Note: Anyone wishing to speak at any Transportation Advisory Committee meeting is encouraged to do so. If you wish to speak, please rise and, after you have been recognized by the Chair, <u>give your name and complete address for the record.</u> You will then be allowed to speak. Please note the public testimony may be limited by the Chair.

TRANSPORTATION ADVISORY COMMITTEE April 20, 2023

AGENDA

I. <u>CALL TO ORDER</u>: 6:00 PM, Meeting held virtually via Zoom Link: <u>https://zoom.us/j/96161760895?pwd=SmVMRFJBNkx6UkhpeDN0N2w2MXgxdz09</u>

II. ANNOUNCEMENTS

III. CONSENT AGENDA

A. Approval of March 16, 2023 Minutes

IV. <u>PUBLIC FORUM</u> (6:05-6:20)

- A. Public Forum-if you wish to speak during public forum please register with <u>Scott.fleury@ashland.or.us</u> by 10am April 19th.
- **B.** If you wish to discuss an agenda item please contact <u>Scott.fleury@ashland.or.us</u> by April 19th by 10am to register to participate. Written comments can also be submitted in the same time frame.
- **C.** If you are interested in watching the meeting via Zoom please utilize the following link: <u>https://zoom.us/j/96161760895?pwd=SmVMRFJBNkx6UkhpeDN0N2w2MXgxdz09</u>

V. <u>NEW BUSINESS</u>

- **A.** Rogue Valley Transportation District Route Update (6:20-6:50, no action required, RVTD to update Committee on planned transit improvements in Ashland).
- **B.** North Mountain Rehabilitation Bike Facility Discussion (6:50-7:20, action required, discussion bike facility improvements).
- **C.** Parklet Program (7:20-7:40, action required, discuss development of parklet program similar to the City of Medford).

VI. UNFINISHED BUSINESS

A. Near Miss Application (7:40-7:55, no action required, overview of near miss application and associated data dashboard).

VII. INFORMATIONAL ITEMS

A. ODOT ADA Project Update and ScheduleB. NACTO – Urban Bikeway Design Guide Working Paper

VIII. <u>AGENDA BUILDING – Future Meetings</u>

IX. ADJOURNMENT: 8:00 PM

Next Meeting Date: May 18, 2023

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please email <u>scott.fleury@ashland.or.us</u>. Notification 72 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to the meeting (28 CFR 35.102-35.104 ADA Title 1).





CALL TO ORDER: 6:06pm

TAC Members present: Mark Brouillard, Joe Graf, Corinne Vièville, Linda Peterson-Adams, Holly Christiansen, **Staff Present:** Scott Fleury, Elizabeth Beckerich, Derek Severson **Liaison Present:** Eric Hansen **Guests Present:** None

ANNOUNCEMENTS

Peterson-Adams thanked Paula Hyatt for her time as the council liaison for the Transportation Advisory Committee and welcomed Eric Hansen as the new council liaison. Peterson-Adams also encouraged anyone interested to apply for a position on the Transportation Advisory Committee.

Fleury stated he spoke with Paige at RVTD and found out that they are looking into adding a new route aside from Route 10 in the city. They're doing some analysis and trip timing. The route would be similar to one of the routes in the Transportation Feasibility Study. RVTD has found that the possible route would be more along the lines of what people need. It doesn't mean that the Ashland Connector will never come back, but if this new fixed route works then it might be discontinued permanently.

Brouillard alerted the group that March is Speed Awareness Month, and that there was a 60% increase in fatalities last year and a 50% increase in injuries. In Jackson County, the average speeding ticket is 25mph over the legal limit. There is to be more traffic enforcement soon. Peterson-Adams mentioned that the group should go for Vision Zero and 20 Is Plenty again.

CONSENT AGENDA

Brouillard noted that "MAC" should be "TAC". Christiansen motioned to approve the minutes with the correction, Graf seconded, all ayes.

PUBLIC FORUM

No one registered.

NEW BUSINESS

Climate Friendly and Equitable Communities Rules

In 2020, the governor imposed and executive order that state agencies adopt new rules for climate friendly and equitable communities because Oregon is behind in meeting the state's green house gas reduction targets. These new rules apply in Oregon's metropolitan areas, as they contain over 60% of Oregon's population and 70% of jobs.

The two categories of rulemaking are regional plans to achieve pollution reduction targets, and land use and transportation rules reducing pollution and promoting equality.

Examples of land use/building rules are:

- Designate walkable climate friendly areas.
- Reform parking management.
- Support electric vehicle charging.

Examples of transportation rules are:

- Plan for high quality pedestrian, bicycle, and transit infrastructure.
- Go beyond sole focus on motor vehicle congestion standards.
- Prioritize and select projects meeting climate/equity outcomes.

Climate friendly areas are downtowns and neighborhood centers with walkable areas that are a mix of residential, office, retail services, and public uses. They are to have high quality pedestrian, bicycle, and transit services, as well as well-managed parking. They are sized so that zoned building capacity is combined and can accommodate 30% or more of a community's housing needs. This may include abutting high density residential or employment areas. Local governments may choose prescriptive outcome based standards based on population size. For Ashland's outcome option, the minimum density is 15 dwelling units per net acre, with a target of 20 homes and jobs per net acre. The maximum allowed building height would be raised to 50 feet, or 4 stories.

For transportation planning, that would mean stronger planning for pedestrian, bicycle, and public transportation travel, as well as freight and car travel. This would be made up of connected, safe, and complete networks with the priorities being climate friendly areas, neighborhoods with underserved populations, and access to key destinations. To achieve this, the city would need to inventory existing conditions, key destinations, and gaps, require bicycle parking, and identify priority transit corridors.

Costly parking mandates are to be reformed. Mandates can prevent housing from being built, and people with no or few cars are subsidizing parking for those with many. The mandates can also lead to more car ownership and driving. Parking also uses a large amount of land and makes areas less walkable. To improve parking management, the current rules are no parking mandates near frequent transit, no mandates for shelters, small units, affordable or public housing, childcare facilities, or facilities for people with disabilities, and the mandates that are in place are no higher than one space per family unit. By the end of 2023, cities must choose an approach; either repeal parking mandates, adopt at least three fair parking policies, or remove mandates for more development types and near climate friendly areas.

For the first option of repealing parking mandates, there would be no additional action needed.

For the second option of adopting three fair parking policies, the choices of policies would be:

- Unbundle parking for residential units.
- Unbundle leased commercial parking.
- Flexible commute benefit for businesses with more than 50 employees.
- Tax on parking lot revenue.
- No more than ½ parking space per unit mandated for multifamily development.

For the third option of removing mandates for more development types and near climate friendly areas, that would entail having no mandates for a variety of specific uses like small sites, vacant buildings, studios/one bedrooms, historic buildings, LEED or Oregon Reach Code developments, etc. There would also be no additional parking for changes in use, redevelopments, and expansions of over 30%. Parking maximums would be adopted. There would also be no mandates within a half mile walking distance of climate friendly areas, and a district would be designated to manage on-street residential parking.

Now in effect, the city can no longer decide the appropriate amount of parking for new construction - it's up to the applicants. This is true for the half mile distance of climate friendly areas which goes along RVTD's Route 10, and includes about 80% of the city. In addition, beginning April 1st of this year, new multifamily and multi-use development must include electrical conduit to serve 40% of parking spaces, however charging stations, wiring, and power are not required.

The city has hired the Rogue Valley Council of Governments and 3J Consulting to look at the current infrastructure

and identify gaps, as well as the capacity of the area to accommodate the new rules. They are to present that to the city by June 30, 2023. The final study/report identifying potential CFA's has to be presented to the state by the end of 2023. The consultants have been directed to look at the Crowman area as it is largely undeveloped and could accommodate the substantial increase in the amount of housing that's required to be built under the new rules. Another area they've been asked to look at is the transit triangle following the bus routes, the railroad property, and the downtown. However, downtown is on the National Historic Registry and it's mostly built out already.

The timeline and more information about these rules and plans can be found at <u>www.ashland.or.us/climatefriendly</u>. The next step in the process will be an in-person meeting on Thursday, April 13th at 6:00 pm at the Talent Community Center, where consultants and staff from Medford, Talent, and Ashland will present the initial CFA candidates for review and comments by citizens from all three cities.

Safe Routes to School Project Identification Program

The consultant for ODOT, Alta Planning, and the school district are planning for a walking audit on April 10th and 11th of this year. They are also trying to schedule a formal public meeting and online open house.

Brouillard pointed out the discrepancies in the addresses in the Field Visit Schedule.

Fleury stated that planning for this will wrap up around late summer/early fall. The projects defined in the plan can be used to go after funding. The projects won't be in the TSP yet, but they will be in a plan that's been accepted by the city and school district, and can be leveraged for grant applications.

UNFINISHED BUSINESS

Ashland Street Roadway Rehabilitation Project

Fleury stated he will move forward with gathering construction bids, however the issue of obtaining a micro street sweeper still needs to be addressed. Fleury explained that he will try to get the street sweeper into the budget for the next biennium, and it may be able to be counted toward a replacement for a current street sweeper that the city has that is in poor condition.

The idea of lowering the speed limits was also mentioned.

Brouillard inquired about the decision to use vertical barriers, as the group had talked about using curb type or wood barriers to save on maintenance. Fleury explained that the vertical barriers make bikers feel safer. Also more green striping can be done to make the protected bike lanes more obvious. Brouillard noted that thermos paint has not faired well with the recent snow/snow plowing, and suggested that high visibility paint be used, possibly on Faith Street since they've been waiting for action on their Traffic Calming Application.

Brouillard noted that the overpass on Ashland Street should be removed as the train doesn't use it often, and if it were gone the bike path could connect there in a safer way. Fleury stated he would talk to ODOT since he knows there's plans to re-deck the overpass this summer.

Capital Improvement Program

There was talk of a flyer saying that the group Streets for Everyone would be going to the council meeting on April 4th in support of protected bike lanes on all the major roadways. The group also wants to talk about converting existing facilities into protected bike lanes, such as on S Mountain Ave and Hersey St. It was noted that while support for upgrading bike and pedestrian facilities is appreciated, it's already built into the projects, and going straight to council surpassing committees may be counterproductive.

Brouillard inquired about the discussion from last month of moving the Lithia Way project up on the schedule. It was split to be in fiscal year 26-27 and 28-29. Brouillard asked why it was split into 2 years, and Fleury explained that it's easier on the budget to do so, and also the engineering and coordination will take time. For example, if the project was started on July 1st, the construction portion of that may not start until April the following year.

Brouillard inquired about why the Water Street project was tied into getting rid of beaver slide with ODOT and wanted to know why it isn't being done all at once. Fleury explained that it's easier to ask council to approve adding a project into an existing ODOT project.

Hansen inquired about the downtown bike lane and parking situation, and Graf explained that there have been a number of attempts to have some sort of continuous bike lane put in downtown, but largely the downtown merchants have been against it, as it would take away parking spots. Graf continued that the current TSP doesn't have any downtown planning in it because the different groups involved can't come to a consensus about how to implement it. Peterson-Adams explained that there was at one point a whole downtown parking program, however it was shelved along with the project to revitalize downtown which was put on hold due to Covid.

INFORMATIONAL ITEMS

ODOT ADA Project Update and Schedule

Fleury stated that the crosswalks are being done in phases, and typically markings are last thing completed on a roadway project.

ADJOURNMENT: @ 7:56

Respectfully submitted, Elizabeth Beckerich, Administrative Assistant **Full Video Available by Request**

Memo



Date:	April	12	2023
Date.	при	14,	2025

From: Scott A. Fleury

To: Transportation – Management Advisory Committee

RE: Rogue Valley Transportation District (RVTD) Service Update

BACKGROUND:

Representatives from RVTD will present background information on service updates coming to the City of Ashland in the summer of 2023.

CONCLUSION:

This item is a presentation with a question-and-answer session for the Transportation Committee.

Memo

Date:	April 1	2, 2023
Daic.	April I	2,2025

From: Scott A. Fleury

To: Transportation Advisory Committee

RE: North Mountain Avenue Rehabilitation Design and Bike Facility Improvements

BACKGROUND:

Dowl Engineering is currently in the design phase for the North Mountain Rehabilitation Project. They are looking at options to include protected bike lanes along the total project length (East Main Street – I-5 overpass). Dowl is also looking at pedestrian crossing enhancement for the corridor and traffic calming options.

There are functional issues that need to be address regarding providing a protected bike lane facility on North Mountain Ave.

Right of Way (width) Analysis (reducing to 10' travel lane):

- All on-street parking from East Main Street to top of hill adjacent to the Avista regulator station would need to be eliminated to allow for a protected bike lane.
- Top of the hill to Bear Creek bridge generally appears to be wide enough to allow for the separated bike lane.
- Bear Creek bridge to Fair Oaks Drive is too narrow for the entire length to allow for a separated bike lane.
- Fair Oaks Drive to E Nevada Street appears to be wide enough to allow for the separated bike lane.
- E Nevada Street to I-5 bridge is too narrow to allow for a separated bike lane

Questions:

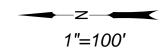
- Should the City design a continuous run of protected bike lanes where feasible?
- Should the City increase the existing bike lane width in combination with a travel lane width reduction to 10' and not install protected bike lanes throughout the entire corridor length?
- Do we eliminate all on street parking from East Main Street to the top of the hill at North Mountain Park? What is the process for discussion on this option?

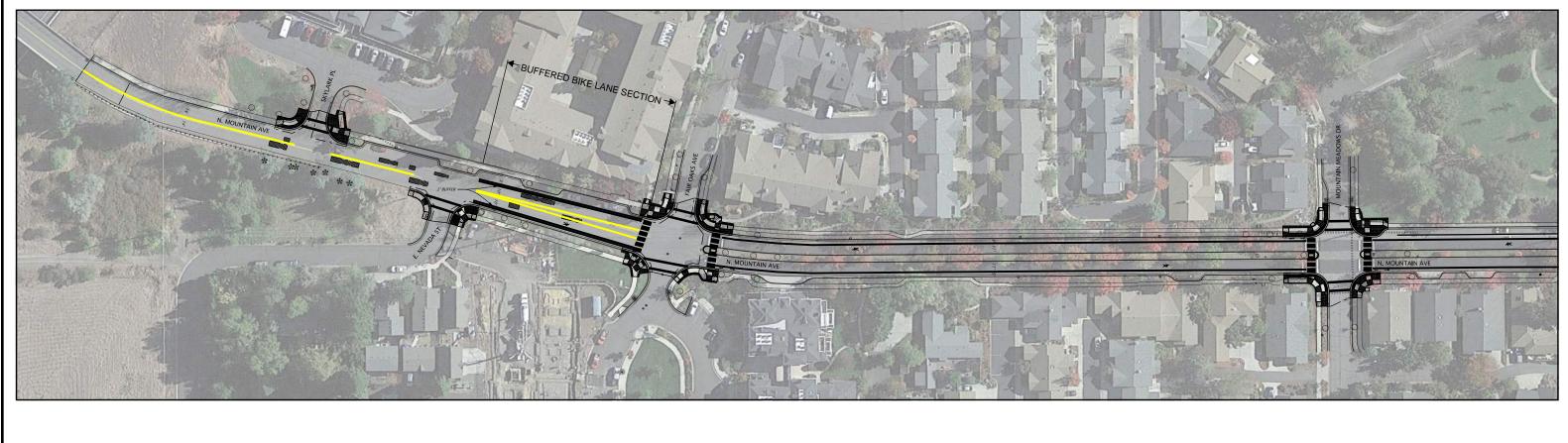
Staff has included a drawing created by Dowl as reference to understand the issues throughout the entire corridor.

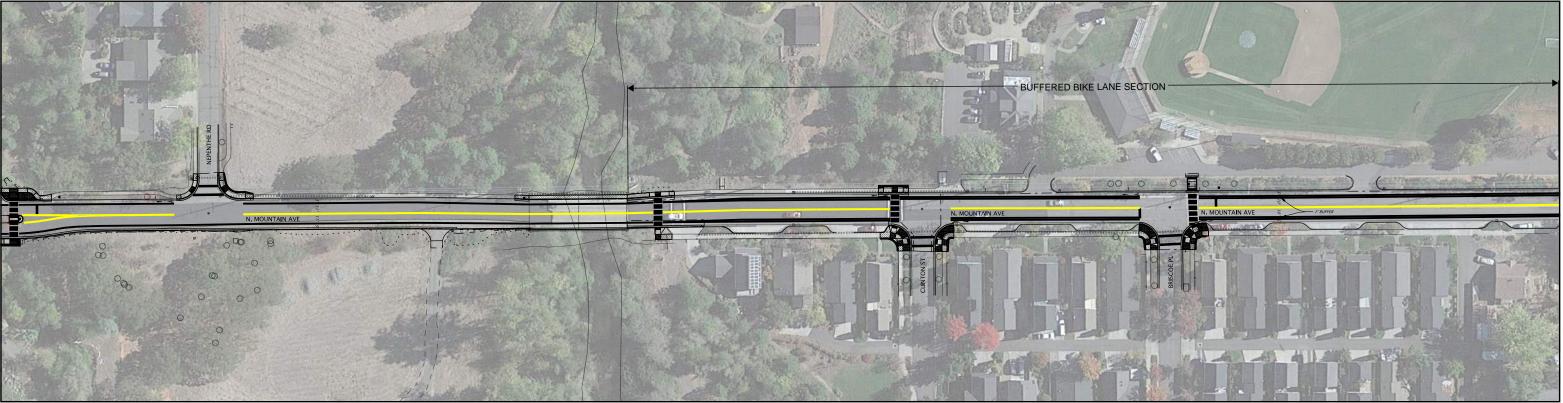
CONCLUSION:

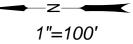
The Committee should discuss the issues and develop any recommendations for staff to moving forward with the design process.

2752-80159: NORTH MOUNTAIN OVERLAY BUFFERED BIKE LANE EXHIBIT

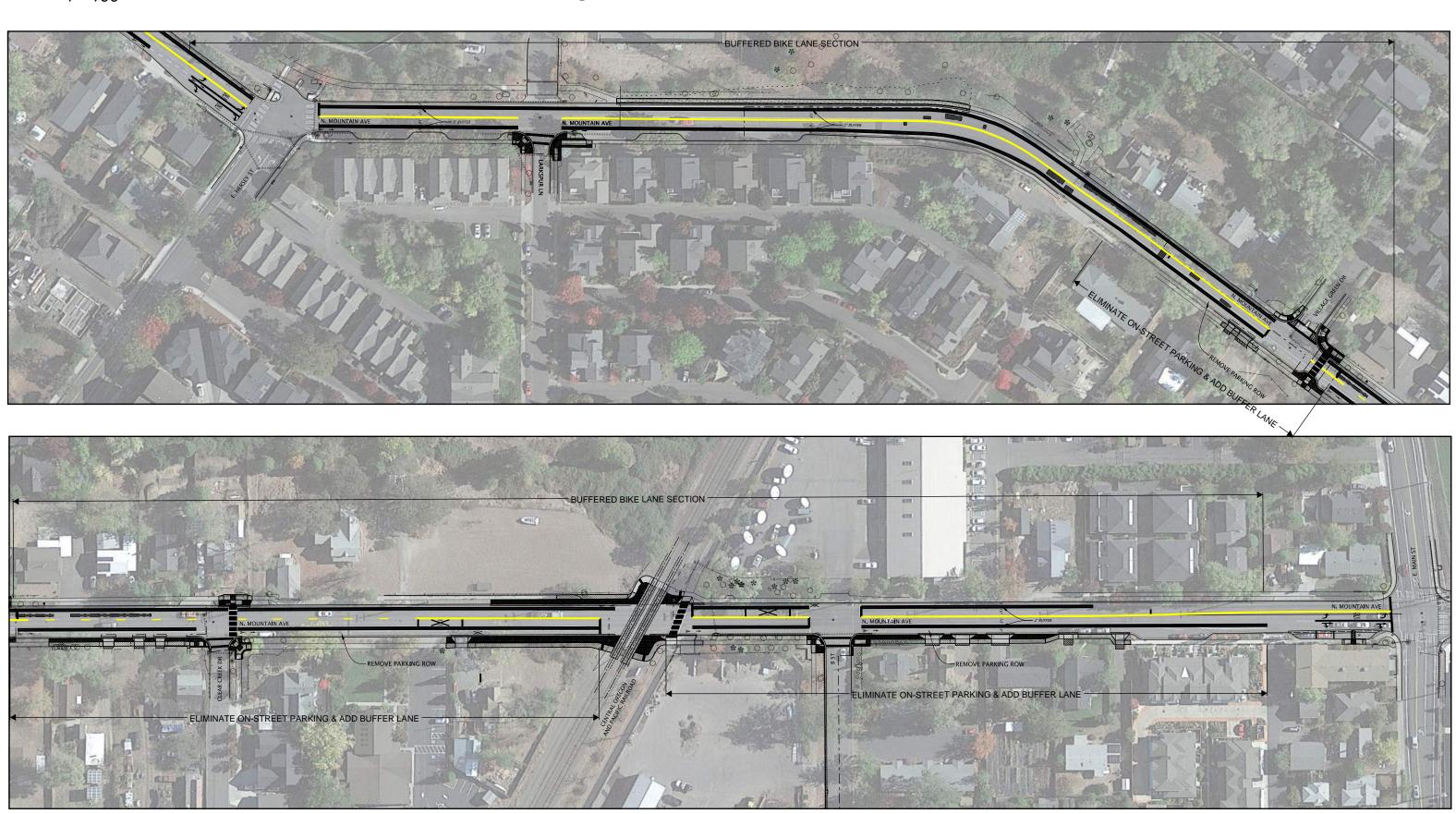


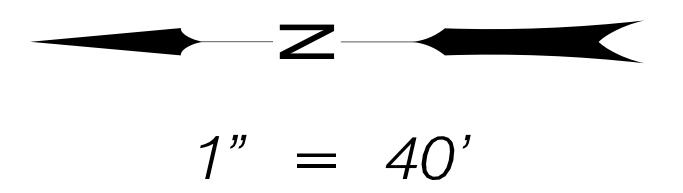


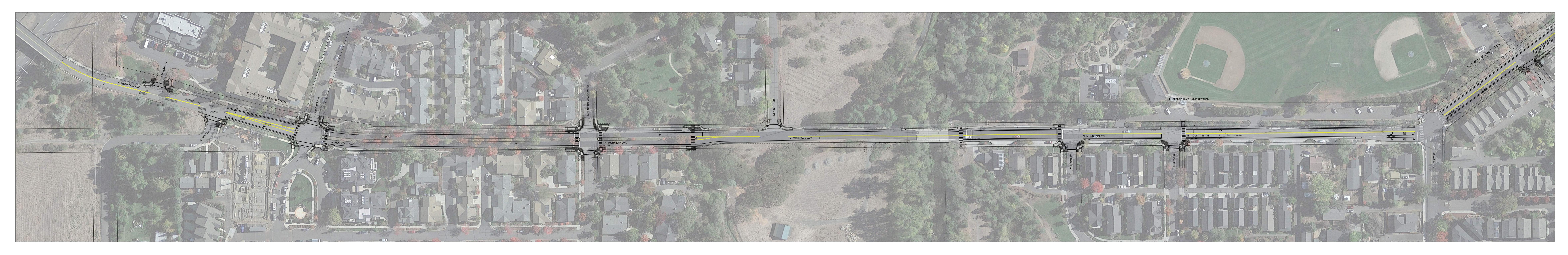




2752-80159: NORTH MOUNTAIN OVERLAY BUFFERED BIKE LANE EXHIBIT

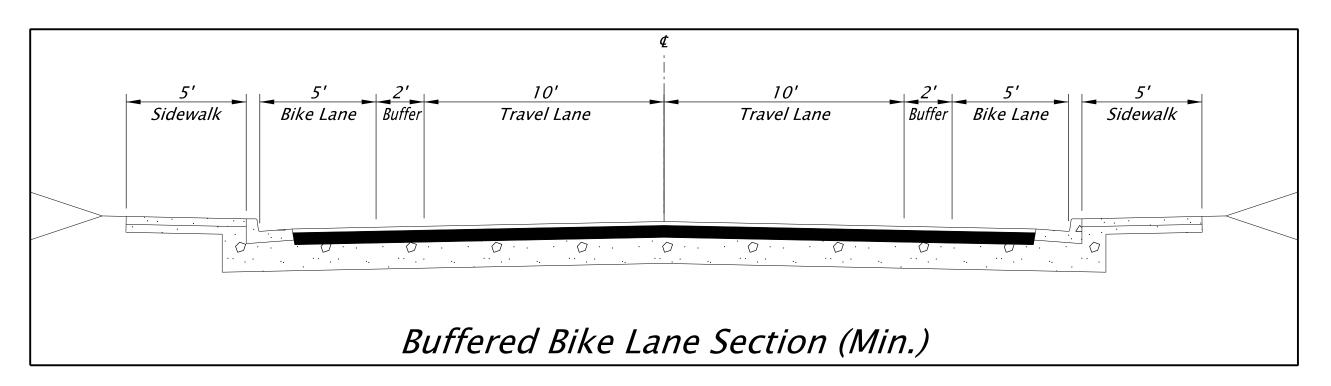








2752–80159.01 N. MOUNTAIN OVERLAY EXHIBIT #1: STRIPING OVERVIEW WITH BUFFERED BIKE LANES



Memo

- Date: April 12, 2023
- From: Scott A. Fleury
- To: Transportation Advisory Committee
- RE: Parklet Program

BACKGROUND:

At the April 4, 2023 Business Meeting the City Council requested staff begin the process of reviewing and developing a parklet program similar to what the City of Medford previously developed and adopted.

