



# Complete Streets Implementation Team Implementation Phase: Meeting #4

April 1, 2020



# Agenda

- Introduction
- Review and approval of March meeting minutes
- Review of update memo to County Council
- Status of Design Manual updates
- Community engagement discussion
  - First rough draft of Community Engagement Plan
  - Group feedback
- Next steps





# COUNTY COUNCIL UPDATE



# County Council update

- Introduction
- Progress made during the last six months
- Progress anticipated during the next six months
- Funding
- Summary



# County Council update

- Progress made during the last six months
  - December 2, 2019 Transportation Forum
  - Several projects completed
    - New sidewalk on Foundry Street near the Savage Mill
    - New roundabout and pedestrian crossings at Foundry Street and Washington Street near the Savage Mill
    - New pedestrian crosswalk and refuge island across Vollmerhausen Road at Castleford Drive
    - White Acre Road Complete Streets improvements in Oakland Mills including traffic calming, bike lanes, pedestrian crossing improvements, bus stop improvements and rain gardens



# County Council update

- Progress made during the last six months (continued)
  - CSIT established
  - CSIT meetings in January, February, March, and April
  - Core team meetings to work on Design Manual updates (to be discussed later in this meeting)



# County Council update

- Progress anticipated during the next six months (*assuming current events don't dictate a change in approach or schedule*)
  - Continued monthly CSIT meetings
  - Continued staff work on updating the Design Manual, in cooperation with the CSIT
  - Review of Subdivision and Land Development Regulations for potential updates
  - Development of a prioritization process



# County Council update

- Progress anticipated during the next six months (continued)
  - Development of a process to track and report on performance measures
  - Development of updated community engagement procedures
  - Replacement of the 1999 policy for sidewalks on public right of way
  - Involvement of stakeholders in the above processes, likely starting with online engagement until COVID-19 restrictions are eased



# County Council update

- Funding: proposed FY 21 Capital Budget includes the following:
  - J4219 Engineering Study Program: \$380,000 to complete the update of the Design Manual.
  - H2014: Road Resurfacing: \$x.x million to resurface roads, including addition of bike lanes.
  - Pedestrian and Bicycle Infrastructure capital budget areas: \$6.57 million to advance project implementation for new pedestrian and bicycle infrastructure and maintenance of existing pedestrian and bicycle facilities





# **STATUS OF DESIGN MANUAL UPDATES**



# Design Manual updates

- The Core Team (County staff) has met three times
- Agreed to proceed with a typology to classify the County's street (draft shown on next slide)
  - Transportation and land use will be integrated
  - Types of transportation and land use classifications will likely change prior to adoption
  - Designated bike routes and scenic roadways would be overlaid onto the typology



