



**DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES**

*Planning Division*

**m e m o r a n d u m**

**TO:** Laurel Lunt Prussing, Mayor

**FROM:** Elizabeth H. Tyler, PhD, FAICP, Community Development Director

**DATE:** December 8, 2016

**SUBJECT:** **Plan Case 2272-CP-16**, a request to adopt the 2016 Urbana Bicycle Master Plan as an amendment to the 2005 Urbana Comprehensive Plan.

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**Introduction**

The Urbana Zoning Administrator requests that the City Council approve and adopt the 2016 Urbana Bicycle Master Plan (UBMP) as an amendment to the 2005 Urbana Comprehensive Plan. The UBMP contains an Executive Summary, research on best practices for bicycle planning, guidelines for bicycle facilities, an existing conditions inventory of current bicycle infrastructure in Urbana, goals and objectives for improving bicycling in Urbana, recommendations for bicycle infrastructure projects, and recommendations to implement the plan.

**Background**

The 2016 UBMP replaces the 2008 UBMP, which was incorporated into the 2005 Comprehensive Plan in April 2008. The new UBMP was prepared by the Champaign County Regional Planning Commission (RPC) over the course of two years. The planning process was guided by a Steering Committee, consisting of members from the Urbana Bicycle and Pedestrian Advisory Commission (BPAC), Urbana Park District, Urbana School District #116, University of Illinois, Champaign-Urbana Mass Transit District (CUMTD), Champaign-Urbana Public Health District (CUPHD), and Champaign County Bikes (CCB), as well as City staff. In addition, the RPC held four public workshops at locations throughout Urbana, plus one community-wide workshop at the Urbana Middle School to maximize the opportunities for citizens to contribute to the plan.

The RPC brought the draft plan, then known as the 2015 UBMP, to a joint meeting of the Urbana Plan Commission, BPAC, Traffic Commission, and Sustainability Advisory Commission on December 3, 2015 for review. The plan was then released for public comment, with the comment

period ending on February 1, 2016. On January 12, 2016, the Traffic Commission discussed the UBMP. The Traffic Commission determined that it was not within their authority to endorse the plan since they would be asked to approve parking restrictions at certain locations for the installation of bicycle lanes. On January 28, 2016, staff presented the Bicycle Master Plan to BPAC for review and discussion. BPAC again discussed the plan at their February 16, 2016, meeting, and passed a motion to approve the plan with suggested changes to the Executive Summary. The Plan Commission discussed the UBMP at their February 18, 2016, meeting and passed a motion to continue the case to allow specific changes to be made to the plan and Executive Summary prior to making a recommendation to the City Council.

Since the February Plan Commission meeting, the RPC and City staff have extensively revised the plan to address comments that were received in writing and at public meetings. The UBMP Steering Committee reconvened on October 21, 2016, to review and revise the revisions. On November 15, 2016, BPAC reviewed the revised plan and Executive Summary. They discussed revising the plan to suggest reducing speed limits in residential areas to 25mph or less. They also discussed details of the goal to increase the bicycling mode-share in Urbana. The Commission agreed that an achievable goal would be best and set the goal of increasing the bicycling mode share from the current level of 9% to 12% by 2021. Based on these discussions, BPAC suggested two language changes to Chapter 9, which have been incorporated on page 168 and 171, respectively. BPAC then unanimously voted to endorse the draft 2016 Urbana Bicycle Master Plan with its suggested revisions and recommended that the Urbana City Council approve plan. The Plan Commission will review the draft plan and hold the public hearing on December 8, 2016.

The plan, available for download at <http://tinyurl.com/zkg5q2g>, reflects the consensus of the Steering Committee and BPAC on revisions to the UBMP made after the Plan Commission review of the earlier draft in February 2016. Additional comments and revisions may be generated during the public hearing at the Plan Commission meeting on December 8, 2016. Those comments and revisions will be presented at the December 12, 2016, Committee of the Whole meeting.

Minutes for the December 3, 2015, joint meeting; January 12, 2016, Traffic Commission meeting; January 28 and February 16, 2016 BPAC meetings; and February 18, 2016, Plan Commission meeting are attached in Exhibits B-E. While official minutes from the November 15, 2016, BPAC meeting are not yet available, a summary of the discussion is attached at part of Exhibit E.

## ***2005 City of Urbana Comprehensive Plan***

The 2016 Urbana Bicycle Master Plan will replace and supersede the 2008 UBMP, which was adopted as an element of the Comprehensive Plan on April 7, 2008 by Ordinance No. 2008-04-024. The 2005 Urbana Comprehensive Plan includes the following goals and objectives of particular relevance to the proposed UBMP Update:

### *Goals and Objectives*

#### **Goal 5.0 Ensure that land use patterns conserve energy**

##### *Objectives*

- 5.1 Encourage development patterns that help reduce dependence on automobiles and promote different modes of transportation.

#### **Goal 41.0 Promote access to employment opportunities for all Urbana residents.**

##### *Objectives*

- 41.3 Provide pedestrian and bicycle connections to employment centers.

#### **Goal 44.0 Provide for the safe, efficient, and cost-effective movement of people and goods within, through, and around the City.**

##### *Objectives*

- 44.2 Reduce the number and severity of pedestrian, bicycle, and vehicular crashes.

#### **Goal 45.0 Optimize operating conditions of the existing transportation system.**

##### *Objectives*

- 45.2 Promote transportation improvements that help connect fragmented segments of the existing system.

#### **Goal 46.0 Improve access to transportation modes for Urbana residents.**

##### *Objectives*

- 46.1 Work to improve pedestrian, bicycle, and transit access throughout Urbana.

**Goal 47.0 Create a multi-modal transportation system.**

*Objectives*

47.7 Promote bicycle/pedestrian access to major activity centers.

**Goal 49.0 Avoid development patterns that can potentially create an over-dependency on the automobile.**

*Objectives*

49.1 Promote alternatives to automobile travel, through provision of sidewalks, pedestrian access, bicycle pathways, and high quality transit service.

49.3 Improve access to alternative transportation modes within neighborhoods.

**Goal 50.0 Ensure adequate transportation facilities for new growth.**

*Objectives*

50.1 Ensure that new developments provide easy access to pedestrians and bicyclists, as well as automobiles and mass transit vehicles.

**Discussion**

The following provides a brief summary of each of the chapters in the 2016 Urbana Bicycle Master Plan. For further detail and access electronic copies of the plan and appendices, see the links at <http://www.urbanainllinois.us/boards/plan-commission/meetings/2016-12-08>.

**(0) Executive Summary**

The Executive Summary provides an overview of the UBMP, including an overall vision for the plan, as well as summaries of the plan's background, public input efforts, goals, recommendations, and implementation.

**(1) Introduction**

The Introduction provides background information for the update to the UBMP, including a local and national framework for bicycle planning, a summary of the benefits of investing in bicycle infrastructure, and a brief description of each of the chapters in the plan.

## **(2) Historical Growth**

Chapter 2 looks at the history and trends of bicycling in the United States and in Urbana to underscore the need to continue improving bicycling in Urbana. It also identifies major destinations in order to identify areas that are currently being served by bikeways and those which are less accessible by bike.

## **(3) Literature, Peer City & Model City Reviews**

Chapter 3 contains a review of the following: 1) plans for Urbana and the region as they relate to bicycle planning; 2) plans from peer cities; and 3) plans from model cities. This chapter is intended to inform the City of Urbana about bicycle improvements and initiatives that other cities are implementing.

## **(4) Facility Guidelines**

Chapter 4 explains the different types of cyclists and identifies the target audience of the plan as the “Basic” casual adult cyclist (a.k.a. “Interested but Concerned”). “Basic” cyclists make up around 60% of the population, while an estimated 33% of the population do not have an interest in riding a bike for transportation and 7% are considered “Enthusiastic and Confident.” The chapter explains the guidelines that were used to select routes for the UBMP, based on the target audience of the “Basic” bike rider. Guidelines for “Enthusiastic and Confident” cyclists are also included for additional consideration.

## **(5) Facility Types**

Chapter 5 updates information from the 2008 plan on facility types to reflect the latest national and regional standards, including the Champaign County Greenways & Trails Design Guidelines, 2009 Manual on Uniform Traffic Control Devices, 2012 American Association of State Highway and Transportation Officials (AASHTO) Bike Guide, and NACTO Urban Bikeway Design Guide.

## **(6) Existing Conditions Inventory**

Chapter 6 updates the 2008 inventory of bicycle facilities. The RPC and City of Urbana staff gathered existing bike parking information and RPC staff performed bicycle counts and analyzed the latest bicycle crash data for this chapter. These were major components for establishing a baseline review of Urbana’s current bicycle network.

## **(7) Public Input**

Chapter 7 discusses the information gathered from the public on preferred bicycle routes, bicycling issues, and recommendations. In summer 2013, the RPC adapted the Mineta Transportation Institute’s “Pedestrian and Bicycle Survey” and distributed it to Urbana residents.

This was done to identify residents' transportation choices for work, school, recreation, and other purposes. The Urbana PABS also asked residents about their preferences for park trails, such as trail type and length, to inform the Urbana Trails Master Plan.

In addition to a communitywide workshop, RPC staff hosted multiple neighborhood workshops. At all public meetings, attendees were asked to indicate their trip origin and destinations and whether they travel by walking or biking. This information was important for analyzing Urbana residents' travel behaviors. A second communitywide workshop was held for residents to prioritize UBMP and Urbana Trails Master Plan recommendations.

## **(8) Opportunities and Constraints**

Chapter 8 explains the opportunities and constraints analysis conducted by RPC. Recent planning and implementation efforts that will affect this plan's recommendations were incorporated into this analysis.

## **(9) Goals and Objectives**

Chapter 9 is structured by themes, with each theme having an associated goal. For each goal, specific objectives, performance measures, strategies, and responsible parties are identified. Themes are the subject of goals, and each goal is a desired end state created by implementing the plan. Objectives are sub-goals, and are specific, measurable, agreed upon, realistic, and time-bound (i.e. "SMART"). Performance measures allow progress for each objective to be tracked. Strategies help to reach each objective. Responsible parties are the agencies that have the ability to implement strategies. Every goal was based on public input and input from the steering committee. In addition, two "visionary concepts" were added to this section to provide a vision for the future of Urbana as a safe and increasingly bicycle-friendly community. Urbana is currently a Gold-level Bicycle Friendly Community. The first visionary concept is to improve to a Platinum (or Diamond) level Bicycle Friendly Community. The second is to pursue Vision Zero policies and strategies to achieve zero transportation-related deaths in Urbana. Vision Zero is an international movement that is being pursued in many communities in the United States. The core idea behind the movement is that transportation deaths are preventable and are therefore unacceptable.

Each of the plan's themes and its associated goals are as follows:

*Theme: Safety*

*Goal: Provide a bicycle network that is safe and attractive for all users.*

*Theme: Connectivity*

*Goal: Create and maintain a bicycle network that is continuous, connected, and easily accessible for all users, and includes on-road and off-road facilities.*

*Theme: Convenience*

*Goal: Provide supporting facilities to make bicycle transportation more convenient.*

*Theme: Education*

*Goal: Educate residents about active modes of transportation and bicycle facilities.*

*Theme: Equity*

*Goal: Provide equal access of bicycle facilities and information to all residents.*

*Theme: Implementation*

*Goal: Secure funding and implement bicycle improvements.*

## **(10) Bicycle Level of Service**

As in the 2008 plan, Bicycle Level of Service (BLOS) was used as the standard for quantifying the “bike friendliness” of a roadway, or the perceived comfort level of bicyclists on a roadway. Chapter 10 updates the Urbana BLOS database to analyze how well facilities that have been built since the 2008 plan are functioning and to identify new recommendations.

## **(11) Recommendations**

Chapter 11 identifies infrastructure recommendations by concept, corridor, and specific location. Updated and new photo renderings of existing streets and paths are included to provide a better understanding of particular recommendations. Elements of the recommended network are summarized below and illustrated in the Greater Urbana Recommended Bicycle Network (attached as Exhibit A).

