



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

**AGENDA
REGULAR MEETING**

**TRAFFIC COMMISSION
THURSDAY, NOVEMBER 21, 2019**

**CITY OF ROLLING HILLS
8:30 A.M.**

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **APPROVAL OF MINUTES**

- A. OCTOBER 03, 2019 MINUTES OF A REGULAR MEETING OF THE TRAFFIC COMMISSION.

4. **PRESENTATION**

- A. PRESENTATION BY REPRESENTATIVES OF THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT, LOMITA STATION, ON TRAFFIC STATISTICS FOR THE CITY OF ROLLING HILLS. (ORAL)

5. **OLD BUSINESS**

NONE.

6. **NEW BUSINESS**

- A. CONSIDER A REQUEST TO RELOCATE THE ROAD INTERSECTION OF STORM HILL LANE AND JOHNS CANYON ROAD AS PART OF A ROAD CONSTRUCTION PROJECT ON STORM HILL LANE.
- B. CONSIDER A REQUEST FROM ROLLING HILLS COMMUNITY ASSOCIATION TO RELOCATE THE BARRIER ARMS AND STOP SIGNS AT THE MAIN GATE ON PORTUGUESE BEND ROAD AND THE CREST ROAD GATE.

7. **OPEN AGENDA - COMMENTS FROM PUBLIC ON ITEMS NOT ON THE AGENDA**

NONE.

8. MATTERS FROM MEMBERS OF THE TRAFFIC COMMISSION

NONE.

9. MATTERS FROM STAFF

NONE.

10. ADJOURNMENT

Next meeting scheduled for Thursday, January 23, 2020 at 8:30 a.m.

Documents pertaining to an agenda item received after the posting of the agenda are available for review in the City Clerk's office or at the meeting at which the item will be considered.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting due to your disability, please contact the City Clerk at (310) 377-1521 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility and accommodation for your review of this agenda and attendance at this meeting.

MINUTES OF
A REGULAR MEETING
OF THE
TRAFFIC COMMISSION OF THE
CITY OF ROLLING HILLS
THURSDAY, OCTOBER 03, 2019

1. **CALL TO ORDER**

A regular meeting of the Traffic Commission of the City of Rolling Hills was called to order by Chair Wilson at 8:31 a.m. on Thursday, October 03, 2019 in the City Council Chamber, at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

2. **ROLL CALL**

Commissioners Present: Margeta, Raine, Virtue and Chair Wilson.

Commissioners Absent: Hawkins

Others Present: Elaine Jeng, City Manager.
Yolanta Schwartz, Planning Director
Vanessa Munoz, Traffic Engineer.
Yohana Coronel, City Clerk
Deputy Tami Bouse
Mario Ramirez, 23 Chuckwagon Road

3. **APPROVAL OF MINUTES**

MAY 23, 2019 MINUTES OF A REGULAR MEETING OF THE TRAFFIC COMMISSION.

Commissioner Virtue moved that the Traffic Commission approve the minutes of the regular meeting of the Traffic Commission held on May 23, 2019. Commissioner Margeta seconded the motion, which carried without objection by a voice vote.

4. **PRESENTATION**

A. PRESENTATION BY REPRESENTATIVES OF THE LOS ANGELES COUNTY SHERIFF'S DEPARTMENT, LOMITA STATION, ON TRAFFIC STATISTICS FOR THE CITY OF ROLLING HILLS.

Deputy Tami Bouse gave an overview of the traffic statistics for the City of Rolling Hills.

Chairman Wilson inquired about an incident logged on July 21, that read the unsafe entry to highway.

Deputy Bouse answered Chairman Wilson and stated that it was a resident exiting their driveway without clearing the street and almost hitting a deputy that was driving up the street on John's Canyon.

Chairman Wilson also inquired about juvenile citations and why they are separated out in the report.

Deputy Bouse stated that there is an interest in how fast juveniles are driving and so she makes a note in parenthesis on the log.

5. OLD BUSINESS

NONE.