# Design Manual updates

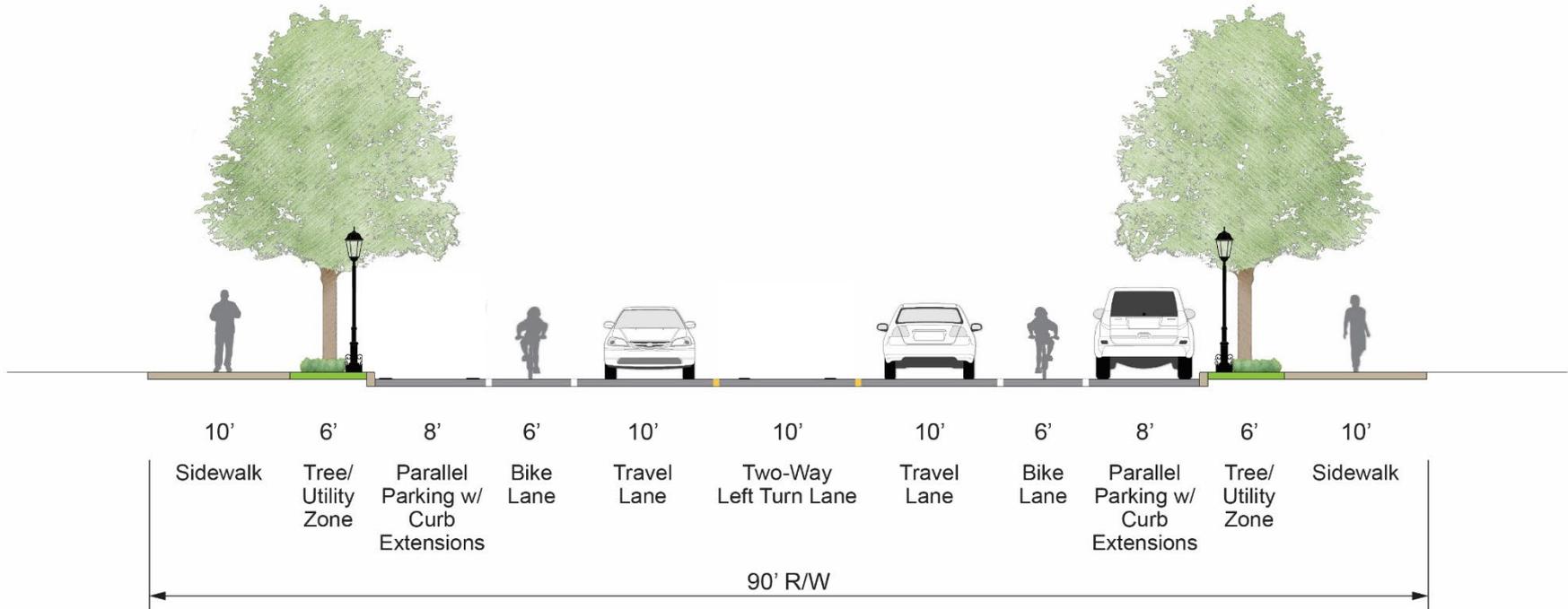
**DRAFT**

	LAND USE CONTEXT					
TRANSPORTATION CLASSIFICATION	Mixed-use	Higher-density residential	Lower-density residential	Commercial	Industrial	Rural (everything outside PSA)
Intermediate arterial						
Minor arterial						
Collector						
Local						



# Design Manual updates

- Developing typical sections for each street type; example shown below



**MIXED-USE  
MINOR ARTERIAL**

**DRAFT**

# Design Manual updates

- Additional considerations
  - Right-of-way widths by street type
  - Crosswalk types and implementation guidance
  - Shared-use pathway design guidance
  - Sidewalk policy
  - Maintenance of traffic for people walking and bicycling
  - Guidance for private roads
  - Guidance for scenic roads
  - Potential incorporation of new national guidance (“AASHTO Green Book”)
  - ... and many other items





