

KHANH NGUYEN
Chairman

JAMES PHAM
Vice Chairman

JOSEPH NGO
Commissioner

ANDY NGUYEN
Commissioner

KRISTIN SUMMERS
Commissioner



AGENDA

TRAFFIC COMMISSION

SPECIAL MEETING

October 26, 2023

6:00 p.m. Council Chambers

**8200 WESTMINSTER BOULEVARD
WESTMINSTER, CALIFORNIA 92683**

If you need special assistance to participate in this meeting, please contact the Public Works/Engineering Department at (714) 548-3243. Notification of 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. (28 CFR 35.102-35.104 American Disabilities Act Title II)

NOTE: Any writings or documents provided to a majority of the Traffic Commission regarding any item on this agenda is available for public inspection at the public counter at City Hall located at 8200 Westminster Boulevard, Westminster, CA during normal business hours.

AGENDA
October 26, 2023

AGENDA INFORMATION
MEETINGS

Regular Meetings of the Traffic Commission are held the last Tuesday of each month at the hour of 6:00 p.m. While in the City Council Chamber, please turn off all cellular phones and pagers.

AGENDA INFORMATION

The agenda contains a brief general description of each item to be considered. The agenda and supporting documentation is available for public review at the entryway of the Council Chambers prior to the meeting. On the Friday prior to the meeting, the agenda can be accessed on the City's web site at <https://www.westminster-ca.gov/government/boards-commissions-committees/traffic-commission>

ATTENDANCE AND PARTICIPATION BY THE PUBLIC

All meetings of the Traffic Commission shall be open and public. Agendas for the Traffic Commission meetings provide the public an opportunity to directly address the Traffic Commission on items of interest to the public that are within the subject matter jurisdiction of the Traffic Commission on any agenda items. NO action may be taken on items not listed on the agenda unless authorized by law. Unless otherwise extended by the Traffic Commission, the amount of time for each individual speaker shall not exceed three (3) minutes.

PUBLIC USE OF COUNCIL CHAMBER EQUIPMENT

All computer presentations must be e-mailed or provided on a CD-ROM to the Traffic Commission Secretary at least 48 hours prior to the meeting. Items to be displayed on the overhead projector must be submitted to the Traffic Commission Secretary for review by staff to verify appropriateness for general audiences by noon on the day of the meeting and prior to the use of the equipment.

1. ROLL CALL: K. NGUYEN, PHAM, NGO, A. NGUYEN
2. SALUTE TO FLAG:
3. APPROVAL OF MINUTES – September 26, 2023
4. ITEMS TO BE CONSIDERED

ANYONE WISHING TO SPEAK ON AN ITEM IS REQUESTED TO COMPLETE A SPEAKER SLIP THAT IS PROVIDED AT THE ENTRANCE TO THE COUNCIL CHAMBERS. PLEASE SUBMIT THE SPEAKER SLIP TO THE SECRETARY. WHEN YOUR NAME IS CALLED PLEASE STEP TO THE PODIUM AT THAT TIME AND

AGENDA
October 26, 2023

STATE YOUR NAME AND ADDRESS FOR THE RECORD.

AFTER THE PUBLIC HEARING IS OPENED, PERSONS SPEAKING IN FAVOR WILL BE HEARD FIRST, FOLLOWED BY THOSE PERSONS SPEAKING IN OPPOSITION; AND THEN PERSONS SPEAKING IN REBUTTAL. ONLY THOSE PERSONS WHO HAVE SPOKEN IN FAVOR WILL BE PERMITTED TO SPEAK IN REBUTTAL. PERSONS WISHING TO SPEAK WILL HAVE THREE (3) MINUTES TO SPEAK. THE TRAFFIC COMMISSION MAY USE ITS DISCRETION TO ALLOW A SPEAKER TO EXCEED THE TIME LIMITS.

NOTE: YOU MAY BE LIMITED TO RAISING ONLY THOSE ISSUES YOU OR SOMEONE ELSE RAISED AT THE MEETING DESCRIBED IN THIS NOTICE OR IN WRITTEN CORRESPONDENCE DELIVERED AT THE MEETING OR PRIOR THERETO.

4.1 T.C. 23-102

Staff Proposal to approve the installation of a White Loading/Unloading Zone at 7124 Westminster Boulevard

RECOMMENDATION:

That the Traffic Commission approve the installation of a White Loading/Unloading Zone at 7124 Westminster Boulevard.

