



Transportation Coordinating Committee

Members

PENNSYLVANIA DEPARTMENT OF TRANSPORTATION
LANCASTER COUNTY BOARD OF COMMISSIONERS
LANCASTER COUNTY PLANNING COMMISSION
CITY OF LANCASTER

SOUTH CENTRAL TRANSIT AUTHORITY
LANCASTER AIRPORT AUTHORITY
LANCASTER COUNTY TRANSPORTATION AUTHORITY
LANCASTER COUNTY LEGISLATORS

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MEMORANDUM

TO: Bicycle & Pedestrian Advisory Committee (BPAC)

FROM: Robert Bini, AICP
Director for Transportation Planning

DATE: August 15, 2019

SUBJECT: Next Meeting: Thursday, August 22, 2019

The next meeting of the Bicycle Pedestrian Advisory Committee will be held on **August 22, 2019 at 5:00 p.m.**, in Conference Room 102, located at 150 North Queen Street, Lancaster, PA, 17603. Please use the Binn's Park Entrance. Parking is available at the Prince Street Garage and Duke Street Garage.

The enclosed agenda includes Two action item: Minutes of May 23, 2019 Meeting, Discussion of ATP Implementation and Changes to BPAC

The agenda also includes the following discussion items: Updates on precious BPAC Recommendations

The Lancaster County Transportation Coordinating Committee, and its associated committees, including BPAC, is committed to compliance with the nondiscrimination requirements of applicable civil rights statutes, executive orders, regulations, and policies. The meeting location is accessible to persons with disabilities. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in this public meeting, please contact Robert Bini at 717-299-8333 or by email to Rbini@co.lancaster.pa.us, as soon as possible, but no later than five (5) days before the scheduled event. Thank you.

BB/ar
Enclosures

**LANCASTER COUNTY
BICYCLE & PEDESTRIAN ADVISORY COMMITTEE
MEETING AGENDA**

Date: August 22, 2019

Time: 5:00 p.m.

Place: Conference Room 102

150 North Queen Street, Lancaster, PA 17603

Order of Business:

1. Call to Order
2. Call to Audience – Public comment
Any person who wishes to speak about any item **NOT** on the agenda
3. Minutes of May 23, 2019 Meeting **Action**
See attachment.
4. Discussion of ATP Implementation and Changes to BPAC **Actions**
5. Updates on previous BPAC Recommendations
6. Other Business & Public Participation
7. Next Meeting: **October 24, 2019 at 5:00 p.m.**
8. Adjournment

Lancaster County Bicycle & Pedestrian Advisory Committee (BPAC)

MEETING MINUTES

DATE: May 23, 2019

PLACE: 150 N. Queen Street, Conference Room 104

Members: Brenda Buescher, Bill Swiernik, George Tobler, William Weismantel

Staff: Robert Bini, Kristiana Barr

Guests: Joshua Deering, David Morrison

ORDER OF BUSINESS:

1. **Call to Order** – The meeting was called to order at 5:00 PM.
2. **Call to Audience** – Mr. Deering detailed his experience in Mount Joy Borough with public backlash from residential property owners against paying for the construction of new sidewalks. He expressed concern for local implementation of County plans like the Lancaster Active Transportation Plan (ATP) and *places2040*. Committee members spoke to prior professional experience with various municipalities as examples of how to overcome obstacles as well as the future role of BPAC in advocating for and potentially assisting municipalities. Mr. Bini noted that this conversation is related to discussion of ATP implementation later in the meeting agenda.

Mr. Morrison expressed an interest in seeing long-term trail connections from the existing Warwick to Ephrata Rail Trail (WERT) to Landisville and then along Swarr Run to Park City Center. He also questioned the lack of considerations for multimodal users in the design for the updated 283 and State Road interchange, which is currently under construction.

3. **Minutes of March 28, 2019 Meeting (Action)** – No discussion.

Mr. Swiernik made a motion to approve the minutes as presented, and this motion was seconded by Mr. Tobler.

4. **Review the Role of BPAC** – Mr. Bini and Ms. Barr reviewed the current role of BPAC, as outlined in the adopted mission statement included in the meeting packet.
5. **Discussion of ATP Implementation and BPAC's Role** – Committee members were asked to review Chapter 7 – Implementation of the Lancaster ATP prior to the meeting. MPO staff would like to hear from Committee members on what recommendations from pages 7-4 to 7-8 they think BPAC has the potential capacity and interest to work on.