# COMMUNITY ENGAGEMENT



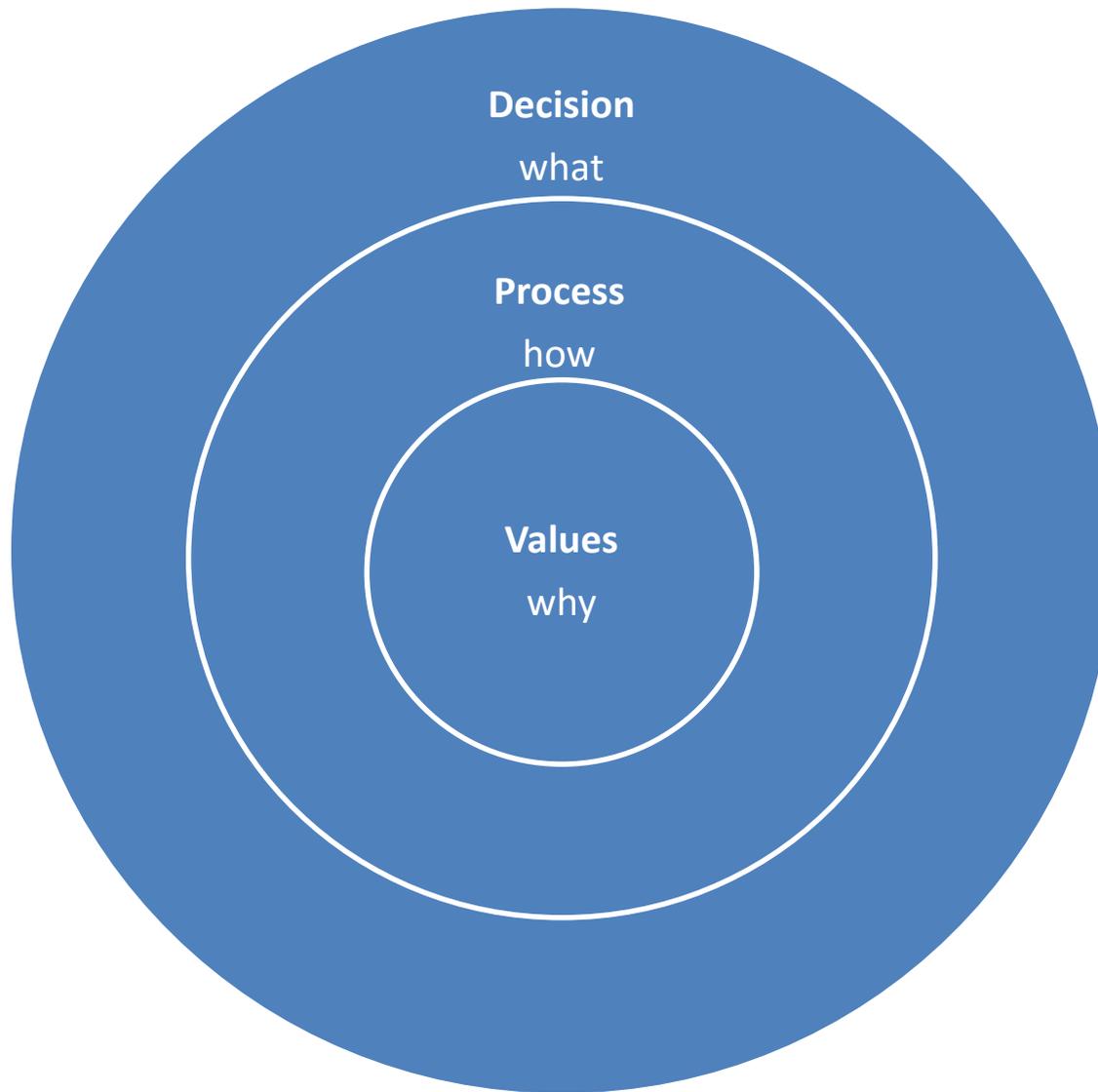
# Community Engagement Plan (CEP)

## Draft Outline

- How to use this document
- Background/Introduction
- Why is engagement important? (Values)
  - Vision, guiding principles, goals, objectives, performance measures
- How are we engaging the community? (Process)
  - Defining community, communicating with the community, collecting public feedback
- What are we deciding? (Decisions)
  - Capital projects and developer projects
- Citizens Guide to Community Engagement



# CEP Structure



# CEP Vision

- Complete Streets Policy Vision:

