



Takoma Park City Council Meeting – May 29, 2024

Agenda Item 3

Work Session

Review proposed Council Draft of revised Administrative Regulations for New Traffic Calming & Sidewalk Requests

Recommended Council Action

No action by the Council is required. However, the Council has the authority to accept, modify or withdraw the regulation. Unless otherwise directed by Council, the Administrative Regulations will go into effect. Recommended that Council allow the Regulations to go into effect at the beginning of the 2025 fiscal year. Recommended that Council also take separate action to rescind Council Resolution 2015-32 which currently governs policy on Sidewalk Requests.

Context with Key Issues

Project Timeline

DATE	ACTION
<i>October 26, 2022</i>	<i>City Council passed Resolution 2022-41 directing staff to "develop and present revised traffic calming, sidewalk request, and street safety policies and prioritization procedures."</i>
<i>October 4, 2023</i>	<i>City Council requested that staff develop policy options to update the existing processes that initiate new traffic calming and sidewalk projects.</i>
<i>January 17, 2024</i>	<i>Staff presented draft administrative regulations for new traffic calming and sidewalk requests processes during a City Council work session.</i>
<i>February 2024</i>	<i>Staff continued to communicate with the City Attorney to clarify language and procedures in the administrative regulation process.</i>
<i>March 1 – April 1, 2024</i>	<i>Open Public Comment Period, including publication of the notice in the March edition of the Takoma Park Newsletter.</i>
<i>April 2024</i>	<i>Staff preparation of the final regulations, based on comments received from Council members and the public.</i>
May 2024	City Council work session where the City Council may accept, modify, withdraw, or take no action on the updated administrative regulations, and where they may vote on a resolution to rescind City Council Resolution 2015-32.
June 2024	Public Notice of the changed regulation will be published in the Takoma Park Newsletter and the full text of the regulations will be posted online upon adoption.
July 1, 2024	New administrative regulations go into effect.

Background

In Resolution 2022-41, Resolution on Pedestrian and Transportation Safety, Council directed staff “to develop and present revised traffic calming, sidewalk request, and street safety policies and prioritization procedures for City Council consideration that:

- Prioritize safety and equity in decision-making processes and planning;
- Emphasize the wellbeing and safety of the most vulnerable roadway users and prioritize the best use of the public space for the community as a whole;
- Consider holistic approaches addressing larger geographic areas, including investigation of reduced speed limits, and integration of other City plans and priorities such as sustainability efforts, public art initiatives, and other projects;
- Utilize data-driven criteria for evaluating and prioritizing sidewalk and traffic calming installations and other traffic calming approaches such as reduced speed limits (as allowed by state law), and for planning and identifying where safety measures are needed;
- Allow for multiple avenues for initiating consideration of locations that may need traffic calming or sidewalks, speed limit reductions, or other measures;
- Make progress toward a more comprehensive approach to transportation and public space planning that prioritizes pedestrian and non-vehicle safety.

To address inequities in the existing procedures and to create a data-informed approach, staff from the Housing & Community Development, Public Works, and Police Departments developed a set of policies to update the existing processes for traffic calming (currently Administrative Regulation No. 96-1) and sidewalk projects (currently City Council Resolution 2015-32). The proposed updates take the form of two separate, but similar, administrative regulations.

The Code states that a regulation should pertain to only one subject [*Takoma Park Code* Chapter 2.12.040]. The City Attorney has advised that two Administrative Regulations are required because the existing policies interpret two different sections of the City’s Municipal Code: Traffic Calming Request Process (*Takoma Park Code*, Chapter 13, Vehicles and Traffic) and New Sidewalk Request Process (*Takoma Park City Charter*, Article X, Public Ways and Sidewalks, Section 1003 Powers as to Sidewalks).

Staff presented the draft recommendations to Council on January 17, 2024, followed by a Council memo on February 1, 2024 (updated on February 13, 2024). The Notice of the Public Hearing draft regulations were published in the March edition of the *Takoma Park Newsletter* for the Public Comment period.

