



## *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 Traffic Meeting**

**TRAFFIC COMMISSION**  
**Thursday, March 25, 2021**

**CITY OF ROLLING HILLS**  
**8:30 AM**

**This meeting is held pursuant to Executive Order N-29-20 issued by Governor Gavin Newsom on March 17, 2020.**

All Commissioners will participate by teleconference. The meeting agenda is available on the City's website. A live audio of the Traffic Commission meeting will be available on the City's website. Both the agenda and the live audio can be found here: <https://www.rollinghills.org/government/agenda/index.php>.

Members of the public may observe and orally participate in the meeting via Zoom and or submit written comments in real-time by emailing the City Clerk's office at [cityclerk@cityofrh.net](mailto:cityclerk@cityofrh.net). Your comments will become part of the official meeting record. You must provide your full name, but please do not provide any other personal information that you do not want to be published.

Zoom access: <https://us02web.zoom.us/j/82332801730?pwd=UIRYRW5ZRXPZktMYXZ5cDRld1hrQT09>

Or dial (669) 900-9128

meeting ID: 823 3280 1730

passcode: 514342

Audio recordings to all the Traffic Commission meetings can be found here:

<https://cms5.revize.com/revize/rollinghillsca/government/agenda/index.php>

While on this page, locate the meeting date of interest then click on AUDIO. Another window will appear. In the new window, you can select the agenda item of interest and listen to the audio by hitting the play button. Please contact the City Clerk at 310 377-1521 or email at [cityclerk@cityofrh.net](mailto:cityclerk@cityofrh.net) for assistance.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **OPEN AGENDA - COMMENTS FROM PUBLIC ON ITEMS NOT ON THE AGENDA**
4. **APPROVAL OF MINUTES**

- 4.A. [SEPTEMBER 24, 2020 MINUTES OF A REGULAR MEETING OF THE TRAFFIC COMMISSION.](#)  
**RECOMMENDATION: Approve as presented.**  
[09-24-20TCMinutesvFINAL.docx](#)

5. **PRESENTATION**

- 5.A. [LOS ANGELES COUNTY SHERIFF'S DEPARTMENT LOMITA STATION, TRAFFIC STATISTICS FOR THE CITY OF ROLLING HILLS \(ORAL REPORT\).](#)  
**RECOMMENDATION: Receive and file.**  
[Feb 2021 RH Traffic.xlsx](#)  
[Jan 2021 RH Traffic.xlsx](#)  
[Dec 2020 RH Traffic.xlsx](#)  
[Sept 2020 RH Traffic.xlsx](#)

6. **OLD BUSINESS**

7. **NEW BUSINESS**

- 7.A. [2 SPUR LANE: DRIVEWAY WIDENING TO 20 FEET PER FIRE CODE REQUIREMENTS \(RAJEWSKI\).](#)  
**RECOMMENDATION: Consider the proposed driveway and provide direction to staff.**  
[M01 2 Spur Lane Dwy.pdf](#)  
[2 SPUR LN ROLLING HILLS, APPROVED.pdf](#)  
[2 Spur Lane\\_driveway photos.pdf](#)

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

9. **MATTERS FROM STAFF**

10. **ADJOURNMENT**

Next regular Traffic Commission meeting will be held on Thursday, May 27, 2021 at 8:30 a.m. via Zoom.

Zoom access: <https://us02web.zoom.us/j/82332801730?pwd=UIRYRW5ZRXPZktMYXZ5cDRld1hrQT09>

Meeting ID: 823 3280 1730  
Passcode: 514342

**Notice:**

*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.*



*City of Rolling Hills*

INCORPORATED JANUARY 24, 1957

**Agenda Item No.: 4.A**

**Mtg. Date: 03/25/2021**

**TO: HONORABLE CHAIR AND MEMBERS OF THE TRAFFIC COMMISSION**

**FROM: ELAINE JENG, CITY MANAGER**

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

**SUBJECT: SEPTEMBER 24, 2020 MINUTES OF A REGULAR MEETING OF THE TRAFFIC COMMISSION.**

**DATE: March 25, 2021**

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**BACKGROUND:**

NONE.

**DISCUSSION:**

NONE.

**FISCAL IMPACT:**

NONE.

**RECOMMENDATION:**

Approve as presented.

**ATTACHMENTS:**

[09-24-20TCMinutesvFINAL.docx](#)

**MINUTES OF  
A REGULAR MEETING  
OF THE  
TRAFFIC COMMISSION OF THE  
CITY OF ROLLING HILLS  
THURSDAY, SEPTEMBER 24, 2020**

**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 8:37 a.m. on Thursday, September 24, 2020 via Zoom, in the City Council Chamber, at City Hall, 2 Portuguese Bend Road, Rolling Hills, California.

