

**Bicycle Pedestrian Sub-Committee  
Dover City Hall Large Conference Room  
Dover, DE  
September 5, 2017**

**\*\*\*APPROVED 10/3/17\*\*\***

**Members Present:**

Jayce Lesniewski, Gerry Pennington, Fran Riddle, Andy Siegel

**Others Present:**

Carolyn Courtney, Eddie Diaz  
John Fiori, Kate Layton

**CALLED TO ORDER:** Meeting opened at 5:10 P.M.  
The meeting was called to order.

**AGENDA**

The agenda was presented for review. The motion was made and seconded to approve the agenda as presented, without objection it passed.

**APPROVAL MEETING MINUTES**

The floor was opened for the minutes review. With no changes the minutes were accepted without objection unanimously.

**OLD BUSINESS ITEMS**

PeopleforBikes – Potential Bike Rack Grant Opportunity

Ms. Courtney noted we did not receive the People for Bikes grant at this time. Having the bike rack and repair station at the Dover High School location was a great idea, however, they would like to have seen this in a more public area. We will look to this organization in the future for other grant opportunities.

Bike Friendly Application

Ms. Courtney shared the final Bike Friendly Application that was submitted on behalf of the city. We can expect notice on our application in November.

Senator Bikeway Update

Mr. Fiori noted the project is moving forward through the proper channels within DelDOT.

Educational Partnerships

Mr. Fiori noted he would contact Mr. Sailor of the Capital School District for interest in the Fall of 2017.

Walk Friendly Report Card Discussion

Mrs. Riddle shared at draft Pedestrian Action Plan. It was noted to add this item to our October agenda when a full membership attendance is expected.

Fun Rides Update

Mr. Fiori and Ms. Courtney shared this year's turn out wasn't very good for the Thursday Night Fun Rides. They will be reassessing this program with intent improve on participation.

West Dover Shared Used Connector

*Please see comments sent in by Mr. Asay who was unable to attend this evening.*

Bicycle Friendly Delaware Act review and status update

*Please see comments sent in by Mr. Asay who was unable to attend this evening.*

**ANNOUNCEMENTS**

North State Street Bike Lanes

*Please see comments sent in by Mr. Asay who was unable to attend this evening.*

AARP Grant

Mr. Diaz shared information on proposed sign locations for an AARP Grant. He will have more details at our next meeting.

City Code on Sidewalks

Mr. Diaz shared information on proposed sidewalk requirement changes to the Dover Code.

**ADJOURNMENT**

With no further business the meeting adjourned at 5:52 PM without objection.

## Pedestrian Action Plan – Draft, September 2017

Action Item	Description	Target Date(s)	Coordinator(s)	Comments	Status
Pedestrian Safety Education	Disseminate bike & ped safety info at regularly scheduled RCD, DPD, school, church, city & other public events	Ongoing		Needs: <ul style="list-style-type: none"> <li>• Calendar of events</li> <li>• Handouts/display</li> <li>• Volunteers for each event</li> </ul>	
Dover Treasure Hunt	Challenge Doverians to walk their town and discover/rediscover its gems – parks, art galleries, historical places, community gardens & murals, etc.			<ul style="list-style-type: none"> <li>• Could be done in a day, with a block party celebration at the end</li> <li>• Could be combined with a recreational bike event</li> <li>• Good way to involve downtown merchants</li> <li>• Could coordinate with RCD and promote its geographical service area</li> </ul>	
Citizen Sidewalk Brigade	Volunteers to walk city sidewalks and comment on them, using the walkability checklist			<ul style="list-style-type: none"> <li>• How to solicit volunteers?</li> <li>• What to do with the results?</li> <li>• Could this be combined with “Dover Walks” – an outdoor option?</li> </ul>	