Public Comment Period

Staff has reviewed feedback from Council members regarding the Draft Administrative Regulations that were received during the January 17th work session and in subsequent Councilmember briefings and communications. The comments on the proposed regulations offered important clarifications and suggested modifications for the final policies. Per the administrative regulation process laid out in the

Takoma Park Municipal Code, Chapter 2.12.050, those comments have been reviewed as part of the development of the Council Draft after the public comment period closed.

The Public Comment periods for both Administrative Regulations were open from March 1, 2024 to April 1, 2024 and was noticed in the Takoma Park Newsletter and posted on the City website. At the close of the Public Comment, the City had only received two comments. In preparing for the Council Draft, one additional comment was received. Members of the public may contact the City Clerk's Office to confirm receipt of their comment in the development of the Council Drafts.

Staff Review of Public Comment

After reviewing feedback from Council and Public Comment, HCD identified four primary buckets of feedback on the Public Comment Draft of both Administrative Regulations. Staff review of this feedback and any incorporated changes in the Council Drafts are outlined below.

- 1) Logistics Regarding Project Initiation (Proximity to Affected Area, Definition of Stakeholders): During the Public Comment period, concerns were raised about the proposed request initiation process, including ideas such as allowing for resident petitions and adjusting the ¼ mile proximity requirement in Section I.A.1. After review, no changes are proposed to the Project Initiation sections in the Council Draft. The proposed process best addresses the goals of Resolution 2022-41 of prioritizing safety and equity in decision making. The proposed process allows the most impacted residents to submit requests which will be objectively analyzed on the basis of equity, safety, vulnerable roadway users, roadway characteristics and identified population impacts. Nothing in the proposed process preclude residents from seeking neighbors' support prior to submitting a request. However, the process separates the determination of need for a traffic calming or sidewalk intervention (which is based on the factors above) from the potential design of an intervention, where the regulations outline a clear resident engagement process. Once a project is selected for the General Project Queue, two separate publicly advertised and posted community meetings are required to take place, the first to gather community input and second to review project design (as outlined in Sections I.C and I.D).

- 2) Including Additional Sidewalk and Traffic Control Process Requests (Traffic Control Devices, Roadway and Sidewalk Maintenance): The proposed Administrative Regulations address requests for new sidewalks or traffic calming devices such as signs, pavement markings, and speed humps. Maintenance, repairs, and ADA improvements of existing sidewalks are managed by the Department of Public Works based on a separate internal analysis. Additionally, traffic control devices, such as stop signs and street lights, must meet a separate set of warranted criteria to merit installation as outlined in the Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) published by the Federal Highway Administration (FHWA). Within the Council Draft for New Traffic Calming Requests Section I.B.1, if the City Manager determines the scope of a project exceeds the design and installation of traffic calming devices, the City may seek to identify a broader strategy instead of

proceeding with the traffic calming evaluation, such as a consideration for traffic control devices.

- 3) Sidewalk Design Considerations (ADA Requirements, Environmental Impact): Section II.A of the Council Draft Administrative Regulations on New Sidewalk Requests outline the City's design recommendations for new sidewalk installations. The Department of Public Works has determined that these recommendations best meet required design standards and the City's environmental and sustainability goals. No changes to this Section are proposed in the Council Draft.

- 4) Quantifying the Evaluation Tool (Data Sets, Thresholds): In response to feedback from Council, the Administrative Regulations now include planned data sources in Section I.B.2 of both Administrative Regulations. A set of definitions and an outline for a planned Evaluation Tool is included in this memorandum for Council reference, but will not be included in the final Administrative Regulations. As the Tool provides a system for internal departmental review rather than outlining the process for City interaction with public stakeholders, it was not deemed necessary for inclusion. Additionally, inclusion would limit the ability of the City Manager to incorporate new data or reevaluate data thresholds as circumstances change in the City. Council and the public may review the implementation of the internal departmental review during the budget process and in regular Council oversight of City priorities.