5. NEW BUSINESS

6. OLD BUSINESS

7. INFORMATION AND REPORTS

8. ORAL COMMUNICATIONS

9. WRITTEN COMMUNICATIONS

10. ITEMS COMMISSIONERS/STAFF MAY WISH TO DISCUSS

11. ADJOURNMENT: To a Regular Meeting Tuesday, November 28, 2023 at 6:00 p.m. in the Council Chambers

DECLARATION: This agenda was posted on the Bulletin Board outside of the Council Chambers, where completely accessible to the public, at least 72 hours in advance of the City Council Meeting.

/S/Veronica Johnson, Management Analyst



WESTMINSTER TRAFFIC COMMISSION

Minutes of the Regular Meeting

Council Chambers
8200 Westminster Blvd.
Tuesday – September 26, 2023 at 6:00 pm

CALL TO ORDER A regular meeting of the Westminster Traffic Commission was called to order by Chairman K. Nguyen on Tuesday, September 26, 2023, at 6:01 p.m. in Council Chambers, 8200 Westminster Boulevard, Westminster, California.

SALUTE TO FLAG Commissioner Ngo led the members of the audience in the Salute to the Flag.

ROLL CALL **Commissioners Present:** A. Nguyen, K. Nguyen, Pham, Ngo
Commissioners Absent: None

Staff Present: Adolfo Ozaeta, Assistant City Manager; Bill Pham, Civil Engineering Associate; Sergeant Adam, Westminster Police Department; Veronica Johnson, Secretary

APPROVAL OF MINUTES The minutes of the Traffic Commission's regular meeting of August 29, 2023 were approved on a motion by Chairman K. Nguyen; seconded by Commissioner A. Nguyen. The motion passed 4-0.

ITEMS TO BE CONSIDERED The first item to be discussed at this evening's meeting was T.C. 75-127, Request for Parking Restrictions on the West Side of Chestnut Street between Santee Avenue and the Orange County Flood Control District (OCFCD) Channel

T.C. 75-127
Chestnut Avenue

Mr. Pham stated that staff received a written request and a petition from Mr. Charles D'Auria (14691 Davis Street), to investigate safety concerns and privacy issues on the west side of Chestnut Street between Santee Avenue and the Orange County Flood Control District (OCFCD) Channel.

The subject location is regularly being used for parking of commercial and recreational vehicles (RVs), that leave their engines running at all hours of the day and night. People are also illegally living out of vehicles and have been known to leave behind trash and human waste, among other things, on the street or tossing them into the backyards of residents along Chestnut Street. These activities have contributed to the residents stating the area is dirty, noisy, and unsafe.

Mr. Pham noted that the area in question is adjacent to a block wall behind residential homes. Residents do not rely on the parking in this area. Staff added that the locations is in front of a Southern California Edison (SCE) facility. In the past, truck drivers would park in the area waiting for the gates to open at SCE to make deliveries. Staff has worked with SCE and requested they open their gates earlier to accommodate deliveries.

Mr. Pham further noted that several phone calls were received from residents in support of the item.

STAFF'S

RECOMMENDATION

Staff recommendation was to approve the installation of parking restrictions on the west side of Chestnut Street between Santee Avenue and the Orange County Flood Control District (OCFCD) Channel.

Chairman K. Nguyen opened the Public Hearing.

The following person spoke on the subject parking restrictions:

The following person spoke in favor of the subject item:

Tanya Park, reiterated that trucks and vehicles park here and leave their trash behind. Recently, there have been people living in their vehicles harassing residents.

No one spoke against the subject item.

In response to the Commission's questions, Mr. Pham clarified that there currently are parking restrictions installed on the east side of Chestnut Street and to the north of Santee Avenue. Parking would still be available on Chestnut Street between Santee Avenue and Hazard Avenue, adjacent to the commercial properties.

Discussion ensued regarding the homeless issues in the area.

MOTION

Vice Chairman Pham moved to approve the installation of parking restrictions on the west side of Chestnut Street between Santee Avenue and the Orange County Flood Control District (OCFCD) Channel. The motion was seconded by Chairman K. Nguyen.

VOTE

Motion passed by a 4-0 vote.

The next item to be discussed at this evening's meeting was T.C. 23-101, Staff Proposal to Install Parking Restrictions on the East and West Side of Willow Lane, between 6251 Mahogany Avenue and 14202 Willow Lane

**T.C. 23-101
Mahogany Avenue**

Mr. Pham stated that staff identified a need for parking restrictions on the east and west side of Willow Lane, between 6251 Mahogany Avenue and 14202 Willow Lane based on the City's standard plans.

