



**Palo Alto Pedestrian and  
Bicycle Advisory Committee**

**REVISED 11-02-2022**

**Tuesday, November 1, 2022 at 6:15 P.M.**

**Join Meeting Via Zoom**

**Join Online: <https://cityofpaloalto.zoom.us/j/83813305635>; Dial-in: 669-900-6833**

**Meeting ID: 838 1330 5635**

**Please note the later meeting adjournment time of 8:15 PM.**

**PART I: TDA 3 – BICYCLE AND PEDESTRIAN TRANSPORTATION PLAN (BPTP) UPDATE**

1. CALL TO ORDER 6:15 PM
2. Adoption of a Resolution Authorizing Use of Teleconferencing for Pedestrian and Bicycle Advisory Committee Meetings During Covid-19 State of Emergency (See attached Resolution) 6:16 PM
3. AGENDA CHANGES 6:18 PM
4. APPROVAL OF ACTION MINUTES 6:19 PM
  - a. October 6, 2022 PABAC meeting: Part I: TDA 3—Bicycle and Pedestrian Transportation Plan Update and Part II: Other Items
5. PUBLIC COMMENTS 6:20 PM  
Note: Written comments submitted by email to [Transportation@CityofPaloAlto.org](mailto:Transportation@CityofPaloAlto.org) between 12:00pm on September 19, 2022, and 12:00pm on October 12, 2022 are attached with the agenda packet.
6. STAFF UPDATE 6:23 PM
  - a. 2022 BPTP Update: Request For Proposals is out and live!  
Proposals are due Tuesday, November 15, 2022 (*Ozzy Arce, OOT*)  
Link to RFP: <https://pbsystem.planetbids.com/portal/25569/bo/bo-detail/98851>
7. ADJOURNMENT 6:25 PM

**PART II: OTHER ITEMS**

1. CALL TO ORDER 6:25 PM
2. AGENDA CHANGES 6:26 PM
3. PUBLIC COMMENTS 6:27 PM
4. STAFF UPDATE 6:30 PM
  - a. PABAC Email list update (*Sylvia Star-Lack, OOT*)

5. DISCUSSION ITEMS

- a. Park Blvd. to Portage Ave. Bike Route ideas & feedback 6:35 PM  
(*Claire Raybould, Planning*)—see Attachment 1 for materials
- b. Discussion with PRC staff and Ad Hoc Committee members re: DRAFT Open Space and Parks E-Bike Policy (*Daren Anderson, Open Space, Parks, Golf, and Animal Services*) --see Attachment 2 for the Draft Policy document and see Attachment 3 for a Memo from Daren to PRC on the policy update 7:00 PM
- c. Bicycle-focused Muni code clean-up (*Shrupath Patel, OOT*) 7:25 PM  
--see Attachment 4 for materials
- d. Notice on the nominations and January 2023 election of PABAC Chair and Vice Chair for 2023 7:50 PM

6. STANDING ITEMS

7:52 PM

- a. Grant Update – None
- b. CSTSC Update – September 29, 2022 CSTSC Meeting summary attached
- c. VTA BPAC Update (*Robert Neff*)
- d. Subcommittee Reports
  - 1. Bike Bridge Maintenance Subcommittee
  - 2. Repaving Subcommittee
  - 3. Muni Code Subcommittee
  - 4. Rail Grade Separation Subcommittee
- e. Announcements—
  - 1. Reoccurring calendar invite for 2023 PABAC meetings forthcoming  
*Reminder: First PABAC meeting in 2023: Tuesday, January 10, 2023 at 6:15 PM*
- f. Future Agenda Items
  - El Camino Real (SR-82) plans from Caltrans (Last discussion: 10/6/2022)
  - Muni code clean-up progress update (Committee report delivered: 2018; Last update from staff: 4/5/2022)
  - PAUSD Hoover school campus reconstruction update (Last review: 5/3/2022)
  - S. Palo Alto Bikeways project status/grant proposal (Last update: 10/6/2022)
  - Rail Grade Separations (Last update: 8/2/2022)
  - Municipal Code re: micromobility issues
  - BPTP Update Implementation Status Item for the City website
  - PABAC assistance reporting sight line/safety issues on bike/ped network (Requested by Staff: 10/6/22)
  - Explore alternatives for bike/ped non-injury collision and near-miss reporting
  - Bike parking code updates for converting existing business-owned auto parking spaces to bicycle parking

7. ADJOURNMENT

8:15 PM

**END OF AGENDA**

Resolution No. \_\_

**Resolution of the Pedestrian and Bicycle Advisory Committee (PABAC) of the City of Palo Alto**

Resolution Making Findings to Allow Teleconferenced Meetings Under California Government Code Section 54953(e)

R E C I T A L S

- A. California Government Code Section 54953(e) empowers local policy bodies to convene by teleconferencing technology during a proclaimed state of emergency under the State Emergency Services Act so long as certain conditions are met; and
- B. In March 2020, the Governor of the State of California proclaimed a state of emergency in California in connection with the Coronavirus Disease 2019 (“COVID-19”) pandemic, and that state of emergency remains in effect; and
- C. In February 2020, the Santa Clara County Director of Emergency Services and the Santa Clara County Health Officer declared a local emergency, which declarations were subsequently ratified and extended by the Santa Clara County Board of Supervisors, and those declarations also remain in effect; and
- D. On September 16, 2021, the Governor signed AB 361, a bill that amends the Brown Act to allow local policy bodies to continue to meet by teleconferencing during a state of emergency without complying with restrictions in State law that would otherwise apply, provided that the policy bodies make certain findings at least once every 30 days; and
- E. While federal, State, and local health officials emphasize the critical importance of vaccination and consistent mask-wearing to prevent the spread of COVID-19, the Santa Clara County Health Officer has issued at least one order, on August 2, 2021 (available online at [here](#)), that continues to recommend measures to promote outdoor activity, physical distancing and other social distancing measures, such as masking, in certain contexts; and
- F. The California Department of Industrial Relations Division of Occupational Safety and Health (“Cal/OSHA”) has promulgated Section 3205 of Title 8 of the California Code of Regulations, which requires most employers in California, including in the City, to train and instruct employees about measures that can decrease the spread of COVID-19, including physical distancing and other social distancing measures; and
- G. The City’s Pedestrian and Bicycle Advisory Committee (PABAC) has met remotely during the COVID-19 pandemic and can continue to do so in a manner that allows public participation and transparency while minimizing health risks to members, staff, and the public that would be present with in-person meetings while this emergency continues; now, therefore,

NOT YET APPROVED

The Pedestrian and Bicycle Advisory Committee RESOLVES as follows:

1. As described above, the State of California remains in a state of emergency due to the COVID-19 pandemic. At this meeting, PABAC has considered the circumstances of the state of emergency.
2. As described above, State and County officials continue to recommend measures to promote physical distancing and other social distancing measures, in some settings.

AND BE IT FURTHER RESOLVED, that for at least the next 30 days, meetings of PABAC will occur using teleconferencing technology. Such meetings of PABAC that occur using teleconferencing technology will provide an opportunity for any and all members of the public who wish to address the body and its committees and will otherwise occur in a manner that protects the statutory and constitutional rights of parties and the members of the public attending the meeting via teleconferencing; and, be it

FURTHER RESOLVED, That the PABAC staff liaison is directed to place a resolution substantially similar to this resolution on the agenda of a future meeting of PABAC within the next 30 days. If PABAC does not meet under the Brown Act within the next 30 days, the staff liaison is directed to place a such resolution on the agenda of the immediately following Brown Act meeting of PABAC.

INTRODUCED AND PASSED:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

ATTEST:

\_\_\_\_\_  
Staff Liaison

\_\_\_\_\_  
Chair of PABAC

APPROVED AS TO FORM:

APPROVED:

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Chief Transportation Official



Palo Alto Pedestrian and  
Bicycle Advisory Committee

REVISED 11-02-2022

Tuesday, October 6, 2022

6:15 P.M.

**VIRTUAL MEETING**

Palo Alto, CA

Members Present: Penny Ellson (Chair), Art Liberman (Vice Chair), Alan Wachtel, Arnout Boelens, Bill Courington, Bill Zaumen, Bruce Arthur, Cedric de la Beaujardiere, Eric Nordman, Ken Joye, Nicole Rodia, Nicole Zoeller-Boelens, Paul Goldstein, Richard Swent, Robert Neff, Steve Rock

Members Absent: Kathy Durham, Jane Rosten

Staff Present: Sylvia Star-Lack, Ozzy Arce

Guests:

**PART I: TDA 3 – BICYCLE/PEDESTRIAN PLAN UPDATE**

**1. Call to order**

Chair Ellson spoke about PABAC's new member Nicole Rodia and provided information on her background with Caltrain BPAC and Rob Robinson, and then called the meeting to order. Mr. Ozzy Arce called roll and established a quorum was present.

Nicole Rodia introduced herself and was welcomed as an official PABAC member.

**2. Adoption of a Resolution Authorizing Use of Teleconferencing for Pedestrian and Bicycle Advisory Committee Meetings During Covid-19 State of Emergency (See attached Resolution)**

Chair Ellson introduced the Adoption of the Resolution Authorizing Use of Teleconferencing for the October 6, 2022 PABAC meeting.

Mr. Paul Goldstein moved to pass the resolution, seconded by Mr. Eric Nordman.

Upon call of the roll, the resolution carried unanimously.

1 **3. AGENDA CHANGES**

2 None

3

4 **4. APPROVAL OF ACTION MINUTES**

5

6 **A. September 6, 2022 PABAC meeting: Part 1: TDA 3-Bicycle and Pedestrian**  
7 **Transportation Plan Update and Part II: Other Items.**

8

9 Vice Chair Art Liberman motioned to approve the minutes of the September 6, 2022 PABAC  
10 meeting as revised, Mr. Steve Rock seconded. Upon call of the roll the minutes were passed  
11 unanimously with abstentions from Bill Courington, Arnout Boelens, Nicole Rodia, Nichole  
12 Zoeller-Boelens and Paul Goldstein.

13

14

15 **5. PUBLIC COMMENTS**

16 *Written comments submitted by email to [Transportation@CityofPaloAlto.org](mailto:Transportation@CityofPaloAlto.org) between*  
17 *12:00pm on April 21, 2022 and 12:00pm on May 20, 2022 are attached with the agenda*  
18 *packet.*

19 None

20

21 **6. STAFF UPDATES**

22 **A. 2012 BPTP Project Update – Project procurement timeline reminder**

23 Mr. Ozzy Arce, Senior Transportation Planner & Project Manager reported that OOT staff  
24 reviewed the draft RFP and submitted comments to Procurement. The RFP should go live within  
25 a few weeks, the City anticipates receiving proposals in mid-November, with interviews for  
26 consultants starting in mid-December. The link will be provided to the RFP once it becomes  
27 available.

28 Mr. Ken Joye thanked staff for their work on this project and is looking forward to the outcome.

29 Chair Ellson inquired when PABAC might see something considering there is not a December  
30 PABAC meeting scheduled. Ozzy explained staff is limited on what they can share during the  
31 procurement period which is when interviews are scheduled. Proposals will be received in mid-  
32 November with interviews likely scheduled in early December.

33 Ms. Sylvia Star-Lack reminded the group that PABAC will not be approving the selection. Mr.  
34 Alan Wachtel will help us choose. The vendor will negotiate the contract. Once the contract has  
35 been drawn it will be submitted to City Council. The length of time to draw the contract is based  
36 upon procurement and negotiations. Expected on-boarding will likely be early 2023.

1 Vice Chair Liberman commented once the RFP is live it is considered public record and requested  
2 staff communicate to PABAC when it becomes live. PABAC submitted comments in May and  
3 members did not know if their comments were included or not when it was sent to procurement.

4 Ozzy confirmed he will send the link to the live RFP to PABAC members once it's made available  
5 and thanked PABAC for their participation in the process.

6

7 **7. ADJOURNMENT**

8 Chair Ellson adjourned the Brown Act Part I of the meeting.

9

10 **PART II: OTHER ITEMS**

11 **1. CALL TO ORDER**

12 Chair Ellson called to order the next phase of the meeting.

13

14 **2. AGENDA CHANGES**

15 Mr. Robert Neff stated he may have to leave early and asked if the VTA update could be moved  
16 up in Agenda order to the front of the Standing Items list.

17

18 **3. PUBLIC COMMENTS**

19 None

20

21 **4. STAFF UPDATES**

22 **A. PABAC Email Distribution List: Transition to another service (Sylvia Star-**  
23 **Lack, OOT)**

24 Ms. Sylvia Star-Lack reported staff met with IT after several complaints for problems with  
25 PABAC email. After considerable time trying to resolve the issues, IT explained the way the  
26 PABAC email was initially set up was a work-around and the City can no longer host the address.  
27 For server security if PABAC would like to change the PABAC contact to one email address it  
28 can be PABAC@cityofpaloalto dot org and that would reach staff only. If PABAC would like to  
29 keep the current set up with a list of email addresses for each member, there will need to be a  
30 transition to a new external service such as Google or Yahoo. Staff is going to check if IT can help  
31 with the set up to the external service.

1 Mr. Ken Joye asked due to TDA3 funding issues surrounding the BPTP Update will there be a  
2 concern with an external list. Ms. Star-Lack explained yes that would be a concern because  
3 PABAC is still required to abide by Brown Act rules. Mr. Joye commented that being the case he  
4 supports there being one email address directed to staff and staff can forward as needed.

5 Mr. Arce expressed concern with staff having to judge what information is appropriate to forward.

6 Mr. Bill Courington said he already manages a couple of short email lists, and he can be a source  
7 should the group decide to keep the list format.

8 Mr. Paul Goldstein commented many people use Google groups and it seems adequate. The  
9 communications in the PABAC group aren't generally official communication. The guidelines  
10 indicate external services can be used as long as it's used primarily for administration use and  
11 questioned if staff member emails are allowed to be on an external list and Ms. Star-Lack  
12 confirmed they are. Mr. Goldstein supports using an external list as staff currently doesn't  
13 moderate emails. They can always change it to the city in the future, if necessary.

14 Mr. Courington stated technically it would not be Google-groups.

15 Mr. Alan Wachtel questioned how staff would communicate to members of the committee if one  
16 email was used. Ms. Star-Lack commented she anticipated the group would keep the list and move  
17 externally, if staff needed to be official, they could create an outlook distribution list. "Please Do  
18 Not Reply" could be included in the email. There are different ways to set that up, staff will need  
19 to get more information on what's available for external servicer use by City emails and what the  
20 city requirements are for use of one email monitored by staff. Ms. Star-Lack further explained  
21 there are several PABAC members who are not receiving emails and that is generating error  
22 messages within the security system of the City's server.

23 Ms. Rodia commented that the Caltrain BPAC Committee, which is also Brown Acted, are not  
24 allowed to have email discussions between members, there is an official email list for the  
25 committee that is monitored by staff at Caltrain. Members of the public can email those addresses  
26 with questions and staff either answers the questions or directs them appropriately. All the  
27 communication is included in the agenda packet for each meeting for public record and so the  
28 committee has the opportunity to review the emails. The email account that Caltrain monitors for  
29 the group does not reply to emails.

30 Ms. Star-Lack commented that would not be a viable option because currently the PABAC City  
31 emails are a closed group and members of the public can not email in.

32 Mr. Bill Zaumen commented he has had a few emails from PABAC members go immediately into  
33 spam and it seems that's affecting AOL email messages & users. His issues has not been related  
34 to the City's server.

35 Mr. Rock said there are many city and advisory commission and committee's that have the same  
36 type of set up for communications and likely aren't having issues, it might be useful to research  
37 how they are set up and emulate another committee's set up rather than re-invent a process.

38 Mr. Neff agreed with Mr. Rock regarding emulating other City committee communication models.



1 Mr. Cedric de la Beaujardiere concurred. If it is not possible, a Google group set up would be easy  
2 enough to set up and control.

3 Mr. Goldstein commented Commissions are Brown Acted and most committee's are not except  
4 for BPTP Agenda items.

5 Chair Ellson agreed with Mr. Neff that other committee setups should be looked at and emulated  
6 if possible. Ms. Star-Lack stated other committee's don't have a communication forum the way  
7 PABAC has email, and they are Brown Acted. Chair Ellson commented she is comfortable with  
8 staff forwarding necessary comments providing staff was comfortable with that as well.

9 Ms. Star-Lack replied to Chair Ellson the other committees have dedicated staff who provide  
10 assistance, she would need to further explore that resource and what would be involved from an  
11 IT standpoint if the single email is PABAC's preference. CSTSC is using a Google-group, they  
12 only use the SafeRoutes@CityofPaloAlto email to reach Ms. Star-Lack, Rosie and Jose.

13 Mr. de la Beaujardiere commented he wouldn't put it on one person to forward or manage an  
14 email, rather see if that inbox can automatically be forwarded to an external email  
15 address/addresses. Ms. Star-Lack added that would also involve a staff member creating PDF's of  
16 each email to then be added to the agenda packet.

17 Chair Ellson commented there was a good discussion about this topic but there are still many things  
18 to consider and suggested moving the topic offline and continuing with the Agenda.

19 **B. Signage Visibility & Sightlines Review (PABAC assistance requested)**

20 Ms. Star-Lack reported this grew out of a request from some PABAC members who questioned if  
21 Public works was traveling around and assessing intersection/signage for visibility. Currently there  
22 is not staff available to take on that task. Utilizing 311 is the best way to get a specific problem  
23 addressed. If there is a request for a more concerted effort that happens annually or seasonally, if  
24 PABAC were interested in organizing a group of people to go around and construct a list of specific  
25 places that may need branches trimmed, that spreadsheet could be submitted to the tree trimming  
26 department as areas of concern. The City maintenance department doesn't have the bandwidth to  
27 travel throughout the city and assess potential problems, however, they will address problems that  
28 are presented to them.

29 In response to Chair Ellson's question of the City relying on the general public to use that process,  
30 Ms. Star-Lack explained the 3-1-1 system is set up for public use. Chair Ellson expressed concerns  
31 about the 3-1-1 system not working properly. Ms. Star-Lack replied the recent specific issue was  
32 an automatic message that needs to be fixed and her experience in using 3-1-1 has been successful  
33 for removal of street debris, and the tree trimming responses are generally batched, so the truck  
34 isn't doing one tree per trip.

35 Mr. Ken Joye commented he will volunteer to be on a group that travels around and surveys  
36 questionable signage and areas and inquired if the category traffic signs down/bent/report  
37 missing/unreadable is the proper category to use in the 3-1-1 system. Ms. Star-Lack stated she will  
38 confirm that and report back to the group. Chair Ellson commented in her experience the 3-1-1

1 categories have been impossible to use for bicycle stuff unless there is something specific that is  
2 applied.

3 Mr. Rock commented that the city has many employees that wonder around doing different jobs,  
4 if they were to take the time to look up, they would see if the signs were visible or not and could  
5 report them. Bicycles are often in a different position on the roadway than cars and while a sign  
6 might be visible for a vehicle, it might not always be visible to a cyclist.

7 Mr. Goldstein commented as long as he's been a resident of Palo Alto the City has relied on  
8 citizens reporting of many issues and it's generally acceptable to do so. The challenge with street  
9 signs is often they are located on private property and in those cases, it has to go through code  
10 enforcement and after that point often becomes a lost cause and concurs issues should be reported  
11 and if it isn't resolved in a reasonable amount of time make a phone call. This process has proven  
12 to be pretty adequate in his experiences.

13 Mr. Neff would appreciate knowing what the standard is on street corners, using the example of if  
14 vegetation is allowed to go up to the sidewalk and then eight feet high, or should it be lower than  
15 that. If staff could provide a summary of those standards that might be helpful to the group on  
16 knowing how to determine if an issue is reportable with an expectation to be resolved. Ms. Star-  
17 Lack replied she would be happy to supply that information.

18 In response to Mr. Joye's question, the category for 3-1-1 to use is under the trees menu which  
19 drops down to tree care requests, report tree concerns or questions regarding tree health for trees  
20 not on private property. Street trees might appear on private property but often city crews are  
21 allowed to trim them. If a particular request is not appropriate under that category, the tree  
22 trimming department can submit the request under the category code enforcement.

23 .

## 24 **5. DISCUSSION ITEMS**

### 25 **A. January 2023 PABAC meeting date**

26 Mr. Arce requested the January meeting date be rescheduled to January 10<sup>th</sup> due to the current date  
27 of January 3<sup>rd</sup> being so close to the holidays, some may still be traveling and the January 3<sup>rd</sup>  
28 meeting date would require the Agenda be posted during the holidays. Chair Ellson requested a  
29 raise of hands and from the group, Vice Chair Liberman was the only Nay. Chair Ellson questioned  
30 if another date in January could be considered by staff.