In brief the Council motioned for the Transportation Committee to "Develop a feasibility study on a parklet program".

Staff has included background information the City of Medford has developed for their program as initial reference materials.

The following items should be considered in the feasibility analysis:

1. Code Review:

a. Implementing a Parklet will require a new section to the municipal code and review of the existing encroachment guidelines to avoid generating confusion or problems. The current encroachment code only focuses on sidewalk dining, not dining in parking spots.

2. Permitting:

- a. To implement this approach along E. Main Street, Public Works will be required to coordinate with the Oregon Department of Transportation (ODOT). E. Main is ODOT right-of-way necessitation their review of permitting and proposed design standards for parklets.
- b. Application of the program in Ashland right of way would be more straightforward as the City controls the right of way and can permit applications once the code is developed and approved by the City Council. A parklet program limited to Ashland right of way could generate questions of unfair competition by E. Main Street businesses if ODOT denied the use of their right-of-way for parklets.

3. Parking:

a. Parking in general is an issue downtown and the loss of parking spaces in the right of way is very likely to be a point of contention for all business operations downtown. It would be best to conduct an outreach effort to involve downtown businesses in any discussion/development of a parklet program.

4. Design Standards:

a. Design standards either similar to Medford's or another jurisdiction need to be developed. These design standards also need to account for safety of the traveling public and appropriate accessibility needs.

5. Stakeholder Engagement:

a. Who are the stakeholders and how are all of the parties engaged in the process to generate appropriate information and recommendations to bring forward to Council for discussion?

Developing a parklet program for Ashland will involve most City Departments and various stakeholders and outside agencies in order to develop a successful outcome. This type of process takes time to put together and navigate.

CONCLUSION:

Action required, this is a preliminary discussion about moving forward with a feasibility study and reporting all information back to Council. Defining next steps and a general schedule of activities should be discussed.

AMENDED PARKING COMMITTEE MEETING AGENDA



August 12, 2021 8:00 A.M. Virtual Meeting *To attend virtually, click <u>HERE.</u>*

10. <u>Roll Call</u>

20. Approval of Minutes

30. Oral Requests and Communications from the Audience

Due to restrictions with public gatherings, no in-person public comments will be heard under this Agenda Item during this meeting. The Parking Committee encourages comments via email to <u>urbanrenewal@cityofmedford.org</u> or regular mail. Please include the meeting date for your comments. Comments must be received by 12:00 Noon on the day prior to the meeting to be noted for the record.

40. Continued Committee Business

- 50. Agenda Items
 - 50.1 Permanent Parklets
 - 50.2 Review of Biennial Goals
- 60. Council Liaison Remarks
- 70. Committee Member Remarks
- 80. Staff Updates
- 90. Adjournment

Meeting locations are generally accessible to persons with disabilities. To request interpreters for hearing impaired or other accommodations for persons with disabilities, please contact the ADA Coordinator at (541) 774-2074 or ada@cityofmedford.org at least three business days prior to the meeting to ensure availability. For TTY, dial 711 or (800) 735-1232.



MEMORANDUM

To:Planning CommissionFrom:Sarah Sousa, Planner IIIDate:August 5, 2021

for August 9, 2021 study session

Subject: Permanent Parklets (DCA-21-247)

SUMMARY

The Planning Department has been working on a proposed Code Amendment to the Medford Municipal Code in order to establish new regulations for permanent parklets.

BACKGROUND

A parklet is an on-street parking space that is converted to an area for people to use for something other than parking. These former vehicular spaces are most commonly used for outdoor dining by adjacent eating and drinking establishments. They can also be created for the general public to use as bicycle parking, art displays, recreation, and lounge seating.

In response to the challenges facing local businesses due to the COVID-19 pandemic, the City began allowing temporary use of on-street parking spaces in the downtown to businesses in 2020. This provided flexibility for restaurants and bars to operate while complying with State guidelines related to limited indoor seating capacity. To date, the City has approved 11 temporary parklet applications.

Examples of items allowed to be placed temporarily in the parklets include tables and chairs, shade tents, and potted plants. A three-foot wall or screen was allowed to be built to help buffer traffic from these areas. Some of the restrictions included use of handicap accessible spaces, objects obstructing view of traffic control devices, and blocking drainage or curb inlets.

Due to the success of this temporary measure, Planning Department staff has drafted a Municipal Code amendment and design standards to allow permanent parklets in downtown Medford.

PROPOSED AMENDMENT

To allow permanent parklets, staff proposes amendments to Municipal Chapters 2 (Government & Administration) and 5 (Offenses). The proposed changes to Chapter 2 will include provisions that

City of Medford

cityofmedford.org

state the parklets must: 1) not unreasonably obstruct vehicular and pedestrian traffic; 2) not create an unreasonable hazard to person and property; 3) not create a noise disturbance, breach of the peace, or any other code violation; and 4) will comply with the "Parklet Design and Construction Standards". The change to Chapter 5 would allow public drinking of alcoholic beverages in parklets.

The proposal also includes amendments to Chapter 6 (Streets, Highways, Public Parking, and Public Right of Way). When mobile food vending in the right of way was approved in 2019, a section in Chapter 6 should have been updated. This amendment will incorporate the needed language.

DESIGN MANUAL

Staff prepared a proposed design and construction manual for the parklet program. Key provisions in the manual include eligibility, locational requirements, amenities, prohibited items, and construction standards.

Safety features include:

- compliance with the ADA (Americans with Disabilities Act);
- a required platform that is flush-mounted to the sidewalk;
- a required railing that is three feet in height to buffer the parklet patrons from the passing vehicular traffic;
- a required safety buffer on either end of the parklet to help delineate it from the adjacent parking spaces.

Design features include:

- require quality materials such as treated wood or wrought iron (wood pallets and vinyl fencing prohibited);
- limit the number and location of parklet to one space in front of business;
- limit signage to one square foot on the sidewalk side only for identification;
- limit vertical elements to ten feet in height (no shade tents allowed);
- limit sidewalk encroachment (7 foot clearance must be maintained);
- limit shade elements / umbrellas to the front of parklet business only (cannot block other business storefronts).

PUBLIC FEEDBACK

In preparing this amendment, staff reached out to get public feedback. This began with a discussion with the Downtown Medford Association (DMA) on June 8, 2021. This group supports permanent parklets and have formed a sub-committee to review the amendment. Next, a phone survey was conducted with the businesses currently operating a temporary parklet as well as the businesses directly next to them. The response of the phone survey was favorable. Staff also mailed surveys to all the property and business owners within the Central Business District. Many responded that they believe outdoor dining areas help to create a more vibrant downtown. However, the majority of those asked would like standards that apply a higher design and material quality going forward.

Page 2 of 3

Staff will be taking additional steps to get public feedback on the amendment. Staff will provide an update to the DMA at their next meeting (date to be determined) and will email the sub-committee the draft and design manual. A City Council study session is scheduled on the amendment for August 12, 2021. Staff will also be attending a Parking Committee meeting on August 12, 2021. A list of interested parties group will be emailed the amendment materials as well.

FEEDBACK

Staff is seeking the Commission's feedback on the drafted proposal prior to moving forward with the amendment.

HEARING SCHEDULE

The proposed amendment is scheduled for a City Council hearing on September 16, 2021.

ATTACHMENTS

- Draft Code Changes
- Parklet Design and Construction Standards

Blue underline Text is New; Strikethrough Text is proposed to be deleted

Chapter 2

2.185 Permits for Use of Publicly Owned Property and Right-of-Way.

(1) The City Manager upon application on a form prescribed by the City Manager's Office, shall issue a special event permit to a person when the City Manager or his designee finds with input from the affected departments that the parade or event will meet the following conditions:

(a) Will not unreasonably obstruct vehicular and pedestrian traffic; or

(b) Create an unreasonable hazard to person or property; or

(c) Create a noise disturbance, breach of the peace, or any other violation of a provision of this code; or

(d) Contravene city, county, or state law, including but not limited to, restrictions of the use of streets by trucks or other vehicles or certain classes or weights unless the Public Works Department in writing has waived those restrictions for purposes of the application.

(2) Parks. The City Manager, or his designee, may, subject to Park and Recreation Department rules and regulations for park use, grant a special permit to allow the use of dedicated park lands and recreational facilities for the purpose of conducting concerts, lectures, athletic events; show, craft and art fairs; and other special events or uses as are considered compatible with normal park and recreational activities.

(3) Other Publicly Owned Property. The City Manager, or his designee, may, subject to applicable administrative rules governing use of city property, grant a special permit to allow the short-term use of publicly owned properties other than park lands and recreational facilities.

(4) Parades, and other events that obstruct the public-right-of-way, require traffic to be managed at intersections along the event route. Traffic control management often requires the use of additional City personnel on duty and/or personnel on overtime to provide traffic control services. The applicant shall be assessed any overtime traffic control personnel expenses incurred by the City. This section may be waived for parades in which in-kind funding has been approved by the City Council. Any amounts incurred for additional City personnel over those approved by the City Council will be the responsibility of the applicant.

(5) Permit Conditions. Permits may be denied, revoked, or may include the following conditions:

(a) Conditions applying to dates, hours, and/or noise levels of operation;

(b) Duration of activity, subject to revocation without prior notice;

(c) An approved traffic control plan and proper traffic markings in place;

(d) Obligation to perform any and all damage repairs of the area occupied, post bonds, deposit cash, and/or reimburse the City for any costs incurred for damage repairs, as determined by the City Manager per applicable administrative rules governing use of city property;

(e) Provision of written assurance that the City will be held harmless for any liability that is solely attributable to the permittee's conduct;

(f) Any other conditions considered necessary by the City Manager to be in the public interest.

(6) The City Manager shall prescribe fees for use of City property by administrative regulation. Payment of such fees shall be a condition of issuing a permit under this section.

(a) The fees shall bear a reasonable relationship to the costs incurred by the City to make the property available for the use authorized by the permit;

(b) Non-residents may be charged a higher fee than city residents;

(c) Temporary booths or stalls located in Alba Park and Vogel Plaza in connection with the Pear Blossom Festival are exempt from park use fees for the day of the festival only;

(d) If the applicant has been approved for an in-kind contribution toward the event, the amount incurred for additional City personnel can be applied to the in-kind contribution. Any amounts incurred for additional City personnel over those approved by the City Council will be the responsibility of the applicant.

(7) Such a permit should not be used where a lease is appropriate. Only the City Council may authorize a lease. Permits issued by the City Manager for use of public right-of-way shall not exceed a term of three (3) days and the manager should avoid any unreasonable interference with access rights of property owners and tenants.

(8) The Council may review a permit granted by the City Manager and may revoke the permit if it finds that the permit is not in the public interest. A person whose application for a permit is denied may appeal the denial in writing to the City Council no later than ten (10) days after notice of denial. Upon receipt of the applicant's written appeal, the Council shall set the matter for hearing at its next regular meeting and give notice of the date, time, and place of same to the applicant. At the hearing, the applicant shall appear if the matter is to be heard. The Council after hearing may grant or deny a permit on such terms and conditions as it deems proper. In deciding whether to waive fees, Council will consider financial hardship as established by factors similar to those considered by courts when deciding requests for court-appointed counsel or corporate insolvency.

(9) Except as stated herein as per the permit, this does not regulate other permits available through other chapters of the Medford Code.

(10) Temporary Mobile Food Vendors. As per the requirements in Section 10.829B, mobile food vendors are allowed to sell food from parking stalls in the public right-of-way between the hours of 9:00 p.m. and 3:00 a.m.

(11) Parklets. The City Manager or designee upon application on a form prescribed by the City Manager's Office and payment of all applicable fees, may issue a permit to allow for the installation and operation of a Parklet within the City's public right-of-way upon finding that the proposed parklet complies with the following standards and conditions:

(a) Will not unreasonably obstruct vehicular and pedestrian traffic; and

(b) Will not create an unreasonable hazard to person or property; and

(c) Will not create a noise disturbance, breach of the peace, or any other violation of a provision of this code; and

(d) Will comply with City approved design and construction standards provided by the most current version of the "Parklet Design and Construction Standards" adopted by the City Council.

Chapter 5 5.310 **Drinking in Public.**

(2) Alcoholic beverages may be sold and consumed at a sidewalk café permitted under Section 10.358(c) of this Code or at a parklet permitted under Section 2.185(11) of this Code and in accordance with a license issued by the Oregon Liquor Control Commission. ***

Chapter 6

6.330 Prohibited Parking Generally.

No person shall park a vehicle:

(1) On any public right-of-way with expired vehicle registration;

(2) Where official signs prohibit stopping, standing or parking.

(3) On a bridge other than the Main Street bridge.

(4) In an alley except while in the course of loading or unloading merchandise or under the terms of a current, valid Delivery Permit or Emergency Alley Repair Permit. The City Manager's Office may issue Delivery Permits. The Public Works Director may issue Emergency Alley Repair Permits for repairs being made to businesses whose entrance or exit abuts an alley located within the Downtown Parking District as provided for in Section 6.340.

(5) On a street or in a city parking lot in a manner or at a time prohibited by official signs (except as permitted under Section 10.829B).

(6) On a street or in a city parking facility longer than the time limited by official signs for parking;

(a) The period to be considered shall begin when the vehicle is parked in a particular limited

time zone on a particular block face; and

(b) The period shall be terminated if the vehicle is moved and parked on a different block

face, at which time a new period shall begin as stated in (a);

(c) "Block face" shall be defined a "side of the street where the vehicle was parked between

two (2) intersecting streets. A parking facility shall be considered as a block face. An alley

shall not be considered a street or block face for purposes of this section".

(7) In an unimproved portion of the front setback of any structure in any residential zoned district.

(8) A vehicle shall be parked so that it is entirely within the painted lines of a single parking space.

(9) Within an area marked off by traffic markers or by painted curb or pavement.

(10) Within ten feet of a fire hydrant or other fire protection devices or equipment, within 30 feet of a fire station, or in a fire department access road or fire lane.

(11) In a street intersection, including the area used for crosswalks.

(12) Across the entrance to an alley or driveway.

(13) Where parallel parking on the right side of a street is permitted, unless the right wheels of the vehicle are parallel to and within 12 inches of the right curb or, if no curb, as close as possible to the right edge of the right shoulder;

(14) Where parallel parking on the left side of a street is permitted, unless the left wheels of the vehicle are parallel to and within 12 inches of the left curb or, if no curb, as close as possible to the left edge of the left shoulder;

(15) Where parallel parking on the left or right side of a street is permitted, unless the vehicle faces the direction in which vehicles in the adjacent lane of the street are required to travel.

Provided however that, notwithstanding subsection (5) above, the City Council may, by resolution or motion, designate certain days and certain areas as exempt from posted parking time limits whenever the Council determines that it is in the public interest to do so.

6.350

(6)(a) Ten feet from a building entrance <u>or exit;</u>

(6)(b) Ten feet from a fire hydrant or other fire protection devices or equipment;

CITY OF MEDFORD PARKLET DESIGN AND CONSTRUCTION STANDARDS











Parklets help to promote vibrant and lively downtowns by allowing people to occupy spaces generally filled with automobiles on public streets. This manual provides the standards for parklets in downtown Medford. It includes the eligibility requirements and standards for design and safety.

WHAT IS A PARKLET?

A parklet is an on-street parking space that is converted to outdoor seating. Parklets are intended for outdoor dining but can also include plants, lounge seating, recreation, public art, and other amenities.

The City of Medford began allowing temporary parklets in 2020. This helped to allow restaurants and bars to continue to operate during the Covid-19 pandemic when indoor seating capacity was limited. Due to the success of the temporary measure, the City adopted special standards in 2021 to allow them on a permanent basis (Ordinance # 21-XXX).

ELIGIBILITY

Parklets are only allowed within downtown Medford in the Central Business Overlay (see map below).

Parklets may be used for outdoor dining. They may also be permitted for use by the general public for bicycle parking, seating, public art, and recreation. They shall not be used for retail purposes.



LOCATIONAL REQUIREMENTS

For outdoor dining, the parklet must be located in a parking space in front of (or close as possible) to the associated restaurant. Only restaurants, bars, coffee shops, or other beverage related businesses may operate an outdoor dining parklet.

Each parklet may occupy one parking space. One parklet is allowed per 300 feet of block length. Accessible spaces are not allowed to be used for parklets.

Parklets may not be located in front of fire facilities or hydrants, over manhole covers, curb inlets, or other public utilities. Drainage shall not be impeded by the parklet. No object shall obstruct a traffic control device.

AMENITIES

Lighting – Low voltage and self-contained lighting elements are allowed (battery operated or solar powered). Power via extension cords or connecting to the electrical system or generators is prohibited.

Vegetation – Potted Plants or plant boxes are allowed (dirt, sand need to be contained).

Tables and chairs / seating - Seating shall not exceed the occupancy load of the Certificate of Occupancy.

Umbrellas/Shade coverings – Umbrellas or other shade coverings shall only be allowed directly in front of the business requesting the parklet and shall not block other business frontages.

Recreation – Passive recreation is allowed that doesn't distract motorist (non-throwing games) **Public Art** – Displays of art allowed (not for sale) **Bicycle Parking** – Rack types shall provide two points of contact with the frame at least six inches apart and a minimum height of 32 inches

PROHIBITTED ITEMS

- Objects that cause hazards for drivers such as balloons or flashing lights
- Shade tents

10

Heating devices

PARKLET STANDARDS

SIZE. Each parklet must not exceed 20 feet in length and 8 feet in width. A one foot setback is required between the adjacent bicycle or vehicle travel lane and the parklet.

ACCESSIBILITY. The parklet must be ADA compliant. A platform, flush mounted with the sidewalk, is required for each parklet.



PLATFORM MATERIALS. The platform must be constructed with durable materials capable of withstanding the effects of weathering with a non-slip surface. Wood pallets are not allowed.

The platform should be built to be disassembled for street maintenance or other required removal. Anchoring to the sidewalk or street is prohibited without the consent from the Public Works Department.

DRAINAGE. The platform must allow for water flow along the curb and from the street. Covering a catch basin or open drain is prohibited.

SIDEWALK ENCROACHMENT. Sidewalk encroachment may be allowed by elements of the parklet if approved by the Public Works Department. Sidewalk clearance of 7 feet must be maintained at all times.

RAILINGS. The parklet must include a 3-foot tall railing (measured from the street level) to buffer patrons from passing traffic. Appropriate railing materials include treated wood, wrought iron, or similar material (vinyl fencing is prohibited).

VEHICULAR BUFFER.

A buffer is required between the platform and adjacent parking cars. Examples of physical buffers include decorative posts, planter barrels, bollards, or safety cones. The vehicle buffer must be located within the 20 x 8 maximum parklet footprint.



VERTICAL ELEMENTS. Any vertical elements must be quality materials such as treated wood or wrought iron and shall be less than 10 feet in height. To prevent obstructing sight lines to existing businesses or street signs, an open area between 3 feet and 10 feet shall be maintained.

WASTE. No waste container shall be located within or next to parklet. Waste from parklet must be removed each day by parklet business or organization.

SIGNAGE. No advertisement signage allowed other than one sign (on the sidewalk side) to identify the business operating the parklet (one square foot or less).

APPROVAL PROCESS OUTLINE

SUMMARIZED REVIEW. The process for approval of permanent parklets is summarized below.

Pre-Application Meeting

This meeting is required prior to submittal of the permanent parklet application. This gives the applicant and staff an opportunity to discuss the materials proposed to verify compliance with the standards.

Permanent Parklet Application

This application is submitted to the Planning Department. It includes a notice to be sent out informing adjacent businesses of the proposed parklet. The City Manager, or designee, is the approving authority.

