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WMPO Bicycle and Pedestrian Advisory Committee Meeting Agenda

TO: WMPO Bicycle and Pedestrian Advisory Committee Members
FROM: Abby Lorenzo, Senior Transportation Planner
DATE: April 4, 2018
SUBJECT: April 10, 2018 Meeting

A meeting of the WMPO Bicycle and Pedestrian Advisory Committee will take place on Tuesday, April 10, 2018 at 3pm. The meeting will be held on the 6th floor in Room 611 at 320 Chestnut St. The following is the agenda for the meeting:

- Call to Order
- Approval of the Agenda
- Public Comment Period
- Approval of minutes from February 13, 2018
- Old Business
 - WMPO BPAC Model Bike Parking Ordinance Review
- Reports and Discussion
 - Update from River to Sea Subcommittee
 - New BPAC sponsored Cross City Trail event
 - 2045 Metropolitan Transportation Plan – BPAC Responsibilities
- Announcements
 - Cape Fear Cyclists
 - River to Sea Bike Ride, May 5th at 7am (Additional BPAC volunteers?)
 - WMPO Staffing
 - WMPO Technical Coordinating Committee, Wednesday, April 11th at 10am
 - WMPO Board Meeting, Wednesday, April 18th at 3pm
- Next Meeting
 - June 12th, 2018 at 3PM

Wilmington Urban Area Metropolitan Planning Organization

City of Wilmington • Town of Carolina Beach • Town of Kure Beach • Town of Wrightsville Beach
County of New Hanover • Town of Belville • Town of Leland • Town of Navassa • County of Brunswick
County of Pender • Cape Fear Public Transportation Authority • North Carolina Department of Transportation

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- Adjournment

Attachments:

- Minutes from the February 13, 2018 BPAC Meeting
- WMPO BPAC Model Bike Parking Ordinance
- Minutes from the February 22nd and March 26th River to Sea Subcommittee Meetings

Meeting Minutes
Wilmington Urban Area Metropolitan Planning Organization
Bicycle and Pedestrian Advisory Committee
Date: February 13, 2018

Members Present:

Al Schroetel, Cape Fear Cyclists
Barnes Sutton, Town of Navassa
Katie Ryan, Wrightsville Beach
Karin Mills, Wilmington
John Carter, Town of Leland
Carol Stein, Pender County
Shawn Spencer, New Hanover County
Nick Cannon, UNCW
John Absi, Cape Fear Cyclist
John Allen, Bellville
Abby Lorenzo, WMPO

Additional Guests:

Pat O'Mahony, Pender County
Zoe Leonard, WMPO
Jason O'Brien, WMPO
Mike Kozlosky, WMPO
Bethel Paris, East Coast Greenway

1. Call to Order

A. Lorenzo called the meeting to order.

2. Public comment period

No public comment.

3. Approval of minutes from January 9, 2018

All in favor of approval of minutes

4. New Business

- S. Spencer and K. Ryan are nominated as Chairman and Vice Chairman. All in favor of S. Spencer for Chairman. All in favor of K. Ryan as Vice Chairman.
- A. Lorenzo went over bicycle ordinance documents in Agenda packet. A subcommittee made up of TCC members will review upon committee's approval.
- J. Carter asked if there would be more of a benefit to have more categories of use. A. Lorenzo answered that it may give a broader reach but the model ordinance can be altered to how the committee feels would be best.
- K. Mills expressed concern about requiring bicycle parking for change of use would be excessive.
- B. Paris suggested using a parking space for bicycle parking.
- K. Mills suggested changing the applicability statement to not require additional bicycle parking with change of use. It was suggested that it apply to new development only.
- M. Kozlosky asked if they committee had looked into bicycle corrals versus individual parking spaces.
- A. Lorenzo asked that committee members provide comments and suggestions regarding the ordinance by the end of the month. A. Lorenzo will meet with a TCC subcommittee and have a final ordinance to present to committee at April meeting.