**2. ROLL CALL**

Commissioners Present:	Raine, Virtue and Chair Wilson.
Commissioners Absent:	Bobit, Margeta
Others Present:	Elaine Jeng, City Manager Vanessa Munoz, Traffic Engineer Deputy Tami Bouse Captain James Powers Jane Abzug, Assistant Attorney Kirsten Orlor

**3. APPROVAL OF MINUTES**

**MOTION:** Commissioner Raine moved to approve the minutes of the November 21, 2019 and July 23, 2020 regular meetings. The motion was seconded by Commissioner Virtue.

AYES:	COMMISSIONERS: Chair Wilson, Virtue and Raine
NOES:	COMMISSIONERS: None
ABSENT:	COMMISSIONERS: Bobit, Margeta
ABSTAIN:	COMMISSIONERS: None

**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 Bouse stated that traffic was light in June 2020 traffic due to Covid-19 pandemic. In August 2020, Deputy Bouse reported that the Sheriff's Department received a complaint from a resident on Eastfield Drive reporting violations at stop signs along Eastfield Drive. In response, the Sheriff's Department provided more visibility along Eastfield Drive in August 2020.

Chair Wilson asked Deputy Bouse if the speeding vehicles observed were traveling up the hill or down the hill. Deputy Bouse reported that it an even split. The car that traveled at 50 miles per

hour was traveling up hill on Portuguese Bend Road and coming around the bend near Poppy Trail.

**MOTION:** Commissioner Virtue move to approve the item as presented. The motion was seconded by Commissioner Raine.

AYES: COMMISSIONERS: Chair Wilson, Virtue, and Raine  
NOES: COMMISSIONERS: None  
ABSENT: COMMISSIONERS: Bobit, Margeta  
ABSTAIN: COMMISSIONERS: None

**5. OLD BUSINESS**

NONE.

**6. NEW BUSINESS**

NONE.

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

NONE.

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

Chair Wilson reported that he received a letter from resident Clint Patterson, noting that the roadway markings at the horse crossing on Georgeff Road near Crest Road E has faded. Two years ago, Mr. Patterson requested that the roadway markings at this location be refreshed. Chair Wilson stated that he went out to the location but was unable to find the location of the faded roadway marking. Chair Wilson asked City Manager Jeng if the referenced location was a part of the inventory provided by the Rolling Hills Community Association (RHCA).

Mr. Patterson reported that the location is on the blind curve on Georgeff Road, at Georgeff Trail. Without proper roadway markings, the location is unsafe through a blind curve.

City Manager Jeng recalled that the referenced crossing was a part of the city's recent roadway stripping project. City Manager Jeng pulled up an aerial view of the location and asked Mr. Patterson if he could point out the exact location of concern. City Manager Jeng reported that she will follow up on this matter and have the roadway legend refreshed.

Mr. Patterson expressed appreciation for Chair Wilson and City Manager Jeng and for their commitment to address this matter as soon as possible.

**9. MATTERS FROM STAFF**

NONE.

**10. ADJOURNMENT**

Hearing no further business before the Traffic Commission, Chair Wilson adjourned the meeting at 9:04 a.m. The next meeting of the Traffic Commission was rescheduled for October 29, 2020 due the Thanksgiving Holiday at City Hall, 2 Portuguese Bend Rd., Rolling Hills, CA via Zoom.

Respectfully submitted,

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Elaine Jeng, P.E.  
Acting City Clerk

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Patrick Wilson  
Chair



*City of Rolling Hills* INCORPORATED JANUARY 24, 1957

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**Agenda Item No.: 5.A**  
**Mtg. Date: 03/25/2021**

**TO: HONORABLE CHAIR AND MEMBERS OF THE TRAFFIC COMMISSION**

**FROM: MEREDITH ELGUIRA, PLANNING DIRECTOR**

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

**SUBJECT: LOS ANGELES COUNTY SHERIFF'S DEPARTMENT LOMITA STATION, TRAFFIC STATISTICS FOR THE CITY OF ROLLING HILLS (ORAL REPORT).**

**DATE: March 25, 2021**

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**BACKGROUND:**

None.

**DISCUSSION:**

None.

**FISCAL IMPACT:**

None.

**RECOMMENDATION:**

Receive and file.

