the Council's consideration.

4. Management Analyst Stevenson introduced Esteban Danna, who will be assisting with Commission matters.

#### **H. ADJOURNMENT**

The meeting was adjourned at 9:55 p.m.



**EXHIBIT**

City Hall 1400 Highland Avenue  
Telephone (310) 802-5000

Manhattan Beach, CA 90266  
FAX (310) 802-5001

August 28, 2008

\*\*\*\*\* PUBLIC MEETING NOTICE \*\*\*\*\*

Re: American Martyrs School Traffic and Parking Study

Dear Property Owner / Resident:

On July 24, 2007, the Parking and Public Improvements Commission (PPIC) reviewed the American Martyrs School Traffic and Parking Study. The PPIC voted to recommend that the City Council approve proposed parking and traffic improvements.

The City Council will hold a public discussion and review these recommendations at a public meeting on Tuesday, September 16, 2008. The meeting will be held in the City Council Chamber, 1400 Highland Avenue, and will begin at 6:30 p.m. Any comments you might like to make at the meeting would be welcomed.

Staff report and recommendations will be available for review the week before the meeting. If you have any questions or would like any additional information, please call at (310) 802 5540 or email [astevenson@citymb.info](mailto:astevenson@citymb.info).

Sincerely,

Ana Stevenson  
Management Analyst