

Takoma Park Safe Roadways Annual Report - 2016



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Summary of Recommendations

This report reviews the achievements of the Safe Roadways Committee over the past year, in accordance with the Takoma Park Municipal Code, section 2.16.130(D). Among the most important responsibilities of the Safe Roadways Committee is to advise the city council on matters related to transportation. While the report provides only a brief summary of the committee's 2016 recommendations, it recounts in full the committee's recommendations as well as the Committee's actions and processes in Takoma Park. One of the Committee's top 2016 priorities was to improve the City's traffic calming practices. The Committee worked on this recommendation throughout 2016, finally delivering its formal recommendation to the city council in early 2017. This recommendation is included in the 2016 report, however, as it was a 2016 priority. The recommendation is:

A re-evaluation of traffic-calming practices in the city to more effectively slow automobiles and to reduce the negative secondary impacts of certain traffic-calming measures. (Appendix 2:1)

The Safe Roadways Committee also advocated for allowing bicycles to be ridden on sidewalks in the city of Takoma Park, which is currently against the law. The committee recommended that this law be changed and attended a city council meeting at which the issue was debated. The city council has yet to make a decision on the matter, and the committee maintains its stance that bicycles should be allowed on sidewalks. Given the density of people who walk, bicycles are not anticipated to negatively impact walking. Additionally, any additional risk to cyclists of sidewalk riding is more than overcome by the sense of safety that certain riders will feel being out of traffic.

In addition, the committee gave its recommendations to the city regarding the closure of the Carroll Ave bridge, since it was a major event in the disruption and reshifting of traffic. The Safe Roadways Committee has continued to actively discuss the effects of the bridge closure, most notably at the intersection of Sligo Creek Parkway and Maple Ave.

The Safe Roadways Committee also made recommendations related to the city's report on the Takoma Park streetscapes manual in 2016. The components of any urban environment involve spaces that are important to transportation, and therefore the committee made recommendations on how these features could possibly impair ease of transit for pedestrians, bicyclists, transit users, and motorists.

Safe Roadways Committee in 2016

2016 Priorities

- Traffic calming
- Outreach
- Improving data collection on traffic, walking, biking, accidents, and other transportation-related issues and using that data in a way that benefits all residents of the city
- Bike lane improvements

2016 Recommendations and Accomplishments of the Safe Roadways Committee

Traffic Calming

The Safe Roadways Committee wrote a detailed traffic-calming recommendation that it presented to the city council. In this recommendation, we suggested that the city take the following actions. The full report is available in Appendix 2.1.

1. Immediately amend Takoma Park Municipal Code Chapter 13.28 to eliminate the presumption that speed bumps/humps are the default traffic-calming measure of choice.
2. Immediately repeal Takoma Park Administrative Regulation 96-1, which puts in place a speed-bump petition process, and replace with administrative regulations that petition for broader traffic-calming measures that do not have a bias for speed bumps.
3. Direct city staff to utilize the step-by-step process detailed below in the "Determining Appropriate Traffic Calming" section of the recommendation.
4. Ensure that each traffic-calming solution employed has no significant negative impact on emergency vehicle response times and delivery of emergency services.
5. Ensure that traffic-calming solutions minimize negative secondary impacts.
6. Implement traffic-calming solutions that actively promote alternative modes of transportation, as directed by the city council in Takoma Park Municipal Code, Chapter 2.16.110, to "encourage Takoma Park residents to use alternatives to driving, including walking, bicycling, and transit."

7. In consultation with the Safe Roadways Committee, direct city staff to adopt design standards for each traffic-calming measure employed within Takoma Park and set a deadline for these design standards.
8. As budgets permit, replace any existing traffic-calming measures that are inconsistent with the above recommendations.

The committee suggested that traffic-calming measures be implemented in the following order or combination of steps to most effectively calm traffic while reducing negative secondary impacts:

1. Reduced speed limit
2. Additional police enforcement
3. Sidewalk installation
4. Choke-points
5. Overall street narrowing
6. Chicanes
7. Speed tables
8. Raised crosswalks
9. Intersection bump-outs
10. Speed humps engineered to slow traffic to the speed limit and not slower

The committee made these recommendations due to the following impacts of certain traffic-calming measures: slower emergency vehicle response times, air pollution and vehicle emissions, noise pollution, and burden-shifting of traffic.

Bridge Closure

In preparation for the closure of the Carroll Ave Bridge the Safe Roadways committee noted safety measures that had been committed by the State Highway Administration and the City of Takoma Park yet had not been implemented ten days before the closure of the bridge as well as recommended certain measures be met. Since many of the commitments and committee identify issues involved pedestrian, bicyclists, and automobile concerns the committee felt that affected neighbors needed these commitments to be met and/or improved upon in order to best transition towards the bridge closure. The main commitments identified and recommendations made by the Safe Roadways Committee are included below (Appendix 2.2).

Newly constructed sidewalks connecting to the eight-foot wide temporary Carroll Avenue pedestrian bridge are less than four feet wide, which creates difficulty for simultaneous pedestrian and bicycle use... We ask SHA to widen the sidewalks to be consistent with the bridge where it is feasible to do so.

SHA committed to a crosswalk on Old Carroll at Carroll Avenue

SHA has agreed to install a crosswalk at Boyd and Carroll

Stop signs on Flower Ave at Maplewood Avenue have not been installed

To date no signs have been put in place, and commuters have no current advance warning of need to review alternative routes

Crosswalk markings and Pedestrian crossing signs on Maple Ave at Grant, Lee, Sherman, Ritchie and Lincoln are to be refurbished. New raised crosswalks have been placed at some intersections, but other do not appear to have been touched to date.

Painting ALL crosswalks and stop bars on Maple Ave has not been done.

Painting Center Line on Maplewood Avenue was committed to in the plan.

Streetscape Recommendations

In 2016, the Safe Roadways Committee made many recommendations to the streetscapes document in order to reflect what the committee believed would be best for transportation in the city. The recommendations were in response to the purpose and intended use, bicycle wayfinding signs, sidewalks, speed bump raised sidewalk, flexipave, bikeway pavement markings, planning districts, luminaries, receptacles, seating, bollards, and planters. The following are the primary recommended changes the committee made to the document. The full set of recommendations can be found in Appendix 2.2.

