

**TOWN OF FAIRFAX
STAFF REPORT
Department of Planning and Building Services**

TO: Fairfax Town Council
DATE: September 3, 2012
FROM: Jim Moore, Director of Planning & Building Services
LOCATION: Parkade
PROJECT: One Bay Area Grant (OBAG) Call for Projects
ACTION: Authorization for staff to submit an application for One Bay Area Grant funding for Parkade Circulation Improvements Project

BACKGROUND

On August 4, 2010 the Fairfax Town Council adopted Resolution #10-42 accepting the Parkade Area Circulation Study: which was initiated through the Non-Motorized Transportation Pilot Program (NTPP) at the request of the Fairfax Town Council.

On September 20, 2012 TAM issued a "Call for Projects" for One Bay Area Grants (OBAG) with a due date of October 18, 2012. Please see **Exhibit A**.

DISCUSSION

The Parkade Area Circulation Study calls for sidewalk improvements, bicycle circulation improvements, bicycle parking, signing improvements, additional crosswalks through the Parkade and crosswalk upgrades around the Parkade, streetscape & landscape elements, transit enhancements, ADA access improvements, stairwell upgrades, and parking adjustments: all totaling approximately \$434,000.

Please see **Exhibit B** for the summary of Proposed Improvements section of the Study.

RECOMMENDATION

Authorize staff to submit an application for One Bay Area Grant funding for Parkade Circulation Improvements.

ATTACHMENTS

Exhibit A – One Bay Area Grant "Call for Projects"

Exhibit B – Proposed Improvements section of the Parkade Area Circulation Study

13
14
13

AGENDA ITEM #

13



September 20, 2012

TO: Cities, Towns, and County of Marin

FROM: David Chan, Manager of Programming and Legislation
Linda M. Jackson, Manager of Planning

RE: One Bay Area Grant (OBAG) Call for Projects
Applications Due October 18, 2012

Call for Projects

The Transportation Authority of Marin (TAM) is issuing a Call for Projects for the One Bay Area Grant (OBAG) that is comprised of federal Surface Transportation Program (STP), Congestion Mitigation and Air Quality (CMAQ), and Transportation Alternatives (TA) funds. OBAG covers four years, including FY 12/13, FY 13/14, FY 14/15, and FY 15/16. MTC is contemplating on adding a fifth year (FY 16/17) to OBAG. If and when a fifth year is added, TAM will return to the MPWA for further details. MTC's adopted OBAG can be found in Attachment A, starting on page 11.

OBAG is MTC's intent to integrate the federal surface transportation program with the region's land-use and housing policies with supportive transportation investments. More specifically, it is MTC's attempt to effectuate the Sustainable Community Strategy (SCS), promulgated by SB 375.

Schedule

Issue OBAG Call for Projects	September 20, 2012
MPWA Presentation	September 20, 2012
Planning Directors Presentation	September 26, 2012
Community Meeting on Transportation	October 8, 2012
Applications Due	October 18, 2012
TAM BPAC	TBD
TAM Executive Committee Recommendation	November 5, 2012
TAM Board Approval	November 15, 2012 or November 29, 2012 TDB

Distribution Formula

The formula used to distribute OBAG funds to the counties is based on 50% population, 12.5% Regional Housing Needs Assessment (RHNA) for total housing units, 12.5% RHNA for low/very low income housing units, 12.5% total housing production, and 12.5% for low/very low income housing units. Note that several North Bay counties (Marin, Napa, and Solano) would have received far less federal funds under this formula than the last cycle. MTC approved a boost of funding for the three counties to match the previous cycle of federal funds for OBAG.

Funds Available for Programming

Based on the total available amount of \$320 million from OBAG for CMAs and the abovementioned distribution formula, Marin will receive approximately \$10,028,000 for the four-year period. In addition to the \$10,028,000 in OBAG funds, MTC will program some funds to counties directly from the regional programs. Marin will receive \$633,000 in Safe Routes to School (SR2S) funds and \$1.25 million in Priority Conservation Area (PCA) funds from MTC's regional programs. The assignment of SR2S and PCA funds will be determined at a later date, separate from this Call for Projects.