5. Discussion

- A. Lorenzo explained that changes to R2S ride will have to go through TCC and WMPO Board.
- K. Ryan corrected the notes from the R2S subcommittee meeting that the showpiece aspect of the ride was still present and the educational piece had been lost.
- K. Ryan presented to the subcommittee that the R2S ride had not been held for 28 consecutive years.
- A. Schroetel stated that the mission of the R2S Ride's mission had changed. He explained that police escorts through intersections is not a realistic scenario and the safety aspect has been lost.
- A. Lorenzo updated the committee that she had questions from the community about when the event was happening
- S. Spencer updated the group that the subcommittee meeting had suggested that the R2S ride be changed to an event rather than a ride, showcasing the Cross City Trail and increasing the educational aspect of bicycling.
- C. Stein updated the group about liability insurance for the group. WMPO is able to cover the costs of the insurance for the event. She also gave information on the suggestion from the subcommittee meeting of various routes and start times for the proposed event.
- M. Kozlosky expressed concerns of changing the R2S ride to a new event would require a lot of additional effort.

- K. Ryan mentioned that the idea of changing the event has been brought up for several years.
- C. Stein said that the “seesawing” effect of the mass ride is a safety concern.
- J. Carter asked if it would be possible to use MLK as a route option, blocking off a section for a couple hours on the event date. S. Spencer said from his experience there are logistical issues with using MLK.
- K. Mills suggested starting the event earlier to reduce the number of participants and the traffic on the road. She expressed that she did not want to see the branding of river to sea to change. She suggesting limiting the number of people by requiring registration and having a cap of the number of people.
- B. Paris and M. Kozlosky asked if the committee wanted to continue the event.
- C. Stein said that limiting the number and moving up the start time and providing information through a flyer could help solve some of the issues brought up by the committee. After these modifications, the committee could evaluate if the issues were still present.
- M. Kozlosky suggested that if the committee would like to have a cross city trail event, the date should be moved to later in the year to allow for time to plan.
- C. Stein proposed that this year be continued with an earlier start time and a cap of riders. An additional event on the cross city trail is an option to showcase the trail.
- S. Spencer announced that the subcommittee will reconvene and discuss further planning of the R2S Ride.
- There was a vote on C. Stein's proposition for R2S ride. There was one opposed.
- S. Spencer went over the topic of electric assist bikes. The State has classified that e-bikes are not motorized vehicles and therefore are allowed on trails.
- J. Carter voiced his opinion that electric assist bikes will be problematic as far as for safety and land use.
- P. O'Mahony provided an update on the US 17 Project. The county went with 5 foot sidewalks on each side for about 5.5 miles.
- A. Schroetel expressed that a multiuse path would be a great opportunity.
- P. O'Mahony updated that a multiuse path was considered but the cost was a barrier.
- B. Paris asked if the county had looked into any other sources of funding.
- A. Schroetel suggested a resolution to support increased bicycle facilities. The resolution could be approved electronically.

6. Announcements

- WMPO TDM position has been posted and applications will be received through the end of the month.
- WMPO Board meeting February 29th at 3 p.m.

7. Next Meeting

- April 3rd, 2018 at 3 p.m. S. Spencer motioned to move the meeting. A second by C. Stein. All in favor.
- B. Sutton updated the committee on bicycle plan for Navassa.
- S. Spencer suggested a resolution of support for Navassa's More than a Trail Plan.

8. Adjournment

- A. Schroetel motioned to adjourn. A second by C. Stein.

On Thursday, February 22nd, 2018, S.Spencer emailed to the Committee two resolutions as requested during the February 13th meeting. The first requesting and encouraging the addition of a multi-use path along US 17 in Hampstead as part of the proposed access management improvement project planned by NCDOT. The second in support of the Brunswick County Greenway, Bike Routes, and Paddle Trail Plan. He requested motions be made, seconded, and a vote be taken by the committee if in favor of these motions.

S. Spencer also requested that a motion be made to return the date of the next Bike/Ped Committee meeting to April 10th, 2018 at 3pm.

K. Ryan made the following motions by email on Friday, February 23, 2018:

- Move to change the regular meeting of the WMPO Bike/Ped Committee from April 3, 2018 back to the regular meeting schedule of Tuesday, April 10, 2018 at 3:00 pm.
- Move to approve the Resolution Requesting and Encouraging the NCDOT and Pender County to Install a Multi-Use Path on US 17 Corridor in Hampstead
- Move to approve the Resolution Supporting the Brunswick County Greenway, Bike Routes, and Paddle Trail Plan

The motion was seconded by A. Schroetel.

The following committee members voted in favor by email:

- Katie Ryan
- Jerry Haire
- Barnes Sutton
- Karin Mills
- Joe Boyd
- John Carter
- Nick Cannon
- Carol Stein
- Shawn Spencer

This represented a majority of bike/ped committee members. Motions passed.