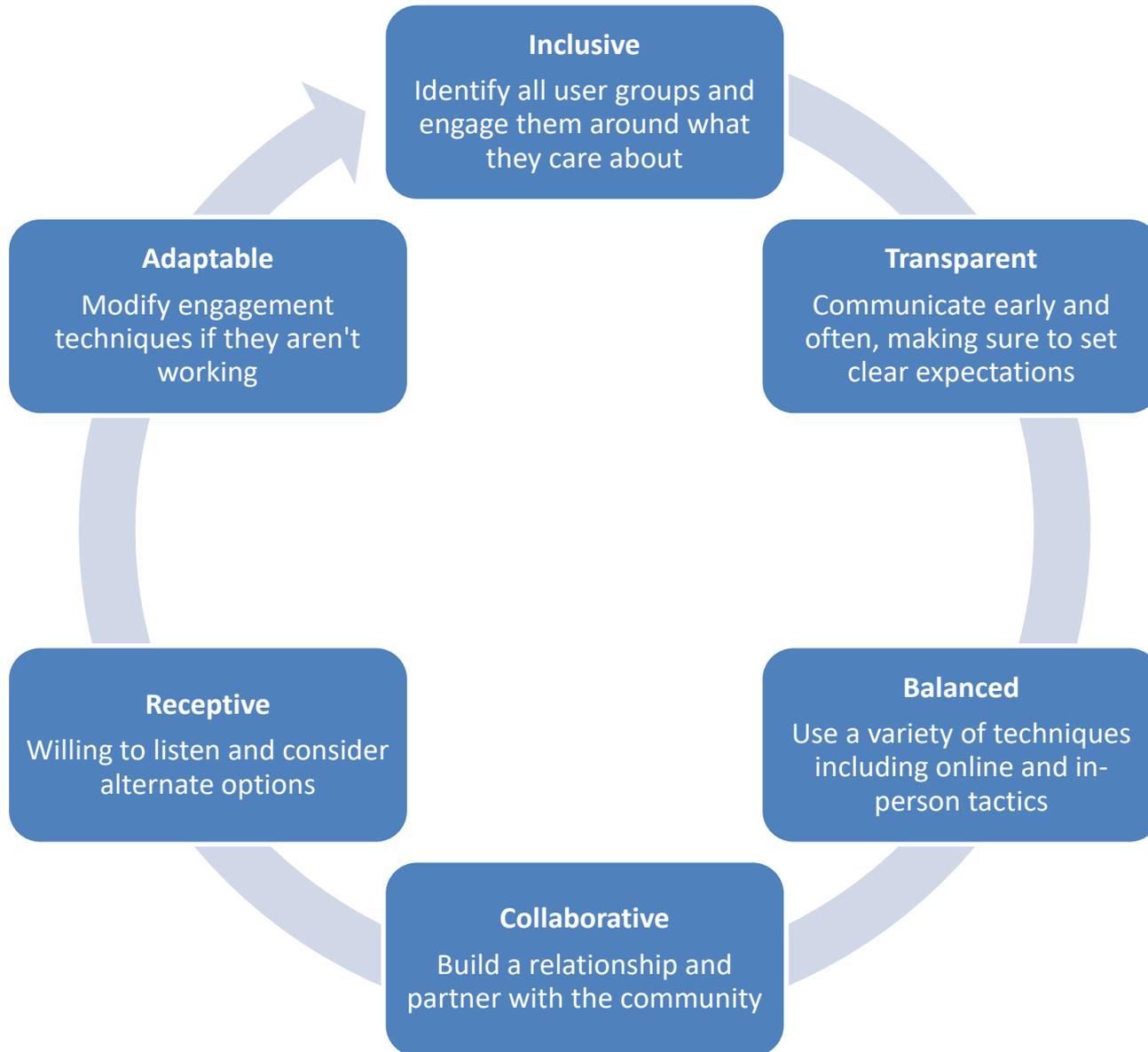
*“To ensure that Howard County is a place for individuals of all backgrounds to live and travel freely, safely, and comfortably, public and private roadways in Howard County shall be safe and convenient for residents of all ages and abilities who travel by foot, bicycle, public transportation or automobile, ensuring sustainable communities Countywide.”*

- Do we need a Community Engagement Plan Vision?

*Robust community engagement during the planning and design phases of transportation projects is essential to the successful implementation of the Complete Streets policy in Howard County.*



# CEP Guiding Principles



# CEP Goals, Objectives, & Performance Measures

Goals (desired results)	Objectives (measurable strategies, achievable and specific)	Performance Measures (mark progress toward objectives)
Build awareness in the affected communities (communications)		
Provide equitable access by ensuring multiple options for providing feedback		
Create opportunities for meaningful interaction and collaboration (events)		
Develop strong community partnerships		
Improve the quality of the project outcomes		
Others?		