As noted above, the federal funds available under OBAG includes STP, CMAQ, and TA funds. As of the issuance for this Call for Projects, MTC has not released the specific amount for each funding source that TAM will be receiving. TAM will program the most appropriate funds for the selected projects.

TA funds are the new funding source that will be replacing the defunct Transportation Enhancement (TE) funds. MTC still has TE funds in its reserve and will be programming the remaining TE funds under OBAG. Once the TE funds have been exhausted, MTC will provide TA funds. TA funds are similar to TE funds in that TA funds will also be programmed and allocated through the State Transportation Improvement Program (STIP) by the California Transportation Commission (CTC). The Conservation Corp requirement of TE will also be imposed on TA funds. The primary difference between the two funding sources is that TA funds do not have the "above and beyond" requirement. Therefore, mitigation projects are eligible under TA funds. The six TA eligible categories for types of projects include:

- **On-Road and Off-Road Trail Facilities** — Construction, planning, and design of bike/ped infrastructure
- **Safe Routes for Non Drivers** — Also bike/ped infrastructure, specifically mentioning children, older adults, and individuals with disabilities
- **Abandoned Railroad Corridors for Trails** — Conversion of rail corridors for pedestrians and bicyclists, or other non-motorized transportation users
- **Turnouts, Overlooks, and Viewing Areas** — Apparently roadside facilities previously included in the scenic byways program
- **Community Improvement Activities** — Rights-of-way improvements: billboards, historic and archeological preservation, and vegetation management and erosion control (analogous to Landscaping in TE)
- **Environmental Mitigation** — Stormwater management, wildlife mortality, and "connectivity among terrestrial or aquatic habitats"

Prior Commitments

Note that either OBAG set-aside or TAM Board have committed the use of OBAG funds for the projects as listed below:

Project/Program	Planning Area	Approximate Amount (in \$000)
CMA Planning and Programming Activities	Countywide	2,920
Bicycle Plan Update	Countywide	200

Community Based Transportation Plan	Novato, San Rafael, Marin City	200
Central Marin Ferry Connector	Central/Southern Marin	1,500
Novato Redwood/Grant Bus Stop Area Study	Northern Marin	100
	Subtotal	4,920
	Available	10,028
	Remaining	5,108

OBAG Policies

MTC adopted a number of programming policies that affect the programming of OBAG funds, including the following:

- **Minimum Grant Size** – Funding grants per project must be a minimum of \$250,000. To provide flexibility, alternatively, an averaging approach may be used. A CMA may program grant amounts no less than \$100,000 for any project, provided that the overall average of all grant amounts within their OBAG program meets the minimum grant amount threshold.
- **Local Match** – Projects funded with STP or CMAQ funding requires a non-federal local match. Based on California's share of the nation's federal lands, the local match for STP and CMAQ is currently 11.47% of the total project cost.
- **Resolution of Local Support** – Selected projects must include a Resolution of Local Support, approved by the project sponsor's governing board or council. A template for the resolution can be downloaded from MTC's website using the following link: http://www.mtc.ca.gov/funding/STPCMAQ/STP_CMAQ_LocalSupportReso.doc
- **Complete Streets Checklist (Routine Accommodations)** - In addition to the below requirement for complete streets policies, MTC requires submittal of a checklist to ensure that transportation facilities accommodate non-motorized travelers. Completed checklists will be reviewed by TAM's Bicycle and Pedestrian Advisory Committee prior to project selection. Checklist can be completed online at <http://completestreets.mtc.ca.gov>
- **Compliance with Regional and Federal Requirements** – Since OBAG involves federal funds, selected projects must meet regional and federal compliance, such as the proposed projects are federal-aid eligible in the case of local street and road projects, the proposed projects are consistent with the adopted Regional Transportation Plan (RTP), and the proposed project delivery schedules are aligned with the region's obligation authority (OA) funding limits. OBAG also has two regional compliance requirements that are new to the programming of federal funds. Local project sponsors must have adopted a Complete Streets Policies and Certified Housing Element in order to receive OBAG funds. The Complete Streets Policies and Housing Element requirements will be discussed in further below.