Suggest inserting “This manual is not intended to limit future changes to the markings, street furniture, signs, racks, or other public items that may improve walkability, bikeability, and transit throughout the City.”

Please specify that any tree planting should be done in a manner so as to not preclude the later installation of sidewalks.

In order to facilitate the possibility of later installing sidewalks, trees should not be planted so that a sidewalk could not be installed or so that a tree would need to be cut down if a sidewalk were installed.

This document should show similar diagrams for ALL traffic calming, not just speed bumps... there should be some mention of cuts in the speed bumps for bicycles. We don't want to preclude that in the future.

State highway and NACTO guidelines conflict. Recommend taking out the state sharrow guidelines and putting our own standards... The Takoma Park sharrow standard should read: “install shared lane markings in center of lane as measured from edge or parked cars to center of pavement or left lane marking where there are more than one lane in the same direction. In no case should sharrows be installed in “door zone” where a cyclist riding within the sharrow could be impacted by an opening car door.”

Recycling and trash should have different colors, and the colors should be consistent everywhere containers are located.

For all luminaires, please add “dark-sky compliant” in accordance with the International Dark-Sky Association . This was a TFEA recommendation.

Bollards should be used sparingly. They are a collision hazard for cyclists. Where they are absolutely necessary, they should have a reflectorized strip around them that can be seen at night by a cyclist's headlights. They should also leave sufficient space for wheelchairs and bicycles with panniers.

Planters should not block walker, cyclist, or wheelchair traffic.

LED Lights

The Safe Roadways Committee discussed the effect of certain lights on travelers in and through the city, especially people who walk. Recently, LED lights have been installed or have replaced older lights in the city. The Safe Roadways Committee recognizes the possibilities for reducing energy use by converting streetlights to LED bulbs. However, the committee believes that such conversion should provide a comfortable environment for pedestrians and must not come at the cost of public health or the city's aesthetic appeal.

Thus, the committee has examined possible improvements to lighting in the city so that LED streetlights are as warm as possible in the color spectrum. The committee recommended that LED lights should not increase a street's overall brightness, LED lights should be shielded to avoid light trespass and glare to all persons, and all fixtures should be certified night-sky compliant by the International Dark Sky Association.

A committee member testified on this issue twice, first on Sept. 21, speaking in their personal capacity, and again on Oct. 19, speaking on behalf of the committee. This member met with the Public Works Director and her staff on Nov. 3 and Dec. 15 to learn about the city's negotiations with PEPCO. And at those meetings, as well as in a meeting with the mayor on Oct. 22, this member discussed the need for an ordinance that would apply the principles of noninvasive lighting to all settings, including commercial, public, and residential properties, particularly apartment buildings, as well as in parking areas.

[Outreach: Street Festival](#)

The Safe Roadways Committee secured a booth at the Takoma Park Street Festival in October 2016 with the aim of reaching out to community members to learn more about their feedback and priorities regarding roadways and to let more people know about the existence of the committee.

The initiative was a success from the committee's perspective, as it allowed us to engage with many people about their priorities and concerns, collect written responses about issues of interest to them, and share resources such as the Takoma Park bike map. The committee also shared information about the Carroll Ave bridge construction and detour, which was of interest to many who stopped at the booth.

Matters about which people expressed concern included the possibility of moving the crosswalk on Philadelphia Ave by the library to a point aligned with the sidewalk on the eastern side of Cedar Ave; the length of time it takes to get a walk signal on Carroll Ave where Philadelphia Ave ends; the need for a single crosswalk across Carroll Ave by the Takoma Park-Silver Spring Co-op; motorists' failure to stop at stop signs and crosswalks; the need for crosswalks at both Holly Ave and Philadelphia Ave, and at Park Ave and Philadelphia; and pedestrians' failure to use crosswalks.

In addition to pedestrian issues, there were concerns related to biking, including the tendency of drivers to open car doors without looking for approaching cyclists, and about cyclists riding with headphones or riding at night without proper lights.

There was also a suggestion to close Sligo Creek Parkway to cars seven days a week, instead of only on Sundays, and a concern about the intersection of Holly and Philadelphia Aves, with some people expressing support for replacing the existing stop sign with a traffic light.

An easier and more streamlined method for residents to report concerns to city staff and work with city staff to resolve these issues may encourage more residents to raise their concerns and make needed changes to the city's roadways. Some residents expressed a lack of knowledge of who to contact or how to go about discussing issues related to roadways.

Acknowledgements

The Safe Roadways Committee would like to thank Mayor Kate Stewart; City Council members Peter Kovar, Fred Schultz, Rizzy Qureshi, Tim Male, Terry J. Seamans, and Jarrett Smith; City Manager Suzanne Ludlow, City Planner Erkin Ozberk (who resigned during the year); and the Takoma Park Police Department. A special thanks to City Clerk Jessie Carpenter for her tremendous help throughout the year.

Appendices

Appendix One: Members of the Safe Roadways Committee

- Frank Demaris
- Joe Edgell (Chair)
- John Gorman
- Kacy Kostiuk
- Mike Moore
- Katheryn Phillips
- Mark Sherman
- Liz Cattaneo
- Nick Finio
- Wren Rogers

Appendix Two: Full Recommendations

Appendix 2:1

Link to the Safe Roadways Committee traffic calming recommendation:

<https://drive.google.com/file/d/0BxZik0kWfBBjRU11RjZRVWZLVFN5UHFLdkYxb0p0bGNjSEhj/view?usp=sharing>

Appendix 2.2

Link to the Safe Roadways Committee recommendations on the Carroll Ave bridge closure

<https://drive.google.com/file/d/0BxZik0kWfBBjeTd1Rk5seWIKUWRsSIE4QVIDQTVqOVZrODdN/view?usp=sharing>

Appendix 2.3

Link to the Safe Roadways recommendations on the Takoma Park Streetscapes Report:

