



## City Council Agenda Item Staff Report

CITY OF SAN BRUNO

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**DATE:** April 25, 2023

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

**FROM:** Alex D. McIntyre, Interim City Manager

**PREPARED BY:** Matthew Lee, Public Works Director

**SUBJECT:** Consider Adopting a Resolution Approving Various Curb Marking Changes to Install No Parking Red Zones on Darby Place and Oxford Lane and Determining the Project is Exempt Under the California Environmental Quality Act

### BACKGROUND:

Skyline Park, constructed in 1967, is a subdivision in San Bruno (City), consisting of 94 multi-family housing units located along two public streets: Darby Place and Oxford Lane. Attachment 2 provides a location map, and Attachment 3 provides photos of the area. Over the years, the City has received numerous resident concerns regarding the parking behaviors on these streets, including:

- Vehicles parking on both streets in violation of the California Vehicle Code, which regulates parking on public streets under Division 11, Rules of the Road, Chapter 9<sup>1</sup>;
- Vehicles parking on Darby Place and on Oxford Lane in a manner that blocks driveways and sidewalks;
- Vehicles parking in driveways that are not of an adequate depth to allow for off-street vehicle parking because when parked in these driveways, the vehicle overhangs beyond the driveway into the street;
- Residents utilizing multiple parking spaces; and,
- Residents using garages or carports for non-vehicle parking purposes and instead, parking cars in common Homeowners Association (HOA) property parking spaces or non-designated parking spaces (in some instances, “double parking” in the street).

Darby Place and Oxford Lane have unique street designs with features unique to the nature of the master planned multi-family developments located in this subdivision, including:

- A narrow street design with non-standard curbs;
- No on-street parking due to the narrow street width;

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<sup>1</sup> <https://casetext.com/statute/california-codes/california-vehicle-code/division-11-rules-of-the-road/chapter-9-stopping-standing-and-parking>

- Close proximity of garages and carport entrances to the street and sidewalk. These driveways are generally shallow and not a conforming depth of 18 feet for residential driveways to accommodate a parking space in the driveway.
- Close proximity of building entrances to the streets.

Due to this subdivision's unique design, a range of parking behaviors, as indicated above, have transpired over the years creating adverse effects on its residents' collective quality of life.

These behaviors impede quality of life in a variety of manners, from a resident who is carrying groceries having to maneuver between multiple cars to enter their own residence, to emergency responders being unable to bring a gurney into a residence, to fire trucks having insufficient space to unload their equipment at a residential entrance, among a variety of other impediments.

Over the years, the City has received numerous parking-related concerns from Skyline Park residents. Signage had been installed indicating that the street(s) were private Homeowners Association property with unauthorized vehicles subject to towing. Therefore, the City did not take any action to issue parking citations, as it did not believe it had legal authority to do so. However, staff recently researched the street ownership and based on a review of historical documents as well as the subdivision maps for this neighborhood, it was determined that both Darby Place and Oxford Lane are City public streets. This new information confirms that the City's Police Department has the legal authority to enforce the applicable laws and codes within Darby Place and Oxford Lane, and the City Council to have governance over curb markings for code conformance.

Both Darby Place and Oxford Lane are presumed to be built to codes and requirements that existed at the time that it was approved by the City back in the 1960s. For background, all buildings in the state of California are subject to the California Fire Code (CFC). The City adopted the CFC in the City's Municipal Code Title 11 Chapter 24, San Bruno Fire Code (Fire Code). The construction and design provisions of the Fire Code typically apply to structures, facilities and conditions arising after the adoption of the Fire Code. However, the Fire Code does allow for the code to apply for "existing structures, facilities and conditions that, in the opinion of the fire code official, constitute a distinct hazard to life or property." Due to the incessant parking violations experienced across both streets, staff recommends applying the current Fire Code requirements for street width and turnaround to these two streets. The current Fire Code requires a minimum clear width of 20 feet and increases to 26 feet when near a fire hydrant. In addition, sufficient turnaround provisions for fire apparatuses entering a dead-end street in excess of 150 feet is required. Therefore, staff recommended the installation of new red "no parking zones" on Darby Place and Oxford Lane to improve traffic circulation, pedestrian safety, and emergency access (Attachment 1 - Exhibits A and B). Recommendations to the City Council to improve traffic conditions are first reviewed by the City's Traffic Safety and Parking Committee (TSPC). The TSPC reviewed this item on August 3, 2022. At the meeting, the committee voted to recommend the installation of the curb striping recommended by staff with no changes. Residents also attended this meeting and provided public comments.

