



AGENDA

CITY OF SEASIDE

TRAFFIC

ADVISORY COMMITTEE

REGULAR MEETING

440 HARCOURT AVE (COUNCIL CHAMBERS)

Tuesday, January 16, 2024

5:00 PM

NOTICE: *The City Council and the City's Boards, Commissions and Committees, will hold its public meetings in person, with a virtual option for public view based on availability.*

1. To view this meeting: Please click on the following link to the City of Seaside YouTube Channel: <https://www.youtube.com/c/CityofSeasideCalifornia>

2. To view this meeting: Using the Zoom application on your smart phone, laptop, tablet or desktop and click on this link: <https://ci-seaside-ca-us.zoom.us/j/83054885120>
Webinar ID: 830 5488 5120

3. To listen by phone: Please call (669) 900-9128

Enter the **Webinar ID: 830 5488 5120** when prompted. There is no participate code – press the pound sign # after the recording prompts you.

4. To make public comment, the following options are available:

Before the Meeting via Email: Written comments can be emailed to pwinfo@ci.seaside.ca.us Include the following subject line: "Public Comment Item #____" (insert the agenda item number relevant to your comment). Written comments must be received by 2:00 p.m. on the day of the meeting.

During the Meeting via Oral Comments: When the Chair calls for public comment, members of the public participating in person and wishing to address the Committee may approach the podium when the Chair calls for public comment.

1. **CALL TO ORDER**

ROLL CALL - TRAFFIC ADVISORY COMMITTEE

David R. Pacheco

Committee Member

Nick Borges

Police Chief

Mary Gutierrez

Fire Chief

Nisha Patel

City Engineer

Andrew Myrick

Econ. Dev. & Comm. Plan. Mgr.

2. **REVIEW OF AGENDA**

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority

vote is required).

3. PUBLIC COMMENT FOR COMMISSIONS

Members of the public wishing to address the Commission on matters within the jurisdiction of the City of Seaside, but not on this agenda, may do so during the Public Comment period for up to three (3) minutes. Comments on specific agenda items are heard under that item. For the public record, please state your name.

4. BUSINESS ITEMS

A. CONSIDER ADDITIONAL DRIVEWAY APPROACH AT 1251 PHOENIX AVENUE

5. STAFF COMMUNICATION

6. ADJOURNMENT

Next Regularly Scheduled Meeting:
February 20, 2024
5:00 PM

The City of Seaside is committed to providing accessible facilities and accommodating people with disabilities in all of its services programs and activities. If special considerations are needed by any person to fully participate in this meeting, contact the City Clerk at 899-6707 no fewer than two business days prior to the meeting to allow reasonable arrangements. The City Council chamber is equipped with a portable microphone and assisted listening devices are available at all meetings. Live streamed meeting videos as well as videos of past meetings are available on the City's website at:

<http://www.ci.seaside.ca.us/129/City-Council-Committee-Agendas>

Agenda-related writings or documents provided during public meetings are available for public inspection during the meeting or from the office of the City Clerk. This agenda is posted in compliance with California Government Code Section 54954.2(a) or Section 54956.



**CITY OF SEASIDE
STAFF REPORT**

Item No.: 4.A.

TO: Traffic Advisory Committee

BY: Patrick Grogan, Associate Engineer

DATE: January 16, 2024

**SUBJECT: CONSIDER ADDITIONAL DRIVEWAY APPROACH AT 1251
PHOENIX AVENUE**

PURPOSE & RECOMMENDATION

The purpose of this item is to have the Traffic Advisory Committee (TAC) consider the addition of a second driveway at 1251 Phoenix Avenue.

BACKGROUND

The property owner of 1251 Phoenix Street is requesting the relocation of a second driveway approach, to be relocated to the south side of the property off of Phoenix Avenue to allow for additional parking on the property. The lot currently has two driveway approaches on Hilton Street, one of which would be removed.

Phoenix Avenue is a collector street, with one lane of travel in both the east and west bound directions, parallel parking on both sides, and is populated with single family homes along this section. Phoenix is approximately 36 feet wide, from face of curb to face of curb, and has a speed limit of 30 mph. Sidewalks are present on both sides of the street. Hilton Street is a one-way residential street, with a single lane of travel in the northbound direction, and parallel parking on the east side of the street. Hilton is approximately 20 ft. wide, and has a speed limit of 25 mph. A sidewalk measuring approximately 4 feet wide is present on both sides of the street. 1251 Phoenix Avenue is a single parcel with one residence and a detached two-car garage on the north side of the property. The property has approximately 175 ft of street frontage from Kenneth Street, with two existing driveways on Hilton Street.

