

**MINUTES
BIKE, PEDESTRIAN, AND TRAILS COMMISSION
December 5, 2022**

CALL TO ORDER

Matt Gworek called the virtual/in-person meeting of the Bike, Pedestrian and Trails Commission to order at 6:01 pm on December 5, 2022.

ROLL CALL

The following members were present for roll call:

BPTC Members: Matt Gworek, Chairperson
 Niki Delson, Member
 Laurie Loeb, Member
 David Clair, Member
 Alex Rawal, Member
 Rick Blauvelt, Member
 Michael Gorman, Member

Town Staff Present: Kevin Schorzman, Staff Liaison
 Chris Hassig, Board of Trustees Liaison
 Kae McDonald, Boards and Commissions Clerk

CONSENT AGENDA

Motion Passed: Lauri ***moved*** to approve the Bike, Pedestrian, and Trail Commission meeting minutes from November 7, 2022. David ***seconded*** the motion, and it was ***unanimously approved***.

PERSONS PRESENT NOT ON THE AGENDA

There was no one present, not on the agenda, to address the Commission.

COMPLETE STREETS POLICY: WHAT IT IS AND WHAT IT CAN DO FOR THE TOWN'S BIKE AND PEDESTRIAN OBJECTIVES

Matt opened the topic by reminding the commission members that during the Comprehensive Plan update process, the concept of a transportation master plan was introduced and consequently the Bike, Pedestrian and Trails Commission members urged the Board of Trustees to elevate such a document to high priority. Matt stated that he thought a transportation master plan would incorporate solutions to many of the issues the Commission is struggling with. He pointed out that because of the many variations in Transportation Master Plans and Complete Streets documents, it is important for the commission members to understand what they are. Matt noted that, in his opinion, the Commission has an interest in a Transportation Master Plan as it relates to bike and pedestrian safety.

Alex shared his screen and introduced the topic of complete streets by reading the definition as stated by the United States Department of Transportation:

“Complete Streets are streets designed and operated to enable safe use and support mobility for all users.”

Alex pointed out that there are many elements that can make up complete streets – such as bike lanes, on-street parking, sidewalks, etc. -- but which elements are included is dependent upon the overall needs of the community. Alex noted that one interesting and easy element to achieve are street markings that reiterate posted signs (for example, speed limits marked on the driving lane to reinforce posted signage).

Alex listed several considerations that should be considered as a complete streets document is developed, such as project goals and scope, existing conditions, and municipal code, and explained that the document should align with the community’s comprehensive plan or transportation master plan. He explained that there are state and national funding options to achieve the document’s goals.

Alex referred to the two examples of Complete Streets programming in St. Paul, Minnesota, and Frisco, Colorado, noting that the outcome in St. Paul was a street design manual and an action plan. He added that Frisco adopted a complete street plan that further developed conceptual street crossings as defined in Frisco’s 2019 Community Plan. He explained that a common theme of both examples was that they set minimum standards for future development.

Alex suggested that a vision for complete streets in Carbondale should establish a specific objective and scope. He thought it worth investigating funding opportunities to develop an action plan and a street design manual.

Matt suggested that commission members consider what complete streets policy is and whether Carbondale needs one or the other and/or both types of documents. He noted the importance of community buy-in during the process.

Alex agreed and reiterated the importance of determining the goal and engaging the community before writing an action plan.

Matt asked if design elements should be included.

Alex replied that one of St. Paul’s deliverables was a street design manual and much of the public engagement in Frisco was a survey of design elements.

David referred to the Denver Regional Council of Governments (DRCOG) transportation planning and complete streets website (drcog.org) as an example of design guidelines that express intent and could be updated as projects progress.

Michael asked Alex if some towns have used a complete streets document to design a transportation master plan.

Alex answered in the affirmative but reiterated that a complete streets document should align with the vision of the transportation master plan. He added that transportation master plans tend to be more expansive documents.

Michael suggested using complete streets to help inform decisions.

