

**Virginia Department of Transportation (VDOT)  
Statewide Bike/Ped Advisory Committee  
Fall Working Group Meeting Minutes**

600 E. Main St 12<sup>th</sup> floor North Conference Room  
October 30th, 2013

**1. Welcome and Introductions**

- The meeting started at 10:15AM
- Introductions occurred and each attendee stated their name, location, and interest/role
- John Bolecek (VDOT Bicycle and Pedestrian Planner) reviewed agenda, explained lunch, housekeeping

**Members Present:**

- Vanessa Aguayo (Representing Charlie Strunk) – Fairfax County
- Andy Alden, Virginia Tech Transportation Institute
- Fatemeh Allahdoust, VDOT - Northern Virginia District
- John Bolecek, VDOT - Central Office, Transportation and Mobility Planning Division (TMPD)
- Champe Burnley, Virginia Bicycling Federation
- Bruce Drees, Tidewater Bicycling Association
- Kelly Hitchcock, Central VA MPO
- Rob Hofrichter, VDOT - Central Office, TMPD
- George Homewood, City of Norfolk
- Stephen Read, VDOT - Central Office, Traffic Engineering Division (TED)
- George Rogerson, VDOT - Central Office, Location and Design (L&D)
- Michael Todd, Dept. of Rail & Public Transportation
- Lloyd "Bud" Vye, Richmond Area Bicycling Association
- Jennifer Wampler, Dept. of Conservation & Recreation (DCR)

**Presenters:**

- Pamela Liston, VDOT Local Assistance Division
- Young-Jun Kweon, VDOT – Virginia Center for Transportation Innovation and Research (VCITR)

**Guests:**

- Rory Rowan, VDOT - Central Office, L&D
- Ciara Williams, VDOT – Local Assistance Division (LAD)
- Cindy Engelhart, VDOT – Northern Virginia District
- Brianne Mullen, Partnership for Smarter Growth
- Juliellen Sarver, Citizen
- Mark Peterson, Virginia Commonwealth University (VCU), Planning

**Presentations**

The following presentations were given by VDOT employees. The topics and presenters are listed in bold, below. The PDFs of the presentations and the agenda are included in this package and should be

referenced in conjunction with these meeting minutes. The presentations are listed in the order they occurred which differs slightly from the agenda.

## 2. Draft Report “Guidelines for Bicycle Use of Controlled Access Facilities” Young-Jun Kweon

A PDF of the presentation can be found here:

[http://www.virginiadot.org/programs/resources/bike/2\\_BPACControlledAccess\\_103013.pdf](http://www.virginiadot.org/programs/resources/bike/2_BPACControlledAccess_103013.pdf)

Young-Jun Kweon gave a presentation on his report “Guidelines for Bicycle Use of Controlled Access Facilities”.

There was an explanation of report origins and scope. This report started as a part of the 2004 CTB Policy for Integrating Bicycle and Pedestrian Accommodations implementation.

Opportunity the report addresses: VDOT lacks objective criteria for recommending prohibition of bicycle use of state controlled access facilities.

- **Purpose:** To develop a guide to help VDOT determine when the permission of bicycles on right shoulders of controlled access facilities in Virginia is appropriate from a safety standpoint.
- **Scope:** Limited to bicycle use on state controlled access highways.
  - Scope does not include interstate highways or roads in incorporated cities or towns.
  - Scope does not address secondary roads.

The following method was used:

1. Data Collection: prohibition status, crashes, geometry (e.g., paved right shoulder width), traffic volume, and posted speed limit
2. Literature Review: federal and state guides and manuals
3. Database Development: primary highways only
4. Analysis: comparative analysis of review results, crash risk analysis, and stopping sight distance analysis
5. Guide Development
  - 1) Start from two relevant tables in FHWA’s 1994 report, “Selecting Roadway Design Treatments to Accommodate Bicycles”
  - 2) Modify the tables through nine-step procedure devised based on analysis results
  - 3) Add other considerations (e.g., civil rights consideration)

There was discussion from the group about the title of the report about whether the title would be better phrased using the word “permission” or “prohibition” in the title.

The final criteria are based on shoulder width, conditions, and speeds.

The Bicycle and Pedestrian Advisory Committee will be able to review the report before it is finalized.