6. NEW BUSINESS

- A. CONSIDER THE SCOPE OF WORK FOR THE FY 2019-2020 SIGNAGE AND STRIPING PROJECT AND RECOMMEND TO THE CITY COUNCIL TO APPROVE THE PROJECT FOR CONSTRUCTION.

City Manager Elaine Jeng gave an overview of the signage and striping project and noted that even though the item is under new business, this project has a lot of old components and stated that she would provide an overview of the project. She then proceeded to highlight the four different components 1) signing and striping of the four streets the Rolling Hills Community Association (RHCA) paved back in March of 2019, which is considered last fiscal year. 2) Horse crossings with the Traffic Commission's recommendations to survey horse crossings and bring back the scope of work needed. 3) Signing and striping Crest Road East, from Portuguese Bend Road to the Crest East Gate and 4) intersection Williamsburg Lane and Lower Blackwater Canyon Road which turns into Middleridge Lane. City Manager Jeng reminded the Traffic Commission of the phone call a resident made with regards to the unsafe conditions at this particular intersection. She then dispatched a Traffic Engineer to the location and it was the Traffic Engineers recommendation to place an all-way stop sign. City Manager Jeng stated the project is being grouped together because it is all the same work, signage and striping. She proceeded to ask the Traffic Commission to recommend to the City Council to group the project as one project and recommend it for construction.

City Manager Jeng then proceeded to review the horse crossings component. She stated that during the last Traffic Commission meeting, the Traffic Commission requested that staff go out to inventory the crossings. Staff started to inventory crossings with input from the Caballeros Club and a list provided by the RHCA. This list provided twenty-nine equestrian crossings. The Traffic Engineer then went out to evaluate all twenty-nine crossings and discovered one more crossing, bringing the total to thirty equestrian crossings. City Manager Jeng proceeded to inform the Traffic Commission that the Traffic Engineer's recommendations can be found in their packets.

Commissioner Raine inquired if the project presented before them was to be voted on as one project.

City Manager Jeng responded yes. She also stated that if a Commissioner wanted to look more closely at a particular component, that would be another option.

Commissioner Raine inquired about who the resident was that requested the four-way stop sign.

City Manager Jeng responded it was a resident living on Williamsburg Lane. The resident stated that when they are exiting Williamsburg Lane to get onto Lower Blackwater Canyon, they often cannot see the oncoming traffic coming up the hill in order to make a left. She also stated that the resident proposed to install a convex-mirror in order to be able to see. Unfortunately there is no post to place the mirror and the mirror is not an identified measure in the Manual on Uniform Traffic Control Devices (MUTCD). City Manager Jeng informed the Traffic Commission that the Traffic Engineer visited the site measured the site distance and found that there is inadequate site distance from the four approaches.

Commissioner Virtue inquired about the thermo plastic markings indicated on page 4. She recalls the Traffic Commission discussing the issue and it was determined then that thermos plastic was slippery for the horses and costly. She proceeded to ask the City Manager why this option is being reconsidered.

City Manager Jeng clarified that page 4 of 37 is a bid schedule for the four streets (Middleridge North, Middleridge South, Upper Blackwater Canyon and Williamsburg Lane) to be paved.

Commissioner Virtue stated that she recalls that the horse owners did not want thermos plastic at all.

Traffic Engineer Vanessa Munoz stated that Commissioner Virtue is correct, thermo plastic is not good for an equestrian community and horses do tend to slip on it.

City Manager Jeng inquired about previous discussion the Traffic Commission. She pointed out that striping would be done in the middle of the road versus towards the edge or the side of the road. She wanted to know if there are places thermos plastic can be applied where horses would not come in contact with it.

Traffic Engineer Munoz answered yes, that horses would not come in contact with the striping in the crossings.

Commissioner Raine suggested not using thermo plastic anywhere because not every rider respects the crossings. He then suggested using paint.

Chairman Wilson inquired about the difference in price between pain and thermo plastic.