On October 4, 2022, staff presented to City Council a resolution approving the various curb marking changes on Darby Place and Oxford Lane. The proposed resolution was brought

forward for City Council review and action. Several residents attended this meeting and expressed concerns about the reduction in parking availability if “no parking zones” were to be implemented. The City Council continued the agenda item to a future meeting and requested staff to conduct an off-street parking count and to further analyze the parking situation at Skyline Park.

## **DISCUSSION:**

### Additional Analysis of Parking Conditions

As a follow up to that October 4 meeting staff performed an extensive parking analysis, which included:

- Reviewing the original Skyline Park Planning Application from 1965.
  - *Findings:* The 1965 Planning Application did not include any details or information specific to parking plans, requirements, configuration, or regulations.
- Reviewing Skyline Park’s Covenants, Conditions & Restrictions (CC&Rs) from 1965
  - *Findings:* The 1965 CC&Rs did not include anything definitive specific to parking plans, requirements, configuration, or regulations.
- Performing an off-street parking count.
  - *Findings:* Darby Place and Oxford Lane have a total of 259 parking spaces. This is broken down into 202 off-street spaces and 57 Common Property spaces for its 94 units. This provides approximately 2.75 parking spaces per unit, which exceeds the City’s current standards which range from 1 to 2 spaces per unit, plus 1 guest space per 10 units.

Staff also held multiple meetings with the Homeowners Association Neighborhood Association Management (HOA Management) on partnership solutions.

- *Findings:* After discussing the parking situation in further detail, the City recommended HOA Management to:
  - Modify their CC&R to further expand on their parking restrictions authority which could include but was not limited to ensuring garage spaces are utilized for vehicles and not storage.
  - Implement additional enforcement tools for commercial vehicle parking in Common Property parking spaces (i.e., fines).

Additionally, the City worked with AT&T’s contractor to remove the temporary delineator posts that were previously located on Crestmoor Drive for a construction project. These posts blocked access to ten parking spaces. Their removal has thus increased the nearby parking supply available to residents by ten parking spaces.

### Skyline Park HOA Follow Up

Since the City Council meeting on October 4, 2022, Skyline Park HOA:

- Drafted a Parking and Vehicle Regulations (Regulations) parking permit program (Attachment 5) in accordance with their CC&R, which was approved by the HOA Board in March 2023. This new program allows for each unit to be issued one numbered parking permit and for all vehicles under the parking permit to be

registered with the property manager. Additionally, each unit will be issued one single visitor parking pass. The new Regulations also include additional guidelines regarding inoperable vehicles, commercial vehicles, prohibited vehicles, and parking enforcement.

- *Findings:* The new parking permit program limits each unit to a maximum of 2 parking spaces of the 57 Common Property spaces to eliminate previous situations in which a resident is parking multiple cars in the Common Property spaces.
- At the City's request, Skyline Park HOA has been requested to initiate a parking ambassador program where volunteers will serve as parking ambassadors and provide courtesy reminders about parking rules and regulations to any violators.
  - *Findings:* Once implemented, the City will monitor and evaluate this program to determine its efficacy in curbing the multitude of parking violations that occur on both Darby Place and Oxford Lane.
- The HOA Board confirmed at their December 20, 2022, Board Meeting that they were not in support of the City's proposed curb marking changes on Darby Place and Oxford Lane.