Program Categories

CMAs may program OBAG funds to projects that meet the eligibility requirements for any of the following transportation improvement categories:

- **CMA Planning and Outreach** – As noted above, staff recommends setting aside \$730,000 annually or \$2.92 million over the four year period for TAM to support regional planning, programming and outreach activities. This level of funding is consistent with the previous 2 years of planning funds from MTC. These funds are used for all of our modeling work, monitoring of traffic, and update to the Congestion Management Program (CMP). TAM uses these funds to manage our SCS Adhoc Committee and provide support to local jurisdiction planning staff. TAM also offers direct consultant support for the delivery of federal-aid local projects and undertakes the programming of assigned funding and solicitation of projects.
- **Local Streets and Roads (LSR) Preservation** – This category is for the preservation of local streets and roads on the federally-eligible system. To be eligible for funding, the jurisdiction must have a certified Pavement Management Program (PMP). Funds may be used for pavement rehabilitation projects with a Pavement Condition Index (PCI) below 70. Projects where pavement segments have a PCI of 70 or more are eligible for preventive maintenance. Eligible non-pavement activities and projects include rehabilitation or replacement of existing features on the roadway facility, such as storm drains, National Pollutant Discharge Elimination System (NPDES), curbs, gutters, culverts, medians, guardrails, safety features, signals, signage, sidewalks, ramps and features that bring the facility to current standards. Activities that are not eligible for funding include: Air quality non-exempt projects, capacity expansion, new roadways, roadway extensions, right of way acquisition (for future expansion), operations, routine maintenance, spot application, and enhancements that are above and beyond repair or replacement of existing assets.
- **Bicycle and Pedestrian Improvements** – Funds may be used for a wide range of bicycle and pedestrian improvements including Class I, II and III bicycle facilities, bicycle education, outreach, sharing and parking, sidewalks, ramps, pathways and pedestrian bridges, user safety and supporting facilities, and traffic signal actuation. Bicycle and pedestrian facilities must not be exclusively recreational and must reduce vehicle trips resulting in air pollution reductions.
- **Transportation for Livable Communities (TLC)** – Funds may be used to support community-based transportation projects that bring new vibrancy to downtown areas, commercial cores, high-density neighborhoods, and transit corridors, enhancing their amenities and ambiance and making them places where people want to live, work and visit. The TLC program supports the RTP/SCS by investing in improvements and facilities that promote alternative transportation modes rather than the single-occupant automobile.

Priority Development Area Policies for CMAs

TAM must program at least 50% of OBAG funds to Priority Development Area (PDA). A project lying outside the limits of a PDA may count towards the minimum provided that it directly connects to or provides proximate access to a PDA. The eligible PDAs are in downtown San Rafael, North San Rafael/Civic Center, and three Marin County unincorporated areas.

Complete Street Policy and Housing Element

In order to receive OBAG funding, jurisdictions must have a Complete Streets policies and a certified Housing Element by January 31, 2013. Note that if a jurisdiction proposed a project within the boundaries of another, such as a county-sponsored project in a city, the jurisdiction where the project is located must have a certified housing element to receive OBAG funds.

COMPLETE STREETS POLICIES REQUIREMENT

The Complete Streets requirement may be met in two different ways:

1) Have an adopted Circulation Element that complies with the California Complete Streets Act of 2008. The 2008 Act states:

(A) Commencing January 1, 2011, upon any substantial revision of the circulation element, the legislative body shall modify the circulation element to plan for a balanced, multimodal transportation network that meets the needs of all users of the streets, roads, and highways for safe and convenient travel in a manner that is suitable to the rural, suburban, or urban context of the general plan.

(B) For the purposes of this paragraph, "users of streets, roads, and highways" means bicyclists, children, persons with disabilities, motorists, movers of commercial goods, pedestrians, users of public transportation, and seniors.

For guidance on appropriate Complete Streets policies for a Circulation Element, see http://opr.ca.gov/docs/Update_GP_Guidelines_Complete_Streets.pdf

2) Have a Complete Streets resolution that complies with the requirements as shown in Attachment B. The MTC memorandum states that "Jurisdictions are encouraged to adapt the [nine] elements and language of the sample resolution to meet their own circumstances and plans." The attached template in Attachment B is in PDF form. An MS Word version will be distributed shortly.

CERTIFIED HOUSING ELEMENT REQUIREMENT

The Certified Housing Element requirement may be met in one of three different ways:

1) Have a certified Housing Element by January 31, 2013.