Mr. Swiernik noted the constrained function of BPAC as part of the Lancaster MPO. However, he expressed an interest in not defining every task allowed or to be completed by BPAC in order to provide future flexibility for BPAC to evolve as ATP implementation

occurs. Ms. Buescher identified five recommendations from Chapter 7 that she believes BPAC can accomplish: draft design guidelines based on national standards to create infrastructure uniformity county-wide, recommend the MPO formally adopt, educate consultants and municipalities on these accepted best practices; develop bicycling parking guidelines to address placement and security concerns; encourage municipalities to create and adopt official maps that include multi-modal considerations; provide cost estimates for maintenance of bicycle infrastructure; and, update the county bicycle map to include terrain, facilities, and education. Mr. Tobler stated that he does not want the resurfacing project reviews to suffer if/when BPAC has additional tasks to complete. Mr. Swiernik suggested future BPAC meetings should be held more frequently and scheduled before TTAC meetings.

- 6. Discussion of BPAC Membership and Reorganization** – Staff suggested increasing the membership of BPAC from 5 to 9 individuals. Committee members offered additional membership ideas, such as recruiting individuals with particular personal experience like knowledge of Plain Sect communities or non-native English speakers; specific professional affiliation like higher education or school district staff; or, desired skillsets like grant writing. MPO staff also recommend re-branding the group as the Active Transportation Advisory Committee (ATAC) to align with the recent adoption and future implementation of the Lancaster Active Transportation Plan (ATP).

Staff will draft the proposed changes to BPAC as well as a list of first year ‘action items’ for ATP implementation and present them at the next meeting.

- 7. Review Lancaster Amtrak Station Parking Improvements** – Committee members discussed how to improve the safety of Amtrak customers crossing McGovern Avenue from the Fulton parking lot. The installation of a staircase on the corner of McGovern Avenue and North Duke Street would encourage people to use the existing crosswalk at the signalized intersection. Otherwise, the creation of a high-visibility pedestrian crossing at McGovern Avenue and North Christian Street should be considered. The City of Lancaster should be consulted regarding any improved pedestrian connections to the train station planned as part of the Christian Street bikeway project. The addition of bicycle storage, preferably bike lockers, should be considered as part of the new north parking lot design.

Currently, pedestrian gateways to the train station are inadequate, especially coming from downtown Lancaster. The experience of walking to and from the train station is not comfortable or welcoming. The Lancaster Amtrak train station was identified in the Lancaster Active Transportation Plan (ATP) as a primary mobility hub. Therefore, any accessibility, connectivity, or mobility improvements should be comprehensive – considerate of all users, not just motorists. Members wondered where people are traveling to and from when using the Lancaster train station because that would provide an insight into the necessity and location of any improvements.

- 8. Review Resurfacing Projects** – Ms. Barr and Mr. Bini led the Committee in a discussion of the Horseshoe Road resurfacing project (MPMS ID: 108530). They discussed the existing conditions of the project area and developed recommendations for the various segments.

MPO staff will prepare the recommendations and submit them to the assigned PennDOT District 8-0 project manager for review and feedback. Once that is received, MPO staff will reach out to the municipalities involved to notify them and be sure to include them in future conversations.

9. **Updates on previous BPAC Recommendations** – Mr. Bini updated the Committee on the status of the Centerville Road Interchange and Corridor Improvement project. Ms. Barr discussed the status of the Church Street resurfacing project recommendations, particularly reaching out to East Hempfield Township to ask for their input and involvement.
10. **Other Business & Public Participation** – None.
11. **Next Meeting: August 22, 2019 at 5:00pm**
12. **Adjournment:** The meeting was adjourned at 7:19 PM.

DRAFT

MEMORANDUM

TO: BPAC

FROM: Kristiana Barr, Senior Transportation Planner

DATE: August 14, 2019

SUBJECT: Discussion of ATP Implementation and Changes to BPAC

We ask Committee members to please review the attached draft ATP Implementation Plan and draft ATP Year 1 Action Items in advance of the meeting, if possible. These documents were prepared by staff based on the content of the ATP Chapter 7 – Implementation; extensive discussion at the May 23, 2019 meeting of BPAC; and, input from other ATP stakeholders, like Lancaster City staff, Lancaster Inter-Municipal Committee members, and Penn Medicine – Lancaster General Health community wellness staff.

Also, we ask Committee members to please review the attached proposed changes to BPAC involving an enhanced purpose and improved structure for the Committee. The proposed Committee changes were prepared by staff based on the content of the ATP Chapter 7 – Implementation; discussion at recent BPAC meetings; and preparation of draft ATP implementation plan materials.