31 Mr. Arce stated a Thursday could be used. Chair Ellson requested a raise of hands for postponing  
32 the meeting to January 12<sup>th</sup>. This date also being rejected, Vice Chair Liberman agreed having the  
33 meeting on the 10<sup>th</sup> of January was sufficient, he can be absent.

34 Mr. Goldstein suggested if this is going to be an ongoing concern, scheduling the January meeting  
35 later in the month should be a standing practice.

### 36 **B. Notice on the nominations and January 2023 election of PABAC Chair and** 37 **Vice Chair for 2023**

1 Chair Ellson reported January 10<sup>th</sup> will be the meeting for the 2023 election of Chair and Vice  
2 Chair positions for PABAC and explained she is not planning to be Chair next year and if she is  
3 nominated, she will not be accepting the nomination. The group will need to be thinking about  
4 PABAC leadership for next year.

5 Vice Chair Liberman commented after three years of being involved in a leadership position with  
6 PABAC he as well intends to step back with the hopes that younger committee members will step  
7 up.

8 Mr. de la Beaujardiere suggested Vice Chair Liberman provide whether he is interested in  
9 remaining Vice Chair prior to the meeting since he will not be able to attend.

10 Chair Ellson thanked Vice Chair Liberman for his help this past year and asked the group to please  
11 think about possible leadership nominations as next year will be an important year with the Bicycle  
12 and Pedestrian Transportation Plan being developed which could provide an opportunity for a  
13 potential new leadership of the group to leave an important mark moving into the future.

14 **C. EcoCounters and possible next steps towards gathering better bike/ped count**  
15 **data (Eric Nordman, PABAC)**

16 Mr. Eric Nordman presented information on bike counters and how they can be a powerful tool to  
17 understanding progress of bike transportation. Counting bikes parked in racks doesn't help with  
18 tunnel data or 24/7 variable use. There has been a consistent interest from City Council wanting  
19 more data on bicycle use. The city purchased three PYRO sensor units from ECO Counter. One  
20 was destroyed in an accident, two were recently installed by public works at the Adobe Creek  
21 Bridge [Highway 101 Pedestrian/Bicycle Bridge] and Bol Park Path. The Bol Park unit has quit  
22 working for reasons that are unclear. In 2016 forty-five camera systems were installed around  
23 schools and in 2020 the company collecting the data went bankrupt and there is no way to receive  
24 the data collected. Mr. Nordman will be checking the unit on Adobe Creek Bridge [Highway 101  
25 Pedestrian/Bicycle Bridge] to ensure nothing is hindering the sensor's ability to collect data since  
26 there has been a steady decline in the use of the bridge. Sensors available are Eco counters, PYRO  
27 box which requires the use of a 3<sup>rd</sup> party to collect data, infrared units, TRAFx system counters  
28 which supplies less expensive sensors which requires manual extraction of data, tube counters and  
29 zelt counters which are generally induction lopes that are installed in pavement. Tube counters are  
30 often used for counting cars and can be quite dangerous if they break loose. Radar sensors require  
31 additional power source. A number of companies make counters, there are some that distinguish  
32 between pedestrians, cyclists and scooters.

33 Mr. Rock suggested looking at what other cities might be using and how successful their tools are.  
34 There could be useful advice on what works and what doesn't, as well as cost information.

35 Vice Chair Liberman commented the importance of collecting the data and inquired if the Adobe  
36 Creek Bridge [Highway 101 Pedestrian/Bicycle Bridge] is the same as the Wilkie Bridge. Mr.  
37 Nordman replied the Adobe Creek Bridge [Highway 101 Pedestrian/Bicycle Bridge] is the new  
38 bridge over 101. Vice Chair noted that Mr. Robinson used to collect data from the Bridge over San  
39 Francisquito Creek. Mr. Nordman answered one of those counters was moved to the Adobe Creek  
40 Bridge [Highway 101 Pedestrian/Bicycle Bridge] and the other was moved to Bol Park Path and

1 is no longer working. Vice Chair Liberman was interested in the data that staff feels would add  
2 value to the BPTP update.

3 Ms. Star-Lack stated that information is a task and she's not supposed to speak about the scope.  
4 Adding that these are questions staff would also like answered and had hoped the VIMOC pilot  
5 would work. It was heart-breaking when it did not. Staff is aware better data is needed. She has  
6 been looking at not only the hardware but all the information surrounding data collection,  
7 maintenance of systems, data analysis, et cetera with the hope that this information will be  
8 available soon.

9 Mr. de la Beaujardiere questioned if the VIMOC sensors were still in place and wondered if there  
10 was any way to find a method to extract the data. The infrared cameras are often inconsistent due  
11 to spider webs and such. Overall, it would be ideal if sensors could be located all over the place.

12 Mr. Bruce Arthur thanked Mr. Nordman for putting the information together and commented this  
13 would ultimately be better managed as a city staff project providing Council approves funding for  
14 such a project.

15 Mr. Rock commented the data is already known as Apple and Google know where every bicycle  
16 is at all times. The challenge would be extracting the data from them and potentially the cost of  
17 getting that data.

18 Mr. Nordman commented that Stratta also collects that type of data but only for people who  
19 subscribe and it's generally very expensive.

20 Mr. Neff commented gathering information from other cities would be useful and he can ask at  
21 the VTA BPAC if any of those representatives know and suggested Ms. Star-Lack ask around at  
22 the Technical Advisory Committee (TAC).

23 Ms. Star-Lack suggested that some of this should probably be handled by the VTA and this would  
24 be an interesting project for them as they already monitor traffic on the CMP Network. Phillip is  
25 actually the one who attends TAC. Regarding Mr. Rock's suggestion, she has traveled that road  
26 and was cold called by many cell phone locations. Staff has already done an evaluation and  
27 analysis of services that use fleet data and cell phone data to determine the location of bicycles.  
28 Staff learned at the time that the services are not as accurate as they claim to be, particularly with  
29 smaller numbers of users. A complicated algorithm is used to determine if a cell phone that is  
30 moving is a bicycle, they generally don't share how they know it's a bicycle, and they also tend to  
31 exclude school campuses which hinders SRTS needs for the data. It might be worth it to see if  
32 these problems have been corrected in the past couple of years.

33 Chair Ellson commented that a lot of middle school students are not given cell phones wisely and  
34 those numbers are not usually accurate.

35 Mr. Joye commented he likes the idea of working with the County of Santa Clara but noted that  
36 Palo Alto exists on the border of the County of San Mateo and hopes that they are included when  
37 checking with other cities.

1 Chair Ellson interjected and asked Mr. Neff to provide his VPAC update since he had to leave the  
2 meeting early.

3 **6. Standing Item – Agenda Item C – VTA BPAC Update (*\*Item heard out of Agenda***  
4 ***Order*)**

5 Mr. Neff reported last month the committee learned they are working on an update to the Measure  
6 B Grant criteria, these are the ratings used to decide who qualifies for the Measure B program.  
7 Cities have to submit and be accepted based on scoring. The Committee Chair noticed if you don't  
8 have what used to be called a Community of Concern near the project, it resulted in lower scoring  
9 which made it difficult for cities to do well. The VTA is starting work on the Valley Transportation  
10 Plan which is the plan that covers all modes of transportation, and they are now targeting 2050.  
11 The last plan targeted where they wanted to be in 2040. It looks very evolutionary and climate  
12 change will not be changed from the current version of the plan. It will still be more people driving  
13 to more places, and more active transportation, with a lot of consideration on where to send the  
14 cars. The county is also working on their Active Transportation Plan, with focus on safe crossings,  
15 especially on the expressways. County staff had hoped to get some input from recreational cyclists  
16 about the county roads and so far, it seems most active transportation folks are relatively pleased  
17 once they get out onto the county roads.

18 Chair Ellson asked if that would apply to a place such as San Antonio Road or crossings on Alma.

19 Mr. Neff answered the main places that would apply for the crossings would be crossings on  
20 county expressways which would include Page Mill and Oregon and Foothill. Alma in Palo Alto  
21 is not a county expressway, it's a Palo Alto street. San Antonio is also a city street.

22 Mr. Neff continued stating part of the County Active Transportation Plan is intended to include an  
23 update to the Expressway Bicycle Accommodation Guidelines which are about nineteen years old  
24 and very much in need of an update. He has yet to see that.

25 Ms. Star-Lack requested when that comes through to please forward it to her as well.

26 Mr. Goldstein thanked Mr. Neff for the update and confirmed the County Active Transportation  
27 plan included county roads and the airport. Mr. Neff confirmed that is correct and in the built-up  
28 areas that includes the expressways, but not City maintained streets. Mr. Goldstein commented  
29 calling it the County Active Transportation Plan is a misnomer since it's actually much less than  
30 that.

31 Mr. Swent asked who currently holds the position of County Traffic Engineer. Ms. Star-Lack  
32 stated it is Ananth Prasad.

33 Mr. Rock inquired how non active transportation such as scooters and electric bikes would share  
34 facilities with bicycles and still have the advantages of bicycles while emitting very little CO2.  
35 Mr. Neff stated electric boards is the technical name for all those things and they generally fall in  
36 with bicycles. There is not a particular category of accommodation for them but the expectation is  
37 that they can use bike lanes too.

38

1 **5. DISCUSSION ITEMS (continued)**

2 **D. Draft letter to Caltrans District 4 Director for PABAC review and/or approval**  
3 **(Requested by PABAC at their September 2022 meeting)—See Attachment 1**

4 Chair Ellson reported the letter was drafted with the help of Mr. Wachtel and has been included in  
5 this month’s agenda packet. Currently there have only been two requests for changes, the first  
6 change is in paragraph one, a colleague suggested using the word failure to communicate rather  
7 than irregularities in communication. The second change suggested was to include that PABAC  
8 members did not receive acknowledgement of PABAC comments submitted.

9 Mr. Arthur commented he received acknowledgement because he submitted his comments to the  
10 wrong person.

11 Chair Ellson commented she prefers to leave the wording of irregularity because failure is a bit  
12 too pointed. In the third paragraph she does believe it warrants adding something about the failure  
13 of acknowledgements.

14 Mr. Neff commented he typically never gets an acknowledgement and in the best-case scenario,  
15 at a later point a document is made available that lists all comments received with the action taken  
16 included.

17 Mr. Wachtel stated the workflow didn’t seem to allow for comments which doesn’t make it  
18 surprising that acknowledgements were not sent, and he believes failure is too strong and likely to  
19 provoke defensiveness and believes rather than use irregularities the word “lapse” could be an  
20 option.

21 Chair Ellson agreed lapse would be a good choice.

22 Vice Chair Liberman commented about responding to not receiving acknowledgements and  
23 questioned staff if they received any type of guidance about whether acknowledgement could be  
24 expected when PABAC was first told they could submit comments about the Ninety-Five Percent  
25 package. Ms. Star-Lack asked PABAC to copy staff when submitting their comments. Mr. Patel  
26 combined the comments into one document and Caltrans did reply saying “Thank you for these  
27 comments we appreciate them all being in one document”, so they did technically acknowledge  
28 receipt of the comments.

29 Mr. Goldstein commented he believes the letter is perfectly adequate and made a motion that it is  
30 accepted as written with the minor changes made.

31 Mr. de la Beaujardiere commented he likes the word failure or inadequate communication, but he  
32 does understand not wanting to put Caltrans on the defensive. Chair Ellson prefers using lapse as  
33 she believes you draw more flies with honey.

34 Mr. Joye seconded Mr. Goldstein’s motion. Upon a hand vote, the committee voted unanimously  
35 to pass the motion.

36



1           **E.     Brief update: Possible Upcoming Work with Parks and Recreation**  
2                   **Commission (PRC) re: E-bike and Electric Conveyances Policy for Parks and**  
3                   **Open Space Areas**

4     Chair Ellson, Vice Chair Liberman and Ms. Star-Lack met with the Parks and Recreation  
5     Commission (PRC) who was looking for PABAC feedback on a first draft of an Open Space and  
6     Parks draft of an E-Bikes Policy. The meeting was started with Chair Ellson stating they can not  
7     speak on behalf of PABAC because this subject has not been discussed in a PABAC meeting. A  
8     draft policy was presented that aligns very closely to the Peninsula Open Space policies. Chair  
9     Ellson asked them to bring the policies to PABAC as an Agenda item during the month of  
10    November. The PRC indicated they would be ready to do that by the November PABAC Meeting  
11    date. If interested, that is an item on the PRC’s next Agenda as well, PABAC members may  
12    consider listening in on that meeting and commenting as a citizen.

13    Mr. Rock commented he was just in Ft. Collins Colorado and some of their trails on city land allow  
14    electric bikes and some they don’t. He couldn’t figure out what distinguished between which ones  
15    allowed the E-bikes and which ones did. Other cities already have policies for e-bikes on trails, it  
16    could be useful to learn from those with policies already in place.

17    Mr. Wachtel asked Chair Ellson if she was aware of legislation that was enacted in 2022 that will  
18    be effective January 1<sup>st</sup> that changes the scope of regulations the agencies had over E-bikes on  
19    trails. Chair Ellson responded she was not aware and had not previously heard anything about it  
20    from the PRC group but suspects like herself, the group would be very interested in reading about  
21    that legislation and asked Mr. Wachtel if he would be willing to share what he found at the  
22    November meeting when PRC is present. Mr. Wachtel agreed and confirmed he will send the  
23    information to Chair Ellson.

24    Mr. Zaumen commented a few times he’s had people on electric vehicles pass him going very fast  
25    while he was running on trails. Generally, it’s just a few individuals but putting a policy in place  
26    would hopefully mitigate that problem.

27    Mr. de la Beaujardiere commented he’d be interested in seeing the PRC’s draft recommendations  
28    and believes there is a difference between a pedal assist and speed throttled bikes and regularity of  
29    precision in policy would be beneficial.

30    Chair Ellson responded they did differentiate between different classes of E-bikes and that was  
31    based on speed, size, and other variables. Speed restriction is also included, one was “when not in  
32    use, E-bikes and other electric powered mobility devices must be parked in designated parking  
33    locations”. Chair pointed out to PRC that currently there are none which will mean people can’t  
34    bring their bikes to locations without designated parking; this instigated a discussion on including  
35    a bike parking policy.

36

37

38

1 **6. STANDING ITEMS**

2 **A. Grant Update – OBAG 3**

3 Ms. Star-Lack reported VTA Board voted today on their list of projects to put forward to MTC for  
4 the OBAG3 funding pot. Palo Alto applied to that funding pot for the South Palo Alto Bikeways  
5 Project and Palo Alto was not awarded funds. There is still an ADP Grant that is still in the running.  
6 The initial cut of funds for OBAG3 involved ranking the applications by the number of points they  
7 had. Had VTA taken that ranking, San Jose would have won all the money in the pot. VTA decided  
8 to take the top projects in each project category and even then, Palo Alto did not receive funding.  
9 Other cities other than San Jose was awarded funds. Ms. Star-Lack is speaking with people from  
10 MTC to help them understand the history of Palo Alto’s project and hopeful that funding will be  
11 found from this fund or the ATP fund in the future.

12 Mr. Boelens inquired why staff is hopeful funding will still be found. Ms. Star-Lack replied it’s a  
13 good project and it scored decently well and for the ATP grant less money was requested and the  
14 MTC staff was informed that this was a previously funded project. There also may be regional  
15 OBAG money lingering.

16 Mr. de la Beaujardiere stated he didn’t hear what the project was for. Ms. Star-Lack responded this  
17 was for the South Palo Alto Bikeways project, protected bike lanes on East Meadow.

18 **B. CSTSC Update - CSTSC August 25, 2022 Meeting summary attached**

19 The minutes have been attached to the Agenda packet.

20 **C. VTA BPAC Update (Robert Neff) \*Item heard out of order**

21 *Recorded above under Item 5 of the Agenda (between items 5C and 5D).*

22 **D. Subcommittee Reports**

23 **a. Bike bridge maintenance Subcommittee**

24 Chair Ellson reported the Wilkie Bridge pilot project now has it’s own webpage. Google Wilkie  
25 Bridge Pilot Project and a page will come up that provides status updates. Staff has installed anti-  
26 slip decking to see how that will work. The bridge maintenance subcommittee selected sample  
27 materials with the help from staff that are also being tested. The bridge was not closed for the  
28 installation of the samples, rather closed part of the bridge and posted Walk Your Bike restriction  
29 notices. There is intended to be a survey available on the website sometime in mid-October. Chair  
30 Ellson suggested members try the samples and encourage others to also try the samples and then  
31 complete the survey.

32 For the Bol Park Bridge located near the donkey pasture, Public Works is looking to bring in a  
33 contractor in 2023 to fix the loose bolts and possible plane and sand surface points to mitigate  
34 rough riding and trip hazards. On the bridge near Gunn, it is planned to replace the entire bridge  
35 surface.



1 For the Wilkie Bridge, Ms. Star-Lack commented there will be two surveys on the website, one  
2 for people to comment on what it was like to ride on the surface when the weather was dry and  
3 one for when the surface area was wet. Each device will only be able to take each survey once.

4 In response to Chair Ellson’s question, signage is being designed for the bridge to encourage riders  
5 to take the surveys with QR codes in place.

6 Mr. de la Beaujardiere rode over Wilkie Bridge twice today and the painted boards are one with  
7 half the passage blocked and warning signs for wet paint. The other surfaces have not yet been  
8 installed.

9 Mr. Rock commented again this is likely not the only bridge to have these types of problems, how  
10 other cities corrected the issues might be beneficial information. Hopefully it will rain before the  
11 end of the survey, if not, it may be useful to stage an experiment with buckets of water with  
12 volunteers to ride. Chair Ellson replied they are not yet ready for that type of testing and the  
13 subcommittee did look at what other cities are using.

14 Vice Chair Liberman commented he went and examined the trail coated section and questioned if  
15 any sanding or smoothing of the boards took place before the coating was applied. It did seem to  
16 appear the surfaces were somewhat smoother than the surfaces that had not yet been coated.  
17 There’s a small bridge over a pond near the Stanford Research Park that has coating on it. Chair  
18 Ellson stated this is the same material used on bridges in Oregon where it rains often, and they  
19 have moss problems. This material is also similar to material used on public dock launches.

20 **b. Repaving Subcommittee (Robert Neff)**

21 Mr. Nordman has updated a document up to five years, but the subcommittee has not yet met to  
22 discuss which changes so there isn’t an update at this point.

23 **c. Muni Code subcommittee**

24 Mr. Nordman reported that previously Ms. Star-Lack indicated it would be good to get it to go  
25 with something else happening at the same time. Ms. Star-Lack indicated the Muni Code is looking  
26 to be ready to come before PABAC in November if she can get a draft.

27 Chair Ellson explained that in the past a discussion was held addressing e-bikes and e-conveyances  
28 for public street use and public facilities use elsewhere outside of parks and open space. It was  
29 mentioned the possibility of integrating that into code. Is that something the subcommittee could  
30 be working on, is the subcommittee even interested, or should another subcommittee be formed  
31 for that purpose? Ms. Star-Lack replied given the timeline she’s not sure it will make it into the  
32 Muni Code cleanup unless PABAC is okay with delaying the Muni Code Cleanup. It is Ms. Star-  
33 Lack’s preference not to delay that project and questioned what latitude staff has in terms of e-  
34 bikes now, due to the new legislation, in terms of regulating them. Additionally, she’s not  
35 comfortable with using PABAC or staff resources until she has more information about those  
36 legislative changes.

37 Mr. Wachtel commented he will copy Ms. Star-Lack with that information when he is able to make  
38 it available to Chair Ellson.

1 Chair Ellson suggested continuing this conversation at the next planning session.

2

3 **d. Rail Grade Separation Subcommittee**

4 Mr. Arthur met last week and reviewed the Charter. Ripon has several adjustments which all  
5 looked appropriate to the subcommittee. The subcommittee meets again tomorrow morning with  
6 Ripon and Peter DeStefano as a kickoff on how to get input into the project, how should it be  
7 discussed. A list of meetings is being compiled. A key meeting to note is a City Council  
8 subcommittee for Rail Grade Separation, PABACs subcommittee is planning to attend that  
9 meeting and providing comments. Hopefully there will be more to report next month.

10 Ms. Star-Lack commented the City Council subcommittee meeting date is scheduled for  
11 Wednesday October 19<sup>th</sup> at 1:00 p.m. and is typically the third Wednesday of every month.

12 Mr. Nordman questioned if the PABAC list of feedback was received. Mr. Arthur replied he  
13 believes that list is one of the topics for the meeting tomorrow morning. Mr. Nordman stated there  
14 has been a revised list made since the original draft and was included in the revised Agenda packet  
15 for last months meeting.