Alex suggested that Highway 133 might be a good place to start with elements such as highlighting crosswalks or separating bike lanes.

Rick asked if Frisco had a good vision and then developed the design.

Alex replied that they set forth primary goals and used those along with best practices.

Niki pointed out that the overarching vision for the National Complete Streets Coalition (Smart Growth America; completestreets.org) is to prioritize safety over speed.

TRANSPORTATION MASTER PLANS: WHAT ARE THEY AND HOW DO THEY INCORPORATE COMPLETE STREETS POLICIES

Rick introduced the topic of transportation master plans and commented that there is a lot of information to digest because these types of plans tend to be more free form and wide ranging in topic, so there isn't a template to use as an example.

Matt asked if that was a matter of scope – for example, bike and pedestrian safety topics might be one section of a transportation master plan, while complete streets policies might be used to work on those objectives.

Rick replied that it was mostly a matter of what each community was focused on – for example, one community might focus on bikes and pedestrians, while another might focus on transit, parking, etc. He read through three definitions of transportation master plan:

“20-year strategy to ensure that residents, workers, business owners and visitors are provided a safe, reliable, multi-modal transportation network that meets the needs of all people of all ages and abilities (Arlington, Massachusetts).”

“To create and preserve a safe and inviting place for all people to travel, whether on foot, by bike, by bus, or by vehicle. This plan provides recommendations for programs, policies, and projects that will elevate the city's unique environment and prepare us for an equitable, sustainable, and healthy future. The Plan aligns with the Comprehensive Land Use Plan (Newport Rhode Island).”

He added that themes such as equity, sustainability and environmental concerns are baked in on a larger scale.

Matt asked if the transportation master plan objectives are broader compared to those of complete streets.

Rick answered in the affirmative. He read through several of the statements as listed under a transportation master plan purpose:

- A vision statement with proactive strategies for retention of human scale and deeply rooted community values particularly when confronted with growth pressures.
- Integration of transit, roads, bike, pedestrian, and environmental sustainability into the design, planning and development approval processes.
- Framework for an integrated multi-modal infrastructure which can minimize adverse development impacts and reduce the need for cars.

Rick pointed out that the priorities/values statement for Arlington, Massachusetts, was an inverted pyramid that established priorities, with pedestrian accessibility listed at the top and single-occupancy vehicles on the bottom.

Rick noted common themes for transportation master plans can overlap with complete streets in transit-related topics but can also cover other topics such as development, land use development and design, policies for emerging technologies (e-bikes, for example) and traffic calming features.

Alex commented that easing speeds was important for safety. He also thought it important for Carbondale to develop policy for emerging technologies.

Rick highlighted topics that might be included under design and analysis systems including travel demand management, transportation impact analysis, environmental characteristics, and placemaking. He pointed out that Vision Zero sets national standards for street design for eliminating accidents and deaths. He noted that a transportation master plan is a big undertaking, it is necessary to ensure priorities are established and there is sufficient community engagement. Rick completed his presentation with a potential vision statement for Carbondale:

“The Transportation Master Plan (TMP) will provide a comprehensive planning and implementation framework to proactively confront the pressures of growth and address transportation objectives outlined in the Carbondale Comprehensive Plan. It will provide strategies to make it safer and easier to navigate our streets and sidewalks through an integrated multimodal infrastructure that prioritizes biking, walking and transit use, while reducing single occupancy vehicle trips and decreasing greenhouse gases. To fully reflect the character and values of our community, the TMP will seek to inform land-use and development planning and will consider all facets of transit, traffic mitigation, and the design and management of walkways, bike paths and roads.”

David wondered if it was okay to state that the goal is to limit vehicle use.

Matt thought it was something to discuss and thought there could be encouragement to use other modes of transportation. He noted that there is a difference between complete streets and a transportation master plan and that it is important that whatever the Commission decides to recommend they need to determine how broad to make it. For an upcoming meeting with the Board of Trustees, Matt suggested including environmental policy as well as the differences between the two types of documents.

David preferred that the scope be broader, but not as detailed.