Bicycle Parking –

A. Applicability.

- a. The provisions of this section shall apply to all new development, **change of use, and/or substantial improvement. (Consider defining “substantial improvement”. Some development ordinances may have existing definitions for this.)**
- b. It is at the discretion of the Zoning Official to review and require bicycle parking facilities for land uses not specifically designated in this section.
 - i. **Criteria**
 1. **Type of use?**
 2. **Size of use?**
 3. **Area in town/city?**

B. Definitions.

- a. *Bicycle parking space* – an area at least 6 feet in length and at least 2 feet in width to accommodate secured storage for 1 bicycle.
- b. *Bicycle rack* – a fixture in which one or more bicycles can be secured
- c. *Short-term bicycle parking* – bicycle parking intended for 2 hours or less, appropriate for persons making short visits to commercial establishments.
- d. *Long-term bicycle parking* – bicycle parking intended for a period of 2 hours or longer, appropriate for residents, employees, transit users, and visitors to hotels in the nearby area **and at least 50% of the facility shall be covered;**

C. Number of Spaces Required.

Land Use	Typical Minimum Requirements		High Traffic/Urbanized/Tourist		Rural Areas	
	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term
Multi-family	1 space/4 units (25%)	1 space/4 units (75%)	1 space/unit (25%)	1 space/unit (75%)	1 space/10 units (25%)	1 space/10 units (75%)
Retail	1 space/1,000sf, minimum 5 spaces	1 space/10 employees, minimum 2 spaces	1 space/750sf, minimum of 5 spaces	1 space/4 employees	2 spaces or 1 per 5,000sf	2 spaces
Eateries/Food Establishments	1 space/5,000sf, minimum 4 spaces	1 space/10 employees, minimum 2 spaces	1 space/2,500sf, minimum of 5 spaces	1 space/4 employees	2 spaces or 10% of vehicular parking, whichever is greater	2 spaces
Office	2 spaces or 1 space/5,000sf	1 space/10 employees, minimum 2 spaces	4 spaces or 1 space/2,500sf	1 space/10 employees, minimum 2 spaces	Determined by review*	Determined by review*
Public Facilities (i.e. museums, churches, libraries, and similar uses)	1 space/5,000sf, minimum 4 spaces	None	1 space/1,500, minimum 8 spaces	None	4 spaces	None
Public and Private Schools, daycares	1 space/classroom	1 space/10 classrooms, 2 space minimum	5 spaces/classroom	1 space/5 classrooms, 2 space minimum	1 space/2 classrooms	Determined by review*
Parks/Outdoor Recreation	Determined by review*	None	Determined by review*	None	Determined by review*	None

Consider revising number of long term and short term spaces for schools. Suggested edit is to have more long term than short term.

Suggested long term parking for retail, eateries, office NOT be based off of employees.

Bicycle parking requirements apply to all new construction, expansion, or change of use requiring a zoning permit and inspection.						
Land Use	Typical Minimum Requirements		High Traffic/Urbanized/Tourist		Rural Areas	
	Short Term	Long Term	Short Term	Long Term	Short Term	Long Term
Multi-family	1 space/4 units (25%)	1 space/4 units (75%)	1 space/unit (25%)	1 space/unit (75%)	1 space/10 units (25%)	1 space/10 units (75%)
Retail	1 space/1,000sf, minimum 5 spaces	1 space/ 10-employees-2000 SF, minimum 2 spaces	1 space/750sf, minimum of 5 spaces	1 space/ 4-employees-1500 SF	2 spaces or 1 per 5,000sf	2 spaces
Eateries/Food Establishments	1 space/5,000sf, minimum 4 spaces	1 space/ 10-employees , minimum 2 spaces	1 space/2,500sf, minimum of 5 spaces	1 space/ 4-employees-1500 SF	2 spaces or 10% of vehicular parking, whichever is greater	2 spaces
Office	2 spaces or 1 space/5,000sf	1-space/10-employees , minimum 2 spaces	4 spaces or 1 space/2,500sf	1 space/ 10-employees-2500 SF, minimum 2 spaces	Determined by review*	Determined by review*
Public Facilities (i.e. museums, churches, libraries, and similar uses)	1 space/5,000sf, minimum 4 spaces	None	1 space/1,500, minimum 8 spaces	None	4 spaces	None
Public and Private Schools, daycares	1 space/ classroom-5 classrooms	1 space/10 classrooms, 2 space minimum	5 1 spaces/ classroom-5 classrooms	1 space/ 5-10 classrooms, 2 space minimum	1 space/ 2-10 classrooms	Determined by review*
Parks/Outdoor Recreation	Determined by review*	None	Determined by review*	None	Determined by review*	None
*Bicyclist parking shall be kept in lit areas						
*Bicyclist parking shall be just as convenient as vehicular parking						
*Bicyclist parking should be provided for employees in addition to parking required by land use						

*Factors for review shall include site access to bicycle facilities such as MUP's, greenways, and bicycle lanes. Consider making these more objective. "X" feet from MUP/greenway/bike lane.

