TOWN OF TIBURON
Tiburon Town Hall
1505 Tiburon Boulevard
Tiburon, CA 94920

Parks Open Space and Trails Commission
Regular Meeting - 6:00 p.m

AGENDA
PARKS, OPEN SPACE AND TRAILS COMMISSION

CALL TO ORDER AND ROLL CALL

Chair Winkler, Vice Chair Allen, Commissioners Feldman, McMullen, Thier

ORAL COMMUNICATIONS

Persons wishing to address the Parks, Open Space & Trails Commission on any subject not on the agenda may do so under this portion of the agenda. Please note that the Parks, Open Space & Trails Commission is not able to undertake extended discussion, or take action on, items that do not appear on this agenda. Matters requiring action or follow-up may be referred to Town Staff or placed on a future Parks, Open Space & Trails Commission agenda. Please limit your comments to no more than three (3) minutes. Testimony regarding matters not on the agenda will not be considered part of the administrative record.

MINUTES

Approval of Minutes - November 17, 2015

Documents: DRAFT MINUTES.PDF

COMMISSION AND STAFF BRIEFING

BUSINESS ITEMS

1. Bicycle and Pedestrian Master Plan Update
   Public Meeting and Community Workshop to discuss proposed projects for inclusion into the Master Plan update. The workshop will be conducted as follows:

   Public Meeting Portion
   - Staff will introduce the item.
   - Alta Planning + Design (consultant) will give a presentation that describes and locates each of the projects.
   - Questions from POST Commissioners will be asked and addressed.
   - Public comment will be solicited.
   - The POST Commission will decide whether any projects should be added to, modified, or removed from the project list.

   Adjourn to Workshop Session
   -The Commission will temporarily adjourn to a public workshop session. The time of

the breakout session will be limited (approximately 20 minutes) and set at the meeting depending on the number of participants. The breakout workshop session will provide an opportunity for the Commissioners and public participants to:

- Write comments on the display maps.
- Put stickers on the maps indicating the priority of specific projects.

Reconvene to Public Meeting

- Public comment will be accepted on the proposed projects.
- Top priority projects will be discussed and recommendations made (if appropriate) by the POST Commission.
- The two projects to receive further analysis will be recommended (if appropriate) by the POST Commission.

Documents: STAFF REPORT AND EX 1.PDF, EX 2.PDF, EX 3.PDF

ADJOURNMENT

GENERAL PUBLIC INFORMATION

ASSISTANCE FOR PEOPLE WITH DISABILITIES

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Planning Division Secretary at (415) 435-7390. Notification 48 hours prior to the meeting will enable the Town to make reasonable arrangements to ensure accessibility to this meeting.

AVAILABILITY OF INFORMATION

Copies of all Parks, Open Space & Trails Commission Agendas, staff reports, and support ing data are available for viewing and inspection at Town Hall and at the Belvedere-Tiburon Library located adjacent to Town Hall. Agendas and staff reports are also available on the Tiburon website (www.townoftiburon.org) after 5:00 PM on the Friday prior to the regularly scheduled meeting.
Any documents produced by the Town and distributed to a majority of the Parks, Open Space & Trails Commission members regarding any item on this agenda, including agenda-related documents produced by the Town after distribution of the agenda packet 72 hours in advance of the Commission meeting, will be available for public inspection at Town Hall, 1505 Tiburon Boulevard, Tiburon, CA 94920.
Upon request, the Town will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please deliver or cause to be delivered a written request (including your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service) at least 5 days before the meeting to the Planning Division Secretary at the above address.

PUBLIC HEARINGS AND DISCUSSION ITEMS

Public Hearings and Discussion Items provide the general public and interested parties an opportunity to give testimony on agenda items typically involving an action or recommendation of the Commission. If you challenge any decision in court, you may be limited to raising only those issues you or someone else raised at the Public Hearing, or in written correspondence delivered to the Parks, Open Space & Trails Commission at or prior to the Public Hearing.