Council Priorities

Advancing a Community of Belonging

Engaged, Responsive, Service-Oriented Government

Community Development for an Improved & Equitable Quality of Life

Environmental Considerations

The City's pedestrian and transportation planning efforts influence the safety and well-being of pedestrians. The sense of security, comfort, and ease by which people can get around the City without fossil fuel-powered transportation has a tangible impact on the City's carbon emissions. By encouraging safe and convenient walking, these Regulations will contribute to the City's efforts to shift residents away from private vehicle use and towards human-powered modes of transportation, reducing the City's climate impact. In addition, by adjusting the project initiation process to include additional data considerations, the City may lessen the installation of unwarranted concrete and impervious projects.

Fiscal Considerations

There are no direct fiscal impacts from the adoption of these regulations. Within the proposed regulations, the traffic calming and sidewalk General Project Queues will be posted publicly as part of the budget process. During the annual budget review, the City Manager will outline the funding needed to address priority items in the General Project Queue and Council will make a final determination of appropriate funding from the Capital Improvement Program (CIP) General Fund. Implementation of

this system will allow the City to plan and budget for right-of-way projects in a more predictable and targeted manner.

Racial Equity Considerations

The proposed policies revise existing elements of both Administrative Regulation No. 96-1 and City Council Resolution 2015-32 that create potentially inequitable barriers to requesting new infrastructure and ensuring its installation, particularly in locations identified to be important for closing network gaps or supporting vulnerable roadway users. In particular, the removal of a petition as a required process to request a new project creates easier pathways for residents who live in multi-family buildings, on blocks with multi-family buildings, or areas without well-organized neighborhood associations. The removal of resident approval votes after a design is in progress prevents the possibility that a small minority ends a project that is otherwise supported by the community or identified through data-driven need as an important project to advance. By outlining a data-forward process to evaluate new requests, the regulations also set up a more equitable framework where projects in areas of greatest need will receive the highest priority.

Attachments & Links

Council Draft - Administrative Regulation Setting Policy for New Traffic Calming Request Process

Council Draft - Administrative Regulation Setting Policy for New Sidewalk Request Process

Traffic Calming & Sidewalk Request Prioritization System Definitions

[Council Resolution 2022-41 Resolution on Pedestrian and Transportation Safety](#)

[Council Resolution 2015-32 Resolution Setting a Policy For New Sidewalk Design and Installation](#)

PUBLIC COMMENT DRAFT

ADMINISTRATIVE REGULATION - No. XX-X

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SUBJECT: Procedures for New Traffic Calming Requests

EFFECTIVE DATE: [Month XX, XXXX]

PURPOSE/SCOPE:

To provide written procedures for the administration of *Takoma Park Code* Chapter 13, Vehicles and Traffic, as amended, pertaining to the request, design and installation of traffic calming devices.

Traffic calming devices include signs, pavement markings, speed humps, raised walkways, flat top speed humps or speed tables, and other physical devices placed or installed on a roadway which use vertical deflections, horizontal shifts, roadway narrowing, closures, or high-visibility queuing to limit access, restrict traffic flow, or channel or slow vehicle movement for the purpose of reducing traffic hazards and improving pedestrian safety.

LEGAL CONSTRUCTION:

These regulations are subordinate to applicable City, County, State, and Federal law and shall be construed as being consistent with said applicable laws.

PROCEDURES:

- I. Request for Traffic Calming Installation.
 - A. Project Initiation.
 - 1. A Takoma Park resident may submit a request to the City Manager for a new traffic calming device within one-quarter (1/4) of a mile from their permanent residence.
 - 2. An individual Takoma Park City Council member may submit a request to the City Manager for a traffic calming device within their ward boundaries.
 - 3. Any request submitted pursuant to paragraphs 1 and 2 above may include a description of the preferred specific location and design elements of the proposed traffic calming device, although the final design will be determined by the City Manager in consultation with residents pursuant to these regulations.
 - 4. Nothing in these regulations shall be construed as preempting the City from installing, altering, maintaining, or removing a traffic calming device on its
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City Clerk

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own initiative.

