

# Pedestrian and Pedalcycle Advisory Committee Minutes

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**Subject:** Minutes for Summer Quarterly Meeting  
**Date and time:** July 10<sup>th</sup>, 2019 12:30 PM to 3:00 PM  
**Location:** Desert Room – Keystone Building, Harrisburg, PA

The meeting was called to order at 12:35 PM by Roy Gothie (PennDOT Bicycle – Pedestrian Coordinator). Roll was taken, and a quorum was declared.

PPAC members in attendance were Josiah Shelly (alternate for Representative Tim Hennessey), Kyle Wagonseller (alternate for Representative Carroll), Nolan Ritchie (alternate for Senator Kim Ward), Jason Gerard – by phone - (alternate for Senator Sabatina), Roy Gothie (alternate for Secretary Leslie Richards), Alex MacDonald (alternate for Secretary Cindy Dunn), Frank Maguire, Benn Guthrie, Sarah Stuart, Bradley Flamm (by phone), Fred Richter, and Chandra Kannan (phone).

Additional attendees included Justin Lehman (Department of Health), George McAuley, Deputy Secretary Highway Administration (PennDOT), Deputy Secretary Jenn Granger, Multimodal Transportation (PennDOT), Andrew Bomberger (Tri-County Planning Commission), Dan Green, Deputy Director Office of Legislative Affairs (PennDOT), Stacey Newcomer (Pa Commuter Services), Ross Willard (Recycle Bicycle), Samantha Pearson (Elm Street Commission), Emily Watts (PennDOT Policy Office), Stephen Horner (Department of Ageing), Chris Metka (PennDOT Program Center), Abbey Berrios (PennDOT), Allie Noll, (PTBF), Gracie Turk (intern – PennDOT Multimodal Deputate), Kristiana Barr (Lancaster County Planning Association), Joe Stafford (private citizen)

The minutes from the April 10<sup>th</sup>, 2019 meeting were unanimously approved.

Deputy Secretary Jenn Granger then presented on the future of bicycle access on Amtrak lines in the next 18 months beginning with the Pennsylvania line (attachment #1).

Deputy Secretary McAuley then discussed the effort to rewrite PennDOT Pub 213 (Temporary Traffic Control Manual) which will be completed this October and the work on Design Manual (DM2) is expected to be complete at the end of the calendar year. He noted District staff are working to provide resurfacing projects/maintenance projects to planning partners out 12 months

ahead but the \$30M in funding may be used to address flooding and other issue over the winter season. Deputy Secretary McAuley also agreed to discuss how to improve advocate access to the PennDOT Connects process.

Alex MacDonald, Department of Conservation and Natural Resources the presented an update on the DCNR's current activities (Attachment #2)

Justin Lehman, Department of Health, provided an update on status of the State Physical Activity and Nutrition 5-year grant from CDC grant that funds the Walkable Communities initiative and other projects by the DOH (Attachment #3)

Roy Gothie, Pennsylvania Department of Transportation, provided a brief update on the progress of the new Statewide Bicycle and Pedestrian Master Plan and other DOT activities (Attachment #4).

Sarah Stuart requested PennDOT continue to work on updates to the PA Drivers' Manual to raise the profile of non-motorized transportation – beyond the Dutch Reach. Nolan Ritchie requested the DOT provide presentation on available technologies for safer pedestrian detection / signalized crossing improvements.

Sarah Stuart updated committee members on the January 4<sup>th</sup> letters to the Secretary / resolutions by Pittsburgh and Philadelphia to the state legislature requesting more operating control of their streets and right-of-way. A meeting with the Secretary is scheduled for September 26<sup>th</sup> at the Keystone Building.

Legislative Updates were provided by Nolan Richie who expanded upon a one-page listing of current and proposed bills (Attachment #5)

Sarah Stuart then brought the issue of e-bikes on trails to the table as new business. After some discussion Frank Maguire proposed and Ben Guthrie seconded the following resolution:

*Resolution recommending that PPAC form a joint, ad-hoc committee with the PA Trails Advisory Committee to develop policy recommendations for DCNR and PENNDOT to consider regarding e-bikes by the end of September 2019. The focus of this joint committee will be to encourage the agencies to provide clear, simple to understand guidance on current laws affecting e-bikes, develop a resource guide of best practices/case studies as part of the Pennsylvania Land and Water Trail Network Strategic Plan and to provide guidance for managers and owners of trails to better make informed decisions. Long term, the committee*

*will encourage the need for the state pass legislation clearly defining the 3 different classes of e-bikes as adopted by the bicycle industry as standards so that it can be used as a framework for trail and bicycle facility management.*

The resolution passed by voice vote Frank Maguire, Sarah Stuart, and Roy Gothie agreed to serve as PPAC's portion of the committee.