GUIDELINES FOR TIME LIMITS ON PRESENTATIONS AND PUBLIC TESTIMONY

The Parks, Open Space & Trails Commission's general meeting procedure and time limit guidelines are as follows:

<!--[if !supportLists]-->❖ <!--[endif]-->Staff Report Presentation – 5 to 10 minutes
<!--[if !supportLists]-->❖ <!--[endif]-->Parks, Open Space & Trails Commission questions to staff
<!--[if !supportLists]-->❖ <!--[endif]-->Applicant's presentation (if any) – 10 to 20 minutes
<!--[if !supportLists]-->❖ <!--[endif]-->Public Testimony (depending on the number of

speakers) – 3 to 5 minutes for each speaker

<!--[if !supportLists]-->❖ <!--[endif]-->Members of the audience may not allocate their testimony time to other speakers

<!--[if !supportLists]-->❖ <!--[endif]-->Time limits may be modified at the discretion of the Chairman

Interested members of the public may speak on any item on the agenda.

TIMING OF ITEMS ON AGENDA

While the Parks, Open Space & Trails Commission attempts to hear all items in order as stated on the agenda, it reserves the right to take items out of order. No set times are assigned to items appearing on the Parks, Open Space & Trails Commission agenda.

TOWN OF TIBURON LATE MAIL POLICY
(Adopted and Effective 11/7/2007)

The following policy shall be used by the Town Council and its standing boards and commissions, and by staff of the Town of Tiburon, in the identification, distribution and consideration of late mail.

DEFINITION

"Late Mail" is defined as correspondence or other materials that are received by the Town after completion of the written staff report on an agenda item, in such a manner as to preclude such correspondence or other materials from being addressed in or attached to the staff report as an exhibit.

IDENTIFICATION OF LATE MAIL

All late mail received by Town Staff in advance of a meeting shall be marked "Late Mail" and shall be date-stamped or marked with the date of receipt by the Town. Late mail received at a meeting shall be marked as "Received at Meeting" with a date-stamp or handwritten note.

POLICY

For regular meetings of the Town Council and its standing boards and commissions:

<!--[if !supportLists]-->(1) <!--[endif]-->All late mail that is received on an agenda item prior to distribution of the agenda packet to the reviewing authority shall be stamped or marked as "Late Mail" and shall be distributed to the reviewing authority with the agenda packet.

<!--[if !supportLists]-->(2) <!--[endif]-->All late mail received on an agenda item before 5:00 PM on the Monday prior to the meeting shall be date-stamped and marked as "Late Mail" and distributed to the reviewing authority as soon as practicable. Such mail shall be read and considered by the reviewing authority whenever possible. If the Monday, or Monday and Tuesday, prior to the meeting are a Town-recognized holiday, the deadline shall be extended to the following day at Noon.

<!--[if !supportLists]-->(3) <!--[endif]-->Any late mail received on an agenda item after the deadline established in paragraph (2) above shall be date-stamped, marked as "Late Mail" and distributed to the reviewing authority as soon as reasonably possible, but may not be read or considered by the reviewing authority. There should be no expectation of, nor shall the reviewing authority have any obligation to, read or consider any such late mail, and therefore such late mail may not become part of the administrative record for the item before the reviewing authority.

These provisions shall also apply to special and adjourned meetings when sufficient lead time exists to implement these provisions. If sufficient lead time does not exist, the Town Manager shall exercise discretion in establishing a reasonable cut-off time for late mail. For controversial items or at any meeting where a high volume of correspondence is anticipated, Town staff shall have the option to require an earlier late mail deadline, provided that the written public notice for any such item clearly communicates the specifics of the early late mail deadline, and the deadline corresponds appropriately to any earlier availability of the agenda packet.

Pursuant to state law, copies of all late mail shall be available in a timely fashion for public

MINUTES NO. 31
PARKS, OPEN SPACE & TRAILS COMMISSION
November 17, 2015
Regular Meeting
Tiburon Town Hall---Council Chambers
1505 Tiburon Boulevard, Tiburon, California

CALL TO ORDER

The regular meeting was called to order by Chairman Winkler at 6:00 PM, Tuesday, November 17, 2015 in the Town Hall Council Chambers, 1505 Tiburon Boulevard, 1st Floor, Tiburon, California.

ROLL CALL

Present: Chairman Winkler, Commissioners Thier, Feldman, McMullen
Absent: Vice-Chair Allen
Ex-Officio: Director of Public Works Barnes, Director of Community Development Anderson

ORAL COMMUNICATIONS

- None.

MINUTES

Minutes of the May 19, 2015 regular meeting were approved by a vote of 4-0.