Willow Lane, between 6251 Mahogany Avenue and 14202 Willow Lane, is 32 feet wide; the approach and departure lanes are 16 feet wide. The City of Westminster's Standard Plans require that residential streets with parking be a minimum of 36 feet wide; each approach shall consist of a ten-foot travel lane with eight feet of parking. The subject location is not in compliance with the City's standard plans for on-street parking.

**STAFF'S
RECOMMENDATION**

Staff's recommendation was to approve the installation of parking restrictions on Willow Lane, between 6251 Mahogany Avenue and 14202 Willow Lane, for a distance of 410 feet on the east side and 355 feet on the west side of Willow Lane.

No one spoke on the subject parking restrictions.

In response to the Commission's questions, Mr. Pham stated that no vehicles were seen parking in the area during several site visits. There is available parking in front of the residential homes and on site in the area. Furthermore, parking is not recommended at the subject location due to sight visibility issues. Mr. Pham further added that no comments were received from residents on the proposed parking restrictions

MOTION

Chairman K. Nguyen moved to approve staff's recommendation for the installation of parking restrictions on Willow Lane, between 6251 Mahogany Avenue and 14202 Willow Lane, for a distance of 410 feet on the east side and 355 feet on the west side of Willow Lane. The motion was seconded by Commissioner A. Nguyen.

VOTE

Motion passed by a 4-0 vote.

NEW BUSINESS

There were no "New Business" items presented to the Commission at tonight's meeting.

OLD BUSINESS

Mr. Pham gave an update to Commissioner Ngo's previous requests regarding sidewalk installation of Bolsa Avenue, west of Beach Boulevard, and street light installation on Beach Boulevard, north of Bolsa Avenue. Mr. Pham reminded the Commission that Bolsa Avenue is in the County of Orange's jurisdiction and Beach Boulevard is Caltrans right-of-way. Mr.

Pham reported he reached to the appropriate agencies regarding the requests. The agencies stated there were no plans in the near for the sidewalk or the street light installations.

**INFORMATION
& REPORTS**

There were no "Information and Reports" items presented to the Commission at tonight's meeting.

**ORAL
COMMUNICATIONS**

There were no "Oral Communications" items presented to the Commission at tonight's meeting.

**WRITTEN
COMMUNICATIONS**

There were no "Written Communications" items presented to the Commission at tonight's meeting.

**ITEMS
COMMISSIONERS/STAFF
MAY WISH TO
DISCUSS**

Ms. Johnson inquired whether the Commission would like to reschedule the October meeting since it would fall on Halloween. The Commission agreed to reschedule. Possible dates will be sent out.

Mr. Ozaeta informed the Commission that currently all the bridges related to the I-405 are now open. Staff will bring an update on the project at a future meeting.

ADJOURNMENT

There being no further business to come before the Commission at this time, the meeting was adjourned at 6:50 pm.

Respectfully Submitted,

Khanh Nguyen
Chairman

Veronica Johnson
Secretary

October 26, 2023

TO: Traffic Commission

**SUBJECT: T.C. 23-102
Proposal to approve the installation of a White Loading/Unloading Zone at
7124 Westminster Boulevard**

RECOMMENDATION:

That the Traffic Commission approve the proposed installation of a White Loading/Unloading Zone at 7124 Westminster Boulevard.

DISCUSSION

On February 12, 2019, the Westminster City Council reviewed and approved the City's first mixed-use affordable housing project, Westminster Crossing, which includes 45 affordable residential rental units. Westminster Crossing is a brand new gated low income apartment complex located at 7124 Westminster Boulevard (corner of Westminster Boulevard and Locust Street). It opened in 2022.

Westminster Crossing's developer identified a need for a loading/unloading zone directly in front of 7124 Westminster Boulevard, for a distance of 22 feet. The loading/unloading zone facilitates mail drop-off and pick-up by the United States Postal Service. The location is identified by a white curb designation and the phrase "Loading/Unloading" labeled with black stencil. Pursuant to the California Vehicle Code, a white curb designation is intended for vehicles to stop only long enough to accommodate the pick-up or drop-off of passengers or mail.

Exhibit A illustrates the study area and adjacent land uses, along with the proposed loading/unloading zone.

Staff recommends that the Traffic Commission approve the proposed installation of a white Loading/Unloading Zone at 7124 Westminster Boulevard.

