



DATE: September 25, 2013

AGENDA ITEM #4

TO: Bicycle/Pedestrian Advisory Commission
FROM: Cedric Novenario, Staff Liaison
SUBJECT: Relocation of U.S. Postal Service mail collection boxes

RECOMMENDATION:

Receive information and provide comments regarding the relocation of vehicle accessible mailboxes in the downtown area

BACKGROUND

At the June 25, 2013 City Council meeting, the Public Works Director presented information regarding the proposed new mailbox locations at Parking Plaza 2 and 3. This information was brought to the BPAC at its July 24, 2013 meeting at the request of the City Council.

DISCUSSION

In general, the BPAC and public in attendance opposed the proposed locations in Plaza 2 and 3. The BPAC and public in attendance provided comments ranging from keeping the mail boxes at its current location to, if the mailboxes had to be relocated, consider visibility and safety of the pedestrian, usage, vehicle access and traffic congestion (at and leading up to mailbox locations). Some locations offered by members of the public include W. Edith Avenue adjacent to Village Park or an area next adjacent to Lincoln Park. At the August 28, 2013 BPAC meeting, a representative from the Los Altos Property Owner's Downtown (POD) submitted a letter and spoke regarding the mailbox location. In general, this group endorses keeping the mailboxes at the current location.

Staff investigated the accident history at the current mailbox location on First Street. Fortunately, there are no reported bicycles or pedestrian accidents at or near the current mail box locations. Staff also inquired with the Postmaster regarding the current location of the mail boxes. The stance of the post office is they are satisfied with the current location. If the mailboxes were to be moved, the post office requests that the locations are accessible to the public via vehicle drive through access and that it can be accessed by a large post office vehicle.

The BPAC may elect to recommend to the Council to keep the mailboxes at its current location since the current location of the mailboxes is satisfactory to the Postmaster no reported accident history, is in a well known location and has high usage.

August 28, 2013

Los Altos Bicycle and Pedestrian Advisory Commission
Los Altos City Hall Community Chambers
One North San Antonio Road
Los Altos, CA 94022

RE: Possible Relocation of Existing Drive through Post Office Boxes on 1st Street

Dear Advisory Commission Members:

At today's meeting, 08/28/13, the members of the Los Altos Property Owner's Downtown (POD) voted to endorse keeping the existing drive-through post boxes in their current location on First Street.

BENEFITS OF EXISTING LOCATION

1. Existing location is out of primary downtown congestion area for vehicular traffic, pedestrian and bicycle users.
2. Existing location is safe for pedestrian and bicycle users.
3. Existing location has proved effective, convenient, and safe for more than 50 years.
4. Does not reduce or impact adjacent parking areas.

CONCERNS ABOUT POTENTIAL RELOCATION BEHIND CHASE BANK / 3RD STREET LOCATION

1. New location will increase traffic problem and congestion as it will limit access from multiple downtown locations and force access off of San Antonio Road.
2. New location will increase traffic problem in adjacent parking lots and force illegal u-turns.
3. New location will most likely reduce and/or eliminate some existing parking.
4. New Location does not address traffic and parking impacts.

5. The back of the current post office has created parking and parking lot circulation problem as patrons drop off mail and packages without using parking spaces. This clogs the parking lot, increases congestion in the parking lot and reduces usable parking spaces. It could only be assumed that relocating the drive through post box behind the Chase Building on 3rd Street would create similar problems.

**CONCERNS ABOUT POTENTIAL RELOCATION BEHIND LOS ALTOS PHARMACY
/2ND STREET LOCATION**

1. New location will increase traffic problem and congestion as it will limit access from multiple downtown locations.
2. New location will most likely reduce and/or eliminate some existing parking.
3. New Location does not address traffic and parking impacts

Los Altos POD sees no rationale for permanently relocating existing drive through mail boxes when there is only a temporary inconvenience created by the current construction on First Street. Los Altos POD endorses maintaining the drive-through post box drop off in its current location on First Street.

Respectfully submitted,

Los Altos Property Owner's Downtown
Board of Directors