



Members Present

Rich Vetter	Dover/Kent MPO
Janelle Cornwell	Sussex County
Linda Osiecki	DelDOT
Paul Moser	DelDOT
Tom Nickel	DelDOT
William Payne	Citizen Representative
Adam Weiser	DelDOT
Debra Young	Empower Ability LLC

DelDOT Support Staff

Sarah Coakley	DelDOT
Liddy Campbell	DelDOT

Members Absent

John Sisson	WILMAPCO/DTC
John McNeal	DelDOT
Susan Moerschel	DNREC
Barbara Monaghan	DDDC

Guests

Chris Sylvester	Century Engineering
Eric Cimo	DelDOT
Jim Johnson	Wallace Montgomery

I. CALL TO ORDER

The meeting was called to order at 10:00 am by Co-Chair Rich Vetter.

II. INTRODUCTIONS

All members, staff, and guests introduced themselves.

III. OLD BUSINESS

Discussion of Establishing a Recurring Meeting Date and Time

Mr. Vetter opened by asking if the subcommittee should plan on meeting monthly. Ms. Sarah Coakley stated that the subcommittee should plan on meeting monthly and that the Legislative and Policy subcommittee is planning on the 3rd Wednesday of each month and the Education and Enforcement subcommittee is considering the 4th Tuesday of each month prior to the full council meetings. Ms. Janelle Cornwell and Mr. Adam Weiser stated that Tuesday is not a good day of the week for them. Ms. Linda Osiecki stated that there are a lot of DelDOT meetings on Tuesdays and Wednesdays and suggested the subcommittee meet on Thursdays. Mr. Vetter proposed the 3rd Thursday of each month, from 10 am to noon, at DelDOT as the meeting time and place. No one objected. Mr. Vetter asked Ms. Coakley to schedule the meetings.

IV. NEW BUSINESS

Mr. Vetter stated that the subcommittee members had expressed interest in hearing presentations on several topics and that the agenda for today included 2 of them.



Discussion of Proposed DelDOT Design Standards

Mr. Vetter turned over the meeting to Ms. Linda Osiecki for her presentation. Ms. Osiecki gave a presentation that included an introduction to the Americans with Disabilities Act (ADA), legislative timeline, PROWAG (Public Right-of-Way Accessibility Guidelines) timeline, history of DelDOT Standard Construction Details, and information on DelDOT's new Pedestrian Accessibility Standards (PAS). She explained that the PAS was posted in the Register of Regulations for public comment in December 2015 but that most DelDOT staff members had not reviewed it beforehand. Internal DelDOT review meetings took place March to May 2016 and the new draft document is very different from what was published in the Register. It is going to be more consistent with PROWAG regarding widths and other criteria. Ms. Osiecki continued her presentation by discussing the types of disabilities and that some may not be visible to others. She stated that there is not much research available regarding learning or intellectual disabilities. She cited a Transportation Research Board study that found people who have autism can have trouble judging distance of approaching vehicles. She said the need for consistency in design and construction of facilities is important. She said for hearing and visual disabilities, newer technologies are enabling improvements.

Ms. Osiecki continued with photos of and information on types of obstacles to accessible pedestrian facilities, including vertical difference, clear width, protruding objects, crossing information, drainage, and lack of a continuous network including access to bus stops. Mr. Weiser stated that the Legislative and Policy Subcommittee is looking to re-write DTC's bus stop policy and make it into a DelDOT policy. Ms. Osiecki shared a case study in Montgomery County, MD where there were benefits to making transit improvements for increased access to fixed route transit. Collisions decreased by 4% and fatalities decreased by 39% between 2000 and 2011. She said the national average for a one-way paratransit trip is \$39, but it is about \$55 in Delaware. Mr. Weiser asked if the Maryland report included information on pedestrian location, such as if the pedestrians were walking along the roadway or crossing streets. Ms. Osiecki indicated she had asked people in Maryland for more information. Mr. Weiser stated that the pedestrian issue in Delaware is primarily pedestrians crossing at uncontrolled locations. Ms. Debra Young shared that this case study reminded her of a SEPTA (Southeastern Pennsylvania Transportation Authority) program in Pennsylvania, where university occupational therapy students evaluated fixed routes regarding their accessibility for users and identified what improvements would be needed to make them accessible. Ms. Osiecki shared that in Delaware travel trainers have worked on paratransit eligibility but are just starting to work on travel training. Mr. Weiser suggested that maybe a recommendation is needed, to have travel trainers communicate bus stop needs to DART. Ms. Osiecki stated that the Montgomery County manager of bus stop improvements had said that that has been working very well for them.

Ms. Osiecki continued the presentation with information on what programs, initiatives, policies, and projects are working well to address accessibility. This included a \$1.77 million Federal Transit Administration SOGR grant given to Delaware Transit Corporation, where over 140 bus stop locations throughout the state were improved. She also mentioned the improved Development Coordination review process for subdivisions and commercial entrances, especially the electronic comment process and the New Castle County meetings (often including someone from the Land Use Department of the County) where comments across agencies are coordinated for a consistent response to developers. Ms. Coakley shared that pavement and rehabilitation projects are also now using an electronic review process. Ms. Osiecki also included the Safe Routes to School Program, Rt. 13 pedestrian safety audit, and considering contracting recommendations to ensure attractive contracts as positive steps towards accessibility.