# CEP Defining Community

- General public
  - People who live, work, or play in Howard County who may or may not use the infrastructure in question
- Advocates
  - Complete Streets supporters who live, work, and play across the county
- Neighborhood Population
  - Residents, businesses, and organizations located in the same neighborhood as the project
- Project Adjacent Population
  - Residents, businesses, and organizations located directly adjacent to the project
- Vulnerable Population
  - As defined by the Vulnerable Population Index



# CEP Communicating with the Community

- Method of communication
  - i.e. email, social media, mail, newspaper notice, via Community Villages & HOAs, via Boards and Commissions, via Local Service Providers, via Council Members
- Communication format
  - i.e. standalone project website, press release, project/meeting flyer, on-site signage, social media content
- Collecting public feedback
  - i.e. events and tools (online and in-person)



# CEP Events



## Site-Based

- An opportunity to collaborate with the community
- In person pop-up events like temporary demonstrations or installations, walk audits/bike audits, interactive/informative games
- Held in conjunction with existing community event if possible
- Participatory feedback opportunities that impact project design



## Public Workshop

- An opportunity to involve the community
- In person at centralized location and/or online
- Interactive feedback opportunities that impact project design



## Open House

- An opportunity to inform and consult the community
- In person at centralized location and/or online
- Feedback provided via conversation with staff or survey has minimal impact project design
- i.e. annual Bike HoCo Open House, final design project meetings



## Public Meeting

- An opportunity to inform and consult the community
- Feedback provided during public comment has minimal impact on project design
- i.e. boards and commission meetings including the Multimodal Transportation Board, Public Works Board, and County Council

Engagement

Outreach

# CEP Tools for Collecting Feedback

## Controlled environment

Participants cannot engage with each other. Data is stored in the backend and only accessible by admin.



### SURVEYS

The Surveys tool gives people an opportunity to voice their opinion in a convenient and guided way, which has historically shown higher response rates than other formats.

### POLLS

Polls encourage people to give a quick answer on one question, selecting from multiple choice answers. They are able to instantly see the Poll results, piquing their interest and giving you real time insight.

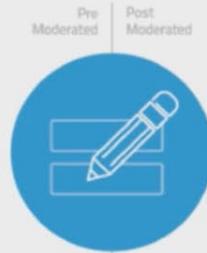
## Mixed environment

Participants can see other participant contributions. However, there is little peer-to-peer interaction. Some data may be visible to the public, other data is just accessible by admin.



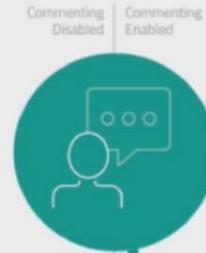
### QUESTIONS

Questions is an issues management and communications risk mitigation tool. It is a managed space for your community to ask you questions and for you to respond either publicly or privately.



### GUESTBOOK

Guestbook keeps things simple; people are only able to upload comments, which are moderated to manage what appears publicly. No other interaction is enabled.



### STORIES

When we tell or hear a story, neuroscience tells us that we experience things on a higher and more resonant level. Stories helps your community better understand, empathise and relate to others as well as your project goals.

## Open environment

Participants can engage with each other. Comments and ideas are visible.



### PLACES

Places is a simple way to gather community feedback and ideas directly on a map. Participants drop a "pin" in the area of concern, add photos and then fill in a quick survey.



### IDEAS

Ideas provides "virtual" post it notes for individuals to add their ideas to a collective board. People like the ideas that inspire them most, helping align your priorities with what matters most to the community.



### FORUM

The Forums tool creates a space for discussion, dialogue and debate. People share their experiences with others, ask questions and have conversations in a safe and interactive environment.

# CEP Next Steps

- “What are we deciding?” section
  - Establish what decisions happen during each step of project development process (flow chart/time line)
  - Set expectations with public about purpose of engagement during each step
  - Identify what kind of feedback is needed
  - Will likely differ depending upon project size and scope
  - Will be different for capital projects and developer projects
- Citizen’s Guide to Public Engagement





# NEXT STEPS



# Next steps

- Next meeting
  - Wednesday, May 6, 3:00 pm
- Action items from this meeting