2) Where a Housing Element is substantially underway but not likely to be certified by January 31, 2013, a jurisdiction may request an extension of this deadline to January 31, 2014. Requests must be submitted to MTC by November 1, 2012.

3) Where a jurisdiction will meet the certification requirement through advance certification of the 2014 - 2022 housing element by January 31, 2014, a jurisdiction may request an extension of this deadline to January 31, 2014. Requests must be submitted by November 1, 2012.

Note that without HCD certification, TAM may reserve, but not program and release, OBAG funds for a project. If a jurisdiction fails to meet the extension deadlines, MTC will release the funding for other TAM projects.

TAM will hold a community meeting about transportation funding, including OBAG funds on Monday, October 8, 6 to 8 p.m. at the San Rafael Corporate Center, 750 Lindero Street, San Rafael. Staff will present an overview of TAM's funding programs, anticipated projects, and the OBAG program.

Applicants are required to self-certify their compliance with these two MTC/ABAG requirements. Attachment C is the Local Jurisdiction OBAG Checklist Requirements form that needs to be completed and submitted with your application. It is currently in draft form. Once it is finalized by MTC, the final version will be emailed to all perspective sponsors.

Local Streets and Roads (LS&R)

Every effort will be made to retain Local Streets and Roads funding levels equal to the previous federal cycle of funds of approximately \$2.338 million. TAM had previously programmed LS&R funds based on our customary formula of population and lane miles. Giving the minimum grant size requirement noted above and the difficulties with obligating federal funds, it would not be possible to program LS&R funds to the smaller jurisdictions unless one or two jurisdictions are willing to use most of the federal funds and give the smaller jurisdictions a percentage of local funds in return. If such a swap agreement can be arranged and the amount is approximately the same as the previous cycle, the distribution would closely resemble the below chart, based on a dollar for dollar exchange agreement.

Belvedere	0.99%	\$23,136
Corte Madera	3.39%	\$79,360
Fairfax	2.82%	\$65,826
Larkspur	3.93%	\$91,825
Mill Valley	5.65%	\$132,158
Novato	18.08%	\$422,696
Ross	1.03%	\$24,052
San Anselmo	4.41%	\$103,005
San Rafael	19.55%	\$457,109
Sausalito	2.72%	\$63,509
Tiburon	3.43%	\$80,098
County	34.01%	\$795,224
Estimate Amount for LS&R Projects		\$2,338,000

Funding Factors

TAM will consider the following factors in recommending projects to the TAM Board for approval:

- Does the project support transportation and land use connections by encouraging housing and employment near transit?
- Does the project improve transportation choices and connectivity?
- Does the project promote multi-modal access?
- Is the project located in a Community of Concern as defined by MTC?
- Is the project in or proximate to a PDA?
- Does the project address safety improvement?
- Is the project regionally significant?

- Does the project leverage other funds?

Application

An application will be emailed to all prospective agencies on September 21, 2012. Applications are due **October 18, 2012 at 5 p.m.** Please email application(s) in its original MS Excel format and Attachment C to David Chan at dchan@tam.ca.gov. Any information that can further describe your project, such as maps, drawings, schematics, etc, may be submitted with your application(s). Hardcopy of your application(s) is not needed.

Attachment A – MTC Cycle 2 Program and Project Criteria and Programming Policy (OBAG)
Attachment B – Elements Required of a Complete Streets Resolution
Attachment C – Draft Local Jurisdiction OBAG Checklist Requirements

Final Report

Parkade Area Circulation Study

for the:
Town of Fairfax

Prepared by:
Whitlock & Weinberger Transportation, Inc.

In Partnership with:
Alta Planning + Design



EXHIBIT # **B**

July 2010

Parkade Area Circulation Study

Final Report

Prepared for:

Town of Fairfax,
Planning Department

July 9, 2010

Prepared by:

Whitlock & Weinberger Transportation, Inc.

In Association with:

Alta Planning + Design

The preparation of this report has been financed through the Marin County Nonmotorized Transportation Pilot Program.