Permit

A no-fee permit is required by the Building Department after approval of the permanent parklet application. This includes an inspection to verify ADA and safety compliance.

<u>Renewal</u>

A yearly renewal fee of \$1,000 is required per parklet. This will ensure compliance with the design and safety standards.

Permanent Parklet Application

Submittal Requirements

- Signed application
- Map showing location of parking space requested
- Description of what the parklet will be used for, general hours of operation, and types of materials to be used
- Dimensional sketch of parklet layout
- Elevation of proposed platform and any vertical elements
- Liquor licenses (City & OLCC) if applicable
- Liability Insurance
 Information
- Indemnity and hold harmless agreement form signed
- Application Fee

RESOLUTION NO. 2021-56

A RESOLUTION approving and adopting the 2021-2023 Biennial Goals for the City of Medford.

WHEREAS, Mayor and City Council set goals each biennium, thereby setting priorities for staff actions and budgeting of City funds. Mayor/Council and staff coordinated an update to the current biennium goals and added additional items for the 2021-2023 biennium through extensive Council surveying, along with six study sessions. The proposed goals will assist staff in providing services that address Mayor and Council priorities for the next biennium beginning on July 1, 2021;

WHEREAS, Council conducted several study sessions for development of the 2021-2023 Biennial Goals, reviewing the proposed goals as related to the following buckets: Community Engagement; City Center Revitalization, Health & Safety; Public Infrastructure; Housing; and Economic Development. The final study session took place on June 10, 2021;

WHEREAS, complete details for each focus area of the 2021-2023 Biennial Goals are contained in Exhibit A; and

WHEREAS, approval and adoption of the biennial goals is necessary in order to develop an implementation plan that will be presented to City Council at the August 12, 2021 study session; now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDFORD, OREGON:

Section 1. The City Council hereby approves and adopts the 2021-2023 Biennial Goals for the City of Medford, details of which are attached hereto as Exhibit A and incorporated herein by reference.

Section 2. This Resolution shall become effective immediately upon its passage by the Council and approval by the Mayor.

PASSED by the Council and signed by me in authentication of its passage 17th day of June,

2021. ATTEST Acting City Recon

Mayor

CITY CENTER REVITALIZATION - FINAL DRAFT

City Center Revitalization: The City will seek opportunities to assist with development and redevelopment opportunities within the City Center.

- Liberty Park Plan: Implement the MURA Capital Improvement Plan and redevelopment strategies.
 - MURA Board: Review the financial allocations to the project.
 - o Department Lead: MURA staff
 - o Supporting Departments: Development Services and City Manager's Office
 - o Plans and Performance Measures
 - Liberty Park Neighborhood Plan
 - Liberty Park Plan and CIP List
 - Transportation System Plan
 - Leisure Services Plan
 - City Center Revitalization Plan
 - Downtown Housing & Residential Market Analysis
 - o Biennium Deliverables.
 - MURA Board to analyze funding priorities for the \$15-\$18 million earmarked for public improvements and redevelopment projects.
- **Downtown:** The City will support development and re-development opportunities within its downtown core area.
 - o Department Lead: Planning Department, MURA
 - o Supporting Departments: Parks, Recreation, and Facilities
 - o Plans and Performance Measures
 - Downtown Plan
 - City Center Revitalization Plan
 - Bear Creek Master Plan
 - Transportation System Plan
 - Leisure Services Plan
 - Regional Active Transportation Plan
 - Liberty Park Plan
 - Housing Capacity Analysis & Housing Production Strategies
 - Downtown Housing & Residential Market Analysis
 - o Biennium Deliverables.
 - Review, complete, and implement existing plans that are under development
 - Complete update and adopt the Downtown Plan;

City Center Revitalization 1 | P a g



- Plans and Performance Measures
 - City Center Revitalization Plan
- o Biennium Deliverable.
 - Provide matching funds for either engineering studies or actual improvements.
- *Future Deliverables*: Evaluation of the program will determine impacts and consideration for future renewal of this program.

Economic Incentive Program: Create a comprehensive economic development strategy supporting development and redevelopment throughout the City Center area that is consistent with Council's vision and goals for its long term development.

- o Department Lead. Urban Renewal
- Supporting Departments: City Manager's Office and Development Services
- Plans and Performance Measures
 - Comprehensive Plan Housing Element
 - Housing Capacity Analysis
 - Housing Production Strategies
 - Downtown Plan
- o Biennium Deliverables.
 - Comprehensive development/redevelopment policy framework.
 - Policy guidance on economic incentives including tax abatements, SDC reductions, and direct investment in infrastructure supporting development/redevelopment;
 - Pursue Public/Private Partnerships (P3s)
 - Identify all City owned properties to market for possible development.
 - Evaluation City surplus property disposition policy
- *Future Deliverables*: Evaluation of the program will determine impacts and consideration for future renewal of this program.
- **MURA Strategic Funding Plan:** Prioritize allocation of remaining Tax Increment Financing revenue and MURA capital asset disposition in order to optimize strategic impact throughout the district.
 - o Department Lead: Urban Renewal
 - Supporting Departments: City Manager's Office and Development Services

CITY CENTER REVITALIZATION - FINAL DRAFT

o Plans and Performance Measures

- Downtown Plan
- City Center Revitalization Plan
- Liberty Park Plan
- Transportation System Plan
- o Biennium Deliverables.
 - Financial analysis of the Liberty Park Capital Improvement Plan
 - Analyze financial commitments to date
 - Establish strategic financial priorities for remaining funding
 - Evaluate the feasibility of additional Urban Renewal Districts

Community Engagement: Proactively engage and communicate with community members by providing honest, clear and transparent communication. Encourage social connection through public festivals, concerts, and events.

- Medford 2040 Community Vision Process and Plan: Bring community stakeholders together to develop the Medford 2040 Community Vision, a 20-year plan to shape Medford based on community values.
 - Mayor and Council Role: Actively participate throughout the Medford 2040 vision process and consider recommendations from the Vision Task Force
 - Department Lead: City Manager's Office
 - Plans and Performance Measures:
 - Medford 2040 Vision Plan
 - City Manager Department Performance Measure
 - o Biennium Deliverables.
 - Adopt Medford 2040 Vision Statement (July 2021) and Action Plan (January 2022)
 - Identify and prioritize City specific action items and connect them to Council goals
 - Appoint Medford 2040 Implementation Committee (February 2022)
 - Report on Medford 2040 action items semi-annually
 - Consideration of Council policy in relation to Medford 2040 Community Vision plan
- **Communication Plan:** Implement the 2021-23 Strategic Communications and Marketing Plan which provides a clear and concise structure and direction for the City's evolving communications program based on data, research and best practices.
 - o Department Lead. City Manager's Office
 - Supporting Departments: Parks, Recreation & Facilities, Planning, Police and Fire
 - Plans and Performance Measures:
 - Strategic Communications and Marketing Plan
 - Medford 2040 Community Engagement Plan
 - Department specific community engagement efforts and communication plans
 - Access, Diversity, Equity and Inclusion Plan
 - City Manager Department Performance Measure

COMMUNITY ENGAGEMENT – FINAL DRAFT

- o Biennium Deliverables.
 - Annual Communications Report
 - Review of public notice policy related to land development and planning matters.
- Create Social Connection through Public Festivals, Concerts, and Events: Establish a framework to expand the number of public events that encourages social connection along with increasing tourism.
 - Mayor and Council: Review staff recommendations on funding for either City or partner agency special events that create social connection for residents and visitors
 - o Department Lead: City Manager's Office
 - o Supporting Departments: Parks, Recreation and Facilities
 - Supporting Agencies: Travel Medford, Downtown Medford Association, Pear Blossom Association and all City sponsored events
 - Plans and Performance Measures:
 - Leisure Services Plan
 - Medford 2040 Vision Action Plan
 - o Biennium Deliverables.
 - Defining community events and participating organizations
 - Annual review of contract performance metrics with Travel Medford
 - Funding recommendations to assist with hosting events
 - Expansion of existing community festivals, concerts, and events
- Access, Diversity, Equity and Inclusion: Create a city-wide Access, Diversity, Equity and Inclusion plan for internal and external audiences.
 - o Department Lead: City Manager's Office
 - Supporting Departments: Human Resources, Commission on Access, Diversity, Equity and Inclusion.
 - Plans and Performance Measures:
 - Strategic Communications and Marketing Plan
 - City Manager Department Performance Measures
 - Human Resources Performance Measures
 - o Biennium Deliverables.
 - Create an Access, Diversity, Equity and Inclusion Plan
 - Commission on Access, Diversity, Equity and Inclusion updates and accomplishments

COMMUNITY ENGAGEMENT - FINAL DRAFT

- Consideration of Council policy based from Access, Diversity, Equity and Inclusion Plan
- Medford Government and Non-Profit Partnership Engagement: Seek to expand partnerships with state and local government agencies to further Council goals and policies.
 - Mayor and Council: Invite and participate in collaboration with, RCC, SOU, Jackson County, RVCOG, 549C and additional agencies.
 - o Department Lead: City Manager's Office
 - Plans and Performance Measures:
 - Medford 2040 Community Plan
 - Strategic Communications and Marketing Plan
 - Homeless System Acton Plan
 - Department specific community engagement efforts and communication plans
 - Biennium Deliverables.
 - Establish and attend regular meetings with partners
 - Council and staff report on government and non-profit group participation
 - Legislative advocacy develop annual Council policy statements for both state and federal agendas

Economic Development: The City will play an active role in maintaining and enhancing Medford's diverse economy.

- One Rogue Valley Comprehensive Economic Development Strategy (CEDS): Collaborate with SOREDI, private business, government and educational partners to implement the CEDS, focusing on sectors that closely align with the assets and opportunities located within the City, and leveraging the City's role as the urban hub of Southwest Oregon.
 - Mayor and Council: Prioritize implementation strategies that the City is uniquely positioned to advance.
 - o Department Lead: CMO
 - Supporting Departments: Planning, MURA
 - Supporting Agencies: SOREDI, Business Oregon, Chamber of Medford/Jackson County, MSD 549C and RCC
 - Plans and Performance Measures:
 - One Rogue Valley Comprehensive Economic Development Strategy
 - Downtown 2040 Plan
 - Medford 2040 Plan
 - City Center Revitalization Plan
 - o Biennium Deliverables.
 - Identify CEDS action items related to the City of Medford for Council consideration
 - Participate with SOREDI on the five workgroups identified in the One Rogue Valley Plan: Business Development, Innovation & Entrepreneurship, Talent, Tourism, and Placemaking.
 - SOREDI staff will present to Council regular status updates.
 - Emphasize the value of placemaking in Economic Development strategies
 - Develop two placemaking programs for Council consideration.
 - Update the Downtown 2040 Plan.
 - Implement a Career Technical Education Center in collaboration with educational and workforce development partners.

Develop a Comprehensive Economic Development Program:

Create a consolidated toolbox of existing community and economic development tools, and new targeted incentives as appropriate.

- Mayor and Council: Review policy options and provide direction for economic incentives and identify financial resources for targeted incentives, balancing safety and flexibility with predictability and efficiency. Align public infrastructure investments with economic development objectives.
- Department Lead: MURA
- Supporting Departments: Planning, Public Works

Plans and Performance Measures:

- One Rogue Valley Comprehensive Economic Development Strategy
- Downtown 2040 Plan
- Medford 2040 Plan
- City Center Revitalization Plan
- Biennium Deliverables.
 - Prepare a consolidated guide to current programs and incentives for community and economic development
 - Evaluate the feasibility of additional Urban Renewal Districts
 - Research and propose additional programs, incentives and tools for Council consideration
 - Fully implement Multi-Unit Property Tax Exemption and Vertical Housing Development Zone
 - Continue promotion of Opportunity Zones
 - Maintain database of developable employment land within the City and UGB
 - Update surplus real property disposition policy
 - Evaluate the efficacy of Local Improvement Districts, Reimbursement Districts, and Economic Improvement Districts
 - Review opportunities to create additional Urban Renewal Areas.
 - Conduct periodic review of Development Code to identify opportunities to streamline development.
- Future Deliverables.
 - Consider potential economic development activities and incentives from allocation of property tax revenue stream currently subject to MURA division of taxes.
 - Create an Economic Development Strategy
 - Update the Economic Element to reflect the Economic Strategy

Health and Safety: Proactively address the health and safety needs of our residents and visitors while collaborating with community partners to implement initiatives aimed at addressing challenges and reducing risks.

- Address Livability Issues: Utilize services provided by the City, other government agencies and non-profits to improve downtown, neighborhoods, public spaces and greenways.
 - Mayor and Council: Review, assess and measure related policy effectiveness
 - o Department Lead. Police
 - Support Departments and agencies. Legal, Parks & Recreation, Fire, Development Services, Jackson County, and local non-profits.
 - Plans and Performance Measures:
 - MPD Budget 2021-2023 Performance Measures
 - Livability Team Engagement Report
 - Legal Department 2021-23 Performance Measures
 - Neighborhood Livability Partnership: Address nuisance properties in collaboration with other City Departments, government agencies and nonprofits.

Biennium Deliverables.

- Annual review of nuisance property list
- Reduce the number active properties to no more than five chronic nuisance properties at one time
- Chronically Homeless Outreach Partnership (CHOP): Support chronically homeless individuals by assessing needs, connecting individuals/families to service providers and coordinating care in partnership with a variety of government agencies and non-profits.

Biennium Deliverables.

- Host monthly CHOP meetings throughout the biennium.
- Livability Team: This program continues to provide dedicated police and code enforcement personnel to the downtown area and Bear Creek Greenway in an effort to find a balance between enforcement and outreach to address livability concerns such as homelessness.

Biennium Deliverables.

 Assist in the engagement of services by referring at least 100 homeless individuals to the urban campground or other housing per biennium.

HEALTH AND SAFETY FINAL DRAFT

- Homeless System Action Plan (HSAP): Implement goals and actions identified in the HSAP.
 - Mayor and Council: Set annual priorities for the Housing Opportunity Fund (HOF), Community Development Block Grant (CDBG) and General Fund Grant (GFG) programs. Issue grants based on Council priorities and in consideration of other state and federal funding priorities to improve opportunities for the community to secure additional resources. Assess policies and funding necessary for continued and updated implementation of the HSAP.
 - o Department Lead: Planning Department
 - Support Departments: City Manager's Office, Police, MURA, Fire, CoC, Jackson County and social service partners.
 - Plans and Performance Measures:
 - Homeless System Action Plan
 - City Council Housing Stability Performance Measure
 - 2020-2024 Consolidated Plan for Housing and Community Development
 - Housing Needs Analysis and Housing Production Strategy
 - 2021/2022 CDBG Annual Action Plan
 - 2022/2023 CDBG Annual Action Plan
 - o Biennium Deliverable.
 - Review and streamline the City's existing grant making process to improve efficiency and maintain current level of service to the community and partner organizations using existing staff
 - Review and update the HSAP to assess policies, funding, and other resource needs necessary for continued implementation
 - Work with Jackson County and community partners to support a mobile crisis pilot
 - Facilitate the creation of a navigation Center
 - Facilitate the creation of a medically supportive housing pilot
 - Facilitate the siting and development of a permanent urban campground
- **Public Safety Level of Service:** Revise strategic and operational plans for both Fire Department and Police Department. Plans are to identify recommendations on levels of service.
 - Mayor and Council: Review Level of Service recommendations along with Strategic Plans for both Fire and Police Department's. Identify potential

HEALTH AND SAFETY FINAL DRAFT

resources and funding options if additional staffing is needed for future biennium.

- Department Lead: Police and Fire Department's
- Support Departments: City Manager's Office and Finance
- o Biennium Deliverable.
 - Update Police department Strategic Plan along with Level of Service recommendations
 - Fire to continue implementation strategies recommended by the Fire Operational and Administrative Analysis study.
 - Fire to complete a Community Risk Assessment.
 - Fire to update and develop the following for consideration
 - Department Strategic Plan
 - Level of Service
 - Alternate EMS response model
 - Update to Facilities Plan
 - CPAW recommendations
- **Emergency Management:** Implement mitigation, preparedness and recovery efforts based on risks identified within the City's Hazard Vulnerability Analysis (HVA) and Natural Hazard Mitigation Plan (NHMP).
 - Mayor and Council: Adopt the revised Emergency Operations Plan (EOP) and Natural Hazard Mitigation Plan (NHMP). Prepare for incidents by completing the National Incident Management System (NIMS) required training for elected officials.
 - Department Lead. Emergency Management Coordinator
 - Support Departments: All City Department's
 - Plans and Performance Measures:
 - Emergency Management Strategic Plan
 - Emergency Management Performance Measures
 - Housing Stability Performance Measure
 - o Biennium Deliverable.
 - Emergency Operations Plan
 - Natural Hazard Mitigation Plan
 - Training for all elected officials and identified City Staff
 - Create/Update Continuity of Operations Plan
 - Conduct two exercises a year
 - Future Deliverables. Will be based off of biennium deliverable outcomes

HOUSING - FINAL DRAFT

Housing: Preserve and promote the development of a range of safe and affordable housing choices in Medford that meet the needs of its current and future residents, and support other Council goals including economic development.

Increase Housing Opportunities Throughout Medford and in Target Areas:

- Mayor and Council: Review and consider staff recommendations regarding deliverables identified below.
- o Department Lead: Planning & Urban Renewal
- o Supporting Departments. Building, Public Works, Legal, City Manager's Office
- Council Appointed Advisory Commissions: Housing Advisory Commission, Community Services and Development Commission, Planning Commission
- Supporting Agencies: Housing Authority of Jackson County, ACCESS and other local developers and housing providers.
- Plans and Performance Measures:
 - 2019 Residential Market Study
 - Downtown 2040 Plan
 - Housing Capacity Analysis (Housing Element), Housing Production Strategy, and other related components of the Medford Comprehensive Plan
 - Liberty Park Plan
 - City Center Revitalization Plan
 - 2020-2024 Consolidated Plan
 - Planning Department Performance Measures
 - Building Department Performance Measures
- Biennium Deliverables.
 - Establish biennial housing production targets in Fall 2021
 - Complete two rounds of Housing Opportunity Fund (HOF) requests for proposals
 - Assess benefits of Local Improvement Districts to support housing production and implement LIDs where beneficial
 - Amend the Medford Land Development Code to comply with HB2001by July 1, 2022
 - Complete one more round of citywide up-zonings
 - Apply for the Lead Hazard Control and Healthy Homes grant to create the Medford Healthy Homes program
 - Implementation of 8th and Holly development project
 - Implementation of N. Central Avenue development project
 - Explore development of housing/mixed use projects, potentially through public-private partnerships (P3)
 - Update the Downtown 2040 Plan

HOUSING – FINAL DRAFT

- Implement Housing Production Strategy (HPS) and report semiannually to Council
- Develop a comprehensive economic incentive program to support housing development
- o Future Deliverables.
 - Provide update on number of targeted units and funding sources to provide housing
 - Assess feasibility of establishing an employee housing assistance program
 - Update the Housing Element
 - Complete medium and long term housing policies as recommended by the HPS, Consolidated Plan and other planning documents
- Homeless System Action Plan (HSAP): Implement goals and actions identified in the HSAP that increase the supply, accessibility, and safety of affordable and supportive housing.
 - Mayor and Council: Set annual priorities for the Housing Opportunity Fund (HOF), Community Development Block Grant (CDBG), and General Fund Grant (GFG) programs.
 - o Department Lead: Planning Department
 - o Supporting Departments. Urban Renewal and Development Services
 - Council Appointed Advisory Commissions: Housing Advisory Commission, Community Services and Development Commission, Planning Commission
 - Supporting Agencies: Housing Authority of Jackson County, ACCESS, Continuum of Care (CoC) and other local developers and housing providers
 - Plans and Performance Measures:
 - Homeless System Action Plan
 - Planning Department Performance Measures
 - 2020-2024 Consolidated Plan
 - Housing Capacity Analysis and Housing Production Strategy
 - 2021/2022 CDBG Action Plan
 - 2022/2023 CDBG Action Plan
 - o Biennium Deliverable.
 - Maintain financial support and active participation in the CoC
 - Continue implementation of the HSAP priority actions:
 Facilitate the creation of a Navigation Center
 - Review City-owned surplus property for the development of affordable housing

HOUSING - FINAL DRAFT

- Facilitate the creation of a medically supportive housing pilot
- Facilitate the siting and development of a permanent urban campground
- Support development of transitional and permanent supportive housing
- o Create a Community Housing Foundation

Public Infrastructure: Proactively plan for and invest in infrastructure needs by providing facilities essential for residents and visitors to live, work and play in a manner that is financially and environmentally sustainable.

• Bear Creek Master Plan: Seek Council direction pertaining to Bear Creek Master Plan and update as necessary.

Mayor and Council: Council to provide policy direction on priorities and developing funding sources.

- o Department Lead: Parks, Recreation and Facilities
- Supporting Departments: MURA, Police, Fire, Development Services and Finance
- o Plans and Performance Measures
 - Bear Creek Master Plan
 - Leisure Services Plan
- o Biennium Deliverable.
 - Review Bear Creek Master Plan and update as deemed necessary
 - Complete and implement the Bear Creek Greenway Fire Management Plan
 - Continue riparian restoration
 - Install additional Viaduct murals
 - Advertise and implement private property abatement incentive
- Public Works' Infrastructure: Continue to maintain existing infrastructure based on the lowest life cycle cost model. City will work to ensure that critical transportation, storm drain and sewer systems have enough capacity to handle future development demands.

Mayor and Council: Council to provide policy direction on current system funding sources. Determine level of participation to support development, including the city's role when working with other service agencies (e.g. Medford Water Commission, Rogue Valley Sewer Services, ODOT, Jackson County, City of Phoenix, RVMPO, etc.)