The meeting was adjourned at 3:08 pm

**Next Meeting**

Date and time:           October 9th, 2019 – 12:30pm

Location:                 Desert Room – Keystone Building, Harrisburg, PA

Fred Richter \_\_\_\_\_ Secretary

\_\_\_\_\_ Date of Approval

## ATTACHMENT #1

PennDOT is coordinating with Amtrak on short term improvements to the Pennsylvanian

- Adding a baggage car to allow for improve storage of items including bicycles
- Implementation – Fall 2019 – reservations may be required

PennDOT is coordinating future efforts to retrofit existing luggage racks on Keystone Service



## ATTACHMENT #2

Part of DCNR's ongoing update to the 5-Year State Land and Water Strategic Trail Plan will include a community survey that will be shared out via social media as well as via internal discussions with planning partners.

DCNR is also updating the Statewide Outdoor Recreation Plan and a draft plan should be ready by late fall 2019.

Additionally, DCNR is continuing to advance their trail gap identification project by listing their new Top Ten Trail Gaps as two were filled last 2018 in conjunction with the Trails Advisory Committee. The DCRN site now includes tour of those sites:

<http://www.gis.dcnr.state.pa.us/storymaps/trailgaps/>

DCNR grant selections have been made internally and announcements would come this fall.

Finally, the group was asked to support Trails Month in September.

The group had short discussion on DCNR's policies regarding e-bikes on trails, in state parks and state forests was had with DCNR agreeing to follow-up with the group at the next meeting (Interim Report – Attachment #2)

## ATTACHMENT #3

The Pennsylvania Department of Health, Division of Nutrition and Physical Activity,

Through WalkWorks, a 3<sup>rd</sup> Funding Opportunity Announcement (FOA) will be released around August 1, 2019 inviting local government entities to receive funding to assist with:

- a. The development of a transportation plan, which will identify and prioritize projects related to modes of active transportation with an emphasis on walking and biking; and/or
  - b. The development of policies – such as Complete Streets or Vision Zero – that include language in support of environmental changes for enhancing places for physical activity with an emphasis on walking.
- WalkWorks is currently works with 8 communities to develop an active transportation plan and 2 communities to adopt a Complete Streets policy.
  - Intend to select 7 new communities this fall.

WalkWorks hosted 3 Complete Streets workshops in March and April with 130 attendees presentations and PowerPoints are available on the Walkworks website.

- March 28 – Complete Streets Basics and Benefits
- April 11 – Best Practices for Design
- April 18 – Planning and Policies

He also delivered a 1 box of the 100,000 printed Complete Streets rack cards via the Pennsylvania Walkable Communities Collaborative *Creating a Walkable Community in Pennsylvania*. These are available to share and the card is online as a printable pdf.

## ATTACHMENT #4

Statewide Bicycle and Pedestrian Master Plan is proceeding with a completion date of September 30<sup>th</sup>. We have had recent meetings with our advisory committee and stakeholder group from the municipal and rural planning organizations (June 17<sup>th</sup> and 20<sup>th</sup> respectively) and are currently working on implementation measures which will be finalized in August.

Relocating portion of Bike Route G onto Pine Creek trail. Awaiting letter of approval from the trail group but have an email with tentative approval in-hand.

Funding related to the Share the Road Plates totals \$18, 318 as of the 1<sup>st</sup> of July.

The Department received \$13,400 in FY16-17 and \$4,837 in FY17-18.

Total plates for 2016-2018 were 554 and for 2019 are 25 as of June 30<sup>th</sup>

DRAFT TRAILS in LIMITED ACCESS RIGHT-OF-WAY Policy for Chapter 16 of DM 2 is out for review – Draft is provided below.

Limited Access Right-of-Way (R/W) restricts the number and types of users in that R/W. Typically, only vehicular traffic will be permitted in the R/W, although occasionally utilities and some trails have been permitted when there was no other alternative alignment, as with a river crossing. An example of this would be the Appalachian Trail across the Susquehanna River in Dauphin County, PA.