COMMISSION AND STAFF BRIEFING

- Director Barnes discussed the timing of the Bicycle Pedestrian Master Plan (PBMP) project discussion. That item would be discussed at the regular January meeting.

BUSINESS ITEMS

1. General Plan Circulation Element Amendments: Review and Comment on Proposed Amendments to and Updating of the Tiburon General Plan Circulation Element (acting as Bicycle & Pedestrian Advisory Committee) (SA)
    - Director Anderson introduced the item.
    - The item was opened to public comment. There was no public comment. Public comment was closed.

- Commissioner Feldman asked about the open space trails in the circulation element, specifically the Ridge Rail and the gap near the Rabin Property. Director Anderson provided an update stating that the Rabin Tentative Map was in review and that the Town Capital Improvement Plan had included funds for work in the area but given the timing of the Rabin project that any work would be delayed beyond the current fiscal year.
- Commissioner Feldman asked if C-43 would be what POST would be discussing at the January meeting. Director Barnes responded that it was.
- Chair Winkler asked about the gap closure between Strawberry Drive and Blackfield Drive. Director Barnes noted that he had asked for this to be included in the projects to be discussed under the BPMP, and that the Town had sponsored this project in the Regional Transportation Plan. Director Barnes also noted that this project was ultimately controlled by the County but the Town had a strong interest in seeing it move forward.
- Commissioner Thier moved to send the General Plan Circulation Element Amendments to Planning Commission and Town Council as presented. Second by Commissioner McMullen. Passed 4-0.
- The Commission requested that the project list for the BPMP update be posted for public review ahead of the meeting.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:22 P.M.

_____
PETER WINKLER, CHAIR
Parks, Open Space & Trails Commission

ATTEST:

_____
PATRICK BARNES, ACTING SECRETARY

TOWN OF TIBURON
1505 Tiburon Boulevard
Tiburon, CA 94920

Parks, Open Space & Trails
Commission Meeting
January 19, 2015

Agenda Item: 1

STAFF REPORT

To:	**Members of the Parks, Open Space & Trails Commission**
From:	**Public Works Department**
Subject:	**Tiburon Bicycle and Pedestrian Plan Update Community Workshop**

BACKGROUND

The Town of Tiburon, in conjunction with other Marin jurisdictions and Transportation Authority of Marin (TAM), is in the process of updating its Bicycle Pedestrian Master Plan, adopted in 2008. TAM is running this project for the various jurisdictions, which helps to ensure the plans are somewhat integrated. TAM has hired a consultant, Alta Planning + Design, for this effort.

On May 19, 2015, POST held a Bicycle and Pedestrian Plan Update community workshop as part of the regular POST meeting. That workshop provided residents an opportunity to learn about the planning process and comment on bicycle and pedestrian issues in Tiburon. At the May 19, 2015, meeting staff noted there would be a second workshop to discuss preliminary findings and provide the opportunity to review and rank bicycle and pedestrian projects that would be included in the updated plan.

ANALYSIS

This is the second community workshop. At this workshop, a list of proposed projects that are being considered for inclusion in the updated Master Plan will be discussed. The workshop/ meeting has three goals:

1. Determine whether these are projects that should be included in the Master Plan update. Are there projects that should be modified, eliminated or added?
2. Provide a ranking of the projects, particularly the top few.
3. Determine which <u>two</u> projects should receive additional study, including a rough cost estimate, to be placed into the updated report. Note that TAM's contract with Alta Planning + Design limits this work to only two projects. Since some projects have already had preliminary reports and rough cost estimates completed, the two projects selected by POST for further study may not be the same as the top two priority projects if reports have already been prepared for these.

A proposed project list attached to this staff report as **Exhibit 1**. There are also two maps (**Exhibits 2 and 3**) attached. Exhibit 2 shows the location of bicycle projects and Exhibit 3

shows the location of pedestrian projects. These maps will be available at the meeting in a larger format to facilitate public comment.