This TAC application, dated April 28, 2021, has yet to be presented to the TAC. The hearing of the application was delayed due to the project undergoing revisions.

STAFF ANALYSIS

The City of Seaside's Municipal (SMC) code Section 17.30.030 Height Limits and Exceptions for Structures outlines the following sight distance requirement for driveways:

E. Height limit within traffic safety visibility areas. Development proposed adjacent to any public or private street or alley intersection, or the intersection of a driveway with a street shall be designed to provide a traffic safety visibility area for pedestrian and traffic safety as depicted in Figure 3-6 (Required Traffic Safety Visibility Area).

2. Measurement of visibility area. A traffic safety visibility area is a triangle measured as follows, and may include private property and/or public rights-of-way.

b. Driveways. The driveway visibility area shall be defined by measuring 15 feet along the driveway from the intersection of the driveway with the street right-of-way line, and 15 feet along the street line, away from the driveway, and connecting the lines across the intervening property.

The existing fence for the property at 1751 Laguna Street is within the traffic safety visibility area, as defined by SMC 17.30.030 E.2.b., and is greater than 4 feet tall. This fence presents a visibility obstruction. The applicant has provided a signed agreement (Attachment 4) with the owner of 1751 Laguna Street to lower the section of fence within the traffic safety visibility area, should City Council approve the applicants request.

The City of Seaside's Municipal (SMC) code Section 17.34.120 Driveways and Site Access, outlines the requirements for driveways of Single Family Dwellings as follows:

A. Number of driveways. The number and placement of driveways shall be limited as follows; provided, that second driveways or additional curb cuts may be approved by the Traffic Advisory Committee:

1. Single dwellings and duplexes. A single dwelling or duplex shall be allowed one driveway, except that:

a. A circular driveway may be allowed on a parcel with 70 feet or more of street frontage;

and

b. A parcel within the RS-8 or RS-12 zones with a frontage of 200 feet or more may have two separate driveways; provided, that they are separated by a minimum of 100 feet, or lesser distance as approved by the City Engineer based on considerations of site topography and traffic safety.

B. Distance from street corners. Each driveway shall be separated from the nearest intersection as follows, except where the City Engineer allows a lesser separation.

1. A minimum of 150 feet from the nearest intersection, as measured from the centerline of the driveway to the centerline of the nearest travel lane of the intersecting street; and

2. For parcels with frontages less than 150 feet, the minimum distance shall be 100 feet.

Per the above stated code sections, 1251 Phoenix Avenue is not eligible for a second driveway, as its frontage is only 175 feet of the required 200 feet, and the driveway would be located less than 150 feet from the corner of Phoenix Avenue and Hilton Street. If the owner were to modify the existing second driveway approach, it would need to conform to Seaside Municipal Code.

The applicant submitted an application for a Minor Use Permit (MUP 21-03), requesting to reposition the existing driveway approaches, including the currently proposed location on Phoenix Avenue. Planning Department records do not indicate that the Minor Use Permit Application was heard at a public meeting with the Zoning Administrator, as is required by SMC Section 17.62.070.E.2. The Public Works Department has a record of an "Approval with Conditions", which may have been issued by the Public Works Department. Available records do not detail the evaluation of the MUP application. Conditions listed on the "Approval with Conditions" include approval of the request through the TAC and City Council, Approval of an Encroachment Permit, and construction of the driveway approaches to current City of Seaside Standards.

Additionally, the approval of this application would add two public parking spots to Hilton Street, and remove two public parking spots from Phoenix Avenue, resulting in no loss or gain of public parking.

Staff recommends denying the resident's application (attachment 1) for an additional driveway off of Phoenix Street, (attachment 2 & 3) as the property does not meet the minimum requirements as stated in SMC Section Section 17.34.120.

ATTACHMENTS

1. Application
 2. Aerial View
 3. Photo Exhibit
 4. Fence Agreement
 5. Proposed Site Plan
-



Traffic Advisory Committee Request Application

The following information is required to process all Traffic Advisory Committee requests. This information will be used to contact the applicant should staff have questions or needs clarification on the request. This information will also appear in the staff report presented to the Traffic Advisory Committee and/or City Council.

The Traffic Advisory Committee meets the 3rd Tuesday of every month at 5:00 PM in the City of Seaside's City Hall Conference room. This meeting is open to the public and applicants are encouraged to attend.

Name: DAN ROSA Date: April 28, 2021
Address: 1251 PHOENIX AVE. Phone: [REDACTED]

Type of Request (check all that apply):

- | | |
|--|---|
| ☐ Parking Designations | ☐ Traffic Signal/Stop Sign |
| ☐ Crosswalk | ☒ Other <u>encroachment</u> |
| ☐ Curb Markings (white, yellow, etc.) | ☐ Signing/Striping |
| ☐ Disabled Parking* | |
| ☐ Warning Sign | |

*A copy of DMV issued disabled placard must accompany requests for disabled parking spaces.