Short-term (within five years) recommendations comprise 18.5 miles of improvements. Major components of those recommendations include:

- Bike lanes associated with the MCORE project along Green Street west of Busey Street,
- Bike lanes along Bradley Avenue west of Lincoln Avenue,
- Sidepaths along Park Street and Broadway Avenue fronting Crystal Lake Park, and
- Portion of the Kickapoo Rail Trail connecting Urbana to the Champaign/Vermillion County line.

Longer term (within six to ten years) recommendations include almost 53 miles of enhancements. Major components include:

- Bike lanes associated with the MCORE project along Green Street between Busey Street and Race Street and
- Addition of many new bike routes, including along Airport Road, Kerr Avenue, West Main Street, East Michigan Avenue, Mumford Drive, and Myra Ridge Drive.

Future (11+ years) recommendations include a number of improvements, including:

- Sidepath along the future Olympian Drive from Market Street to Cunningham Avenue,

- Sidepath along Lincoln Avenue from Olympian Drive to Killarney Street, and
- Extensions of a Saline Branch Trail.

In addition to these specific infrastructure recommendations, new wayfinding signs for bike routes and trails are recommended. Recommendations for bike-activated stoplights, drainage grates, and updates to the Urbana Zoning Ordinance to improve bike parking are also included in this chapter. Non-infrastructure recommendations for education, encouragement, enforcement, and evaluation are updated and expanded. These recommendations are based on national best practices.

## **(12) Implementation**

Chapter 12 updates the 2008 plan with relevant funding sources from the Greenways and Trails Plan that can be used to implement recommendations. Tables 44-46 of the plan provide cost estimates and outlines agencies responsible for implementing the UBMP recommendations.

## **Summary of Findings**

1. The 2008 Urbana Bicycle Master Plan was adopted in 2008 as an amendment to the 2005 Urbana Comprehensive Plan.
2. The 2016 Urbana Bicycle Master Plan is an update to the 2008 Urbana Bicycle Master Plan.
3. The 2016 Urbana Bicycle Master Plan will serve as an amendment to the 2005 Comprehensive Plan and contributes to a number of goals in the 2005 Comprehensive Plan.
4. The 2016 Urbana Bicycle Master Plan was created with guidance from the 2016 Urbana Bicycle Master Plan Steering Committee, which conducted several public outreach opportunities, and public meetings in December 2015, January, February, and November 2016 of the Bicycle and Pedestrian Advisory Commission, Sustainability Advisory Commission, Traffic Commission, and Plan Commission. The public hearing is scheduled at the Plan Commission meeting on December 8, 2016.
5. The 2016 Urbana Bicycle Master Plan sets forth goals and objectives to address safety, connectivity, convenience, education, implementation, and equity related to bicycle transportation in Urbana.
6. The 2016 Urbana Bicycle Master Plan contributes to a number of priorities established by the Urbana City Council and Mayor Goals 2014-2017 (updated 8/2015), including the need to update the 2008 Urbana Bicycle Master Plan and investigate how to achieve zero fatalities for people riding bikes.



## Options

In Plan Case 2272-CP-16, the Urbana City Council has the following options:

- a) Approve the proposed 2016 Urbana Bicycle Master Plan and adopt it as an element of the 2005 Urbana Comprehensive Plan;
- b) Approve the proposed 2016 Urbana Bicycle Master Plan with specific changes and adopt it as an element of the 2005 Urbana Comprehensive Plan; or
- c) Do not approve the proposed 2016 Urbana Bicycle Master Plan.

## Recommendation

Based on the discussion above and as unanimously recommended by the Bicycle and Pedestrian Advisory Commission, and pending a recommendation by the Plan Commission, staff recommends that the Urbana City Council **APPROVE** the 2016 Urbana Bicycle Master Plan and **ADOPT** the plan as an element of the 2005 Comprehensive Plan, as amended.

Prepared by:



Kevin Garcia, Planner II

Attachments:

Draft Ordinance

Draft Urbana Bicycle Master Plan and the appendices available at:

<http://www.urbanainillinois.us/boards/plan-commission/meetings/2016-12-08>

A: Greater Urbana Recommended Bicycle Network map

B: Minutes from joint PC, BPAC, Traffic Commission, SAC 12/3/2015

C: Minutes from Traffic Commission 1/12/2016

D: Minutes from BPAC 1/28/2016, 2/16/2016, and Discussion summary 11/15/2016

E: Minutes from Plan Commission 2/18/2016

ORDINANCE NO. 2016-12-123

**AN ORDINANCE AMENDING THE 2005 COMPREHENSIVE PLAN OF THE CITY OF  
URBANA, ILLINOIS**

**(Adoption of the 2016 Urbana Bicycle Master Plan as an amendment  
to the Comprehensive Plan - Plan Case 2272-CP-16)**

WHEREAS, the Urbana City Council on April 11, 2005, in Ordinance No. 2005-03-050 adopted the City of Urbana Comprehensive Plan 2005; and

WHEREAS, the Urbana City Council on April 7, 2008, in Ordinance No. 2008-04-24 adopted the 2008 City of Urbana Bicycle Master Plan Amendment as an element to the 2005 City of Urbana Comprehensive Plan; and

WHEREAS, the 2005 Comprehensive Plan contains goals, objectives, policies, and other recommendations pertaining to transportation and public infrastructure in the entire City; and

WHEREAS, the 2016 Bicycle Master Plan sets forth goals and objectives to address safety, connectivity, convenience, education, equity, and implementation related to bicycle transportation in Urbana; and contributes to a number of priorities established by the Urbana City Council and Mayor Goals 2014-2017, including the need to support modern

transportation systems and alternate transportation modes and to connect neighborhoods with businesses and recreational opportunities; and

WHEREAS, after due publication and proper legal notification of a public hearing on December 8, 2016, the Urbana Plan Commission in Plan Case 2272-CP-16 has recommended the adoption of the 2016 Bicycle Master Plan to supersede the 2008 Bicycle Master Plan as an element of the 2005 Comprehensive Plan by a vote of XX to XX; and

WHEREAS, the City Council finds that it is in the public interest to amend the 2005 Comprehensive Plan to incorporate the findings and recommendations contained in the 2016 Bicycle Master Plan; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. The attached document, entitled 2016 Bicycle Master Plan, dated November 2016, as Exhibit "A" and incorporated herein by reference is hereby adopted as an element of the 2005 Comprehensive Plan and its future amendments for the City of

Urbana, Illinois, and shall supersede the 2008 Bicycle Master Plan.

Section 2. The City Clerk is directed to publish this Ordinance in pamphlet form by authority of the corporate authorities. This Ordinance shall be in full force and effect from and after its passage and publication in accordance with the terms of Chapter 65, Section 1-2-4 of the Illinois Compiled Statutes (65 ILCS 5/1-2-4).

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSTAINS:

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Laurel Lunt Prussing, Mayor

**CERTIFICATE OF PUBLICATION IN PAMPHLET FORM**

I, Phyllis D. Clark, certify that I am the duly elected and acting Municipal Clerk of the City of Urbana, Champaign County, Illinois.

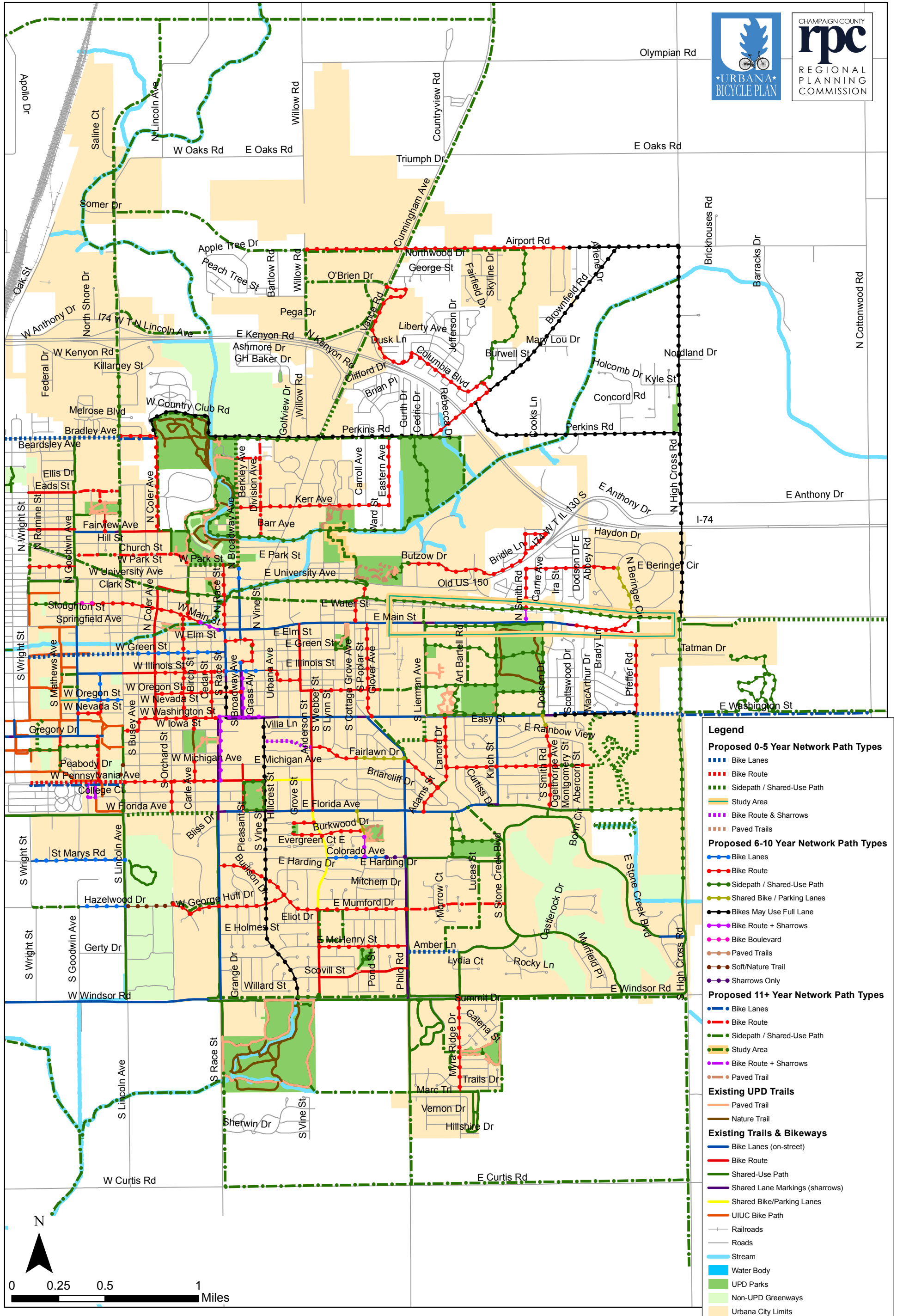
I certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, the corporate authorities of the City of Urbana passed and approved Ordinance No. \_\_\_\_\_, entitled "AN ORDINANCE AMENDING THE 2005 COMPREHENSIVE PLAN OF THE CITY OF URBANA, ILLINOIS (Adoption of the 2016 Urbana Bicycle Master Plan as an amendment to the Comprehensive Plan - Plan Case 2272-CP-16)" which provided by its terms that it should be published in pamphlet form. The pamphlet form of Ordinance No. \_\_\_\_\_ was prepared, and a copy of such Ordinance was posted in the Urbana City Building commencing on the \_\_\_\_\_ day of \_\_\_\_\_, 2016, and continuing for at least ten (10) days thereafter. Copies of such Ordinance were also available for public inspection upon request at the Office of the City Clerk.

