

**Members Present**

|                |                                   |
|----------------|-----------------------------------|
| Rich Vetter    | Dover/Kent MPO                    |
| John Sisson    | WILMAPCO/DTC                      |
| Adam Weiser    | DelDOT                            |
| George LeCates | DelDOT (alternate for Tom Nickel) |
| John McNeal    | DelDOT                            |
| Todd Webb      | DelDOT                            |
| Paul Moser     | DelDOT                            |

**DelDOT Support Staff**

|               |        |
|---------------|--------|
| Sarah Coakley | DelDOT |
|---------------|--------|

**Members Absent**

|                  |                        |
|------------------|------------------------|
| Susan Moerschel  | DNREC                  |
| Barbara Monaghan | DDDC                   |
| Janelle Cornwell | Sussex County          |
| Debra Young      | Empower Ability LLC    |
| Linda Osiecki    | DelDOT                 |
| William Payne    | Citizen Representative |

**Guests**

|                 |                     |
|-----------------|---------------------|
| Jim Johnson     | Wallace Montgomery  |
| Chris Sylvester | Century Engineering |

**I. CALL TO ORDER**

The meeting was called to order at 10:11 am by Chair John Sisson.

**II. INTRODUCTIONS**

All members, staff, and guests introduced themselves.

**III. ACTION ITEM- APPROVAL OF THE AGENDA**

Mr. Sisson reviewed the agenda and asked for a motion. Mr. Adam Weiser made a motion to approve the agenda. The motion was seconded by Mr. Rich Vetter and approved by all subcommittee members present.

**IV. ACTION ITEM- APPROVAL OF THE JULY 21, 2016 MEETING MINUTES**

Mr. Sisson asked if there were any changes needed to the minutes. Mr. Vetter made a motion to approve the minutes. Mr. John McNeal seconded the motion and it was approved by all subcommittee members present.

**V. IDENTIFY GAPS IN THE SYSTEM OF PEDESTRIAN PATHS AND SIDEWALKS TO CREATE CONTINUOUS, INTERCONNECTED PATHWAYS**

**Travel Trainer and DVI orientation and mobility specialists who also perform travel training notify DART of observed pedestrian deficiencies**

Mr. Sisson reviewed the draft recommendation idea. Mr. Weiser asked about the ADA



sidewalk inventory as a source for identifying pedestrian facility deficiencies. Mr. McNeal responded that the 2012 inventory overstated DelDOT's responsibility, so the Department is trying to determine what it is responsible for. He said the 2014 Transition Plan did not meet post-acceptance by FHWA. Initially FHWA was not reviewing and approving them, but they decided to change their perspective. The inventory is being reevaluated and the updated Transition Plan is due by end of September. Mr. McNeal will be tracking the inventory. Mr. Sisson asked if there is a prioritization process. Mr. McNeal said that the first priority is curb ramps but he feels it really does no good if there is not an interconnected network. DelDOT needs a detailed schedule for upgrading known deficient curb ramps. Mr. Sisson asked if facilities identified by travel trainers would get priority. Mr. McNeal said there is a concern about people filing complaints to get ahead in the system. Mr. Paul Moser said that DelDOT Planning is developing a prioritization process for standalone bike, pedestrian, and trail projects, that is GIS-based and includes criteria such as proximity to bus stops and amount of ADA-related improvements. He said that Planning has not yet determined where the project ideas will come from. Mr. Sisson suggested that if there is a large capital project already programmed and funded, the facility should be corrected in that project. Mr. Todd Webb suggested coordinating with DelDOT Director of Planning Drew Boyce to get additional information on project prioritization. Mr. Sisson asked about the \$3 million annually dedicated to ADA improvements. Mr. McNeal stated that it is not enough funding. He also gave an example in City of Wilmington where DelDOT upgrades the curb ramps but the sidewalk is the City's responsibility. He said we need to get the MPOs and municipalities involved and that ADA is a minimum but we also need to fill in gaps in the system. Mr. George LeCates confirmed that Pavement and Rehabilitation Projects upgrade the curb ramps but not the sidewalk. Mr. Sisson stated that he also sees maintenance issues with sidewalks and pathways, such as grass and trees digging up facilities. Mr. McNeal said he also sees new construction leaving gaps in the system, such as by the TGIF and Jiffy Lube businesses in Dover. Mr. Sisson asked about the process for updating the inventory. Mr. Moser suggested that Stephanie Johnson, the new Assistant Director of Planning's Decision and Data Support section, could provide additional information on data collection and updating.

#### **VI. PROVIDE ADVICE REGARDING DESIGN STANDARDS FOR CROSSWALKS, SIDEWALKS, AND PATHWAYS ENSURING ADA COMPLIANCE**

Mr. Sisson read the 4 draft recommendation ideas related to this goal: DelDOT Pedestrian Coordinator sign-off on DelDOT plans; Complete Streets training for DelDOT and municipal design staff and consultants; Median Barriers; and Marked Crosswalks on all intersection legs. Mr. Weiser said that median barrier is likely the next step along Rt. 13 from Rt. 273 to the Rt.13/Rt.40 split. He said DelDOT Traffic is looking at design criteria, such as design speed, lateral offsets, and crashworthiness, that need to be considered. Mr. Sisson asked if there has been discussion of material, such as concrete vs. asphalt. Mr. Moser said that Planning has had projects where we have recommended against brick due to ADA construction and maintenance concerns. Mr. Sisson mentioned issues with stamped concrete. Mr. Weiser stated that DelDOT does not allow stamped concrete unless the municipality agrees to maintain it and suggested Jennifer Pinkerton could provide additional information on materials. Mr. McNeal asked about the idea of placing marked crosswalks on all intersection legs. Mr. Weiser said current policy is to place them across one approach on the major roadway at signalized intersections and that Mark Luszcz would be able to speak about this more. Mr. McNeal said the Department is getting clarification from Department of Justice on how to treat T intersections. Mr. Sisson said that we are changing the mindset from a highway department to a transportation department that includes all modes. Mr. Weiser spoke about the challenge of getting people to use crosswalks and said that we need to look at spacing of

crosswalks. Mr. McNeal said that improving the built environment is good but we also need to address decisions and behavior of pedestrians. Mr. Weiser shared that DelDOT has spent millions on infrastructure and \$600,000 on lighting along Rt. 13 in New Castle County and people are still not using the crosswalks.