FORMAT OF THE MEETING AND WORKSHOP

1. Staff will introduce the item.
2. The Alta Planning + Design consultant will give a presentation that describes and locates each of the projects.
3. Questions from the POST Commissioners will be asked and addressed.
4. Public comment will be solicited.
5. The POST Commission will decide whether any projects should be added to or removed from the project list.
6. There will be a breakout into a public workshop session. The time of the breakout session will be limited (about 20 minutes) and set at the meeting depending on the number of participants. The breakout session will provide an opportunity for the Commissioners and public to:
    a. Write comments on the maps.
    b. Put stickers on the maps indicating the priority of the project.
7. Reconvene as POST meeting
    a. Public comment will be accepted on the proposed projects.
    b. Top priority projects will be discussed and recommendations made (if appropriate) by the POST Commission.

EXHIBITS

1. List of proposed projects to be included in the Master Plan update.
2. Map showing location of bicycle projects.
3. Map showing location of pedestrian projects.

Prepared By: Patrick Barnes, Director of Public Works

Table 1: Proposed Bicycle Projects and Actions

Name	Begin	End	Facility Type	Length	Estimated Cost*	Description
Project #1: Blackie's Pasture Connection	Blackie's Grove	Blackie's Pasture	Class IV (parking and buffer protected bikeway) and pedestrian path	0.03	$50,000 (Town of Tiburon Bay Trail Gap Study, 2012)	Improved pedestrian and bicycle path along access road south of the parking lot; pave gravel shoulder that serves as on-street parking and provide a 4-foot wide striped buffer between the 10-foot wide multi-use path and the parking aisle. Move the existing fence approximately 4 feet to the south. (Town of Tiburon Bay Trail Gap Study, 2012)
Project #2: Tiburon Boulevard at Blackfield Drive/Greenwood Cove Drive	N/A	N/A	Intersection enhancements	N/A	$116,000	Bicycle and pedestrian intersection enhancements currently under study. Includes addition of a high-visibility crosswalk, pedestrian-activated Leading Pedestrian Interval, buffered bicycle lanes, dashed green bicycle lanes to indicate a mixing zone, and "bike box". (Safe Pathways to School)
Project #3: Greenwood Beach Road	Town/County Boundary (approximately 150 feet south of Barbaree Way	Blackie's Grove	Class III (bicycle route)	0.43	$10,000	Class III bike route signs.
Project #4: Trestle Glen Boulevard	Tiburon Boulevard	Paradise Drive	Class II (bicycle lane)/Class III (bicycle route)	0.61	$2 million+	Class II bike lanes on both sides *or* a combination Class II/III with bike lanes on uphill direction.
Project #5: Tiburon Boulevard	Mar West Street	Lagoon Road/Cove Road	To Be Determined	0.01	$100,000	Improve transition from Class I facility on Tiburon Boulevard west of Mar West Drive to Class II facility east of Mar West Drive. Coordinate with planned signal or roundabout at this location.
Project #6: Paradise Drive	Mar West Street	East Town Limit	Class III (bicycle route)	0.54	$10,000	Stencil or sign Class III bicycle routes
Project #7: Tiburon Boulevard	Town limits	Trestle Glen Boulevard	Class II (bike lanes)	1.0	$20,000	Subject to Caltrans and County approval; convert existing striped shoulder to Class II bike lanes
Total Proposed Class I Bikeways				0.0	$0	

Exhibit 1

Name	Begin	End	Facility Type	Length	Estimated Cost*	Description
Total Proposed Class II Bikeways				1.61	$2,020,000+	
Total Proposed Class III Bikeways				0.97	$20,000	
Total Proposed Class IV Bikeways				0.03	$50,000	
Total Other Proposed Bicycle Facilities				0.01	$216,000	
Total Proposed Bikeways				**2.62**	**$2,306,000**	

* Planning level cost estimates are based on latest available actual implementation unit costs in the Bay Area, and include all design, environmental, and other costs. Many projects are undefined at this level, and the final type and scope of the project is yet to be determined. The estimates do not include any major right-of-way, environmental, or engineering costs that may be discovered in the feasibility design process. Costs from available feasibility studies are used where available.

Table-2: Proposed Projects and Actions Outside of Town Boundaries

Name	Begin	End	Facility Type	Length	Estimated Cost*	Description
Project #8: Tiburon Boulevard	East Strawberry Drive	Greenwood Cove Drive	Class I (Multi-use Path)	0.19	$2,550,000	Advocate for and support County implementation of a Class I multi-use path along the south side of Tiburon Boulevard; maintain Caltrans shoulder (path separated with barrier at highway elevation OR path below highway on bench); single span bridge over slough. (Town of Tiburon Bay Trail Gap Study, 2012)

* Planning level cost estimates are based on latest available actual implementation unit costs in the Bay Area, and include all design, environmental, and other costs. Many projects are undefined at this level, and the final type and scope of the project is yet to be determined. The estimates do not include any major right-of-way, environmental, or engineering costs that may be discovered in the feasibility design process. Costs from available feasibility studies are used where available.