DATED at Urbana, Illinois, this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

Exhibit A: Greater Urbana Recommended Bicycle Network

# 2015 Urbana Bicycle Master Plan

## Greater Urbana Recommended Bicycle Network



*Meeting Minutes*

***Special Joint Commission Meeting—Presentation of the Urbana Bicycle Master Plan***

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**Date:** Tuesday, December 3, 2015

**Time:** 7:00 p.m.

**Place:** City Council Chambers, City of Urbana, 400 South Vine Street, Urbana, IL

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**Members Present:**

**Plan Commission**

Barry Ackerson  
Maria Byndom  
Tyler Fitch  
Lew Hopkins  
Christopher Stohr  
David Trail  
Daniel Turner

**Bicycle and Pedestrian Advisory Commission**

Brandon Bowersox-Johnson  
Karie Brown-Tess  
Elsie Hedgspeth  
Cynthia Hoyle  
Audrey Ishii  
Susan Jones  
Craig Shonkwiler

**Sustainability Advisory Commission**

Marya Ryan  
Bart Bartels  
Morgan Johnston  
Andrew Stumpf  
Stephen Wald

**Traffic Commission**

Craig Shonkwiler  
Bob Fitzgerald (Pat Connolly)

**Staff Present:** Elizabeth Tyler, William Gray, Kevin Garcia, Christopher Marx

**Others Present:** Gabe Lewis, Rita Black, Charlie Smyth, Leo Covis, Carolyn Casaday Trimble, and Jeff Yockey

**1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM**

Tyler Fitch called the meeting to order at 7:04 p.m. Roll call was taken.

**2. APPROVAL OF THE AGENDA**

**3. PRESENTATION**

**a) Urbana Bicycle Master Plan Draft**

Craig Shonkwiler, Assistant City Engineer, discussed the process for updating the Urbana Bicycle Master Plan. He said the process began when the City contracted with the Champaign County Regional Planning Commission in July 2013 for \$38,000 to develop the updated plan. During the course of 2013, the Urbana Bicycle Steering Committee met numerous times to discuss the plan. The Steering Committee consisted of representatives from City staff, the Urbana Park District, the Urbana School District #116, University of Illinois, the Champaign-Urbana Mass Transit District, Champaign-Urbana Public Health District, and Champaign County Bicycle Club. In February 2014, the Champaign County Regional Planning Commission held public meetings throughout Urbana to receive input from all members of the community. He mentioned that meetings were held at the Urbana

Civic Center, King Elementary School, Early Childhood Center and at Leal Elementary School, which was conducted in Spanish. In April 2014, a meeting was held at the Urbana Middle School to discuss the findings and recommendations resulting from the discussions held in February. Attendees at those meetings voted on preferred locations for bicycle infrastructure. A draft plan was presented to City staff for review in April 2015. Comments were incorporated into a document that was presented to the Bicycle Steering Committee. The plan is now being presented to the commissions that are connected to the aspects of the Urbana Bicycle Master Plan. He stressed that this joint meeting was an informational meeting. Soon a draft would be submitted to the commissions with a comment period. Then approval would be sought from each of the individual commissions represented: Sustainability Advisory Commission, Traffic Commission, Bicycle and Pedestrian Advisory Commission and then the Urbana Plan Commission. After those commissions have reviewed and approved the plan, it would go to the Urbana Committee of the Whole and the City Council for approval.

Gabe Lewis, Transportation Planner at the Champaign County Regional Plan Commission, discussed the Urbana Bicycle Master Plan. He discussed the structure of the twelve chapters within the plan development and process. Chapter 1 discussed the definitions and concepts contained in the plan. He added that consideration was given to the 5 E's (Education, Encouragement, Enforcement, Evaluation and Engineering) as part of the development of the plan. He mentioned that complete streets and road diets were already being implemented as part of the current plan. He defined the area of the study and stated that the updated plan included a review of local policies and existing facilities. In discussing the plan, Mr. Lewis said that Chapters 1 through 10 dealt with inputs while Chapters 11 and 12 dealt with outcomes.

Chapter 2 focused on the historical growth of the bicycle infrastructure from pre-2007 to the current time period. He stated that most of the early bicycle facilities were located off the street. He said that within the last few years, bicycle infrastructure within Urbana had increased by 79%.

Chapter 3 was a literature review of peer and model cities—many of which had obtained gold or platinum levels of bicycle friendly community status. There is information about their programs, revenue sources and the involvement of bicycle/pedestrian coordinators in those communities.

Chapter 4 discussed the different types of bicyclists and facility guidelines. He added that facilities were evaluated based upon the four requirements that people needed to encourage the use of bicycle facilities (safety, convenience, access, and social acceptability). He briefly discussed the four classifications of bicyclists as defined by the American Association of State Highway and Transportation Officials (AASHTO). He stated that the Urbana Bicycle Master Plan was geared toward the group of cyclists defined as “interested, but concerned,” which made up about 60% of the bicycle community. He added that the interested, but concerned bicyclists usually preferred facilities that were separate from motorists. As part of developing the update to the plan, staff looked at bicycle level of service (BLOS), trying to focus on roadways that had a grade of “C” or lower.

Chapter 5 contained a discussion about user preferences and bicycle facilities. He said that wayfinding signage showing time and distance to destinations within the community were recommended for both on-and off-street facilities. He said that CCRPC was working with the Urbana Park District at the time to create off-street trails and connectivity between its parks. Some new features being considered were bike activated stop lights, bike parking and two-stage turn queue boxes.



Chapter 6 included a review of existing condition inventory. Mr. Lewis said that CCRPC worked on the Bicycle Friendly Community application for the City of Urbana in the summer of 2014. As part of the application process, bicycle counts were conducted. The counts showed a high concentration of bicycle travel around the University of Illinois campus. In addition to the review of bicycle traffic, crash data was reviewed. It was found that between 2009 and 2013, there was one fatality in Urbana, 84 crashes, and 79 injuries.

In Chapter 7 there was a discussion of how public input was sought as was discussed earlier in the meeting.

Chapter 8 contained a discussion of the opportunities and constraints within the study area. Interstate 74, railroads, major arterials all presented challenges and constraints when developing a bicycle network.

Chapter 9 discussed the goals and objectives of the plan using the SMART model (specific, measurable, attainable, realistic and time-bound) to determine the progress of the plan. Themes discussed as part of the plan were 1) multimodal connectivity, 2) safety, 3) convenience, 4) education, 5) funding and implementation and 6) equity.

The discussion of Chapter 10 included the focus on bicycle level of service (BLOS). Mr. Lewis stated that the BLOS was a perceived comfort level indicated by a grade. The grade was based upon criteria, which included the presence of certain elements on the roadway. Consideration was given to the width of the roadway, the striping, and the amount of on-street parking among other factors. Maps were included in this chapter to show improvement (perceived comfort) on streets from 2007 to 2015 where bike lanes had been installed.

Chapter 11 included recommendations for the updates. One recommendation focused on the Urbana Green Loop which would connect the parks in Urbana. The plan looked at drainage grates and encouraged the use of transverse grates and grates flush with the pavement to provide safer and smoother travel for bicyclists. Recommendations were developed by corridors and concepts. Included were Bike and Trails Wayfinding Signage, Urbana Green Loop, MCORE project, Safe Routes to School, Rail Corridors and Bikeway Access for Low Income Areas and Areas of Employment. Some areas mentioned for consideration of bicycle facilities were around Interstate 74, future developments, arterial roads, stream corridors, loop between parks and fitness trails at Crystal Lake Park and Weaver Park. Mr. Lewis mentioned that there may be some plans recommended that would require changes to the Urbana Zoning Ordinance.

Chapter 12 focused on the implementation of the Urbana Bicycle Master Plan. The plan looked at future recommendations, if funding was possible; maintenance of existing facilities, which had already been or is being done; implementation matrices; funding sources; and a full-time (regional) bicycle/pedestrian coordinator.

Barry Ackerman, Urbana Plan Commission, asked if the MCORE (Multimodal Corridor Enhancement Project) was part of the Urbana Bicycle Master Plan.

Craig Shonkwiler said that the MCORE project was well underway. He mentioned that the letting for Green Street between Wright Street and Busey Avenue (Project 1) was scheduled for June 2016 and that Green Street between Busey Avenue and Race Street (Project 5) was scheduled for 2018. He stated that staff would be requesting the removal

of on-street parking on Green Street between Busey Avenue and Race Street before City Council sometime this winter.

Brandon Bowersox-Johnson, Urbana Pedestrian and Bicycle Advisory Commission Chair, said that there had been some conflict in the past when removing on-street parking from streets where bicycle facilities were installed. He asked if there were any concerns about locations recommended for installing bicycle facilities. He also asked if there were streets that would require the removal of on-street parking as part of the updated plan.

Gabe Lewis stated that there were not as many areas where on-street parking would need to be removed as were recommended in the previous plan. He said that Green Street between Busey Avenue and Race Street was the only major street where the removal of on-street parking was scheduled.

Craig Shonkwiler said that the removal of on-street parking for the installation of bicycle facilities has been a challenge. He mentioned that in the past residents indicated that they were unaware of the recommendations. Mr. Shonkwiler had planned to announce the proposed areas for on-street parking removal through press releases and notification of those impacted by the removal of parking.

Cynthia Hoyle, Urbana Bicycle and Pedestrian Advisory Commission, mentioned that City staff had been proactive in discussing the removal of on-street parking with those along the Green Street corridor.

David Trail, Urbana Plan Commission, stated that there had been mention of several national programs. He asked why the plan did not include examples from international programs.

Gabe Lewis mentioned that staff kept track of international trends in case those practices were approved and could be incorporated into City plans. He said that they have looked at open streets and no car Sundays as possible features.

Rita Black, Champaign County Regional Plan Commission Planning and Community Development Director, said that there were standards and guidelines that communities had to follow to receive grants.

Mr. Trail urged the City of Urbana to be innovative and to refuse federal funding if the Federal Highway Administration would not allow the City to implement the plans the City wanted.

Gabe Lewis did not believe that the City would want to turn down funding. He added that the City of Urbana had increased its bicycle infrastructure by 73% with the help of funding.

David Trail suggested that the City discourage auto ownership and implement plans to reduce the number of vehicles in the City.

Cynthia Hoyle felt that the plan needed to be more aggressive to achieve the goal of Platinum Level of the Bicycle Friendly Community within a certain time frame. She said that she had made some suggestions as part of the Urbana Bicycle Steering Committee meeting and wanted to know the status of her suggestions. In particular, she had recommended that the City look at a pilot program similar to Boulder, Colorado. She had asked for a living lab where ideas could be implemented on a trial basis to test their viability in the community. She also requested that the City look at incentives to encourage

the development of bicycle parking close to new and existing businesses. Ms. Hoyle recommended the implementation of a bike share program and the addition of bike corrals in the community. She would like to see the development of an app that would allow easier reporting for bike crashes. She said that there was not good information available since not all crashes were reported to the Police Department.

Gabe Lewis mentioned that staff was currently working on an app that would indicate the location of bicycle parking within the downtown Urbana area. He said that they were also working on an app that would help with the development of a bike sharing program. Presently, Mr. Lewis said that CCRPC was working with University of Illinois students to determine what routes were being used around campus and to study crashes. He saw the goal of Platinum Level as a reasonable goal for the next update of the Urbana Bicycle Plan—perhaps in 2030.

Craig Shonkwiler said that Urbana was a progressive community and he thought that a pilot program, similar to Boulder's, could be included as a suggested program for consideration in the updated plan.

Cynthia Hoyle asked that the plan include language indicating that the City would explore the development of a pilot program similar to the Boulder program.

Chris Stohr, Urbana Plan Commission, praised the effort put into the updated plan. He expressed concern about the loss of green space with the addition of bike paths using impervious surfaces.

Gabe Lewis mentioned that the Urbana Park District was planning to convert part of an existing path (Southridge Park) into a nature path.

Mr. Stohr was concerned about new paths and would like to minimize the amount of impervious trails.

Cynthia Hoyle mentioned that there should be more emphasis placed on the enforcement of drivers who are not yielding to bicyclists and who are harassing bicyclists. She said that the diversion plan for bicyclists seemed to be successful and she thought it would work for motorists. She acknowledged that the program would involve funding issues, but she said that roadway fatalities were not the result of cyclists, but the result of motorists. She wanted to see more year-round programs that would encourage bicycling at all times of the year. She stated that the hiring of a coordinator could make that possible.