City Manager Jeng responded she did not know the difference in price. She did, however, note that thermo plastic cost more and does not fade as quickly. The paint must be retouched every two to three years and it is inconsistent. She reminded the Traffic Commission that she is not advocating for one or the other.

Commissioner Raine stated that from a safety point of view his preference is paint.

Commissioner Virtue stated the equestrians preference was not to use thermo plastic was very strong and felt she needed to remind the Traffic Commission.

Commissioner Raine moved that the Traffic Commission recommend to replace all the thermos plastic materials with paint in the Fiscal Year 2019-2020 Signage and Striping Project. Commissioner Virtue seconded the motion, which carried with no objection.

City Manager Jeng suggested to the Traffic Commission make a recommendation to the City Council to memorialize a policy to not use thermo plastic in the City.

Chairman Wilson stated he would be happy to do so and asked how the Traffic Commission would go about it.

City Manager Jeng responded that she would talk to the City Attorney to see how to best capture the policy.

Chairman Wilson directed the City Manager to proceed. He also asked for a motion to officially approve the project before the Traffic Commission.

Commissioner Raine moved that the Traffic Commission recommend to the City Council to support the project as presented with the material changes discussed earlier. Commissioner Margeta seconded the motion, which carried without no objection.

B. CONSIDER A NEW DRIVEWAY AT 23 CHUCKWAGON ROAD AS A PART OF A DEVELOPMENT APPLICATION.

Planning Director Yolanta Schwartz gave an overview of the project. The property owners at 23 Chuckwagon propose to relocate an existing apron and driveway to a location where it can better serve the garage and reduce hardscape along the front of the property. The proposed driveway would have an 18' wide apron and 13-14' wide driveway. The applicant consulted with Fire Department because the Fire Department normally requires a 20 foot wide driveway. The Fire Department stated they are fine with the driveway because they can reach the entire house from the street. She proceed to give an overview of the project through PowerPoint slides. She then proceed to inform the Traffic Commission that the Traffic Engineer visited the site and would like to give a report.

Traffic Engineer Munoz reported that she visited the project and stated the location of the driveway is normal. She felt what the applicant is proposing is acceptable because vehicles stop before crossing the driveway, therefore there is good sight distance, location and width.

Chairman Wilson asked Mr. Ramirez if he would like to comment.

Mario Ramirez, 23 Chuckwagon Road stated that he is available for questions.

Chairman Wilson stated that as long as there is no official objection from the Fire Department he is fine with it and does not have a problem with the project.

Planning Director Schwartz stated she will be asking the Fire Department to submit their official approval in writing.

Commissioner Raine inquired about the way the project is flagged and if there is a retaining wall on the south side of the new driveway.

Mr. Ramirez stated that there will not be a retaining wall at the street according to his architect and engineer, however, they do plan on filling in the front of the house with landscaping to blend everything in and give the house more curve appeal and functionality. They will be using current dirt from the property.

Commissioner Raine reminded the applicant that Rolling Hills does not allow commercial signage to be hung.

Mr. Ramirez stated he would remove it.

Commissioner Raine moved that the Traffic Commission approve the new driveway at 23 Chuckwagon Road as part of a development application. Commissioner Virtue seconded the motion, which carried with no objection.

- C. CONSIDER CHANGING NOVEMBER 28, 2019 TRAFFIC COMMISSION MEETING TO NOVEMBER 21, 2019 DUE TO THE THANKSGIVING HOLIDAY.

Commissioner Margeta moved that the Traffic Commission reschedule the November 28, 2019 Traffic Commission Meeting to November 21, 2019, the Thursday prior to November 28, 2019. Commissioner Virtue seconded the motion, which carried with no objection.

7. **OPEN AGENDA - COMMENTS FROM PUBLIC ON ITEMS NOT ON THE AGENDA**

NONE.

8. **MATTERS FROM MEMBERS OF THE TRAFFIC COMMISSION**

NONE.

9. **MATTERS FROM STAFF**

NONE.

ADJOURNMENT

Hearing no further business before the Traffic Commission, Chair Wilson adjourned the meeting at 9:16 a.m. to the next meeting of the Traffic Commission scheduled to be held on Thursday, November 21, 2019 beginning at 8:30 a.m. in the Rolling Hills City Council Chamber at City Hall, 2 Portuguese Bend Rd., Rolling Hills, CA.

Respectfully submitted,

Yohana Coronel,
City Clerk

Approved,

Patrick Wilson
Chair

4A: PRESENTATION BY REPRESENTATIVES OF THE LOS ANGELES COUNTY
SHERIFF'S DEPARTMENT, LOMITA STATION, ON TRAFFIC STATISTICS FOR
THE CITY OF ROLLING HILLS.

**STATISTIC REPORTS WILL BE PROVIDED
AT THE MEETING**



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

Agenda Item No.: 6A
Mtg. Date: 11/21/2019

TO: HONORABLE CHAIRMAN AND MEMBERS OF THE TRAFFIC COMMISSION

FROM: YOLANTA SCHWARTZ, PLANNING DIRECTOR

THRU: ELAINE JENG, P.E., CITY MANAGER

SUBJECT: CONSIDER A REQUEST TO RELOCATE THE ROAD INTERSECTION AT STORM HILL LANE AND JOHNS CANYON ROAD AS PART OF A ROAD CONSTRUCTION PROJECT ON STORM HILL LANE.

DATE: NOVEMBER 21, 2019

ATTACHMENTS:

- 1. LETTER OF REQUEST WITH PLAN**
- 2. MEMORANDUM FROM TRAFFIC ENGINEER**

RECOMMENDATION

It is recommended that members of the Traffic Commission review and consider the applicant's request to relocate the intersection of Storm Hill Lane with Johns Canyon Road in conjunction with a proposed road construction. The Traffic Commission may wish to conduct a field visit during the meeting to review the site.

BACKGROUND/DISCUSSION

The property owners at Storm Hill Lane propose to construct a road across their subdivision and to relocate an existing intersection in an easterly direction. The new road would be approximately 564-feet in length and terminate in a cul-de-sac. Two lots would have access from the cul-de-sac. The proposed road was approved by the Fire Department and will be constructed to LA County road construction standards. The proposed intersection at Storm Hill Lane will be 57' wide and the road will have a 30-foot paved surface within a 60' wide roadway easement area. Attached is the applicant's request and description of the project. Due to the required grading of the entire road

the Planning Commission reviewed the request and approved it at their November 19, 2019 meeting, subject to the Traffic Commission's review and recommendation of the intersection.

To assist the Traffic Commission in its review of this request, the applicant was asked to stake the entrance to Storm Hill Lane. The City's Traffic Engineer has reviewed the plans for the proposed intersection and visited the site. The Traffic Engineer's report is enclosed.

NOTIFICATION

The applicant's representative, the Rolling Hills Community Association; and the residents/property owners of adjacent properties have been forwarded a copy of the agenda to advise them that the Traffic Commission will be reviewing this request.