D. Development Standards for bicycle parking spaces.

- a. Short term bicycle parking shall provide sufficient security from theft and damage. Bicycle racks shall be securely anchored to the ground, shall support the bicycle at two or more points to prevent damage to the bicycle, and shall be located in a visible and well-lit area.
- b. Long term bicycle parking shall provide a secure, limited access parking facility. The accommodations shall be well lit and at least 50% of the facility shall be covered. Examples include a room within a multi-family building or workplace, and an enclosure within an existing vehicular parking area.
- c. Recommended bicycle racks include "Inverted U", "Post & Ring", and "Wheelwell-Secure" racks. (Consider design standard or making these requirements)
- d. Bicycle parking shall be as convenient as auto parking and located within 200 feet from main entrance of structure or facility.

- e. Bicycle parking shall be sufficiently separated from motor vehicle parking areas to protect bicycles from damage by motor vehicles. When located adjacent to motor vehicle parking or right of ways, bicycle racks shall be located a minimum of 24" from edge of parking lot or roadway, and shall be spaced at a minimum of 36" apart.
- E. Development Standards for Multi-Unit Structures
- a. In the case in which a structure has more than one use or unit within the same structure, a bicycle corral can be installed to service all the units housed within the structure.
 - b. Bicycle Corrals are bicycle parking facilities that can accommodate up to 12 to 16 bicycles in the same area as a single vehicle parking space.
 - c. The objective is to provide sufficient parking for a range of potential uses while also limiting the cost of constructing additional bike racks in the scenario of changes of use within the structure.

River to Sea Bike Ride Meeting 2

2/22/18

The date of the ride is set to be May 5th at 7 am. The backup date will be April 28th at 8 am.

Check-in/Registration will have 2 tables for online registrants and day of registration. Bastian will do the online registration and the t-shirts will also be purchased online.

It is suggested to have a volunteer set aside to check bikes as needed before the start of the ride.

Extra bike pumps will be needed for this year's ride.

WAVE transit will have a shuttle available. Two vehicles were used last year but it was decided adding an additional vehicle is needed for 2018.

Abby, Katie, and Zoe will be meeting with police to discuss traffic support.

Educational material (i.e. hand signals) will be included with the registration. Last year safety/educational piece was included on the back of the raffle ticket.

There was a discussion about making participants aware of the bridge. It was decided to encourage caution throughout the entire race rather than focus on the bridge.

Raffle coordination will be handled by Adrienne.

The subcommittee noted that participants should be made aware that it is a 20 mile ride and to transportation arrangements if they are unable to make it back.

Katie has the PA system.

Abby will send out a doodle poll for the next meeting date.

River to Sea Subcommittee Meeting Notes – March 26, 2018

Members Present:

- Carol Stein
- Al Schroetel
- Bill McDow
- Sam Burgess
- Steve Whitney
- Katie Ryan
- Abby Lorenzo
- Zoe Leonard

We now have written acknowledgement from all local police and are able to submit the event application to DOT.

Bastian is setting up online registration.

Adrienne has the promotional material ready for the event. We are moving the website for the River to Sea Ride to a “Bike Month” tab on the WMPO website. The old url for R2S will direct to the new tab.

We have sponsors lined up and will be getting logos to Queensboro. Katie has reached out to Publix and they will be a new sponsor for this year. Nick is reaching out to Target as a possible sponsor.

75 t-shirts were ordered last year. Our goal is to have t-shirt orders finalized by April 9th.

Sag vehicles – Decided that we will have 2 vehicles for bikes and 2 vehicles for passengers.

Volunteers:

- 2 for check in
- 2 for registration
- Sag vehicles (WMPO staff)
- Wrightsville Beach T-shirts

We will make an announcement to use caution on Heide Trask (Shawn was nominated to make announcement)

Zoe is creating a phone list for volunteers and will send a copy to police.

The next meeting date is May 1st at 3 pm.