B. City Evaluation of Request

1. Upon submission of the request, the City Manager, will cause an evaluation of the request to be conducted. Alternatively, the City Manager may determine that the scope of a project exceeds the design and installation of traffic calming devices and seek to identify a broader strategy instead of proceeding with the traffic calming evaluation.

2. The City's evaluation will consider the request in light of the following factors:

- a) Safety;
- b) Social Equity;
- c) Vulnerable Road User (VRU) Trip Generators;
- d) Roadway Characteristics;
- e) Project Feasibility; and
- f) Any other consideration the City Manager, in their sole discretion, deems relevant.

3. If City Manager determines that the project meets the criteria established in Section B.2 above, then the proposed project will be added to the Department of Public Works' general project queue based on priority ranking determined through the evaluation process mentioned in Section B.2.

C. Procedures for Community Project Input and Approval.

1. When a request for a new traffic calming device advances through the evaluation process to the Department of Public Works' general project queue, the

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City Manager shall convene a public community meeting for all community stakeholders.

a) Notification of the meeting shall be posted publicly by the City Clerk at least fourteen (14) days in advance of the meeting.

b) The meeting shall be scheduled in coordination with the availability of City staff and consultants.

c) The meeting will include a review of the City's evaluation of the project and a broader discussion about design considerations for the project.

d) The comments and feedback collected during this preliminary meeting will inform the preliminary designs for the new traffic calming device. All comments shall be shared with the City or external staff working on the designs of the project.

2. Comments gathered during the community meeting should be consolidated and posted publicly within fourteen (14) days of the meeting date.

3. Annually and prior to the City Council's budgeting process, City Staff will publish the list of evaluated requests, including prior projects not yet implemented.

4. A prioritized list of requested projects will be submitted to the City Council for review during the budget process for funding that fiscal year.

D. Procedures for New Project Design and Implementation.

1. The City Manager shall develop a preliminary design for the project, based on the feedback gathered during previous stages of the request process. The design may be developed by City staff or with the support of external consultants.

2. Upon completion of a preliminary design, the City Manager will host a community meeting to share the proposed designs and to collect additional

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feedback on the preliminary design. Notification of the meeting shall be posted by the City Clerk at least fourteen (14) days in advance of the meeting.

3. After the community meeting to review the preliminary design, City staff or an external consultant may develop technical project designs. Upon completion of the final technical designs, the project would be added to the Department of Public Works' construction queue, and commence the process to acquire any additional permits or approvals from local, County, or State agencies or utility companies.

II. Implementation Responsibility

A. The City Manager or their designee shall be responsible for the proper placement of traffic calming devices on City streets, and for overseeing the installation and maintenance of traffic calming devices in the City.

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SUBJECT: Procedures for New Sidewalk Facility Requests

EFFECTIVE DATE: [Month XX, XXXX]

PURPOSE/SCOPE:

To provide written procedures for the administration of *Takoma Park Code* Article X Public Ways and Sidewalks, Section 1003 Powers as to Sidewalks, as amended, pertaining to the request, design and implementation process for new sidewalk.

Sidewalks are defined as dedicated buffers on a roadway that provide people with space to travel within the public right-of-way separated from motor vehicles and on-road bicycles. At a minimum, new or rebuilt sidewalk should be designed to comply with accessibility standards identified by Federal and State regulations. Where raised, paved sidewalks are not feasible, separated pedestrian spaces may be delineated in the roadway with temporary materials, such as paint, thermoplastic, bollards, posts, or other visual or tactile dividers.

LEGAL CONSTRUCTION:

These regulations are subordinate to applicable City, County, State, and Federal law and shall be construed as being consistent with said applicable laws.

PROCEDURES:

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City Clerk

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I. Request for New Sidewalk Installation.

A. Project Initiation.

1. A Takoma Park resident may submit a request to the City Manager for a new sidewalk facility located within one-quarter (1/4) of a mile from their permanent residence.

2. An individual Takoma Park City Council member may submit a request to the City Manager for a new sidewalk facility within their ward boundaries.

3. Any request, submitted pursuant to paragraphs 1 and 2 above may include a description of the preferred specific location and design elements of the proposed sidewalk facility, although the final design will be determined by the City Manager in consultation with residents pursuant to these regulations.

4. Nothing in these regulations shall be construed as preempting the City from installing, altering, maintaining, or removing a sidewalk facility on its own initiative.

B. City Evaluation of Request

1. Upon submission of the request, the City Manager will conduct an evaluation of the proposed new sidewalk facilities. Alternatively, the City Manager may determine that the scope of a project exceeds the design and installation of traffic calming devices and seek to identify a broader strategy instead of proceeding with the traffic calming evaluation.

2. The City Manager will conduct an evaluation of the proposed location of the new sidewalk facilities in light of the following factors:

a) Safety;

b) Social Equity;

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- c) Vulnerable Road User (VRU) Trip Generators;
- d) Identified Population Impacts;
- e) Project Feasibility; and
- f) Any other consideration the City Manager, in their sole discretion, deems relevant.

3. If City Manager determines that the project meets the criteria established in Section B.2 above, then the proposed project will be added to the Department of Public Works' general project queue based on priority ranking determined through the evaluation process mentioned in Section B.2.

C. Procedures for Community Project Input and Approval.

1. When a request for a new sidewalk facility advances through the evaluation process to the Department of Public Works' general project queue, the City Manager will convene a public community meeting for all community stakeholders.

- a) Notification of the meeting shall be posted publicly by the City Clerk at least fourteen (14) days in advance of the meeting.
- b) The meeting shall be scheduled in coordination with the availability of City staff and consultants.
- c) The meeting will include a review of the City's evaluation of the project and a broader discussion about design considerations for the project.
- d) The comments and feedback collected during this preliminary meeting will inform the preliminary designs for the new traffic calming device. All comments shall be shared with the City or external staff working on the designs of the project.

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2. Comments gathered during the community meeting should be consolidated and posted publicly within fourteen (14) days of the meeting date.

3. Annually and prior to the City Council’s budgeting process, City Staff will publish the list of evaluated requests, including prior projects not yet implemented.

4. A prioritized list of requested projects will be submitted to the City Council for review during the budget process.

D. Procedures for New Project Design and Implementation.

1. The City Manager shall develop a preliminary design for the project, based on the feedback gathered during previous stages of the request process. The design may be developed by City staff or with the support of external consultants.

2. Upon completion of a preliminary design, the City Manager , will host a community meeting to share the proposed designs and to collect additional feedback on the preliminary design. Notification of the meeting shall be posted by the City Clerk at least fourteen (14) days in advance of the meeting.

3. After the community meeting to review the preliminary design, City staff or an external consultant may develop technical project designs. Upon completion of the final technical designs, the project will be added to the Department of Public Works’ construction queue, and commence the process to acquire any additional permits or approvals from local, County, or State agencies or utility companies.

II. Miscellaneous.

A. The City has established the following recommendations to be provided to the design firm for consideration when developing new sidewalk designs:

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1. The sidewalk is to be located in the right-of-way when possible. If right-of-way is not available, the City will need to enter into an agreement or receive an easement from the property owner to place a portion of the sidewalk on private property.

2. When roadway width is adequate, consideration will be given to locating the sidewalk partially or completely within the existing street pavement to reduce the amount of impervious area added by the new sidewalk and decrease the impact on adjacent residential property.

3. The new sidewalk design will minimize tree removal to the maximum extent possible. The condition of the trees will be noted and an inventory of trees in the affected right-of-way or within 50 feet of the proposed sidewalk will be developed. Methods to protect trees shall be incorporated into the design and may include building extensions into the street or right-of-way to allow the sidewalk to pass around existing trees.

4. If a tree is removed for the new sidewalk, the City will follow the Tree Ordinance requirements for replanting and the cost of replanting will be included in the project.