**ATTACHMENTS:**

[Sept 2020 RH Traffic.pg1.pdf](#)

[Dec 2020 RH Traffic.pdf](#)

[Jan 2021 RH Traffic.pdf](#)

[Feb 2021 RH Traffic.pdf](#)

Sept 2020 ROLLING HILLS TRAFFIC ENFORCEMENT 21RE010176

DATE	TIME	LOCATION	VIOLATION	SPEED	RESIDENT CITES	NON- RESIDENT CITES	DEPUTY
9/2/2020	1:28pm	Eastfield/Outrider	Stop		1	0	Despot
9/2/2020	2:32pm	Eastfield/Outrider	Stop		1	0	Despot
					2	0	



## Dec 2020 ROLLING HILLS TRAFFIC ENFORCEMENT

21RE010503

DATE	TIME	LOCATION	VIOLATION	SPEED	RESIDENT CITES	NON-RESIDENT CITES	DEPUTY
12/2/2020	12:24pm	Eastfield/Outrider	Stop		1	0	Despot
"	2:51pm	Eastfield/Chuckwagon	Stop		0	1	Despot
	3:43pm	Eastfield/Chuckwagon	Stop		0	1	Despot
"	4:24pm	Eastfield/Chuckwagon	Stop		1	0	Despot
12/7/2020	2:09pm	Crest Rd W/Buggy Whip	Speed	44	1	0	Bouse
"	2:53pm	Crest Rd W/Buggy Whip	Speed	44	0	1	Bouse
"	3:29pm	Crest Rd W/Buggy Whip	Speed	50	1	0	Bouse
"	4:13pm	Crest Rd W/Buggy Whip	Speed	45	0	1	Bouse
12/9/2020	4:28pm	Crest Rd W/Buggy Whip	Speed	45	1	0	Bouse
"	4:59pm	Crest Rd W/Buggy Whip	Speed	45	1	0	Bouse
"	5:23pm	Crest Rd W/Buggy Whip	Speed	44	1	0	Bouse
"	5:47pm	Crest Rd W/Buggy Whip	Speed	46	1	0	Bouse
12/16/2020	2:16pm	Eastfield/Outrider	Stop		0	1	Despot
	3:20pm	Eastfield/Outrider	Stop		1	0	Despot
	4:29pm	Eastfield/Outrider	Stop		0	1	Despot
	5:01pm	Eastfield/Outrider	Stop		0	1	Despot

Inventory List

1/26/2021

## Feb 2021 ROLLING HILLS TRAFFIC ENFORCEMENT

21RE010659

DATE	TIME	LOCATION	VIOLATION	SPEED	RESIDENT CITES	NON-RESIDENT CITES	DEPUTY
2/3/2021	2:14pm	Eastfield/Outrider	Stop		0	1	Despot
"	3:34pm	Eastfield/Outrider	Stop		1	0	Despot
	4:36pm	Eastfield/Outrider	Stop		0	1	Despot
"	5:23pm	Eastfield/Outrider	Stop		0	1	Despot
"	5:45pm	Eastfield/Outrider	Stop		1	0	Despot
2/4/2021	1:46pm	Eastfield/Outrider	Stop		0	1	Despot
"	2:14pm	Eastfield/Outrider	Stop		1	0	Despot
"	3:41pm	Eastfield/Outrider	Stop		0	1	Despot
	4:02pm	Eastfield/Outrider	Stop		0	1	Despot
	4:45pm	Eastfield/Outrider	Stop		1	0	Despot
2/10/2021	10:04am	Crest Rd W/Johns Canyon	Speed	61	0	1	Bouse
	10:56am	Crest Rd W/Johns Canyon	Speed	49	1	0	Bouse
	1:56pm	Crest Rd W/Johns Canyon	Speed	46	0	1	Bouse
	2:15pm	Crest Rd W/Johns Canyon	Speed	46	0	1	Bouse
2/16/2021	9:46am	Crest Rd W/Johns Canyon	Speed	59	1	0	Bouse
	10:32am	Crest Rd W/Johns Canyon	Speed	46	0	1	Bouse
2/17/2021	1:22pm	Crest Rd W/Johns Canyon	Speed	54	1	0	Bouse
	2:03pm	Crest Rd W/Johns Canyon	Speed	46	1	0	Bouse
2/18/2021	12:24pm	Eastfield/Outrider	Stop		0	1	Despot
	1:29pm	Eastfield/Outrider	Stop		1	0	Despot
	2:54pm	Eastfield/Outrider	Stop		0	1	Despot
2/25/2021	4:38pm	Eastfield/Outrider	Stop		0	1	Despot

Inventory List

3/19/2021

DATE	TIME	LOCATION	VIOLATION	SPEED	RESIDENT CITES	NON-RESIDENT CITES	DEPUTY
	5:42pm	Eastfield/Outrider	Stop		0	1	Despot
	6:04pm	Eastfield/Outrider	Stop		1	0	Despot
					10	14	

