

# Work Session

<b>Agenda Item #</b>	4
<b>Meeting Date</b>	February 17, 2016
<b>Prepared By</b>	Erkin Ozberk Senior Planner
<b>Approved By</b>	Suzanne R. Ludlow City Manager

<b>Discussion Item</b>	Presentation and Discussion of Takoma Park Streetscape Manual
<b>Background</b>	<p>The City maintains hundreds of pieces of furniture, lighting, wayfinding signs, bike racks, etc. on public rights-of-way in residential neighborhoods and commercial districts. Functional, accessible, and well maintained public spaces improve quality of life in Takoma Park by fostering community, enhancing business vitality, and supporting environmental and economic sustainability.</p> <p>In 2012, the City Council adopted the New Ave Streetscape Standards for the New Hampshire Avenue commercial corridor and, in 2015, the City Council accepted the (Council-appointed) Residential Streetscape Task Force final report, “Takoma Park’s Residential Streetscapes: Safeguarding our Distinctive Visual Character.”</p> <p>Initiated in 2014, and building on the guidelines and recommendations from these earlier documents, the Takoma Park Streetscape Manual was developed by the Housing and Community Development and Public Works departments. The Streetscape Manual documents existing policies, practices, and decisions to ensure consistency of future installations and replacement in correct locations. It provides both a mapped inventory of all streetscape elements in public right-of-way installed by the City and an overview of each element that includes product name and manufacturer, dimensions, colors, installation instructions and locations, and applicable customization details.</p> <p>The manual is to be used by all City staff, City contractors, and Council-appointed boards and committees engaged in installing, replacing, and maintaining streetscape elements. Examples of times the manual would be used:</p> <ul style="list-style-type: none"> <li>• City staff is reviewing a Site Plan application and requests a developer install street lights along a public right-of-way.</li> <li>• City staff is directing a utility contractor to repair/resurface a road with pavement markings for bicycle facilities or a sidewalk that had a special finishing detail in a commercial district.</li> <li>• City staff is reviewing a community grant application that involves streetscape elements like seating or signage in the public right-of-way.</li> <li>• Council-appointed board/committee is recommending a project that involves streetscape elements (seating, lighting, signage, bicycle facilities, etc.) in the public right-of-way.</li> </ul>

	<p>The Streetscape Manual is divided into five discrete Planning Districts:</p> <ol style="list-style-type: none"> <li>1. <u>Citywide</u>: Includes signage for streets, wayfinding, and bicycle route wayfinding, as well as ADA ramp colors and crosswalk striping.</li> <li>2. <u>Flower Avenue</u>: Identifies distinct products used in the Flower Avenue Green Street project.</li> <li>3. <u>Historic District</u>: Identifies specific products to be used in the Historic District, including both the residential and commercial areas (Old Town and Takoma Junction).</li> <li>4. <u>The New Ave</u>: Includes elements in the New Ave Streetscape Standards, as well as some products specific to Holton Lane.</li> <li>5. <u>Residential</u>: Includes elements such as seating and receptacles that are different from those to be used in the residential areas in the Historic District, on Flower Avenue, or on The New Ave.</li> </ol> <p>The Streetscape Manual will be on the City’s website and is to be updated annually by the Housing and Community Development and Public Works Departments to reflect new plans, policies, and decisions.</p> <p>Because the provisions of the Streetscape Manual will apply across the City, it is appropriate to share the draft Streetscape Manual with neighborhood and business associations, major institutions, Historic Takoma, the former members of the Residential Streetscape Task Force, and other stakeholders and hold a public hearing before the Streetscape Manual is adopted by the City Council.</p>
<b>Policy</b>	<p><i>Sustainable Community</i></p> <ul style="list-style-type: none"> <li>• Expand and enhance existing infrastructure to provide access to, and promote increased use of, alternative modes of transportation and walking.</li> </ul> <p><i>Livable Community</i></p> <ul style="list-style-type: none"> <li>• Ensure that all City facilities are well maintained and negative visual and environmental impacts on adjoining neighborhoods are minimized.</li> </ul> <p><i>Engaged, Responsive, and Service-Oriented Government</i></p> <ul style="list-style-type: none"> <li>• Develop synergistic and collaborative relationships among all City employees and across departmental lines.</li> </ul> <p style="text-align: right;"><i>- Takoma Park Strategic Plan FY2010 – FY2015</i></p>
<b>Fiscal Impact</b>	N/A