Individual feedback is encouraged at the time of the meeting during Committee discussion.

Action requested: *BPAC recommends the draft Lancaster Active Transportation Plan (ATP) implementation plan and draft Lancaster ATP Year 1 Action Items to TTAC for their recommendation to the MPO for endorsement.*

Action requested: *BPAC recommends the proposed changes regarding an enhanced purpose and improved structure for MPO staff to draft updated bylaws to present at TTAC for their recommendation to the MPO for adoption.*

Ref.	Action Items for Year 1 (April 2019-April 2020)	Responsible Organization	Individual Lead(s)	Status	Date Completed
A 1	Coordinate the development of place-based plans for places2040 Part 2 to align corridor plans and priorities	LCPC	Kristiana/Kip	Upcoming	
	Finalize Old Philadelphia Pike corridor plan	LCPC	Bob	Ongoing	
A 2	Develop mobility hub guidance as part of SCTA's "Design Us In" information packet.	LCPC/SCTA	Kristiana/Jeff	In progress	
A 3	Begin construction of Walnut Street protected bicycle lane.	Lancaster City	Cindy/Karl	Upcoming	
	Re-evaluate Chestnut Street protected bicycle lane and other GLHP eastbound routes.	Lancaster City	Cindy/Karl	In progress	
	Begin construction of Christian Street bicycle boulevard	Lancaster City	Cindy/Karl	Upcoming	
	Pre-construction activities for the Conestoga Pines Connection/NE Greenway Trail Pedestrian Bridge as part of GLHP.	Lancaster City	Cindy/Karl	Ongoing	
	Design and public outreach for South Duke Street corridor improvements	Lancaster City	Cindy/Karl	Upcoming	
	Study potential two-way street conversions	Lancaster City	Cindy/Karl	Ongoing	
	Seek funding assistance for various parts of the proposed city bikeway network	Lancaster City	Cindy/Karl	Ongoing	
A 4	Study Route 441 trail gaps	Manor Township	Mike	In progress	
	Design for Enola Low Grade Trail eastern section	MPO	Mike	In progress	
	Permitting for northern 3 miles of the Northwest River Trail	Conoy Township	Mike	In progress	
	Design for Safe Harbor Bridge on the Enola Low Grade Trail	MPO	Mike	In progress	
	Study the repair of the Martic Forge Bridge on the Enola Low Grade Trail	Martic Township	Mike	Ongoing	
A 5	Coordinate the inclusion of active transportation elements on official maps with places2040 Official Maps implementation team.	LCPC/BPAC	Brad/Bill S.	Upcoming	
A 6	Determine next steps to further study the Route 30 crossing analysis on pages 2-36 and 2-37.	LCPC	Kristiana/Emma	Upcoming	
A 7	Develop design guidance for transit stops as part of SCTA's "Design Us In" information.	LCPC/SCTA	Kristiana/Jeff	In progress	
A 8	Coordinate the Enola Low Grade Trail eastern section design phase with Chester County.	LCPC	Mike	In progress	
B 1	Evaluate knowledge, interest, and barriers to implementing Complete Streets in municipalities with interviews/survey.	LCPC/Lancaster General Health	Kristiana/Serena	Ongoing	
	Review results of municipal outreach.	LCPC/Lancaster General Health	Kristiana/Brenda	Upcoming	
	Identify which group a Municipality belongs in based on existing conditions - economic, infrastructure, and political climate -and prior engagement with Complete Streets initiatives.	LCPC/Lancaster General Health	Kristiana/Brenda	Upcoming	
	Determine a spectrum of municipal 'groupings', ideally 3 groups. Define collective current 'needs' and future 'progress' for each.	LCPC/Lancaster General Health	Kristiana/Alice	Upcoming	
	Hold kickoff meeting for Mount Joy Borough Complete Streets Implementation Guide (2019-2020 SGT project).	MPO/Mount Joy Borough	Lauri/Stacie	Completed	5/3/2019
B 2	Identify nationally-recognized multimodal transportation design guidelines for use across Lancaster County's various character zones.	BPAC	Will	Upcoming	
	Adopt or endorse the selected nationally-recognized design guidelines.	MPO	Kristiana	Upcoming	
B 3	Develop checklist for incorporating active transportation elements into resurfacing projects.	BPAC	Brenda	Upcoming	
	Review resurfacing projects on the TIP and recommend bicycle-pedestrian improvements.	BPAC	N/A - all	Ongoing	
B 4	Host a second public open house for the Bridgeport Area Transportation Study (2015-2016 SGT project).	MPO/East Lampeter Township	Lauri/Tara	Upcoming	
	Lancaster City Council adopted the Lancaster Active Transportation Plan (2015-2016 SGT project).	MPO/Lancaster City	Mike/Cindy	Completed	4/23/2019
	Lancaster Inter-Municipal Committee (LIMC) Board adopted the Lancaster Active Transportation Plan (2015-2016 SGT project).	MPO/LIMC	Mike/Ralph	Completed	7/10/2019
	Construction of PA 772 Pedestrian Safety Project in Mount Joy Borough (2017-2018 SGT project).	MPO/Mount Joy Borough	Lauri/Sam	Upcoming	
	Construction of Pathways Project Phase III in Elizabethtown Borough (State TAP funding awarded).	Elizabethtown Borough	Roni	Upcoming	