- o Department Lead: Public Works, Finance, Planning
- Supporting Departments: Development Services; MURA
- Plans and Performance Measures
 - Transportation System Plan
 - Sanitary Sewer Master Plan
 - Engineering, Operations and Water Reclamation Division Performance Measures
 - ADA Transition Plan

PUBLIC INFRASTRUCTURE FINAL DRAFT

- o Biennium Deliverable.
 - Update the Storm Drain Master Plan
 - Complete Capital Improvement Projects listed in the budget
 - Complete a new Wastewater Treatment Facilities Plan
 - Address DEQ permit requirements
 - Includes funding plan
 - Assess need for expansion to accommodate expected growth
 - Complete the Climate Change Adaptation and Resiliency Plan
 - Contract Public Works utilities and SDC fees comparison study
 - Develop funding mechanisms for large infrastructure projects (i.e. the Mega Corridor, etc.)
- Future Deliverables. Design and construction for Wastewater Treatment Facilities Plan projects. Participate in planning studies for the potential South Stage overcrossing/interchange. Complete the BUILD project.
- **City Wayfinding Program:** Establish design standards for a city-wide wayfinding program that places an emphasis on directing residents and visitors to key destinations with a focus on the downtown area. The plan will include an implementation plan identifying priority sites and the types of signs to install.
 - o Department Lead: Planning
 - Supporting Departments: Public Works; Parks, Recreation and Facilities; MURA
 - o Plans and Performance Measures
 - City Center Revitalization Plan
 - Planning Department Performance Measures
 - *Biennium Deliverable*: Wayfinding plan that includes an implementation schedule with a focus on installing downtown wayfinding devices.
 - Update the 2014 Wayfinding Sign Plan and Design Standards
 - Formally adopt the updated wayfinding plan with the preferred sign designs
 - Apply for grant funding (e.g. Travel Oregon) for assistance with sign fabrication and installation
 - Install top 3 kiosk locations in downtown; install directional signage from south Medford interchange into downtown
 - *Future Deliverables*: Updated costs and funding sources will need to be identified for the installation of signs until the plan is implemented.
 - 2023-2024 Install remaining kiosk locations in downtown; directional signage from north Medford interchange into downtown

PUBLIC INFRASTRUCTURE FINAL DRAFT

- 2024-2025 Install two main gateway signs (Central Avenue and Riverside Avenue)
- 2025-2026 Install remaining directional signage to other key destinations surrounding Medford; Evaluate costs for installing additional gateway signs at the perimeter of the city
- **Promoting Park and Recreation Infrastructure:** Plan, fund, partner and develop park and recreation facilities that meet the needs of a growing population and stimulate the local economy.

Mayor and Council: Council consideration of Park Utility Fee policy as a potential funding mechanism for maintenance of newly developed parks and facilities

- Department Lead: Parks, Recreation and Facilities
- Supporting Departments: Development Services, Finance
- Plans and Performance Measures
 - Leisure Services Plan
 - Prescott Park Trail and Master Plans
 - Parks and Recreation Administration Division performance measures
- o Biennium Deliverable.
 - Construct the Rogue Credit Union Community Complex
 - Update Midway Park master plan
 - Prescott Park trail development
 - Contract Parks Utility and SDC fees comparison study
- Future Deliverables: Additional Prescott Park trail mileage, recreation facility capital improvement planning for future biennia; consideration of development of a parks and facilities bond

CITY OF MEDFORD





Photo courtesy of Foto by Giorg



Parklets help to promote vibrant and lively downtowns by allowing people to occupy spaces generally filled with automobiles on public streets. This manual provides the standards for parklets in downtown Medford. It includes the eligibility requirements and standards for design and safety.

WHAT IS A PARKLET?

A parklet is an on-street parking space that is converted to outdoor seating. Parklets can be used for outdoor dining or as community spaces. They can include seating, plants, tables, recreation, public art, and other approved amenities.

The City of Medford began allowing temporary parklets in 2020. This helped to allow restaurants and bars to continue to operate during the Covid-19 pandemic when indoor seating capacity was limited. Due to the success of the temporary measure, the City adopted special standards in 2021 to allow them on a permanent basis (Ordinance 2021-108).

ELIGIBILITY

Parklets are only allowed within downtown Medford in the Central Business Overlay (see map below).



LOCATIONAL REQUIREMENTS

For outdoor dining, the parklet must be located adjacent to the associated business. They shall not be used for food trucks or for retail purposes.

Each parklet may occupy up to two parking spaces. Two parking spaces may be used per block on each side of the street. Accessible spaces are not allowed to be used for parklets.

Parklets may not be located in front of fire facilities or hydrants, over manhole covers, curb inlets, or other public utilities. Drainage shall not be impeded by the parklet. No object shall obstruct a traffic control device.

AMENITIES

Lighting – Low voltage and self-contained lighting elements are allowed (battery operated or solar powered). Power via extension cords or connecting to the electrical system (or tree well receptacles) or generators is prohibited.

Vegetation – Potted Plants or plant boxes are allowed (dirt, sand need to be contained).

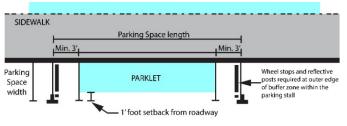
Tables and chairs / seating – Can be incorporated as built-in seating or removable furniture Heating Devices – Certified devices are allowed as permitted by the Building and Fire Departments. Umbrellas/Shade coverings – Umbrellas or other shade coverings shall not block other business storefronts or building signage without consent. Recreation – Passive recreation is allowed that doesn't distract motorist (non-throwing games). Public Art – Displays of art allowed (not for sale).

PROHIBITTED ITEMS

- Objects that cause hazards for drivers such as balloons or flashing lights
- Pop-up tents

PARKLET STANDARDS

SIZE: Each parklet must not exceed the designated parking space(s). A one foot setback is required between the adjacent bicycle or vehicle travel lane and the parklet.



City of Medford Parklet Diagram

ACCESSIBILITY: The parklet must be ADA compliant. A platform is required for each parklet that is flush mounted with the curb (no more than ½ inch gap) to be level with the adjacent sidewalk.



PLATFORM MATERIALS: The platform must be constructed with durable materials capable of withstanding the effects of weathering with a non-slip surface. Wood pallets are not allowed.

The platform should be built to be disassembled for street maintenance or other required removal. Anchoring to the sidewalk or street is prohibited. **DRAINAGE:** The platform must allow for water flow along the curb and from the street. Covering a catch basin or open drain is prohibited.

TRAVEL LANE BUFFER: The parklet must include a 3-foot tall continuous barrier (measured from the parklet level) to buffer patrons from passing traffic. Examples include planters, fencing, or railings. Appropriate buffer materials include treated wood, wrought iron, or other finished metals. Prohibited materials include jersey barriers, plastic and vinyl fencing.



Photo courtesy of City of Spokane

SIDEWALK ENCROACHMENT: Sidewalk encroachment may be allowed by elements of the parklet if approved by the Public Works Department. Sidewalk clearance of 6 feet in width and 7 feet in height must be maintained at all times.

WASTE: Waste from the parklet must be removed each day by the business or sponsor operating the parklet.

MAINTENACE: Parklets must be kept clear of debris. Maintenance shall be performed to keep it safe and sanitary.

SIGNAGE: One sign (on the sidewalk side) is allowed to identify the business operating the parklet (maximum of 2 square feet).

PARKLET STANDARDS CONTINUED

SAFETY BUFFER: Wheel stops and reflective delineator posts must be installed at both ends of the parklet with the following standards.

- Each wheel stop shall be located 3 feet from the parklet structure and one foot from the curb within the parking space boundary.
- Each wheel stop must be 4-6 feet wide, mounted with three butyl (rubber) pads.
- A reflective delineator post must be placed at the outer corner of the parking space six inches from the wheel stop.
- Delineator posts must be 36 inches tall, cylindrical white Safe-Hit® posts and must include reflective striping. Posts should be attached to the street with a butyl (rubber) adhesive pad.



Photos courtesy of City of Spokane

SHADE COVERINGS: Shade coverings may include umbrellas or other structured covers. Appropriate materials include wood, canvas, nylon or other durable material. Pop-up tents and tarps are prohibited.



VERTICAL ELEMENTS: Vertical elements must be quality materials such as treated wood, wrought iron, or other finished metals. Elements made out of plastic or vinyl are prohibited. Nothing over 10 feet in height is permitted.

OBSTRUCTIONS TO ADJACENT STOREFRONTS:

To prevent obstructing existing storefronts or signage, an open area shall be maintained over 4 feet in height unless the adjacent business & property owner consents in writing. This applies to walls and other continuous enclosures or obstructions, but does not include posts or columns. The following items cannot be blocked without the permission of business and property owners:

- Primary entry doors
- Signage affixed to the building or projecting above the sidewalk (does not include banners, temporary or portable signs)
- Ground floor/pedestrian level windows that allow viewing into and out of business (windows with safety bars, opaque glass, or otherwise blocked are not included)

The City will make the final determination related to allowing obstructions or when consents are required.



Photo above courtesy of Milwaukie, Oregon

APPROVAL PROCESS OUTLINE

SUMMARIZED REVIEW. The process for approval of permanent parklets is summarized below.

Pre-Application Meeting

This meeting is required prior to submittal of the permanent parklet application. This gives the applicant and staff an opportunity to discuss the proposal to verify compliance with the standards. The proposed parklet is routed for review through the Land Development Committee (LD). Planning staff notifies surrounding property and business owners within 100 feet of the proposed parklet location and invites them to attend the LD meeting. The Parking Committee is also sent the proposal for review.

Permanent Parklet Application

This application is reviewed by the Planning Department for completeness and compliance with the standards. The proposal is sent to the Building and Public Works Department for review as well as any department or agency that provided comments during the pre-application review. Once the application is found to meet the requirements, it is forwarded to the City Manager or designee for final sign off. If any permit is required by the Public Works, Building or Fire Departments, they will need to be obtained after the application is approved.

Inspection

After the parklet is constructed, the applicant notifies the Planning Department. The Planning Department will coordinate an inspection with the Public Works and Building Departments.

Permanent Parklet Application

Submittal Requirements

- Signed application
- Map showing location of parking space requested
- Description of what the parklet will be used for, general hours of operation, and types of materials to be used
- Dimensional sketch of parklet layout
- Elevation of proposed platform and any vertical elements
- Liquor licenses (City & OLCC) if applicable
- Liability Insurance
 Information
- Indemnity and hold harmless agreement form signed
- Consent Forms (if required)
- Application Fee

For more information about pre-manufactured parklets, including platforms, benches, and shade coverings, check out the following:

<u>archatrak.com</u>	<u>modstreet.co</u>
bisonip.com	dero.com



PERMANENT PARKLETS

Please complete and submit the information below for review of a permanent parklet. Permanent parklets are permitted in the Central Business District overlay within downtown. Parklets convert public parking spaces into outdoor dining or community space. Please refer to Medford Municipal Code Sections <u>2.185(11)</u> and <u>5.310(2)</u>. For additional details, see the <u>Parklet Design and Construction</u> <u>Standards</u> found in Administrative Regulation 615 (615-F-1).

Note: A pre-application conference is a prerequisite to submitting the permanent parklet application.

				,	
Name					
Address			City		
State		Zip Code			
Email					
Telephone	(Business):		(Other)		
2. PROPERTY	OWNER INF	ORMATION			
Name					
Address			City		
State		Zip Code			
Email					
Telephone	(Business):		(Other)		
3. PROJECT D	DETAILS				
Type of Parklet	Select one:	Outdoor Dining			
Street Location		Community Space			
Property or Bu with Parklet:		s Associated			
Number of Par	king Spaces pr	roposed: One Space Two Space			
Business Hours	s of Operation				
City of Medford	41	11 W. 8th Street, Medford, OR 97501		(541) 774-2380	medfordoregon.gov

1. APPLICANT/AGENT INFORMATION (If a corporation, list all principals)

4. REQUIRED SUBMITTALS

4. REQUIRED	JODMITTALJ
	Pre-Application Conference Completed
	List the associated file number:
	List the associated file number: Site Plan to scale (1 hard copy and 1 electronic) – Please show the following: Street location Parklet Diagram (see below for example) Public Street Utility Infrastructure (fire hydrants, fire connections on buildings, manholes, water valves, storm drains, street lights, loading zones, etc.) Public Street Amenities (garbage cans, benches, bike racks, light poles, signs, etc.) Pedestrian Accessible Route along adjacent sidewalk Street trees and tree wells Bike lanes on the street (if applicable) Parklet design elevations (including dimensions), safety buffer, platform, and proposed materials Proposed landscaping or vegetation on or around the parklet Wheels stops and flexible delineator posts (location and type) Parklet features (Number of tables, chairs, umbrellas, heaters, etc.) Location, dimensions (2 square feet maximum), and text of signage Signed consent forms from adjacent property owner (ONLY if shade coverings or vertical elements are being proposed) Signed consent forms from adjacent business owner (ONLY if shade coverings or vertical elements are being proposed) Copy of General Liability Insurance Information (\$1,000,000/\$2,000,000); City of Medford named as Additional Insured by Endorsement and attached to Certificate of
	Insurance when submitted
	Copy of Indemnity and Hold Harmless Agreement Form signed
	Copy of Liquor License to serve outside (if applicable)
5. SUBMIT TH	IE APPLICATION AND REQUIRED DOCUMENTS
	 Submit the package (one paper copy <u>and</u> electronic submittal required) Electronic submittal options: o Send via email to planning@cityofmedford.org o Submit on a flash drive or other USB storage device (will not be returned) Paper submittal options (one paper copy required): o Physical address: 200 S. Ivy Street, Medford, OR 97501 o Mailing address: 411 W. 8th Street, Medford OR 97501
	Fee
	• \$275

- \$500 deposit for removal of parklet
- Checks made payable to *City of Medford*
- Pay at time of application submittal to the Planning Department

6. I HEREBY STATE THAT THE FACTS RELATED IN THE ABOVE APPLICATION AND THE PLANS AND DOCUMENTS SUBMITTED HEREWITH ARE COMPLETE, TRUE, CORRECT, AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Signature	Applicant		Agent	Owner
Print Name		Date:		
		-		

7. AS OWNER OR APPLICANT, I UNDERSTAND THAT THIS PARKLET PERMIT IS REVOCABLE AND I ACKNOWLEDGE THAT THE CITY HAS THE RIGHT TO REQUIRE TEMPORARY REMOVAL FOR STREET MAINTENANCE OR OTHER CITY BUSINESS OR REVOKE THE PERMIT ENTIRELY.

Signature	Applicant	Owner
Print Name	Date:	

PARKLET DIAGRAM EXAMPLE

SIDEWALK		Parking Space lengt	h.	
н Н	/in. 3'		Min. 3'	
Parking Space width	т	PARKLET	ŀ	Wheel stops and reflective posts required at outer edge of buffer zone within the parking stall

PERMANENT PARKLETS - WRITTEN CONSENT OF PROPERTY OWNER

I/We,	, the property owner(s) of
Address	Tax Lot(s) on Jackson County Assessor Map
, here	by consent to the filing of a permanent parklet application to
be placed on the street near m	y/our property.
Signed:	Signed:
Print Name:	Print Name:
Date:	Dato
Signed:	Signed:
Print Name:	Print Name:
Date:	Date:

PERMANENT PARKLETS - WRITTEN CONSENT OF BUSINESS OWNER

I/We,	, the business owner(s) o	of
Address	Tax Lot(s) on Jackson County Assessor Ma	р
	, hereby consent to the filing of a permanent parklet application t	0
be placed on the stre	near my/our business.	
Signed:	Signed:	
Print	Print	
Name:	Name:	
Date:	Date:	
Signed:	Signed:	
Print	Print	
Name:	Name:	
Date:	Date:	

PERMANENT PARKLET - INDEMNITY AND HOLD HARMLESS AGREEMENT

In consideration of being allowed to use a portion of the City right-of-way for business purposes, and by signing below, Applicant/Owner hereby: a) releases, waives, agrees to hold harmless, and covenants not to sue City, and any agent, officer or employee of the City, for any and all liability, loss, damage, claim or demand, on account of injury to persons or property while using the designated portion of City right-of-way authorized for Applicant's use by this permit; b) assumes all responsibility and risk associated with all conditions, hazards and potential dangers in, on, or about the designated portion of City right-of-way authorized for Applicant's/Owner's use by this permit; and c) agrees to release, indemnify and hold harmless the City of Medford and its respective elected officials, officers, employees and agents from all loss, injury, damage or liability to persons or property arising out of Applicant's/Owner's use of the designated portion of City right-of-way authorized for Applicant's/Owner's use by this permit.

Signature	Applicant	Owner
Print Name	Date:	

Memo

ASHLAND

- Date: April 12, 2023
- From: Scott A. Fleury
- To: Transportation Advisory Committee
- RE: Near Miss Application

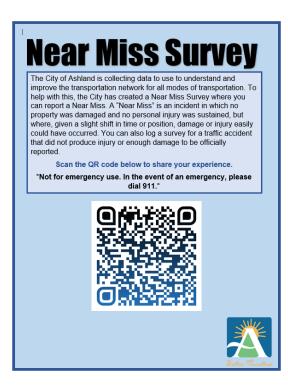
BACKGROUND:

The developed Near Miss Application is starting to see some usage by the community. As staff stated at the previous meeting, the data dashboard is up and running. A link to the actual survey and dashboard are below. The City also posted a news blurb on the website. The near miss survey QR code and flyer have been posted at a few locations around the City as well.

Near Miss Survey Link: https://survey123.arcgis.com/share/cb9037a48b3948f88f76786291313266

Near Miss Dashboard: gis.ashland.or.us/nearmissreview

City News Link: <u>https://www.ashland.or.us/News.asp?NewsID=5509</u>



CONCLUSION:

No action required; the information is provided as a minor update for the Committee prior to have a more formal discussion in June about the traffic crash report and near miss data collected to date in 2023.

Ashland area Americans with Disability Act Curb Ramp improvement project Week of April 17-21, 2023 - *Schedule Subject to Change, especially due to rainy, cool weather*



ADA Curb Ramp Schedule:

April 17-21

- Wed: electrical work: N. Main at Van Ness, flashing beacon
- North Main at Bush, east side
- North Main at Granite, NW side
- Main at Oak, NE corner
- Lithia Way at Oak, SW corner
- Lithia Way at 1st Street, NE corner

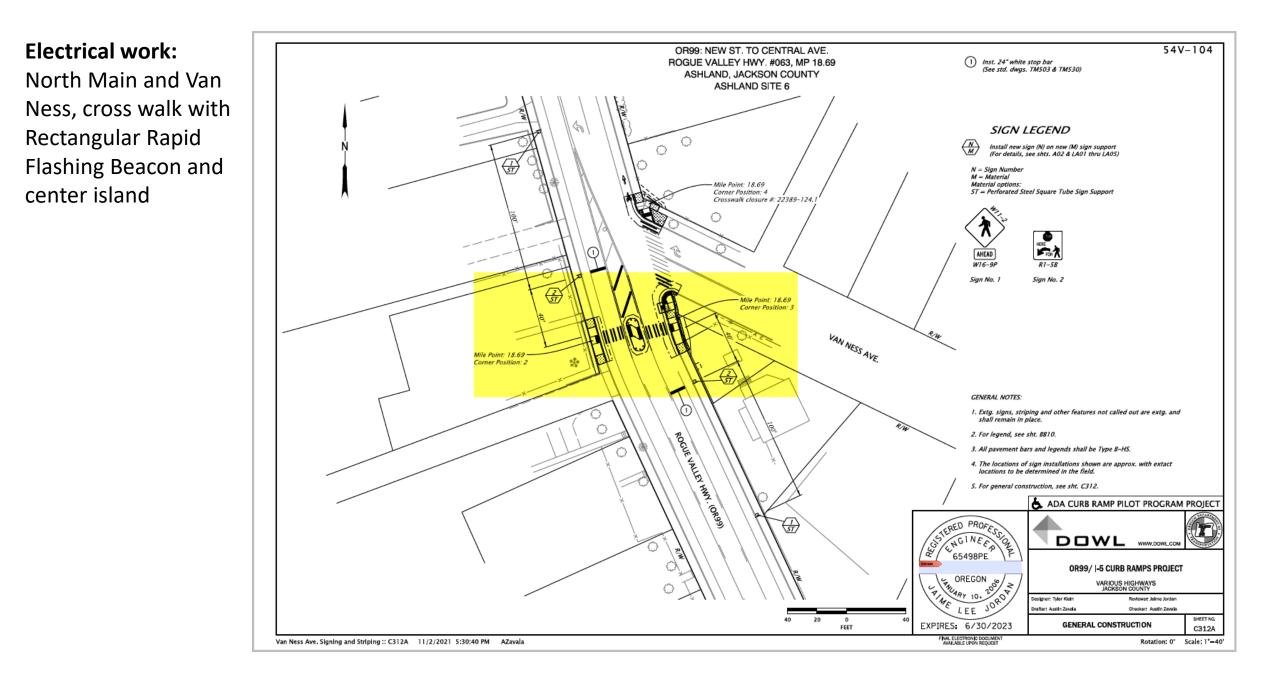
Early look: Week of April 24-28

- Main at Water Street, east side to APD substation
- Main at Oak, NW corner
- Main at First, NW corner



Electrical work: North Main and Van Ness, cross walk with Rectangular Rapid Flashing Beacon and center island