Ms. Sarah Coakley received permission to address the subcommittee regarding the pedestrian coordinator sign-off on plans idea. She shared that Chief Engineer Rob McCleary has concerns, as the department is moving away from more people signing the plans and only the designer of record is allowed to sign and seal the plans with approval. It was suggested that perhaps the Pedestrian Coordinator could go to the Chief Engineer if comments are not adequately addressed. Ms. Coakley shared that as Pedestrian Coordinator she is supposed to review everything, for pedestrian connectivity and making sure the scope includes adequate pedestrian facility improvements. She shared that sometimes people skip sending her the plans or wait until semi-final or final stage and that it would be helpful if she could be included earlier, at the scoping stage of a project, so that her comments can be addressed. Mr. Vetter passed out to subcommittee members information on a complete streets workshop from the National Complete Streets Coalition.

## **VII. PROVIDE ADVICE REGARDING ACCESSIBILITY AND CONNECTIVITY TO MAKE TRANSIT A MORE VIABLE OPTION**

### **Review of DART bus stop repair and replacement**

Mr. Sisson shared that DART has technicians review bus stops on a bi-weekly basis and damaged furnishings are fixed or replaced. He said that sidewalk repair is scheduled in DTC's regular capital program.

## **VIII. ASSIST DELDOT WITH RECOMMENDATIONS REGARDING THE PEDESTRIAN ACTION PLAN AND PRIORITIZATION OF PEDESTRIAN IMPROVEMENTS**

### **Review of Pedestrian Safety Audits**

Mr. Weiser gave a presentation on DelDOT Traffic's Pedestrian Safety Audits. He shared that for 58% of pedestrian crashes there is no contributing factor on the part of the vehicle driver. Mr. Sisson asked how confident we are that this number is correct. Mr. Weiser said that analysts are very confident and that fatalities and serious injuries are thoroughly investigated. Mr. McNeal said that when there is a pedestrian fatality the response points out if they are not crossing at a crosswalk but does not point out if there is none present nearby. Mr. Weiser said that in addition to the official police crash report, his section documents the circumstances surrounding a crash and that distance from the nearest crosswalk is noted. Mr. Webb asked if goat paths are considered in the audits and Mr. Weiser confirmed that they are. Mr. Webb asked if businesses go through DelDOT for signing. Mr. Weiser said that our Outdoor Advertising section handles business signage issues. In response to the information that an audit is planned for Rt. 13 in Dover and Camden, Mr. Webb shared that there are two DelDOT projects in this area that are including sidewalk, one is a sidewalk project from State Street to the old Kmart site and another is a third-lane project on the south side of Dover. Mr. Sisson commented that snow on pedestrian routes is an issue and asked about crashes during periods of snow. Mr. Weiser said that there is an increase in pedestrian crashes in the fall due to lighting but no correlation between snow and pedestrian crashes. Mr. Sisson said that snow is piled up on medians and channelizing islands and is a problem but that there are limited resources to maintain something like this for such little time. Mr. Weiser suggested that Brian Urbanek be invited to a subcommittee meeting to discuss DelDOT's snow removal program. Mr. McNeal said that there are requirements for snow removal. DelDOT's policy includes a 4" threshold, which can



last for 2-3 days typically but lasted an entire month two years ago due to the extreme cold. He said a more robust sidewalk maintenance policy is needed. Mr. Weiser asked if the Complete Streets Policy discussion included maintenance. Mr. McNeal said the sidewalk snow maintenance policy needs updating. Mr. Sisson asked if more funding is needed for these things. Mr. Weiser said absolutely, we can't do more without more resources. He gave the example that DelDOT is addressing high crash locations, but what about locations without crashes that have the same risk factors. We would like to be preventative instead of reactive. Mr. Sisson asked if there is a requirement for performance measures in the Transition Plan. Mr. McNeal said it needs to include a detailed schedule for curb ramps in a 3-year plan and address remaining features in a broad plan over the next 20 years. Mr. Sisson asked about filling in a certain percentage of gaps. Mr. McNeal said the inventory overstated DelDOT's responsibility but it's not bad to have it and update it to see what we are doing and how we are doing in meeting our goals.

#### **IX. DISCUSSION OF POSSIBLE ITEMS FOR NEXT MEETING AGENDA**

Mr. Sisson asked for information on what is on the next meeting agenda already and ideas for future meeting agendas. Ms. Coakley shared that Mark Luszc is on the agenda for September to speak about lighting and Drew Boyce is on the agenda regarding the Complete Streets Policy Implementation Plan. It was asked if Drew could also share more about the project prioritization process. It was suggested to invite Brian Urbanek to a future meeting to discuss sidewalk maintenance.

#### **X. PUBLIC COMMENT**

Mr. Sisson opened the floor to public comment. No public comments were received.

#### **XI. ADJOURN**

Mr. Weiser made a motion to adjourn the meeting. Mr. Webb seconded the motion. All subcommittee members present were in favor of the motion, no members were opposed, the motion passed. The meeting adjourned at 11:25 a.m.

Meeting Minutes reported by:  
Sarah Coakley, AICP

Draft version transmitted August 26, 2016