As more miles of trails are completed across the state, local governments and trail advocates may identify PennDOT owned limited access R/W as the most direct and simplest alignment for a planned trail due to the topography and single point of ownership.

For projects where an existing trail may need to be relocated onto limited access R/W or where a future trail alignment may need to utilize limited access R/W, the Department shall make reasonable efforts to accommodate the trail per guidance in Publication DM1A.

Local government entities interested in creating a trail within PennDOT's limited access R/W shall contact the District Bicycle/Pedestrian Coordinator so that PennDOT can advise at the conceptual

stage of the project. As the trail plan develops, at some point it will become necessary for the local government entity to request approval from the District. The local government entity shall formally request approval for the trail and this request may be made via U.S. Mail or electronically (see figure 16.1).

The request for approval shall include a detailed description, including a sketch plan showing the proposed trail location within the limited access R/W. If the information provided with the request letter is not adequate for the Department to make an informed decision, PennDOT will use the approval letter to notify the applicant that approval is denied pending the submission of additional information. Below are some minimum requirements that must be met before a trail and/or trail structures inside limited access R/W will be considered.

Trails passing underneath a state bridge or structure require a PennDOT agreement. No attachments are to be made to a bridge, bridge walls or any Department owned resource.

For proposed trails crossing over an existing limited access highway using a new pedestrian overpass:

- The Municipality (ies) must agree to sign a Trail Structure agreement.
- The trail owner may be required to install fencing or other protection as determined by PennDOT.
- PennDOT can eliminate the trail crossing upon proper notice to the other parties.

For proposed trails crossing over an existing limited access highway using an existing overpass:

- The Municipality (ies) must agree to sign a Shared Use Path agreement.
- The trail owner may be required to retrofit the bridge parapets and/or install fencing if pedestrian facilities are not on either side of the bridge.
- If the need should arise, PennDOT can remove the trail upon proper notice to the other parties.

For proposed trails parallel to, and within, limited access right-of-way:

- The Municipality (ies) must agree to sign a Trail Maintenance agreement with PennDOT. The Municipality (ies) can have subsequent agreements delegating responsibility to a trail organization. PennDOT will not be a party to those agreements.

- There must be adequate protection, as determined by PennDOT, between trail users and the vehicle traffic (guiderail, barrier, embankment, etc.)
- The Municipality (ies) must agree to provide and maintain a fence or other appropriate barrier(s) to prevent access to the highway if necessary.
- If the need should arise, PennDOT can remove the trail upon proper notice to the other parties.
- The proposed trail should not be at the same grade as the highway, unless sharing a river crossing, and should otherwise be outside of the clear zone
- The Local MPO/RPO must provide a letter of support.
- The applicant is solely responsible for any mitigation work needed related to drainage issues
- The proposed trail must be part of a larger, approved, Municipal/Regional “Master Plan”.
- Motor vehicles (except emergency and maintenance) will not be permitted on the trail.
- All possible alternatives must be evaluated before considering a trail in limited access R/W.
- The trail must meet relevant AASHTO and ADA guidance as appropriate.

All the criteria above must be satisfied before the trail will be considered by the Department. If the criteria above has been met, the applicable municipality(ies) must submit a “Request for Trail in limited access R/W Letter”. Submission of the criteria noted above, along with the request letter does not guarantee approval. PennDOT will review the proposed trail plans with FHWA. FHWA approval is required for proposed work in limited access R/W for interstates. If a “free access R/W corridor” is created, FHWA permission for the proposed trail is not required. The letter will outline the major characteristics of the trail, such as, but not limited to:

- Explain why locating the trail in limited access R/W is the best alternative.
- List and briefly explain the other alternatives considered.
- Provide a map detailing the trail location and other pertinent features.
- Provide a plan view, drawn to scale, showing the trail and all its features (including any required excavation or embankments) within the limited access R/W. The sketch must clearly show what effects the trail has on drainage within the R/W and any required mitigation work needed.
- List the approved Local/Municipal/Regional “Master Plans” that identify this proposed trail.
- Describe existing/proposed protection between trail users and vehicles.
- Discuss proposed trail crossings of any water in limited access R/W.
- Review and address any potential environmental or drainage issues
- Indicate if the municipality is willing to sign a Trail Maintenance Agreement.

