



PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING AGENDA

December 12, 2024 at 11:30 AM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Roll Call

Pledge of Allegiance

Meeting Minutes Approval

1. Approval of Minutes from the Committee's November 14, 2024, Meeting - ***action item***

Old/Unfinished Business

2. Formation of and Report from Cedar Street Subcommittee - ***action item***
3. Formation of Multimodal Transportation Master Plan Subcommittee – ***action item***
4. Formation of Multimodal Event Planning Subcommittee – ***action item***
5. Formation of Multimodal Development Review Subcommittee – ***action item***
6. Formation of Multimodal Intersection Design Subcommittee – ***action item***

New Business

7. Discussion about how private development and city capital projects will be brought to the Committee and/or Subcommittees for review and comment.
8. Discussion about Committee-recommended development review checklist for staff, with presentation by Committee Member Molly O'Reilly.
9. Discussion about Committee recommendations for open house notification policies.
10. Discussion about sources of funding for pedestrian and bicycle projects.

General Announcements/Comments

Adjourn

Public Participation Options and Information

Before the meeting, comment in writing: Email cityclerk@sandpointidaho.gov or deliver to City Hall.
Attend in person: See above for meeting location. Seating available on first-come, first-served basis.
Attend remotely: Register at <https://www.sandpointidaho.gov/your-government/meetings>.
After the meeting, view the recording on YouTube: <https://www.youtube.com/c/CityofSandpoint>.
For questions or requests for special accommodation: At least 48 hours prior to the meeting, send a message to the email address above or call (208) 263-3310.



PEDESTRIAN AND BICYCLE ADVISORY COMMITTEE MEETING MINUTES

November 14, 2024 at 11:30 AM

Council Chambers at City Hall - 1123 W. Lake St. Sandpoint, Idaho

Call to Order

Chair Cate Huisman called the meeting of the Sandpoint Pedestrian and Bicycle Advisory Committee to order at 11:30 am on Thursday, November 14, 2024, in Council chambers at City Hall, 1123 W. Lake Street, Sandpoint, Idaho.

Roll Call

PRESENT

Cate Huisman
 Erin Billings
 Jennifer Heller
 Julie Perchynski
 Molly O'Reilly
 Reid Weber

ABSENT

Evan Lewis
 Radley Peterson
 Taylor Prather

- Brandon Staglund introduced himself to the team as the new Staff Liaison and gave an overview of his experience in the area and his role as a Civil Engineer for the City of Sandpoint.

Meeting Minutes Approval

- The minutes from the Committee's October 10, 2024, meeting were approved as presented.

Old/Unfinished Business

- Overview of Committee Duties

Mr. Staglund presented an overview of the duties of the Committee, as outlined in City Code (Title 2, Chapter 6, Section 4), sharing, for instance, how the Committee's involvement and recommendations could be taken into consideration relative to the City's Multimodal Transportation Master Plan and its upcoming updates and clarifying how and to what degree the Committee would be involved with the City's building/planning application review processes. The Committee was encouraged to study current conditions and the effectiveness of pedestrian walkways, multiuse paths, and bike lane locations throughout the City, possibly collaborating with the City's ADA Advisory Committee, and suggest improvements or share ideas and/or policy changes that may resolve issues and improve conditions.

- Ms. O'Reilly reported on behalf of the Cedar Street Subcommittee. Notes will be provided to the full Committee via email following the meeting.

New Business

- 5. The Committee discussed possible subcommittees, with consideration of the development of “generic” or “standing” subcommittees to cover broader themes of concern to help with productivity time. Requested action items for the next meeting: Formation of subcommittees for Intersection Designs, Development Plans Check List, Multimodal Transportation Master Plan, and Event Planning.

Committee Roundtable - General Announcements/Comments

Mr. Staglund shared that he plans to include an item on the next meeting agenda to discuss how and under what circumstances the City’s capital projects will be brought to the Committee for review or input. He also explained the timing as to how and when a building/land use application becomes public record.

The Committee discussed the City’s current methods of communication with the public on developments and projects, with a decision to include a topic on next month’s agenda to discuss how the Committee might make recommendations on publicizing city project open houses and other such events.