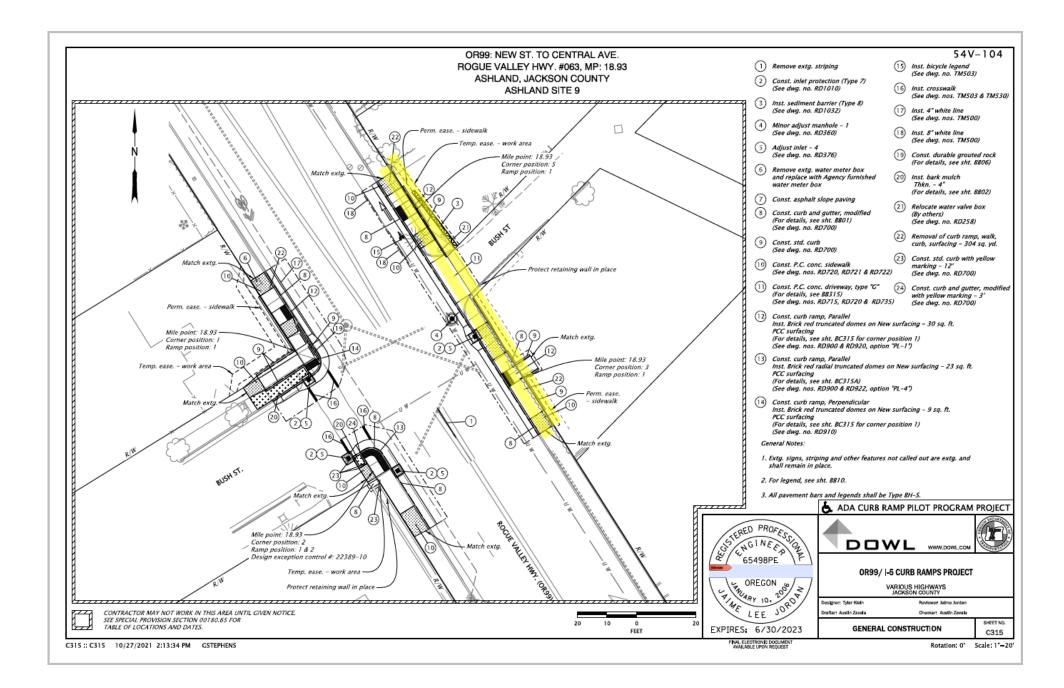




North Main@ Bush, east side



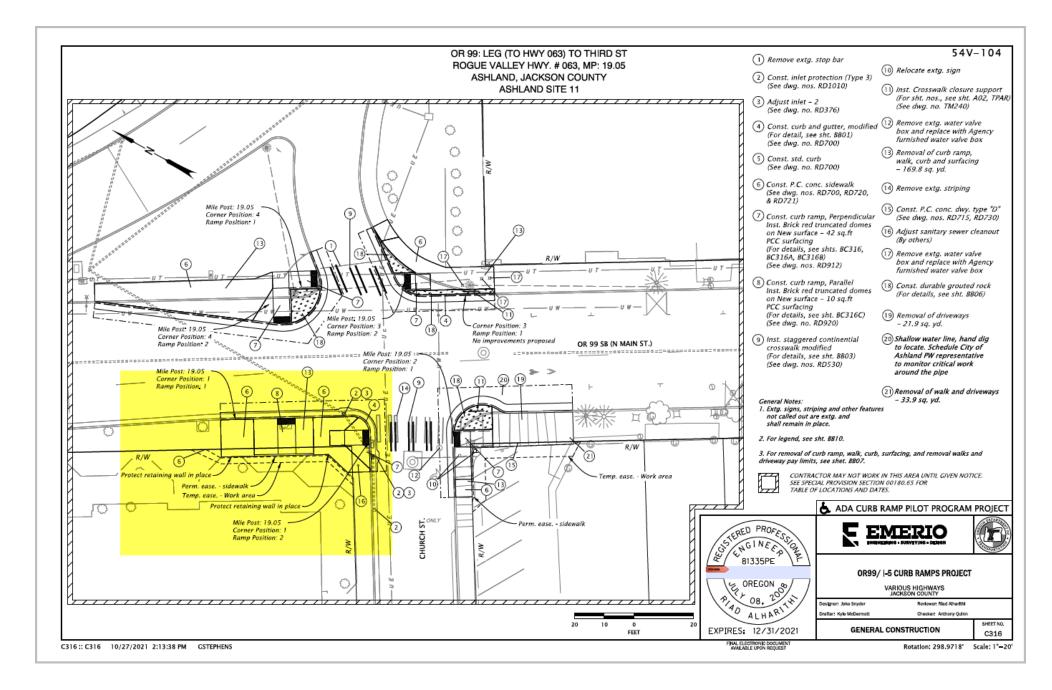
North Main and Bush, east side



North Main at Church, NW side

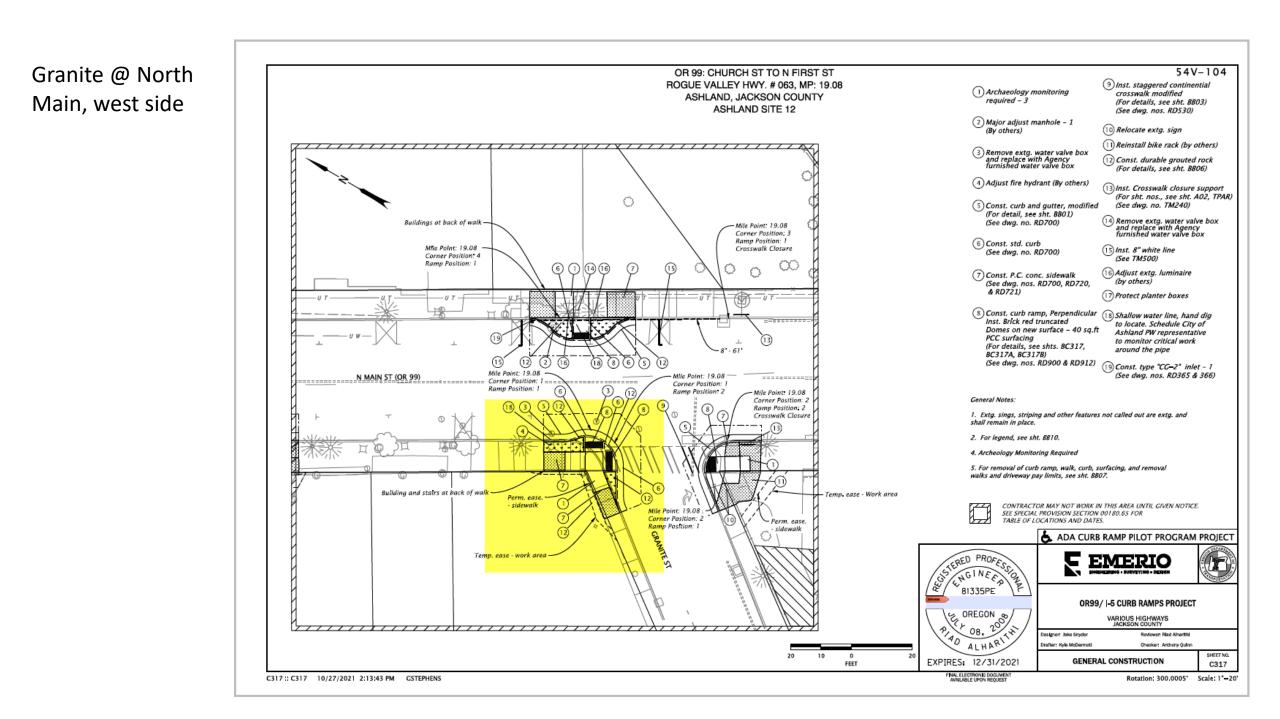


North Main at Church, NW side

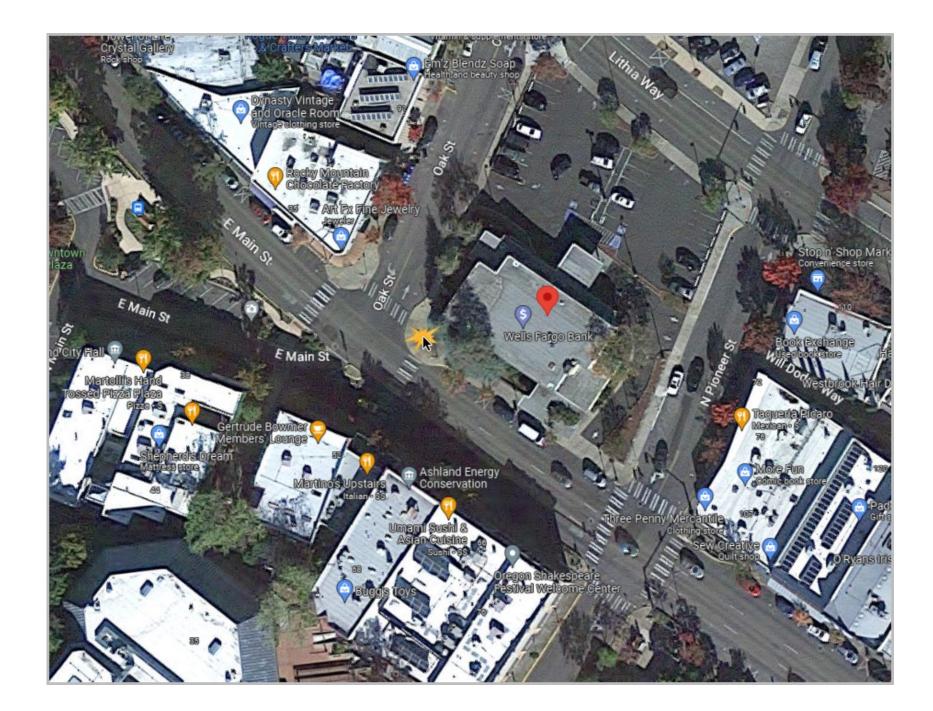


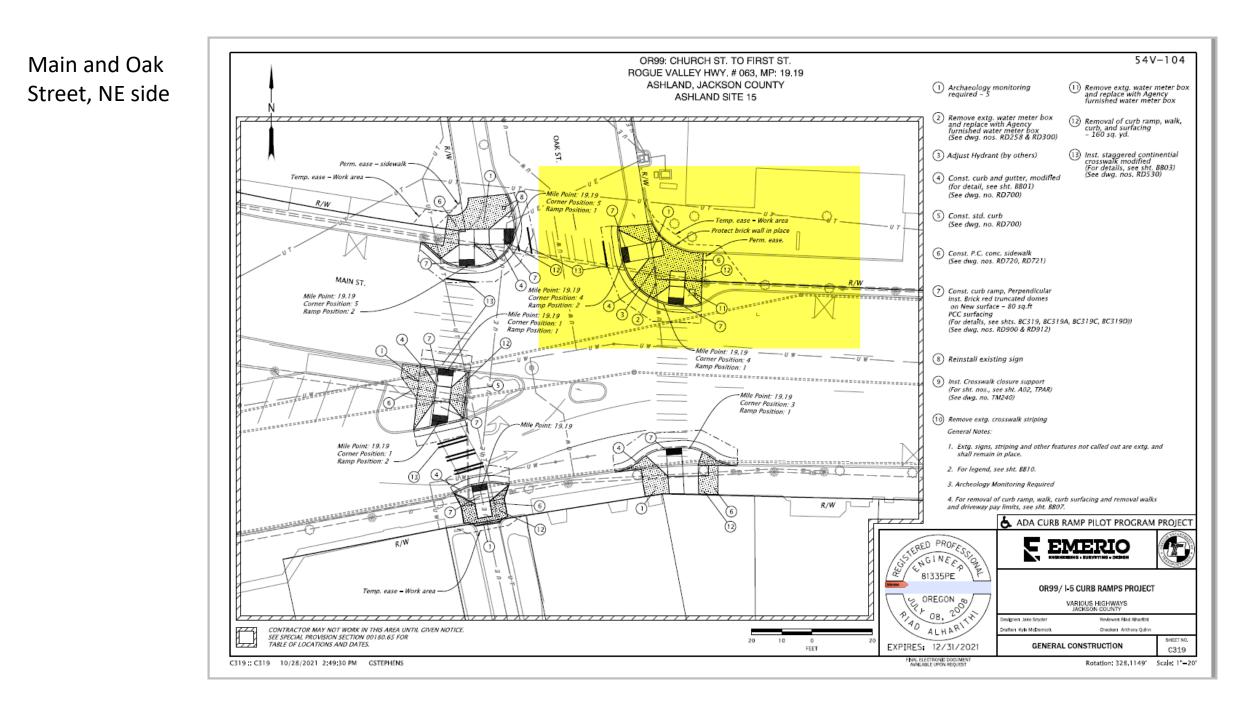
Granite Street @ North Main, west side



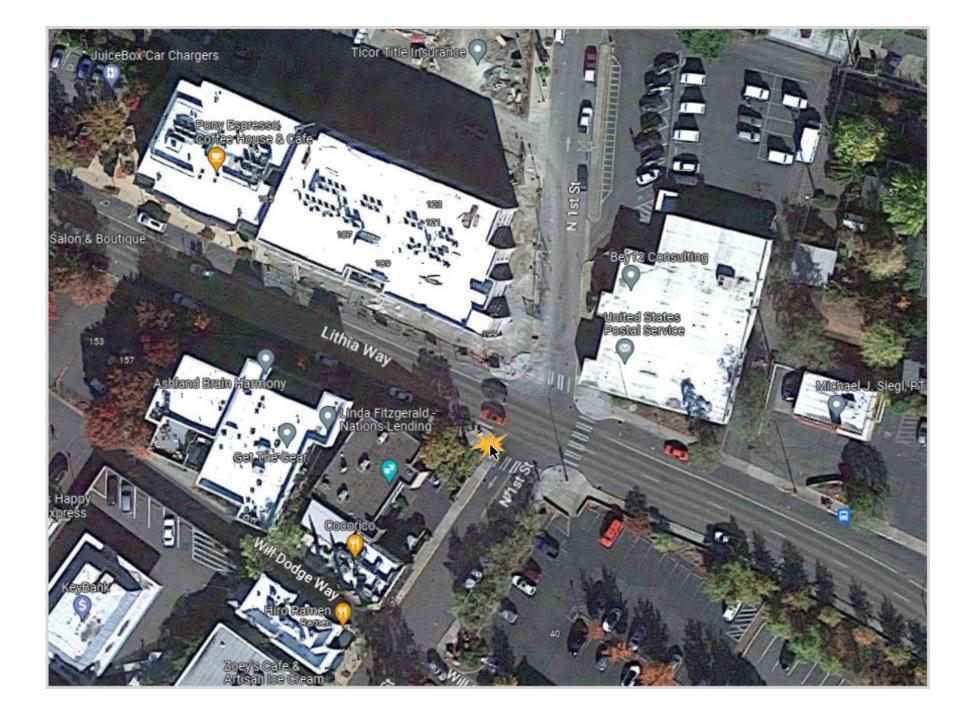


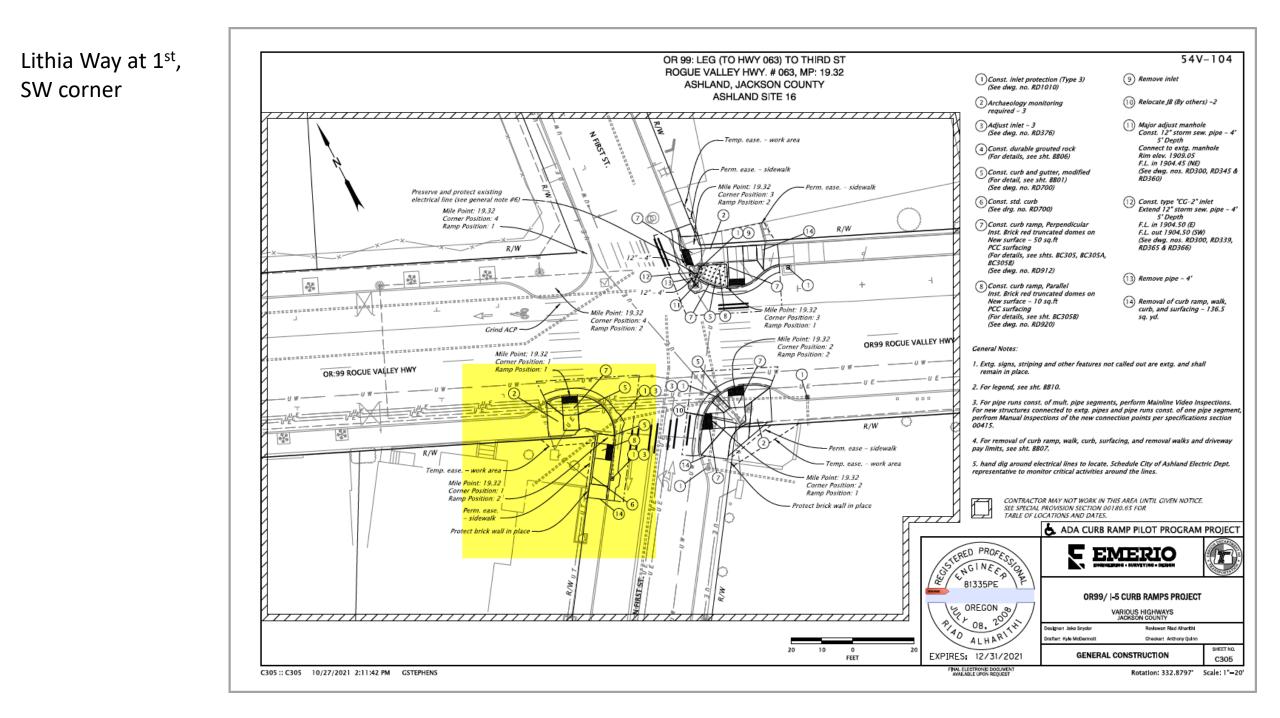
Main Street @ Oak Street, NE corner





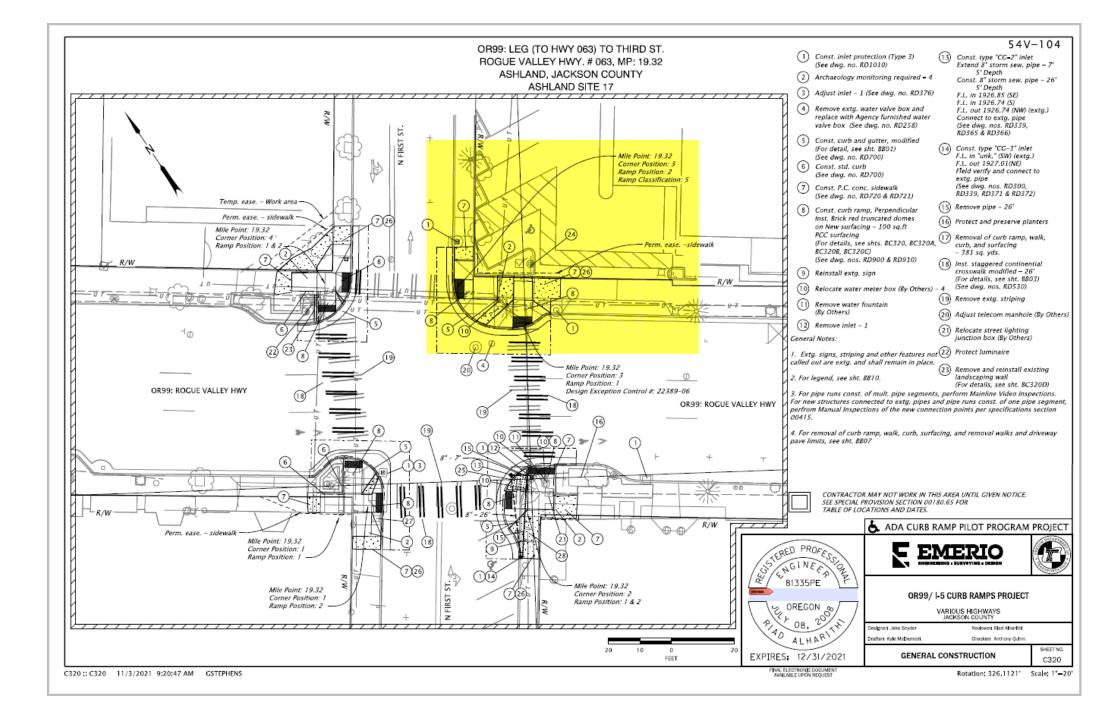
Lithia Way @ 1st, SW corner





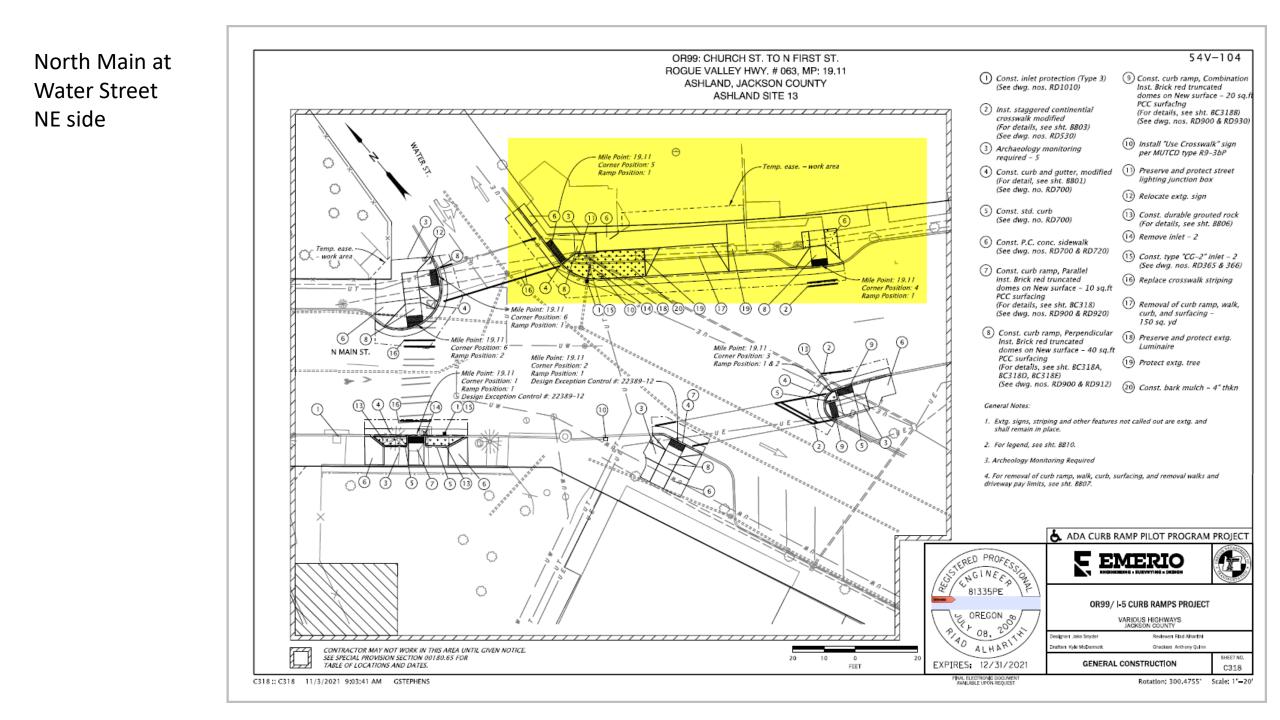
North Main at 1st, NE corner



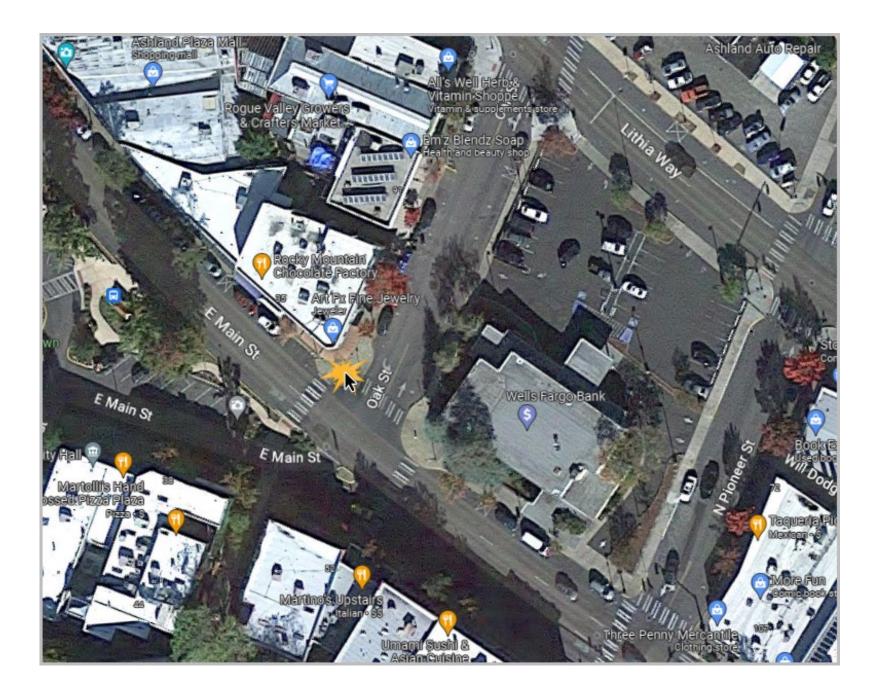


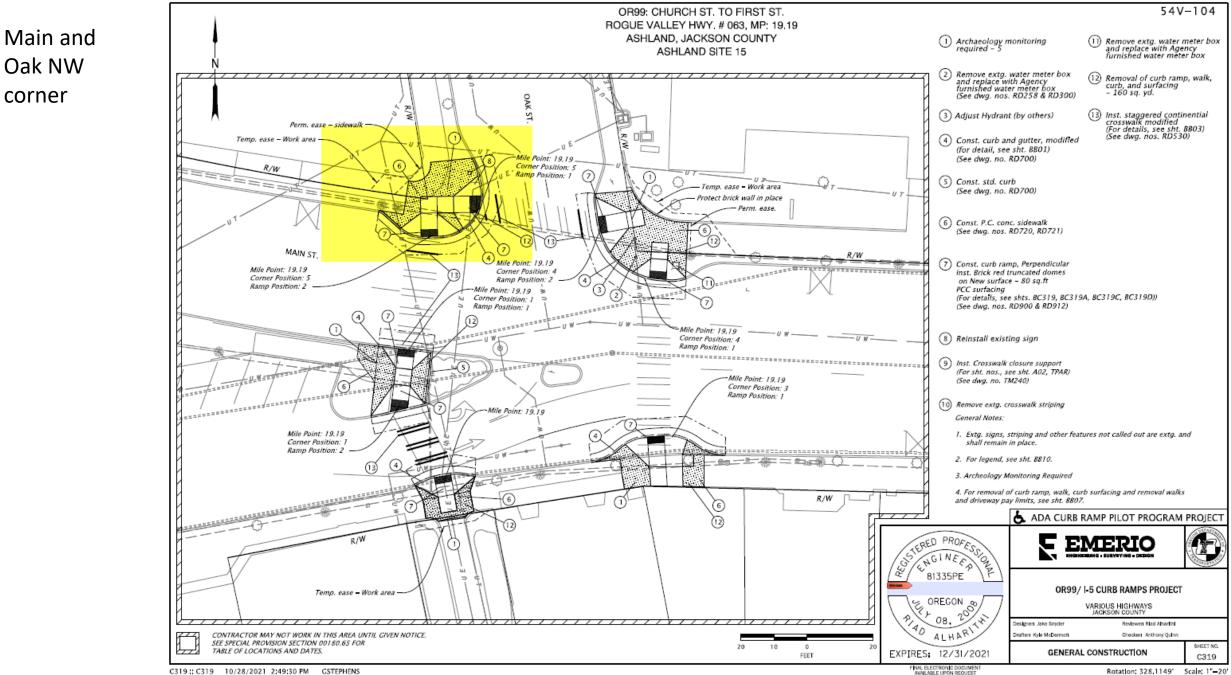
North Main at Water Street





Main and Oak Street, NW corner

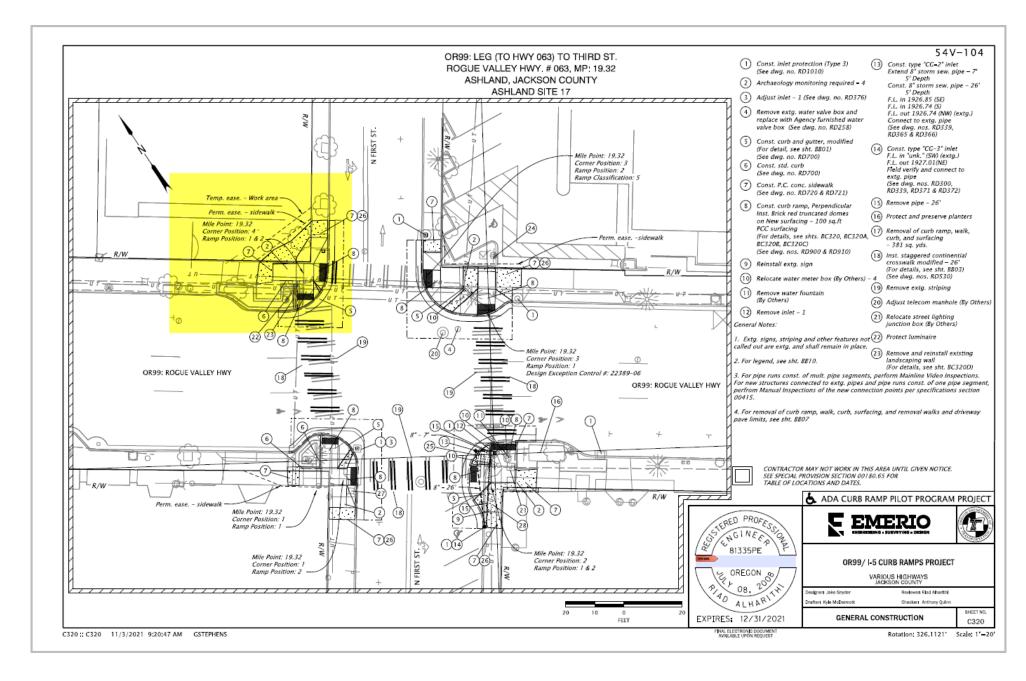




First and Main Street, NW side