<https://drive.google.com/file/d/0BwREJpQwb0qDLUUwdmR0M2IIMnM/view?usp=sharing>

Appendix Three: Meeting Minutes

Appendix 3.9

City of Takoma Park Safe Roadways Committee

**Monthly Meeting, August 15, 2016
7:30 p.m. – 9:00 p.m. Hydrangea Room**

DRAFT MINUTES

Agenda

1. Housekeeping (agenda and meeting-minutes approval) – (5 mins)
2. Public comments – (5 mins)
3. Traffic Calming Recommendation – (30 mins)
4. Piney Branch Sligo Creek Crosswalk Update – (5 mins)
5. Carroll Ave Closure Traffic Discussion – (15 mins)
6. Coop Development Update – (10 mins)
7. TP Newsletter Article – (10 mins)
8. Next month's meeting date & agenda suggestions – (5 mins)

Housekeeping:

1. The meeting convened at 7:30pm with quorum in attendance: Joe Edgell, Frank Demarais, Nick Finio, Mike Moore, Liz Cattaneo, Mark Sherman, Katherine Phillips, John Gorman
2. Agenda approved unanimously.
3. Minutes from July meeting, deferred to September meeting.

Public Comments:

Mary Jane Muchui of Boyd Avenue spoke about issues she has encountered. She reported: i) the height of speed bumps on the 300-400 block of Boyd Avenue cause discomfort for people who drive over them, especially seniors; ii) the bump out traffic calming at Boyd and Jackson causes some vehicles to drive aggressively around them, and some have very high grass and plantings which obscure visibility ; iii) lack of sidewalks on both sides of the street limit pedestrian safety; iv) sidewalk repairs are needed to avoid pedestrian injuries, such as she suffered on Carroll Avenue, reporting uneven pavement between Coop / fire station and near Ace Hardware; v) and suggested longer pedestrian cross signals at Carroll / Maple.

Suggestions from the Committee included making direct reports of safety issues to the City's Department of Public Works, with location and description. Residents can use a smart phone app, MyTkPk, for Apple and Android phones to directly report issues.

Traffic Calming :

Nick reviewed the code language he had circulated. New sections C. and D. were added to address a process for determining the most appropriate type of traffic calming for a given situation, recommending determining most appropriate speed for the roadway; measuring current speeds on the section; then selecting an appropriate traffic calming option from a list of nine options priority ranked.

Discussion included the challenge of how residents could petition the City and Council in a way which reduced the decision making challenges. The current prioritization of speed bumps reflects the City's adoption of a simplified decision process for that option. The Committee was requested to work on suggestions for a process to simplify the decision process, and reduce the challenges for decisions.

One option discussed for simplifying the City's process involved using existing national or civil engineering guidelines for evaluation, design, and installation (such as Federal Highway Admin). Current City guidelines have very specific designations only for speed hump positioning, and use of alternative standards could reduce the burden of writing expanded standards for other traffic calming.

An additional suggestion was for consideration of language on how to remove existing speed humps, or other traffic calming if analysis showed preferred alternatives.

Committee was requested to make suggestions on Code language by August 21; to get back to Joe with any suggestions on his Recommendation document; and to work on helping find supporting analysis, research and data on vehicle damage, environmental impacts and impact on alternative routes.

Piney Branch & Sligo Creek Crosswalk

Mark described an accident he witnessed at the temporary cross walk installed about 70 feet south of Sligo Creek on Piney Branch Ave., due to a car stopping for a pedestrian and another car banging into the stopped car. He has engaged State Highway Admin on the issue of pedestrian and bicycle safety at the location, and even though the project has an October completion date, he hopes SHA will install additional warning signs to alert drivers and cross walk uses.

Carroll Ave Bridge Closure

Frank reported that since the closure on July 25, the detour route was operating well, with the new traffic lights clearing the Maple Ave bridge over Sligo Creek efficiently, and all recommend signage and painting completed before closure. Real test will come when vacation season ends and schools open. Others noted that the stop signs on Sligo Creek Parkway at Old Carroll were not readily visible and numerous vehicles fail to stop at the three way stop.

Coop Development : topic deferred to another meeting

TP Newsletter Article Opportunity

Frank reported on an offer from the Takoma Park Newsletter editor for SRC to periodically submit articles on safety and transportation issues. SRC could submit 400 – 500 word articles, with a photo. Committee endorsed the approach. Frank will develop a sign up process for committee members who chose to write an article, and will coordinate with the editor.

Next Meeting September 19

[Appendix 3.10](#)

City of Takoma Park Safe Roadways Committee

Monthly Meeting, September 19, 2016

MINUTES

1. The meeting convened informally at 7:30pm with the following members in attendance: Joe Edgell, Kacy Kostiuk, Mark Sherman, and Frank Demarais. Mike Moore and Liz Cattaneo arrived at 7:40pm to create a quorum.
2. Troy Jacobs, who lives in Ward 5, spoke as a member of the public. He's a pediatrician and when he lived in California became interested in the built environment as it relates to childhood obesity. His area of expertise is immigrant health. He noted that there are some funding opportunities that could be taken advantage of. One is from the Robert Johnson Foundation, which had funding about 6 months ago, as well as others. He wanted to come to the Safe Roadways Committee meeting to see what the committee does as it relates to applications for funding projects.
 - a. Joe noted that sometimes city staff availability and time affects whether an application for funding is completed. He said that the committee may be able to assist in some cases but could not be the primary group working on an application, as this would be the city's responsibility.
 - b. Mark asked what Troy thought the funding might be useful for. Troy noted that the foundations want there to be community buy-in for projects, rather than providing a wholesale project themselves.
 - c. Joe pointed out the committee's list of priorities for 2016, including traffic calming, outreach, improving data collection, and bike lane improvements.
 - d. Kacy noted that many times the focus on transportation infrastructure is on the historic district rather than on issues that may be focused on immigrants in the city. Troy said that some of the funding focuses on this issue.
 - e. Joe noted that there are a few vacancies in the committee and that Troy should consider applying to be a part of it.
 - f. Troy asked if the committee has suggested a larger plan for the city or has addressed smaller individual topics. Joe noted that the emphasis has been on comprehensive recommendations but that the committee has focused on obtainable initiatives that are specific enough to be effective and achievable.

3. The meeting was officially convened at 7:43pm when Mike and Liz arrived and a quorum was reached.
4. Housekeeping:
 - a. Joe asked if committee members had a chance to review the agenda. Mark asked to add two additional items at the end (temporary crosswalk on Piney Branch and utility cables). Frank moved to approve the agenda; Mike seconded the motion. All voted in favor.
 - b. Mark moved to approve the July meeting minutes; Frank seconded the motion. All voted in favor of approving the meeting minutes.
 - c. Frank will recirculate the meeting minutes from August because some members had not reviewed them yet.
5. Street Festival Outreach:
 - a. The Street Festival is Sunday, Oct 2. Kacy said that she has arranged with the city for the committee to have a booth. It would be shared with the Arts and Humanities Commission.
 - b. Kacy said that the Outreach committee wanted to be sure that there is a clear goal for participation in the festival and that there are people willing to work at the booth. She asked whether people feel it's worthwhile to participate in the festival and if so, what the purpose of the participation would be.
 - i. There was a brief discussion of members' interest in participating in the festival. Liz said that she had a lackluster interest this year because she was disappointed after working on the festival booth last year and finding that the city council had a lack of interest in the committee doing surveys and putting those results to use. She said that she doesn't want to just have an informational booth if it does not have a clear purpose or is attempting to achieve something.
 - ii. Frank asked what the committee wants people to do or what type of outcome the committee might want from the festival booth
 - iii. Mark said that he is enthusiastic about the festival booth and would be happy to lead the effort at organizing a booth. His objective would be to educate the public about the committee and get a sense of what problems people see in the city.
 - iv. Joe said that the committee's goals last year were to gather information from citizens and inform the citizens about the committee. Liz added that the committee also gathered contact information for some people but has not used this information.
 - v. Mark suggested having a form for people to fill out with the name and contact information, as well as problems they see related to transportation. Joe said that the committee should be careful not to give the impression that we can solve all problems for people. Mark said that he ran into a meeting at the Coop related to the width of the sidewalk on Ethan Allen. There had been no communication to the committee about this meeting and wants to change this so that the committee is informed more often and thought of when there are situations like this.
 - c. Kacy said that she's willing to work on the planning for the festival booth but does not

feel comfortable being the driving force. Liz is backing out of the subcommittee for outreach. Mark will take over as the lead for the festival booth planning with Kacy providing assistance.

- d. Kacy, Frank, and Mike can take 2-hour shifts at the festival, and Mark will take the lead and can work for various shifts as needed. Kacy noted that it may not be necessary to be staffed the whole time. Signupgenius.com can be used for signing up. The festival is 10am to 5pm. Mark will recruit additional bodies from the community to help with the booth if needed.
 - e. Kacy said that Wren has a lot materials from last year; she will get these from Wren for the festival. Joe suggested having some copies of the report from data from last year.
6. Traffic calming recommendations:
- a. Joe asked if there were comments related to the sections that people had written drafts of and circulated. There were no comments at the time of the meeting.
 - b. Joe said that he will try to have a final draft of the report by the next meeting and get it to the city council by the end of the year.
 - c. Joe asked committee members to take a look at the drafts of sections that were sent by John, Nick, and Kacy and to send comments.
7. Data from the city and city police department:
- a. Joe said that it's been a challenge getting data from the police department. The committee has asked the city manager to help with this. There was a recent email exchange in which the police chief said the department doesn't collect much data of interest, but Joe asked for the committee to get access to it anyway. The police chief said that would be okay. Joe thinks it will be necessary to continue to request this and push to get access to it.
 - b. Joe asked committee members to consider as a priority for 2017 better data collection by the city.
 - c. Liz asked if there is a police-related committee. Mike noted that there is a police chief's committee. Liz suggested that a committee like this might be interested in data as well. Joe noted that there is a crime analyst for the police department.
 - d. Joe said that the police chief does not seem to have been responsive in the past to bicycle issues.
 - e. Joe said that it would be useful to make recommendations about new types of data that could be collected.
 - f. Joe said that he will contact Erkin to follow up regarding interest in helping the city with bike counts.
 - g. Mike asked about planning a bike ride with the city council. There was a discussion about the timing for this. Joe said that he would like to take council members biking on New Hampshire Ave to observe the safety issues there. Mike will take the lead on planning this ride. He will contact Erkin as a starting point.
 - h. Troy asked whether the bike counts include counts of how many are helmeted or not. He also asked about enforcement of rules by bicyclists (i.e. speeding by bikes). He asked about the idea of making media events or conversation pieces that could help inform people in the community and start conversations.
8. Takoma Junction update:

- a. Mark passed around a proposal for how trucks may access the Coop in the new development plan. Mark asked whether this issue was within the purview of the committee. Joe said that issues at the Junction related to roadways seem to be within the jurisdiction of the committee. He noted that the committee would have to decide as a committee whether we wanted to make a recommendation related to it.
 - b. Mark saw trucks in the parking lot recently and met someone from the development who was doing drilling related to the development. He talked with him about the proposals and learned that the one he circulated was only one for several proposals being considered.
 - c. Mark is concerned that this change could overload an intersection that is already at capacity. Joe said that he does not think this would increase the overall traffic flow at the intersection because it involves only Coop trucks that already exist. Mark said that there may be new trucks related to anything in the new development and there would be a different traffic pattern.
 - d. Joe noted that it seems like the Coop could use smaller trucks and thus could use the side loading dock rather than a new one. Mark noted that in addition to the Coop and the developer, it seems like the community could be a third voice on the matter of this development. He is concerned that the Coop does not necessarily represent the people and is going to make things more difficult for the community. He sees a void for the community that may need to be filled.
 - e. Frank said that it would be useful to know what is going to happen next in terms of agreements with the city and next steps. Frank said that he's interested in working to get the city council share the information related to this with the committee.
 - f. Joe noted that the committee had asked the council to do traffic studies at this intersection, and the city has shown only mild interest in it. Joe is concerned that the committee should focus on traffic-related issues and try not to get embroiled in the politics related to the development issue, as there are very strong feelings on all sides.
9. Carroll Ave Closure Update:
- a. There was an email complaint about track trailers using Flower and Sligo Creek, but this seems to be a fairly isolated incident.
 - b. Frank has not heard back regarding the traffic light on Maple and Sligo Creek. Mike said that the light is confusing because drivers see the light facing the traffic on the other street and could get confused about whether or not they have a green light. Frank asked Daryl to let him know when she hears back about this from SHA.
 - c. The three-way stop at Sligo Creek and Old Carroll Ave is concerning because it's hard for cars to see the stop sign when coming around the corner. Frank has seen a warning sign by the stop sign at Sligo Creek and Old Carroll Ave. Both signs are small, and there's foliage. Frank is going to follow up with SHA on this.
 - d. Troy said that the signs at the four-way stop at Flower and Maplewood are hard to see because of the RideOn sign on Flower Ave heading east. Frank said that he noticed this issue, too, and will mention this to SHA.
 - e. Frank had a meeting with his neighborhood and Mayor Stewart, Daryl, and Ethan – there are complaints about the lights and pedestrians because the lights are slow for pedestrians. They said it would take a long time to retime the lights. This was the biggest issue raised.

- f. Kacy asked about the light at Philadelphia and Carroll, since it has been retimed during the construction and seems to be causing frustrating backups for cars coming from Carroll Ave by the bridge and having to wait a long time at the Junction and again in front of the firehouse. Joe and Frank suggested taking photos to show the problems. Mark offered to take a look at this and see if he can get video or pictures.
 - g. Frank said that someone raised an issue about buses not pulling into the bump-outs. RideOn has decided never to pull into the bump-outs anymore because it's a safety issue for pedestrians crossing in front of the bus.
 - h. Frank has connected with the newsletter person and will create a calendar for people to write 300-400 word articles for the newsletter. He will send a list for people to sign up.
10. Bikeways Program Annual Report:
- a. Joe asked committee members to read and give feedback to Erkin.
11. Flower & Sligo Creek Intersection:
- a. Joe said that a WSSC project there took out pavement there. Now the right turn from Flower to Sligo Creek is too sharp. The city will look at realigning the intersection.
12. Temporary Crosswalk on Piney Branch:
- a. Mark said that SHA has added "crosswalk ahead" signs in other locations but have not done in on Piney Branch where traffic coming from Flower cannot see the crosswalk. He has not gotten much response about this after initially meeting with them.
 - b. He postponed a discussion about utility cables to the next meeting.
13. The meeting was adjourned at 9pm.

Appendix 3.11

City of Takoma Park Safe Roadways Committee Monthly Meeting, November 14, 2016

MINUTES

1. The meeting convened informally at 7:30pm with the following members in attendance: Mike Moore, Joe Edgell, Kacy Kostiuik, Mark Sherman, and Nick Finio. John Gorman arrived at 7:35pm.
2. Mike asked to add to the agenda a discussion of planning of the city council bike ride-along. Joe added that to the end of the draft agenda. Nick moved to approve the agenda; John seconded the motion. All voted in favor of approving the agenda.
3. Nick moved to approve the August and September meeting minutes. Mike second the motion. All voted in favor of approving the minutes. There was no meeting in October so no minutes to review.
4. Bob Patton, a member of the public, introduced himself. He said that he was on the committee several years ago and is interested in getting involved again. Bob may be interested in applying for Erkin Ozberk's vacant position. Joe asked what issues Bob is

interested in, and Bob said that he has a general interest overall with a specific focus on bicycling. He is interested in helping the city with less confusing signage, such as speed limits and speed bumps (i.e. changing speed limits to 15 MPH on most side streets). He has also seen some street lights that were knocked down but have not been replaced. Joe invited Bob to attend the meeting next month because the committee will discuss the traffic calming recommendation paper.

5. Mark reported on the situation with LED lights in the city.
 - a. A year ago, he expressed concern to Daryl Braithwaite that the lights on Flower Ave had been replaced with LEDs. She initially declined to meet with him until further steps were planned related to the lights. He was able to meet with her, Gina Matthias, Nina Upadhyay on November 3 of this year.
 - b. The lights that were installed were taken from Pepco's stockpile. Pepco was looking to test the remote control functions of the lights. They can be dimmed remotely and can identify which ones are burnt out. The city at this point does not have access to the dashboard to control this. The city volunteered to be part of the pilot program for this. Mark said that he is not concerned about the pilot. He is concerned about whether the lights are harmful to the environment and people's health. He has been in touch with the director of the International Dark-Sky Association.
 - c. Mark said that the lights appear differently from cars (with a windshield and roof) than from people who are walking. The lights on Flower Ave are not shielded and thus project outward in a way that is uncomfortable for people walking. Daryl acknowledged that this is not good and that these are not the lights she wants to install going forward. Mark recommends that the lights that have been installed should be replaced with dark-sky compliant ones. He wrote a draft recommendation and sent it to the committee to review.
 - d. Joe said that he had reviewed the draft and that he recommends putting the recommendations further up in the document so that the council members can see it in the lead of the document. Joe recommends also adding a literature review to the document and making sure that every paragraph directly focus on the recommendation itself. John added that recommendations at the very beginning with in-depth material further in the document would be useful.
 - e. Joe recommended the documentary "The City Dark," which discusses some of the issues related to this.
 - f. Joe noted that the term currently used by the city for lights is not "International Dark-Sky Association compliant certified" lights. Mark said that the term on the lights installed are "night-sky friendly lights," but they are not truly night-sky compliant.
 - g. Joe suggested that committee members review the document and use track changes to make edits and suggestions, and next month the committee will work on finalizing it. The council approved the city going forward, but the staff is aware that there are concerns. Several council members asked city staff to work with the committee on this. Joe suggested getting this recommendation to the council by January.
 - h. Mark wondered whether staff had been authorized to work with Pepco and then come back to the council, or whether the staff would negotiate and finalize an agreement. Joe suggested emailing to Suzie Ludlow to ask what the staff's interpretation of their mandate.

- i. Joe said that the lights are currently leased by Pepco. The Environmental Committee suggested that the city purchase the lights. The city does not feel that Pepco is not interested in allowing this, but Pepco has agreed to purchase new lights. The city will not have full ownership of the lights – Pepco will still maintain and control the lights.
 - j. Mark spoke to the Environmental Committee last week about this. He is interested in having a collaborator to work with him on this. Joe suggested that everyone work on the draft and make suggestions.
 - k. Joe noted that upgrading to LED lights would be good for the environment and cheaper, but the major issue is the light color. Mike asked about how this relates to traffic safety. Joe said that it seems to be related to safety on the streets in general, since research has indicated that nighttime exposure to blue light is an “injury” resulting in biological/emotional changes.
 - l. Nick asked what city policy change needs to happen related to this. Joe said that the council asked the staff to work with the committee. Joe thinks that the committee needs to get clarity on this. The mere fact that the committee weighed in on this topic has changed the way that this has been discussed and has made the staff think more.
 - m. Joe said that the cheaper LEDs tend to be bluer, whereas it costs more to make them warmer. Nick wondered what the cost margin difference is.
6. Street Festival report –
- a. Mark said that he felt that this was worthwhile but had to leave the meeting early so was not able to discuss it further. He said that he would bring the papers that people filled out expressing concerns and issues to the next meeting.
 - b. Kacy said that although the committee had been a bit hesitant to do the Street Festival booth this year, it did seem to be a success and seemed worthwhile. She said that this year it was more focused on reaching out to let people know about the committee, whereas last year a greater emphasis had been on getting feedback from the community. However, she said that nonetheless, Mark was able to collect written feedback from numerous people.
 - c. Kacy said that a large number of bike maps were distributed and that people seemed interested in taking these. She also said that a fair number of people expressed an interest in knowing how the Carroll Ave bridge project was going. Mike noted that he has heard some complaints about the stop lights on Sligo Creek Parkway during the construction and that some people feel that traffic moved more smoothly with stop signs.
7. Discussion with mayor about the committees –
- a. Joe talked with Mayor Stewart about the interactions between the committees and the council. He said that he wanted to talk with her because he was frustrated that the SRC was only allowed to comment during the public comment portion of the council meeting when the committee gave its last recommendation to the city council, whereas in the past the committee was allowed to respond to questions during the meeting and discussion of the recommendation. He said that as a result, the committee was not able to explain its reasoning for suggesting an exemption for allowing bikes on sidewalks in Old Town when two councilmembers (Peter Kovar and Rizzy Qureshi) expressed concern about this. However, Joe noted that the committee had suggested this exemption in part because Peter Kovar had asked for it in the past.

- b. Joe talked with Mayor Stewart about how the council handled the committee's recommendations. He recommended that the council give the committee more interaction during the council's discussion of the committee's recommendations. He suggested a back-and-forth similar to how city staff currently interact with the council during presentations. He said that Mayor Stewart feels that this distracts from the council discussion. Joe recommended that committee members could at least be there to answer questions as needed, and she agreed to think about this. For the time being, the committee will collect the questions and respond in writing.
 - c. Joe said that the council seems to be split on the bikes-on-sidewalks issue. It seems like some are opposed and some in favor.
 - d. Nick said that he felt that the committee should be allowed to participate more fully in city council meetings because it was appointed by the council and given a mandate to explore certain topics. He wondered what the difference would be between a council-appointed committee and simply a group of people working on a particular topic if the committee is not provided some additional opportunities to address the council.
 - e. Kacy suggested that it may be helpful to work directly with councilmembers one-on-one on certain projects, and Joe said that he has done this on some topics.
8. Frank was not at the meeting to report on the Carroll Ave closure.
9. Joe reported that Erkin Ozberk's last day as city planner was on Friday. He is going to be working as a planner in D.C. for Ward 4, which is right on the border with Takoma Park. Joe said that the committee may be able to work with him in this capacity. Nick asked about hiring a replacement, and Joe said that an announcement was put out, but he was unsure of what the timeline would be. Nick recommended bringing the person to a committee meeting within the first month or two after the person starts in the job.
10. Frank was not at the meeting to report on Takoma Park newsletter articles. Joe reminded the committee members that they volunteered to write short articles.
11. Planning a city council bike ride:
- a. Mike said that he was going to work with Erkin to get council members to ride around the city to see different issues and opportunities within the city. He was aiming to do this in October originally. Erkin noted that usually this would be done as part of a planning process. Montgomery County is working on a bike master plan, and Erkin suggested doing it as part of this process. Erkin had asked what the committee hoped to achieve from the ride and suggested having some goals and frame the issues. A good time to do this would probably be in the spring when the weather is nicer and when the planning process from Montgomery County Master Plan is further along.
 - b. Mike said that Erkin asked about inviting the community at large. Mike and Joe said that they did not think this would be beneficial, as it could get overwhelming and obscure the focus of informing the councilmembers about issues around the city.
 - c. John said that a bike ride would help councilmembers understand the difficulties and fears related to riding on the streets. Mike noted that issues with speed humps would be good to point out to them. John noted that the Carroll Ave bike lanes are very narrow.
 - d. Joe asked committee members to think about areas they want to include on the route.

- e. Bob said that some people may feel embarrassed about riding in a group. Joe suggested that Mike email councilmembers individually and tell them that we are going to do this in the spring and are hoping that they can participate, asking if they have a bike in working order or have any impediments that might prevent them from participating.
 - f. Kacy suggested using Bikeshare bikes. Joe said that this might work and had suggested ending the ride at the Recreation Center. Joe said that it might be possible to get the free Bikeshare bikes. Mike noted that it might be difficult for those bikes to go up the hills on New Hampshire. It was decided that the focus would not be on Bikeshare bikes but that some could be used if needed. Joe suggested that Mike tell the council members that the committee could arrange to have Bikeshare bikes for them if they need one.
 - g. Bob noted that the electric bikes can be useful for hills. Mike will reach out to the Green Commuter and ask if they would donate three electric bikes for that afternoon.
 - h. Kacy wondered if it would be possible to take council members to an area not in Takoma Park but that has elements that are well-designed and would be good to imitate in Takoma Park. Joe said that the Metropolitan Trail on Blair Road would be good if it were finished, but it probably won't be finished in time.
 - i. Nick suggested that as a future priority, it would be good to give the council a list of routes should have bike lanes. Joe said that Erkin was trying to do this to some extent but that most of his recommendations avoided the main streets; however, this is not ideal because the main streets tend to be the flattest and thus the easiest to bike, whereas many side streets have large hills. Nick suggested a bike lane on Maple Ave. Joe said that people on the street may be opposed to the idea but that he thinks it would be beneficial.
12. Joe asked committee members to think about 2017 priorities before the next meeting. Joe suggested that some of the 2016 priorities might be good to keep as 2017 priorities – one of those is bike lanes, and he suggested that Nick's idea to propose a bike lane on Maple Ave might be a good project. Joe asked everyone to think about this for a discussion at the next meeting.
 13. Joe will work on finalizing the draft of the traffic calming recommendation and will circulate it via email. He hopes to have a final draft for review in December and then vote on it in January.
 14. John wondered about the pedestrian bridge on Piney Branch. Joe said that they are working on it.
 15. There was a discussion of changing the time of the meetings. The third Tuesday of the month worked for all members in the future, so it was decided that meetings would change to the third Tuesday of the month in 2017. The December meeting will remain on the third Monday.
 16. The meeting was adjourned at 8:58pm.

Appendix 3.12

City of Takoma Park Safe Roadways Committee

Monthly Meeting, December 12, 2016

MINUTES

1. The meeting convened informally at 7:30pm with the following members in attendance: Joe Edgell, Mark Sherman, John Gorman, Nick Finio, and Mike Moore.
2. The committee added a discussion of the 2016 annual report to the proposed agenda. All members in attendance voted to approve the agenda.
3. The November meeting minutes were approved; all members voted in favor of approving them.
4. There were no public comments.
5. Mark spoke about the City Council meeting last week during which there was a discussion of the NDC development and the Coop at Takoma Junction.
 - a. Mark said that he feels it's a concern having 18-wheeler trucks delivering goods to the Coop crossing the sidewalk to park next to it. Mark said that Mayor Stewart mentioned that the city should not weigh in on the parameters of the development, but Mark feels that this is more than a parameter but something that is a safety concern.
 - b. Mike said that he has been receiving updates from his councilmember (Fred Schultz) and that the discussion has been contentious.
 - c. Mark said that he feels that doing a traffic study is necessary first rather than after a decision is made. He is concerned about the traffic getting worse there and will get much worse with the development.
 - d. Nick asked what the status is at this point. Mark said that there was an extension of 30 days for the Coop and NDC to come to an agreement.
 - e. Joe said that he feels the committee has already made its recommendations to the city council. He recommends that individuals can push recommendations individually to the council if desired.
 - f. Nick noted that trucks park in front of Ace Hardware and Republic. Mark said that people feel that these trucks are problematic and that the situation is different with the goods they deliver.
 - g. Nick feels that things have been developing fast in the whole region and that Takoma Park has been moving very slowly and would benefit from moving faster on development.
 - h. Mike asked if there had been a recommendation for a traffic study previously. Joe said that this recommendation had been made by the committee previously.
 - i. Mark said that he will draft a new letter and will bring it to the committee meeting at the next meeting.
6. Mark discussed progress related to the LED lights issue. He said he did not have much new to report.
 - a. Joe asked what the next steps are as a committee. The committee has already made a recommendation for 2800 K lights. Joe said the council had asked for a review of literature.
 - b. Mark said that the International Dark Sky Association has a list of recommended

products. Mark said that he thinks the committee should suggest that Public Works hires someone to make recommendations. He would like to see an individual recommendation.

- c. Joe asked whether the committee could just make a recommendation that the product be selected from the many products on the IDS website. Mark said it would be hard to pick among those products. Kacy asked whether it is important, if all are dark-sky compliant.
 - d. Joe pointed out that hiring someone would cost money. Mark felt that a consultant would not be a long-term paid position.
 - e. Mike asked what the streetscape manual said on this topic. Joe said that it does not give specific guidance on this.
 - f. John said that a consultant could be helpful but that the benefit for the cost would probably not be worth it.
 - g. Joe noted that the SRC will write an annual report to the council soon. He suggested that Mark could make a recommendation related to this that goes into the annual report.
 - h. Joe said that he felt the council members were interested in the committee weighing in on this issue.
 - i. Mark does not have any motions to make at this time. He will contact the International Dark Sky Association to find out more about consultants and will come back with information.
7. Joe reported on the annual report. He said that last year, the report was thicker than this year, as this year there is a little less to include.
- a. Mark said that he would like to include something on the Street Festival.
 - b. Joe suggested that anyone who worked on a particular issue during the year should write up something about it.
 - c. John and Mike volunteered to work as editors on putting together the larger product.
 - d. Joe said that he is still working on the traffic calming recommendation. He is still thinking about what the scope of it should be. This will be in the 2017 annual report because the recommendation will not be ready until January.
 - e. Mark asked about the SRC's website. Joe said that the city posts minutes and agendas on it, but sometimes it is not posted quickly. Mark said that maybe the newsletter articles could be posted there. Nick said that if anyone has an idea for a newsletter article idea, they can write a draft of it. Nick said that his was about 200-250 words. Joe reminded the committee that anything published in the name of the committee needs to be approved by the committee.
 - f. Joe asked Mark and Kacy to work on a write-up about the Street Festival. Joe asked Nick to write something about the Junction recommendations.
 - g. Joe suggested that the committee can work on reminding the council of the recommendations and encourage the implementation of recommendations that were not acted on. Mark said that he could add to the discussion regarding the Junction.
8. 2017 Priorities:
- a. The 2016 priorities were:
 - i. Outreach – the Street Festival was the main crux of this
 - ii. Traffic calming – Joe is working on this recommendation for 2017