A topic will be included on the next meeting’s agenda for information to be provided by staff on possible funding for pedestrian-bicycle focused study/analysis to inform City policy and actions, as set forth in the Committee’s duties and responsibilities.

Adjourn

Following coordination of chair coverage for the next meeting, the meeting was adjourned at 12:45pm.

I presided over this meeting and can attest that these minutes, prepared by the Board clerk, were approved by the Committee during their meeting on _____, 2024.

Cate Huisman, Chair

Attest: Heather Faircloth, Board Clerk

October 18, 2024 Ad Hoc Subcommittee Meeting at Cedar Street Project with City Staff

Draft

Present: City: Holly Ellis, Brandon Staglund

PBAC Subcommittee: Erin Billings, Evan Lewis, Molly O'Reilly

Starting at the library, at 7:35am, we walked Cedar Street to Lincoln and back. We observed varying widths of asphalt, most in poor condition, occasional curb and sidewalk, drainage ditches, many trees in the right of way, and light traffic, but enough to make walking in the street uncomfortable.

Holly pointed out plans for 6' sidewalks on two sides, and a 24' vehicle travel corridor, curb to curb, marked with sharrows. Discussion of sharrows indicated that both staff and committee members felt they were not very helpful. A study (not local) has indicated they do not add to safety. Several concurred that their observations were similar.

There was discussion of creating a subcommittee on corners/intersections/curb ramps.

There was discussion of a multiuse pathway on one side. Pros: plenty of width to accommodate all users, generally the ROW exists if parking is not allowed on Cedar. Cons: crosses many driveways without the contrast concrete provides, city maintains multiuse pathways (clears snow, repaves, etc.) and doesn't always budget for that, multiuse pathways imply long distances, and this is a moderately short stretch of roadway.

One suggestion was a 5' sidewalk on one side of Cedar, and 7' on the other. The wider one would not be a "multiuse pathway" but would accommodate local clumps of people, cyclists and others. Concrete over the driveways would alert drivers to intersecting human traffic. The idea seemed well received and will be considered.

One design consideration in the roadway is to slow traffic to be neighborhood-consistent. Brandon pointed out that 22' width, with curb and gutter would provide 10' travel lanes, with some slight 'shy' from the curb and gutter. That seemed well received.

Molly raised two issues: curb radii and providing curb ramps facing each crosswalk at every corner. The advantage of minimizing a curb radius is slowing turning traffic while minimizing the distance a pedestrian spends in the street. It also allows a more direct entry to the crosswalk from the curb ramp. Molly indicated that her understanding of the latest guidance on ADA specifies two curb ramps on each sidewalk when it reaches the corner. The exception is when all pedestrians are forbidden to cross, and landscaping or a physical barrier is then required.

Molly later emailed concerns to all about the sweep curb ramping shown on drawings at Lincoln and Division.

Committee members were appreciative of the challenges presented by this stretch of roadway.

PBAC Review Checklist for New Developments

DATE REVIEWED :

PROJECT NAME:

Item # 8.

Sidewalk/bike path:

YES/NO

COMMENTS

On property line

Meeting city width standards

Free of obstructions

Detectable warnings at corners

Curb ramps at corners and T intersections

** Pointed straight

** Both directions at corners

Building access:

If parking lot is between building and sidewalk, is there a direct, clearly marked walkway from the entry to nearest public sidewalk that will not wind up a parking space

In commercial zones, is building entry on bike path

Is handicap parking located close to entry

**Flat unload area

**Required number of spots

Bicycle parking is close to the entrance and not obstructing pedestrian access/ # of spots/type of rack

Is marked pedestrian pathway available to building entry from distant parking

Are internal walkways accessible, with ramps at appropriate intervals

Miscellaneous:

Does roof drainage avoid walkways and bike parking

In commercial zones: Is required window area on street frontages and at pedestrian eye level

Are concrete walkways adjoining head-in parking 6' wide (to be accessible when bumpers overlap)

Is there a landscape buffer between parking and public sidewalk

Is there appropriate lighting for walking/biking

Are street trees located in the right place

Public Works Recommendations: