

MINUTES

REGULAR MEETING OF THE LANCASTER ARCHITECTURAL AND DESIGN COMMISSION

December 3, 2015

CALL TO ORDER

Chairperson Bartlett called the meeting to order at 5:04 p.m.

PLEDGE OF ALLEGIANCE

Commissioner Wiley.

ROLL CALL

PRESENT: Commissioners Hearn, Wiley, and Chairperson Bartlett.

ABSENT: Commissioner Mercy.

Also present were the following: Brian Ludicke (Planning Director), Michelle Cantrell (City Engineer), Elma Watson (Assistant Planner), Randie Davis (Assistant Planner), and Marion Coleman (Recording Secretary); there were none in the audience.

PUBLIC BUSINESS FROM THE FLOOR

None.

CONSENT CALENDAR

1. APPROVAL OF MINUTES

It was moved by Chairperson Bartlett and seconded by Commissioner Wiley to approve the minutes from the Meeting of February 5, 2015. Motion carried with the following vote (3-0-0-1).

AYES: Commissioners Hearn, Wiley, and Chairperson Bartlett.

NOES: None.

ABSTAIN: None.

ABSENT: Commissioner Mercy.

PRESENTATIONS/COMMISSION DISCUSSION

Chairperson Bartlett opened at 5:07 p.m., for presentations.

2. UPDATE ON SAFE ROUTES TO SCHOOL MASTER PLAN

Presenter: Assistant Planner Elma Watson

In May 2013, the City of Lancaster received a grant from Los Angeles County Department of Public Health to fund the development of a Safe Routes to School Master Plan. The goal was to prepare a comprehensive Plan that included a mini-plan for each of the public schools located within the city limits of Lancaster. However in April 2014, the federal budget for the Centers for Disease Control cut this funding, and the Master Plan work ceased September 2014; draft plans for 19 of the 30 public schools in Lancaster had been completed. Staff applied for funding through the Caltrans Active Transportation Program (ATP) to complete the work. The ATP awarded the City two of the four project applications that were submitted, one to complete the planning efforts for the Safe Routes to School Master Plan, and the other for physical improvements on 5th Street East, from Avenue H-8 to Avenue J-4 which affects three local schools – Piute Middle School, Linda Verde Elementary, and El Dorado Elementary. The remaining draft plans for the schools and finalization of the comprehensive Master Plan were completed. Ryan Snyder was selected as the consultant to take this project forward; he was also consultant for MPTB for the first phase in creating the Safe Routes to School Master Plan under Los Angeles County Public Health.

The Safe Routes Master Plan will include the 5E approach to actively promote walking and bicycling to school:

- Engineering – to make physical improvements to the routes that students use to walk or bike to school
- Education – to teach students safe walking and bicycling habits and to teach parents the importance of driving safely
- Encouragement – to promote walking and bicycling to school so more students choose to do so
- Enforcement – to ensure that rules of the road are followed, as well as safe pick-up and drop off practices are adhered to at the schools
- Evaluation – to track the plan to measure its success and to modify the plan as needed

Walk Audit Workshops have been completed at all 30 schools. Pedestrian/bicycle traffic counts were conducted at 26 schools. Parent surveys and in-class teacher tally counts have been conducted at all the elementary and middle schools. The parent survey results will help to determine how to improve opportunities for children to walk to school; in-class teacher tally was a simple raise your hand in class to identify how students arrived to school. Staff is in process of gathering surveys returned from the high schools. Staff is also working on educational programs to provide targeted information about walking and biking safety, personal security, health and environment benefits of walking and biking, and safer school drop-off and pick-up procedures. Several school sites have requested assistance with establishing Walking School Buses and Student Drop-off programs. These programs will be on-going until May of 2016.

As of December 2015, staff has completed 28 educational programs, including student assemblies, bike and pedestrian rodeos at 10 elementary schools. Four schools participated in the International Walk-to-School Day.

- El Dorado ES, Nancy Volkenant, Randie Davis, 100 participants
- Monte Vista ES, Dee Dee Anderson, Melissa Varela, 180 participants

- Valley View ES, Rebecca Davis, Elma Watson, 260 participants
- West Wind ES, Sam Yuom, Chris Aune, 40 participants

Staff is currently reviewing the Engineering sections of the Draft Plan and anticipates that the Plan will be available for public review early 2016. Presentations will be made to the four school boards, present commission (ADC), the Planning Commission, and to the City Council for adoption.

The development of this Master Plan has been a great partnership that has brought together local public health advocates, parents, four School Districts, and City staff for an important cause: **To create a safe, convenient, and fun opportunities for children to walk and bike to and from school, to provide an opportunity for more physical activity, and to enhance traffic safety.**

Also, the City was awarded two of the three project applications that were submitted for this October's Cycle 2 ATP funding. The first project will develop a complete street plan for 10th Street West, between Avenue H and Lancaster Blvd, through comprehensive street right-sizing with bicycle and pedestrian improvements. Improvements will also include pedestrian curb bulb-outs, ladder style crosswalks, and on-street parking. The second, larger project is a gap closure project that will focus on physical improvements for pedestrian users within the City's urban core, in the area bordered by Avenue H to Avenue L, and 20th Street East to 25th Street West.

In conclusion, Elma Watson informed that she would be retiring from the City later the present month. She expressed it has been an honor and privilege to work with the four School Districts on the development of this Plan, and wanted to thank everyone for their hard work and dedication. She believes this program can improve safety, not just for our children, but for our community. She introduced Randie Davis, Assistant Planner for the City, who will be taking charge of this program.

Expressions from the Commissioners to Elma Watson for her professionalism and well wishes of God speed upon her retirement.

Brian Ludicke added heartfelt remarks concerning Elma Watson's retirement and stated that she would be missed.

3. UPDATE ON COMPLETE STREETS MASTER PLAN

Presenter: Planning Director Brian Ludicke

Brian Ludicke conducted the PowerPoint presentation as the second review; he reiterated that the City had received a grant for the project administered through the Southern California Association of Governments (SCAG). The Commissioners and Staff reviewed and discussed various issues from the photos presented in the categories below:

- Definition of Complete Streets
- Safe Access
- Roads (Highways, Freeways) – levels of access
- Streets – designed for local land use
- Stroad (street & road) – does not effectively meet either access or mobility needs, but is often the type of roadway now built in suburban areas
- A Different Approach (roadway design)

- Complete Streets Design
 - Speed
 - Safety
 - Connected Network
 - Productivity
- City of Lancaster Complete Streets Master Plan-2016
 - Data-gathering has commenced
 - Public information early in 2016
 - Public workshop
 - Stakeholder outreach
 - ADC Review mid-2016
 - Final adoption late 2016

Chairperson Bartlett inquired if map updates could be provided. Michelle Cantrell responded that the map updates would be provided by staff.

PUBLIC BUSINESS FROM THE FLOOR – NON-AGENDIZED ITEMS

None.

ADJOURNMENT

This meeting adjourned at 5:58 p.m., to the Regular Meeting on Thursday, January 7, 2016, at 5:00 p.m., in the Lancaster City Hall Council Chambers.

APRIL BARTLETT, Chairperson
Lancaster Architectural and Design Commission

ATTEST:

BRIAN S. LUDICKE, Planning Director
City of Lancaster