16 Vice Chair Liberman also commented that the Rail Committee will hold a Study Session that will  
17 include comments from PABAC and other stakeholders regarding the partial underpass  
18 alternatives. It will be interesting to see how Council responds to the comments from the  
19 Transportation Department.

20 **E. Announcements**

21 None

22 **F. Future Agenda Items**

23 *Please forward any future Agenda requests to Vice Chair Liberman or Chair Ellson.*

- 24 ➤ El Camino Real (SR-82) plans from Caltrans (Last update: 4/5/22)
- 25 ➤ Muni code clean-up progress update (Last update: 4/5/22)
- 26 ➤ PAUSD Hoover school campus reconstruction update (Last update: 5/3/22)
- 27 ➤ S. Palo Alto Bikeways project status/grant proposal (Last update: 5/3/22)
- 28 ➤ Rail Grade Separations (Last update: 8/2/22)
- 29 ➤ Municipal Code as it pertains to micro mobility issues
- 30 ➤ Possible Parks and Recreation Commission (PRC) E-bike and Electric Conveyances for  
31 Parks and Open Spaces

32

33

1 Chair Ellson stated she received a few requests that came in after this list was comprised. One is  
2 Non-injury collision and near-miss reporting, so far feedback provided was the group should look  
3 at how other cities are doing this in a cost-effective manner. Another one is to open a conversation  
4 with Planning about looking at bike parking code for existing developed sites such as shopping  
5 centers and businesses in hopes of making it easier to convert private automobile parking to bike  
6 parking. Depending on how far Mr. Nordman gets with E-Counters that may also be a future  
7 Agenda item topic next month.

8

9 **8. ADJOURNMENT** at 8:13 p.m.

10



**3200 Park/200 Portage/  
340 Portage**  
Palo Alto Bicycle Advisory Committee

**November 1, 2022**

**[www.cityofpaloalto.org](http://www.cityofpaloalto.org)**

# BACKGROUND

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## **Townhome Development (200 Portage Avenue)**

- Demolishes a portion of the cannery building (~89,000 sf)
- Construct 91 (3-4 bedroom) new townhomes

## **Development Agreement Alternative (3200 Park Boulevard)**

- Demolishes a portion of the cannery building
- Construct a parking garage to the west of the cannery building (to allow removal of parking on the area of the site to be dedicated to the City)
- Dedicate 3.25 acres to the City, one acre for affordable housing and 2.25 acres for a park
- Construct 74 (3-4 bedroom) townhomes



# 200 PORTAGE AVENUE TOWNHOME DEVELOPMENT



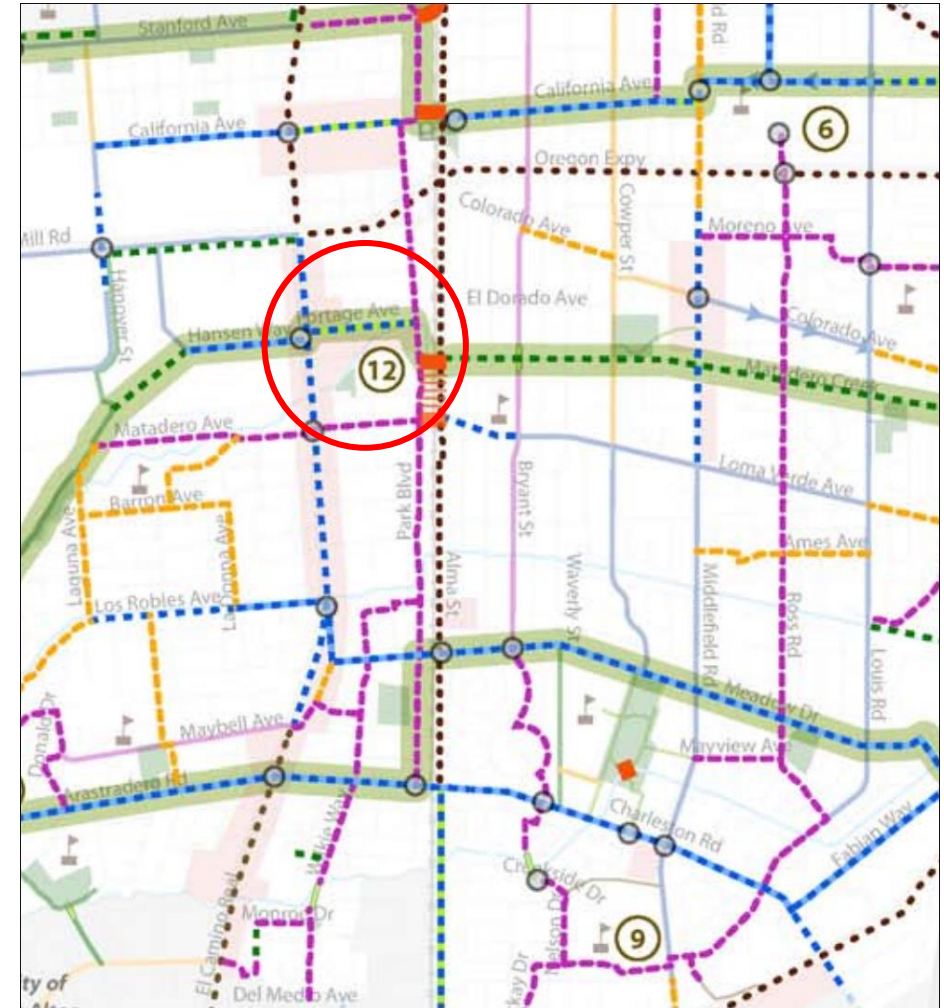
# DEVELOPMENT AGREEMENT ALTERNATIVE

- 74 Townhouses
- Dedicated Approximate BMR Site
- Dedicated Open Space
- R&D Space
- Office
- Retail Space
- Parking Garage



# ENHANCED BIKEWAY CONNECTION

- The City's Bike/Ped Transportation Plan identifies a pathway between Park Boulevard and Portage Avenue as an area for a future enhanced bikeway (i.e. sharrows or better).
- The County Trails Plan also identifies this connection
- The site plans provide a private street along the envisioned alignment but do not specifically show the enhanced bikeway. This was identified as a significant impact under CEQA (inconsistency with an adopted plan). Mitigation was required to provide an enhanced bikeway and any necessary easements for public access to mitigate the impact to less than significant





# OPPORTUNITIES/CONSTRAINTS (Townhome Project)

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## OPPORTUNITIES

- Public access will be provided
- Parking along the west side of the private street (opposite the garages) is not required by code and therefore can be modified without creating a code conflict

## CONSTRAINTS

- Parking garage locations cannot be modified
- Parking stalls on the neighboring parcels (adjacent to the Ash building and opposite the Ash building) could be modified, but only to the extent that the same parking count can be maintained
- No additional modifications to the structure (i.e. limitations on moving the structure and awning back to get more space for a bike path on the neighboring parcel)
- Utility pole where path meets Portage Ave.

# OPPORTUNITIES/CONSTRAINTS (DEVELOPMENT AGREEMENT)

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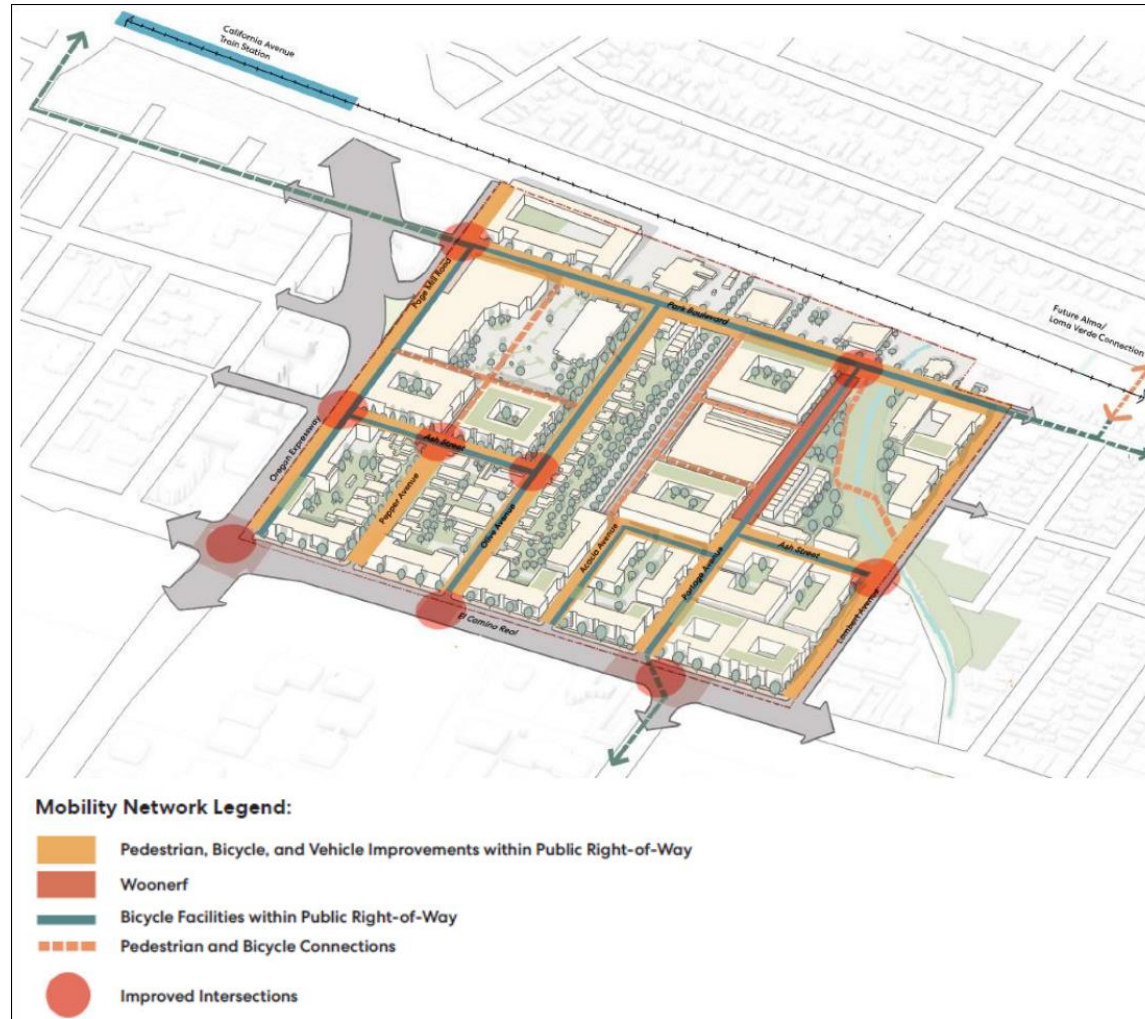
## OPPORTUNITIES

- Public access will be provided
- Parking along the west side of the private street is not required by code for the townhomes and therefore can be modified without creating a code conflict
- No townhome garages on the east side of the private street
- A portion of the City parcel for the park could be considered for the bike path
- Three Parking spaces adjacent Ash can probably be removed (would likely be replaced somewhere else on site)

## CONSTRAINTS

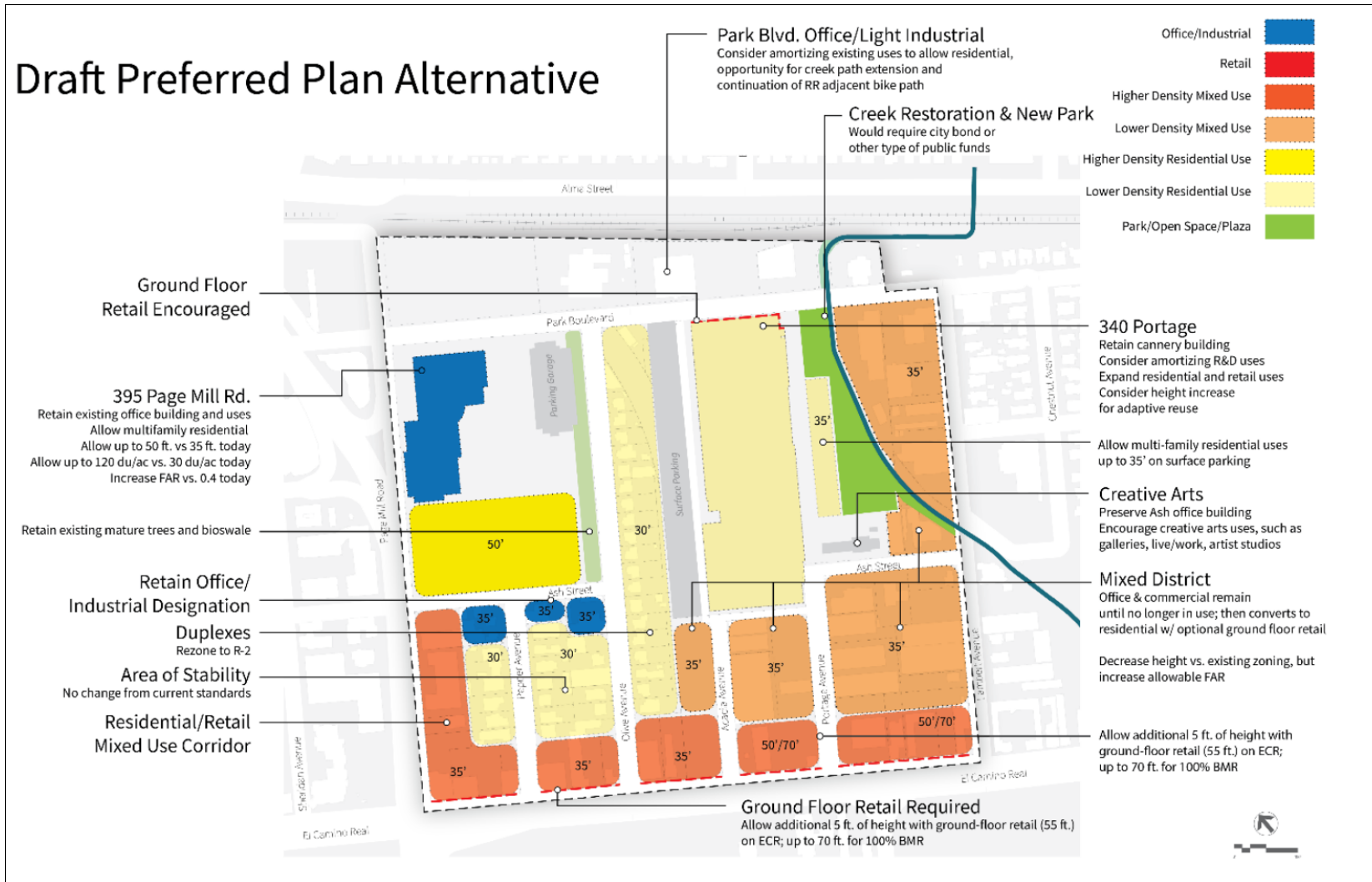
- Parking on the opposite side of the private street from the Ash building cannot be modified if reducing parking stalls
- A portion of the City dedication land is for affordable housing; any bikeway option would need to consider/accommodate this
- Pedestrian open area/retail entrance
- Power pole on Portage/private street
- No additional modifications to the structure (i.e. limitations on moving the structure and awning back to get more space for a bike path on the neighboring parcel)

# NVCAP MOBILITY EXHIBIT



# NVCAP FUTURE BUILDOUT CONCEPT

## Draft Preferred Plan Alternative

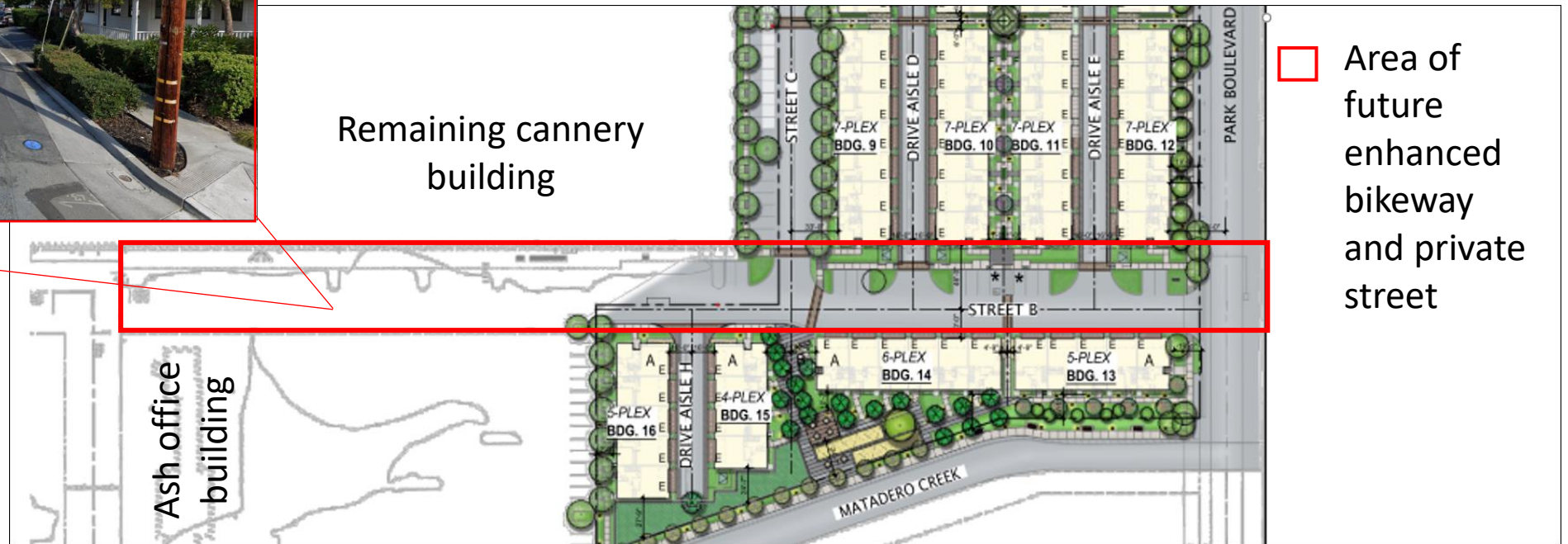




# 200 PORTAGE AVENUE TOWNHOME DEVELOPMENT



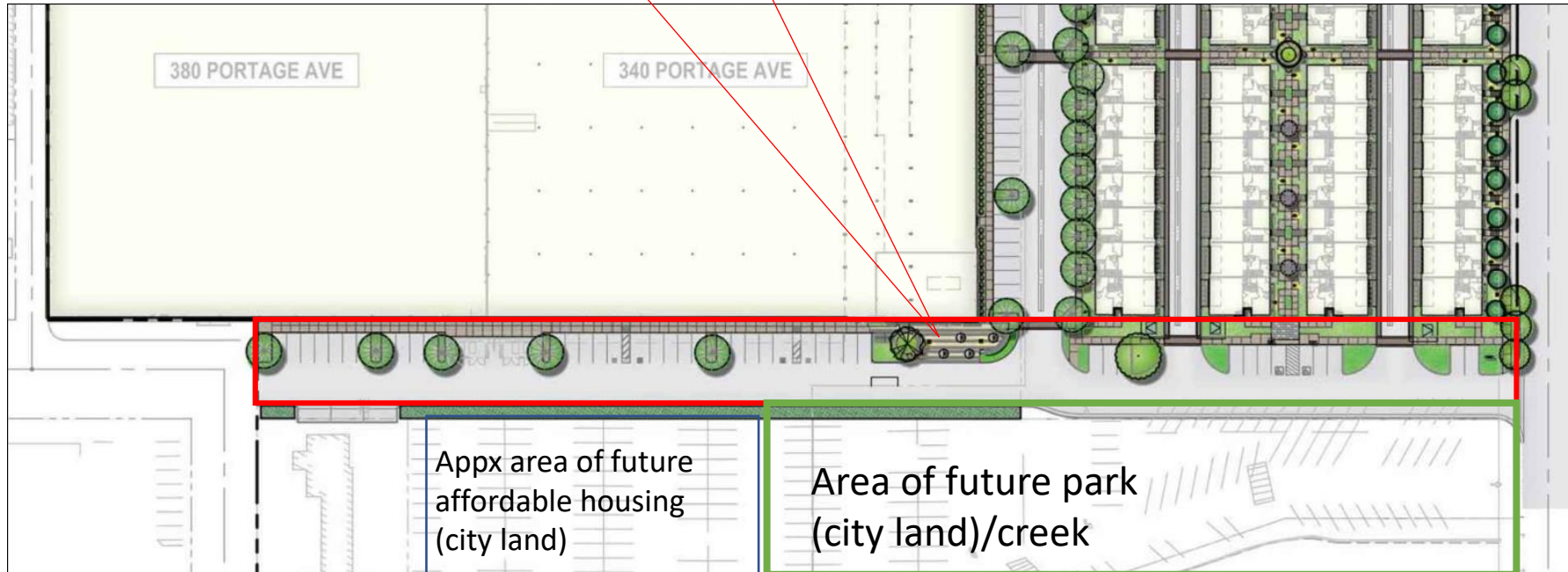
No change proposed to this area of the site



Remaining cannery building

□ Area of future enhanced bikeway and private street

# DEVELOPMENT AGREEMENT ALTERNATIVE



## Open Space and Parks Electric Bicycle and Electric Conveyances Policy (draft)

### Purpose

The purpose of this Chapter is to specify the permitted use of electric powered mobility devices in Palo Alto parks and open space areas.