Florida DOT did a limited access bridge pilot program after a state law was passed that can be used to inform this study and subsequent implementation.

Comment was made to be leery of this guide being interpreted as legal regulation by lawyers.

### **Questions that have not yet been answered and will be looked into:**

How will this guide be adopted?

Will VDOT evaluate routes and make recommendations e.g. traffic engineering studies?

Will it be presented to CTB?

What about design and signage guidance?

### **3. Update on Transportation Alternatives Program – Pam Liston, VDOT Local Assistance Division**

Pam Liston gave an update on VDOT's Transportation Alternatives Program.

A PDF of the presentation can be found here:

[http://www.virginiadot.org/programs/resources/bike/3\\_BPAC\\_TAPPROGRAM103013.pdf](http://www.virginiadot.org/programs/resources/bike/3_BPAC_TAPPROGRAM103013.pdf)

- The Transportation Alternatives Program (TAP) includes most of the eligible activities from the Transportation Enhancement (TE) Program, Safe Routes to School Program, and the Recreational Trails Program
- Total funding decreased under MAP-21
- Recreational Trails funding goes to DCR, the remainder of the TAP funding is then split evenly between Commonwealth Transportation Board (CTB) and Transportation Management Areas (TMA)
- TAP is a locally administered program, requires 20% local match, and may not use revenue sharing to match
- Eligible uses include bike/ped facilities, rail trails, bus shelters, etc. and scenic pull-offs
- Safe Routes to Schools "light giveaways" projects are eligible
- Eliminated bike/ped safety and education (only Kindergarten-8<sup>th</sup> grade allowed), historic (battlefields, driving tours)
- Eligible applicants: transit, tribes, local governments, schools, etc. MPOs and NGOs are NOT eligible
- Private universities are eligible as well as other state agencies but not State DOTs
- Safe Routes to Schools projects now compete with other types of projects and requires a 20% match
- MPOs now make selections in the TMAs (Richmond, NOVA, Hampton Roads, and Roanoke)
- November's applications are using FY15 funding which assumes federal legislation will either be extended or reauthorized

More information, including Pam Liston's contact information, is available at the VDOT TAP Website linked below: <http://www.virginiadot.org/business/prehancegrants.asp>

**The group broke for lunch at 11:45am**

**The Committee reconvened at 12:15pm**

### **4. Status of Bicycle Design in Virginia Manuals – George Rogerson, VDOT L&D**

George Rogerson, Location and Design Policy and Procedures Manager gave a presentation that covered three topics:

1. Updates to the 2012 AASHTO Guide for the Development of Bicycle Facilities
2. The Department of Rail and Public Transportation's (DRPT) Multimodal Design Guidelines
3. The Federal Highway Administration's (FHWA) memorandum supporting the use of the National Association of City Transportation Officials *Urban Bikeway Design Guide*.

A PDF of the presentation can be found here:

[http://www.virginiadot.org/programs/resources/bike/4\\_BPAC\\_BicycleDesign\\_103013.pdf](http://www.virginiadot.org/programs/resources/bike/4_BPAC_BicycleDesign_103013.pdf)

#### **Update on AASHTO Bike Design Guide 2012**

- Massively expanded from 3 to 7 chapters and 75 to 200 pages
- Cost of signal detection for bikes?
- Bike boxes, bike signals, and cycle tracks

#### **DRPT & VDOT Multimodal Design Guidelines**

- DRPT has developed statewide guidelines for multi-modal planning and design at the regional, community and corridor scales.
- Efforts began two years ago, VDOT involvement began about a year ago
- Meant to be used throughout the Commonwealth
- Borrowed heavily on ITE/CNU Designing Walkable Urban Thoroughfares guide (<http://www.cnu.org/themanual>)
- There are many tools for guidance: Road Design Manual (RDM), Green Book, ITE/CNU
- Multimodal Design Guidelines PDF available here: [http://www.drpt.virginia.gov/activities/files/DRPT\\_MMSDG\\_FINAL\\_oct31B.pdf](http://www.drpt.virginia.gov/activities/files/DRPT_MMSDG_FINAL_oct31B.pdf)
- The multimodal guidelines are meant for counties whose roads are on the VDOT system, but cities or towns can adopt them if they follow the system's planning process
- They will be adopted into the Road Design Manual and become "standards"
- Working with Fairfax County to complete a multimodal systems plan and allow them to use these new design standards
- Link to the Multimodal Design Guidelines Homepage: <http://www.drpt.virginia.gov/activities/MultimodalSystemDesignGuidelines.aspx>