N. First and Main, NW side -



Ashland area Americans with Disability Act Curb Ramp improvement project Week of April 10-14, 2023 - *Schedule Subject to Change, especially due to rainy, cool weather*



ADA Curb Ramp Schedule:

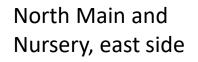
April 10-14

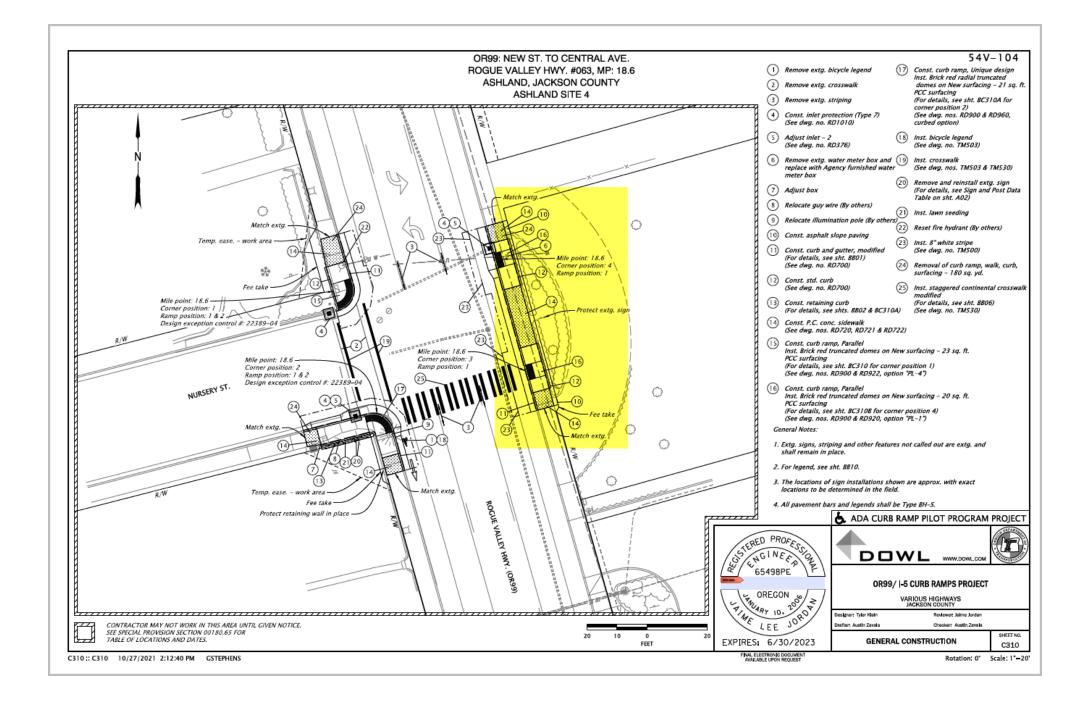
- North Main at Nursery, east side
- North Main at Manzanita, NW side
- North Main at Van Ness, both sides, flashing beacon
- North Main at Bush, east side
- North Main at Church, NW side
- North Main at Granite, NW side
- Main at Oak, NE corner
- Lithia Way at Oak, SW corner
- Lithia Way at 1st Street, NE corner



North Main and Nursery, east side

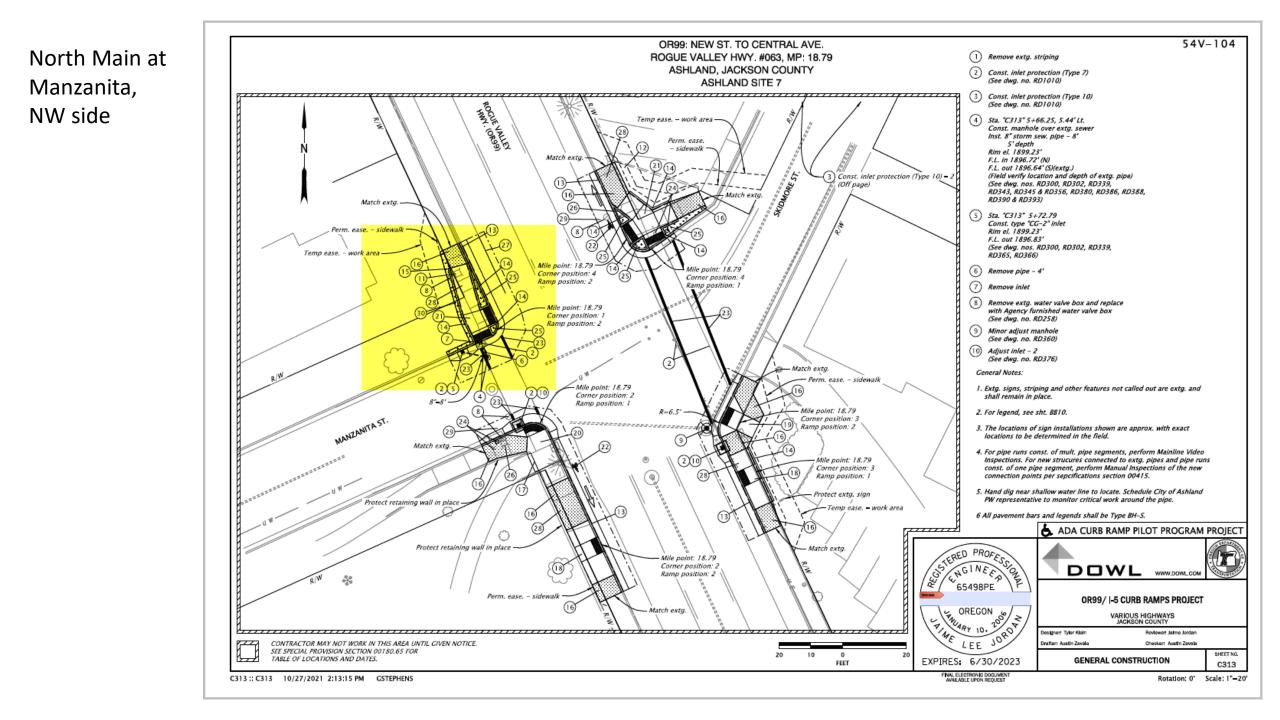






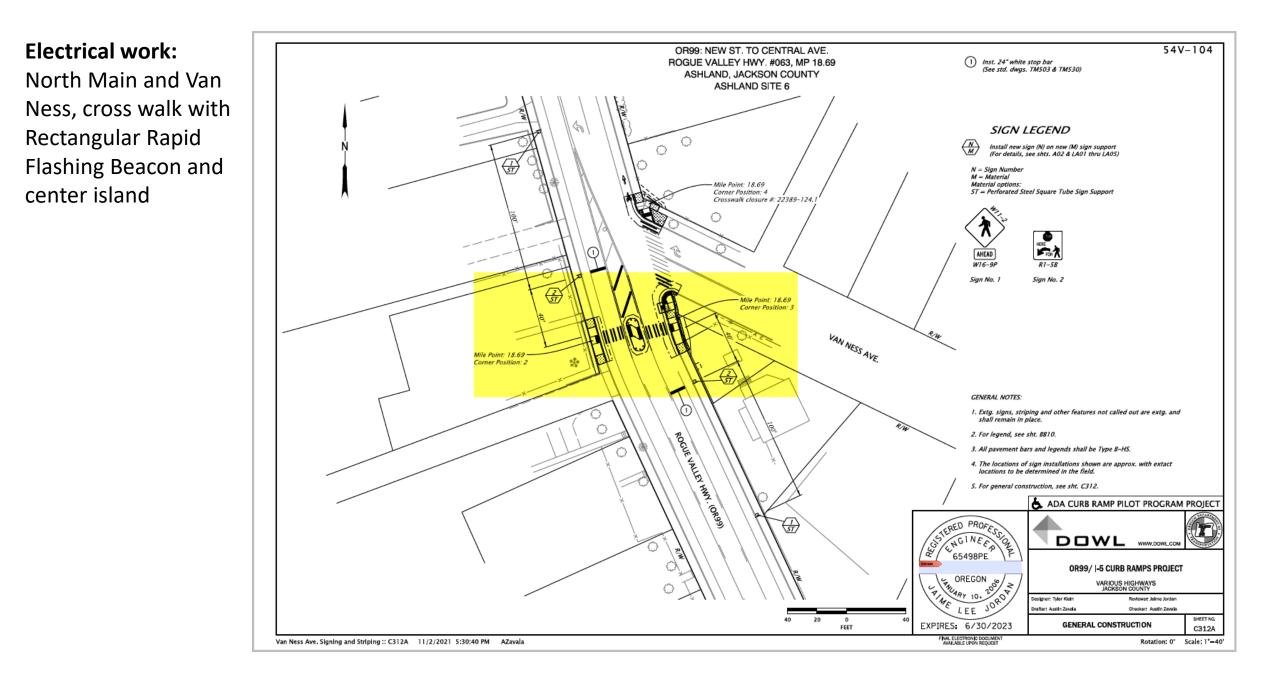
North Main @ Manzanita, NW side





Electrical work: North Main and Van Ness, cross walk with Rectangular Rapid Flashing Beacon and center island