### Definitions

- “Electric powered mobility devices” means bicycles, skateboards, scooters, one-wheels, hoverboards, segways, and other similar devices that are powered or power-assisted by an electric motor.
- “E-bikes” means three classes of electric bicycles, as defined by the California Vehicle Code:
  - A “class 1 electric bicycle,” or “low-speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.
  - A “class 2 electric bicycle,” or “low-speed throttle-assisted electric bicycle,” is a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.
  - A “class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and equipped with a speedometer.
    - The operator of a Class 3 electric bicycle:
      - **Must** be 16 years old or older
      - **Must** wear a bicycle safety helmet

Note: Calbike.org uses the term “Type” instead of “Class” to define the three different classes of e-bikes.

- “Trail” means any established public way within city open space nature preserves and parks which appear on current city maps, city open space nature preserve maps, planning documents, trail guides and/or those trails marked with city directional signs. Trails include, but are not limited to fire roads, service roads, paths, pathways and levees.
- “Paved” means any designated road or trail composed of asphalt or concrete, as designated on current city open space preserve maps.
- “Unpaved” means designated road or trail composed of base rock, gravel, decomposed granite, or dirt, as designated on current city open space preserve maps.

Note: Palo Alto open space trail maps illustrate paved and unpaved trails. Examples: Arastradero Creek Trail and Wildhorse Road (Foothills Nature Preserve) are considered unpaved.

### Open Space Policy

- Class 1 and 2 e-bikes are allowed on paved roads and trails, and are prohibited elsewhere including on unpaved roads and trails.
- Class 3 e-bikes are not allowed on any trails in open space preserves.
- Class 1 and 2 e-bikes are allowed for city staff in open space and parks for maintenance and enforcement purposes, consistent with P.A.M.C. 22.04.150(f).
- Other electric powered mobility devices are allowed on paved roads and trails at the Baylands Nature Preserve and are prohibited in other open space preserves (Pearson-Arastradero Preserve, Foothills Nature Preserve, and Esther Clark Park).

### Parks Policy

- Class 1 and 2 e-bikes are allowed on paved and unpaved trails in parks, and are prohibited elsewhere (turf, sports courts, playgrounds, landscaped areas, etc.) in parks.
- Class 3 e-bikes are not allowed in parks.
- Other electric powered mobility devices are allowed on paved and unpaved trails in parks, and are prohibited elsewhere (turf, sports courts, playgrounds, landscaped areas, etc.).

### Open Space and Parks Policy

- R1-20. TRAIL USE SPEED LIMIT will apply to e-bikes and other electric powered mobility devices.
- The maximum speed for all trail uses is 15 miles per hour, unless a lesser maximum speed is posted, and no person shall exceed the maximum speed on any trail; however, no person shall operate a bicycle, e-bike, or other electric powered mobility device, or ride a horse or other such animal at a speed greater than is reasonable, prudent, or safe. Bicyclists, e-bike and other electric powered mobility device users, and equestrians are required to slow to 5 miles per hour when passing others or approaching blind turns.
- When not in use, e-bikes and other electric powered mobility devices:
  - Should be parked in designated parking areas when available.
  - May not be left unattended on trails, vegetation, landscaped areas, or vehicle parking areas.
  - Are not allowed to interfere with access or use of any open space and park trail, turf, playground, sports court, facility, or amenity (park bench, picnic table, etc.).

Note: these same guidelines apply to regular bikes.

- The Americans with Disabilities Act (ADA) overlays all city policies and is specific to each individual person who may need an adjustment of city policy or regulation. People may contact Community Services Department staff to make an ADA access request pertaining to this policy.



**TO:            PARKS AND RECREATION COMMISSION**

**FROM:        DAREN ANDERSON      DEPARTMENT: COMMUNITY SERVICES**

**DATE:        OCTOBER 25, 2022**

**SUBJECT:    OPEN SPACE AND PARKS ELECTRIC BICYCLE AND ELECTRIC  
CONVEYANCES POLICY**

**RECOMMENDATION**

Staff recommends that the Parks and Recreation Commission (PRC) review and provide feedback on the draft Open Space and Parks Electric Bicycle and Electric Conveyances Policy ([Attachment A](#)).

**BACKGROUND**

When electric bicycles (e-bikes) were introduced, most municipal and regional park and open space agencies, including the City of Palo Alto ([Park and Open Space Regulation R1-37 E](#)) Midpeninsula Regional Open Space District and Federal land management agencies (i.e. National Park System, National Wildlife Refuge System, Bureau of Land Management) categorized them as motorized vehicles and prohibited them on trails, along with traditional motorized vehicles and devices like scooters and motorcycles. In 2016, the State of California adopted a new classification system that no longer categorizes e-bikes as a motorized device.

**E-Bike Description**

Section 312.5 of the California Vehicle Code (CVC) defines an e-bike as having fully operable pedals and an electric motor of less than 750 watts. American e-bike manufacturers created a classification system that designates three categories of e-bikes: class 1, class 2, and class 3. This classification system and model legislation has been adopted by 22 states, including California. Below are descriptions for each class of e-bike.

- A “class 1 electric bicycle,” or “low-speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.
- A “class 2 electric bicycle,” or “low-speed throttle-assisted electric bicycle,” is a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.
- A “class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and equipped with a speedometer.

CVC section 21207.5 (b) prohibits the use of class 3 e-bikes on recreational trails and paths unless the public agency with jurisdiction chooses to permit them and provides that a public agency may prohibit class 1 and 2 e-bikes on trails within the agency’s jurisdiction.

### Trail Definition

"Trail" means any established public way within city open space nature preserves and parks which appear on current city maps, city open space nature preserve maps, planning documents, trail guides and/or those trails marked with city directional signs. Trails include, but are not limited to fire roads, service roads, paths, pathways and levees.

### E-Bike Sales Trends

Sales of e-bikes has grown steadily over the last few years. In general, the overall e-bike category in the U.S. has grown about 450% since 2013, with year-over-year growth averaging around 50%. Sales data reflect that most e-bikes sold are in the class 1 category. The only difference between class 1 and class 2 is that with a class 2, the electric motor can be used exclusively to power the bicycle using a throttle (pedaling is not required).

### **DISCUSSION**

In response to the change in the State of California e-bike classification, the increase in the use of e-bikes and other electric powered mobility devices (skateboards, scooters, one-wheels, hoverboards, segways, and other similar devices that are powered or power-assisted by an electric motor), and the growing popularity and sale of e-bikes and other electric powered mobility devices, staff and the PRC included this topic in the 2022-2023 [PRC Workplan](#). Starting in April 2022, the PRC Electric Conveyances Policy Ad Hoc Committee (Ad Hoc) met numerous times to discuss and prepare a draft Open Space and Parks Electric Bicycle and Electric Conveyances Policy (Policy).

The Ad Hoc identified several important factors to consider while developing the Policy:

- Environmental and ecological impacts
- Safety
- Public access
- Equity
- Recreation
- Enforceability
- Clarity & simplicity
- Compatibility with regional policies
- Public demand and opposition
- Bicycle transportation corridors

On September 22, 2022, staff and the Ad Hoc met with Transportation staff to discuss and collect their feedback on the draft Policy. Transportation staff explained that they have observed a significant growth in the use of e-bikes and child carrying cargo e-bikes. They are increasingly seeing e-bikes on school campuses. Transportation staff noted that the proposed restriction of class 3 bikes from Open Space and park trails seemed appropriate. Transportation staff highlighted the importance of ensuring that the draft policy allow for students who travel on some park trails to get to school on e-bikes. They noted that student use of e-bikes is happening now and will likely continue to grow. The draft policy allows the use of Class 1 and 2 e-bikes and other electric powered mobility devices on park trails (paved and unpaved).

On October 3, 2022, staff and the Ad Hoc met with the Chair and Vice Chair of the Palo Alto Pedestrian and Bicycle Advisory Committee (PABAC) to collect their feedback on the draft Policy. The PABAC Chair and Vice Chair provided the following feedback:

- PABAC is working on updating the Bicycle and Pedestrian Transportation Plan, which will address e-bikes.
- Recommend having this topic on a PABAC meeting agenda to collect feedback from the full Committee.
  - This has been scheduled for November 1, 2022.
- Mentioned the importance of allowing students to use e-bikes on park trails (paved and unpaved) to get to school.
- Recommend adding the term “Type” in addition to “Class” to describe the different classes of e-bikes.
  - The California Vehicle Code uses the term “Class”. The definition section of the draft Policy has been updated to explain that Calbike.org uses the term “Type”.
- Bike parking is difficult to find in most parks, and the draft Policy should treat e-bike parking requirements the same way as regular bikes.
  - The draft policy has been updated to note that e-bikes (and regular bikes) should be parked in designated bike parking locations, where bike parking is available.
- Recommend that the draft Policy allow Class 3 bikes in the same places that motorcycles are allowed (paved roads)
  - The draft policy has been updated to clarify that Class 3 bikes are prohibited from trails in Open Space and Parks. They are not prohibited from paved roads.
- Recommend that the draft Policy be changed to allow e-bike access on unpaved trails at the Baylands Nature Preserve. While they agreed that e-bikes shouldn’t be allowed on trails at Foothills Nature Preserve (regular bikes are also not allowed on Foothills trails) and Pearson-Arastradero Preserve, they noted that the Baylands should allow e-bikes on paved and unpaved trails. They noted that the Bay Trail, which includes paved and unpaved portions in the Baylands, is often used by people commuting to work and should be accessible to people with e-bikes.
  - Open Space staff have observed that most of the bicycle commuting appears to occur on the paved section of the Bay Trail. Staff has not conducted a survey to confirm this.
  - The Ad Hoc noted that access on the unpaved Baylands trails is primarily for recreational access, and that e-bikes could travel on paved trails in the Baylands from the Friendship Bridge to Shoreline Park (See [Baylands Nature Preserve Trail Map](#)).
  - An additional concern about allowing e-bikes on the unpaved trails at the Baylands is the potential to encourage an increase in fast moving, commuter cycling in sensitive areas of the Baylands and impact.

- A compelling argument against this is the confusion regarding access to unpaved trails at adjacent Byxbee Park.
- It is desirable to be consistent with neighboring agencies (Midpeninsula Regional Open Space District's Ravenswood Preserve to the north of the Baylands and City of Mountain View's Shoreline Park to the south of the Baylands). The City of Mountain View allows e-bikes in their parks, however, the section of Bay Trail in Shoreline Park is paved.

### Regional Policies

Locally, there is mixed support for e-bike use, with varying restrictions. Many restrictions have not been updated since the CVC updated the definition of e-bikes and are based on laws and definitions of motorized vehicles or devices. One of the local agencies which has done a significant amount of work on updating e-bike policy is Midpeninsula Regional Open Space District (District). On November 20, 2019, the District Board of Directors directed the General Manager to evaluate potential electric bicycle (e-bike) access in District preserves.

Part of the District analysis included various surveys and studies related to a one-year pilot program of Class 1 and Class 2 e-bike use on paved, multi-use trails within Rancho San Antonio and Ravenswood Preserve and intercept surveys on Santa Clara County Parks unpaved, multi-use trails where e-bikes are currently allowed. Additionally, H. T. Harvey and Associates completed an e-bike noise study, focused on potential impacts to birds and bats, and the District Science Advisory Panel (SAP) conducted a literature review of the impacts and benefits of e-bikes. The Ad Hoc and staff found the District's analysis ([Staff Report/Study](#)) informative.

On July 10, 2022, the District voted 4-2 in favor of continuing to prohibit e-bikes in its preserves, with the exception of the paved trails where successful pilots were conducted. They opted to not conduct a new unpaved pilot.

### Draft Policy

The Ad Hoc and staff attempted to create a draft Policy that is easily understood, compatible with regional policies, consistent with City sustainability goals, and strikes a balance between accessibility and environmental protection and stewardship.

The draft Policy has sections that pertain to Open Space, Parks, and Open Space and Parks.

#### Open Space Policy

- Class 1 and 2 e-bikes are allowed on paved roads and trails, and are prohibited elsewhere including on unpaved roads and trails.
- Class 3 e-bikes are not allowed on any trails in open space preserves.
- Class 1 and 2 e-bikes are allowed for city staff in open space and parks for maintenance and enforcement purposes, consistent with P.A.M.C. 22.04.150(f).
- Other electric powered mobility devices are allowed on paved roads and trails at the Baylands Nature Preserve and are prohibited in other open space preserves (Pearson-Arastradero Preserve, Foothills Nature Preserve, and Esther Clark Park).

## Parks Policy

- Class 1 and 2 e-bikes are allowed on paved and unpaved trails in parks, and are prohibited elsewhere (turf, sports courts, playgrounds, landscaped areas, etc.) in parks.
- Class 3 e-bikes are not allowed in parks.
- Other electric powered mobility devices are allowed on paved and unpaved trails in parks, and are prohibited elsewhere (turf, sports courts, playgrounds, landscaped areas, etc.).

## Open Space and Parks Policy

- R1-20. TRAIL USE SPEED LIMIT will apply to e-bikes and other electric powered mobility devices.
- The maximum speed for all trail uses is 15 miles per hour, unless a lesser maximum speed is posted, and no person shall exceed the maximum speed on any trail; however, no person shall operate a bicycle, e-bike, or other electric powered mobility device, or ride a horse or other such animal at a speed greater than is reasonable, prudent, or safe. Bicyclists, e-bike and other electric powered mobility device users, and equestrians are required to slow to 5 miles per hour when passing others or approaching blind turns.
- When not in use, e-bikes and other electric powered mobility devices:
  - Should be parked in designated parking areas when available.
  - May not be left unattended on trails, vegetation, landscaped areas, or vehicle parking areas.
  - Are not allowed to interfere with access or use of any open space and park trail, turf, playground, sports court, facility, or amenity (park bench, picnic table, etc.).

Note: these same guidelines apply to regular bikes.

- The Americans with Disabilities Act (ADA) overlays all city policies and is specific to each individual person who may need an adjustment of city policy or regulation. People may contact Community Services Department staff to make an ADA access request pertaining to this policy.

### **NEXT STEPS AND TIMELINE**

On November 1, 2022, staff and the Ad Hoc will present the draft Open Space and Parks Electric Bicycle and Electric Conveyances Policy to the Palo Alto Pedestrian and Bicycle Advisory Committee (PABAC).

Staff and the Ad Hoc intend to return to PRC in December 2022 with an action recommendation.

## Open Space and Parks Electric Bicycle and Electric Conveyances Policy (draft)

### Purpose

The purpose of this Chapter is to specify the permitted use of electric powered mobility devices in Palo Alto parks and open space areas.

### Definitions

- “Electric powered mobility devices” means bicycles, skateboards, scooters, one-wheels, hoverboards, segways, and other similar devices that are powered or power-assisted by an electric motor.
- “E-bikes” means three classes of electric bicycles, as defined by the California Vehicle Code:
  - A “class 1 electric bicycle,” or “low-speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.
  - A “class 2 electric bicycle,” or “low-speed throttle-assisted electric bicycle,” is a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.
  - A “class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and equipped with a speedometer.

The operator of a Class 3 electric bicycle:

- **Must** be 16 years old or older
- **Must** wear a bicycle safety helmet

Note: Calbike.org uses the term “Type” instead of “Class” to define the three different classes of e-bikes.

- “Trail” means any established public way within city open space nature preserves and parks which appear on current city maps, city open space nature preserve maps, planning documents, trail guides and/or those trails marked with city directional signs. Trails include, but are not limited to fire roads, service roads, paths, pathways and levees.
- “Paved” means any designated road or trail composed of asphalt or concrete, as designated on current city open space preserve maps.
- “Unpaved” means designated road or trail composed of base rock, gravel, decomposed granite, or dirt, as designated on current city open space preserve maps.

Note: Palo Alto open space trail maps illustrate paved and unpaved trails. Examples: Arastradero Creek Trail and Wildhorse Road (Foothills Nature Preserve) are considered unpaved.

### Open Space Policy

- Class 1 and 2 e-bikes are allowed on paved roads and trails, and are prohibited elsewhere including on unpaved roads and trails.

- Class 3 e-bikes are not allowed on any trails in open space preserves.
- Class 1 and 2 e-bikes are allowed for city staff in open space and parks for maintenance and enforcement purposes, consistent with P.A.M.C. 22.04.150(f).
- Other electric powered mobility devices are allowed on paved roads and trails at the Baylands Nature Preserve and are prohibited in other open space preserves (Pearson-Arastradero Preserve, Foothills Nature Preserve, and Esther Clark Park).

### Parks Policy

- Class 1 and 2 e-bikes are allowed on paved and unpaved trails in parks, and are prohibited elsewhere (turf, sports courts, playgrounds, landscaped areas, etc.) in parks.
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### Open Space and Parks Policy

- R1-20. TRAIL USE SPEED LIMIT will apply to e-bikes and other electric powered mobility devices.
- The maximum speed for all trail uses is 15 miles per hour, unless a lesser maximum speed is posted, and no person shall exceed the maximum speed on any trail; however, no person shall operate a bicycle, e-bike, or other electric powered mobility device, or ride a horse or other such animal at a speed greater than is reasonable, prudent, or safe. Bicyclists, e-bike and other electric powered mobility device users, and equestrians are required to slow to 5 miles per hour when passing others or approaching blind turns.
- When not in use, e-bikes and other electric powered mobility devices:
  - Should be parked in designated parking areas when available.
  - May not be left unattended on trails, vegetation, landscaped areas, or vehicle parking areas.
  - Are not allowed to interfere with access or use of any open space and park trail, turf, playground, sports court, facility, or amenity (park bench, picnic table, etc.).

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ADDED W/REVISED PACKET  
11-02-2022

# OPEN SPACE AND PARKS ELECTRIC BICYCLE AND ELECTRIC CONVEYANCES POLICY

NOVEMBER 1, 2022



# Parks and Recreation Commission Work Plan

**PROJECT/GOAL 4:** Review and recommend usage policy for electric powered bicycles and other mobility devices in parks and open space areas.

BENEFICIAL IMPACTS	TIMELINE	RESOURCES NEEDED	MEASURE OF SUCCESS	STATE MANDATED / LOCAL LAW / COUNCIL-APPROVED
Clarify parks and open space usage policy for electric powered devices including: ebikes, scooters, skateboards, personal transporter, and other mobility devices. Ensure safe use of trails and protection of habitat and wildlife.	Calendar Year 2022	Staff resources (policy development, community outreach, review, etc.). Funding for policy implementation, such as signage, may be required.	Recommendation to City Council in Calendar Year 2022	N/A
<b>HIGH PRIORITY</b>		<b>LOWER PRIORITY</b>		<b>COUNCIL-DIRECTED POLICY UPDATE</b>
Recommend a usage policy to address the increasing use of electric powered bicycles and other powered mobility devices in parks and open space areas.		Review and recommend an update to Parks and Open Space Regulation R1-37: OPERATION OF MOTOR VEHICLES and other related Regulations.		N/A

# POLICY CONSIDERATIONS

The Ad Hoc identified several important factors to consider while developing the Policy:

- Environmental and ecological impacts
- Safety
- Public access
- Equity
- Recreation
- Enforceability
- Clarity & simplicity
- Compatibility with regional policies
- Public demand and opposition
- Bicycle transportation corridors

# TRANSPORTATION STAFF

- Significant growth in the use of e-bikes
- Increasingly seeing e-bikes on school campuses
- Restriction of class 3 bikes from Open Space and park trails seemed appropriate
- Importance of allowing students to ride e-bikes on park trails to get to school

# PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE

- PABAC is working on updating the Bicycle and Pedestrian Transportation Plan, which will address e-bikes.
- Recommend having this topic on a PABAC meeting agenda to collect feedback from the full Committee.
  - This has been scheduled for November 1, 2022.
- Mentioned the importance of allowing students to use e-bikes on park trails (paved and unpaved) to get to school.
- Recommend adding the term “Type” in addition to “Class” to describe the different classes of e-bikes.
  - The California Vehicle Code uses the term “Class”. The definition section of the draft Policy has been updated to explain that Calbike.org uses the term “Type”.