- Include letters of support and additional information as needed.

DATE

District Bicycle/Pedestrian Coordinator

Street Address

City, State Zip Code

**Subject: Municipal Request for a Trail in Limited Access Right-of-Way**

County:

Municipality Name

SR \_\_\_\_\_, Section

Project Length:

Project Name:

Dear Bicycle/Pedestrian Coordinator:

(Municipality Name's) would like to request a (Trail/Shared Use Path(SUP) in Limited Access Right-of-Way along SR 1234. The proposed Trail/SUP facility is described below:

[Provide a description of the Trail/SUP. Include location map, limits and relevant drawings detailing the route. Indicate any water crossings and plans for that crossing. Describe the elevation of the trail versus the roadway and the protection for trail users from vehicle traffic. Discuss alternatives evaluated and explain why locating the trail in limited access R/W is the best alternative. Indicate the municipality understands it must sign a trail maintenance agreement for the trail/SUP to be approved.]

Please contact (Municipal Contact) to discuss the proposed trail/SUP:

Municipal Contact

Street Address

City, State Zip Code

Telephone: (000) 000-0000

E-mail: xxxxx@pa.gov

Sincerely,

Name

Municipal Official

Title

**FIGURE 16.1 REQUEST FOR TRAIL IN LIMITED ACCESS RIGHT-OF-WAY LETTER**

DATE

Municipality Contact Person  
Municipality Name  
Street Address  
City, State Zip Code

**Subject: Approval for Trail in Limited Access Right-of-Way**

County:  
Municipality Name  
SR           , Section  
Project Length:  
Project Name:  
MPMS Number:

Dear Municipality Contact Person:

The Pennsylvania Department of Transportation (PennDOT) concurs with (Municipality Name's) plan to install a trail in limited access right-of-way along SR 1234. The proposed trail is described below:

[Provide a description of the proposed trail. Include location map and relevant drawings detailing the route. Indicate any water crossings and plans for that crossing. Describe the elevation of the trail versus the roadway and the protection for trail users from vehicle traffic. Provide additional details as warranted. Indicate an approved maintenance agreement between the Municipality and PennDOT has been executed.]

The purpose of this letter is to inform (Municipality Name) of its responsibilities pursuant to the trail in limited access right-of-way along route SR 1234. The municipality will be responsible for all design, permitting, construction and maintenance activities as described in the attached Trail Agreement. This letter authorizes the Municipality to begin the design and construction efforts necessary for implementation of the trail. All design and construction activities will follow PennDOT's HOP process. PennDOT also reserves the right to relocate or remove the trail with proper notice to the affected parties.

Please direct all correspondence to the following contact:

PennDOT Engineering District 0-0  
Contact Person  
Street Address  
City, State Zip Code  
Telephone: (000) 000-0000  
E-mail: xxxxx@pa.gov

Sincerely,

Name

Assistant District Executive (or delegate)

**FIGURE 16.2 APPROVAL FOR TRAIL IN LIMITED ACCESS RIGHT-OF-WAY**

ATTACHMENT #5

**Bills under consideration by General Assembly of interest to PPAC in 2019-2020 Session**

**Protected Pedestrian Plazas and Pedalcycle Lanes.** Introduced during this session in the House as **HB792** by Rep. David Maloney (R-130) and passed by 200-1 on June. Both **HB792** and **SB565** (introduced by Sen. Larry Farnese) have been referred to the Senate Transportation Committee.

**Hand Held Cell Phone Ban. HB 37** introduced by Rep. Rosemary Brown prohibits the use of hand-held cellular phones (hands free cell phones are permissible) while operating a motor vehicle on the roadways of the Commonwealth. It passed out of the House Transportation Committee on June 10th and awaits a House floor vote.

**Vulnerable Highway User Protections - HB1536** introduced by Rep. Brett Miller defines the term “Vulnerable Highway User” and increase the penalties for a person convicted of careless driving that results in either the death, serious bodily injury, or bodily injury of a Vulnerable Highway User. Referred to Transportation Committee. No vote taken.

**RADAR for Local Law Enforcement - SB607** sponsored by Senator Scavello (R-40) permits local police to use radar for monitoring traffic speed. In Pennsylvania, only the State Police are currently authorized to use radar. It was passed by the Senate 49-1.

**Legalize e-scooters - HB631.** Referred to the Transportation Committee. No vote taken