5. The location of utility lines and poles will be noted as they limit the planting of large shade trees. The side of the street with the utility poles will be considered first for the sidewalk, as it already limits the impact on future tree planting, and may have street lighting. If relocation is necessary for any utility poles, the cost should be factored into the decision-making process.

6. The City shall coordinate any sidewalk development with planned work by public utilities, traffic safety projects, or City tree planting.

7. If the property owner has vegetation, a lead walk, retaining wall or other item located in the right-of-way, the project will include the cost for removal and relocation of that item when appropriate.

8. The City has established stormwater management requirements that will be followed and will be included in the design development.

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These require providing for infiltration of stormwater runoff through grassy swales, bio-retention areas, or other methods.

9. The standard width of new sidewalk will meet or exceed ADA accessibility standards. The sidewalk may be wider if a wider width is specified in a master, sector, development or site plan or design guidelines; connects existing wider sidewalk segments; is needed to accommodate heavy pedestrian traffic (e.g. adjacent to storefronts, institutions or transit access); or is requested by the community during the design process.

10. When the right-of-way space is wide enough, the design preference will be to include a green strip between the curb and the proposed sidewalk. A green strip provides for runoff infiltration, sufficient space for new tree planting, and provides a buffer from the street which is particularly beneficial during snow removal operations.

11. Depending on the size of the new sidewalk, the City may need to apply for a sediment and erosion control permit (if the project will disturb over 5,000 square feet) and a Forest Conservation Plan (if the affected area is 40,000 square feet).

III. Implementation Responsibility.

A. The City Manager or their designee shall be responsible for the proper placement of sidewalk facilities on City streets, and for overseeing the installation and maintenance of sidewalks in the City.