Acknowledgments

Agency Staff

The following public agency staff participated in this study:

- James M. Moore, Town of Fairfax, Planning Director; Lead Staff
- Kathy Wilkie, Town of Fairfax, Public Works Director; Co-Lead Staff

Technical Advisory Committee Members (TAC)

The Technical Advisory Committee for the *Fairfax to San Rafael Cross Marin Bikeway Feasibility Study* provided review and oversight of the project.

- Larry Bragman, Vice-Mayor, Town of Fairfax
- Stephen Bryne, Fairfax Bicycle & Pedestrian Advisory Committee
- John Reed, Town of Fairfax Council Member
- David Hoffman, Marin County Bicycle Coalition Director of Planning
- Deb Hubsmith, Marin County Bicycle Coalition, Advocacy Director
- Andy Peri, Marin County Bicycle Coalition, Advocacy Outreach Coordinator
- Chris Lang, Co-Founder Marin County Bicycle Coalition
- Tom Boss, San Anselmo Bicycle & Pedestrian Advisory Committee
- Don Magdanz, San Rafael Bicycle & Pedestrian Advisory Committee
- Patrick Seidler, Transportation Alternatives for Marin
- Moe Shakernia, Caltrans Local Assistance, District 4
- Joe Breeze, Breezer Bicycles

Consultant Team

The consultant team managers and key staff included:

- Steve Weinberger, PE, PTOE, W-Trans, Principal in Charge
- Allan Tilton, PE, W-Trans, Traffic Engineer
- Josh Abrams, W-Trans, Transportation Planner
- Vanessa Aguayo, W-Trans, Assistant Engineer
- Deborah J. Mizell, W-Trans, Technician/Graphics
- Angela McCoy, W-Trans, Editing/Formatting
- Dalene J. Whitlock, PE, PTOE, W-Trans, Report Review
- Michael Jones, Alta Planning + Design, Founding Principal
- Ian Moore, Alta Planning + Design, Principal, Project Manager
- Holly Dabral, Alta Planning + Design, Landscape Designer

Proposed Improvements

A series of proposed improvements were developed based on input from staff and the public. The improvements consist of relatively low-cost measures that can be implemented in the short-term without major impacts to existing infrastructure. Graphical plans of the study area including existing conditions, proposed improvements, and cross sections are presented in Plate 2. The graphical plan and the proposed improvements contained within are also a component of the larger *Fairfax to San Rafael Cross Marin Bikeway Feasibility Study*.