Charlie Smyth, Urbana City Council, entreated assistance from the commissioners to continue to strive for Platinum Level for the Bicycle Friendly Community designation. He mentioned that other cities had been aggressively working for Diamond Status. He added that the plan needed a vision and challenge by setting real goals to increase bicycling and bicycle infrastructure. Mr. Smyth said that the plan needed to include the Vision Zero goal approved by City Council. He encouraged the commissioners to take as much time as possible to provide input because the plan needed to be right. He asked them to think about the long-term goals and to help create a vision to obtain Platinum status and beyond. He thanked all of the commissioners and staff for their work in formulating the plan.

Carolyn Casady Trimble mentioned that she would like to see plans to encourage safe bicycle routes between downtown Urbana and downtown Champaign. She asked that the use of permeable concrete for bicycle facilities be considered.

Leo Covis asked if there was more information about bicycle crashes and what could be done to prevent future conflicts.

Gabe Lewis said that there had been only one fatality in recent history. He recounted that the accident had occurred at the corner of Green Street and Gregory Street and the bicyclist died in the accident. He added that there was information included in the plan about the demographics of those involved in bicycle crashes. He said that more males were involved in accidents and that those within the 20-24 years of age group were involved in most of the crashes. He indicated that accident information from the Police Department's accident reports was reviewed to determine the causes of conflicts.

## **8. ADJOURNMENT**

With no other business at hand, the meeting adjourned at 8:10 p.m.

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Respectfully submitted,  
Barbara Stiehl  
Recording Secretary

URBANA TRAFFIC COMMISSION  
Tuesday, January 12, 2016

MEMBERS PRESENT:

Michael Madigan, City Council Member, Ward 6, Chair  
Craig Shonkwiler, Assistant City Engineer  
Pat Connolly, Police Chief

MEMBERS ABSENT:

None

OTHERS PRESENT:

John Collins, Operations Manager

The meeting began at 4:00 p.m.

**Approval of Minutes:**

Craig Shonkwiler moved to approve the minutes of the October 13, 2015 meeting. Pat Connolly seconded the motion. The Commission voted 3-0 to approve the minutes of the October meeting.

**Additions to the agenda:**

There were no additions to the meeting.

**Public Input**

Those wishing to provide input preferred to do so at the time the topic was discussed.

**Unfinished Business**

There was no unfinished business to discuss.

**New Business**

**Item #1- Approval of the 2016 meeting calendar.**

Pat Connolly moved to approve the 2016 meeting calendar.

Craig Shonkwiler seconded the motion.

The motion was approved 3-0.

The calendar will be placed on the City of Urbana website.

**Item #2- Discussion of the Urbana Bicycle Master Plan.**

Craig Shonkwiler explained that the Urbana Bicycle Master Plan was available for public input until Monday, February 1, 2016. He reviewed sections of the Urbana Bicycle Master Plan highlighting sections of significant importance to the Urbana Traffic Commission. He said that the purpose of the discussion was to bring awareness to the Commissioners of possible items that would come before the Commission and to discuss any concerns or objections the Commissioners might have with the proposed plan. He said that the plan would come back to the Plan Commission at the end of February. He questioned whether or not the Traffic Commission should endorse the plan since the Commission would be asked to make recommendations about specific aspects of the plan as implementation of those specific items became necessary.

Michael Madigan agreed that it was not within the authority of the Traffic Commission to endorse the plan since the Commission would be acting upon specific portions of the plan that relate to future traffic control and parking requests.

Mr. Shonkwiler explained the process for developing the plan and who was involved in that process. He then reviewed the contents of the plan and focused on specific parts of the plan related to future Traffic Commission discussion. He pointed to the Green Loop, which was the Urbana Park District's proposed bicycle network to connect parks within Urbana. Next, he discussed the proposed Urbana Bicycle Master Plan specifically as it pertained to the Traffic Commission. Since 2008, he said that most of the parking removal had been completed. He said that Green Street from Busey Avenue to Race Street would be the most significant area brought before the Traffic Commission. Mr. Shonkwiler explained that as part of the Multimodal Corridor Enhancement Project (MCORE), a request to eliminate parking along the north side of Green Street would come before the Traffic Commission this spring. He mentioned that another area where bicycle infrastructure would be added was on Amber Lane between Philo Road and Myra Ridge Road, north of the Meijers store. He said that parking was already restricted on the south side of Amber Lane and that there was not enough street width to allow parking on the north side. He said that bicycle lanes were planned for that section and would come to the Traffic Commission for action possibly within the next five years. He added that a third possible item for discussion would be bicycle infrastructure on Oregon Street from Goodwin Avenue to Mathews Avenue where a contraflow bike lane would be studied. He said that many factors would need to be considered before bringing this item to Traffic Commission, but that area was a possible location for the removal of on-street parking. He said that those were the only three items in the plan that involved parking restrictions.

Michael Madigan asked if the City Council would have to approve the contraflow plan afterwards.

Craig Shonkwiler said that the removal of parking as part of the contraflow plan would have to go through Council, but that project was not in the five-year plan. He said that Green Street project

was coming and Amber Lane would probably happen within the next five years, but the bicycle facilities on Oregon Street would probably not happen soon.

John Collins asked if the number of no parking signs on Main Street could be reduced once people were familiar with bicycle traffic and parking restrictions on the street. He said that the reduction in signage would reduce costs for the City. He added that it was illegal to park in bicycle lanes, so he asked if the signage could be reduced. He recommended removing the no parking signage after the restrictions had been in effect for a year, using those signs at other locations and eliminating sign clutter on the streets.

Craig Shonkwiler said that part of the plan's recommendations was to develop a wayfinding system. He mentioned that Engineering staff was working on the wayfinding system plan for the bicycle network and there was money in the Capital Improvement Plan (CIP) to implement the program. They were developing a design plan and preparing costs and implementation plans. He said that staff would determine if the plan would be fiscally sustainable—if there would be enough money to maintain and replace the signage.

John Collins stated that the removal of the additional no parking signs would eliminate sign clutter and allow more room for the wayfinding signage.

Craig Shonkwiler felt that the initial installation of the no parking signs on Main Street helped motorists understand and the Police Department enforce the parking restrictions. He agreed that the removal of some of the signs should not create problems after the public adjusted to the addition of bike lanes and elimination of parking.

Chief Connolly said that the initial signage did assist officers when the parking restrictions were first implemented and he agreed that the signage could be reduced.

John Collins encouraged plans to educate the public about parking prohibitions in bicycle lanes to reduce the number of no parking signs needed throughout the city.

Craig Shonkwiler recommended removing signs in a selected area to see if the reduced signage was effective.

Chief Connolly asked about the determination of the number of signs for bicycle lanes on the street. He indicated that there are some areas where there were several signs within a short span on the street.

Mr. Collins said that there were areas where there were several signs along Washington as the type of bicycle facility changed.

Mr. Shonkwiler said that there were areas on some streets that changed from a shared lane to a separate lane and that signage indicated those changes. He added that some in the bicycle community favored the Bicyclist May Use Full Lane signage over the Share the Road signage so that signage may change. He asked if the signage was problematic for the Police Department.

Chief Connolly said it was more confusing for drivers. He said that drivers did not understand the meaning of the signage since the law states that bicyclists should move over to allow traffic to pass.

Michael Madigan asked about the safety criteria for allowing bicyclists to use the full lane.

Craig Shonkwiler said that engineering judgment had to be used to determine when the lanes would be narrow enough to allow the bicyclist to use the full lane. He said signage was usually installed if the street was not wide enough to allow motorists three feet of room to pass the bicyclist.

Mr. Madigan asked if there were any cost-sharing plans for those using the bicycle facilities, such as registration.

Mr. Shonkwiler indicated that the plan did not have any cost-sharing proposals.

Pat Connolly asked if there were any plans to discuss the parking restrictions with those on Green Street where parking would be removed as part of the Urbana Bicycle Master Plan.

Craig Shonkwiler said that the Public Works Director Bill Gray and he had met with the churches on Green Street to discuss the parking restrictions. He mentioned that the First Presbyterian Church was considering a plan to provide an off-street loading area in front of the church. As for opposition, he said that they had notified those along the impacted area about the plan, but those along the Green Street area had not voiced concern about the parking restrictions in any of the MCORE open houses. He said that staff had surveyed the use of on-street parking in that area and found that it appeared to be used by commuters since very few vehicles were parked on the street during the off-peak times.

Mr. Madigan stated that the MCORE project was a comprehensive plan with multiple components extending beyond just Green Street.

Mr. Shonkwiler stated that there could be an off-street loading and unloading area near the First Presbyterian Church where the church could install accessible parking.

Mr. Madigan mentioned that the church had discussed a possible request to vacate a street for increased access to the facility.

Craig Shonkwiler discussed the goals and objectives of the Urbana Bicycle Master Plan. He highlighted the themes and timelines within the plan.

Pat Connolly asked about the responsible parties for each of the goals listed.

Craig Shonkwiler mentioned that there was a list in the plan indicating which agency would be responsible for implementing or maintaining the recommendations within the Urbana Bicycle Master Plan. He added that the Steering Committee would like to see staff look at a pilot program for different bicycle/vehicle treatments. Mr. Shonkwiler directed attention to the Vision Zero Initiative mentioned in the plan and as a Council goal. He explained that currently when a fatality would occur, the Police Department would review the scene and Engineering staff would look at possible problems and solutions to reduce the occurrence. He stated that the initiative included



suggestions to lower vehicle speeds, redesign streets, increase enforcement of vehicle codes and implement education to change road users' behaviors, which would specifically fall under the review of the Urbana Traffic Commission.

The Commission watched a video about Vision Zero, which defined the major idea, "In every situation an individual may fail, the system should not."

Chief Connolly said that the unintended consequence of the bike lanes during snow storms, the use of bicycle lanes as sidewalks had created problems for motorists and bicyclists. But he added that embracing the scrambled crossings on campus had actually improved safety at those locations.

Michael Madigan said that car technology was beginning to incorporate systems to counter human error.

Pat Connolly asked that those impacted by parking removal as part of the implementation of the plan receive advanced notice before the issue would go to the Traffic Commission.

The Traffic Commissioners agreed to extend the notification period from one week to two weeks when any parking restrictions resulting from the implementation of the Urbana Bicycle Master Plan were brought before the Commission.

With no other business at hand, the meeting was adjourned at 4:49 p.m.

The next regularly scheduled Traffic Commission meeting is scheduled for Tuesday, February 9, 2016, at 4:00 p.m. at the Urbana Public Works Department, 706 South Glover Avenue, second floor conference room.

Respectfully submitted,  
Barbara Stiehl  
Recording Secretary

***Bicycle and Pedestrian Advisory Commission (BPAC)***

*Meeting Minutes*

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**Date:** Thursday, January 28, 2016

**Time:** 7:00 p.m.

**Place:** City Council Chambers, City of Urbana, 400 South Vine Street, Urbana, IL

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**Members Present:** Brandon Bowersox-Johnson, James Roedl (Stacey DeLorenzo), Elsie Hedgspeth, Susan Jones, Jeff Marino and Craig Shonkwiler

**Staff Present:** Kevin Garcia

**Members Absent:** Michele Guerra, Cynthia Hoyle, Audrey Ishii

**Others Present:** None

**1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM**

Brandon Bowersox-Johnson called the meeting to order at 7:04 p.m. Roll call was taken and it was noted that a quorum of members was present.

Chairman Bowersox-Johnson mentioned that Karie Brown-Tess had tendered her resignation from the Urbana Bicycle and Pedestrian Advisory Board. He pointed out that with Ms. Brown-Tess's resignation; there were two vacancies on the board: one was an at-large seat; the other was an Urbana School District representative vacancy. He asked that anyone interested in either position contact the Mayor's Office. Mr. Bowersox-Johnson recognized Jeff Marino, who was recently appointed to the Urbana Bicycle and Pedestrian Advisory Commission.

**2. APPROVAL OF AGENDA**

Susan Jones moved to approve the agenda for the January 28<sup>th</sup> meeting.

Jeff Marino seconded the motion.

The motion was approved.

**3. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Craig Shonkwiler moved to approve the meeting minutes from the September 15, 2015, October 20, 2015 and December 3, 2015 meetings.