- iii. Improving data collection
 - iv. Bike lane improvements
- b. Discussion of 2017 priorities:
- i. John said suggested focusing on **parking** – parking can influence people’s use of cars. Taking away parking would lead to more space for bike lanes and sidewalks. He thinks that reducing parking would be good. Mike noted that shops would push back on this. Mark asked if this would be commercial and/or residential. John said both. Mike noted that a change from 2-hour parking to all residential only parking can make a major change. Joe said that the city just did a parking study to try to decide what parking usage is. He said that this as a priority would dovetail with this. Joe and Nick said that the survey seemed to be more about an inventory of what parking is. Joe noted that now people can use ParkMobile to park. Mark said that one of the comments at the Street Festival was about parking on certain streets. Joe noted that there is no consensus in the city regarding parking – it seems like everyone has a different agenda; people don’t want to lose parking, and narrowed streets are a traffic-calming measure. He suggested that a priority could be something like “examine how to more effectively study parking resources.”
 - ii. Mark suggested **reducing car usage in general**. He noted that traffic is increasing, and what would it take to reduce the number of vehicle? He wondered about contributing to a metropolitan-wide reduction of traffic rather than just for the city. Joe suggested **bus rapid transit on New Hampshire Ave**. He said one priority the committee could focus on would be that, which could reduce traffic. Nick asked if New Hampshire Ave on both sides is in Takoma Park’s jurisdiction. It seems like some parts of it are and some aren’t. Mike noted that this is a challenge for the project. Joe said that SHA is also very car-focused. Nick said that **New Hampshire Ave** as a priority for 2017 could be interesting. Mike said that there has been money spent on this but nothing has been done. Mark noted that up-county development is driving the increasing traffic. Nick pointed out that denser urban development near where people live is what reduces traffic (and the Junction development would improve this situation). Joe noted that a development without parking was recommended by the committee, but the Coop shoppers and council opposed that. Nick said that traffic counts on Montgomery County highways are actually falling on state highways, although it may not seem that way. There was a discussion of the Metro development that was not supported by the city. Mark said that it’s also important to have green growth.
 - iii. Mark said that he’s been thinking of something like “**pedestrians united**” to bring focus on issues related to pedestrians that other people don’t notice. For example, there are problems with garbage cans on the sidewalks. There’s no place to sit at bus stops: one example is the high-use bus stop by the fire station. Streetlights are another pedestrian issue.
 - iv. Kacy said that she would like to focus on **pedestrian issues** in the coming year.

She's concerned about sidewalks in disrepair, particularly on state highways. Sidewalks are also very narrow. Kacy noted that there is disagreement about who is responsible for sidewalks on state highways. Nick said that he is supportive of **increased bus stop seating**. Mark pointed out that it's an ADA issue for people who need to sit while waiting.

- v. Joe suggested leaving **bike lane improvements** in 2017.
- vi. Kacy noted that **Maple Ave** was a recommendation people had previously discussed, including adding bike lanes.
- vii. Joe asked if pedestrians, New Hampshire Ave, and bike lane improvements would be a good list. John said that something related to reducing cars/driving would be nice. Joe suggested that improved pedestrian and bike lane improvements might lead to that.
- viii. Mark suggested the idea of a **bicyclist or pedestrian's bill of rights**.
- ix. Joe said that he would like to ask the council to ask the state delegation to change the laws regarding **pedestrian laws**. Right now, law says that cars don't have to stop for pedestrians in a crosswalk unless the pedestrian is in the crosswalk, but it also says that they cannot walk into the crosswalk in front of a car. Another possibility would be to change the definition of a crosswalk. Joe made this recommendation at the delegation meeting on Tuesday. Mark said that he will work on finding out more who in the state works on pedestrian issues.
- x. Nick said that New Hampshire Ave could be related to boundary streets – in other words, also University Ave. Mark said that the transit center is opening on the 22nd. Nick mentioned Eastern Ave, and Joe said that DC is going to add a bike lane there. Mike said that there are also crosswalks with cameras that have flashing lights, and if the car goes through, then it takes a picture and the driver gets a ticket. He said there was one near Columbia Heights. Joe suggested changing the New Hampshire priority to "**improve state highways for non-vehicular users**." This would include all SHA streets.
- xi. Joe said that there are two approaches to recommendations –
 1. Make a recommendation that lays out a vision for the future, even though the council is unlikely to approve it at this moment
 2. Make a recommendation that can be done today on a smaller scale
- xii. Improve state highways for non-vehicular users, bike lane improvements, pedestrian improvements were the three priorities being considered. Mark noted that it may be useful to work with the environmental committee on some of these topics. Joe said that the committees could meet and work together but that he wouldn't want the committee to hold up the safe roadways action. Joe said that there has been a discussion of having a meeting with the council and the committee, which is what the environment committee does. Mark said that it may be helpful to have city staff members attend the committees. Joe said that he feels it's better for the committee to reach out to invite staff members as needed but not have them attend regularly. Mark feels that it might increase the committee's role in the eyes of the staff and improve relationships.

- xiii. There was a brief discussion of whether it would be good or bad to have staff members regularly attend. Joe pointed out that the chairperson of the committee often works with staff in that role.
 - xiv. John moved that improving state highways for non-motor-vehicle users, improving bike lanes, and pedestrian improvements be the 2017 priorities. Mike second the motion. Mark suggested that people could write what these priorities mean. Joe said that this could be done but that these priorities might be good as agenda items that will be discussed and narrowed/fleshed out throughout the year. Mark suggested a vision statement for each one.
 - xv. **The committee voted unanimously to focus on the following priorities in 2017:**
 - 1. Improve state highways for non-motor-vehicle users**
 - 2. Improve bike lanes**
 - 3. Pedestrian improvements**
9. Joe reminded members that the meetings will be the third Tuesday of the month starting in January. The next meeting will be January 17. He will send an invitation to the meeting to everyone's inbox.
10. The meeting adjourned at 9:01pm.