Respectfully submitted,



Jake Ngo, P.E.
Public Works Director/City Engineer

By:



Bill Pham
Associate Engineer

Attachment: Exhibit A



NOT TO SCALE

LOADING/UNLOADING ZONE AT 7124 WESTMINSTER BOULEVARD

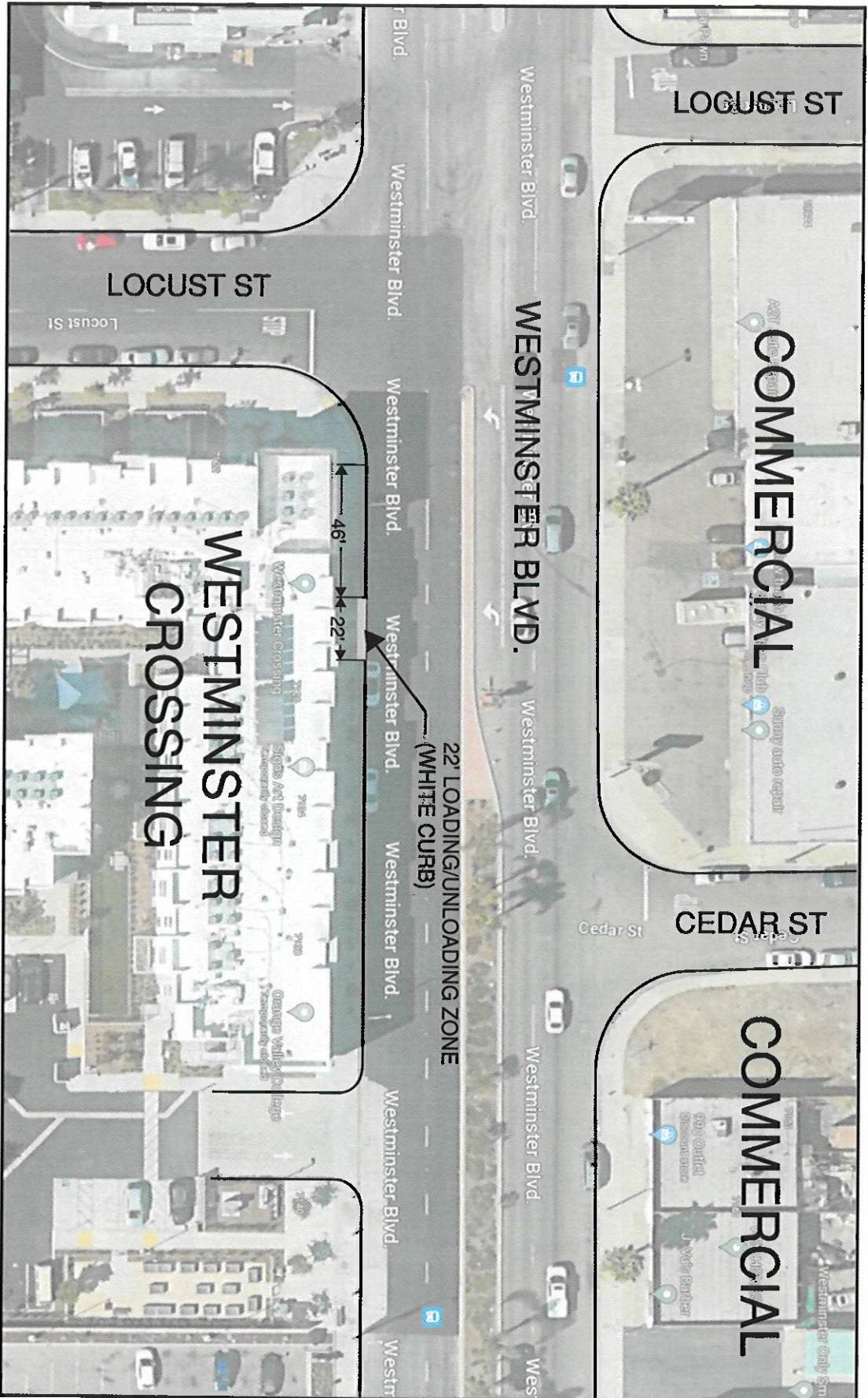





EXHIBIT A

-  WHITE CURB
-  EXISTING CURB
-  EXISTING DRIVEWAY



TRAFFIC ENGINEERING DIVISION
 Drawn by: L. TRAN
 October 26, 2023