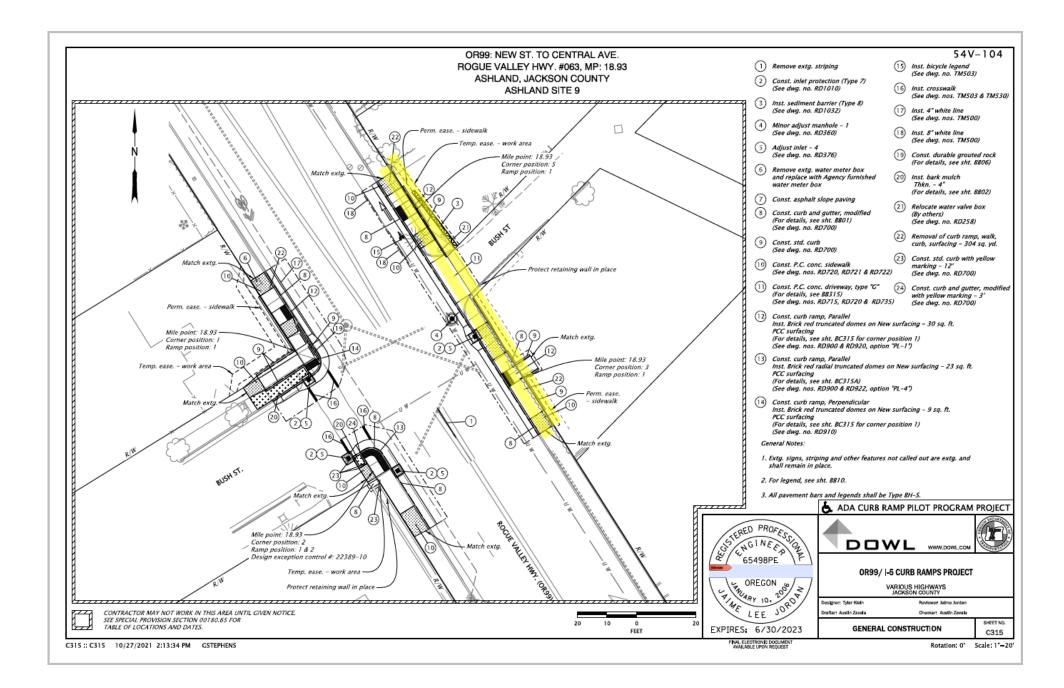




North Main@ Bush, east side



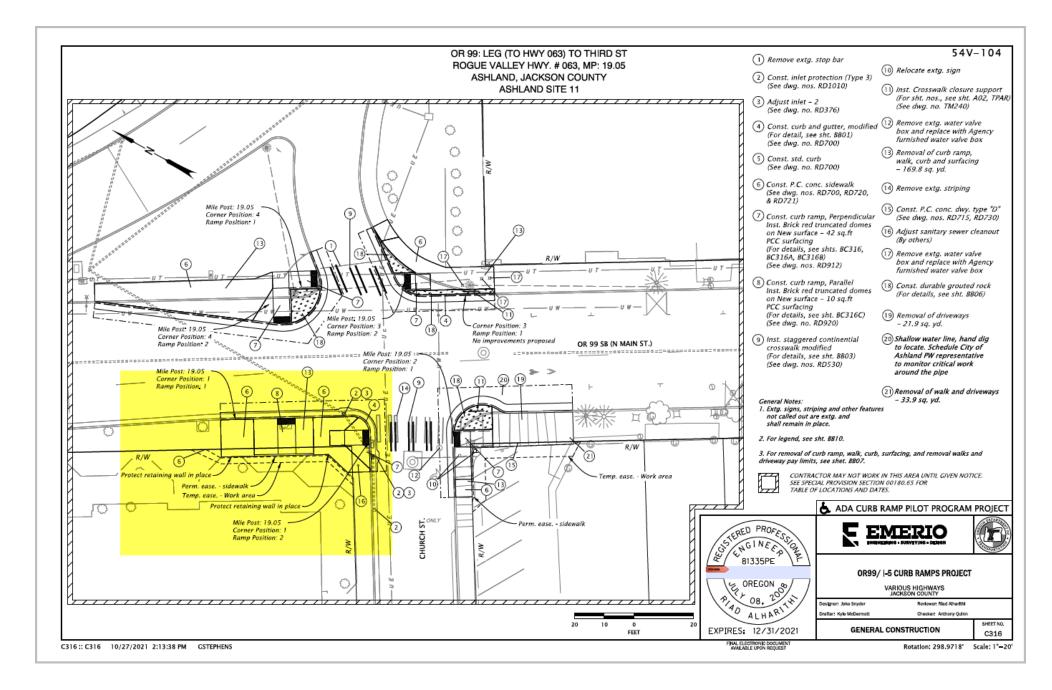
North Main and Bush, east side



North Main at Church, NW side

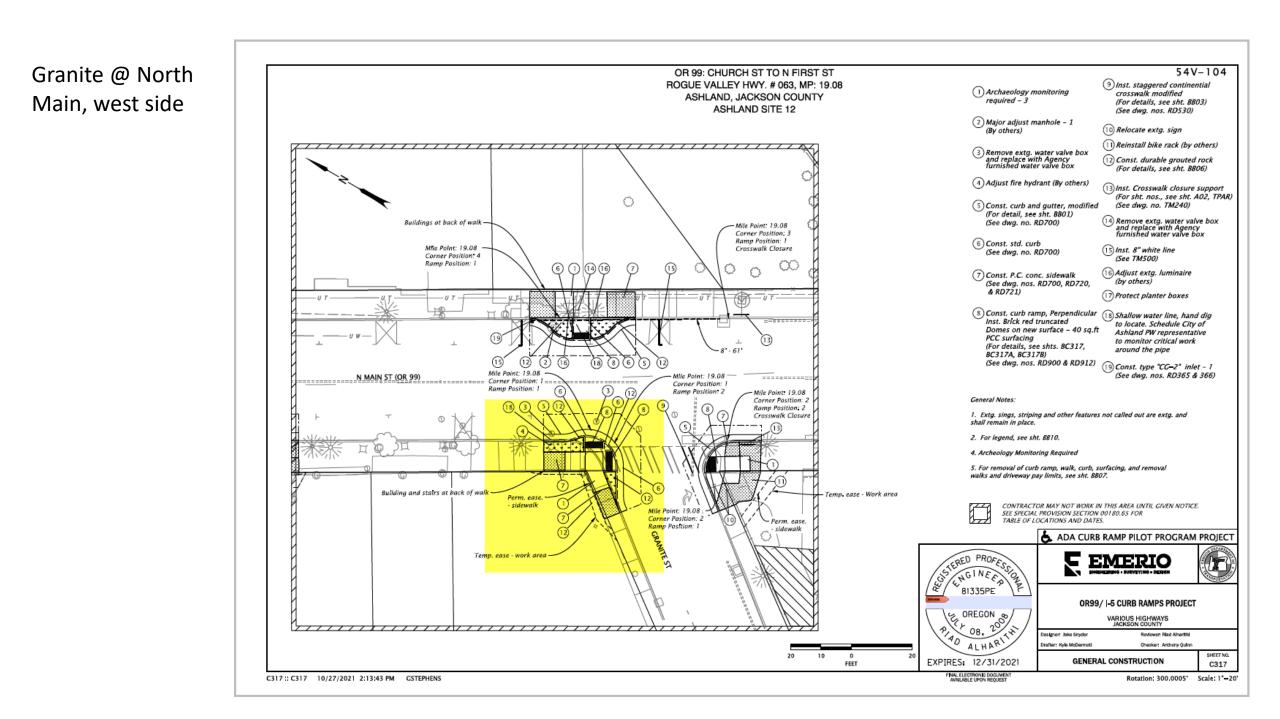


North Main at Church, NW side

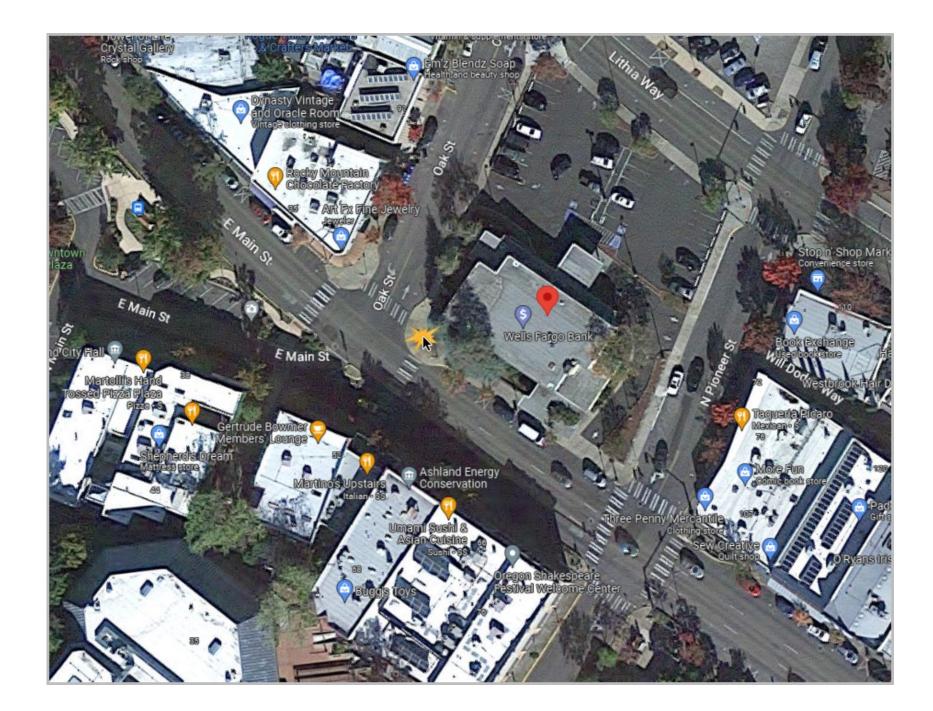


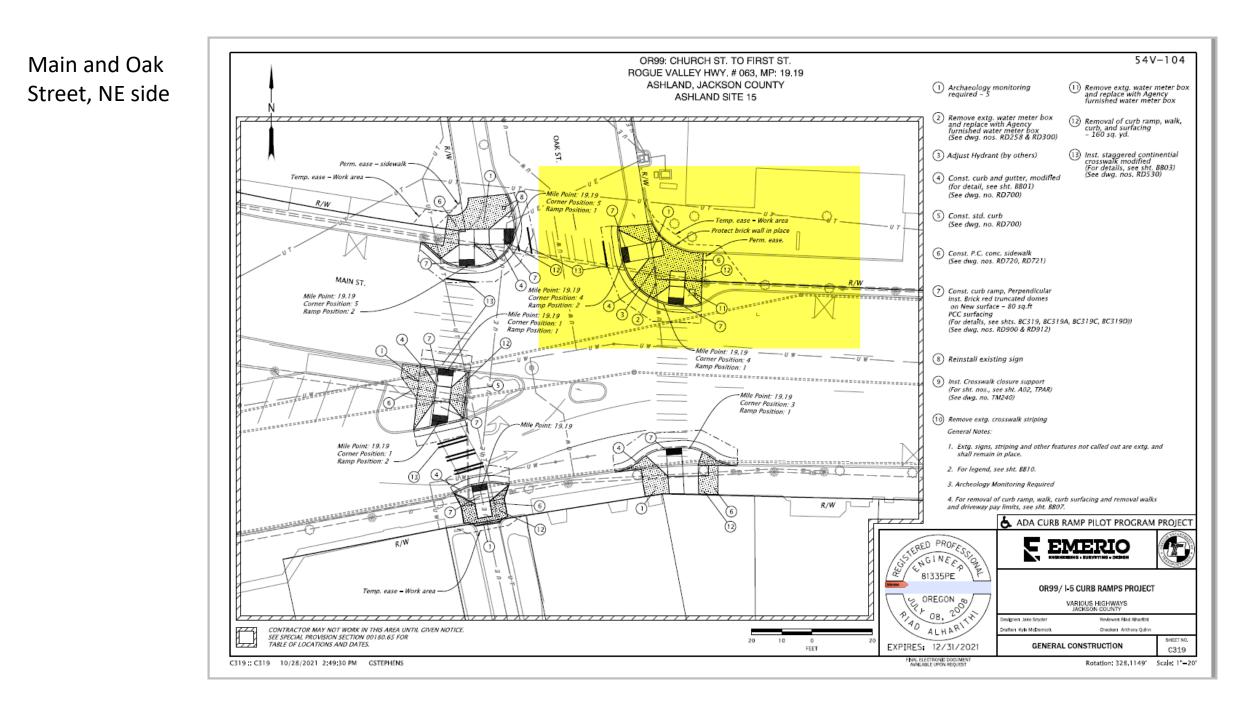
Granite Street @ North Main, west side



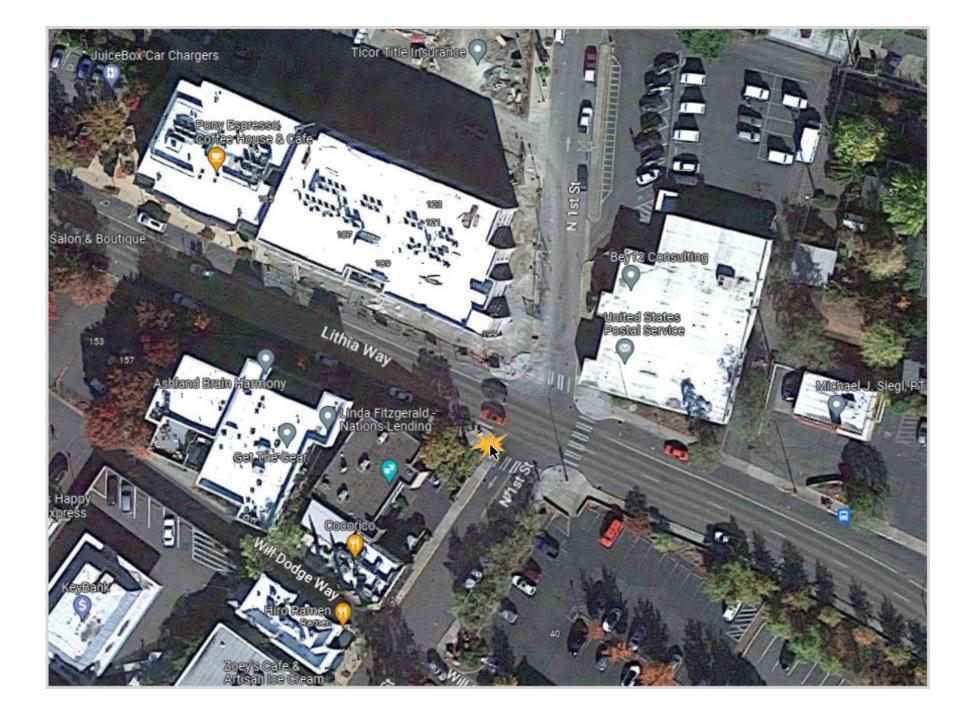


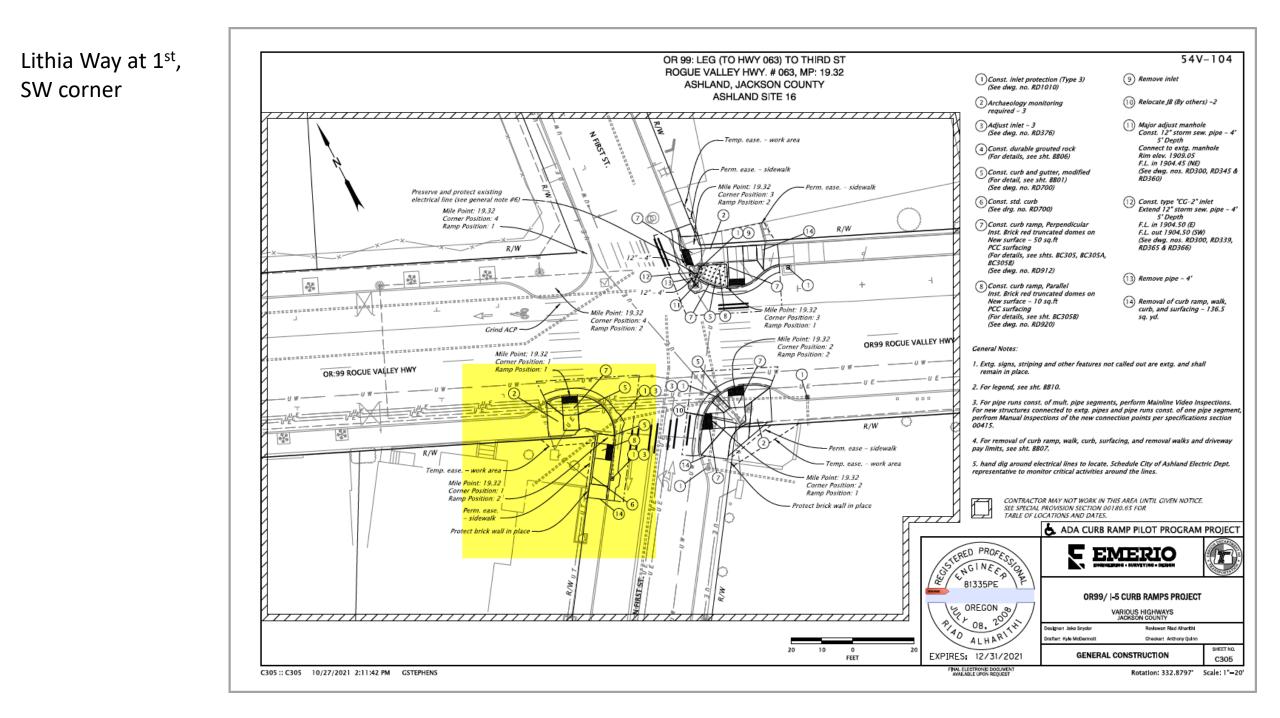
Main Street @ Oak Street, NE corner





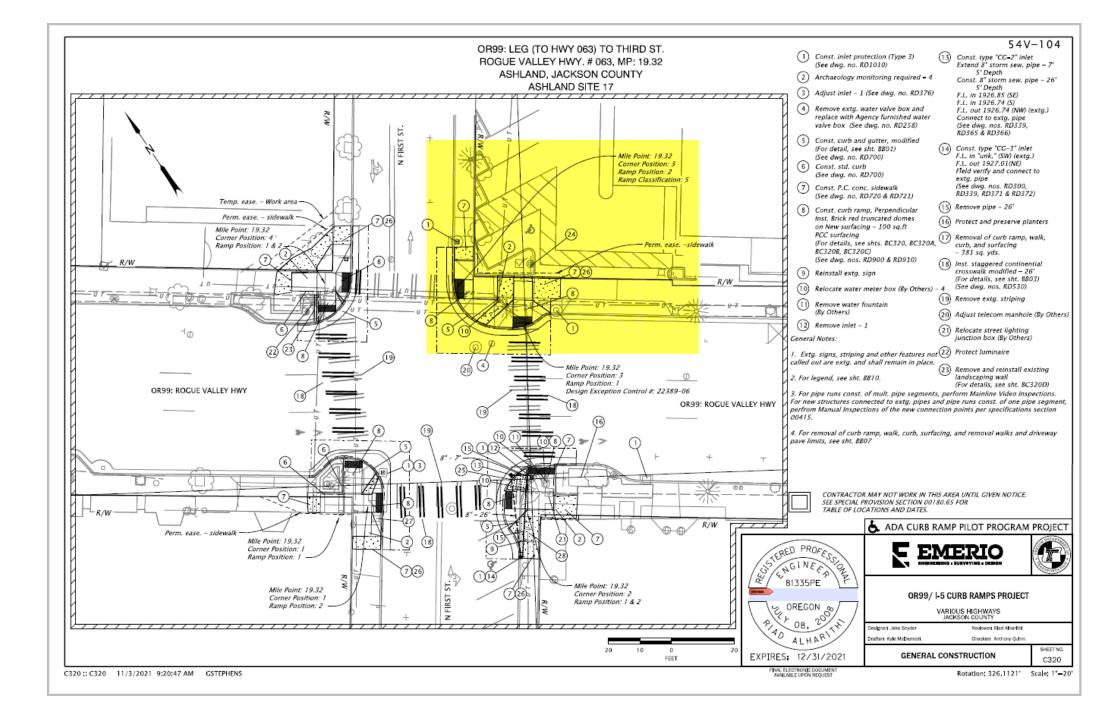
Lithia Way @ 1st, SW corner





North Main at 1st, NE corner





Urban Bikeway Design Guide WORKING PAPER





Designing for Small Things With Wheels

February 2023

Acknowledgments

NACTO Board

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Updating the Urban Bikeway Design Guide

Designing for Small Things With Wheels is one of seven working papers being released by NACTO as part of the ongoing update to the NACTO Urban Bikeway Design Guide. The working papers will cover topics related to equitable planning, engagement, and implementation. The papers will help inform project delivery concerns and policy considerations that should accompany the design updates in the guide. NACTO will develop a complete update to the Urban Bikeway Design Guide in 2023 by synthesizing these working papers with state-of-the-practice design guidance.



Making Bikes Count: Effective Data Collection, Metrics, & Storytelling



Shared Micromobility Permitting, Process, and Participation



Designing for Small Things With Wheels



Complete Connections: Building Equitable Bike Networks



Breaking the Cycle: Reevaluating the Laws that Prevent Safe & Inclusive Biking



Moving Together: Collaborating with Communities for More **Equitable Outcomes**



Material Success: Designing Durable Bikeways



Micromobility requires shifts in infrastructure design

The combination of more varied and faster speeds, a wider variety of device sizes, and more riders overall requires new thinking about street and bikeway design. To build better bikeways and meet All Ages & Abilities¹ street design standards, transportation practitioners are reassessing bikeway design principles and practice.

Over the past decade, biking and the use of shared micromobility has soared in North America people in the U.S. have taken half a billion trips on shared bike and e-scooter systems since 2010,² and e-bike sales in the U.S. grew three-fold between 2019 and 2021.³ This increase has come on an astonishingly wide variety of new devices. In addition to pedal bikes, e-bikes, e-scooters, cargo bikes, sit-down scooters, and powered skateboards are all increasingly common on North American city streets. These "small things with wheels" come in different sizes, move at a wide range of speeds, handle turns and surfaces differently, and attract people with varying degrees of skill and expertise.

Ensuring a safe, comfortable trip for everyone, regardless of device type, is essential for designing All Ages & Abilities bikeways. The broader range of speeds created by the increase in electric and electric-assist devices means that planners and engineers are reconsidering design criteria for bikeway widths to accommodate comfortable riding and passing. Rapid growth in cargo bikes and trikes for deliveries and family transportation means that many devices in a bikeway are wider, longer, and have larger turning radii than typical bikes. E-scooters have smaller wheels than bicycles and handle surfaces, bumps, grates, and gradients differently than devices with larger tires.

To safely accommodate and encourage these new uses and modes, planners and engineers are revisiting bikeway design practices, including passing widths, queueing lengths, turn radii, grade changes, and surface materials. This paper explores these and other design considerations to ensure that people using the evolving variety of small things with wheels can comfortably ride in urban bikeways.

Note for the reader:

This paper was developed with U.S. customary units for distance (i.e. the Imperial system). For practical international use, the metric units included parenthetically are rounded and do not represent exact conversions.

Strategies for designing for all ages, abilities, and micromobility options

In most cases, bike lanes are the best, safest, and most comfortable place for people using the wide array of (often electrified) small things with wheels. To ensure bikeway design is inclusive of all potential riders—regardless of which wheeled device they ride—designers need to accommodate more people using bikeways with higher speed and size differentials. Effective All Ages & Abilities design will increase comfort and safety for everyone. The new array of vehicle types, sizes, and speeds, requires updated design thinking in four key arenas:



LANE WIDTHS Allocate extra width to accommodate wider devices and passing

PAGE 9 🔶



SURFACES AND GRADIENTS Provide smooth surfaces for devices with small wheels

PAGE 23 🔶





INTERSECTIONS

Create safe and maneuverable spaces at intersections and driveways

PAGE 18 🔶



NETWORK LEGIBILITY Make the best place to ride obvious

PAGE 27 🔶

Who is the "All Ages & Abilities" User?

To achieve growth in bicycling, bikeway design needs to meet the needs of a broader set of potential bicyclists. Many existing bicycle facility designs exclude most people who might otherwise ride, traditionally favoring very confident riders, who tend to be adult men. When selecting a bikeway design strategy, identify potential design users in keeping with both network goals and the potential to broaden the bicycling user base of a specific street.





School-age children are an essential cycling demographic but face unique risks because they are smaller and thus less visible from the driver's seat than adults, and often have less ability to detect risks or negotiate conflicts

People Riding Bike Share

Bike share systems have greatly expanded the number and diversity of urban bicycle trips, with over 28 million US trips in 2016.14 Riders often use bike share to link to other transit, or make spontaneous or one-way trips, placing a premium on comfortable and easily understandable bike infrastructure Bike share users range widely in stress tolerance, but overwhelmingly prefer to ride in high-quality bikeways. All Ages & Abilities networks are essential to bike share system viability.



People with Disabilities

People with disabilities may use adaptive bicycles including tricycles and recumbent handcycles, which often operate at lower speeds, are lower to the ground, or have a wider envelope than other bicycles. Highcomfort bicycling conditions provide mobility, health, and independence, often with a higher standard for bike infrastructure needed.

Source: NACTO, Designing for All Ages & Abilities: Contextual Guidance for High Comfort Bicycle Facilities.



People aged 65 and over are the fastest growing population group in the US, and the only group with a growing number of car-free households¹² Seniors can make more trips and have increased mobility if safe riding networks are available. Bikeways need to serve people with lower visual acuity and slower riding speeds.



People of Color

While Black and Latinx bicyclists make up a rapidly growing segment of the riding population, a recent study found that fewer than 20% of adult Black and Latinx bicyclists and non-bicyclists feel comfortable in conventional bicycle lanes; fear of exposure to theft or assault or being a target for enforcement were cited as barriers to bicycling.15 Longstanding dis-investment in street infrastructure means that these riders are disproportionately likely to be killed by a car than their white counterparts ¹⁰

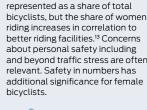


People Moving Goods or Cargo

Bicycles and tricycles outfitted to carry multiple passengers or cargo, or bicycles pulling trailers, increase the types of trips that can be made by bike, and are not well accommodated by bicycle facilities designed to minimal standards.







Women are consistently under-



Womer

Low-Income Riders

Low-income bicyclists make up half of all Census-reported commuter bicyclists, relying extensively on bicycles for basic transportation needs like getting to work.¹⁷ In neighborhoods, exacerbating safety basis.



Confident Cyclists

The small percentage of the bicycling population who are very experienced and comfortable riding in mixed motor vehicle traffic conditions are also accommodated by, and often prefer. All Ages & Abilities facilities. though they may still choose to ride in mixed traffic.



The most common devices people ride in urban bikeways fit into one of four operational categories: mini devices, typical bikes, cargo bikes, and extra-large bikes. Devices that require a driver's license and vehicle registration, such as mopeds, are not considered in this paper as a potential bikeway user.



People riding electric and non-electric scooters, skateboards, rollerblades, and other devices are typically riding or rolling upright on small wheels. Many people who use wheelchairs and personal mobility devices also use bikeways.

In cities with shared e-scooters systems, people on e-scooters may be one of the most prevalent bikeway users.

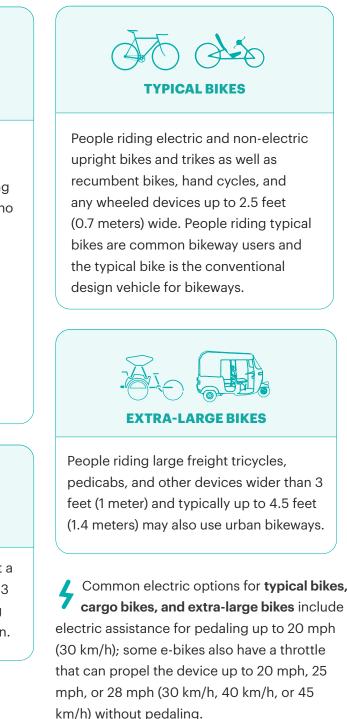
Electric options for mini devices are motor driven and typically limited to 8-15 mph (12-25 km/h).



CARGO BIKES

People riding cargo bikes with or without a trailer as well as any wheeled device 2.5-3 feet (0.8-1 meter) wide are often carrying goods or passengers, commonly children.

addition, basic infrastructure is often deficient in low-income concerns. An All Ages & Abilities bikeway is often needed to bring safe conditions to the major streets these bicyclists already use on a daily



How much faster are e-bikes?

While electric-assist bikes and pedal-only, non-electric bikes have similar top speeds, observed operating speeds for electric-assist bikes are typically higher and spread over a smaller range than pedal-only bikes. Urban e-bike operating speeds are typically 12-18 mph (20-30 km/h), while pedal-only bike speeds range from about 4-18 mph (6-30 km/h).^{4, 5} Designers should note that these speed differentials will require design strategies similar to those used when considering downhill and uphill needs.

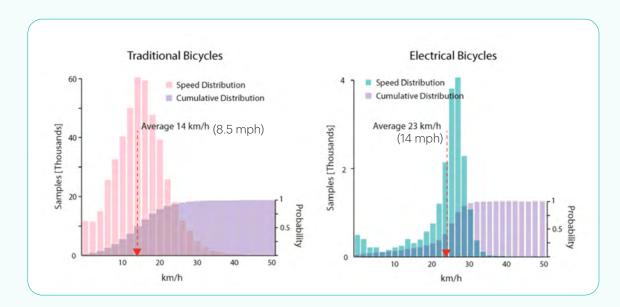


Image source: Dozza, Werneke & Mackenzie, 20136

←	→	LANE WIDTHS
	•	

Allocate extra width to accommodate wider devices and passing

As bikeway use grows and people ride a wider mix of devices at different speeds, there is a growing need for space to pass or be passed by devices wider than a bicycle. Wider bikeways can more comfortably accommodate the increase in passing events and the increase in side-by-side riding that comes with higher bike volumes. A bikeway that is too narrow for its particular mix of volume, devices, and speeds can become uncomfortable due to close-passing, even if it meets minimum width standards. Wider protected bike lanes are especially important for children and caregivers, side-by-side riders, people using adaptive devices, and people moving goods.