Table 3: Proposed Pedestrian Projects and Actions

Recommended Project	Location	Description	Estimated Cost*
Project #9: Unprotected/Mid-Block Crossing Upgrade	Tiburon Boulevard (161 feet west of Juanita Lane)	Add advanced yield lines. (Downtown Circulation and Parking Analysis – Final Report, Town of Tiburon, 2012)	$2,000
Project #10: New Mid-Block Crossing	Tiburon Boulevard (east of Beach Road)	Consider installing signs and advanced yield lines at mid-block crossing. (Downtown Circulation and Parking Analysis – Final Report, Town of Tiburon, 2012)	$2,000
Project #11: Steps, Lanes, and Paths Top Priority Project #1	Moitoza Lane (Portion between Vistazo West Street and Esperanza Street)	There is an approximately 500 foot long stretch of public right-of-way that is unimproved within this segment that would connect two public streets. The dirt path is narrow and uneven in places and not friendly for most users. The Town has a recent detailed topographic survey of the entire segment. Installation of a paved, safe walking path made of decomposed granite along this 500-foot stretch would complete the connection. Signage would be installed at the entrances to signify access. (Tiburon Bicycle and Pedestrian Master Plan, 2008 Update)	$100,000
Project #12: Tiburon Ridge Trail	Rabin Property – Town Trail	Close trail gaps such as Hacienda Gap with trail enhancements to be determined	$125,000
Total			**$229,000**

* Planning level cost estimates are based on latest available actual implementation unit costs in the Bay Area, and include all design, environmental, and other costs. Many projects are undefined at this level, and the final type and scope of the project is yet to be determined. The estimates do not include any major right-of-way, environmental, or engineering costs that may be discovered in the feasibility design process. Costs from available feasibility studies are used where available