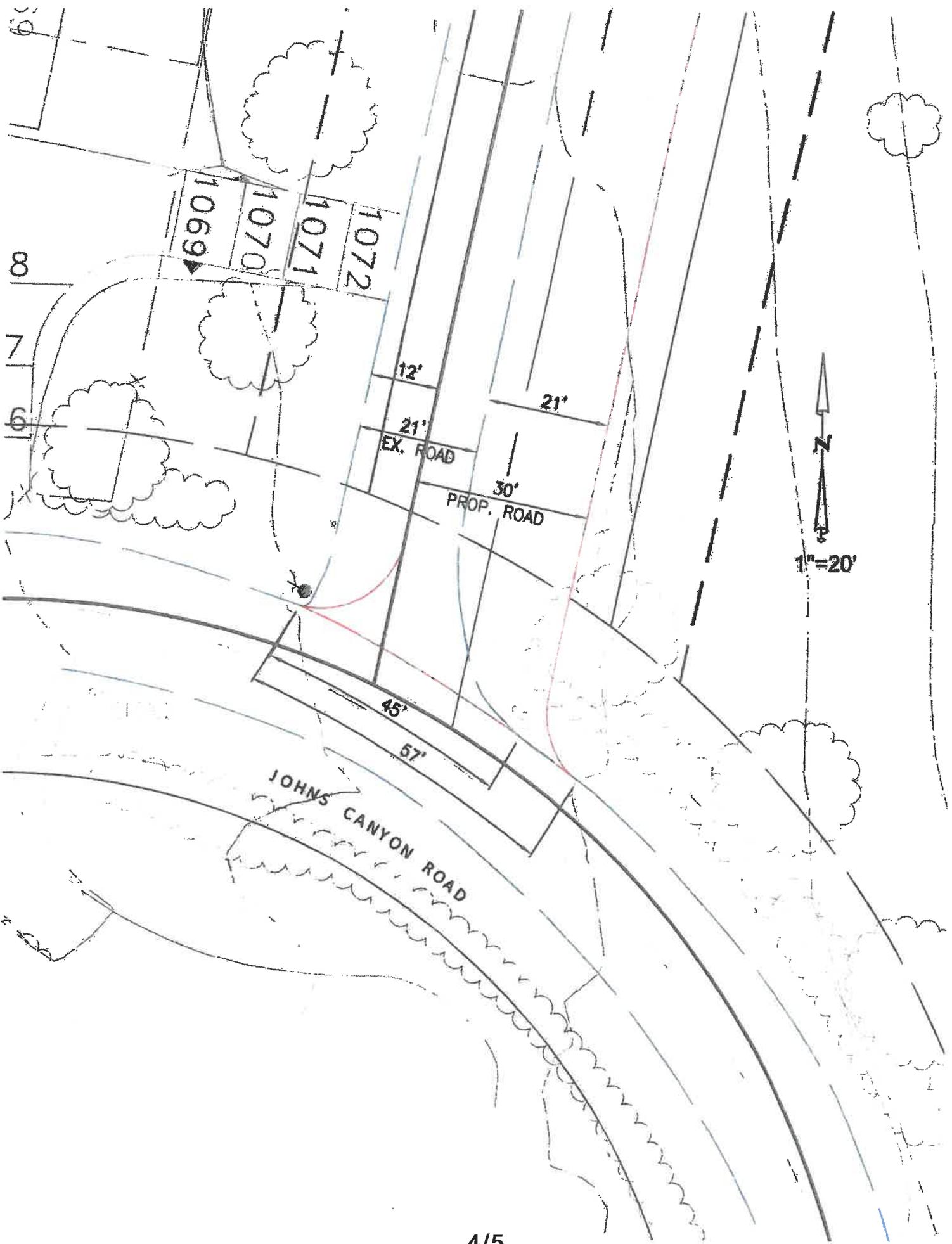
CONCLUSION

The Traffic Commission's recommendation will be forwarded to the City Council together with the Planning Commission's decision in the zoning case for grading of the road.

STORMM HILL LANE - APRON:
Larry Carr 10/16/19

Please find attached the road approach sketch for Storm Hill Lane as it intersects with John's Canyon Road. The existing Storm Hill Lane (21' in width) is shown in BLUE and the proposed Storm Hill Lane Extension (30' in width) is shown in RED. As you know – the existing Storm Hill Lane has been in service for 30+ years and the approach shift is very slight on the East side. As you know – the main reason for this shift was to position the new road on Lot 1. You had mentioned sending this to your traffic engineer to get their comments prior to determining the need to present this to the traffic commission. Let us know if you need anything else on this at this time.

Thank you,



TO: Elaine Jeng PE, City Manager
FROM: Vanessa Munoz, PE, TE, City Traffic Engineer
DATE: November 11, 2019
SUBJECT: 4 Storm Hill Lane Street Roadway Relocation

This memorandum is in response to the request by the City to review and provide input on the roadway design being proposed for 4 Storm Hill Lane as it intersects John's Canyon Road. The proposed design includes a wider roadway shifting to the east of its current location.

