



Bicycle & Pedestrian Advisory Commission

MINUTES

November 18, 2008 ■ 7:00 PM
Committee Room
Second Floor, City Hall

Members Present: Dan Clever, Diane Daniel, Alan Dippy, Jim Dunlop, Greg Garneau, Henri Gavin, Ken Kaye, Merry Rabb, Linda Smith, Jack Warman

Members Absent: Excused absences: Scott Carter, Lars Trost

Staff Present: Dale McKeel

Guests Present: Lee Murphy, Patrick Young

Public Present: None

1. Call to Order. Dan Clever called the meeting to order at 7:02 pm.
2. Meeting Minutes. The October minutes were not available for approval.
3. Introductions. BPAC members and others in attendance introduced themselves. New member Steve Saltzman was welcomed to BPAC.
4. Adjustments to the Agenda. The commission agreed to move two items to the beginning of the agenda: Introduction from Patrick Young, and ATT Phase E Trail.
5. Announcements. Dan announced that Bo Glenn has resigned as the DOST representative to BPAC. BPAC members said they hoped Bo can attend a future meeting so that they can thank him for his work on BPAC. Dan said he especially appreciated Bo's work as vice-chair of the Special Transit Advisory Commission.
6. Public Comments. None.
7. Introduction from Patrick Young, Assistant Planning Director. Patrick Young introduced himself and said he is the new assistant planning director overseeing development review and zoning. He commended BPAC members for their work and said he appreciated the time and commitment of citizen boards in Durham. He noted that there are three levels to consider in the development process: (1) adopted plans such as the comprehensive plan, the bike plan, or the pedestrian plan; (2) zoning --- a specific use of a site approved through a legislative process, and (3) site plan – less discretion for approval if meets ordinance requirements. He noted that BPAC can have a greater influence by focusing on adopted plans and zoning than on site plans. Regarding site plans, he said that if BPAC comments are ordinance based, that the planning and transportation staff should take the comments as their own and ensure that they are implemented. Jack stated that the BPAC Development Review Committee wants to make sure that the BPAC review process is aligned with what the planning department's expectations. Dale said that he

has met with Patrick and other planning staff and the schedule for commenting on zoning cases is being reviewed to ensure that it is compatible with BPAC's review schedule.

8. American Tobacco trail Phase E. Lee Murphy provided an overview of the project. He noted that the section of trail between NC 54 and Massey Chapel Road will be on a new alignment; the trail south of Massey Chapel will be on the old railroad right-of-way. Lee said he has been in contact with the management at Southpoint mall on a connection between the mall and the trail. He said the schedule is tight and they hope to complete construction of the bridge and trail by December 2010. Lee said there would be security lighting on the trail from Southpoint to NC 54 – there may also be decorative LED lighting on the bridge if the budget allows.

In regard to the mall, Lee said the city is discussing having a construction staging area on mall property. He said the mall understands that the trail will bring more customers, but anything the mall does to better accommodate access for trail users could be expensive. Lee said consideration should be given to the safety of trail users crossing the busy collector road around the perimeter of the mall parking lot. Lee said he would mention to mall management that BPAC has offered to help; he said that the mall would probably hire a consulting firm.

Lee said the city would be designing the signal at Renaissance Parkway. He said comments are still being accepted. He said he could provide BPAC with preliminary design plans for review. He said some sections of the trail would have major grades and this would need to be taken into account as part of the design. He said that the trail in Durham County is not being designed for horses.

9. Development Committee Report. Jack reported that at its last meeting, the committee discussed site plan review and plan distribution. The committee also reviewed the kmz Google Earth files that Dan has prepared which show the facilities from the adopted bicycle plan.
10. Bike Plan Implementation Committee Report. Dan reported that the committee discussed the status of the Durham bicycle map and the Phase 1 projects from the bike plan. He said the committee is developing cost estimates for some of the high priority projects in the plan and will propose possible packages of projects for funding. He discussed a letter from NCDOT on integrating the Main Street road diet with the bridge replacement in front of Duke East Campus. The letter noted that the city would need to address questions about intersection operations and fund restriping and resurfacing.
11. Pedestrian Plan Implementation Committee Report. Greg reported on the October 27 meeting to discuss the Duke Pedestrian Plan and asked if there were minutes from that meeting. Dale said that there is a note on the plan that describes how sidewalk construction will be coordinated with site plan approvals. Greg discussed two other positive developments – the circulator bus between Duke and downtown, and pedestrian-level signage downtown. Diane asked if the circulator route had been changed. Greg reported that Merry has joined the committee.
12. Communications Committee. Diane reported that the committee met recently. Phillip Barron attended to discuss reconfiguring the website with the committee. Henri is working

on the website changes. The committee selected version # 1 as the new BPAC logo. In response to a question, Diane stated that Phillip Barron and Alison Carpenter are the moderators of the listserv. She said that Alison has been invited to the January BPAC meeting to discuss the NC Active Transportation Alliance. She also said the committee wants to be more proactive in scheduling events for 2009. Diane also said that the committee has nearly finished the BPAC brochure.

13. American Tobacco Trail Encouragement. Ken discussed his ideas for getting the community ready to use the ATT connection when the bridge and Phase E are completed. He said there is a two-year time frame to plan and implement. He will prepare a white paper for next month's meeting.

14. Neighborhood Streetscape Project Letter. Dan discussed a letter on the streetscapes projects and the need to follow the adopted bicycle plan. Suggestions were made for the letter. On a motion by Diane and second by Jim, BPAC endorsed sending the letter as amended.

On a motion by Ken and second by Jack, the BPAC voted unanimously to extend the meeting to 9:15.

15. 2035 LRTP. Dale provided an overview of the proposed 2035 long-range transportation plan and answered questions about the transit options. BPAC members received copies of the plan materials and will contact Dale if they have additional questions or comments.

16. Nominating Committee. Dan noted that he has served two one-year terms as chair and cannot be elected to a third term per the BPAC bylaws. He suggested appointing a nominating committee consisting of the committee chairs (Jack, Scott, Alan, Greg). An election will be held at the December meeting. On a motion by Jim and second by Diane, the BPAC voted to endorse the creation of the nominating committee.

Meeting adjourned at 9:11 p.m. on a motion by Jim and second by Ken. Next meeting: November 18, 2008, at 7 pm.

Minutes respectfully submitted by Dale McKeel.

Action items:

- Send letter on ground floor retail for county parking deck (from August). (Dan)
- Present a "coast to coast" award to Judy Martell, former BPAC member and chair, in recognition of completing her goal to bicycle across the United States (from August). (Dale / Communications Committee).
- Check on status of interlocal agreement review with City Attorney's office (Dale)
- Send letter to Alan DeLisle of the City's Economic and Workforce Development Office requesting that the recommendations of the adopted bicycle and pedestrian plans be incorporated into the streetscape projects (Dan).
- Invite someone to speak on the Duke central campus plans at an upcoming BPAC meeting (Communications Committee).

- Send ideas for future speakers at BPAC meetings to the Communications Committee (BPAC members).
- Check on funding status and schedule for Anderson Street changes. (Dale)
- Provide bicycle parking details for inclusion in Public Works Reference Guide and/or UDO (Development Review Committee).
- Create a template for BPAC comments on zoning cases (Development Review Committee).
- Complete work on BPAC brochure (Communications Committee).
- Get notes from Duke Pedestrian Plan meeting (Dale).
- Prepare slate of officer candidates for December meeting (Nominating Committee).
- White paper on ATT encouragement activities (Ken).