To determine the width of the bikeway, start with identifying the widest device that people will *frequently* ride in the bikeway—this is the design bike—and the widest device that people will *occasionally* ride in the bikeway—this is the control bike. Once the design bike and control bike are identified, follow this step-by-step method for determining the desired bikeable width:

STEP 1	Calculate the control bike r riding by the control bike
STEP 2	Calculate the design bike <i>p</i> passing by the design bike
STEP 3	A Determine the desire add control bike riding OR
	B Determine the desired control bike riding spa riding along busy two

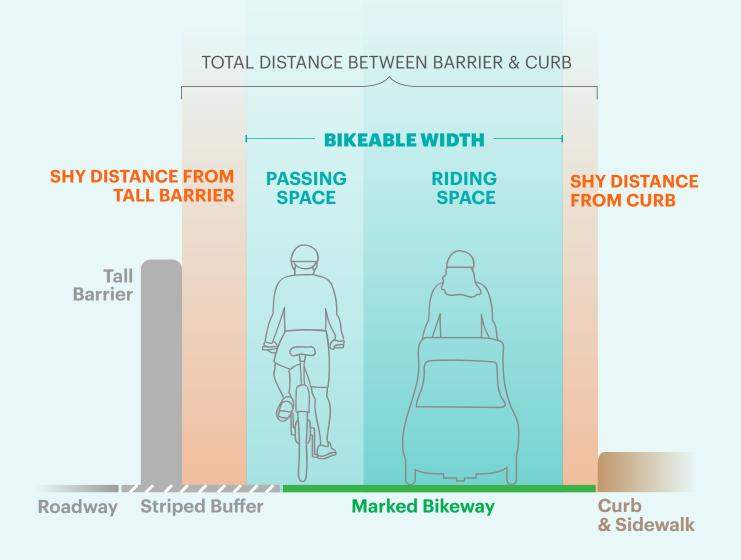
The following pages include a detailed explanation of each step.

riding space - the width needed for comfortable

bassing space - the width needed for comfortable

ed bikeable width for one-way bikeways g space to design bike passing space

ed bikeable width for two-way bikeways - double the ace, and designate additional width for side-by-side p-way bikeways



Design bikeways to have enough bikeable width for all expected users to operate comfortably and to be passed comfortably by faster riders. Bikeable width is the distance between barriers, minus any shy distance from each barrier. Passing space and riding space should both fit within the bikeable width without overlapping.

For details on calculating bikeable width, see page 16.

Calculate riding space and passing space

Calculate the control bike riding space STEP 1

To comfortably use a bikeway, people need the space around their body to remain clear of other people and objects. This width is called riding space. A person's preferred riding space will vary depending on the width and stability of their device, how fast they're riding, and their overall level of comfort. A comfortable riding space is typically 1.5-2.5 feet (0.5-0.8 meters) wider than the device width and allows users to deviate slightly while riding. For example, a cargo bike or personal tricycle may be 3 feet (0.9 meters) wide, but the rider needs a total of 4.5-5.5 feet (1.4-1.7 meters) to comfortably use a bikeway.

STEP 2

Calculate the design bike passing space

Passing space is the width a faster rider needs to overtake slower riders without entering the slower rider's riding space. When a faster rider overtakes a slower rider, they typically assume a temporarily narrower space, or passing space, that is only 0.5 feet (0.2 meters) wider than the device they are riding.

Calculating riding space for the control bike and passing space for the design bike:

	Comfortable riding space for one-way biking Device width plus 1.5-2.5 ft (0.5-0.8 m)	Passing space for the faster rider during a passing event Device width plus 0.5 ft (0.2 m)
Typical bike Device width is up to 2.5 ft (0.7 m)	4-5 ft (1.2-1.5 m)	3 ft (0.9 m)
Cargo bike Device width is up to 3 ft (0.9 m)	4.5-5.5 ft (1.4-1.7 m)	3.5 ft (1.1 m)
Extra-large bike Device width is up to 4.5 ft (1.4 m)	6-7 ft (1.9-2.2 m)	5 ft (1.6 m)

STEP 3A

Determine the desired bikeable width for one-way bikeways

Calculate the bikeable width needed for passing on a one-way bikeway by adding the passing space for a design bike (representing the faster rider passing) and the riding space for a control bike (representing the slower rider being passed).

Recommended
bikeable widthDesign bike's
passing spaceControl bike's
riding space

For example, a person riding a typical bike passing a cargo bike should have 3 feet (0.9 meters) of space *outside* the cargo bike's comfortable riding space (4.5-5.5 feet or 1.4-1.7 meters) to accommodate comfortable passing, resulting in a desired bikeable width of 7.5-8.5 feet (2.3-2.6 meters).

Bikeable width needed for passing on a one-way bikeway:

		Control bike riding space representing the slower rider being passed		
Design bike passing space representing the faster rider passing		Typical bike Riding space is 4-5 ft (1.2-1.5 m)	Cargo bike Riding space is 4.5-5.5 ft (1.4-1.7 m)	Extra-large bike Riding space is 6.5-7.5 ft (1.9-2.2 m)
	Typical bike passing Passing space is 3 ft (0.9 m)	7-8 ft (2.1-2.4 m)	7.5-8.5 ft (2.3-2.6 m)	9.5-10.5 ft (2.8-3.1 m)
\rightarrow	Cargo bike passing Passing space is 3.5 ft (1.1 m)		8-9 ft (2.5-2.8 m)	10-11 ft (3.0-3.3 m)
	Extra-large bike passin Passing space is 5 ft (1.6 m)	g		11.5-12.5 ft (3.5-3.8 m)





Along all facilities, look for opportunities to provide and designate wider **passing areas**. Uphill passing opportunities can be especially beneficial along facilities where people use devices with and without electric assistance. To designate passing areas, use lane markings to direct slower users to the right and ensure sufficient space is available for passing. Without lane markings, people may ride in the center of the bikeway, making passing more difficult.

STEP 3B

Determine the desired bikeable width for two-way bikeways

A comfortable riding space for two-way biking allows all users to maintain their own riding space within their own directional lane. To calculate the bikeable width for two-way biking, double the comfortable riding space for the control bike.

Along a two-way bikeway, faster riders can pass slower riders by changing lanes during a gap in the opposing flow. However, on busy two-way bikeways, gaps in the opposing flow may be infrequent enough that faster riders choose to overtake slower riders while bikes are passing in both directions. Designate an additional 3 feet (0.9 meter) to accommodate passing along busy bikeways and create space for side-by-side riding.

Bikeable width needed for passing on a two-way bikeway:

		Bikeable width needed for comfortable two- way operations Double the one-way	Along busy bikeways accommodate passing and side-by-side riding Two-way operations plus
Contr	ol bike:	riding space	3 ft (0.9 m)
	Typical bike One-way riding space is 4-5 ft (1.2-1.5 m)	8-10 ft (2.4-3 m)	11-13 ft (3.3-3.9 m)
	Cargo bike One-way riding space is 4.5-5.5 ft (1.4-1.7 m)	9-11 ft (2.8-3.4 m)	12-14 ft (3.7-4.3 m)
	Extra-large bike One-way riding space is 6-7 ft (1.9-2.2 m)	12-14 ft (3.8-4.4 m	15-17 ft (4.7-5.3 m)

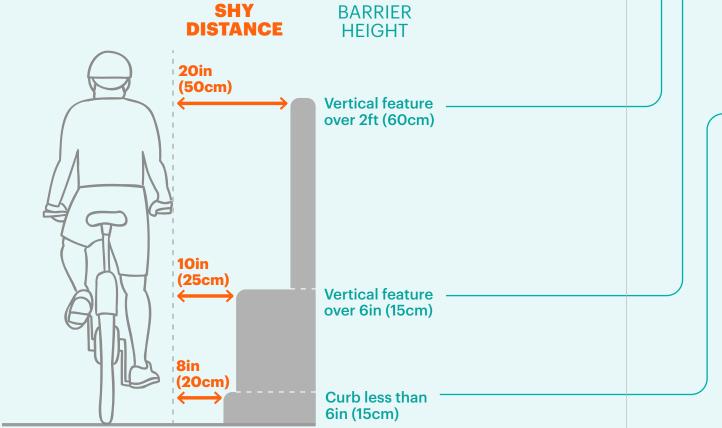


Understanding bikeable width

The marked width of a bikeway on paper is not always the same as the bikeable width that riders experience. The **bikeable width** is the usable space of a bikeway and excludes the space that is unrideable because it is too close to a wall, post, curb, or gutter.

The unrideable surface next to a vertical object is called the **shy distance** and is not part of the bikeable width. The bikeable width of a bikeway is calculated as the distance between two vertical objects *minus* the shy distance from each vertical object.

The amount of shy distance is impacted by the height of an object and the speeds expected along the bikeway.



Adapted from Cycle Infrastructure Design Table 5-3.7

Some bikeways include physically constrained portions where the bikeable width may not accommodate passing. When width is limited, designers can maximize bikeable width by locating physical objects as far as reasonable from the bikeway and by designing beveled curbs to reduce conflicts. In these areas, designers should also look to reallocate space from motor vehicles (e.g., reducing lane widths or reducing the number of lanes) to ensure that pedestrians and people using the bikeway have sufficient space.

Type of object	Typical s
 Tall vertical barriers or other objects taller than 2 feet (60 centimeters) are high enough to conflict with handlebars.	The bikea 20 inche away fron object.
 Vertical curbs of 6 inches (15 centimeters) high or more can catch a pedal or the side of a trailer or scooter.	The bikea 10 inche away froi
Half-height curb profiles less than 6 inches (15 centimeters) and beveled curbs reduce the likelihood of a pedal strike.	The bikea 8 inches away fron and 6 inc from a be
Gutter pans create an uneven surface where they meet the roadway surface, potentially destabilizing wheels.	The bikea 1-2 inche away froi gutter pa

shy distance

eable surface begins **es (50 centimeters)** om a tall vertical

eable surface begins **es (25 centimeters)** om a vertical curb.

eable surface begins s (20 centimeters) om a half-height curb nches (15 centimeters) peveled curb.

eable surface begins **les (2-5 centimeters)** om the edge of the ban. Increase shy distance when higher speeds are expected. Higher operating speeds

(e.g., downhills or a desire to accommodate electric powered devices or fast riders at full speed) may warrant an additional **3-6 inches** (7.5-15 centimeters) of additional shy distance.



Create safe and maneuverable spaces at intersections and driveways

Protected and dedicated intersections are a major tool for promoting comfortable and safe interactions between and among all roadway users. To accommodate the expanding range of device profiles in bikeways, cities need to:

- \Rightarrow Design enough space for people to wait at intersections
- \Rightarrow Allow turning maneuvers and lane shifts at appropriate operating speeds
- \Rightarrow Ensure visibility of all bikeway users at intersections and driveways

Protected intersections:

- Reduce motor vehicle turn speeds
- Create dedicated spaces for people using bikeways
- Shorten pedestrian crossing distances

Reconfiguring and redesigning intersections for safer biking and walking changes the way pedestrians use the intersection. Special care should be taken to accommodate the pedestrian direction of travel, accessibility of any ramp changes, and overall legibility for pedestrians who are blind. For applied guidance, see: Planning and Designing Streets to be Safer and More Accessible for People with Vision Disabilities.⁸

For detailed information on bikeway intersection design, see Don't Give Up at the Intersection.

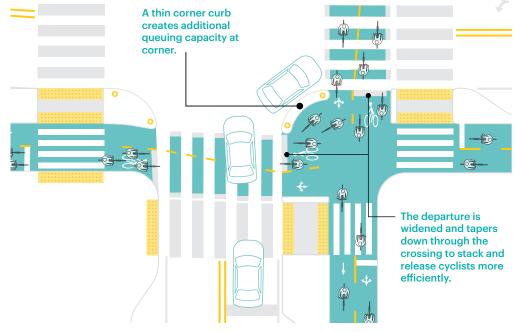




Design enough space for people to wait at intersections

Protected intersections physically separate queueing bikeway users from motor vehicle lanes, are the site of interaction with pedestrians, and are an especially sensitive location subject to crowding. Queueing areas at intersections should reflect the anticipated use of the intersection. Cargo bikes, pedicabs, adaptive bikes and other vehicle types are not only wider, but often much longer than e-scooters and typical bikes. Protected or dedicated queueing space is especially critical for ensuring a bikeway intersection is attractive and comfortable for small groups, such as a bike with a child trailer or an adult riding alongside a child. Without an obvious safe place to wait, people may spill into a crosswalk or be forced to wait very close to motor vehicle traffic.

Protected corners can be designed to maximize width available for side-by-side queueing and two-stage turns. Narrow the corner curb and make the cross-bike wider on the intersection approach than the receiving side to maximize the available queueing and maneuvering space.



Source: Don't Give Up at the Intersection page 16

At protected intersections with limited queueing space, use design features to keep riders waiting to cross the street from being forced into motor vehicle lanes or pedestrian areas. Enhance the attractiveness of linear queueing with longer bike signal phases, footrests or curbs, and few-if any-grade changes or curves in the approaching bikeway.

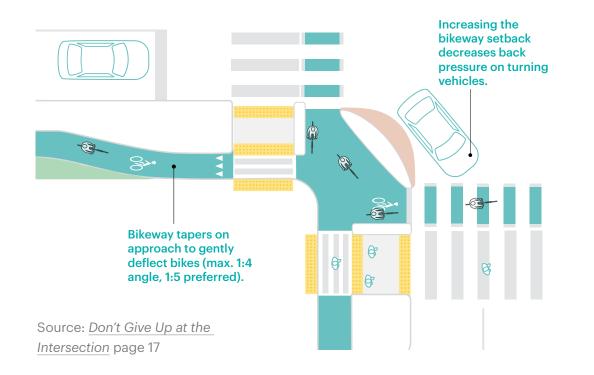
At non-protected intersections, allow for additional or overflow queueing space at intersection approaches to allow faster users to filter to the front of the lane to pass. Create additional space by widening bikeways at the intersections or designating areas as bike boxes.⁹

Allow turning maneuvers and lane shifts at appropriate operating speeds

Turning radii at intersections need to be maneuverable by all devices operating in the bikeway. Beginner e-scooter riders may find it difficult to turn safely at their minimum turn radius and cargo bikes and tandem bikes in particular have wide turn radii. Cargo bikes have a minimum inner turn radius of 5 feet (1.5 meters) and a sweeping radius of at least 9 feet (2.7 meters). Tandem bikes have an inner radius of 7.5 feet (2.3 meters) and a sweeping radius of at least 10.5 feet (3.2 meters).¹⁰ If possible, the inside radius of horizontal curves should be at least 10 feet (3 meters) to accommodate typical bikes and wider-turning devices at low speeds.^{11, 12}

Horizontal tapers and lane shifts are important features of bend out designs at intersections and where bikeways need to shift around a curb extension or create room for a parking lane. Design horizontal lane shifts and tapers so that people using the design bike (i.e. the device with the widest turn radius that people will *frequently* ride in the bikeway) can maneuver completely within the established bike lane at a typical or desired operating speed. A control bike (i.e. the device with the with the widest turn radius that will occasionally ride in the bikeway) can be accommodated using buffer areas outside the designated bike lane itself.

Gradual tapers of at least 1:5 will allow most users to continue at their typical operating speeds. In high-pedestrian contexts, short blocks, and other locations planned for low bikeway speeds, a 1:3 taper may be appropriate on one-way bikeways.



On two-way bikeways, test the path of two opposing bikes with trailers to confirm they can pass one another without encroaching into one another's riding space. To create space for two devices to proceed simultaneously, make the lateral shift more gradual or make the bikeway wider as it shifts.

Ensure any horizontal tapers are well lit and have retroreflective markings to help with visibility at night. Vertical deflection like raised crosswalks or raised transit boarding areas can help moderate bikeway speeds approaching busy pedestrian areas but avoid starting a horizontal taper and a grade change simultaneously, as three-wheeled devices can become unstable when making this maneuver even at low speeds.

See <u>Design grade changes sensitively</u> on page 25 for more details designing vertical deflection across bikeways.



Ensure visibility of all bikeway users at intersections and driveways

At all intersections and driveways, turning drivers need to be able to see approaching users in the bikeway in time to slow, yield, or stop completely. However, the distance needed varies based on motor vehicle speed, driver expectations, and bikeway speeds. People riding powered-devices in the bikeway create the potential for faster speeds, which necessitate longer sight distances so turning drivers can see approaching riders in time to slow, yield, or stop completely.

For all bikeways, but especially when bikeways are separated by parking or other high-profile objects:

- ⇒ Ensure that all users are visible at intersections and use design strategies to meaningfully slow conflicting motor vehicle turning movements with speed bumps and humps, raised bikeway crossings, or smaller motor vehicle turn radii.
- ⇒ Improve visibility at intersections by placing visually permeable items like bike racks, sign posts, and shared micromobility stations within approximately 20-30 feet (6-9 meters) of street crossings and 10 feet (3 meters) of driveway crossings.¹³
- Review parking setbacks to create visibility of, and for, children and people using lower-profile devices like sit-down scooters and recumbent bicycles, and ensure clear stopping-sight distances are compatible with faster bikeway speeds.

On very short blocks or blocks with driveways, consider removal of all parking adjacent to the bikeway to improve user visibility. This choice may be a difficult one, but will result in the highest visibility and stopping sight distance.



SURFACES & GRADIENTS



Provide smooth surfaces for devices with small wheels

Devices like skateboards and scooters often have small and solid or dense wheels, usually under 10 inches (25 centimeters) in diameter that will not absorb the shock of uneven surfaces. For many riders with small wheels, even slight maneuvers to avoid debris can cause the user to fall, tip over, or lose control of the device. Trash, gravel, snow, ice, and other roadway debris become a major challenge for these smaller-wheeled devices and a considerable nuisance for users with larger wheels.

To provide a smooth surface for all user, cities need to:

- ⇒ Design a smooth but not slick surface
- ⇒ Design grade changes sensitively
- Aligher standard

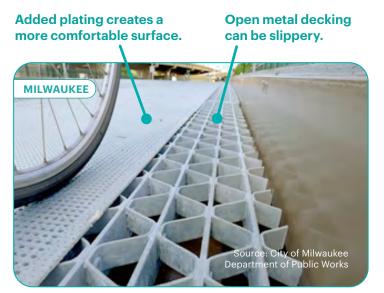


Design a smooth but not slick surface

An ideal bikeway has good traction in all weather conditions. Consider resurfacing the roadway when implementing protected bike lanes. Brick or cobblestone streets and open metal decking on bridges can be particularly slippery, hazardous, and uncomfortable for all users, but especially those with small and narrow wheels. In these locations, replace the bikeway surface with a smoother material.

For large markings such as green color on bikeways, use a high friction material such as methyl methacrylate (MMA), polymer resin with color aggregate, or a high-friction (as opposed to conventional) thermoplastic or epoxy. Before selecting a standard or citywide treatment, test materials locally for compatibility with smaller wheeled users in wet conditions.

Where practical, avoid designing curves or lateral shifts on low-traction surfaces.



The City of Milwaukee added antiskid bridge plates to all of their bridges with open metal decking to create a safer and more comfortable surface for people biking.

To create a smoother riding area, the New York City Department of Transportation installed an asphalt bikeway along a block with cobblestones.



Design grade changes sensitively

Vertical speed management devices are less comfortable for bike riders and particularly people riding e-scooters and devices that do not have handlebars or mechanical brakes. On streets like bike boulevards, where bikes and e-scooters often go over speed humps, use speed cushions or speed humps with bicycle cut throughs to allow people riding bikes and scooters to continue at-grade. If speed humps need to extend across the entire width of a roadway, consider using sinusoidal speed humps to soften the vertical deflection and improve comfort.14

Use a gentle slope wherever the bikeway slopes up or down (e.g., at a raised intersection, transit boarding area, or a transition from street to sidewalk grade) aiming for a 1:20 or gentler slope where practical. Even an ADA-compliant slope (1:12), can jolt people riding bikes, e-scooters, or other devices.¹⁵

Avoid abrupt changes in grade where changes in direction also occur. Three-wheeled devices such as tricycles and bikes with child trailers can be ridden on a wide range of cross-slopes, but need a more level surface in order to turn without becoming unmaneuverable or tipping.¹⁶

Ramps connecting two bikeways at different grades (e.g., connecting an off-street bikeway to an overpass or pedestrian bridge) should maintain visibility around corners, be gentle in slope, have minimal grade breaks to soften vertical transitions for users with small wheels, and be wide enough to accommodate the turning movements of larger bikes, especially at switchbacks and around corners.



Maintain bikeways to a higher standard

Utility patches, stormwater grates, utility covers, and other repairs along bikeways should be held to a high standard and inspected following installation. A smooth final surface is required where a utility cut crosses the bikeway or runs along it. If a perfectly smooth final surface is not feasible, lips should be limited to ½ inch (1.2 centimeter).¹⁷

Develop proactive maintenance practices to ensure that bikeway surfaces are maintained to a higher degree. Relatively minor potholes, longitudinal cracks and seams, and other roadway defects can pose a hazard for smaller-wheeled devices.

Develop proactive

maintenance practices

to ensure that bikeway

surfaces are maintained

It is sometimes efficient to resurface only part of the roadway, but narrow strips of asphalt are usually more difficult to maintain in the long term. If only resurfacing the bikeway, consider how the bikeway and remaining asphalt roadway surface can be maintained in the future.

Effective snow clearance or removal practices that keep the bikeway surface ice-free and clear of snow will allow a wider

range of devices to be used year-round. Some surface materials are better at reducing icing; for example, permeable asphalt is less likely to ice and become slippery than regular asphalt and can be considered for new construction of raised bikeways.





Make the best place to ride obvious

Providing easily-identified facilities that work for people riding side-by-side, using shared e-scooters, or riding e-cargo bikes will help guide riders into the bikeway and away from the sidewalk. People rely on a combination of formal information and obvious connections when deciding where to ride. Including additional elements like comprehensive wayfinding and intuitive, comfortable, and safe transitions between facilities improves the function of the bike network and of the sidewalk network.

Signs and markings are not a substitute for good design, but help set expectations for how to use the bikeway. They are helpful for clarifying the variety of ways people can use the bikeway and emphasizing that newly popular device types—like e-scooters and e-bikes—are welcome. When bikeways are designed for all ages, abilities, and micromobility options, people on bikes and scooters will prefer to ride in the well-designed bikeways instead of competing for space on a sidewalk.



In areas separated from motor vehicle lanes, e-scooter stencils are used to indicate to e-scooter riders where to travel. Scooter symbols on signs or markings are considered experimental under the 2009 U.S. Manual on Uniform Traffic Control Devices (MUTCD), so jurisdiction-by-jurisdiction decisions are made about whether to include them in mixed traffic conditions or to limit their application to separated bikeways.

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