Storm Hill Lane Street presently is a 21-foot wide roadway as it intersects John's Canyon Road. The proposed Storm Hill Lane Street is for a 30-foot wide roadway that shifts 21-feet to the east of the existing roadway and has a wider opening (57-feet versus 45-feet) at the intersection with John's Canyon road.

The proposed width and location of Storm Hill Lane Street are acceptable. Having a street wider than under current conditions and at the intersection having larger radius will provide ease of travel and will allow for two-way traffic to maneuver in and out of the Storm Hill Lane and John's Canyon Road with minimal conflicts to on-coming traffic.



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

NO. 2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521
FAX (310) 377-7288

Agenda Item No.: 6B
Mtg. Date: 11/21/2019

TO: HONORABLE CHAIRMAN AND MEMBERS OF THE TRAFFIC COMMISSION

**FROM: YOLANTA SCHWARTZ, PLANNING DIRECTOR
MEREDITH ELGUIRA, PLANNING AND COMMUNITY SERVICES DIRECTOR**

THRU: ELAINE JENG, P.E., CITY MANAGER

SUBJECT: CONSIDER A REQUEST FROM THE RHCA TO RELOCATE THE BARRIER ARMS AND STOP SIGNS AT THE MAIN GATE AND THE CREST GATE.

DATE: NOVEMBER 21, 2019

ATTACHMENTS:

- 1. LETTER OF REQUEST WITH PLANS**
- 2. MEMORANDUM FROM TRAFFIC ENGINEER**

RECOMMENDATION

It is recommended that members of the Traffic Commission review and consider the request from the RHCA. Their request is attached. The Traffic Commission may wish to conduct a field visit during the meeting to review the site.

BACKGROUND/DISCUSSION

The RHCA proposes to relocate the barrier arms at the resident lane and the exit lane and move the stop signs for both the resident and exit lanes at the main gate and at the Crest Road gate. They also propose to construct an 18" curb at the main gate. The proposed locations are within a car's length or in front of the gate house.

This change was recommended to the RHCA by a security consultant and is to allow the gate staff to have a better visual at the resident entry or exit lanes.

To assist the Traffic Commission in its review of this request, the applicant was asked to mark the location of the stop signs and the arms on the pavement. The City's Traffic Engineer has reviewed the plans for the proposed project and visited the site. The Traffic Engineer's report is enclosed.

NOTIFICATION

The the Rolling Hills Community Association has been forwarded a copy of the agenda to advise that the Traffic Commission will be reviewing this request.

CONCLUSION

The Traffic Commission's recommendation will be forwarded to the City Council for consideration and approval.

Rolling Hills Community Association
of Rancho Palos Verdes

NO. 1 PORTUGUESE BEND RD. • ROLLING HILLS, CALIF. 90274

(310) 544-6222

ROLLING HILLS



CALIFORNIA

(310) 544-6766 FAX

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OCT 14 2019

City of Rolling Hills

By _____

October 15, 2019

Rolling Hills Traffic Commission
2 Portuguese Bend Road
Rolling Hills, CA 90274

Honorable Commissioners:

The Rolling Hills Community Association is proposing to move the barrier arms at the Main Gate and the Crest Gate for the resident lane and the exit lane.

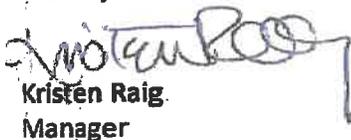
This change is a recommendation of a security consultant hired by the Association. Currently the gate arms are located about 20-30 feet beyond the front of each gate house, and out of the line of sight for the gate staff. This makes it difficult for the gate staff to monitor the resident and exit lanes, even with cameras and mirrors. The proposed locations are within a car's length or in front of the gate house, which will allow the gate staff to quickly see if there is any difficulty at the resident entry or exit lane.