<b>Attachments</b>	<ul style="list-style-type: none"> <li>• Draft Streetscape Manual (<a href="http://documents.takomaparkmd.gov/initiatives/project-directory/20160208-takoma-park-streetscape-manual.pdf">http://documents.takomaparkmd.gov/initiatives/project-directory/20160208-takoma-park-streetscape-manual.pdf</a>)</li> <li>• Streetscape Manual Contents with future updates</li> <li>• New Ave Streetscape Standards (<a href="http://www.theNewAve.com/files/docs/new_ave_streetscape_standards_web.pdf">http://www.theNewAve.com/files/docs/new_ave_streetscape_standards_web.pdf</a>)</li> <li>• Residential Streetscape Task Force Final Report (<a href="http://bcc-takomapark.s3.amazonaws.com/Residential-streetscape-task-force/Streetscape-Task-Force-Report.pdf">http://bcc-takomapark.s3.amazonaws.com/Residential-streetscape-task-force/Streetscape-Task-Force-Report.pdf</a>)</li> <li>• Draft Resolution adopting the Takoma Park Streetscape Manual</li> </ul>
<b>Recommendation</b>	Hear presentation
<b>Special Consideration</b>	

Introduced by:

**CITY OF TAKOMA PARK, MARYLAND**

**Resolution No. 2016-**

**Resolution Adopting the Takoma Park Streetscape Manual**

WHEREAS, the City of Takoma Park installs and maintains hundreds of pieces of furniture, lighting, wayfinding signs, bike racks, etc. on public right-of-way in residential neighborhoods and commercial districts; and

WHEREAS, functional, accessible, and well maintained public spaces improve quality of life in Takoma Park by fostering community, enhancing business vitality, and supporting environmental and economic sustainability, and

WHEREAS, the City has made efforts in recent years to design and improve residential and commercial streetscapes with intentionality and creativity, using high quality products and treatments that are both functional and communicate the City's unique identity; and

WHEREAS, on October 15, 2012, the Takoma Park City Council adopted by Resolution 2012-56 the New Ave Streetscape Standards, developed to guide streetscape improvements along New Hampshire Avenue and University Boulevard resulting from both private redevelopment and public infrastructure projects; and

WHEREAS, on November 13, 2013, the Takoma Park City Council appointed five residents to the Residential Streetscape Task Force, to develop a residential streetscape policy and design guidelines for review; and

WHEREAS, the Residential Streetscape Task Force presented a final report to the City Council on April 20, 2015 outlining recommendations to establish a policy statement on streetscapes in the community, greater inter-departmental coordination on streetscape improvements, the development of a streetscape style manual, and special consideration to distinct neighborhoods like the historic district; and

WHEREAS, City staff developed the Takoma Park Streetscape Manual that provides a mapped inventory of all streetscape elements installed by the City in public rights-of-way to ensure consistency of installation and replacement in specified locations of the city; and

WHEREAS, the Takoma Park Streetscape Manual incorporates the New Ave Streetscape Standards and addresses many recommendations in the Residential Streetscape Task Force final report; and

WHEREAS, the Takoma Park Streetscape Manual is a city-wide document applicable to both City and State maintained rights-of-way, with discreet guidance for Flower Avenue, New Hampshire Avenue, the Takoma Park Historic District, and residential areas; and

WHEREAS, the Takoma Park Streetscape Manual is intended to be used by all City staff and City-appointed boards, commissions, and committees, when proposing, reviewing, installing, and replacing streetscape elements in the public right-of-way; and

WHEREAS, the Takoma Park Streetscape Manual will be published on the City's website and updated annually by City staff.

NOW, THEREFORE BE IT RESOLVED that the Council adopts the Takoma Park Streetscape Manual.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2016.

Attest:

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Jessie Carpenter  
City Clerk

## **Takoma Park Streetscape Manual Overview and Future Updates**

### **Initial Release (Winter 2016)**

#### Citywide

- Wayfinding Signage
- Bicycle Wayfinding Signs
- Street Name Signs
- Sidewalks
- Flexi-pave (application and color)
- Tree boxes
- ADA Detectable Warning Mats
- Crosswalks (striping)
- Speed Humps
- Bikeway Pavement Markings
- Bike Parking
- Bike Repair Stations
- Rotating Transit Information Tubes
- Bus Shelters

#### Flower Avenue

- Lighting
- Receptacles

#### Historic District

- Lighting
- Seating
- Receptacles
- Bollards

#### The New Ave

- Lighting
- Seating
- Receptacles
- Planters

#### Residential Neighborhoods

- Seating
- Receptacles

#### Appendices

- Public Art
- On-Street Bicycle Pavement Marking Plans

### **Future Updates (reviewed annually in summer/fall, replacement equipment ordered in spring)**

- Add new products and remove old/discontinued products
- Review bikeways pavement markings and expand if necessary
- Add Parking information (including curb painting and signage)