B	5	Secure additional funding for the Main Street Curb and Sidewalk improvements project in West Earl Township (State TAP funding already awarded).	West Earl Township	Candie	Ongoing	
		Address railroad crossing safety issues for Doe Run Road Pedestrian Safety Improvements in Penn Township (2015-2016 SGT project).	MPO/Penn Township	Lauri/Mark	Upcoming	
		Prepare final draft of Downtown Connection Study for Manheim Borough (2017-2018 SGT project).	MPO/Manheim Borough	Lauri/Jim	Upcoming	
		Schedule kickoff meeting for Intercourse Village Traffic Safety & Mobility Improvements in Leacock Township (2019-2020 SGT project).	MPO/Leacock Township	Lauri/Frank	Upcoming	
		Schedule kickoff meeting for Leola Core Area Main Street/PA 23 Sidewalk Improvements in Upper Leacock Township (2019-2020 SGT project).	MPO/Upper Leacock Township	Lauri/Mike	Upcoming	
		Schedule kickoff meeting for Water Street Bike Boulevard in Lancaster City (2019-2020 SGT project).	MPO/Lancaster City	Lauri/Cindy	Upcoming	
		Close out contract for completed Charlottee Street two-way conversion in Lancaster City (2017-18 SGT project).	MPO/Lancaster City	Lauri/Cindy	In Process	
		Pre-construction activities for Willow Street Traditional Village Project in West Lampeter Township (2017-2018 SGT project).	MPO/West Lampeter Township	Lauri/Joellyn	Ongoing	
B	6	Research and develop bicycle parking guidelines applicable for use across Lancaster County's various character zones.	BPAC	Bill H.	Upcoming	
		Update existing bicycle parking map on Commuter Services of PA website.	LCPC/Commuter Services of PA	Kristiana	Upcoming	
C	1	None.				
C	2	None.				
C	3-4	Conduct aggressive driving police details.	Lancaster City Police			
		Enforce pedestrian safety with crossing guards positioned downtown when Central Market is open.	Lancaster City			
C	5	None.				
D	1	Identify funding sources for a new printed bicycle map for Lancaster County.	BPAC	Brenda	Upcoming	
		Discuss the desired content of an updated printed Lancaster County bicycle map.	BPAC	N/A - all	Upcoming	
		Solicit input from other stakeholders on an updated printed Lancaster County bicycle map.	MPO	Kristiana	Upcoming	
D	2	Market free ride in July promotion for Bike It! Lancaster bike share.	Commuter Services/City of Lancaster	Karl	Complete	7/31/2019
		Evaluate Bike It! Lancaster bike share pilot.	PM-LGH	Serena	Complete	8/1/2019
		Determine the future of the Bike It! Lancaster bike share.	Bike Share Stakeholder Committee	Karl	Upcoming	
		Expand the Bikes for All program for underserved community members to receive a bike.	The Common Wheel	Adriana	Ongoing	
		Expand the Earn-a-Bike program for local students to receive a bike.	The Common Wheel	Adriana	Ongoing	
		Host an annual Holiday Bike Drive for local children to own a bike.	The Common Wheel	Adriana	Upcoming	
D	3	None.				
D	4	None.				
D	5	None.				
D	6	Host an Open Streets event in Lancaster City.	Lancaster Recreation Commission	Audra	Complete	5/19/2019
		Conduct public outreach during National Night Out events	Lancaster Bikes!	Adriana	Complete	8/6/2019
		Conduct public outreach during Bike Swap event at Covered Bridge Classic	Lancaster Bikes!	Adriana	Complete	8/17/2019
		Develop a strategic plan for Lancaster Bikes!	Lancaster Bikes!	Adriana	Upcoming	
		Host a Ride of Silence to honor cyclists who have been killed or injured and raise the awareness of motorists, police, and city officials that cyclists have a legal right to the public roadways.	The Common Wheel	Adriana	Complete	5/16/2019
E	1	Consider opportunities for ATP implementation and bike/ped project funding in the development of the 2021-2024 TIP and MTP 2040.	TTAC/MPO	Bob/Alice	In progress	

