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## MEMORANDUM

To: Chelsea Biklen and David Stillman, City of Cupertino

From: Lola Torney, Alta Planning + Design

Date: March 16, 2017

**Re: Collins Elementary School Walk Audit Recommendations**

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### Introduction

The City of Cupertino conducted a walk audit for Collins Elementary School with staff from Alta Planning + Design. The audit was held in the morning of February 15, 2017 to observe the morning arrival time at the school.

A walk audit is an assessment of travel behaviors for drivers, bicyclists, pedestrians (both parents and students), developed by observing a school pick-up or drop-off period on and around school grounds. Walk audits provide insight into the specific barriers to walking and biking at each school. The assessment team included Alta Planning + Design staff; City of Cupertino staff, and concerned parents. The audit began with a discussion of current challenge areas and the types of issues to focus on for the walk audit. The team then observed student and parent travel activities during the drop-off period, and reviewed the immediate school zone area for quality of sidewalks, curb ramps, signage, and other engineering elements and patterns of activity. After the audit period was over, audit participants returned to discuss and document their findings on a large scale school area map. Based on observations and input provided by school staff, audit participants, and others, the project team developed recommendations which are presented for Collins Elementary School in a narrative and graphical format.

This memo provides programmatic and project recommendations for Collins Elementary School. It includes both on-campus recommendations that can be implemented by the school district and off-campus improvements that can be implemented by the City. The map of recommended projects is attached to this memo.

### Existing Conditions

Collins Elementary School is located on Blaney Avenue. The main drop-off area is located in the parking lot off of Blaney Avenue. Staff and visitors park in this lot and bus drop off occurs in this lot as well. Some parents also use the Bright Horizons parking lot (behind the school on Portal Avenue) to drop off students or to park and walk with their students to school.

Bicycle and pedestrian access is available from Blaney Avenue and Portal Avenue. On-campus bicycle parking is located on the southwestern side of the school.

## Project Recommendations

1. Merritt Drive/Blaney Avenue
  - Install ADA-compliant curb ramps.
  - Install high-visibility crosswalks.
  - Conduct study to determine feasibility of a traffic signal or roundabout.
2. Blaney Avenue/Pear Tree Lane
  - Install ADA-compliant curb ramps.
  - Install School Assembly B signage.
3. Forest Avenue/Plum Tree Lane
  - Install yellow high-visibility crosswalks on all legs of intersection.
  - Install yield line and yield sign on Toni Court.
  - Install yield lines prior to crosswalks on Forest Avenue.
  - Construct curb extension at northeastern and southwestern corners to align with high-visibility crosswalks. New ADA-compliant ramps will be needed.
4. Forest Avenue/Blaney Avenue
  - Install curb extension on southwest corner to tighten turning radius and provide more space for pedestrians while waiting to cross Blaney Avenue.
5. School Frontage
  - Install green conflict striping in bike lanes on Blaney Avenue.
  - Extend detectable warning surface along drop-off area.
6. Blaney Avenue/Twilight Court
  - Install yellow high-visibility crosswalk across Twilight Court.
  - Install School Assembly B signage.
7. Bright Horizons Parking Lot/Portal Avenue
  - Install swing gate at “Staff Parking Only” marking area (to be closed during school hours) to prevent Collins School visitors from parking or turning around in their vehicles while allowing access for pedestrians and bicyclists.
  - Install yellow high-visibility crosswalk at Portal Avenue/Amherst Drive.
  - Install “One-Way” signage at entry and exit driveways to mimic school frontage parking lot.

## Program Recommendations

1. Implement a Walking School Bus program.
  - Consider working with Lawson Middle School to combine routes and volunteers.
2. Encourage crossing guards to continue holding groups of pedestrians prior to stopping traffic and allowing them to cross.
  - This can increase traffic flow.
3. In the school welcome packets, remind parents to not drop students off at intersections.
4. Work with the school to allow for earlier drop-off periods.
  - Allow students to access library or find parent volunteers to wait with students prior to first bell.

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5. Install signs to make frontage a no-idling zone.
  - o Remind parents of this in school welcome packets.
6. Recruit more students for the “valet” program.