James Roedl seconded the motion.

The motion was approved.

The recording secretary mentioned that the 2016 meeting calendar was included in packets.

#### **4. PUBLIC INPUT**

There was no public input.

#### **5. UNFINISHED BUSINESS**

##### a) 2015 Bicycle Master Plan Update

Brandon Bowersox-Johnson mentioned that the 2015 Urbana Bicycle Master Plan could be found by going to the link listed on the City of Urbana's website. He said that the comment period was open until February 1, 2016.

Craig Shonkwiler said that since the time of the Joint Commissions meeting in December, there had been very few comments made about the plan. Mr. Shonkwiler highlighted information about the Green Loop and the recommended bicycle network. He noted that the Green Loop included trails discussed with the Urbana Park District that would provide a bicycle network that could connect the parks within the City of Urbana. He mentioned that wayfinding signage would guide people to the parks within the Urbana Park District's system and existing bicycle facilities and eventually incorporate the proposed bicycle facilities.

Brandon Bowersox-Johnson appreciated the concept of connecting the park system with bicycle facilities being a priority.

Susan Jones stated that she was not as interested in connecting the parks to each other as she was interested in travelling by bicycle from where she lived to one of the parks within the park district. She mentioned that there were many routes not yet completed.

Jeff Marino pointed out that from a recreational standpoint it was a good idea to have destinations as part of the bicycle network.

Elsie Hedgspeth informed that group that connectivity between parks within the City of Urbana was listed as a top priority by Urbana residents. She felt the master plan addressed that request.

James Roedl said that many people who became interested in bicycling and hiking did so because a route was created that took them to a destination. He added that there were many people who would like to see more facilities that connected with the Boneyard Creek, Urbana and Champaign, and the Rail to Trail project.

Mr. Marino asked how any potential new growth would be incorporated into the plan.

Mr. Shonkwiler said that he could see the plan would expand facilities as new development occurred. He said that since the area in Urbana was flat, the addition of the Green Loop would be an added feature in the community and the bicycle infrastructure would appeal to the 60% of cyclists. He said that the wayfinding system might increase use of the infrastructure by letting people know about places of which they were previously unaware.

Brandon Bowersox-Johnson asked if there would be any special wayfinding signage to indicate the Green Loop network.

Craig Shonkwiler said that the decision was yet to be made. He informed that commission that wayfinding signage was a component of the plan and staff was researching the routes to determine what type of signage to use and where to direct bicyclists. He added that staff wanted to make sure that the signage plan included a process for maintaining the system once installed.

Mr. Shonkwiler discussed the topic of removal of on-street parking as related to the installation of bicycle infrastructure. He said that most of the on-street parking removal had already occurred when installing the bicycle infrastructure recommended in the 2008 Urbana Bicycle Master Plan.

Based upon a question asked by Mr. Bowersox-Johnson at the December meeting, Craig Shonkwiler reviewed three possible locations where on-street parking may be removed to install bicycle infrastructure.

Mr. Shonkwiler discussed part of the MCORE project which would involve the replacement of pavement, the removal of on-street parking on Green Street between Busey Avenue and Race Street and the addition of bicycle lanes. He said that Engineering staff had conducted a parking study and noted that most of the parking in that section of Green Street was commuter parking since there were no cars observed late at night or early in the morning. He mentioned that staff had been in contact with the two churches located in that section to discuss options for the removal of parking. He added that the Urbana Traffic Commission had asked that those on Green Street receive at least two weeks' notice before any discussion about the removal of on-street parking was discussed before the Traffic Commission.

Mr. Shonkwiler stated that another location where on-street parking was scheduled for removal to install bicycle lanes was on Amber Lane between Philo Road and Myra Ridge Road. He explained that there were currently restrictions on the south side of the street and that there was not enough room on the north side for vehicles to park. He mentioned that the pavement needed repair before the lanes could be installed.

The last area referred to in the Urbana Bicycle Master Plan for the installation of on-street bicycle facilities was Oregon Street between Mathews Avenue and Goodwin Avenue. He indicated that the bicycle lane could possibly flow in the direction opposite the flow of vehicular traffic. He indicated that the installation of the bicycle lane would require resurfacing.

Mr. Shonkwiler reviewed comments sent to Mr. Gabe Lewis regarding the Urbana Bicycle Master Plan. As a result of many previous opportunities to provide input about the plan, he felt that many thoughts had already been included in the plan. He said that most of the comments were positive. One comment requested that the plan not include specific plans within the parks. There was a comment from someone who would like the City to maintain its existing facilities before adding any more lanes. He said that the person mentioned that there were potholes and debris on some of the lanes. Mr. Shonkwiler mentioned that the street sweepers clean the streets on a monthly cycle. He asked that citizens contact the Public Works Department when they see debris or potholes. He added that the City tries to keep the bicycle facilities in the best possible condition.

Another comment Mr. Shonkwiler addressed was the request to add a buffer between the motorists and the bicyclists. He said that the person did not feel that a painted buffer was safe and would like the lane physically separated from vehicular traffic. Mr. Shonkwiler mentioned a previous presentation about the Bradley Avenue bicycle lanes. He said that a

buffer could be added to the project if the space was available. He polled the commissioners to ask if they favored a separation between the bicycle lanes and the vehicle lanes.

Susan Jones said that probably half of the 60% of bicyclists want separate bicycle lanes and the other half would be willing to ride on the street.

James Roedl agreed. He said that protected bicycle lane could be problematic at intersections where the buffers end. He added that plowing snow and repairing streets were more difficult with the separate bicycle lanes. He felt that improving the width of the bicycle lane and the quality of the pavement would be a better solution than separating the bicyclists from the motorists. He mentioned the bicycle infrastructure on Sixth Street between Armory Drive and Peabody Drive as an example of where bicyclists could ride to the far left of the lane without fear of dooring and busses had sufficient room to safely pass bicyclists.

Craig Shonkwiler asked if there was on-street parking in that area.

Mr. Roedl said there was some on the west side of the street.

Mr. Shonkwiler explained that before road diets are installed, traffic simulators were used to see which design would work. He mentioned that the current road system was overbuilt in some areas. He said that staff had analyzed traffic needs and designed systems to best accommodate all modes of transportation. He said that the road should feel right if designed correctly. He mentioned that designing bicycle lanes was challenging since design recommendations were constantly changing. He encouraged citizens to provide feedback if they had concerns or comments about streets.

Susan Jones stated that bicyclists and pedestrians should be a priority. She expressed concern about intersections where separate facilities were in conflict.

Jeff Marino asked for information about the raised bike lanes on Green Street.

Craig Shonkwiler explained that the raised curbs were mountable, but that the design was recommended based upon studies that indicated that bicyclists felt less stress when the path was slightly above the roadway. He added that studies had shown that the bicyclist felt safer and more visible. He mentioned that there was concern about the ability to remove snow on a raised bicycle path, but that the path would be pitched so the plows could move the snow.

James Roedl asked about enforcement. He felt there was animosity between motorists and bicyclists. He stated that he would like to see more education and more enforcement of parking restrictions in bicycle lanes and anti-harassment laws for motorists and bus drivers.

Mr. Shonkwiler stated that enforcement would be a good topic for discussion at a future meeting.

Jeff Marino suggested that training be incorporated into driver's education for motorists and grade school curriculum for bicyclists.

James Roedl said that the State had no law prohibiting parking in a bicycle lane. He said that State law instructs bicyclist to move to the side and not ride in the middle of traffic lanes.

Brandon Bowersox-Johnson echoed the concern about enforcement, adding that enforcement should include enforcing rules for bicyclists and motorists. He said the parking in bicycle lanes and harassment issues should be addressed.

Craig Shonkwiler said that he would check to see if there was a City ordinance that prohibited parking in a bicycle lane. He mentioned that there have been some who do not like the signage, Bicycle May Use Full Lane. He further explained that Urbana Police Department had mentioned to him that some bicyclists had refused to move over to allow faster traffic to pass travelling very slowly at two to three miles per hour. In doing so, those bicyclists had created a negative impression by refusing to share the road. He said that all road users needed to be respectful to each other. He explained that the signage was used when the lane was less than fourteen feet in width.

Kevin Garcia said that Parking Enforcement would ticket vehicles in the City of Urbana if motorists parked in the bicycle lanes.

Jeff Marino asked if the Urbana Bicycle Master Plan had an executive summary that could quickly overview the contents of the plan.

Craig Shonkwiler said that there was not an executive summary. He said that he would discuss the drafting of an executive summary with the consultant.

Mr. Bowersox-Johnson stated that he liked the bicycle boulevard concept and asked if it was being considering in any other location. He noted that the location, Main Street between Goodwin Avenue and Harvey Street, was not in a neighborhood and he wondered if there was a neighborhood where the concept could be installed.

Susan Jones mentioned that she preferred the term, greenway, instead of, "boulevard."

James Roedl discussed the bicycle boulevard system in Guadalajara, Mexico, as it related to the concept of some streets being dedicated primarily to bicycles and pedestrians and other streets being dedicated to vehicular traffic. He mentioned that the roads alternated between bike boulevards and car routes. He said that residents seemed to know which road was for slower traffic and which one was for faster traffic.

Mr. Shonkwiler mentioned that the consultant had looked at many areas to determine where to locate the bicycle boulevard and that as the concept becomes familiar, it may be used in other locations. He said that the details for the bicycle boulevard were not complete, but that the location should work.

Mr. Bowersox-Johnson asked if it could be extended to the east of Lincoln Avenue where Main Street ended in downtown since it was a low traffic street. He mentioned that it would slow traffic. He asked how the feature would be signed.

Craig Shonkwiler said that as part of future resurfacing, on Springfield Avenue near Lincoln Avenue it might be included. Mr. Shonkwiler said that the signage had not yet been determined. He mentioned that crossing Main Street might be a challenge.

Elsie Hedgspeth agreed that the east of Lincoln Avenue on Main Street near the Phillips Recreation Center would be a good location as there were not many cars travelling in that area.

James Roedl said that he thought the bike boulevard would be a good feature for new developments since the residents would be aware of the feature when they move in.

Craig Shonkwiler said that it was not in the plan, but staff could look at it as a possible feature.

Kevin Garcia mentioned that he had looked at the intersection of Main Street and Lincoln Avenue with Steve Clark and that he felt that intersection would be a prime location for bicycle boulevards. He said that he would meet with Craig Shonkwiler about his thoughts on the plan at a later date. He felt that the language should be changed to neighborhood greenway instead of bike boulevard to make it sound as though people were being prioritized. He stated that parents would want to live on streets where their children could play in the streets

Brandon Bowersox-Johnson thanked all of those present for their input and recommended that this item be brought back to the Commission next month with the final comments.

Craig Shonkwiler said that he would talk to the consultant about changing the name of bike boulevard to greenway.

Brandon Bowersox-Johnson said that the Bicycle and Pedestrian Advisory Commission would take an official vote on the 2015 Urbana Bicycle Master Plan next month. He thanked Gabe Lewis for his work on the plan.

## **6. NEW BUSINESS**

There was no new business.

## **7. ANNOUNCEMENTS**

- Craig Shonkwiler mentioned that the Village of Savoy would hold a public workshop on February 4, 2016, from 6:00 p.m. to 8:00 p.m. at the Recreation Center to discuss the Village of Savoy Bicycle and Pedestrian Plan.
- Kevin Garcia announced that the planning for Bicycle Month, which will be in May, had begun.

## **8. FUTURE TOPICS**

- a) 2015 Bicycle Master Plan
- b) Urbana Bicycle and Pedestrian Advisory Commission Bylaws
- c) Enforcement of Traffic Laws

**9. ADJOURNMENT**

The meeting adjourned at 8:09 p.m.

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Respectfully submitted,  
Barbara Stiehl  
Recording Secretary



***Bicycle and Pedestrian Advisory Commission (BPAC)***  
***Meeting Minutes***

***Approved March 15, 2016***

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**Date:** Tuesday, February 16, 2016

**Time:** 7:00 p.m.

**Place:** City Council Chambers, City of Urbana, 400 South Vine Street, Urbana, IL

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**Members Present:** Brandon Bowersox-Johnson, James Roedl (Stacey DeLorenzo), Elsie Hedgspeth, Cynthia Hoyle, Audrey Ishii, Susan Jones, Jeff Marino and Craig Shonkwiler

**Staff Present:** Kevin Garcia

**Members Absent:** Michele Guerra

**Others Present:** Gabe Lewis, Rita Black, Charlie Smyth, Jeff Yockey

**1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM**

Brandon Bowersox-Johnson called the meeting to order at 7:01 p.m. Roll call was taken and it was noted that a quorum of members was present.

**2. APPROVAL OF AGENDA**

Chair Bowersox-Johnson announced that Cynthia Hoyle had made a request to amend the agenda by adding "Report on Sidewalk Snow Removal Committee Update" to Unfinished Business.

Susan Jones moved to approve the agenda as amended for the February 16<sup>th</sup> meeting.

James Roedl seconded the motion.

The motion was approved.

**3. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Jeff Marino moved to approve the meeting minutes from the January 28, 2016 meeting.

Craig Shonkwiler seconded the motion.

The motion was approved.

#### 4. PUBLIC INPUT

Charlie Smyth presented observations from a recent trip to Davis and Berkeley in California. In his discussion about Berkeley, California, Mr. Smyth mentioned that the community had bike boulevards in some areas to discourage motor vehicles from travelling in residential areas. He added that traffic circles were used as traffic calming devices. He also mentioned that some streets were blocked off to reduce motor vehicle access. Mr. Smyth pointed out that the community lacked bike signage, which made it difficult to know how to reach destinations. He stated that Berkeley was working toward a diamond status Bike Friendly Community designation.

Mr. Smyth discussed the bicycle culture in Davis, California. He said that the community had embraced bicycling as a mode of transportation since the 60s. He said that there were many overpasses and underpasses that reduced the conflicts between motorists and bicyclists. In addition, he mentioned that the wayfinding signage was very welcoming and reflected the community's support of public art and bicycling along bicycle routes. He stated that no box stores were allowed in the community and yet the downtown area was thriving. He said that the bicycle facilities were located both on and off street and that routes to grade schools had no more than one grade crossing. Mr. Smyth offered suggestions that he gave to the community to help them with their endeavor to reach diamond status.

Mr. Smyth discussed the bicycle infrastructure at University of California-Davis. He said that the University of California installed protected lanes and those lanes were used by skateboarders, those who used rollerblades, and bicyclists. He mentioned that some signaled intersections with designated signals for bicyclists did not allow motorists to make right turns on red lights. He added that Davis had a bike loop that all riders of all ages were comfortable using.

Charlie Smyth asked to include comments on the Urbana Bicycle Master Plan. Mr. Smyth asked that the goals listed in the end of the document be moved to the Executive Summary. He expressed concern that the bike mode share target was too low and asked that the goal be over 10% with a one percent per year increase. He said that he wanted to make bicycling in Urbana as safe as possible, which could be done by making a few tweaks to the plan. He asked that the Commission not make any rash decisions about the plan. He said that he would like the plan to be more visionary and move Urbana forward toward platinum level.

Jeff Yockey addressed the Commission. He focused on the goals and objectives and stated that the goals and objectives listed in Section 9 needed to be clarified and actionable. He mentioned that the goals and objectives were only twelve pages in length. He said that he would like to see the bike mode share increased to 20%, increase bicycle safety, make roadways inconvenient for cars, lower the stress of riding a bicycle, increase the number of kids riding bicycles to school, set a goal to reach platinum status in five years and be the best bicycle community in Illinois. He recommended making the bicycle infrastructure an asset for growth. He stated that there were many intersections with conflicts and encouraged engagement with the Illinois Department of Transportation to review the intersection at University Avenue and Wright Street, University Avenue and Lincoln

Avenue, University Avenue and Cunningham Avenue, and Cunningham Avenue and Interstate 74. He would like priorities mentioned on page 293 ranked instead of listed.

Mr. Smyth added that Vision Zero needed to be included to reduce fatalities to zero. One way to do that, he suggested, was to reduce traffic speeds throughout town. He urged the inclusion of equity in the plan to make sure that all areas would be well-served by the bicycle network. He also asked that the ten items listed as goals be listed by priority.

## **5. UNFINISHED BUSINESS**

### **a) 2016 Bicycle Master Plan Update**

Craig Shonkwiler stated that since the last BPAC meeting, the suggestions of the Commissioners had been incorporated into the 2016 Bicycle Master Plan. He said that the thirteen major concepts had been expanded upon in the Executive Summary to provide more information about the plan. He said that there was more description about emerging and future bike treatments and those would be considered in the future as projects were being designed and implemented. Mr. Shonkwiler stated that the number of comments received during the most recent comment period were minimal and those were incorporated into the plan. He asked that the Bicycle and Pedestrian Advisory Commission approve the plan. He reviewed the stages that the bicycle master plan update had been through adding that the budget of \$38,000 for the plan had been expended and the plan had two years of input and updates. He informed the Commission that if any more updates were needed, staff would need to go to Council for an additional funding request. He also mentioned that there were various periods where input was sought through public meetings, from the Bicycle Plan Steering Committee, from City staff, and then during the public comment period. He said that comments received during each of those opportunities had been incorporated into the current plan. He continued that the plan was at a point where it needed to be finalized and staff was seeking approval of the plan. He mentioned that during the most recent comment period, only six comments were received. He added that the plan was flexible enough to allow staff to evaluate new bike treatments as projects are designed. He said that the plan needed to be finalized at some point and moved on to the Urbana Plan Commission.

Gabe Lewis reviewed the changes made to the plan since the presentation last month. He pointed out that the Executive Summary had been drafted and that the plan had been changed from the 2015 Urbana Bicycle Master Plan to the 2016 Urbana Bicycle Master Plan. He continued by stating that most of the changes occurred in chapters 11 and 12. One change that he mentioned was the addition of adding a bike boulevard on Main Street east of Goodwin Avenue. Mr. Lewis said that more information was included about enforcement and education, which included a recommendation to enforce parking restrictions in bicycle lanes. He said that the plan encouraged City staff to develop a City ordinance which would prohibit parking in bicycle lanes. Regarding the addition of new and emerging treatments, Mr. Lewis added language about creating a living lab similar to one in Boulder, Colorado. He defined the difference between bikeways and greenways and explained that while it was possible to consider bicycle lanes with environmental considerations, the bikeways recommended in the plan were not considered greenways. He said that recommendations to explore traffic calming policies and programs were added, along with hyperlinks to resources cited in the document, a listing of bicycle friendly communities, and the public comments submitted about the plan. He further explained that education would primarily fall under the responsibility of the school district, public

health department and Safe Routes to School; he said that enforcement would primarily fall under the authority of the Police Department.

Brandon Bowersox-Johnson requested that a paragraph be added to the Executive Summary recommending that the reader see the section titled Goals and making it clear that there were big goals within the document. He asked that information about the bike mode share be included along with information about where to find more information.

Jeff Marino mentioned that he liked how the Executive Summary highlighted parts of the document but would like a specific list of the goals.

Cynthia Hoyle said that the City's vision should be outlined at the beginning of the Executive Summary. She recommended, "The vision of this document is to create a community where the casual, less competent bicyclist can bicycle for everyday trips." She asked for language that stated that the City of Urbana was a Gold Level Bicycle Friendly Community. And she recommended that the Executive Summary include language stating that the City wanted to improve its status to Platinum Level and that this was the vision of the plan and what the community wanted to be accomplished.

James Roedl asked to include language about the bicycle mode share and Vision Zero in the plan. He asked that with the understanding those items would be included, the Commission approve the master plan that night and stop going over budget.

Cynthia Hoyle said that the plan should be approved with the understanding that it would be reviewed and updated annually to determine what needed to be added, then amend it and not have to hire anyone. Ms. Hoyle recommended that adopting the Vision Zero goal not be included in the plan since the Police Department needed to be involved in that program. She said that the plan needed to be approved, but she would like to have a process to update it.

Craig Shonkwiler asked if she was requesting frequent, smaller updates. He cautioned that funding and staff time was limited. He said that the City was trying to complete an update every five years and this update took two years to complete partly because of State budget issues. He stated that the current plan was a guide and did not mean that staff could not implement new ideas such as Vision Zero. He continued that if the Council were to ask staff to look into Vision Zero, they would do so since it was a Council goal. He added that staff had looked into traffic calming techniques and neighborhood speed limits. Mr. Shonkwiler said that plan was at a point where decisions needed to be made as to where to go. He said the options would be:

- \* Keep revising the plan and ask Council for additional funds to continue making revisions,
- \* Stop and accept the plan as is. If there are items that need to be added, consider those during the next update.

He reminded the Commission that there were only six comments offered during the thirty-day review period. He said that the comments were good and were incorporated as best they could be. He added that there were many outreach opportunities provided to solicit comments from the community.

Gabe Lewis stated that the six comments were good comments, and there were numerous opportunities to provide input.

Mr. Shonkwiler stated that infrastructure work would be fiscally constrained over the next few years. He said that City policy was to add bicycle lanes only when a street had been resurfaced. He continued that most of the City's work would be focused on the MCORE project. He said that the City could have ambitious goals, but the money would not be available to implement very many of them. He suggested that the comments from Brandon Bowersox-Johnson and Cynthia Hoyle be added to the Executive Summary. He cautioned against any significant changes since the consequences could jeopardize the completion of the update.

Brandon Bowersox-Johnson thought that the addition of a couple of sentences within the Executive Summary could be made to incorporate comments from Charlie Smyth and Jeff Yockey.

Cynthia Hoyle said that best practices would require that the plans be reviewed annually and updated. She felt that doing that would not require a consultant nor require a lot of staff time.

Rita Black stated that performance measures had been included as part of the goals and those measures were objective so the plan could be evaluated. She said that CUUATS would provide the majority of the data to City staff so they could track and report on the progress of the goals.

Brandon Bowersox-Johnson said that the Commission could have an annual conversation about how the City was performing and discuss any new ideas that could be put into the plan during the next update.

Jeff Marino said that a twenty-year plan with five-year updates was a good plan since it allowed for adjustments in the five-year update.

Rita Black stated that the plan was open enough that new treatments could be incorporated as part of the existing plan.

Cynthia Hoyle moved to approve the plan with the changes to the Executive Summary discussed. She added that the Commission would like an annual report and assessment of the progress toward the reaching the goals.

Jeff Marino seconded the motion.

Brandon Bowersox Johnson asked if during the public input or final comment period, one of the suggestions was to reduce vehicle traffic while increasing bike share mode. He asked if a way was mentioned to measure a reduction in vehicle traffic and would that question be appropriate.

Mr. Lewis stated that one of the goals was for a three percent increase in bike mode share by the year 2020. He mentioned that the baseline was for nine percent for bike to work and eleven percent for all other destinations based upon information obtained from a recent survey. He said that there was no mention of vehicle trip reduction in the plan.

Cynthia Hoyle stated that the vehicle trip reduction goal was listed in the Long Range Transportation Study.

Rita Black said that it would be difficult to measure vehicle trip reduction in the city since the community brings in employees, visitors and customers from surrounding

communities. She added that since gas prices were low, driving a vehicle was a desirable transportation option.

Brandon Bowersox-Johnson said that to increase the bike share mode by three percent was a more realistic goal than decreasing vehicle use in Urbana. He pointed out the goal was for a three percent increase over the next five years. He mentioned that Vision Zero was discussed at the last BPAC meeting. He asked if it was necessary to mention it since it was already a Council goal.

Cynthia Hoyle said that Vision Zero involved more than the Bicycle Master Plan since it would include pedestrians, bicyclists, and vehicles. She felt that the Vision Zero goal should be more a part of the City's goals than have it as a goal for just the bicycle plan. She added that it would be for everyone using the roadways.

Gabe Lewis referred to the recently added Section 9.7 Visionary Concepts that addressed Vision Zero. He mentioned that the section defined the concept of Vision Zero. He said that the City of Urbana ultimately wanted to achieve zero bicycle fatalities and injuries. He stated that there had been only one bicycle fatality in the City within the last five years. He added the project would require many resources, but that it could be achieved.

Cynthia Hoyle said that the City had more pedestrian fatalities than bicycle fatalities.

Craig Shonkwiler pointed out that Vision Zero was officially mentioned in the document as were topics such as traffic calming and neighborhood speed reduction. He continued that specific direction to attain those goals would be vetted through a process where City Council would give City staff direction on where the Council and Mayor would want staff to go. He added that with traffic calming, Vision Zero, and speed reduction, the plan did not go into details but created the framework where specific details could be established by City leaders and staff.

Mr. Shonkwiler reiterated that the Commission did not have to approve the plan that evening if they believed that there was a topic that required more information. He said that at some point they needed to wrap up the project. He said that the Commission should weigh whether or not to do so considering the additional comments made at the meeting.

Brandon Bowersox-Johnson stated that he wanted people to feel that their input was being heard and that they had an opportunity to comment. He preferred that comments be incorporated into the plan if possible. He asked the Commission what their preference would be regarding voting on the plan.

Susan Jones said that she would like the Executive Summary to be refined, but she recommended not going into all of the other details as they would entangle things.

Craig Shonkwiler said that the revisions to the Executive Summary could be addressed, but any substantive changes would require that the plan go back to the Steering Committee to be vetted. If just the Executive Summary was revised, Mr. Shonkwiler said that those items could be incorporated.

Rita Black stated that they could have the changes completed in time for the Urbana Plan Commission meeting on Thursday, February 17<sup>th</sup>.

Jeff Marino asked about the process for obtaining public comment.

Gabe Lewis listed the resources used to draw public comment. He said that the comment period was in fact 41 days to allow for holidays within the period.

James Roedl said that he sent out a Bike Project newsletter and used their social media outlets to encourage comments.

Audrey Ishii stated her concern about being eligible for future grants without including equity as part of the plan.

Rita Black mentioned that equity was listed as one of the thirteen principles in the plan.

Brandon Bowersox-Johnson asked if staff, Rita Black and Gabe Lewis could review the comments received and the discussion items from the meeting and incorporate any of them into the plan. He said that some ideas might have to go into a future bicycle plan.

Craig Shonkwiler stated that some of the items could be incorporated. He added that some of the comments were already part of the revised plan. He mentioned that whenever a serious crash occurred, staff reviewed the events of the crash to determine what could be done to avoid the recurrence of the situation.

Jeff Yockey said that he was confused about his role as a member on the Steering Committee and when he was to provide input about the plan.

Mr. Bowersox-Johnson said that the loop needed closure and that the work of the Steering Committee was done.

Cynthia Hoyle asked for a vote on the motion.

Brandon Bowersox-Johnson asked about the process for the approval of the plan after it leaves BPAC.

Mr. Shonkwiler stated that if the Commission approved the plan with the minor tweaks recommended tonight, it would go to the Plan Commission to approval. He said that if the Plan Commission approved the plan, the document would become an amendment of the 2005 Comprehensive Plan and the plan would go to the Committee of the Whole and then on to the City Council for approval.

Brandon Bowersox-Johnson asked the Commission to vote on the motion on the floor.

The Commission unanimously approved the motion.

Mr. Bowersox-Johnson thanked all for their work on the Urbana Bicycle Master Plan.

## **6. NEW BUSINESS**

### a) Report on the Sidewalk Snow Removal Update

Cynthia Hoyle presented the Sidewalk Snow Removal Campaign Working Group Meeting report. She listed the members of the group as Brandon Bowersox-Johnson, Don Owen, Tony Herhold, Francesca Sallinger and Cynthia Hoyle. Ms. Hoyle discussed some problems encountered by pedestrians in Urbana as a result of snow not being removed from

sidewalks. She did mention that there was a sidewalk snow removal policy for downtown Urbana and South Philo Road business district.

Ms. Hoyle discussed some programs from other communities. She mentioned that she had looked at Columbia, Missouri where the city used federal funding to finance the program initially and that the staff at the city said no special funding was needed to operate the program. Volunteers are used to do the snow removal. Lincoln, Nebraska had a program for seniors who need sidewalks cleared. She informed the Commission that 57 volunteers were made available to seniors. City staff connected seniors with the volunteers. The community churches assisted with the program. When contacted the staff said the program is funded as part of the regular budget with no special funds allocated to it. In Gary, Indiana, Ms. Hoyle reported, youth and adults volunteered to remove snow from sidewalks for seniors and disabled residents as an activity designed to allow adults to mentor youth. The Be a Good Neighbor (BAGN) program in Fair Haven, New Jersey was a community volunteer operation with over 70 middle school students providing snow removal for the elderly. She added that the city provided a newsletter to promote the program, but it was coordinated by community volunteers. In Ann Arbor, Michigan, the Snow Buddy Program had 12 volunteer drivers who bought a tractor on a four-year plan and they provide snow removal for their neighbors. Chicago, Illinois had a volunteer program to assist those in need with sidewalk snow removal. She said that other communities had programs where they acknowledged businesses and individuals that provided services to keep sidewalks clear of snow.

Ms. Hoyle made recommendations for a program in Urbana. She suggested that the City of Urbana hire interns to coordinate the program with priority given to specific areas for removal, particularly on South Philo Road south of the business district. She recommended working with service groups and high school clubs (Rotary Club and Interact Club) to encourage volunteers to help with sidewalk snow removal. She wanted discussions with landlords to encourage them to remove snow from their sidewalks. She felt that a program similar to Adopt Urbana, where non-profit groups volunteer to clean City right-of-way, would work for sidewalk snow removal.

Brandon Bowersox-Johnson felt that the Rotary Club working with the Interact Club would be a positive way to serve the community.

Cynthia Hoyle wanted City staff to work with other governmental agencies to encourage them to clear snow from their properties.

## **7. ANNOUNCEMENTS**

- Craig Shonkwiler mentioned that the Champaign County Forest Preserve was meeting on Thursday, February 18, 2016, at 5:00 p.m. at the Phillips Recreation Center to discuss the future of the Kickapoo Rail to Trail project.
- Cynthia Hoyle mentioned that there would be a League Cycling Seminar to train certified instructor from June 10 through June 12, 2016. She added that those who wished to attend would need to complete Traffic Skills 101 before attending the League Cyclist Training Seminar. She said that the Traffic Skills 101 would be



available in March. She mentioned that there was a \$300 registration fee and that scholarships would be available through Safe Routes to School.

## **8. FUTURE TOPICS**

- a) Cunningham Avenue (Perkins Road to Kenyon Road) Multi-Use Path Project
- b) Sidewalk Assessment in Urbana
- c) Urbana Bicycle and Pedestrian Advisory Commission Bylaws
- d) Enforcement of Traffic Laws

## **9. ADJOURNMENT**

The meeting adjourned at 8:55 p.m.

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Respectfully submitted,  
Barbara Stiehl  
Recording Secretary

## **Summary of the Urbana Bicycle and Pedestrian Advisory Committee Meeting Agenda Item #6a: New Business – Urbana Bicycle Master Plan Update**

November 15, 2016, 7 p.m.

Urbana City Council Chambers

Members present: Annie Adams, Kara Dudek, Cynthia Hoyle (Acting Chair), Audrey Ishii, Jeff Marino, Susan Jones, Craig Shonkwiler and Lily Wilcock

Staff present: Leslie Cross, Kevin Garcia, Lorrie Pearson

### **6. NEW BUSINESS**

#### **a. Bicycle Master Plan Update – Kevin Garcia**

Kevin Garcia provided an overview of the revisions to the draft 2016 Urbana Bicycle Master Plan since BPAC had last discussed it in February 2016.

The Commission discussed the concept of Vision Zero and the benefit of limiting speed on residential streets to 25 m.p.h. or less. The Commission suggested adding language to “consider reducing vehicle speed limit to 25 mph in residential areas,” on page 168 of Chapter 9.

The Commission then discussed the goal regarding the increase in bicycling mode-share. It was argued that the goal needs to be visionary, yet still attainable. The Commission suggested retaining the language from the February 2016 draft plan that set the goal of increasing the mode share from the current 9% to 12% by 2021 (page 171).

The Commission then unanimously approved the motion to endorse the 2016 Urbana Bicycle Master Plan and make a recommendation to City Council for approval.

**MINUTES OF A REGULAR MEETING**

**URBANA PLAN COMMISSION**

**APPROVED**

**DATE:** February 18, 2016

**TIME:** 7:30 P.M.

**PLACE:** Urbana City Building  
Council Chambers  
400 South Vine Street  
Urbana, IL 61801

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**MEMBERS PRESENT:** Barry Ackerson, Maria Byndom, Andrew Fell, Lew Hopkins, Dannie Otto, Christopher Stohr, David Trail, Daniel Turner

**MEMBERS EXCUSED:** Tyler Fitch

**STAFF PRESENT:** Lorrie Pearson, Planning Manager; Jeff Engstrom, Planner II; Kevin Garcia, Planner II; Christopher Marx, Planner I; Teri Andel, Administrative Assistant II; Brandon Boys, Economic Development Manager; Craig Shonkwiler, Assistant City Engineer

**OTHERS PRESENT:** Rita Black, J.B. Curry, Laura Huth, Gabe Lewis, Margaret Miller, Dennis Roberts, Nancy Uchtmann, Jeff Yockey

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**1. CALL TO ORDER, ROLL CALL AND DECLARATION OF QUORUM**

In the absence of a chair, Lew Hopkins called the meeting to order at 7:34 p.m. Mr. Fell moved to nominate Lew Hopkins as Acting Chair for the meeting. Mr. Otto seconded. The motion passed by unanimous voice vote. Roll call was taken and there was a quorum of the members present.

**2. CHANGES TO THE AGENDA**

There were none.

**3. APPROVAL OF MINUTES**

The minutes from the February 4, 2016 Regular Meeting were presented for approval.

Mr. Ackerson moved to approve the minutes as presented. Ms. Byndom seconded the motion. The minutes were approved by unanimous voice vote.

#### 4. COMMUNICATIONS

Regarding Plan Case No. 2268-M-16

- Email from Laura Huth

Regard Plan Case No. 2272-CP-16

- Plan Document Changes dated February 16, 2016
- Email from Charlie Smyth dated Wednesday, February 17, 2016
- Email from Charlie Smyth dated Thursday, February 18, 2016

#### 5. CONTINUED PUBLIC HEARINGS

There was none.

#### 6. OLD BUSINESS

There was none.

#### 7. NEW PUBLIC HEARINGS

**Plan Case No. 2268-M-16: A request by the Urbana Zoning Administrator to rezone 305 and 307 East Elm Street, 205 South Urbana Avenue, and 306 and 308 East Green Street from R-5, Medium High Density Multiple-Family Residential Zoning District, to B-4, Central Business Zoning District.**

Acting Chair Hopkins opened the case. He reviewed the procedure for a public hearing. Jeff Engstrom, Planner II, presented this case to the Plan Commission. He began by explaining the purpose of the proposed rezoning request and by describing the subject properties noting the current zoning, current land uses and the future land use designations of each subject property as well as for the surrounding properties. He reviewed how the proposed zoning relates to the goals and objectives of the 2005 Comprehensive Plan and to the goals and strategies of the 2012 Downtown Urbana Plan. He discussed a preliminary idea for the construction of a mixed-use development on the subject block. He reviewed the development regulations in the B-4 Zoning District.

Mr. Engstrom introduced Brandon Boys, Economic Development Manager, to the Plan Commission. Mr. Boys outlined the process for redeveloping the proposed site and stated that the City of Urbana would need to create a new Tax Increment Financing (TIF) District.

Mr. Engstrom resumed his presentation by reviewing how the proposed rezoning pertained to the La Salle National Bank criteria. He read the options of the Plan Commission and presented City staff's recommendation for approval. He noted the email that City staff received from Laura Huth regarding the case.

Acting Chair Hopkins asked the Plan Commission members if they had any questions for City staff.

