AGENDA  
OXFORD PARKING & TRANSPORTATION  
ADVISORY BOARD  

Monday, May 11, 2020  
9:30 a.m.

This virtual meeting is being held in accordance with Sub. HB 197 and the guidelines set forth by the Ohio Department of Health.

MEMBERS

Carla Blackmar, Planning Rep.
Kathy Fawley, Chamber Rep.
Vincent Hand, Citizen Rep.

Thor Hogan, Citizen Rep.
David Prytherch, Council Rep.

STAFF

Doug Elliott, City Manager (or designee)

1. Call To Order.

2. Approval of Agenda

3. Approval of March 9, 2020 minutes

4. New Business
   a. Amtrak stop and platform: updates and next steps
   b. review of Complete Streets Policy and discuss upcoming process for OPTAB review/recommendation of design alternatives as part of Chestnut St. repaving

5. Old Business – None

6. Adjourn
The meeting was called to order at 9:32 am.

Present: Carla Blackmar, Doug Elliott, Kathy Fawley, Lee Fisher, Vince Hand, Thor Hogan, and David Prytherch. Jon Ralinovsky excused. Staff members included City Manager Doug Elliott and Assistant Manager Jessica Greene. Guest: Jon Gardocki of BCRTA.

Approval of agenda: Kathy moved, David seconded, all voted to approve.

Approval of February 11, 2020 minutes: Vince moved, Kathy seconded, all voted to approve.

Jessica Greene provided an update on the planning and development of the Amtrak platform. After years of planning and discussions, the City is ready to issue an RFQ for platform design, but was paused by Amtrak as it reviewed long-distance routes. In late February Amtrak gave the go-ahead, and coordinated planning will soon get underway. Next steps are to update the MOUs among the various parties and releasing the RFQ hopefully in April, which will provide site and environmental analysis, and a design that can provide the basis for grant funding.

There was discussion about the site location. There was discussion about Amtrak’s strategies emphasizing inter-city service over long-distance trains. And Jessica provided an overview of grant funding opportunities.

John Gardocki, Planning and Special Projects Manager of BCRTA, provided an overview of its planned multi-modal facility, which would consolidate its operations (office/administrative, bus maintenance, and a multi-modal facility including passenger waiting, etc.). Projected cost currently $12 million. BCRTA has $9 million, with local matches (Miami, TSD). The project will be phased, with the project complete in 2024. There was discussion about how best to align the different projects (Amtrak and BCRTA) so modes could connect seamlessly.

Jessica provided an overview of the Oxford Area Trail System, which is being planned, designed, and constructed in phases. She focused on a set of segments projected to link to the multi-modal facility and connect Route 27 and Kehr Rd (through an overpass or underpass crossing the CSX tracks). The City roughly estimates this phase would cost between $3.8 and 4.2 million. The City is targeting OKI CMAQ grants, for which it could score highly. If awarded these segments could be constructed mid-decade also.

The board discussed the potential role of OPTAB in these various projects. There was consensus that it could assist in high-level planning and prioritization, and organizing public input and providing recommendations at key decision points. Administrative work would be administered by City staff, etc.
The board also discussed its possible role in street space reallocation and parking changes as part of future repaving projects. For example, Chestnut is being repaved in 2020 and accommodating bicycles as per the Complete Streets Policy could involve policy choices vis-à-vis parking, etc. The board expressed its interest in having a role in reviewing different options, perhaps in hosting a public hearing, and making a recommendation to Council.

The board adjourned its meeting at 10:42 am.
Complete Streets Policy

Vision

The surface transportation network will become better connected, safer, more attractive, and accessible for all users of the public right-of-way, regardless of their mode of transportation, age or abilities, as transportation projects throughout the City are designed, constructed, reconstructed by using complete street principals. All users will experience a visually attractive and functional environment while traveling safely and conveniently on and across all surface roadways within the City of Oxford. This vision is to make the network more complete when necessary roadway resurfacing, reconstruction, and/or expansion is planned. Complete Streets are defined as streets that are designed for all users of the public right-of-way who can safely and conveniently reach their designations along and across a street or road, regardless of their chosen mode of transportation, age or physical condition. All users include: pedestrians, cyclists, transit and school bus riders, people with disabilities, motorists, freight haulers, service personnel, and emergency responders.