Mr. Weiser commented that the pedestrian safety audit of Rt. 13 from Rt. 40 towards City of



Wilmington was completed in 2015 and that there are projects in planning or design to address pieces of the corridor. He said several traffic projects are also being planned as a result of a pedestrian safety audit of Rt. 2/Kirkwood Hwy from St. James Church Rd. to Rt. 141. These include additional controlled crossings, addressing issues near Rt. 7, and evaluating sidewalks between traffic signals. He said a quick win was adding lighting which has already been completed. A pedestrian safety audit of Rt. 40 between Rt. 72 and Buckley Blvd is being planned for later this summer. Mr. Vetter asked if there is a trigger for doing a pedestrian safety audit of a roadway. Mr. Weiser said that locations are chosen based on pedestrian crash data and that Rt. 13 in Camden is next. Mr. Payne asked if there is before and after data on pedestrian usage. Ms. Osiecki said she has received anecdotal evidence from business owners in the beach areas. Ms. Coakley stated that DelDOT planning recently completed a 2-year pilot program on bike and pedestrian counting and that it is now included in the regular traffic counting program, with 30 bike and pedestrian locations on a three-year rotation. Locations are representative of conditions throughout the state. Mr. Vetter asked if Mr. Payne had any particular locations in mind for counting. Mr. Payne said no, but regarding the Rt. 1 improvements, the side streets need to be considered for pedestrian access and drainage is an issue. Ms. Osiecki replied that drainage is often a construction and inspection issue and that improvements could potentially be seen if construction staff would contact the ADA section with any concerns during construction instead of after the inspections. Ms. Young stated that ADA is just a minimum requirement and that usability and connectivity of facilities is just as important. Mr. Payne asked what could be done about sidewalks that end and do not connect. Ms. Osiecki shared that developers only want to make pedestrian improvements along their own property frontage, but that she and Ms. Coakley try to get them to extend to more logical termini when right-of-way is available. Mr. Payne asked if legislative changes are needed and if this is something the Legislative and Policy subcommittee should consider. Ms. Osiecki suggested that positive pressure, such as outreach and education from stakeholder groups, may be effective. Mr. Payne suggested that the DelDOT Pedestrian Coordinator should have to sign off on project plans.

Discussion of Utility Coordination and Conflicts

Mr. Vetter thanked everyone for their comments and gave the floor to Mr. Eric Cimo for his presentation. Mr. Cimo explained that the Utility Manual is the regulation which covers utility related work within the State ROW and it includes utility design requirements, various agreements and permits, and the coordination process for highway projects and reimbursements. He shared that there are 3 main concepts to keep in mind: Designing around the utility facilities is a best practice; minimize impacts; and utilize the 3 C's which are communication, coordination, and cooperation. He shared that DelDOT Utilities section communicates with utility companies early and often, and gave examples of design process milestones, such as survey plans, preliminary plans, and final plans, that present opportunities to follow-up. He indicated that coordination efforts are attempting to identify and obtain: Mark-ups of existing facilities and locations; relocations that might be necessary; timing associated with any relocation work along with anything that could cause issues; amount of advanced notice required; and items that will need to be provided so relocation work can be performed. Mr. Cimo also explained when utility work is reimbursable and the reimbursement process.

It was asked if utility companies can put new poles in existing sidewalk. Eric explained that even though the general preference is that utility facilities be placed as close as possible to the right-of-way line, in this case the utility company would need to obtain easements, in order to place the poles behind the sidewalk, or re-route the sidewalk behind the poles. It was explained that moving utilities is very complicated. For example, one manhole cannot be relocated without



moving the entire line. Mr. Weiser explained that DelDOT is working with East Jordan regarding ADA utility covers, as none currently exist. Mr. Paul Moser asked if a utility company can refuse to relocate. Mr. Cimo explained that under their franchise agreement that allows them to be in the right-of-way they may not refuse. Ms. Osiecki clarified that this is for DelDOT projects and that private developers for commercial entrances and subdivisions are not under these rules. Mr. Cimo stated that private developers would have to work out relocations directly with and pay the utility companies. Mr. Payne asked what utilities are required to do when they are doing work. Mr. Cimo answered that they are required to replace existing facilities, such as sidewalk, in-kind. Mr. Weiser explained that DelDOT does not have the funding or right-of-way to add our own work when utility companies are doing work in an area. The utility company may also be working in areas that are not within DelDOT's priorities as outlined in the Capital Transportation Program. However DelDOT does look for opportunities to add pedestrian and bicycle facilities to DelDOT projects, such as Pavement and Rehabilitation projects.

Discussion of FY 2017 Budget Request

Mr. Vetter stated that there is \$9,500.00 in operating funds available and asked for suggestions on how the money should be spent. It was suggested to use the funding for council and subcommittee members to attend conferences and Mr. Vetter thought that was a good idea.

Discussion of Possible Items for Next Meeting Agenda

Mr. Vetter asked the subcommittee if there were any items that they would like to discuss at the next meeting. Getting an update on the Complete Streets Implementation Plan was suggested. Mr. Weiser said he could give a presentation on the most recent pedestrian safety audit projects. He also suggested that ADA-related design training may be needed for DelDOT design consultants. Ms. Osiecki said she would discuss with Ms. Coakley.

V. PUBLIC COMMENT

Mr. Vetter opened the floor to public comment. Mr. Payne asked if the Smyrna Rest Area could get more Sussex County Bike Maps. Mr. Vetter said he would contact John Fiori to supply the Rest Area with some. No public comments were received.

VI. ADJOURN

Mr. Weiser made a motion to adjourn the meeting. Mr. Paul Moser seconded the motion. All subcommittee members present were in favor of the motion, no members were opposed, the motion passed. The meeting adjourned at 11:50 a.m.

Meeting Minutes reported by:

Sarah Coakley, AICP and Liddy Campbell

Revised Draft version transmitted June 24, 2016