Mr. Hopkins questioned if the proposed rezoning request was the only item for the potential future development that would be brought to the Plan Commission for review. The creation of a potential new TIF District and a redevelopment agreement with a perspective developer would not be the purview of the Plan Commission, correct? Mr. Engstrom said that is correct.

Mr. Hopkins asked for clarification about the individual properties and the required front yard setbacks. Mr. Engstrom explained that once the individual properties are all rezoned to B-4, the entire block would be considered one zoning lot because the Zoning Ordinance allows adjacent properties with the same zoning to be combined if under the same ownership without being replatted. Once the individual properties are combined into one zoning lot, there would be four front yards. According to the Section VI-5.C of the Urbana Zoning Ordinance, any yard in the B-1, B-2, B-3, B-4, B-4E, IN-1 and IN-2 District that adjoins, abuts, or is situated across a dedicated right-of-way of 100 feet or less in width the R-1, R-2, R-3, R-4, R-5, R-6, R-6B or R-7 District shall be the same as that required in the latter District.

Mr. Hopkins wondered if the alley on the block would be vacated. Mr. Engstrom replied yes.

Mr. Hopkins pointed out that Urbana Avenue is currently unimproved. He wondered if it was listed in the Capital Improvement Plan. Craig Shonkwiler, Assistant City Engineer, stated that it is not currently in the five-year CIP. However, they have talked about potentially making improvements to Urbana Avenue as a TIF project in conjunction with the redevelopment of the block.

Mr. Fell inquired if the intent of rezoning to B-4 was to allow a developer to build by right rather than requiring a Planned Unit Development (PUD). Mr. Engstrom said yes. Mr. Fell asked if it was to streamline the development process and avoid a few public hearings. Ms. Pearson replied that the 2005 Comprehensive Plan envisioned developing this block with something that was consistent with the B-4 Zoning District.

Mr. Stohr expressed concern with the underground parking. He asked what depth the storm sewer is for this area. Mr. Engstrom stated that he was not sure but that the developer would have a professional engineer who would make the parking work.

Mr. Trail inquired about the parking requirements for the potential 198-unit building. Mr. Engstrom stated that there are no required parking spaces in the B-4 Zoning District.

Mr. Trail questioned how wide the sidewalks would be for a development like this. Mr. Engstrom answered by saying that the development had not been designed as of yet. The minimum required width of a sidewalk pavement is five feet.

Mr. Stohr asked if there was a traffic plan to accommodate increased traffic from the potential development. Mr. Engstrom noted that they were not that far in the process of redeveloping the block, so he was unsure if there were any plans to improve the infrastructure at this time.

Mr. Trail questioned if the entrance/access to the proposed block would be negotiable with regards to what street it is located on. Mr. Engstrom replied that everything was negotiable at

this stage in the redevelopment process; however, the developer mentioned a possible entrance to the underground parking being along South Urbana Avenue due to the topography of the site.

Mr. Trail wondered if the City would make improvements to Vine Street to make it more pedestrian friendly. Mr. Engstrom said yes; however, no details have been worked out at this time.

With no further questions for City staff, Acting Chair Hopkins opened the hearing up for public input.

J. B. Curry, representative of TWG Development, approached the Plan Commission. He talked about the company. He explained the process they had followed in submitting a proposal for development. He talked about the company's ideas for a potential new development and stated that everything is negotiable at this point. Further questions pertaining to the potential new development were raised and some concerns were shared by the Plan Commission members.

Laura Huth approached the Plan Commission. She stated that she is enthused about the proposed rezoning and future development of the block. This was envisioned back when she sat on the City Council. The developer is open to talk to and share ideas and seems committed to our community. If the City does this project right, then we could see potentially see more projects happening in the future. So, she urged the Plan Commission members to vote in favor of the proposed rezoning.

Dennis Roberts approached the Plan Commission. He stated that he did not have an issue with rezoning the properties and the lots being combined into one zoning lot. He expressed his concerns for future development of the block including the following: erosion of residential neighborhood, setback requirements for all sides of the block, grass and tree plantings in setback areas, crosswalk on Vine Street at Green Street, quality of construction materials and review of site plans.

Margaret Miller approached the Plan Commission. She pointed out that the vacant lots on the block were once all full of single-family homes. She stated that the developer met with the neighborhood and although they have a lot of positive ideas about green space and setbacks, she still had concerns about there being no minimum open space requirements and setbacks. If the proposed lots are rezoned and something happens and for some reason TWG Development cannot build, then another developer might come in and not follow what TWG Development has said they would do.

With no further comments or questions from the audience, Acting Chair Hopkins closed the public input portion of the hearing. He, then, opened the hearing for Plan Commission discussion and/or motion(s).

Ms. Byndom questioned if the City would have any recourse if for some reason TWG Development could not develop the block. Ms. Pearson replied that the City of Urbana would still own the block. In order for anyone to develop on the block, it would require a public process.

Mr. Hopkins wondered at what point in the process ownership would transfer to the developer. Mr. Boys explained that ownership would occur after the execution of a redevelopment agreement. It is unlikely that the developer would not develop the property after taking ownership; development will be required in the agreement for the developer to maintain ownership. The deed would automatically revert back to the City in the event that the development could not proceed.

Mr. Otto moved that the Plan Commission forward Plan Case No. 2268-M-16 to the City Council with a recommendation for approval of the rezoning request as presented. Mr. Turner seconded the motion.

Mr. Trail expressed concern about the lack of commercial being proposed in the potential development, especially with it being a downtown development. Mr. Otto commented that if there were a stronger market for commercial, then the developer would surely devote more space for it. We cannot create the demand for commercial space in a rezoning request. He believed that the developer would be happier if there were more of a demand for commercial space, because it generally brings more money per square foot.

Mr. Hopkins wanted to emphasize on record the discussion because this would be the only opportunity for the Plan Commission to give input on the potential development project. He will vote in favor of the proposed rezoning, but very unhappy about doing so. The B-4 Zoning District is problematic because it has no height restriction and a 9.0 Floor Area Ratio (FAR). There could potentially be an 18-story building on half the site; however, he does not feel that this would happen because the City of Urbana owns the property and can negotiate with the developer. It is essential that the negotiated development agreement has the transfer of ownership contingent on the development actually being built.

The second issue is that a new TIF District should be designed in particular to improve Urbana Avenue from Main Street to Washington Street. A new TIF District should also include the improving pedestrian crossing of Vine Street to Lincoln Square.

A potential development of the block should be 4 stories, not 18. The setbacks should be appropriate to the surrounding neighborhood.

Mr. Stohr inquired what the actual setbacks would be. Mr. Engstrom stated that along most of East Elm Street, all of Urbana Avenue and all of East Green Street, the required setbacks would be 15 feet. There would be no setback required for along Vine Street.

Roll call was taken on the motion and was as follows:

Ms. Byndom	-	Yes	Mr. Fell	-	Yes
Mr. Hopkins	-	Yes	Mr. Otto	-	Yes
Mr. Stohr	-	Yes	Mr. Trail	-	Yes
Mr. Turner	-	Yes	Mr. Ackerson	-	Yes

The motion passed by unanimous vote. Mr. Engstrom noted that Plan Case No. 2268-M-16 would be forwarded to the City Council as recommended by the Urbana Plan Commission on March 7, 2016.

**Plan Case No. 2272-CP-16 – A request by the Urbana Zoning Administrator to adopt the 2016 Urbana Bicycle Master Plan as an amendment to the 2005 Urbana Comprehensive Plan.**

Acting Chair Hopkins opened the public hearing for this case. Kevin Garcia, Planner II, presented this case to the Plan Commission. He began by explaining the planning process that the Champaign County Regional Planning Commission (CCRPC) followed in creating the proposed updated plan. He reviewed how the proposed plan update relates to the goals and objectives of the 2005 Comprehensive Plan. He introduced Gabe Lewis from CCRPC.

Mr. Lewis approached to update the Plan Commission on the communications that they had received since the Joint Meeting with the Urbana Plan Commission, the Urbana Sustainability Advisory Commission, and the Bicycle and Pedestrian Advisory Commission on December 3, 2015. He then reviewed the changes that were incorporated into the updated plan from those communications. These changes were handed out prior to the start of the meeting. Additional comments and changes not listed on the handout included labelling the trails on the platted areas owned by Menards, maintenance of streets and bikeways, separated bike lanes, sharrows, and a pilot bike lane project. He mentioned that the Urbana Bicycle and Pedestrian Advisory Commission approved the changes with the condition that CCRPC develop an executive summary.

Mr. Garcia read the options of the Plan Commission and presented City staff's recommendation for approval. However, they felt that some additional time to review and incorporate the changes suggested by the Urbana Bicycle and Pedestrian Advisory Commission and to complete the executive summary. Ms. Pearson mentioned two written communications received from Charlie Smyth.

Mr. Otto asked City staff to address some of the concerns that Mr. Smyth expressed in his communications. Mr. Garcia replied that from his understanding of the two communications, Mr. Smyth would like to allow more time for review of the visioning statement and executive summary. Mr. Hopkins added that there are some very specific changes Mr. Smyth wants to make. It would not make sense for the Plan Commission to make a recommendation to City Council at this meeting until they know what the City Council wants. Therefore, he suggested continuing the case to a future meeting.

With no further questions for City staff, Acting Chair Hopkins opened the public input portion of the hearing and asked if anyone in the audience would like to speak on this case.

Jeff Yockey approached the Plan Commission. He stated that a well done executive summary would help navigate the plan. He agreed the extra time would be beneficial.

With no further public input, Acting Chair Hopkins closed the public input. He, then, opened the case for Plan Commission discussion and/or motion(s).



Mr. Otto moved that the Plan Commission continue this case to April 7, 2016. Ms. Byndom seconded the motion.

Mr. Trail commented that the plan was not as ambitious as he would like for it to be, and he did not feel that this would be corrected with the additional time. He believes that this plan is one of the key documents for making a transition for alternatives to people owning vehicles.

Voice vote was taken and no members opposed, so the motion passed by unanimous vote.

**8. NEW BUSINESS**

**Plan Case No. 2273-M-16 – Annual Update of the Official Zoning Map**

Acting Chair Hopkins opened this item on the agenda. Christopher Marx, Planner I, presented this case to the Plan Commission. He reviewed the changes that were made to the Zoning Map throughout the year since it was last updated and officially approved.

Acting Chair Hopkins asked if the Plan Commission members had any questions for City staff. There were none, so he asked if anyone in the audience wanted to speak about this case. With there being no one in the audience to provide public input, Acting Chair Hopkins opened the case for Plan Commission discussion and/or motion(s).

Mr. Stohr moved that the Plan Commission forward Plan Case No. 2273-M-16 to the City Council with a recommendation for approval. Mr. Fell seconded the motion. Roll call on the motion was as follows:

Mr. Fell	-	Yes	Mr. Hopkins	-	Yes
Mr. Otto	-	Yes	Mr. Stohr	-	Yes
Mr. Trail	-	Yes	Mr. Turner	-	Yes
Mr. Ackerson	-	Yes	Ms. Byndom	-	Yes

The motion passed by unanimous vote. Ms. Pearson noted that this case would be forwarded to City Council on March 7, 2016.

**9. AUDIENCE PARTICIPATION**

There was none.

**10. STAFF REPORT**

Ms. Pearson reported on the following:

- Plan Case No. 2271-M-16 – An omnibus rezoning was approved by City Council as recommend by the Plan Commission.
- Champaign County Case No. CCZBA-819-AT-15 – A request to allow parking in the County CR district was reviewed by City Council and they voted in favor of defeating a

resolution of protest with the same condition as recommended by the Plan Commission with regards to a parking garage not being allowed.

- Champaign County will be proposing to separate the two uses of parking garage and parking lot.
- Upcoming Cases – Master Bicycle Plan Update
- Citizen Planner Workshop will take place on April 27<sup>th</sup>.

## **11. STUDY SESSION**

There was none.

## **12. ADJOURNMENT OF MEETING**

The meeting was adjourned at 9:30 p.m.

Respectfully submitted,

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Lorrie Pearson, Secretary  
Urbana Plan Commission