Purpose

Streets are an integral component of the City. They play a vital role in the social and economic health of the community by providing the primary physical link between citizens, businesses, and institutions of the City. The purposes of this policy are as follows:

1. To recognize that alternative modes of surface transportation play a pivotal role in moving people and goods.
2. To further articulate the Oxford Comprehensive Plan in creating a quality, accessible transportation with alternative forms of transportation for a diverse population.
3. To encourage improvement to the surface transportation networks to balance the needs of all users; and
4. To incorporate the community values and quality of environmental stewardship, safety, security, mobility and individual freedom.

The implementation of this policy shall also follow the recommendations articulated in the Bike and Pedestrian Safety Plan, as adopted by City Council, to provide optimal network connections for all users of the Oxford Community.

Goals

A. Ensure that the needs of all users are balanced throughout the surface transportation network to the greatest reasonable measure.
B. Incorporate the vision, purpose, and goals of this policy into all aspects of the project development process for surface transportation projects.
C. Create a balanced, comprehensive, integrated, fully interconnected, functional and visually attractive surface transportation network.
D. Promote the use of the latest and best “complete streets” design standards, principals, policies, and guidelines within the context of the community.

Benefits of Complete Streets

By providing, when appropriate, features such as accessible sidewalks, designated bike facilities and accessible transit stops, livable streets encourage walking, transit uses and biking, all of which have important health benefits. By shifting a share of automobile traffic to walking, biking and transit, livable streets (complete streets) help reduce the demand for fossil fuels ease automobile congestion, reduce wear on roadways, improve air quality and make streets more attractive for businesses and customers, and increases economic activity at the neighborhood level.

Policies

The City of Oxford surface transportation network shall balance the need for all current and future users. Project identification, planning, scoping, and design for new construction, reconstruction, resurfacing, rehabilitation within the public right-of-way shall adhere, where applicable, to the following:

1) There is no one design standard that achieves the complete streets outcome. Design of particular projects will be context-sensitive, consideration of adjacent land uses and local needs and incorporating the most up-to-date, widely-accepted design standards for the particular setting, traffic volume and speed, and current and projected demand. Each project must be considered both separately and as part of a connected network to determine the level and type of treatment necessary for the street to be complete. Additional principals, policies and guidelines may be found under the Best Practice Design.

2) Exemptions to the Resolution may be made under one (1) or more of the following conditions as determined by City Council in consultation with the City Manager, upon recommendation of the Oxford Parking and Transportation Advisory Board.

a. Where bicyclists and pedestrians are prohibited by law from using the roadway, or
b. Where the cost of providing such accommodations would be disproportionate given the need or probability of use, or
c. Where severe topographic or natural resource constraints prohibit such accommodations, or
d. Where conditions or restrictions outside the purview of the City of Oxford prohibit such actions.
e. Where the project consists primarily of the installation of traffic control or safety devices.
f. Where roadway safety standards or bicycle and pedestrian safety standards cannot be met.

3) Where accommodations for all users cannot be made, reasonable efforts shall be made to identify adjacent alternative routes and/or methods of travel to provide a safe, reliable, integrated, and interconnected surface transportation network.

4) Roadways, sidewalks, shared-use paths, street crossings, pedestrian signals, signs, street furniture, transit stops and facilities, and all connecting pathways shall be designed, constructed, operated,
and maintained so that all users of the surface transportation network can travel safely, reliably, and independently.

5) The implementation of this policy shall reflect the context and character of the surrounding built and natural environment, and enhance the appearance of such.

6) The design and development of surface transportation infrastructure shall be in accordance with all City of Oxford ordinances, codes, plans, policies, and guidelines where appropriate.

7) A system of performance measurements shall be established to gauge the success of this Policy with regards to the stated Goals above.

**Sample of Performance Measurement:**

The success of this policy will be measured in the following quantitative ways:

1. Lane-mile of on-street bike routes.
2. Percentage of resurfacing, reconstruction and expansion projects that are exempted from adhering to this policy.
3. Conformance to the Bike and Pedestrian Safety Improvement Plan.
4. Percentage of roadways that do not have sidewalks, crossings.

**Best Practice Design:**

Projects will incorporate the most up-to-date, widely-accepted multi-modal design and performance measurement standards for the particular setting, traffic volume and speed, and current and projected demand, including:

1) AASHTO Design Publications, including *A Policy on Geometric Design of Highways and Streets* and guides for the development of pedestrian, bicycle, and transit facilities
2) National Association of City Transportation Officials guides
3) Federal Highway Administration publications, including *Manual of Uniform Traffic Control Devices* and guidance for multi-modal performance measurement and design
4) Transportation Research Board publications, including *Highway Capacity Manual*
5) United States Access Board publications and guidance
6) Allow for local engineering judgement in the review process.