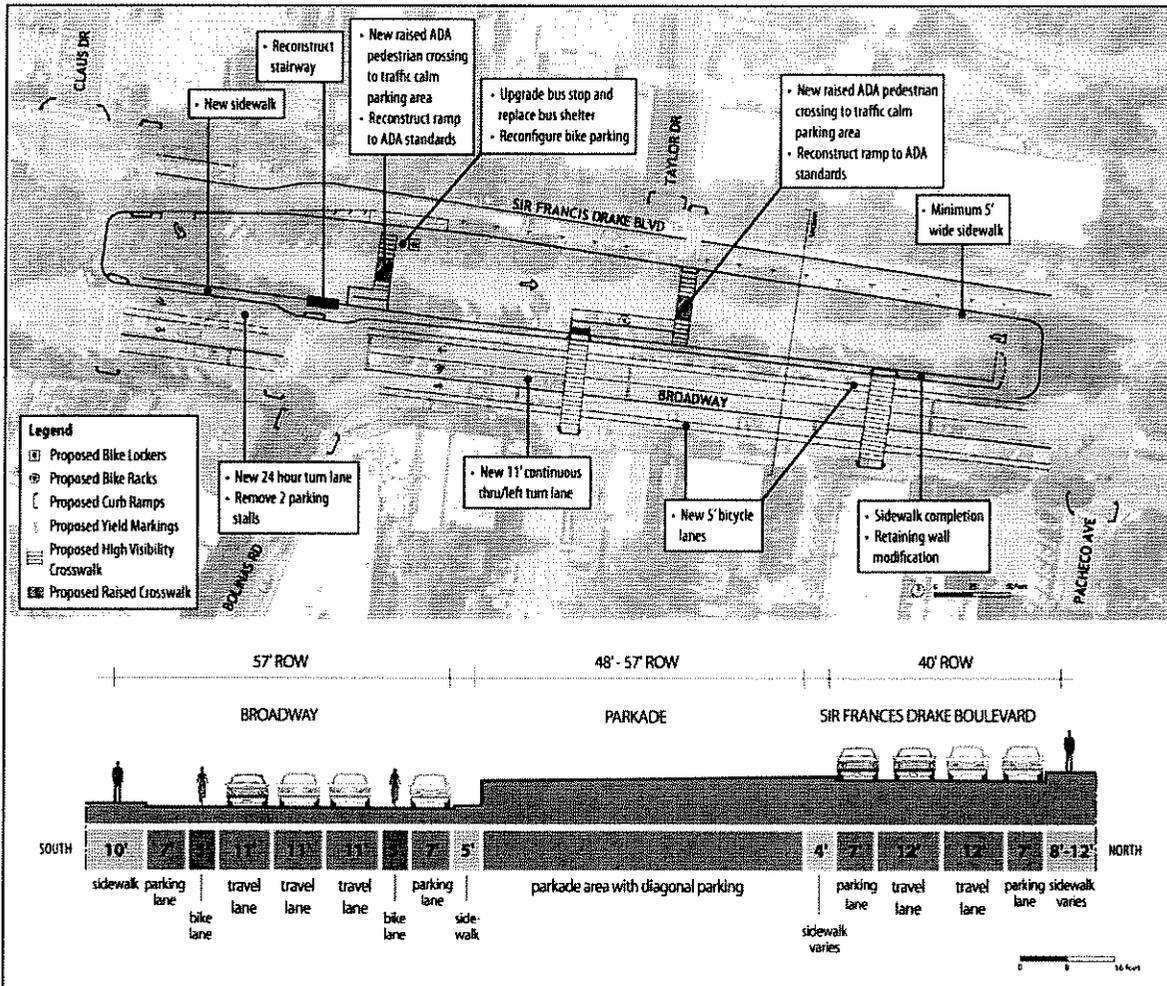


Plate 2 – Project Improvement Plan

Sidewalk Improvements

To improve pedestrian circulation along the Parkade frontages, sidewalk improvements are recommended on the south side of Sir Francis Drake Boulevard and the north side of Broadway. Currently, a mix of standard and substandard sidewalks is provided along the north and south sides of the Parkade from approximately Taylor Drive to Claus Drive, while sidewalks are not provided at all from approximately Taylor Drive to Pacheco Avenue. It is recommended that, at a minimum, continuous five-foot wide

sidewalks be provided along the frontage segments. To achieve consistent sidewalk widths, the following strategies can be employed:

- *Sir Francis Drake Boulevard* – Reduce travel lane widths from 13 feet to 12 feet and relocate the curb line. Two to three feet can then be allocated to sidewalk widening. The remaining width can be obtained from the Parkade by narrowing the existing planting strip where necessary.
- *Broadway* – Modifications to the concrete embankment will be necessary to obtain the width needed to construct a sidewalk on the north side of Broadway. Two different methods are currently employed to transition the grade between the Parkade and Broadway: a retaining wall and an embankment. Where the retaining wall is in place from approximately Taylor Drive to the west, a five-foot wide sidewalk is provided. Where the embankment is in place from approximately Taylor Drive to the east, there is no space available for a sidewalk. Therefore, it is recommended the embankment be replaced with a retaining wall and a five-foot wide sidewalk installed.

Bicycle Circulation Improvements

The Class II bike lanes on Center Boulevard which currently terminate at Pacheco Avenue should be extended to Claus Drive. Class II bike lanes can be achieved by reducing existing vehicle lane widths from 18 feet-12 feet-13 feet to three 11-foot lanes, providing ten feet for two five-foot bike lanes.

Bicycle Parking

To address bicycle parking needs and increase the supply of bicycle parking in the study area it is recommended that secure bicycle lockers be installed in the Parkade adjacent to the transit shelter, and that the existing supply of short term racks adjacent to the transit shelter be reorganized. It is estimated that six bicycle lockers and six additional bicycle racks can be accommodated in the vicinity of the transit shelter without impacting adjacent vehicle parking spaces. Further, it is recommended that bicycle racks be installed as needed and/or requested in front of businesses on the north side of Sir Francis Drake Boulevard. It is recommended that consideration be given to the conversion of one on-street parking space on the south side of Broadway to bicycle parking.

