

**MINUTES OF A REGULAR MEETING OF
THE TORRANCE TRAFFIC COMMISSION**

1. **CALL TO ORDER**

The Torrance Traffic Commission convened in a regular meeting at 7:00 p.m. on Monday, May 1, 2006 in the West Annex meeting room at Torrance City Hall.

2. **SALUTE TO THE FLAG**

The Pledge of Allegiance was led by Commissioner Ulrich.

3. **ROLL CALL**

Present: Commissioners Galvin, Rische, Tsao, Ulrich, and Chairperson Lewis.

Absent: Commissioners Lee and Santome.

Also Present: Transportation Manager Semaan and Project Manager Sedadi.

MOTION: Commissioner Ulrich moved to grant excused absences to Commissioners Lee and Santome for the May 1, 2006 Traffic Commission meeting. Commissioner Galvin seconded the motion; a voice vote reflected unanimous approval.

4. **AFFIDAVIT OF POSTING**

MOTION: Commissioner Rische moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting. Commissioner Tsao seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Lee and Santome).

5. **APPROVAL OF MINUTES: APRIL 3, 2006**

MOTION: Commissioner Ulrich moved for the approval of the April 3, 2006 Traffic Commission meeting minutes as submitted. Commissioner Rische seconded the motion; a voice vote reflected unanimous approval (absent Commissioners Lee and Santome).

6. **ITEMS UNDER CONSIDERATION**

6a. **WORKSHOP ON TRAFFIC RELATED REFERENCE MANUALS**

Transportation Manager Semaan reported that, in response to interest expressed by Commissioner Galvin, tonight's workshop would be devoted to an explanation of traffic related reference manuals used by the Transportation Planning, Engineering Permits and Records Division as well as the Community Development Department. He requested that Commissioners join him in walking around the room as he provided information about reference manuals that are used by staff.

The first manual shown to Commissioners was the *California Department of Transportation Traffic Manual*. Transportation Manager Semaan explained that this manual was primarily used for justifying installation of traffic signals and stop signs, as well as providing specific, detailed information on striping, channelization, operations of traffic signals, warrant analysis, speed limits, turn restrictions, signage in school zones, traffic control in construction zones, pavement markings, and pedestrians. He stated that an example of guidelines included in the manual would be justification for curb warning signs and supplemental speed limit signs. He noted that this manual was no longer utilized, as most states have adopted uniform federal standards.

7. **ORALS**

This item was considered out of order.

Linda England, 227th Street, stated that, when traveling northbound on Crenshaw Boulevard at night, there is no indication where the street is when turning left onto 230th Street. She suggested that reflective material be installed on the left turn lane and curb to enhance visibility.

Transportation Manager Semaan advised that staff would investigate the street lighting conditions and reflective material at the intersection.

Commissioner Galvin stated that she has noticed the same problem at the intersection.

When Ms. England expressed concern regarding an inhabited recreational vehicle parked close to the property line next door to her residence, Transportation Manager Semaan advised that staff has received the complaint and that Code Enforcement officers were looking into it.

6a. **WORKSHOP ON TRAFFIC RELATED REFERENCE MANUALS**

Transportation Manager Semaan described the second reference manual, *Manual on Uniform Traffic Control Devices for Streets and Highways*, which has largely replaced the *California Department of Transportation Traffic Manual* in most states. He stated that much of the information contained in the manual is similar, but that many federal standards were not as applicable to the State, such as colors and numbers; therefore, California has developed a supplement to this manual that has verbiage similar to the original traffic manual.

Continuing his discussion of State standards, Transportation Manager Semaan explained the *Highway Design Manual* that is specific to the design of a roadway, intersection, or roadway segment, as well as the use of *Turning Vehicle Templates*. He discussed the *State of California Standard Plans for Construction of Local Streets and Roads* as well as the *State of California Standard Specifications for Construction of Local Streets and Roads* that are guidelines used by Cal Trans in State right-of-way issues.

Transportation Manager Semaan continued to explain the following manuals located around the room:

- *Standard Plans for Public Works Construction*
- “Greenbook” – American Public Works Association’s *Standard Specifications for Public Works Construction*
- *Standard Plans for PW Construction* – City of Torrance Engineering Department
- *A Policy on Geometric Design of Highways and Streets*
– American Association of State Highway and Transportation Officials
- *Highway Capacity Manual* – Transportation Research Board
- City of Torrance – *24 Hour Volume Counts* (September 1999)
- City of Torrance – *Citywide Intersection Level of Service Analysis* (November 1999)
- City of Torrance – *Turning Movement Counts* (September 1999)
- *2006 Traffic Commissioners Workshop Reference Manual*
– City Traffic Engineers
- *San Diego Traffic Generators* (1990)
- *South Bay Cities Council of Governments Livable Communities Program*
- *Traffic Calming in Practice*
- *Roundabout Design Guidelines*
- *The Traffic Safety Toolbox*
- *Traffic Calming* by Cynthia Hoyle
- *Transportation Planning Handbook, Trip Generation, Traffic Engineering Handbook, and Manual of Traffic Signal Design*
– Institute of Transportation Engineers
- *Highway Engineering* by C. Oglesby and R. Hicks
- *Traffic Flow Fundamentals* by Adolf D. May
- *2002 and 2004 Congestion Management Program for Los Angeles County* – Metropolitan Transit Authority
- *Traffic Calming Program – California Vehicle Code Reference*
– Torrance Municipal Code
- City of Torrance – *Bicycle Master Plan*
- *General Plan for the City of Torrance Housing Element* (February 2001)
- *California Vehicle Code (2004) and 1999 State of California Vehicle Code*
- *Roadway Lighting Design Guide* (2005)
- *Lighting Fixtures and Lighting Systems* – General Electric
- *Lighting Design Guides and Lighting Systems* – General Electric

7. **ORALS**

- 7A. Commissioner Galvin provided a list of Candidate Forums.
- 7B. Commissioner Ulrich thanked staff for the informative presentation.
- 7C. Commissioner Tsao wished everyone a happy Mother’s Day.
- 7D. Commissioner Rische thanked staff for responding to his request to move a sign at Hawthorne Boulevard and Madison Street to a more visible location.
- 7E. Transportation Manager Semaan distributed fliers regarding the General Plan Workshop on May 10, 2006.

7F. Transportation Manager Semaan stated that he was meeting with Councilmember Witkowsky on May 2, 2006 to discuss the RV issue.

7G. It was determined that there would not be a Traffic Commission meeting in July 2006.

8. **ADJOURNMENT**

At 8:40 p.m., Chairperson Lewis adjourned the meeting to June 5, 2006 at 7:00 p.m.

Approved as Submitted June 5, 2006 s/ Sue Herbers, City Clerk