#### **FHWA guidance on National Association of City Transportation Officials (NACTO) guide**

- There is an August, 2013 FHWA memo expressing support for NACTO, ITE, etc.
- Link to memo: [http://www.fhwa.dot.gov/environment/bicycle\\_pedestrian/guidance/design\\_guidance/design\\_guidance\\_flexibility.cfm](http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_guidance/design_guidance_flexibility.cfm)
- Link to the NACTO Bikeway Design Guide: <http://nacto.org/cities-for-cycling/design-guide/>
- Link to the NACTO Urban Design Guide: <http://nacto.org/usdg/>
- NACTO guides are typically more current than AASHTO guides as AASHTO requires more research and must be balloted by state DOTs

#### **5. Beaches to Bluegrass Concept Trail – Jennifer Wampler, DCR**

Jennifer Wampler, State Trails Coordinator for the Virginia Department of Recreation (DCR) gave a presentation on the status of the Beaches to Bluegrass Conceptual Trail Plan.

A PDF of the presentation can be found here:

[http://www.virginia.gov/programs/resources/bike/5\\_BPAC\\_B2B103013.pdf](http://www.virginia.gov/programs/resources/bike/5_BPAC_B2B103013.pdf)

- Beaches to Bluegrass Trail is more than 400 miles long and will connect communities across southern Virginia and provide convenient recreational and transportation opportunities to thousands of Virginians
- Consultant team is HNTB and Alta Planning
- Beaches to Bluegrass is one of many statewide corridors identified in the Virginia Outdoors Plan
- This links up several existing trails, i.e. Tobacco Heritage, Creeper Trail, New River Trail, etc.
- Serves many groups of people beyond cyclists including hikers and equestrians
- The 1979 state outdoor plan identified several potential corridors and linkages
- The trail provides a recreation opportunity for localities that do not have a parks department
- VA does not have a rail trails foundation to purchase corridors as they become available/are abandoned
- Next steps: additional outreach, plan review, encourage localities to apply for TAP and other sources of funding

#### **Role of the committee:**

John Bolecek led a discussion on the future of the committee.

A PDF of the master presentation for the meeting is available below:

[http://www.virginia.gov/programs/resources/bike/1-BPAC\\_Presentation103013.pdf](http://www.virginia.gov/programs/resources/bike/1-BPAC_Presentation103013.pdf)

- A discussion occurred on the structure and role of the committee. Currently, the committee advises VDOT's State Bicycle and Pedestrian Program, all suggestion and policy recommendations must go through John Bolecek for the Transportation and Mobility Planning Division to consider. The committee will remain in this form for the time being
- The committee's role is to review and provide comments on documents, research, etc.
- The committee exists because of a mutual interest by members and by VDOT
- Comment: Now we are caught up to speed on VDOT issues from the last two meetings, we can now spend less time on presentations, more time on brainstorming
- The committee currently advises staff only
- Comment: Committee could present targeted presentations on hot button issues then work-group sessions to take a unified message home to your stakeholders
- Comment: One committee role is identifying research need statements vetted and generated for VCTIR
- Comment: More roles: popularizing and educating on bike/ped issues, marketing / outreach, providing grassroots support to CTB
- Comment: One research idea, three foot passing laws, before and after for other states
- Virginia Bicycling Federation is looking into hosting a statewide bike summit – get professionals, advocates, UCI 2015, etc.
- Comment: Don't forgot the pedestrian issues, keep value and focus on ped issues, not just bikes, i.e. sidewalk gaps

Next meeting: March 26<sup>th</sup> 2014

Follow up items:

1. The Committee will maintain a list of the top five technical concerns

The following list of four was reviewed:

1. Develop methods for improving high priority shoulders
  2. Maintenance Payments / Funding loss from Road Diets
  3. Sweeping Bike Lanes / Snow clearing
  4. Urban Standards / Urban Retrofits / DRPT Multimodal Design Guidelines / NACTO
2. The Committee will maintain a list of the top five research concerns and will review and recommend research proposals to be heard before TPRAC
  3. Doodle Polls will be sent out to rank these issues before the new year