Signing Improvements

To guide and inform visitors and residents alike, reinforce sense of place, and to help unify businesses on the north and south sides of the Parkade, a signing campaign consisting of guide, directional, and warning signs for pedestrians, bicyclists, and motorists is recommended.

Warning advisory signs, "yield here to pedestrians" signs, and advance yield pavement markings ('shark's teeth') are recommended at midblock crosswalks on Broadway and the uncontrolled crossing of Sir Francis Drake Boulevard at Taylor Drive.

Crosswalks

Install pedestrian pathways/crosswalk treatments linking existing crosswalks on Broadway and Sir Francis Drake Boulevard through the Parkade. Especially important is a connection between the ADA ramps

adjacent to Bolinas Road leading through the Parkade to the transit stop and sidewalk on Sir Francis Drake Boulevard.

Upgrade existing crosswalks with high visibility striping (continental pattern) and reflective delineators. Maintain in-roadway 'knockdown signs'. Consider replacing brick crosswalk treatments overtime as a component of maintenance and resurfacing projects and replace with high visibility "Continental" markings.

Streetscape Elements

Employ consistent streetscape materials to visually and physically link Broadway and Sir Francis Drake Boulevard (to be determined through the process of developing a Town Center Plan as called for in the draft 2009 *Town Center Element*).

Landscape Elements

Increase landscape opportunities around the perimeter and within the Parkade to "green up" the site.

Transit Enhancements

It is recommended that the existing transit shelter be upgraded and/or replaced with a user-friendly compact design. Doing so would provide the opportunity to reorganize the existing space within the Parkade that is dedicated to transit amenities, and install more short-term and/or long-term bicycle parking within roughly the same footprint. An upgraded bus shelter should incorporate features such as solar lighting and changeable message signs.

ADA Access Improvements

ADA Curb ramp upgrades and tactile inlays are proposed at all transition points within the Parkade Study area to improve access for the disabled and the general population alike. ADA compliant curb ramps help to provide access between the sidewalk and the roadway for the disabled, people pushing stroller and carts, bicyclists, and others. Where feasible, separate curb ramps for each crossing direction should be provided rather than providing a single curb ramp at a corner for both crosswalks as separate curb ramps along with tactile inlays provide improved orientation for disabled pedestrians, especially the visually impaired. Curb ramp upgrade/installation is recommended at the following locations.

Intersections

- Sir Francis Drake Boulevard/Claus Drive – northwest, northeast, and southeast corners
- Broadway/Claus Drive – northeast and southeast corners
- Broadway/Bolinas Road – northwest, southwest, and southeast corners
- Broadway/Pacheco Avenue – northeast, southeast, and southwest corners
- Sir Francis Drake Boulevard/Taylor Drive – northwest, northeast, and southeast corners

Midblock Crosswalk Locations

- Broadway – midblock crosswalk adjacent to Siam Lotus, north and south sides
- Broadway – midblock crosswalk adjacent to Fairfax Theatre, north and south sides

Parkade

- Transition point from Parkade to Sir Francis Drake Boulevard sidewalk and crosswalk at Taylor Drive

Stairwell Upgrades

There are three existing stairwells that lead from the Parkade down to grade on Broadway, of which two are recommended for reconstruction. The western set of stairs is located opposite the crosswalk at Bolinas Road and an accessible handicap ramp is provided; no changes are recommended to this infrastructure. The middle and eastern stairwells are located opposite the Thai Restaurant and the Fairfax Theatre respectively.

Both sets of stairs are, at best, difficult to negotiate. They each have a sharp rise, short run, and narrow treads, and neither includes curb ramps or landings at the transition points. It is recommended that both of these stairwells be reconstructed so that the run may be extended, tread heights and depths built to code, and ramps and ADA landings installed at both ends.

Parking

Remove the two parking spaces on the north side of Broadway between Claus Drive and Bolinas Road to improve circulation. Evaluate the potential to convert the first two to three parallel parking spaces on the north side of the Parkade adjacent to and east of the Taylor Drive crosswalk to diagonal parking spaces.

Project Cost

A planning level cost estimate was completed for these Parkade transportation improvements and was estimated at approximately \$434,000 as shown in Table 2.