#### Parking Impact from Proposed No Parking Zone

The proposed new red "no parking zones" on Darby Place and Oxford Lane, as presented on October 4, 2022, would result in the following parking modifications:

- Darby Place:
  - The entire public right of way on the Darby Place cul-de-sac is proposed to be painted red for a no parking zone. As some portions of the cul-de-sac have no curbs to separate the public right of way from the private right of way, a fire lane striping will be painted on the public right of way. As illustrated on Attachment 4, this would result in the loss of one existing parking space (Space #9) while parking on two spaces (Space #7 and Space #8) would be restricted to either smaller vehicles and/or motorcycles.
  - Most of the buildings are within 10 feet of the edge of the roadway, and the housing units facing the street in the southbound travel direction have a shared entrance. Due to this configuration and to maintain adequate ingress/egress in the event of an emergency, the Fire Department is recommending that the vertical curb in front of the shared entrance on the southbound travel direction be marked red for no parking and the face of the curb in the northbound travel direction be marked red from 100 Darby Place to 180 Darby Place. The red curbing proposed above would not result in the loss of public on-street parking but it would require residents to park in a manner that is fully compliant with City parking regulations. Thus, residents would need to always park in a manner that does not overhang onto the sidewalk and into the street, or park on the street where parking is not legally permitted based on the street width. The parking restrictions recommended for Darby Place are as shown on Attachment 1 - Exhibit A.
- Oxford Lane:
  - Most of the buildings are within 15 feet of the edge of the roadway and the duplexes and fourplexes have shared entrances. Due to this configuration and to maintain adequate ingress/egress in the event of an emergency, the Fire Department is recommending that the face of the curb in the northbound travel

direction be marked red from 110 Oxford Lane to 150 Oxford Lane and the face of the curb in the westbound travel direction be marked red from 170 Oxford Lane to 190 Oxford Lane. The red curbing proposed above would not result in the loss of public on-street parking. The parking restrictions recommended for Oxford Lane are as shown on Attachment 1 - Exhibit B.

#### Conclusion

In summary, of Skyline Park's 259 total parking spaces (202 off-street spaces and 57 Common Property spaces), approximately 10 additional spaces were added by removing the cones on Crestmoor Drive, and the HOA's new parking permit program will allow for even distribution of parking for residents. Additionally, the HOA's upcoming parking ambassador program will assist with self-enforcement of this subdivision's parking rules and regulations.

Given the minimum parking impacts from the proposed new "no parking zones" on Darby Place and Oxford Lane, and the increased parking availability created from the efforts noted above, the City recommends adoption of the proposed resolution (Attachment 1) to install curb markings at Skyline Park to improve the quality of life of its residents.

The Homeowners Association for the residences on Darby Place and Oxford Lane was notified of the City Council meeting. Additionally, the residents, primarily whom are renters, and property owners within a 300-foot vicinity of the proposed red curb installation were notified by mailed public notices.

#### **FISCAL IMPACTS:**

There is sufficient funding in the operating budget to install no parking red zones and no new budget appropriation is being requested.

#### **ENVIRONMENTAL IMPACT:**

This action is exempt from the California Environmental Quality Act, pursuant to CEQA Guidelines Section 15301(c), existing facilities which exempts minor alterations of existing streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities. This project will not cause an expansion of an existing use of the streets.

#### **RECOMMENDATION:**

Consider adopting a resolution approving various curb marking changes to install no parking red zones on Darby Place and Oxford Lane and determining the project is exempt under the California Environmental Quality Act.

**ALTERNATIVES:**

1. Do not approve the proposed installation of no parking red zone.
2. Direct staff to modify the proposed no parking red zones.

**ATTACHMENTS:**

1. Resolution with Exhibit A: Darby Place Proposed Red Zone and Exhibit B: Oxford Lane Proposed Red Zone
2. Location Map
3. Photos of Area
4. Darby Place Cul-de-sac
5. Skyline Park Homeowners Association - Parking and Vehicle Regulations