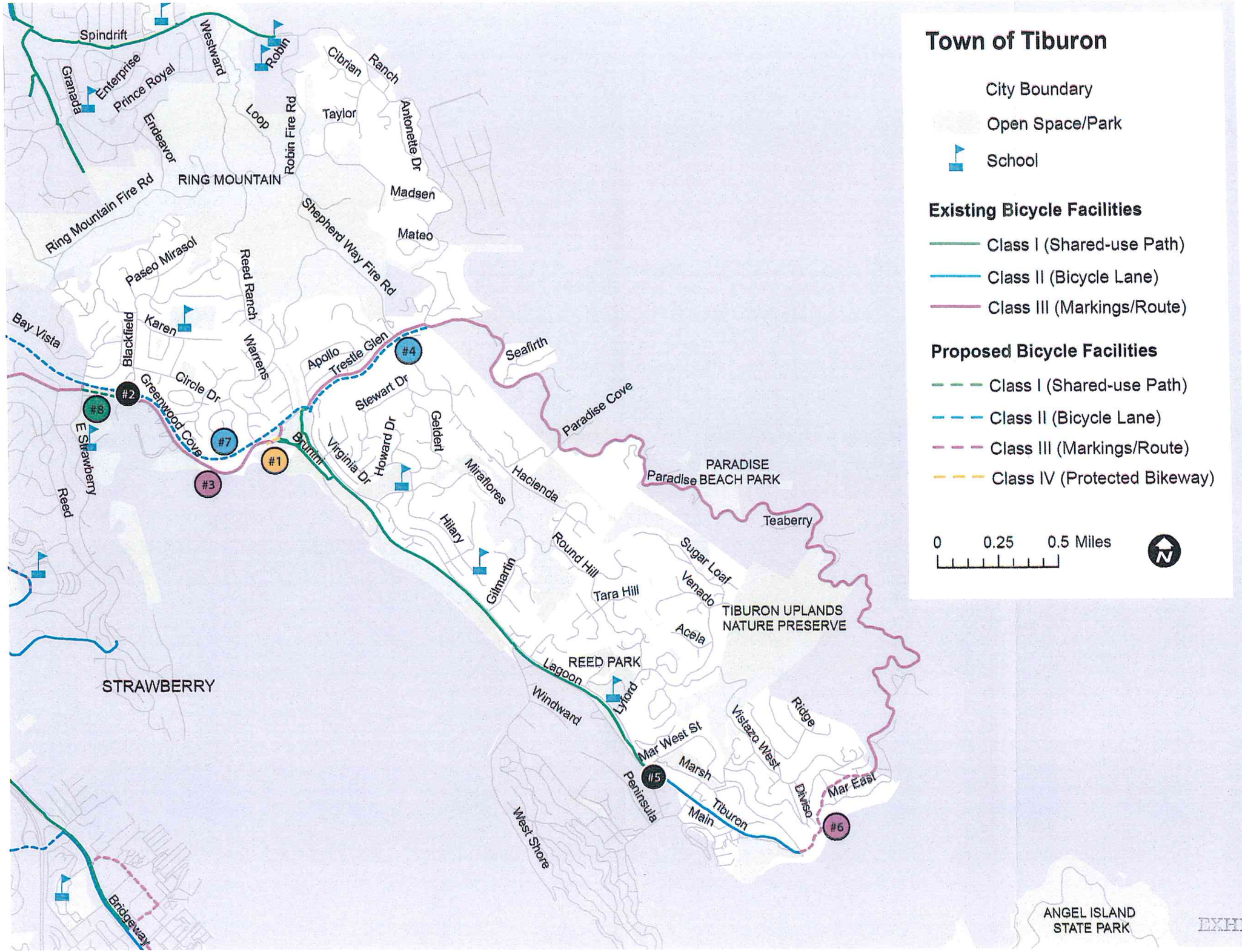
Town of Tiburon
City Boundary
Open Space/Park
School
Existing Bicycle Facilities
Class I (Shared-use Path)
Class II (Bicycle Lane)
Class III (Markings/Route)
Proposed Bicycle Facilities
Class I (Shared-use Path)
Class II (Bicycle Lane)
Class III (Markings/Route)
Class IV (Protected Bikeway)
0 0.25 0.5 Miles
N
Spindrift
Westward
Robin
Cibrian
Ranch
Granada
Enterprise
Prince Royal
Endeavor
Loop
Robin Fire Rd
Taylor
Antonette Dr
RING MOUNTAIN
Ring Mountain Fire Rd
Madsen
Shepherd Way Fire Rd
Mateo
Paseo Mirasol
Reed Ranch
Bay Vista
Blackfield
Karen
Warrens
Apollo
Trestle Glen
#4
Seafirth
Circle Dr
Greenwood Cove
#2
#8
Stewart Dr
Paradise Cove
E Strawberry
#7
Brunini
#1
Virginia Dr
Howard Dr
Geldert
Miraflores
Hacienda
PARADISE
Paradise BEACH PARK
#3
Reed
Teaberry
Hilary
Round Hill
Sugar Loaf
Gilmartin
Tara Hill
Venado
TIBURON UPLANDS
NATURE PRESERVE
Acela
REED PARK
Lagoon
STRAWBERRY
Lyford
Windward
Ridge
Vistazo West
Mar West St
Marsh
#5
Peninsula
Mar East
Diviso
Tiburon
Main
#6
West Shore
Bridgeway
ANGEL ISLAND
STATE PARK