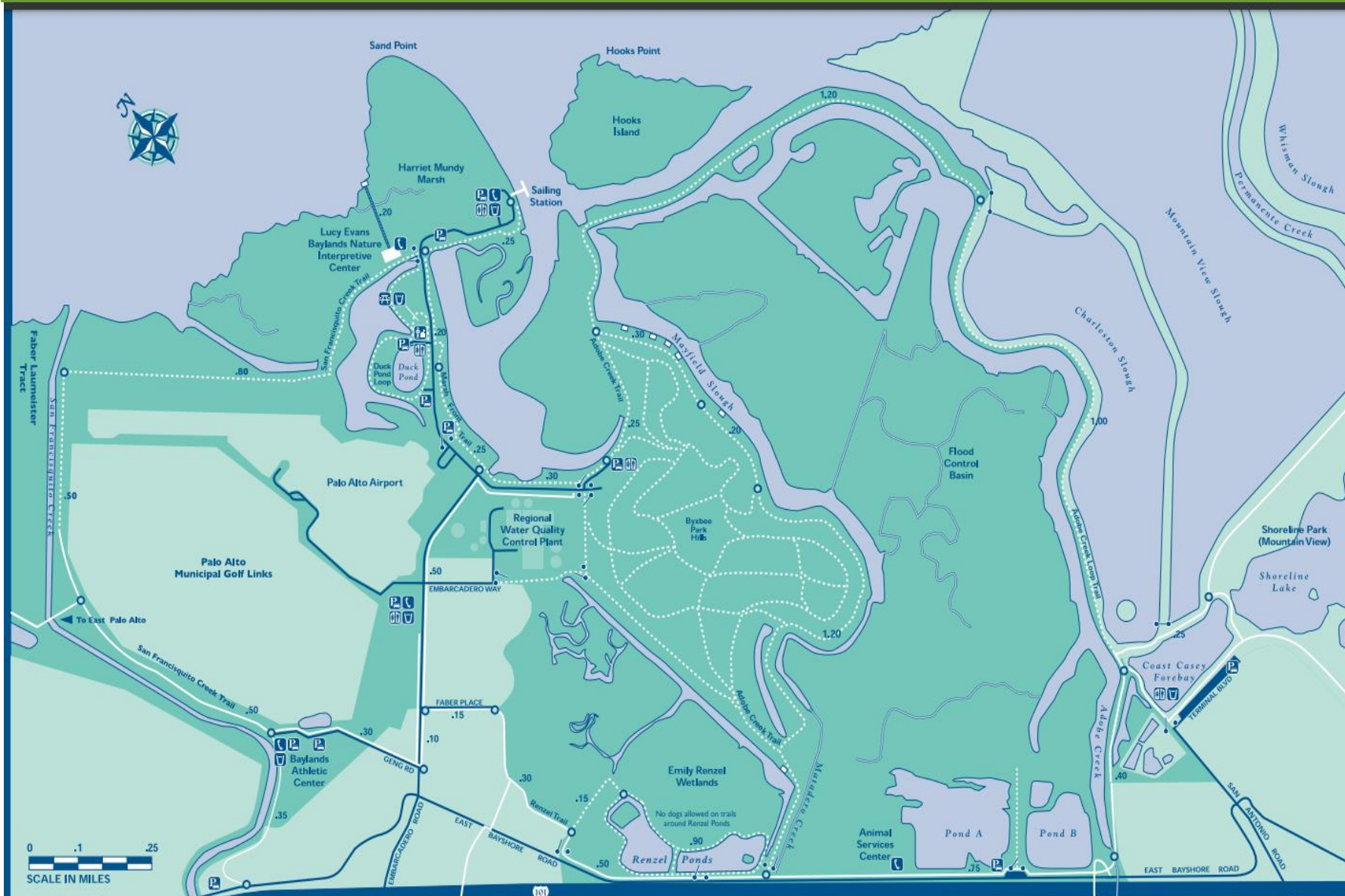
# PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE

- Bike parking is difficult to find in most parks, and the draft Policy should treat e-bike parking requirements the same way as regular bikes.
  - The draft policy has been updated to note that e-bikes (and regular bikes) should be parked in designated bike parking locations, where bike parking is available.
- Recommend that the draft Policy allow Class 3 bikes in the same places that motorcycles are allowed (paved roads)
  - The draft policy has been updated to clarify that Class 3 bikes are prohibited from trails in Open Space and Parks. They are not prohibited from paved roads.

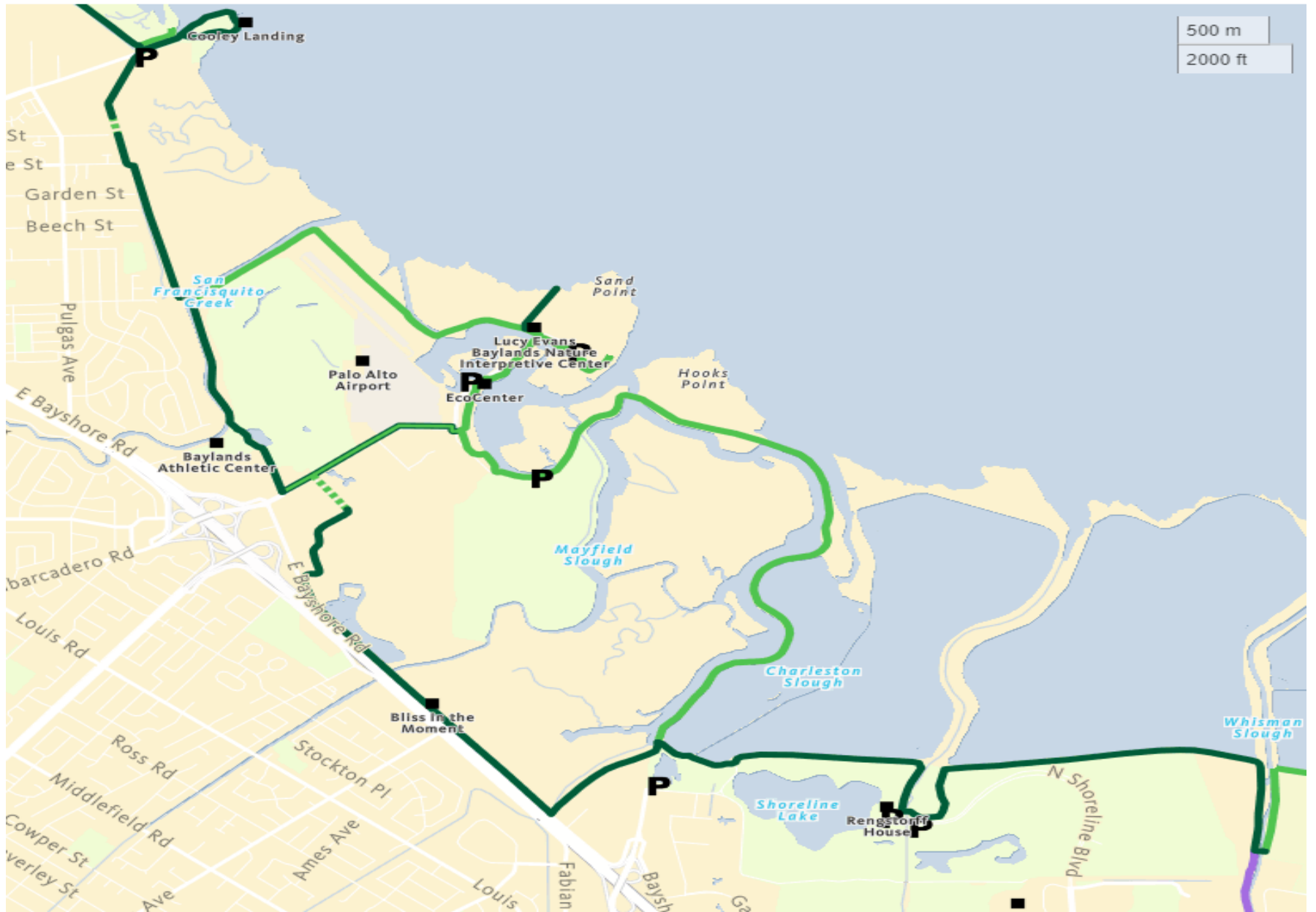
# PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE

- Recommend that the draft Policy be changed to allow e-bike access on unpaved trails at the Baylands Nature Preserve. While they agreed that e-bikes shouldn't be allowed on trails at Foothills Nature Preserve (regular bikes are also not allowed on Foothills trails) and Pearson-Arastradero Preserve, they noted that the Baylands should allow e-bikes on paved and unpaved trails. They noted that the Bay Trail, which includes paved and unpaved portions in the Baylands, is often used by people commuting to work and should be accessible to people with e-bikes.

# BAYLANDS TRAIL MAP



# BAY TRAIL





# MIDPENINSULA REGIONAL OPEN SPACE DISTRICT

- Allow class 1 and class 2 e-bike access on limited improved trails at Ravenswood Open Space Preserve
- Allow class 1 and class 2 e-bike access on limited improved trails where bikes are currently allowed at Rancho San Antonio Open Space Preserve
- Affirm the prohibition of e-bikes on District trails except for specifically designated trails noted above

# DRAFT POLICY—OPEN SPACE

## Open Space Draft Policy

- Class 1 and 2 e-bikes are allowed on paved roads and trails, and are prohibited elsewhere including on unpaved roads and trails.
- Class 3 e-bikes are not allowed on any trails in open space preserves.
- Class 1 and 2 e-bikes are allowed for city staff in open space and parks for maintenance and enforcement purposes, consistent with P.A.M.C. 22.04.150(f).
- Other electric powered mobility devices are allowed on paved roads and trails at the Baylands Nature Preserve and are prohibited in other open space preserves (Pearson-Arastradero Preserve, Foothills Nature Preserve, and Esther Clark Park).

# DRAFT POLICY--PARKS

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# DRAFT POLICY—OPEN SPACE AND PARKS

## Open Space and Parks Draft Policy

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# DRAFT POLICY—OPEN SPACE AND PARKS

## Open Space and Parks Draft Policy

- When not in use, e-bikes and other electric powered mobility devices:
  - Should be parked in designated parking areas when available.
  - May not be left unattended on trails, vegetation, landscaped areas, or vehicle parking areas.
  - Are not allowed to interfere with access or use of any open space and park trail, turf, playground, sports court, facility, or amenity (park bench, picnic table, etc.).

Note: these same guidelines apply to regular bikes.

- The Americans with Disabilities Act (ADA) overlays all city policies and is specific to each individual person who may need an adjustment of city policy or regulation. People may contact Community Services Department staff to make an ADA access request pertaining to this policy.

# Next Steps

- December 13, 2022—Parks and Recreation Commission



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# DEFINITIONS

- California Vehicle Code (CVC) defines an e-bike as having fully operable pedals and an electric motor of less than 750 watts.
- Other electric powered mobility devices includes skateboards, scooters, one-wheels, hoverboards, segways, and other similar devices that are powered or power-assisted by an electric motor



## E-BIKE CLASSIFICATIONS

- A “class 1 electric bicycle,” or “low-speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.
- A “class 2 electric bicycle,” or “low-speed throttle-assisted electric bicycle,” is a bicycle equipped with a motor that may be used exclusively to propel the bicycle, and that is not capable of providing assistance when the bicycle reaches the speed of 20 miles per hour.
- A “class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and equipped with a speedometer.

# DRAFT POLICY

The Ad Hoc and staff attempted to create a draft Policy that is:

- Easily understood
- Compatible with regional policies
- Consistent with City sustainability goals
- Strikes a balance between accessibility and environmental protection and stewardship.

The draft Policy has sections that pertain to:

- Open Space
- Parks
- Open Space and Parks.

# DRAFT POLICY

## Open Space and Parks Electric Bicycle and Electric Conveyances Policy (draft)

### Purpose

The purpose of this Chapter is to specify the permitted use of electric powered mobility devices in Palo Alto parks and open space areas.

### Definitions

- “Electric powered mobility devices” means bicycles, skateboards, scooters, one-wheels, hoverboards, segways, and other similar devices that are powered or power-assisted by an electric motor.

# DRAFT POLICY

“E-bikes” means three classes of electric bicycles, as defined by the California Vehicle Code:

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# DRAFT POLICY

- A “class 3 electric bicycle,” or “speed pedal-assisted electric bicycle,” is a bicycle equipped with a motor that provides assistance only when the rider is pedaling, and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour, and equipped with a speedometer.  
The operator of a Class 3 electric bicycle:
  - Must be 16 years old or older
  - Must wear a bicycle safety helmet

Note: Calbike.org uses the term “Type” instead of “Class” to define the three different classes of e-bikes.

# DRAFT POLICY

- "Trail" means any established public way within city open space nature preserves and parks which appear on current city maps, city open space nature preserve maps, planning documents, trail guides and/or those trails marked with city directional signs. Trails include, but are not limited to fire roads, service roads, paths, pathways and levees.
- "Paved" means any designated road or trail composed of asphalt or concrete, as designated on current city open space preserve maps.
- "Unpaved" means designated road or trail composed of base rock, gravel, decomposed granite, or dirt, as designated on current city open space preserve maps.

Note: Palo Alto open space trail maps illustrate paved and unpaved trails. Examples: Arastradero Creek Trail and Wildhorse Road (Foothills Nature Preserve) are considered unpaved.



## Draft Staff Report for PTC and City Council

**Title: Adoption of an ordinance Amending Palo Alto Municipal Code Chapters 2.31.040, 10.04, 10.32, 10.64, and 18.54.060 updating regulations for pedestrians, bicyclists and bicycle parking facilities to comply with the current practices and California Vehicle Code.**

**From: City Manager**

**Lead Department: Office of Transportation**

### Recommendation

Staff recommends the City Council adopt the proposed ordinance (Attachment A) amending Chapters 2.31.040(Disposition of lost, stolen, or abandoned bicycles), 10.32 (Pedestrians) 10.64 (Bicycle, Roller Skates and Coasters) and 18.54.060(Bicycle Parking Facilities) of the Palo Alto Municipal Code (PAMC).

### Executive Summary

This report transmits proposed amendments to various sections of the Palo Alto Municipal Code (PAMC), with the majority of changes affecting Title 10, the Vehicles and Traffic Code. These code amendments are intended to modify code provisions to reflect current practice or policy, correct errors, and to be consistent with State law. The proposed code modifications are primarily focused on the items listed below and are presented in the report in this same order.

1. Add unauthorized motor vehicle definition
2. Update shared-use path definition
3. Remove Use of Crosswalk Law
4. Remove Pedestrian Prohibited – Certain Overpass
5. Remove pedestrians prohibited – Foothill Expressway
6. Update Master Plan to Bicycle and Pedestrian Transportation Plan in 10.64
7. Remove section establishing licensing agency, daily reports by buyers of secondhand bicycles, and removal or alteration of tags or numbers
8. Remove section restricting sirens and whistles
9. Remove section related to handlebar grips and carriers
10. Replace Business District to Downtown Commercial District and California Ave Commercial District
11. Remove Riding Bicycles on Streets
12. Replace Vehicle with Unauthorized Motor Vehicle
13. Remove Hitching Rides on Vehicles
14. Delete “public right of way” from sections 10.64.170 and 10.64.180
15. Update 10.64.200 to allow trick riding at Greer Park

16. Update section 10.64.210(a) and remove section 10.64.210 (b), mandatory use of bicycle parking when designated bicycle parking space is available
17. Allow use of roller skates, skateboards, and coasters on public right of way except on sidewalks in the Downtown commercial district and California Ave commercial district
18. Allow use of roller skates, skateboards, and coasters on public right of way except on city-controlled parking lots/garages
19. Update use of Skateboards in residential districts
20. Adding lighting requirement for Skateboard riding in the nighttime
21. Deleting rules of the road for skateboarders
22. Updating the Safety of skateboard riders
23. Updating Bicycle Parking facilities requirements
24. Adding Bicycle Parking Layout Figure
25. Prohibit vertical, wall-mounted, and two-tier long –term bicycle parking without lift assist system
26. Remove maximum number of bicycle parking restrictions for long-term bicycle parking room/enclosure
27. Update Section 18.54.060(2)(B) to not consider common locked garage entrance as secured bicycle enclosure
28. Update bicycle parking design standards
29. Remove requirements for the bicycles to be donated to a program tackling juvenile truancy

## **Background**

As circumstances warrant, the City reviews the Municipal Code and makes changes intended to better achieve stated goals, reflect operational practices, provide clarity, or improve a process provided for in the ordinance. There are also instances where code changes are needed to address changes in State law or in the City’s Comprehensive Plan. The various code amendments proposed were initiated by the Pedestrian and Bicycle Advisory Committee (PABAC) and are part of an on-going effort to bring the code into alignment with current practices and regulations.

## **Discussion**

The proposed code amendments are presented with the “issue” that is being addressed by the proposed code change and include any relevant background. Additionally, for each existing code section, the staff report provides links to the web-based municipal code so the reader can review the related code sections in full detail. The specific code revisions can be found in the attached draft ordinances in Attachment A and B.

### **1. Add Unauthorized Motor Vehicle Definition**

Issue: Proposed definition would provide clarification for [Section 10.64.150](#) restrictions on the use of bicycle paths.

## 2. Update Shared-use path Definition

Issue: [Section 10.04.128](#), Proposed Shared-use path definition will be consistent with the Street and Highway Code [890.4\(a\)](#).

## 3. Remove Use of Crosswalk Law

Issue: The current code [Section 10.32.020 \(b\)](#) requires pedestrians to cross a roadway by a route at right angles to the curb or by the shortest route to the opposite curb except in a marked crosswalk. PABAC recommended removal of this section as it is not a prevalent issue, and the city is not actively enforcing the requirement.

## 4. Remove Pedestrian Prohibited – Certain Overpass

Issue: The current code [Section 10.32.040](#) prohibits pedestrians from using the Embarcadero Rd overpass over the US101 Highway. There is a sidewalk on the north side of Embarcadero Rd, and it is used by pedestrians to access offices, retail, and medical buildings along Embarcadero Rd and E Bayshore Rd. This prohibition is not actively enforced by the City.

## 5. Remove Pedestrians Prohibited – Foothill Expressway

Issue: The current code [Section 10.32.050](#) prohibits pedestrians from using Foothill Expressway with certain exceptions. Foothill Expressway is under the authority of County Roads and Airports, not the City of Palo Alto. County Roads and Airports establishes pedestrian prohibitions and sites appropriate signage. This prohibition in the code is redundant and extraneous.

## 6. Update Master Plan to Bicycle and Pedestrian Transportation Plan in 10.64

Issue: The current [Section 10.64](#) reference the master plan adopted in 1971 which has been updated and adopted multiple times by the city. The current city-adopted bicycle and pedestrian plan is called Bicycle and Pedestrian Transportation Plan. The proposed change would reference all city code requirements to the latest adopted Bicycle and Pedestrian Transportation Plan.

## 7. Remove section establish licensing agency, daily reports by buyers of secondhand bicycles, and removal or alteration of tags or numbers

Issue: All current sections [10.64.020](#), [10.64.030](#), and [10.64.050](#) are related to bicycle licensing. The City removed licensing requirements in 2018 as it was not actively enforcing the requirement. The City now recommends residents use an online bicycle registration service.

## 8. Remove Section restricting Sirens and Whistles

Issue: [Section 10.64.080](#) is redundant to the CVC. [CVC 27002](#) covers the restrictions on using Sirens and Whistles for all vehicles.

#### 9. Remove Section related to Handlebar grips and carriers

Issue: Sections [10.64.090](#), [10.64.100](#), and [10.64.110](#) are related to the mechanical condition of bicycles. The current code does not have mechanical condition requirements for vehicles. PABAC recommended removal of the bicycle mechanical conditions requirements from the code. Also, these code sections are not actively enforced by the city.

#### 10. Replace Business District to Downtown Commercial District and California Ave Commercial District

Issue: [Section 10.64.130](#) restricts riding on the sidewalk in all commercial districts city-wide. However, the City is currently enforcing sidewalk riding restrictions in the Downtown and California Ave areas where signage exists. Other commercial district locations do not have appropriate signage. Some commercial districts are located near or on school routes where the students ride on the sidewalk on arterial streets, such as Middlefield Rd and Arastradaro Rd The proposed changes would allow bicycle riding in commercial districts except for the Downtown commercial district and California Ave commercial district.

#### 11. Remove riding bicycles on streets

Issue: Bicycle riding on the street is allowed per the [CVC 21200](#) except with restrictions at some locations identified either by the state or local jurisdiction. [Section 10.64.140](#) does not provide any additional benefits or restrictions.