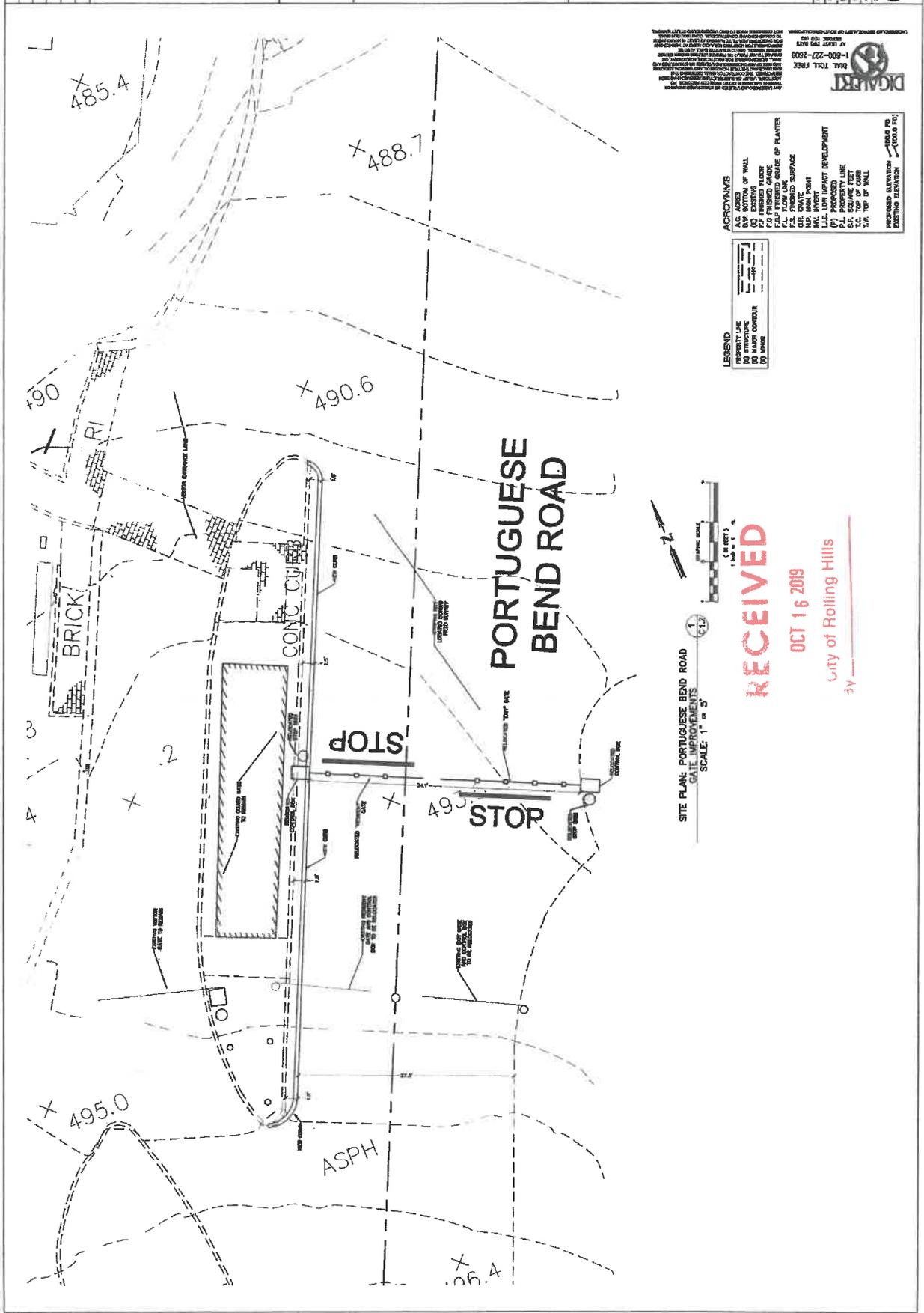
The proposed changes to the resident lane and exit lane include:

- Moving the gate barrier arms
- Moving the stop signs for both the resident lane and the exit lane
- Adding an 18" curb at the Main Gate only.