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Category	Definition	Scoring	Data Source	
Equity	Income (2x Poverty Line)	This criterion is based on the percent of residents who are at or below double the poverty level, based on ACS 2015-2020 Estimate data at a block group level.	Score from 0 to 4 give based on threshold established in 'Demographic Data Thresholds' tab. Pre-tabulated points assigned in the 'Demographic Data (ACS 2020)' tab.	American Communities Survey 2015-2020 5-Year Estimate, available also in the Takoma Park Interactive Demographic Map
	Youth (<18)	This criterion is based on the percent of residents who are under 18 years old, based on ACS 2015-2020 Estimate data at a block group level.	Score from 0 to 4 give based on threshold established in 'Demographic Data Thresholds' tab. Pre-tabulated points assigned in the 'Demographic Data (ACS 2020)' tab.	American Communities Survey 2015-2020 5-Year Estimate, available also in the Takoma Park Interactive Demographic Map
	Seniors (65+)	This criterion is based on the percent of residents who are over 64 years old, based on ACS 2015-2020 Estimate data at a block group level.	Score from 0 to 4 give based on threshold established in 'Demographic Data Thresholds' tab. Pre-tabulated points assigned in the 'Demographic Data (ACS 2020)' tab.	American Communities Survey 2015-2020 5-Year Estimate, available also in the Takoma Park Interactive Demographic Map
	Race (non-White)	This criterion is based on the percent of residents who identify as not White, based on ACS 2015-2020 Estimate data at a block group level.	Score from 0 to 4 give based on threshold established in 'Demographic Data Thresholds' tab. Pre-tabulated points assigned in the 'Demographic Data (ACS 2020)' tab.	American Communities Survey 2015-2020 5-Year Estimate, available also in the Takoma Park Interactive Demographic Map
Safety	Non-Motorist Crashes	This criterion is based on whether the proposed project location is within one-quarter mile of a roadway location that has one or more traffic crashes of any severity level involving non-motorists (i.e., pedestrians, cyclists, and micro-mobility users) in the last three complete calendar years.	The criterion is pass-fail, giving full points if the minimum value is met. Pass = 4; Fail = 0	Montgomery County Interactive Crash Map
	Vehicle Crashes	This criterion is based on whether the proposed project location is within one-quarter mile of a roadway location has a minimum number of serious or fatal vehicle-to-vehicle crashes in the last three complete calendar years. The collision types include head-on, left turn, right turn, right angle, and opposite-direction sideswipe. The minimum is three (3) crashes for locations on the local and collector roadway network and five (5) crashes for locations on the arterial roadway network.	The criterion is pass-fail, giving full points if the minimum value is met. Pass = 4; Fail = 0	Montgomery County Interactive Crash Map
	Speeding	This criterion is based on whether the proposed project location is on a road section where the 85th percentile for vehicle speeds exceed the posted speed limits.	The criterion is pass-fail, giving full points if the minimum value is met. Pass = 4; Fail = 0	Collected by the Takoma Park Police Department
	MCDOT Predictive Crash Analysis Locations	This criterion is based on whether the proposed project is within a quarter-mile of an identified location in the Top 200 Locations in MCDOT's Predictive Crash Analysis.	The criterion is pass-fail, giving full points if the minimum value is met. Pass = 4; Fail = 0	Predictive Safety Analysis - Top 200 Locations by Crash Type
Vulnerable Road User (VRU) Trip Generators	Community Facilities	This criterion is based on the proximity of a project location to community facilities within a 1/4 mile of the project, including schools, daycare centers, senior centers, and libraries, and the density of those facilities.	The criterion is based on the following point thresholds: 0 = No community facilities within 1/4 mile 2 = One community facility within 1/4 mile 4 = Two or more community facilities within 1/4 mile	Google Maps
	Transportation Facilities	This criterion is based on the proximity of a project location to transportation facilities within a 1/4 mile of the project, including high-volume transit stations (Takoma Station (Red Line), Takoma-Langley Transit Center, Takoma-Langley Station (Purple Line), bus stops with >10 average daily boardings, Capital Bikeshare station, or the presence of bicycle facility in the Montgomery County Bicycle Master Plan.	The criterion is based on the following point thresholds: 0 = No transportation facilities within 1/4 mile 2 = One community facility within 1/4 mile 4 = Two or more transportation facilities within 1/4 mile	Google Maps
	Recreation Centers/Park	This criterion is based on the proximity of a project location to active recreation or playground facilities within a 1/4 mile radius of the project.	The criterion is based on the following point thresholds: 0 = No active recreation/park facilities within 1/4 mile 2 = One active recreation/park facility within 1/4 mile 4 = Two or more active recreation/park facilities within 1/4 mile	Google Maps
Roadway Characteristics	Traffic Control	This criterion is based on the types of traffic control present within 1/4 mile of the project location. Traffic controls may include stop sign or yield sign configurations, traffic lights, speed humps, curb extensions, chicanes, flashing beacons, or other physical or visual traffic control strategies.	The criterion is based on the following point thresholds: 0 = Two or more traffic control facilities within 1/4 mile 2 = One traffic control facility within 1/4 mile 4 = No traffic control facilities within 1/4 mile	Google Maps
	Parking	This criterion is based on the parking configuration of the street where the project is located, used in part as a proxy for the width of the travel lanes on a roadway.	The criterion is based on the following point thresholds: 0 = Parking on both sides of the street 2 = Parking on one side of the street 4 = No parking on either side of the street; or the roadway features a centerline and travel lane widths wider than 12 ft across.	Google Maps
	Intersection Angle	This criterion is based on whether the project location is at an intersection with a skew angle less than 90 degrees for nonsignalized intersections, as a measure of challenging geometry. The criterion is pass-fail, giving full points if the criterion is met.	The criterion is pass-fail, giving full points if the minimum value is met. Pass = 4; Fail = 0	Google Maps
Identified Population Impact	Potential number of people served	This criterion is based on the number of households identified within a 1/4 mile radius.	The criterion is based on the following point thresholds: 0 = <400 households within 1/4 mile 2 = 400-600 households within 1/4 mile 4 = 600+ households within 1/4 mile	Montgomery County Mailing List Generator (set to 0.25 mile radius)
	Existing Plans	This criterion is based on whether the project area is identified in existing City, County, or State planning documents.	The criterion is pass-fail, giving full points if the minimum value is met. Pass = 4; Fail = 0	Various sources