#### 12. Replace Vehicle with Unauthorized Motor Vehicle

Issue: As per [CVC 670](#), A “vehicle” is a device by which any person or property may be propelled, moved, or drawn upon a highway, excepting a device moved exclusively by human power or used exclusively upon stationary rails or tracks. The current [Section 10.64.150](#) restricts motorized wheelchairs, e-bicycles, segways, and electric skateboards from bicycle lanes and paths. Replacing “Vehicle” with “Unauthorized Motor Vehicle” would make this section's requirement clear and in alignment with CVC.

#### 13. Remove Hitching Rides on Vehicles

Issue: This section requirement is covered by [CVC 21203](#). [Section10.64.160](#) does not provide additional requirements or regulations or restrictions to the current CVC.

#### 14. Update age, weight and equipment requirements for carrying the child on the bicycle.

Delete “Public Right of Way” from sections [10.64.170](#) and [10.64.180](#)

Issue: [CVC 21204](#) requires an adequate provision of the seat to carry the child of age 4 or younger, or 40 pounds or less. PABAC recommended the age and equipment requirements should be made consistent with CVC 21204. The proposed age, weight, and designated child seat requirements shall be in alignment with CVC 21204.

[CVC 21204](#) covers the regulations for bicycle riders and passengers on public roads. PABAC recommended to remove the public right of way from the code.

15. Update [10.64.200](#) to allow trick riding at Greer Park

Issue: The current section 10.64.200 restricts trick riding on any public right of way, or upon any space, land, property, or facilities owned or controlled by the City of Palo Alto. The Skateboard bowl at Greer Park is used by the residents to perform acrobatics, fancy stunts, or trick riding. The proposed changes would still restrict trick riding on city properties except for the skateboard bowl at Greer Park.

16. Update section 10.64.210(a) and remove section 10.64.210 (b), mandatory use of bicycle parking when designated bicycle parking space is available

Issue: Parking meters are not installed in the city. The proposed changes to [Section 10.64.210\(a\)](#) would restrict the bicycle parking that may constitute a hazard or obstruction in travel portion of the pedestrians, traffic, or property.

[Section 10.64.210\(b\)](#) prohibits bicyclists to park their bicycles at other locations if the designated bicycle parking space exists in the nearby vicinity. This section was written in 1961, and updated in 1975. At that time, there were very few bicycle racks, and parking meters were sited on sidewalks. The current code requires all private developments to provide short-term and long-term bicycle parking which provides enough bicycle parking at most locations in the city. Though there are few locations where the bicycle parking is fully occupied which forces bicyclists to park their bicycles at other locations. Also, some of the very old bicycle racks are not compatible with all types of bicycles which makes it difficult for some bicyclists to use the provided bicycle parking. With the current City goals to encourage and support more bicycle use, staff recommends the removal of this section.

17. Allow use of roller skates, skateboards, and coasters on public right of way except on sidewalks in the Downtown commercial district and California Ave commercial district

Issue: [Section 10.64.230](#), prohibits the use of roller skates, skateboards, and coasters upon sidewalk, or roadway, or upon any public right of way, or upon any property owned by the City in business districts. These micro-mobility devices help in replacing motor vehicle trips by filling the last mile connection gap. For example, roller skates/blades, skateboards, and coasters are used by Caltrain commuters for last-mile transportation in Downtown and the California Ave area. Staff recommends allowing the use of roller skates, skateboards, and coasters in

commercial districts except on sidewalks in the Downtown commercial district and California Ave commercial district.

18. Allow use of roller skates, skateboards, and coasters on public right of way except on city-controlled parking lots/garages

Issue: [Section, 10.64.240](#), prohibits the use of roller skates, skateboards, and coasters upon any roadway, or upon any public right of way, or controlled parking lots, garages, or any property owned by the City. This section discourages active transportation modes. Staff recommends revising this section to limit restrictions only to city-controlled parking lots and garages, except where parking lots and garages are used for accessing parking or traveling through for accessing a destination.

19. Update use of Skateboards in residential districts

Issue: [Section, 10.64.241\(a\)](#), does not permit the use of skateboards upon arterial and/or collector roadways in residential districts. The proposed changes shall allow the use of skateboards on these roadways if the speed limit is 25 or less and bicycle lanes exist on the roadways.

20. Adding lighting requirement for Skateboard riding in the nighttime

Issue: [Section 10.64.242](#). The [CVC 21293](#) has light and reflector requirements for electrically motorized boards. The addition of lighting requirements to this code will be consistent with the CVC 21293.

21. Deleting rules of the road for skateboarders

Issue: Skateboarders are considered as pedestrians in the CVC. Skateboarders follow the rules of the road defined in the [Chapter 5](#) of the CVC.

22. Updating the Safety of skateboard riders

Issue: Proposed changes to [Section 10.64.244](#) will be consistent with the [CVC 27400](#).

23. Updating bicycle parking facilities requirements

Issue: [Section 18.54.060](#). The current code does not include the replacement of the non-conforming or substandard bicycle parking facilities when the project comes for minor or major improvements or addition in the square footage. The proposed changes would allow the city staff to require a replacement of the bicycle parking if it does not meet the current bicycle parking standards.

The city does not have an approved bicycle parking list. There is a wide range of bicycle parking options available. Staff recommends removing the text related to the bicycle parking list and



allowing staff to review each individual bicycle parking facility during the approval process. Bicycle parking specification requirements are proposed in the following code section.

#### 24. Adding Bicycle Parking Layout Figures

Issue: The proposed bicycle parking layout figures will provide spacing requirements for the short-term and long-term standard and cargo bicycle parking area.

#### 25. Prohibit vertical, wall-mounted, and two-tier long-term bicycle parking without lift assist system

Issue: [Section 18.54.060 \(2\)](#), Vertical, wall-mounted, and two-tier long-term bicycle parking is not user-friendly for all age groups. There are various types of two-tier and vertical bicycle parking system available with lift-assist systems which require minimum bicycle lifting. City staff is currently requiring lift-assist bicycle parking systems in new developments. The proposed changes would conform with current practice and prohibit the use of long-term bicycle parking that is not designed for all age groups.

#### 26. Remove maximum number of bicycle parking restrictions for long-term bicycle parking room/enclosure

Issue: [Section 18.54.60 \(2\)\(B\)](#), the current code does not allow more than 20 bicycle racks in a bicycle room or enclosure unless approved by the Office of Transportation. Restrictions on the number of bicycle parking spaces per bicycle room is space inefficient in large developments due to requirements for wall and partition clearances. The current code discourages developers from providing bicycle parking spaces beyond code requirements besides making it difficult for developers to find locations for multiple bicycle rooms or bicycle enclosures near the main site entrance. A centralized bicycle room or enclosure with code-required specifications would be more accessible and convenient for users.

#### 27. Update [Section 18.54.060\(2\)\(B\)](#) to not consider common locked garage entrance as secured bicycle enclosure

Issue: The current code allows bicycle racks inside a common locked garage entrance without providing a separate secure room. A common locked garage area is not as secure as a separate bicycle room. Removing this section will provide more security for long-term bicycle parking because only bicyclists will be able to access bicycle parking.

#### 28. Update bicycle parking design standards

Issue: [Section 18.54.060 \(b\)](#) provides the bicycle parking design standard requirements for location, layout, signage, paving, and lighting. The recommended changes would be consistent with the current practice for the bicycle parking facilities.

29. Remove requirements for the bicycles to be donated to a program tackling juvenile truancy

Issue: [Section 2.31.040](#) allows the city manager to turn over unclaimed bicycles to any number of charitable or nonprofit organizations, which are authorized under their articles of incorporation to participate in programs or activities designed to prevent juvenile delinquency. The current code restricts the City to distribute unclaimed bicycles to organizations such as Transportation Management Association (TMA) which are interested in distributing free and low-cost bicycles to the workers and residents in the City. The proposed changes would allow the city to distribute unclaimed bicycles to any organizations that distribute free or low-cost bicycles.

### **Resource Impact**

Staff does not anticipate any resulting resource impacts for the City with the adoption of the proposed code amendments.

### **Environmental Review**

The proposed code amendments have been assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (CEQA), the State CEQA Guidelines, and the environmental regulations of the City. Specifically, the proposed amendments have been determined to be exempt from further environmental review per CEQA Guideline section 15061(b)(3) (Review for Exemption) because the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment, and it can be seen with certainty that there is no possibility that the activity in question may have a significantly effect on the environment.

**Note: Further guidance is required for some PABAC-recommended changes. Staff has written questions or concerns in blue color in this document.**

## **Draft Attachment A**

### 10.04.186 Unauthorized motor vehicle

"Unauthorized motor vehicle" means any motor vehicle that is driven without the permission of the owner of the trail or path, or, the owner's agent.

### 10.04.128 Shared-use path.

"Shared-use path" means ~~a completely separated right-of-way designated for the exclusive use of bicycles and pedestrians with crossflows by motorists minimized. graded linear area or pathway, paved or unpaved, that is designated for the use of both pedestrians and bicyclists and is not part of a roadway.~~

~~(Ord. 5433 § 1, 2018)~~

## Chapter 10.32 PEDESTRIANS\*

### Sections:

10.32.010 Establishment of crosswalks authorized.

10.32.020 Use of crosswalks required.

10.32.030 Limited right to use of roadway.

10.32.040 Pedestrians prohibited - Certain overpass.

10.32.050 Pedestrians prohibited - Foothill Expressway.

\* For state law authorizing local authorities to prohibit pedestrians from crossing roadways at other than crosswalks - See Veh. C.A., § 21961.

10.32.010 Establishment of crosswalks authorized.

(a) The city manager is hereby authorized to establish and maintain crosswalks and to designate them by appropriate devices or painted signs upon the surface of the roadway.

(b) The city manager may place signs at or adjacent to an intersection in respect to any crosswalk directing that pedestrians shall not cross in the crosswalk so indicated.

(Ord. 1714 (part), 1956: prior code § 19.81)

10.32.020 Use of crosswalks required.

(a) No pedestrian shall cross a roadway other than by a crosswalk in any business district.

~~(b) In all other districts, no pedestrian shall cross a roadway at any place other than by a route at right angles to the curb or by the shortest route to the opposite curb except in a marked crosswalk.~~

(Ord. 1714 (part), 1956: prior code § 19.82)

10.32.030 Limited right to use of roadway.

No person shall cross the roadway of any portion of a grade separation except at a pedestrian crosswalk.

(Ord 1714 (part), 1956: prior code § 19.83)

~~10.32.040 Pedestrians prohibited—Certain overpass.~~

~~—No pedestrian shall cross Bayshore Freeway upon Embarcadero Road Overpass.~~

~~(Ord 2496 § 2, 1969; Ord. 2470 § 3, 1968)~~

~~10.32.050 Pedestrians prohibited—Foothill Expressway.~~

~~—(a) No person, other than peace officers acting in the performance of their duties or authorized maintenance or construction personnel, shall, except in designated crosswalks, walk upon or drive any livestock upon the Foothill Expressway at any location on said expressway between Page Mill Road and the southerly city limits at Adobe Creek.~~

~~—(b) Notwithstanding the provisions of subsection (a) hereinabove, the driver and passengers of a disabled vehicle stopped on Foothill Expressway at any location between Page Mill Road and the southerly city limits at Adobe Creek may walk to the nearest exit, in either direction, on that side of the expressway upon which the vehicle is disabled, from which telephone or auto repair services are available.~~

~~(Ord 2844 § 1, 1975)~~

## Chapter 10.64 BICYCLES, ROLLER SKATES AND COASTERS\*

### Sections:

- 10.64.004 Bicycle lanes and paths established.
- 10.64.008 City manager to implement establishment of bicycle lanes and paths.
- 10.64.020 Establishment of licensing agency.
- 10.64.030 Daily report by buyers of secondhand bicycles.
- 10.64.040 Reserved.
- 10.64.050 Removal or alteration of tags or numbers.
- 10.64.080 Sirens and whistles.
- 10.64.090 Handlebar grips.
- 10.64.100 Carriers.
- 10.64.110 Compliance with mechanical standards.
- 10.64.120 Rules of the road.
- 10.64.130 Riding bicycles on sidewalks and in undercrossings.
- 10.64.140 Riding bicycles on streets.
- 10.64.150 Vehicles prohibited from bicycle paths.
- 10.64.160 Hitching rides on vehicles.
- 10.64.170 Passengers on vehicles and other devices.
- 10.64.180 Towing.
- 10.64.190 Racing.
- 10.64.200 Trick riding.
- 10.64.210 Parking and parking spaces.
- 10.64.220 Speed limits on shared-use paths.
- 10.64.230 Use of roller skates, skateboards and coasters prohibited in business districts.
- 10.64.240 Use of coasters, roller skates, skateboards and similar devices.
- 10.64.241 Use of skateboards in residential districts.
- 10.64.242 Hours for skateboard riding.

10.64.243 Rules of the road for skateboarders.

10.64.244 Safety of skateboard riders.

10.64.245 Manner of skateboard operation.

10.64.250 Enforcement.

10.64.251 Parents of skateboard riders.

\* For state law providing that traffic laws apply to persons riding bicycles - See Veh. C.A. § 21050; for provisions prohibiting bicycles from vehicular crossings except when signs indicate otherwise - See Veh. C.A. § 23330.

10.64.004 Bicycle lanes and paths established.

The council establishes those bicycle lanes and paths as designated on the ~~Master Bicycle and Pedestrian Transportation~~ Plan attached to ~~Resolution No. 9273 Resolution No. 4441~~, adopted by the council of the city on ~~July 9, 2012 April 19, 1971~~, as said map is thereafter and from time to time hereafter amended.

(Ord. 2652 § 1, 1972)

10.64.008 City manager to implement establishment of bicycle lanes and paths.

The city manager is authorized, empowered, and directed to implement the establishment of the bicycle lanes and paths as designated on the ~~Master Bicycle and Pedestrian Transportation~~ Plan.

(Ord. 2652 § 2, 1972)

~~10.64.020 Establishment of licensing agency.~~

~~—The city shall be a licensing agency for the licensing of bicycles in accordance with all provisions of Division 16.7 of the California Vehicle Code.~~

~~(Ord. 2877 § 2, 1975; Ord. 2051 (part), 1961; prior code § 16.02)~~

~~10.64.030 Daily report by buyers of secondhand bicycles.~~

~~—Every person engaged in the business of buying secondhand bicycles is required to make a daily report to the police department, giving the name and address of the person from whom~~



~~the bicycle was purchased, the description of each bicycle purchased, the frame number thereof, and the number of the license tag thereon, if any.~~

~~{Ord. 2877 § 4, 1975: Ord. 2051 (part), 1961: prior code § 16.04}~~

~~10.64.040—Reserved.~~

~~—{Repealed by Ord. 4453 § 62, 1997}~~

~~10.64.050—Removal or alteration of tags or numbers.~~

~~—No person shall willfully or maliciously remove, destroy, mutilate or alter the number of any bicycle frame licensed pursuant to this chapter. No person shall remove, destroy, mutilate or alter any license tag or registration certificate during the time in which such license tag or registration certificate is operative; provided, however, that nothing in this chapter shall prohibit the city from stamping numbers on the frames of bicycles on which no serial number can be found, or on which the number is illegible or insufficient for identification purposes.~~

~~{Ord. 2877 § 6, 1975: Ord. 2051 (part), 1961: prior code § 16.06}~~

~~10.64.080—Sirens and whistles.~~

~~—No person shall equip a bicycle with a siren or whistle or operate or use a bicycle so equipped; provided, that nothing in this section prohibits the equipping, operation or use of a bicycle with an unusual kind of bicycle horn or bell as approved by the chief of police.~~

~~{Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.12}~~

~~10.64.090—Handlebar grips.~~

~~—Every bicycle that is equipped with handlebar grips must have the grips securely glued or cemented to the handlebars.~~

~~{Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.13}~~

~~10.64.100—Carriers.~~

~~—Every bicycle equipped with a carrier must have the carrier securely attached to the bicycle.~~

~~{Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.14}~~

PABAC recommended deleting PAMC 10.64.090 and 10.64.100 related to the mechanical conditions of the bicycles. PAMC 10.64.110 also discusses the mechanical standards for bicycles. Staff would like to know PABAC's feedback for the proposed deletion of PAMC 10.64.110.

~~10.64.110— Compliance with mechanical standards.~~

~~—It is unlawful for any person to ride or operate a bicycle in the city unless the bicycle is equipped as provided in this chapter and unless the bicycle is in safe mechanical condition.~~

~~(Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.20)~~

10.64.120 Rules of the road.

It is unlawful for any person to ride or operate a bicycle in the city in violation of the rules of the road as set forth in Sections 10.64.130 through 10.64.210.

(Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.21)

PABAC recommended

10.64.130 Riding bicycles on sidewalks and in undercrossings.

(a) No person shall ride or operate a bicycle upon any sidewalk in a downtown commercial district and California Ave commercial district~~business district~~. Children aged ten (10) years and under are exempt from this provision.

PABAC recommended replacing 'Others' with 'Pedestrians'. Staff needs further guidance on what if the two bicyclists are present at the same time.

(b) No person shall ride or operate a bicycle upon any sidewalk in the University Avenue undercrossing below Alma Street and the Palo Alto train station or in the California Avenue undercrossing below Alma Street and the California Avenue train station **when others are present**.

(c) Any person riding or operating a bicycle upon any sidewalk, any undercrossing or overcrossing shall exercise due care and shall yield the right-of-way to all pedestrians.

~~—(d) No person riding or operating a bicycle upon any sidewalk where a bicycle lane or path has been established shall travel in a direction other than as posted.~~

~~(Ord. 5433 § 2, 2018: Ord. 3055 § 1, 1978: Ord. 2877 910 (part), 1975: Ord. 2652 § 7, 1972: Ord. 2496 (part), 1969: Ord. 2470 (part), 1968: Ord. 2051 (part), 1961: prior code § 16.22)~~

~~10.64.140 Riding bicycles on streets.~~

~~—Any person riding or operating a bicycle upon any street where a bicycle lane or path appropriate to his direction of travel is established and officially designated may ride or operate such bicycle in such bicycle lane or path or on the sidewalk where otherwise allowed by this code. "Street" means a way or place of whatever nature publicly maintained and open to the use of the public for purposes of travel.~~

~~(Ord. 2877 § 10 (part), 1975: Ord. 2771 § 1, 1974: Ord. 2652 § 8, 1972)~~

10.64.150 Unauthorized Motor Vehicles prohibited from bicycle paths.

No person shall operate ~~a~~an unauthorized motor vehicle within an established and officially designated bicycle path except for purposes of ingress or egress to and from driveways, or for purposes of intersectional travel.

(Ord. 4453 § 60, 1997: Ord. 2877 § 10 (part), 1975: Ord. 2652 § 9, 1972)

~~10.64.160 Hitching rides on vehicles.~~

~~—No person riding or occupying any bicycle, coaster, roller skates, roller blades, sled, skateboard, toy vehicle, motorcycle, moped, or any other similar human-powered or motor-powered device shall attach the same or himself or herself to any vehicle or device when upon a public right-of-way, or upon any land, property, or facilities owned or controlled by the city of Palo Alto.~~

~~(Ord. 3880 § 1 (part), 1989: Ord. 3233 § 7, 1980: Ord. 2972 § 1 (part), 1977: Ord. 2877 § 10 (part), 1975: Ord. 2652 § 10, 1972: Ord. 2051 (part), 1961: prior code § 16.23)~~

10.64.170 Passengers on vehicles and other devices.

No person riding or operating a bicycle, when upon ~~a public right-of-way or upon~~ park or open space lands owned and/or controlled by the city of Palo Alto, shall be permitted to carry another person upon the bicycle; provided, however, that this prohibition shall not apply to bicycles which are built for two persons to ride and propel the same or to the carrying of a child ~~when the child is securely fastened to a seat designed to carry a child or to the rider or operator~~ The bicycle shall have a seat with adequate provision for retaining the child in place and for protecting the child from the moving parts of the bicycle when the child is four years of age or younger or weighs 40 pounds or less. ~~if the child is under~~ two years of age.

(Ord. 4642 §12, 2000: Ord. 3233 § 8, 1980: Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.24)

#### 10.64.180 Towing.

No person riding or operating a bicycle, moped, motorcycle, sled, toy vehicle, or any other similar human-powered or motor-powered device ~~upon a public right-of-way or~~ upon park or open space lands owned and/or controlled by the city of Palo Alto shall tow any other vehicle or person, including a skateboard and rider, except that bicycle trailers used for delivery or transportation of newspapers, magazines, people or merchandise may be towed ~~when being used in such activity.~~

(Ord. 4642 §13, 2000: Ord. 3233 § 9, 1980: Ord. 2972 § 1 (part) 1977: Ord 2877 § 10 (part) 1975: Ord. 2051 (part), 1961: prior code § 16.25)

#### 10.64.190 Racing.

No person riding or operating a bicycle, moped, skateboard, roller skates, roller blades, sled, toy vehicle, or any other similar human-powered or motor-powered device upon a public right-of-way or upon any land, property, or facilities owned or controlled by the city of Palo Alto, shall participate in any race, speed, or endurance contest unless such race, speed or endurance contest has the written permission of the city manager and is under the supervision of the chief of police.

(Ord. 3880 § 1 (part), 1989: Ord. 3233 § 10, 1980: Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.26)

#### 10.64.200 Trick riding.

No person riding or operating a bicycle, moped, coaster, roller skates, roller blades, sled, skateboard, toy vehicle, or motorcycle shall perform any acrobatic, fancy, stunt, or trick riding upon any public right-of-way, or upon any space, land, property or facilities owned or controlled by the city of Palo Alto except the skateboard bowl at Greer Park.

(Ord. 3880 § 1 (part), 1989: Ord. 3233 § 11, 1980: Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.27)

#### 10.64.210 Parking and parking spaces.

(a) No person shall park a bicycle ~~against any window or parking meter or~~ on the main-traveled portion of the sidewalk, ~~nor in~~ any such manner as to constitute a hazard or obstruction to pedestrians, traffic, or property.

~~—(b) Notwithstanding the provisions of subsection (a) of this section, when bicycle parking spaces have been established and designated by official signs and markings pursuant to Chapter~~

~~10.40, no person shall park a bicycle in the vicinity thereof except in such bicycle parking spaces.~~

(Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.28)

10.64.220 Speed limits on shared-use paths.

(a) No person shall ride or operate any bicycle, skateboard, or any other transportation vehicle or device in excess of fifteen miles per hour upon on a shared-use path when pedestrians are present.

(b) No person shall operate any transportation vehicle or device at a speed greater than is reasonable for safe operation, nor in any manner which may endanger the safety of others.

(Ord. 5433 § 3, 2018)

10.64.230 Use of roller skates, skateboards and coasters prohibited on sidewalks in Downtown commercial district and California Ave commercial district~~business districts.~~

No person shall skate with roller skates, or roller blades, propel any coaster wagon or vehicle or ride any skateboard upon any sidewalk,~~or roadway, or upon any public right-of-way, or upon any land, property or facilities owned or controlled by city of Palo Alto, if such right-of-way, land, property or facility is located~~ within the Downtown commercial district and California Ave commercial district~~any business district~~ of the city as defined in the City of Palo Alto Comprehensive Plan 2030 California Vehicle Code, Section 235, and as it may hereafter be amended. Children aged ten (10) years and under are exempt from this provision.

(Ord. 3880 § 1 (part), 1989: Ord. 2972 § 1 (part), 1977: Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.45)

10.64.240 Use of coasters, roller skates, skateboards and similar devices in city controlled parking lots and garages.

No persons upon roller skates, roller blades, or riding in or by means of any coaster, skateboard, toy vehicle or similar device shall go upon~~upon any roadway or upon any city owned, operated, or city~~ controlled parking lots, garages, ~~or other city-owned property and facilities, except as otherwise provided in this chapter for the limited purpose of accessing parking or to travel through for accessing a destination.~~

(Ord. 3880 § 1 (part), 1989: Ord. 3684 § 1, 1986: Ord. 2972 § 1 (part), 1977: Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.46)

10.64.241 Use of skateboards in residential districts.

The riding of skateboards shall be permitted upon public sidewalks and roadways in residential districts of the city of Palo Alto with the exception that the riding of skateboards shall not be permitted:

(a) Upon any freeway, or upon any ~~of the following~~ arterial and/or collector roadways or streets where the speed limit is more than or equal to 25 mph and no bicycle lanes or paths:

- ~~—Alma Street~~
- ~~—Arastradero Road~~
- ~~—Arboretum Way~~
- ~~—California Avenue~~
- ~~—Coyote Deer Creek~~
- ~~—East Bayshore Road~~
- ~~—El Camino Real~~
- ~~—El Camino Way~~
- ~~—Embarcadero Road~~
- ~~—Foothill Expressway~~
- ~~—Hanover Street (South of California)~~
- ~~—Hansen Way~~
- ~~—Hillview Avenue~~
- ~~—Middle field Road~~
- ~~—Oregon Expressway~~
- ~~—Page Mill Road~~
- ~~—Palo Alto Avenue~~
- ~~—Porter Way~~
- ~~—San Antonio Road~~
- ~~—Sand Hill Road~~
- ~~—Skyline Boulevard~~
- ~~—Stanford Avenue~~

~~—University Avenue~~

~~—West Bayshore Road;~~

(b) Upon any public or private sidewalk or ramp, or accessway specially designed for use by the handicapped;

(c) Upon any private or public property where not otherwise prohibited by any provision of this chapter, when such property has been posted pursuant to this section. The city manager or his designee is authorized to post or erect or cause to be posted or erected, signs, at the owner's expense, prohibiting the riding of skateboards or similar devices, in or on those premises for which such a request has been made to, and approved by, the chief of police or his designee.

(Ord. 3880 § 2 (part), 1989)

Staff needs PABAC's recommendation for removing PAMC 10.64.242 as it is already covered by the CVC.

10.64.242 Hours for skateboard riding.

~~A reflective device or devices or reflective clothing, arranged or worn on the person of the rider in a manner which is visible from all directions, shall be used while~~

~~(a) Riding a skateboard in the city of Palo Alto from sunset until sunrise the following day shall be equipped with all of the following.~~

~~(1) Except as provided in subdivision (b), a lamp emitting a white light that, while the skateboard is in motion, illuminates the highway in front of the operator and is visible from a distance of 300 feet in front of the skateboard.~~

~~(2) Except as provided in subdivision (c), a red reflector on the rear that is visible from a distance of 500 feet to the rear when directly in front of lawful upper beams of headlamps on a motor vehicle.~~

~~(3) Except as provided in subdivision (d), a white or yellow reflector on each side that is visible from a distance of 200 feet from the sides of the skateboard.~~

~~(b) A lamp or lamp combination, emitting a white light, attached to the operator and visible from a distance of 300 feet in front of the skateboard, may be used in lieu of the lamp required by 10.64.242(a)(1).~~

~~(c) A red reflector, or reflectorizing material meeting the requirements of CVC 25500, attached to the operator and visible from a distance of 500 feet to the rear when directly in front of lawful upper beams of headlamps on a motor vehicle, may be used in lieu of the reflector required by 10.64.242(a)(2).~~



(d) A white or yellow reflector, or reflectorizing material meeting the requirements of CVC 25500, attached to the operator and visible from a distance of 200 feet from the sides of the skateboard, may be used in lieu of the reflector required by 10.64.242(a)(3).

(Ord. 3880 § 2 (part), 1989)

Staff believes that Skateboarders should obey the rules of the road similar to bicyclists while operating on the roadways. Staff needs further guidance for removing, modifying, or keeping PAMC 10.64.243.

~~10.64.243 Rules of the road for skateboarders.~~

~~—Persons riding skateboards, as otherwise permitted under this chapter, shall obey the following rules of the road:~~

~~—(a) Obey all stop signs, traffic signals, yield signs, and such other traffic control devices;~~

~~—(b) When in the roadway, travel to the far right side of the roadway;~~

~~—(c) Yield the right of way to pedestrians whenever and wherever they are encountered;~~

~~—(d) Not impede or interfere with the flow of vehicular traffic;~~

~~—(e) Yield to approaching vehicles when entering any roadway;~~

~~—(f) Not impede or interfere with the flow of bicycle traffic in bicycle lanes;~~

~~—(g) When on sidewalks, proceed with due care and at a safe speed;~~

~~—(h) Not allow any other person, or persons, to ride the skateboard simultaneously with the rider.~~

~~(Ord. 3880 § 2 (part), 1989)~~

10.64.244 Safety of skateboard riders.

Persons who ride skateboards shall not wear a headset covering, earplugs in, or earphones covering, resting on, or inserted in, both ears. ~~wear headphones while riding skateboards.~~

(Ord. 3880 § 2 (part), 1989)

10.64.245 Manner of skateboard operation.

No person shall ride a skateboard recklessly, or in such a manner as to cause danger or injury to himself or to others.

(Ord. 3880 § 2 (part), 1989)

#### 10.64.250 Enforcement.

Any person who violates any provision of this chapter shall be guilty of an infraction and, upon conviction thereof, shall be punishable as provided in Chapter 1.08 of this code. Where any provision of this chapter or of state law with respect to bicycles, roller skates, skateboards and coasters has been violated by any juvenile under the age of eighteen years, in lieu of the institution of criminal proceedings under Chapter 1.08 or of proceedings in the juvenile court, the chief of police may prohibit the operation upon the streets, alleys, and public places in the city for a period not to exceed thirty days of a bicycle, roller skate, skateboard or coaster so used in such violation, and in such event the bicycle, roller skate, skateboard or coaster so used in such violation may be impounded by the chief of police and retained during the period of operation which is prohibited.

(Ord. 4712 § 2, 2001: Ord. 2877 § 10 (part), 1975: Ord. 2051 (part), 1961: prior code § 16.47)

#### 10.64.251 Parents of skateboard riders.

The parent of any child, and/or the guardian of any ward, shall not authorize or knowingly permit any such child or ward to violate any of the provisions of this chapter.

(Ord. 3880 § 2 (part) 1989)

**Note: Staff is in process of developing figure 8 referenced at multiple locations in this chapter.**

### **18.54.060 Bicycle Parking Facilities**

Bicycle parking facilities shall be provided for new buildings, addition or enlargement of an existing building, or for any change in the use that results in the need for additional vehicle parking facilities consistent with the parking requirements contained within Section [18.52.040](#). Existing non-conforming bicycle parking facilities shall be updated as per the current code requirements as part of any minor on-site improvements, addition, or enlargement of an existing building, or for any change in the use. Bicycle parking facilities required by Section [18.52.040](#) may contain bicycle parking elements of the types described in subsection (a) below, and arranged according to the layout requirements described in (b) below. ~~The department of planning and development services maintains a list of Approved, Conditionally Approvable, and Prohibited types of bicycle racks and bicycle lockers. Bicycle racks and lockers not on the "Approved" list must be approved by the director. Likewise layout diagram examples specifying clearances and other aspects of bicycle parking areas are also available from the department of planning and development services.~~

#### (a) Types of Facilities

Bicycle parking is designed for two types of uses: long-term and short-term. Depending on use, a bicycle parking facility may be a bicycle rack, a bicycle locker, or a multifamily dwelling unit storage locker, a restricted access enclosure, or a school bicycle enclosure as described below.

##### **(1) Short-Term Bicycle Parking (Bicycle Racks)**

Short-term bicycle parking is intended for shoppers, customers, and visitors who require bicycle storage for up to several hours.

##### (A) Bicycle Rack

An acceptable bicycle rack is a stationary object to which the bicycle user can lock the frame and one or both wheels of a bicycle with a user-provided high-security U-shaped lock ("U-lock") or cable, and which is either anchored to an immovable surface or is heavy enough that it cannot be easily moved. Bicycle rack shall provide two points of contact to prevent bikes from pivoting and falling over. The required layout of the bike parking area and acceptable specifications for the bike racks are shown in Figure 8 of Section 18.54.070. Rolling, helix, hitch, and Vertical or wall-mounted bicycle racks shall not be permitted.

##### *(i) Intended Use*

Bicycle racks located in publicly accessible areas are intended for short-term parking, to encourage shoppers, customers, and visitors to use bicycles.

##### *(ii) Performance*

All bicycle racks provided pursuant to this ordinance shall support a bicycle by its frame in a stable upright position with both tires on the ground or floor, without damage to the bicycle or its finish. The parts of the rack that secure the bicycle shall resist disassembly and cutting with manual tools. Bicycle racks should provide independent access to parked bicycles without the need for awkward movements even when the rack is fully loaded.

## (2) Long-Term Bicycle Parking

Long-term bicycle facilities are intended for bicyclists who need to park a bicycle and its components and accessories for extended periods during the day, overnight or for a longer duration. Long-term bicycle storage is typically for employees, students, residents and commuters. Vertical, wall-mounted, and two-tier bike racks or lockers shall not be allowed without lift-assist system. The facility frequently protects the bicycle from inclement weather. Four design alternatives for these facilities are as follows:

### (A) Bicycle Locker

A bicycle locker is a fully enclosed space for one bicycle, accessible only to the owner or operator of the bicycle. It protects the entire bicycle, its components and accessories from theft and inclement weather, including wind-driven rain. Bicycle lockers may be pre-manufactured or may be designed for individual sites.

#### (i) Intended Use

Bicycle lockers are the preferred long-term storage option for employees or residents.

#### (ii) Locking Device

Internal Lock. A bicycle locker must be equipped with an internally mounted key-actuated or electronic locking mechanism, and not lockable with a user-provided lock. Groups of internal-lock bicycle lockers may share a common electronic access mechanism provided that each locker is accessible only to its assigned user.

External Lock. An external-lock such as padlock hasps are not acceptable for most uses. External lock bike lockers may be permitted in shopping centers with the approval of the director on a case-by-case basis.

### (B) Restricted-Access Bicycle Enclosure

A restricted-access bicycle enclosure is a locked area containing within it one bicycle rack space for each bicycle to be accommodated, and accessible only to the owners or operators of the bicycles parked within it. A mix of standard and cargo bicycle parking spaces is allowed. Cargo bicycles parking space layout is shown in Figure 8 of the section 18.54.070. The maximum capacity of each restricted-access bicycle enclosure shall be 20 bicycles unless approved by Transportation Division staff. The doors of such enclosures must be fitted with key or electronic locking mechanisms that admit only users and managers of the facility. The enclosure doors must close and lock automatically if released.

~~In multiple-family residential developments, a common locked garage area incorporating bicycle racks shall be deemed a restricted-access bicycle enclosure provided that the garage is accessible only to the residents of the units for whom the garage is provided. In multiple-family residential developments, such cases it is preferable that~~ the bicycle storage area within the garage shall be separately enclosed and secured to enable access only by bicycle owners.

#### *Intended Use*

A restricted access enclosure is an alternative long term bicycle storage option for commercial and multifamily residential projects.

#### (C) Multifamily Dwelling Unit Storage Locker

A multifamily dwelling unit storage locker is a locked area separate from the dwelling unit, secured by a lock that can be opened only by the occupants of the respective dwelling unit.

#### *Intended Use*

A multifamily dwelling unit storage locker is intended for long-term storage of household possessions that are not kept in the dwelling unit, including bicycles.

#### *Configuration*

In multiple-family developments, the required bicycle storage and household storage areas for each dwelling unit may be combined into a multifamily dwelling unit storage locker assigned to that unit, provided that the total space requirement shall be the sum of the household storage and bicycle storage requirements computed separately. A usable space 2' wide by 6' long shall be provided for each stored bicycle.

#### (D) School Bicycle Enclosure

A school bicycle enclosure is a locked area at a primary, middle or secondary school, containing within it one bicycle rack space for each bicycle to be accommodated. The doors of such enclosures must be fitted with locking mechanisms that admit only school and maintenance staff, and must close and lock automatically if released. School bicycle enclosures should be kept locked except during student arrival and departure periods. The student bicycle parking requirement for a school may be provided by two or more enclosures where students arrive on bicycles from two or more points along the school perimeter.

#### (b) Bicycle Facility Design Standards

##### (1) Location

(A) Neither short-term nor long-term bicycle parking areas shall be located inside occupied buildings except the long-term bicycle parking room or bicycle enclosure is near the main entrance and accessible from the outside. It is preferable that the long-term bicycle parking room or enclosure is accessible from inside and outside of the building.

(B) All bicycle parking areas shall be located at street floor level, or equivalent in a parking garage. In underground garages, only long-term bicycle parking is allowed and such bicycle parking facilities must be located near ~~employee elevators or stairwells~~.

(C) Short-term bicycle parking shall be located within 50 feet of a main visitor entrance(s) and visible from entry points of the site. Where there is more than one building on a site or where a building has more than one main entrance, the short-term bicycle parking must be distributed to serve all buildings or main entrance(s).

(D) Long-term bicycle parking shall be situated at least as conveniently as the nearest convenient vehicle parking area.

(E) Short-term and long-term bicycle parking shall be user-friendly for all age groups.

## (2) Layout

(A) Convenient access to bicycle parking areas shall be provided. Where access is via a sidewalk or pathway, or where the bicycle parking area is next to a street, curb ramps shall be installed where appropriate. A ~~thirtytwo-sixfour~~-inch side clearance shall be provided between walls or other obstructions and the ~~centerline of the bicycles parked on the~~ nearest bicycle rack.

(B) Bicycle facilities shall be separated from vehicle parking and circulation areas by a physical barrier or by a distance sufficient to protect parked bicycles from damage by vehicles, including front and rear overhangs of parked or moving vehicles.

(C) ~~If more than 10 short term spaces are required, at least fifty percent (50%) must be covered.~~

(D) A ~~fivefour~~ foot (54') wide aisle shall be provided to allow bicycles to maneuver in and out of the bike parking areas and between rows of bicycle parking facilities. An aisle into which the door of a bicycle locker opens shall be at least 65' wide. Aisle width shall be measured between the rectangular areas that bicycles will occupy when parked on bicycle racks and/or the surface area occupied by bicycle lockers (Figure 8 (a) & (b)).

(E) Where a public sidewalk or walkway serves as an aisle of a bicycle parking area and bicycles are parked perpendicular to that sidewalk or walkway, an additional 12" of paved area shall be provided between the sidewalk and the area occupied by adjacent parked bicycles.

(F) Where a public sidewalk or walkway serves as an aisle of a bicycle parking area and the doors of bicycle lockers open toward that sidewalk or walkway, the lockers shall be set back so an open door does not encroach onto the main travel width of the sidewalk or walkway.

## (3) Paving

Bicycle parking areas shall be paved. Aisles and primary access areas shall be paved with asphalt or concrete or other permeable hard materials. Bicycle parking areas may be surfaced with alternate paving materials as approved by the director.

## (4) Lighting

Lighting of not less than one foot-candle of illumination at ground level shall be provided in both exterior and interior bicycle parking areas.

(5) Signage

(A) Where bicycle parking areas are not clearly visible to approaching bicyclists, signs shall be posted at the building entrance to direct cyclists to the facilities. (MUTCD sign D4-3 for bicycle parking). For bicycle parking areas intended for visitors, that entrance shall be the building's main entrance. For bicycle parking areas intended for employees, that entrance shall be the employee entrance served by the bicycle parking area.

(B) Long-term bicycle parking areas that incorporate bicycle lockers shall be identified by a sign at least 12"x12" in size that lists the name or title, and the phone number or electronic contact information, of the person in charge of the facility.

(C) Signs for restricted-access bicycle enclosures shall state that the enclosure shall be kept locked at all times.

(6) Approval

(A) The director shall have the authority to review the design of all bicycle parking facilities required by this chapter with respect to safety, security, and convenience.

(B) Where bicycle lockers or restricted access bicycle enclosures are required for a use, the director may approve secure bicycle storage facilities providing the same level of security. The Transportation Division must approve bicycle parking areas located in parking garages.

(Ord. 5494 § 3, 2020: Ord. 4964 § 3 (part), 2007)

|



2.31.040 Disposition of lost, stolen, or abandoned property other than vehicles.

(a) If the owner or person entitled to the possession of lost, stolen, or abandoned property or money fails to claim the property or money, within three months, and fails to pay the charges and fees established for saving and storage of the same, the police department may sell such property to the highest bidder at public auction. Notice of such sale shall be given at least five days before the time fixed therefor by publication once in a newspaper of general circulation published in the city. The notice shall give the time and place of such sale and generally describe the property to be sold. The city manager may authorize the use of unclaimed property for city purposes.

(b) Each fiscal year, the city manager may withhold from sale at public auction a number of the unclaimed bicycles with a cumulative value of not more than \$5,000.00, and turn over such unclaimed bicycles to any number of ~~charitable or nonprofit~~ organizations that distribute free and low-cost bicycles, ~~which are authorized under their articles of incorporation to participate in programs or activities designed to prevent juvenile delinquency and which are exempt from federal and state income taxation, for use in any program or activity designed to prevent juvenile delinquency.~~ A written report of the number of unclaimed bicycles that are withheld from sale at public auction and donated to ~~charitable or nonprofit~~ organizations shall be made annually by the city manager to the city council.

## **CITY/SCHOOL TRANSPORTATION SAFETY COMMITTEE**

### **Minutes**

Thursday, September 29, 2022

10:00 a.m.