FEES WILL APPLY FOR PARKING AND CURB MARKING REQUESTS

Request: Reposition (e) 22' & 25' 8" approaches on
Hilton St. First approach starting 13' from
Property line; Second approach to be repositioned
on Phoenix Ave., starting 6' from Property line.
Project No.: MUP-21-03 ; Public Works - Engineering Division
APN: 012-012-007

Request Procedures are outlined on the back of this form. For any questions regarding the Traffic Advisory Committee (TAC) please contact 831-899-6825.

To: pwinfoc@ci.seaside.ca.us

TAC REQUEST PROCEDURE

The Traffic Advisory Committee (TAC) acts as an advisory board to the City Council per Chapter 2.37 of the Municipal Code. Recommendations made by the TAC are to be ratified by the City Council prior to implementation. The TAC consists of five members: a City Council Member, Director of Public Works, Chief of Police, Director of Community Development, and Fire Chief. The TAC reviews all requests for traffic safety regulatory or control devices, signs and markings, and conducts studies as well as offers recommendations to the City Council, Planning Commission or appropriate City department.

Upon submittal of requests, staff will place the request on the TAC agenda for the next scheduled meeting. All TAC's action will be forwarded for City Council consideration at the next scheduled meeting.

Fees

Fees will be collected prior to installation of any approved requests that directly benefits the applicant, such as limited timed parking, white zones, etc. Prior to any required maintenance of the improvement, the same fee will apply and be billed to the applicant. The following fees have been determined based upon the cost of staff time and material for installation:

Description	Fee*
Marking curb – per curb (20' maximum length)	Per current adopted fee schedule
Installation of one sign	

*Fees subject to change per City Council approved fee schedule. Fee determined by date of application.

PLEASE COMPLETE FOR PARKING AND CURB MARKING REQUESTS

TAC REQUEST ACKNOWLEDGEMENT STATEMENT

I, DAN ROSA understand that should my request be approved by the Traffic Advisory Committee and City Council, I will be responsible for the fee prior to the installation of my request. I also understand that if approved by City Council the improvements will be reviewed annually or whenever deemed appropriate by the Public Works Department for any required maintenance and I will be charged the corresponding fee.

04-28-21
Date



Remove existing additional driveway approach from Hilton Street. Install an additional driveway approach on Phoenix Avenue.



Area of requested driveway approach for 1251 Phoenix Avenue.



Area of existing driveway approaches, on Hilton Street.

Neighbor Pre-Approval Notification

Hello, Mayra Enriqueta Soto.

I am undergoing construction at my property and I would like to request your approval on the proposed project summary described below.

PROJECT SUMMARY:

- Property Address: 1251 Phoenix Ave Seaside CA 93955.
- Install Driveway Encroachment on Phoenix Avenue at the Front, Southeast end of the property address.
- To meet City of Seaside safety requirements for installing the driveway, I would need to lower our shared fence, measuring 15 feet back from Phoenix Avenue.
- The construction cost of a new shared fence and retaining wall is always split in half between homeowners, but if my proposed driveway is approved by the City of Seaside, I will pay 100% material and labor cost to lower/modify the fence and retaining wall to meet the City of Seaside safety requirements.
- We will reuse any salvageable material during the reconstruction.

CITY OF SEASIDE COMPLIANCE AND APPROVAL PROCESS:

A complete Encroachment permit application was submitted to the City of Seaside by Applicant/Property owner on February 09, 2022 in accordance with Seaside Encroachment Permit Requirements and Traffic Advisory Committee (hereafter referred to as "TAC") request guidelines.

Lowering of the fence would have to take place prior to the construction of the new location for the second driveway, if approved.

Once TAC has reviewed the request on an upcoming agenda, they will make a decision on their recommendation to City Council regarding the request.

The decision will then be forwarded to City Council at their next available meeting for the item to be heard to make the final decision based on the recommendation from TAC.

Plans and supporting information can be viewed online at the TAC Meeting held at the upcoming Seaside City Hall Conference Room and/or virtually on zoom (Please call the City of Seaside for specific Committee Conference dates and times).

Thank You.

Dan Rosa

Property Owner: 1251 Phoenix Avenue Seaside, CA 93955

FOR MAYRA ENRIQUETA SOTO'S USE ONLY:

- "Yes. I approve the project summarized within this document and agree to the terms therein."

SIGNED: Mayra Soto : Mayra Soto
print name

Property Owner: 1751 Laguna Street Seaside, CA 93955

DATE: 9/5/22

