

Expanded Template for Developing Municipal Bicycle or Pedestrian Plans

Section 1: Introduction

• Vision Statement

- Creating bike/ped friendly environments
- Current walking and biking trends
- Developing a viable bike/ped transportation system
- Enhancing the safety and health of users
- Promoting livability

• History

- Benefits of bicycling and walking
- Past efforts (general description)
 - Plans
 - Projects
 - Involved agencies
 - Citizen initiatives
- Current trends / initiatives (general description)
- Statement of community support

• Goals and Objectives

- Long range
- Short term

• Scope and Purpose of Plan

- Scope (general description)
 - Identify focus
 - Bike and/or ped
 - On and/or off-road
 - Define study area
 - Identify relevant issues
- Purpose (general description)
 - Increase bicycling and walking trips
 - Improve bike/ped access and transportation options
 - Assess current conditions, initiatives and opportunities
 - Understand and meet the needs of users
 - Bicycling and walking trip characteristics
 - Transportation priorities
 - Safety considerations
 - Barriers to bicycling and walking
 - Special populations needs

- Develop long and short range project and program priorities
 - Integrate plan with other state, regional and local planning initiatives
 - Implement existing local, state and federal policies and guidelines
 - Identify high-priority TIP projects
 - Enhance interface with other transportation modes
- Develop an action plan
 - Identify tasks
 - Identify and involve partners
 - State, regional and local agencies
 - Elected officials
 - Advocacy groups
 - Public / private partnerships
- Develop implementation strategies
- Make recommendations
 - Projects
 - Policies
 - Funding
 - Staffing/committees
 - Local ordinance
 - Program initiatives
- Provide standards and guidelines for the development of bike/ped facilities
- Raising community awareness of bike/ped needs and issues

Section 2: Evaluating Current Conditions

- **Overview**
- **Determine community concerns, needs and priorities**
 - Develop public involvement strategies
 - Conduct public meetings
 - Survey user groups
 - Seek input from advocacy groups
 - Create/involve bike/ped citizen committee(s)
 - Develop and utilize media contacts
 - Other
 - Solicit staff / agency concerns and issues
 - Planning
 - Transportation
 - Parks and Recreation
 - Law Enforcement
 - Health
 - Other
 - Identify private sector concerns/perspectives
 - Analyze local bike/ped crash data
 - Identify high risk areas
 - Identify high risk populations
 - Identify countermeasures

- **Assess Bike/Ped Friendliness of Local Transportation System**
 - Street and highway system access
 - Intersections treatments
 - On-road accommodations
 - Bridges and culverts
 - Bike/ped system access
 - Connectivity
 - Origin/destination points
 - Transportation vs. recreation function
 - Gaps, hazards and barriers (deficiencies)
 - Transit interface
 - Bikes on bus
 - Sidewalk access to stops
 - Shelters and street furniture
 - Bike parking facilities

- **Current Usage / User Demographics**
 - Bicycling and walking trip characteristics
 - Population/demographics information
 - Evaluate usage
 - User observations/attitudes
 - Terrain/geographical considerations
 - Regional context
 - Issues to be addressed

- **Inventory and Assess Existing Facilities**
 - Document / map existing bike/ped facilities
 - Appraise condition of facilities
 - Pavement quality
 - Lateral clearance
 - Assess adherence to standards
 - Width
 - Grade and curvature
 - Sight distance
 - Signage and markings
 - Bridge and culvert requirements
 - Intersection treatments
 - Evaluate capacity/level of service
 - Evaluate utility as part of system
 - Assess connectivity
 - Assess origin/destination points
 - Address transportation vs. recreation function

- Identify gaps, hazards and barriers (deficiencies)
 - Natural barriers (water features, steep terrain, etc)
 - Man-made barriers (cul-de sacs, limited access roadways, shopping centers, etc.)
 - Safety hazards
 - Surface (drain grates, railroad crossings, rumble strips, etc.)
 - Geometric (narrow lanes, sight obstructions, etc.)
 - Operating (high speed traffic, high traffic volumes, etc.)
 - Gaps in system

- **Bike/Ped Statutes and Ordinances**

Section 3: Existing Plans, Programs and Policies

- **Review relevant local, regional and state plans and guidelines**
 - Bicycle plans
 - Pedestrian plans
 - Greenway plans
 - Comprehensive plans
 - Transportation plans
 - Roadway design (project) plans
 - Land use plans
 - Capital improvement plans
 - Street design guidelines
 - Other

- **Programs and initiatives currently underway or planned**
 - Construction projects (TIP and CIP)
 - Independent projects
 - Incidental projects

 - Safety and education programs and resources
 - Local agency initiatives
 - Community/advocacy group initiatives
 - School-based programs
 - Youth group programs
 - Other

 - Law enforcement programs and initiatives
 - Cops on bikes
 - Registration programs
 - Enforcement programs (enforcement of laws)

 - Encouragement programs
 - Commuter/incentive programs
 - Bikes on bus
 - Major events
 - Advocacy initiatives

- **Policies and institutional framework**
 - Funding sources and levels
 - Mainstreaming of bike/ped considerations
 - Development/developer guidelines
 - Local ordinances
 - Staffing and committees assigned to bike/ped
 - Interagency partnerships
 - Public / private partnerships
 - Other

Section 4: Develop Bicycle or Pedestrian System Plan

- **System overview**
 - Current
 - Future
- **Corridor identification**
 - Identify desired corridors of travel
 - Map generators/attractors
 - Investigate origin-destination points
- **Identify opportunities**
 - Current
 - Planned projects
 - Bike/ped
 - New links
 - Upgrade/retrofit of existing facilities
 - Highways/roads
 - New links
 - Upgrade/retrofit of existing facilities
 - Maintenance programs
 - Public and/or utility rights of ways
 - Future
- **Special focus areas**
 - Current
 - Target populations
 - Unique opportunities
 - Future

Section 5: Facility Standards and Guidelines

- **General bike/ped planning and design guidelines**
 - Overview of planning process
 - The design bicyclist/pedestrian
 - Types of bike/ped facility improvements
 - Ancillary facility considerations
 - State and federal guidelines
 - Local guidelines

- **Typical cross-sections and bike/ped design considerations**
 - On-road bicycle facilities (various roadway types; e.g. two-lane, five lane, median divided)
 - Wide curb lanes
 - Bike lanes
 - Shoulder sections
 - Off-road multi-use pathways
 - Adjacent to roadway
 - On separate right-of-way
 - Sidewalks/pedestrian walkways
 - Intersection treatments
 - Bicycle considerations
 - Bike lanes
 - Bike paths
 - Right turn lanes
 - Signalization
 - Ramps
 - Loop detectors
 - Roundabouts
 - Pedestrian considerations
 - Crosswalk treatments
 - Signalization
 - Mid-block crossings
 - Bulb-outs, median refuges and other treatments
 - Roundabouts
 - Streetscape improvements

- **Sample cost estimates**
 - Bicycle facilities
 - Pedestrian facilities
 - Multi-use facilities
 - Ancillary facilities

Section 6: Ancillary Facilities and Programs

- **Mapping and signing projects**
 - Comprehensive route systems
 - Suitability rating system
 - Neighborhood route systems
 - Links to state and/or regional route systems
 - “Share the Road” signing initiative

- **Spot improvement programs**
 - Roads
 - Pothole repair
 - Drain grate replacements
 - Bicycle-safe bridge rails
 - Bicycle-sensitive loop detectors (signalization)
 - Sidewalks / walkways
 - Surface improvements
 - Ped signals
 - Crosswalk/intersection treatments
 - Curb cuts
 - Removal of sight obstructions and hazards

- **Bicycle parking facilities**
 - Public facilities
 - Public buildings
 - Schools and universities
 - Parks and recreation facilities
 - Transit stops
 - Other
 - Private facilities
 - Businesses
 - Employment centers
 - Shopping areas
 - Other

- **Maintenance programs**
 - On-road
 - Off-road

- **Traffic calming initiatives**

- **Transit interface**
 - Bikes on Bus
 - Pedestrian access

- **Safety education programs**
 - School-based
 - Other

- **Enforcement programs**
 - Enforce traffic laws
 - Outreach programs
- **Encouragement and promotion**
 - Incentive programs
 - Awareness initiatives
 - “Share the Road”
 - Bicycles are vehicles
 - Events
 - Bike/ped commuter events
 - Bike month
 - Major rides

Section 7: Project Development

- **Identify potential projects and preferred treatments**
 - On-road construction projects
 - Specify preferred treatment
 - Bike lanes
 - Wide curb lanes
 - Wide paved shoulders
 - Sidewalks
 - Intersection treatment
 - Bridges or culverts
 - Spot improvement/maintenance
 - Other
 - Develop cost estimates
 - Off-road construction projects
 - Specify preferred treatment
 - Greenways and multi-purpose pathways
 - Rail trails
 - Neighborhood connectors
 - Other
 - Develop cost estimates
 - Ancillary facilities and programs
 - Specify project / program type
 - Mapping and signing projects
 - Safety education and enforcement initiatives
 - Encouragement and promotion programs
 - Spot improvement and maintenance programs
 - Transit interface initiatives
 - Other
 - Develop cost estimates

- **Prioritize projects**
 - On-road construction projects
 - Determine scheduling priorities
 - Long range improvements
 - Mid-range (10 yr)
 - Short-term (5 yr)
 - Spot improvements (immediate)
 - Identify functional classification
 - Primary (arterial) system
 - Secondary/collector system
 - Local/residential street
 - Identify participating agency
 - Identify relevant policies
 - Off-road construction projects
 - Determine scheduling priorities
 - Long range improvements
 - Mid-range (10 yr)
 - Short-term (5 yr)
 - Spot improvements (immediate)
 - Identify participating agency
 - Identify relevant policies
 - Ancillary facilities and programs
 - Determine scheduling priorities
 - Long range programs and initiatives
 - Mid-range (10 yr) programs and initiatives
 - Short-term (5 yr) programs and initiatives
 - Spot improvements (immediate) programs and initiatives
 - Identify participating agencies
 - Identify relevant policies

- **Review funding opportunities**
 - Local agencies
 - Capital budget
 - Bond issues
 - Other
 - State agencies
 - Construction projects
 - TIP
 - Enhancements
 - Incidental features of transportation projects
 - Other
 - Safety, education, enforcement and encouragement programs
 - Governor's Highway Safety Program
 - Grant programs
 - Federal funding programs
 - Public / private initiatives

- **Identify special funding opportunities for high priority projects**
 - Candidate TIP/enhancement projects
 - Construction
 - Safety
 - Mapping and signing
 - Incidental highway projects
 - Corridors for state transportation plan integration
 - Local bond issues
 - Grant programs
 - Public/private partnerships
- **Identify supporting policies/guidelines**
 - State and federal
 - Local
 - Street design guidelines
 - Operational procedures
 - Maintenance
- **Develop Evaluation / Monitoring Process**

Section 8: Maps and Illustrations

- **System map**
 - Existing facilities
 - Priority corridors for improvements
- **Proposed projects**
 - Primary corridors
 - Secondary corridors
 - Functional classifications
- **Project priorities**
 - Short term
 - Mid range
 - Long range
 - Spot improvements
- **Comprehensive Transportation Plan overlay**

Section 9: Recommendations

- **Project Descriptions**
 - Construction
 - Safety and education
 - Law enforcement
 - Encouragement
- **Bicycle and pedestrian friendly policy recommendations**
- **Bicycle and pedestrian friendly standards and guidelines recommendations**
- **Funding recommendations**
- **Staffing / committee recommendations**
- **Local ordinance recommendations**

Section 10: Implementing the Plan

- **Plan approval / adoption process**
 - Local
 - Regional
 - State
 - Other
- **Project planning / implementation process**
 - Construction projects
 - Ancillary projects and programs
 - Policies, standards and guidelines
 - Mainstreaming
 - Other

Appendices