We request that the City Traffic Commission review the request at the November meeting.

Thank you.


Kristen Raig
Manager



LEGEND
 --- PROPERTY LINE
 --- EXISTING CURB
 --- EXISTING DRIVE
 --- EXISTING SIDEWALK

ACROYNIMS
 A.S. ADJACENT
 B.M. BENCH MARK
 C.G. CENTERLINE
 F.F. FINISHED FLOOR
 F.P. FINISHED PAVEMENT
 F.S. FINISHED SURFACE
 G.S. GROUND SURFACE
 H.P. HATCH POINT
 I.P. INTERSECTION
 L.V. LOW VOLTAGE
 M.P. MILEPOST
 P.L. PROPERTY LINE
 P.P. PROPOSED
 P.S. PROPOSED SURFACE
 T.C. TOP OF CURB
 T.S. TOP OF SIDEWALK
 T.W. TOP OF WALL

PROPOSED ELEVATION
 EXISTING ELEVATION

DIGIPLAN
 DATA TOTAL PRICE
 1-800-227-2500

SITE PLAN: PORTUGUESE BEND ROAD
 GATE IMPROVEMENTS
 SCALE: 1" = 5'
 1
 RECEIVED
 OCT 16 2019
 City of Rolling Hills
 3V

A:\Projects\Rolling Hills\Rolling Hills\Site Plan\JES\10/16/2019 4:04:02 PM

TO: Elaine Jeng PE, City Manager

FROM: Vanessa Munoz, PE, TE, City Traffic Engineer

DATE: November 15, 2019

SUBJECT: Relocation of Barrier Arms – Main Gate and Crest Gate

This memorandum is in response to the request by the City to review and provide input on the relocation of the Portuguese Bend Main Gate and Crest Gate barrier arms.

The Rolling Hills Community Association hired a security consultant to review and make recommendations to relocate the Portuguese Bend Main Gate and Crest Gate arms to improve the line of sight for the gate staff. Presently the gates are beyond the gate Staff line of sight past the guard house, making it difficult to monitor vehicles entering and exiting the City. The proposed gate locations would provide adequate line of sight for the staff in the guard house, since the proposed location would be in line with the guard house window.

A field review of the proposed gate locations was performed on Thursday November 4, 2019, after the proposed locations were marked on the roadway. For the main gate, the proposed locations will align the exit and entrance gates with the City Hall Parking lot driveway, creating a more defined intersection with the gates. This alignment will more clearly designate vehicles to yield the right of way to the right of them as all approaches will be controlled by a stop sign. However, moving the gates forward does create some challenges as the proposed locations will have vehicle stopping almost in front of the driveway for the City Hall Parking Lot and blocking the vehicles coming out from the parking lot. This challenge we believe will mostly present itself during the peak hours of the day, as day workers, construction crews and services providers are waiting to enter the City, a large queue will be generated by vehicles waiting along Portuguese Bend which would also generate a larger queue for residents waiting to enter the City. During this time, residents will be restless and will leave small to no gaps along Portuguese Bend for the vehicles of staff, visitors and guest exiting the City Hall parking lot. Those needing to make the left turn movement to access the City through the visitor or resident gate by turning onto the correct lane will have trouble accomplishing it during the peak hours of the day.

Overall, I believe the lack of gap during peak hours will be no different than vehicles experience presently as they exit the City Hall Parking Lot and won't worsen due to the relocation of the gates toward the north, since the relocation is approximately only one car length

Regarding the Crest gate, the relocation of the gates will provide an improved line of sight and no challenges are identified at this time should the gates be relocated.

Overall I agree with the proposed gate locations and although the gates at the Portuguese Bend Gate are not presently located or are being proposed in an ideal location, there is not one location that is better than the other to install the gates and avoid some of the challenges encountered on a daily basis, the benefit over the proposed location is that with the relocation of the gates the residents of Rolling Hills will have improved and greater safety.