E	2	Identify action plan items and collaborating partners for Year 1.	MPO/BPAC	Kristiana/Brenda	In progress	
		Expand outreach to additional stakeholders for action plan items and collaborating partners for Year 2.	MPO	Kristiana	Upcoming	
		Education and outreach to LIMC members on relevant ATP content and next steps for involvement in implementation.	MPO/LIMC	Kristiana/Ralph	Ongoing	
		Assist municipalities with 2019-2020 WalkWorks applications for funding the development of active transportation plans and policies.	LCPC	Kristiana	Ongoing	
E	3	None.				
E	4	Integrate municipal needs and local plan recommendations when scoping road improvements.	MPO	Lauri	Ongoing	
		Host PennDOT Connects meetings with District 8-0 staff to review TIP projects with municipal representatives.	MPO	Lauri	Ongoing	
E	5	Create countywide GIS data for bicycle facilities and infrastructure.	LCPC places2040 implementation	Emma	In progress	
		Update countywide GIS crosswalk layer.	Lancaster County GIS	Rose	Complete	7/24/2019
		Research and draft a countywide bicycle and pedestrian count program.	LCPC	Kristiana	In progress	

Oversight

BPAC

Enhance Purpose

The Committee oversees the implementation of the Lancaster ATP.

- Ensure it is successfully carried out county-wide by the ATP Implementation Leads, representatives from the ATP authors – Lancaster County, LIMC, and Lancaster City.
- Review the annual list of ‘action items’ proposed by MPO staff in cooperation with the other ATP Implementation Leads and stakeholder organizations.
- Receive status reports from MPO staff on any ‘actions items’ progress at every meeting.
- Work on any approved annual ‘action items’ proposed by MPO staff in collaboration with the current Committee membership that has the individual capacity and interest to deliver.
- Revisit the original plan recommendations every five years to consider changing conditions in the County, incorporate new best practices, and reflect on implementation progress.

Improve Structure

Align the Committee with current MPO focus on active transportation, including its prominent role as oversight of ATP implementation.

- Re-name to Active Transportation Advisory Committee (ATAC).
- Expand membership from 5 to 9 individuals.
- More frequent meetings from 5 to 7 per year.

Responsibility

ATP Implementation Leads

Enlist Authors

ATP Implementation Leads are representatives from the plan authors – Lancaster County, LIMC, and Lancaster City. Selected individuals are employed in a hands-on, related professional position.

- Develop an annual list of ‘action items’ to be reviewed by BPAC.
- Call upon co-workers, other stakeholder organizations, or subject matter experts as needed to create and complete ‘action items’ relevant to their professional position or organization.

Retain Support

Assume an active leadership role to personally implement the plan recommendations.

- Through existing, new, or revised work tasks that encompass or even go beyond the ‘action items’ for which you or your organization are listed as responsible for on the annual list approved by BPAC.
- Report any progress on assigned ‘action items’ at every BPAC meeting.

Proposed Changes to BPAC

Enhanced Purpose

The Committee oversees the implementation of the Lancaster ATP.

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- Receive status reports from MPO staff on ‘actions items’ progress at every meeting.
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Improved Structure

Align with the current MPO focus on active transportation, including its prominent role in ATP implementation.

- Re-name to Active Transportation Advisory Committee (ATAC).
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MEMORANDUM

TO: BPAC

FROM: Kristiana Barr, Senior Transportation Planner

DATE: August 13, 2019

SUBJECT: Updates on Previous BPAC Recommendations

The following project was discussed at the March 28, 2019 meeting:
Resurfacing: Church Street (MPMS ID: 96330)

Mr. Bini and Ms. Barr are scheduled to meet with East Hempfield Township representatives at PennDOT District 8-0 to discuss the BPAC recommendations and what can be added to the project design and what the funding scenario will be. MPO staff will update BPAC on the meeting discussions and outcome at the time of the meeting.

The following project was discussed at the May 23, 2019 meeting:
Resurfacing: Horseshoe Road (MPMS ID: 108530)

Nothing yet to report.

We are hoping to formalize a process with PennDOT District 8-0 for receiving and reviewing BPAC recommendations on resurfacing projects or any TIP project in Lancaster County, when appropriate.