Matt thought that the Commission can lend support to Town staff and the Trustees but suggested focusing on items that relate to bike and pedestrian safety.

Rick thought it should be a vision for what they want the community to be in 20 or 25 years and wondered if that can be accomplished with a Complete Streets policy. He thought it was important to be proactive.

Matt explained that while Carbondale isn't expanding geographically, the infill growth and development increases demand on infrastructure and one goal should be to maintain the ability to walk downtown. He reiterated that the focus should be on bike and pedestrian safety.

Rick wondered if those topics could be addressed in isolation.

Matt cautioned against straying too far from the goals listed in the Comprehensive Plan Update.

David asked whether transit should be considered.

Matt thought it depends but wasn't sure where to draw the line. He encouraged the use of research to make recommendations.

Niki pointed out that intermunicipal transportation is important to community members but that they aren't likely to influence RFTA. She emphasized the importance of getting people out of their cars. She encouraged the commission members to stand up for what is articulated in place. She added that one thing demonstrated during the 8th Street process is that having on-street parking available on both sides of street along with the bulb-outs really is slowing people down.

Alex noted that he has ridden his bike down both 8th Street and Main Street and in comparison, he feels much safer riding on 8th Street.

Niki added that the economics of closing Main Street to traffic was beneficial to business owners.

Matt commented that if the Town could share a long-term vision of the community as it grows, that vision could lay the groundwork for community members' acceptance of proposed ideas. He noted that the 8th Street project provided good discussion on street design, and while he didn't think it was the right design for every street, it opens the door to explore various design options.

Chris noted that the Trustees have budgeted \$75,000.00 for a transportation master plan in 2023 and that will be combined with the practical level of Public Work's list to inform a street improvement plan. He explained that the Trustees rely on the BPTC to do distill ideas on where improvements can happen.

Kevin reminded the commission members that it is important for them to decipher what Carbondale wants so that the consultant hired to do the work is clear on what is needed.

Niki pointed out that there are locations within Town limits where sidewalks end, and pedestrians must walk in the street to get to where they are going. She suggested that addressing that issue could be a first step.

Michael added that the Commission can influence the project scope and plenty of opportunities to address the values of the community.

Matt suggested preparing a condensed version of Alex' and Rick's presentations to have available for anyone interested and then build off any recommendations that are made. He asked the commission members to review the Comprehensive Plan and identify items that express the vision for what the BPTC would like to achieve.

Rick expressed his willingness to work with Matt on a review of the Comprehensive Plan. He added that during his research, he was disappointed that he couldn't find a bike-friendly community of Carbondale's size.

Niki advised the Commission not to get stuck on the title of Transportation Master Plan and suggested that what they are really discussing is a multi-modal plan.

Kevin encouraged the commission members to review the Comprehensive Plan Implementation Matrix specific to multi-modal mobility and access, as well as the November 8th Board of Trustees meeting packet memo that discusses the Multi Modal Mobility and Access Plan (https://www.carbondalegov.org/government/board_of_trustees/agendas_minutes_packets.php) as a means to spark thought about this topic.

OTHER BUSINESS

Matt noted that Niki is not renewing her membership on the Commission. He expressed his appreciation for her constant voice supporting the biking and walking community and noted that she is an asset as a member of the Carbondale Age-Friendly Community Initiative. He noted that they will continue to work with Niki in that regard and that the Commission owes her a big thank you for all her work.

Niki commented that she received good guidance from Kevin regarding how the Town works and encouraged the commission members to seek his advice.

Matt noted that the Commission's regular meeting date (January 2nd) falls on a Town holiday. He suggested rescheduling the meeting to January 9th; due to Municipal Court being conducted in Room 1, that meeting will be conducted virtually with no in-person option.

ADJOURNMENT

The December 5, 2022, regular meeting adjourned at 7:32 p.m. The next regular meeting is scheduled for January 9, 2022, at 6:00 pm; please note that this meeting will be a **Virtual-Only** meeting.

Respectfully submitted,
Kae McDonald