Zoom Virtual Meeting | Palo Alto, California

Participants: Rose Mesterhazy (Staff), Jose Palma (Staff), Ben Becchetti (PAPD), Eric Holm (PAUSD), Arnout Boelens (PTAC, Greendell TSR), Joslyn Leve (PTAC, JLS TSR), Rachael Panizzo (Fairmeadow TSR) Tom Whitnah (Duveneck TSR), Juan Caviglia (Duveneck TSR), Rich Marty (Walter Hays TSR), Jessica Asay (Barron Park TSR), Disha Chopra (Fletcher TSR), Matt O'Neill (Ohlone TSR), Jess McClellan (Palo Verde TSR), Ashley Tseng (Hoover TSR), Asha Agrawal (TSR Greene), Coco Matthey (JLS TSR), Amy Sheward (Nixon TSR), Mona Soetanto (PTA Vice President of Events at Hoover), Rachel Croft (New Escondido TSR), Deborah Bennett (Guest), Mark Denning (Guest), Soren Spies (Guest), Linda Lee (Guest), Brittany Luciano (Guest), Jackie Ling-Chao (Guest), Saksiri Tanpahichitr (Guest)

The meeting was called to order at 10:00 a.m.

Jose Palma reminded the Committee to please add their affiliation to their names when using the chat feature.

Rose Mesterhazy began the meeting by introducing herself as the Palo Alto Safe Routes to School Coordinator and the City School Transportation Safety Committee Chair for the Department of Transportation within Palo Alto and welcomed the new members. Many staff hours have been utilized getting ready for this year's Third Grade Bike Rodeo events, which are ninety-minute blacktop bicycle education events for third grade students and have been taking place for over thirty years. A student knowledge assessment has been incorporated into this year's rodeo.

### **A. Introductions/Welcome/Recognition (PAUSD, City Staff and TSRs)**

1. El Carmelo Third Grade Rodeo Course Map –

Rose Mesterhazy (Staff) presented the El Carmelo Rodeo Course Map.

2. Recognition – Maria Abilock

Maria Abilock is a League Cycling Instructor (LCI), preschool family teacher, and parent of a Gunn student who has worked tirelessly in support of helping Palo Verde Elementary families whose school has temporarily relocated to the Greendell campus. Maria is also a Gunn TSR and currently working with the SRTS team to lead the traffic circle intersection station for the Bike Rodeo. She enlisted 10 families for the Palo Verde teaching ride and reached close to 45 families through the Bringing Up Bicyclists course. This effort reduces traffic on Middlefield, reduces risks, and encourages families to consider walking and biking.

3. Oral Communications:

- a. Save the Date: Rail Committee Meeting October 19, 2022 at 1:00 PM  
Link: <https://www.cityofpaloalto.org/Departments/City-Clerk/City-Council-Committees/Rail-Committee>
- b. Safe Routes to School Summit 2022: November 15-17

<https://events.zoom.us/e/view/aTyQwKLHTByiy1T3M8n0YA?id=aTyQwKLHTByiy1T3M8n0YA>

This is a virtual Zoom Summit event that explains the National movement for Safe Routes to School; the cost is \$25. Rose will look into a possible discount code for parents and volunteers. Asha Agrawal (TSR) indicated the website stated the cost to attend is \$75.00. Jose noted in the chat that the link does say that parent volunteers qualify for a \$25 community rate and to please review the page for more information.

c. Sustainability and Climate Action Plan Council Meeting October 3, 2022

Link: <https://cityofpaloalto.zoom.us/j/362027238>

Arnout Boelens (Greendell TSR) explained he sent a message out to the SRTS community and those interested in promoting walking and rolling for students and residents; this is a great opportunity to let Council know that walking and cycling is a great way to reduce greenhouse gas emissions, reduce infrastructure maintenance costs, along with many other benefits.

## **B. Encouragement (City/PTA) - Rose Mesterhazy (Staff)**

### 1. Walk and Roll Week Planning by School

Arnout reported October is Walk and Roll Month and explained this is a great event to start parents with young children thinking about walking and cycling to schools. Families with very young children can utilize cargo bikes. One of the events this year at his school will be a Cargo Test Ride event on the 13<sup>th</sup> at 11:45 on the playground at Greendell near the fire truck structure where parents and children can test using cargo bikes. Other events can include pedaling for prizes, bike rack decorating contests, hanging SRTS banners and posters, having a bike parade, and promoting Bringing Up Bicyclists.

Rose explained City Resources are available, including tablecloths, costumes, and emails/blurbs. The following link can be followed for finding incentive information: [https://docs.google.com/spreadsheets/d/1Tc6K6gbXweuJDCeLFBVyreYq-e95vZOQ\\_BKTj77NS80/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1Tc6K6gbXweuJDCeLFBVyreYq-e95vZOQ_BKTj77NS80/edit?usp=sharing)

TSR resources can be found by following <https://drive.google.com/drive/folders/0By2ETusD9qf5Z0p3THNlaFdESnc?resourcekey=0-RVHYXQiXYHMi45OCy7k6Mg&usp=sharing>

Walk and Roll Posters are printed by the County and delivered by the SRTS team based on request.

National Resources can be found by visiting [www.walkbiketoschool.org](http://www.walkbiketoschool.org).

Committee members did a round table commentary of some of the ideas they are utilizing, which include the following: handing out pens and pencils, creating thank you cards for crossing guards, have a zoom Q&A session, have lunchtime raffles, costume spooky parade, thank everyone who walks, bikes and rides busses, baked goods breakfast with posters, bike trains, sticker posters, and peddling for prizes.

San Jose representatives Soren Spies and Mark Denning visited the meeting to help get ideas and share information on what they are doing around San Jose. They are doing a tunnel, a rodeo, make your spaceship with 3D printers, STEM activities, and festival type activities. Multiple organizations are getting involved and several blocks around the school are closed to traffic. All the activities are scheduled before school. This year three schools are participating, and the event will be on October 12<sup>th</sup> at Trace Elementary.

Rose suggested that since Walk and Roll month goes throughout the month of October, TSRs do not need to schedule the first week of October. Both, Arnout and Rose, can assist with some ideas on how to start an event even if it's on a smaller scale than some of the schools who have been doing them longer. Rose will also work on adding email templates to the google drive SRTS Events Material folder to help with communication notices .

Link to SRTS Event Materials: <https://drive.google.com/drive/folders/0By2ETusD9qf5UIhyeVdsdGw5cmM?resourcekey=0-cy5VFC5rR7IRGxEpw -iKQ&usp=sharing>

Disha Chopra (Fletcher TSR) suggested COSTCO, Trader Joe's and a few other stores donate \$50 in goods if you submit a PTA letterhead with a request. Their School Council is helping with posters.

**PAUSD Eric Holm** provided a PAUSD report before needing to leave early. Bike racks are being ordered and stated the TSR tally results will help determine where they are needed. PAUSD is trying to incorporate biking improvements during school construction projects, and Escondido is currently out to bid for significant improvements once the campus construction is completed. Hoover is next on the list with some bike infrastructure improvements, and Palo Verde is relocating current bike racks to better locations away from cars. Arnout (Greendell TSR) asked Eric if PAUSD is working with the City and Stanford on the intersection at Stanford Ave. Eric stated no intersection or bicycle improvements are happening at the Stanford Ave intersection. Eric did mention wanting to work with the SRTS team on moving Escondido bike racks to be more centralized and away from the front of the school for bike parking to have a separate entrance.

## 2. TSR Recruitment Status

Arnout reported that they are talking to one potential TSR at Nixon and if they succeed in bringing them on, there will be a TSR at all schools. In addition, if there are schools with one TSR only, people feel free to help look for a second and/or a replacement for next year. It's never too early to look if anyone thinks this will be there last year.

## 3. School Travel Tally Update

Rose quickly summarized the School Travel Tallies and Bike Count Updates and said they are only missing two more schools. Middle schools are doing simultaneous travel tallies with the bike count data, with students using a show of hands in the classrooms for walkers and scooters to help broaden and cross check the bike count data.

## C. Engagement (PAPD) - Lt. Becchetti (PAPD)

### 1. Collision Updates

Lt. Ben Becchetti provided an update that there were 36 collisions and 6 citizen reports in September Three involved bicyclists, two of which were juveniles, and there were zero pedestrian/car collisions.

## 2. Crossing Guard Updates

Lt. Becchetti worked with Eric Holms (PAUSD) to hopefully work out all the crossing guard kinks at Palo Verde and they are hoping to find one more in October to help with the move to Greendell.

There's been some news with the online reporting of collisions that haven't been reported to the police department. They will be contacting Rose and Jose to figure out a way to better communicate with folks on how to contact the police via 911 or non-emergency, so all collisions can be reported, particularly if it involves a juvenile. Online reporting is a great tool, but it does capture everything an officer could do when the incident happens.

Rose encouraged TSRs to use the documents provided in the FAQ section of the SRTS website if they hear about incidents that may have not been reported.

Next CSTSC Meeting: Thursday, October 20, 2022, 10:00 AM -11:30 AM

Meeting adjourned at 11:07 AM

## **Public Comments for City of Palo Alto Bicycle/Pedestrian Plan Update**

This Packet Includes:

A compilation of written comments on the City of Palo Alto Bicycle/Pedestrian Plan Update submitted by email to [Transportation@CityofPaloAlto.org](mailto:Transportation@CityofPaloAlto.org).



**From:** [Transportation](#)  
**To:** [Arce, Ozzy](#)  
**Cc:** [Transportation](#)  
**Subject:** FW: BPTP update  
**Date:** Monday, September 26, 2022 10:11:21 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

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Good morning Ozzy,

BPTP email came through yesterday.

Thank you,



**Andria Sumpter**

Administrative Assistant

Office of Transportation

(650) 329-2552 | [andria.sumpter@cityofpaloalto.org](mailto:andria.sumpter@cityofpaloalto.org)

[www.cityofpaloalto.org](http://www.cityofpaloalto.org)



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**From:** Ken Joye <[kmjoye@gmail.com](mailto:kmjoye@gmail.com)>  
**Sent:** Sunday, September 25, 2022 10:23 AM  
**To:** Transportation <[Transportation@CityofPaloAlto.org](mailto:Transportation@CityofPaloAlto.org)>  
**Subject:** BPTP update

**CAUTION: This email originated from outside of the organization. Be cautious of opening attachments and clicking on links.**

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How do we prioritize bicycle boulevard traffic? One thought:

Begin forwarded message:

**From:** robert neff

In N. Palo Alto, the cross streets have a stop, but visibility or bad manners leads to cars conflicting with the through traffic on Bryant. Actually this happens the length of Bryant.

I think a city policy day-lighting bike boulevard intersections, and pedestrian crossings everywhere in the city is long overdue. When this has come up, thinking of a request for improved pedestrian safety on Emerson crossing



Addison (to get to whole foods), the city staff response was that pedestrians just should not cross there, and 30 MPH traffic coming up Addison from Alma, with poor visibility of pedestrians due to parked cars right at the corner was just too bad.

On Wilkie, the 2-way stops are for the bike boulevard traffic, and favor the cross streets. This is due to the long standing Comprehensive Plan policy that alternating 2-way stops in the neighborhoods is the best plan for traffic control in Palo Alto neighborhoods. I'd like to revisit that next time around. We have 2 bike/ped fatalities at neighborhood 2-way stops in the past 10 years. There is a 3rd 2-way stop on the Wilkie/Park bike Boulevard on McLaine (?). The Wilkie BB plan called for "flipping" all of these, and adding speed humps to Wilkie.

**From:** [Transportation](#)  
**To:** [Arce, Ozzy](#)  
**Subject:** FW: BPTP update  
**Date:** Thursday, September 29, 2022 10:48:29 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

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Update from Ken Joye



**Andria Sumpter**

Administrative Assistant  
Office of Transportation  
(650) 329-2552 | [andria.sumpter@cityofpaloalto.org](mailto:andria.sumpter@cityofpaloalto.org)  
[www.cityofpaloalto.org](http://www.cityofpaloalto.org)



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---

**From:** Ken Joye <[kmjoye@gmail.com](mailto:kmjoye@gmail.com)>  
**Sent:** Thursday, September 29, 2022 10:08 AM  
**To:** Transportation <[Transportation@CityofPaloAlto.org](mailto:Transportation@CityofPaloAlto.org)>  
**Cc:** Liberman, Art (Sonic) <[art\\_liberman@sonic.net](mailto:art_liberman@sonic.net)>; Ellson, Penny <[pennyellson12@gmail.com](mailto:pennyellson12@gmail.com)>  
**Subject:** BPTP update

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One of the vestigial elements in the 2012 Bicycle & Pedestrian Transportation Plan is an Everett undercrossing. Given the wealth of crossings “north” of Oregon Expwy compared to those “south”, I have long thought that the priority of an Everett crossing should be de-prioritized.

However, a recent story about Caltrain plans for the rail bridge over San Francisquito Creek has caused me to reconsider my position.

City Council members have directed staff to consider a grade separated ped/bike crossing at Loma Verde prior to any work on Meadow and/or Charleston. They aptly recognized that construction at existing at-grade crossings will be highly disruptive to active transportation users. Presumably, any replacement of the San Francisquito rail bridge will require closing Alma & Palo Alto Ave for construction staging.

The BPTP update should contain a section on rail construction contingency work, identifying locations where ped/bike facilities should be built \*prior\* to closures.

see:

<https://www.paloaltoonline.com/news/2022/09/28/caltrain-plan-to-rebuild-san-franciscuito-bridge-may-upend-palo-altos-rail-priorities>

Ken Joye

Ventura neighborhood

**From:** [Transportation](#)  
**To:** [Arce, Ozzy](#)  
**Cc:** [Transportation](#)  
**Subject:** FW: BPTP update  
**Date:** Thursday, September 29, 2022 5:10:13 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.jpg](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)  
[image007.png](#)

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Another submittal.



**Andria Sumpter**

Administrative Assistant  
Office of Transportation  
(650) 329-2552 | [andria.sumpter@cityofpaloalto.org](mailto:andria.sumpter@cityofpaloalto.org)  
[www.cityofpaloalto.org](http://www.cityofpaloalto.org)



---

**From:** ARTHUR D LIBERMAN <[art\\_liberman@sonic.net](mailto:art_liberman@sonic.net)>  
**Sent:** Thursday, September 29, 2022 2:50 PM  
**To:** Joye, Ken <[kmjoye@gmail.com](mailto:kmjoye@gmail.com)>  
**Cc:** Transportation <[Transportation@CityofPaloAlto.org](mailto:Transportation@CityofPaloAlto.org)>; Ellson, Penny <[pennyellson12@gmail.com](mailto:pennyellson12@gmail.com)>  
**Subject:** Re: BPTP update

You don't often get email from [art\\_liberman@sonic.net](mailto:art_liberman@sonic.net). [Learn why this is important](#)

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The Council 'Rail Committee' (Chair: Vice Mayor Kou, members: Mayor Burt, Councilperson Cormack) could be considering bike/ped crossings **IN ADVANCE** of the new BPTP. Whether this actually happens or not will depend on several factors, and will have to be watched closely by PABAC's Rail Grade Separation subcommittee.

One part of the Rail Committee's Workplan, approved by the City Council (consent) at its Aug 8, 2022 meeting, is directed to bike/ped rail crossings, and the possibility of additional bike/ped crossings

<https://www.cityofpaloalto.org/files/assets/public/agendas-minutes-reports/agendas-minutes/city-council-agendas-minutes/2022/20220808/20220808pccsm-amended-rev-final1.pdf>

( from page 55 of the agenda packet)

**Executive Summary** *The Rail Committee and Staff worked to develop the Rail Committee Charter including the Rail*

Committee Guiding Principles and the Rail Committee Workplan for 2022-23. The Workplan includes the delegation of additional items within the Rail Committee scope associated with rail crossings as follows:

- Policy Items: Review grade separation selection criteria for any revisions
- Bicycle and Pedestrian Items: Advance the planning and selection of new east-west bike/ped rail crossings, including consideration of whether the City should move forward on specific crossings before the upcoming Bicycle and Pedestrian Transportation Plan is finished.
- Funding Items: Seek/Obtain funding for Palo Alto rail crossing projects and new east-west bike/ped rail crossings. The Rail Committee and staff recommend the City Council approval of the Rail Committee Charter and its Workplan.

( from page 57 of the agenda packet)  
Bicycle and Pedestrian Items

- Advance the planning and selection of new east-west bike/ped rail crossings, including consideration of whether the City should move forward on specific crossings before the upcoming Bicycle and Pedestrian Transportation Plan is finished.

Funding Items

- Seek/Obtain funding for Palo Alto rail crossing projects • Seek/Obtain funding for new east-west bike/ped rail crossings

At their Aug 9th meeting, the Rail Committee discussed the issue of possible crossings in south Palo Alto, at Loma Verde possibly and in the vicinity of Adobe Creek. They did not take any action.

As Ken Joye mentioned, the most recent Rail Committee meeting addressed the Palo Alto Ave/Alma crossing and replacement of the Caltrain bridge over San Francisquito Creek, and raised the issue of the likely disruption of construction in that area.

---

Arthur Liberman

On 2022-09-29 10:07, Ken Joye wrote:

One of the vestigial elements in the 2012 Bicycle & Pedestrian Transportation Plan is an Everett undercrossing. Given the wealth of crossings "north" of Oregon Expwy compared to those "south", I have long thought that the priority of an Everett crossing should be de-prioritized.

However, a recent story about Caltrain plans for the rail bridge over San Francisquito Creek has caused me to reconsider my position.

City Council members have directed staff to consider a grade separated ped/bike crossing at Loma Verde prior to any work on Meadow and/or Charleston. They aptly recognized that construction at existing at-grade crossings will be highly disruptive to active transportation users. Presumably, any replacement of the San Francisquito rail bridge will require closing Alma & Palo Alto Ave for construction staging.

The BPTP update should contain a section on rail construction contingency work, identifying locations where

ped/bike facilities should be built \*prior\* to closures.

see:

<https://www.paloaltoonline.com/news/2022/09/28/caltrain-plan-to-rebuild-san-francisquito-bridge-may-upend-palo-altos-rail-priorities>

Ken Joye

Ventura neighborhood



## Public Comment Instructions For City of Palo Alto Bicycle/Pedestrian Plan Update

Members of the Public may provide public comments on the City of Palo Alto Bicycle/Pedestrian Plan Update as follows:

1. **Written public comments** (including visuals such as presentations, photos, etc) may be submitted by email to [Transportation@CityofPaloAlto.org](mailto:Transportation@CityofPaloAlto.org). Please follow these instructions:
  - A. Please email your written comments **by 12:00 pm (noon) on the Monday the week before (eight days before)** the upcoming Palo Alto Pedestrian and Bicycle Advisory Committee (PABAC) meeting, unless otherwise indicated. Details of upcoming PABAC meetings are available on the City's [PABAC webpage](#).
    - Written public comments will be attached to the upcoming PABAC meeting agenda packet.
    - Written comments submitted after 12:00pm (noon) on the Monday before the upcoming PABAC meeting will be attached to the following PABAC meeting agenda packet.
  - B. Please **lead your email subject line with "BPTP Update"**.
  - C. When providing comments with reference to the current [City of Palo Alto Bicycle/Pedestrian Plan 2012](#), please be as specific as possible by indicating the chapter number, section heading number, and/or page number.
2. **Spoken public comments using a computer** will be accepted through the teleconference meeting. To address the Committee, click on the URL in the agenda packet for Zoom. Please follow these instructions:
  - A. You may download the Zoom client or connect to the meeting in-browser.
    - If using your browser, make sure you are using a current, up-to-date browser: Chrome 30+, Firefox 27+, Microsoft Edge 12+, Safari 7+. Certain functionality may be disabled in older browsers including Internet Explorer.
  - B. You may be asked to enter an email address and name. We request (but do not require) that you identify yourself by name as this will be visible online and will be used to notify you that it is your turn to speak.
  - C. When you wish to speak, click on "raise hand." Staff will activate and unmute speakers in turn. Speakers will be notified shortly before they are called to speak.
  - D. When called, please limit your remarks to the time limit allotted by the Chair.



3. **Spoken public comments using a smart phone app** will be accepted through the teleconference meeting. To address the Committee, download the Zoom application onto your smart phone from the Apple App Store or Google Play Store and enter the Meeting ID in the agenda. Please follow the instructions B-D above.
  
4. **Spoken public comments using a phone (cell or land line) without an app** will be accepted through the teleconference meeting. Use the telephone number listed in the agenda. When you wish to speak, press \*9 on your phone to “raise hand.” You will be asked to provide your first and last name before addressing the Committee. When called, press \*6 on your phone to unmute. Please limit your remarks to the time limit allotted by the Chair.