EXHIBIT NO. 2

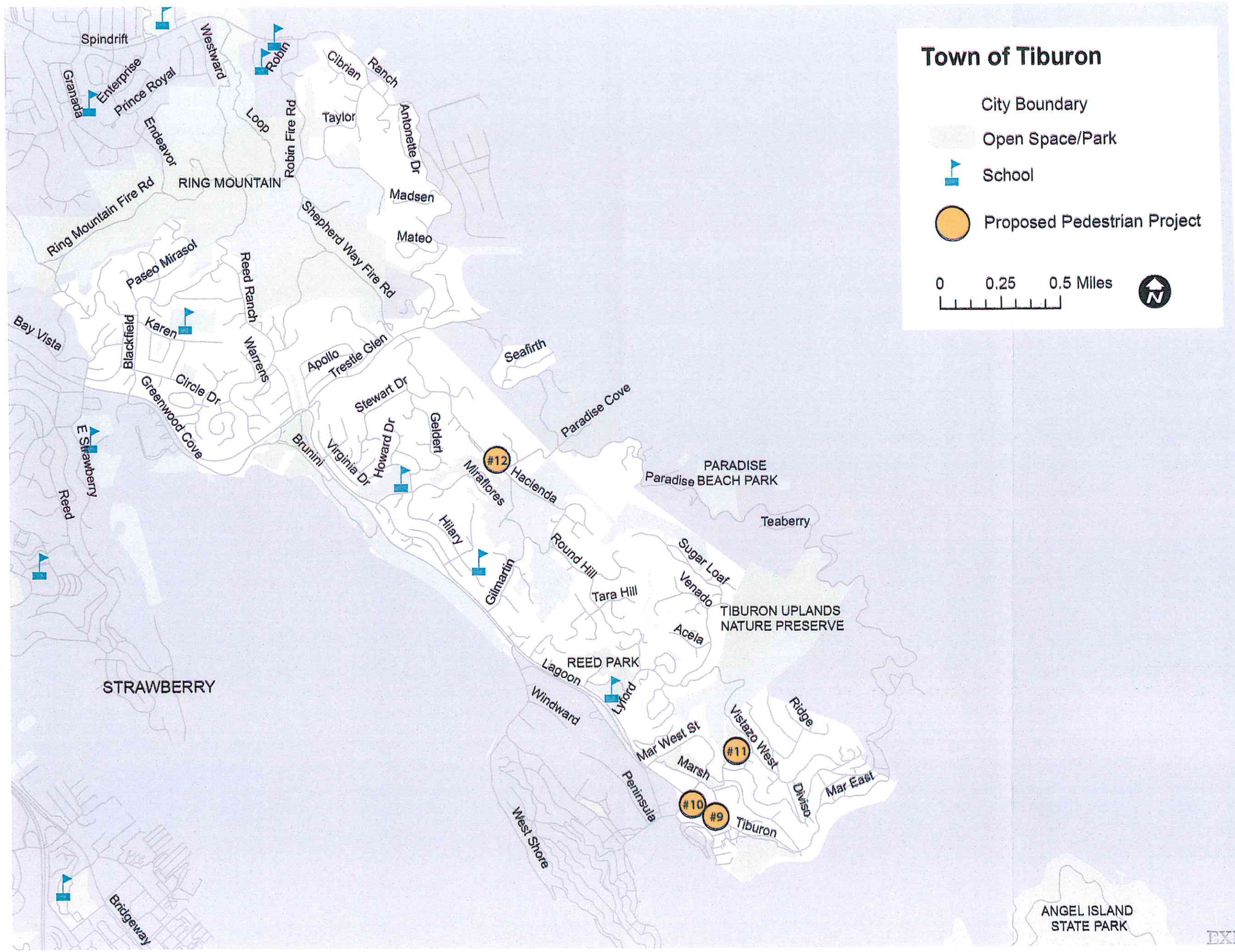
Town of Tiburon
City Boundary
Open Space/Park
School
Proposed Pedestrian Project
0
0.25
0.5 Miles
N
Spindrift
Westward
Robin
Cibrian
Ranch
Granada
Enterprise
Prince Royal
Endeavor
Loop
Robin Fire Rd
Taylor
Antonette Dr
RING MOUNTAIN
Ring Mountain Fire Rd
Madsen
Shepherd Way Fire Rd
Mateo
Paseo Mirasol
Reed Ranch
Bay Vista
Blackfield
Karen
Warrens
Apollo
Trestle Glen
Seafirth
Circle Dr
Greenwood Cove
Stewart Dr
Paradise Cove
E Strawberry
Brunini
Virginia Dr
Howard Dr
Geldert
#12
Miraflores
Hacienda
PARADISE
Paradise BEACH PARK
Reed
Teaberry
Hilary
Round Hill
Sugar Loaf
Gilmartin
Tara Hill
Venado
TIBURON UPLANDS
NATURE PRESERVE
Acela
REED PARK
Lagoon
STRAWBERRY
Lyford
Windward
Ridge
Vistazo West
Mar West St
#11
Marsh
Mar East
Peninsula
Divisa
#10
#9
Tiburon
West Shore
Bridgeway
ANGEL ISLAND
STATE PARK

EXHIBIT NO. 3