March 2021 ROLLING HILLS TRAFFIC ENFORCEMENT 21RE010753

DATE	TIME	LOCATION	VIOLATION	SPEED	RESIDENT CITES	NON-RESIDENT CITES	DEPUTY
3/4/2021	9:41am	Crest Rd W/Johns Canyon	Speed	44	1	0	Bouse
"	10:47am	Crest Rd W/Johns Canyon	Stop	44	0	1	Bouse
					0	1	Despot
"	5:23pm	Eastfield/Outrider	Stop		0	1	Despot
1/13/2021	1:49pm	Crest Rd W/Johns Canyon	Speed	55	0	1	Despot
	2:37pm	Eastfield/Outrider	Stop		0	1	Despot
"	3:52pm	Eastfield/Outrider	Stop		0	1	Despot
"	4:15pm	Eastfield/Outrider	Stop		0	1	Despot



## *City of Rolling Hills* INCORPORATED JANUARY 24, 1957

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**Agenda Item No.: 7.A**  
**Mtg. Date: 03/25/2021**

**TO: HONORABLE CHAIR AND MEMBERS OF THE TRAFFIC COMMISSION**

**FROM: STEPHANIE GRANT , ADMINISTRATIVE CLERK**

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

**SUBJECT: 2 SPUR LANE: DRIVEWAY WIDENING TO 20 FEET PER FIRE CODE REQUIREMENTS (RAJEWSKI).**

**DATE: March 25, 2021**

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### **BACKGROUND:**

The property owners at 2 Spur Lane propose to widen the existing 20-foot driveway apron to 29 feet. The applicant also proposes to widen the existing 12-foot wide driveway to 20 feet. Their application is currently being reviewed by the Planning Department and a recommendation of the Traffic Commission is relative to the widened driveway apron and driveway will become part of the Planning Department's recommendations regarding the proposed project.

### **DISCUSSION:**

On October 19, 2020, the applicant submitted an Administrative Review application and plans for: a remodel, 537 square feet addition, re-roof, 738 square feet covered porches, 312 square feet new garage, demolition, and 7 cubic yards of grading. Staff approved the plans on November 3, 2020.

Subsequent to the approval, the applicant revised the project which triggered the requirement for a wider driveway by the L.A. County Fire Department. On January 15, 2021, applicant submitted revised application and plans with the proposed changes to the driveway and addition. The proposed expansion of the driveway requires approval from the Traffic Commission. The Planning Department had to delay the applicant's project approval pending the Traffic Commission's approval of the driveway.

The City's Traffic Engineer has reviewed the plans for the proposed driveway apron and driveway. The Traffic Engineer visited the site on January 30, 2021 prior to the driveway redesign. Staff conducted a field visit at the subject property on February 26, 2021 and learned that the applicant had already begun construction on the driveway without approval from the Planning Department or Traffic Commission. Please reference the attached photographs from staff's site visit. The applicant was issued a stop work order and further instructed to wait until the scheduled Traffic Commission on March 25, 2021. The Traffic Engineer conducted a second site visit to review the constructed driveway and prepared a report. Please reference the attached Traffic Engineer's report.

**FISCAL IMPACT:**

NONE.

**RECOMMENDATION:**

Consider the proposed driveway and provide direction to staff.

**ATTACHMENTS:**

[M01 2 Spur Lane Dwy.pdf](#)

[2 SPUR LN ROLLING HILLS, APPROVED.pdf](#)

[2 Spur Lane\\_driveway photos.pdf](#)

## Memorandum

**TO:** Meredith T. Elguira, Planning and Community Services Director

**FROM:** Vanessa Munoz, City Traffic Engineer

**DATE:** March 15, 2021

**SUBJECT:** 2 Spur Lane Driveway

This memorandum is in response to the request by the City to review and provide input on the driveway improvements being proposed by the resident of 2 Spur Lane. The proposal consists in widening the main property driveway from a 12-foot-wide driveway aisle to 20-foot wide driveway aisle. The driveway location will remain the same on the west side and the proposed improvements will widen the existing driveway 8-feet to the east.



On March 12, 2021, a field review of existing conditions was performed to assess the proposed driveway location with regards to existing condition and review the adequacy of the sight distance. The field review revealed the driveway had been widened 8-feet within private property but the matching work within the easement had not been completed leaving a gap in the connection between the property driveway and the street as shown in in picture below



The minimum sight distance for this type of roadway shall be 155-feet for a 25-mph speed limit. The existing driveway meets and exceed the minimum sight distance requirement, furthermore the widening of the existing driveway aisle is a significant improvement and will provide better access in and out of the property. However, the lack of termination to the existing improvement within the easement poses safety concerns for vehicles entering and exiting the property. Vehicles exiting the property will have to drive onto the unimproved area creating an unsafe condition.

Based on the field observations and engineering judgement, the proposed 8-foot widening is not acceptable as presented in the field, to be safe it shall include widening the driveway approach to match the existing 20-foot driveway aisle. Once the improvements are revised as suggested, the driveway will be adequate as it meets sight distance, and the widening would be an improvement to maneuver into and out of the property.