Bike/Pedestrian Counting Program	A more formal use of volunteers to count bike/ped traffic over a specified period of time & at specified areas			City of Somerville, MA, counting program recommended as a model by Walk Friendly Communities/Community Report Card	
Lobby City Council for walk friendly legislation/regulation	<p>Examples include,</p> <ul style="list-style-type: none"> <li>• Sidewalk Maintenance Fee charged to City utility customers</li> <li>• No-right-turn-on-red intersections within City limits</li> </ul>			<p>See the sidewalk maintenance fee program of Corvallis, WA, referenced by Walk Friendly Communities/Community Report Card</p> <p>Sidewalk maintenance fee could support the walking brigade/counting program</p>	
Partnership Opportunities	<ul style="list-style-type: none"> <li>• Investigate partnership opportunities, e.g., obesity prevention research &amp; action programs sponsored by Bay Health, Wesley College, University of Delaware, etc.</li> </ul>				

### Item 5, Walk Friendly Report Card Discussion

I spoke with Fran Riddle last month, and she agreed to be ready to lead this discussion.

### Item 7. West Dover Connector Shared-Use Path Crossing Update

In April, Dover City Council sent a strong letter of concern to DelDOT about the requirement for users of the shared use path to cross the new 40 mph roadway at an intersection unassisted by signal lights. Council requested installation of a signal before the road opens. DelDOT responded with a refusal to take any action until the roadway has been open for a minimum of 6 months to several years.

In May, Senator Bushweller and Representative Lynn wrote to DelDOT, echoing Dover's concerns, and offered \$2500 to cover the cost of signal light. DelDOT again refused to take action before the roadway is opened.

### Item 8, Bike Friendly Delaware Act Update

Although the Bike Friendly Delaware Act passed both houses of the state legislature by overwhelming margins in late June, Governor Carny has yet to sign the bill.

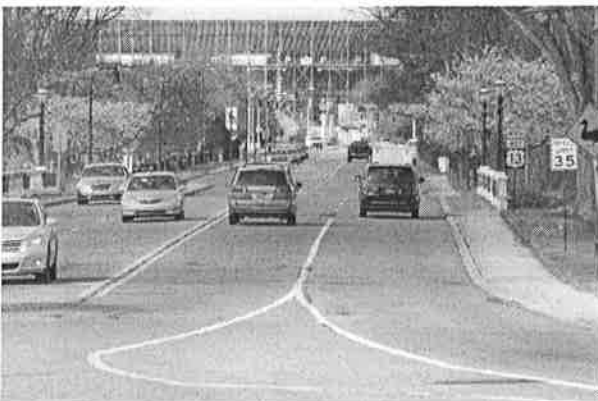
The bill authorizes the use of bike-specific signal lights, outlaws honking at bicyclists, clarifies that bicycles may ride in the middle of narrow travel lanes, requires autos to change lanes when passing bicycles, and permits bicyclists to treat stop-signs as yield signs.

### **Announcements/Updates**

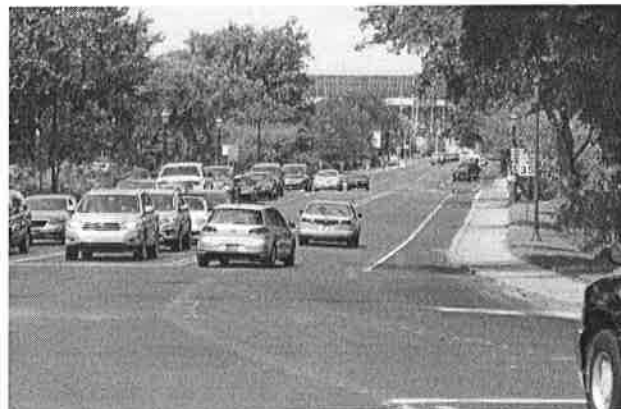
#### North State Street Bike Lanes

After resurfacing North State Street from Walker Road to Route 13, DelDOT re-striped the road, eliminating one of the two northbound travel lanes, and replacing it with two bike lanes.

Before:



After:



Before:



After:



### South West Street Shared-Use Path

Phase 1 of the construction of the South West Street Shared-Use Path is the modification of the railroad tracks and the intersection of South West Street and North Street. This has been completed. Also completed is part of the spur path that connects the S West Street path with nearby Jerusalem Street (formerly Slaughter Street). Remaining to be constructed is the actual shared-use path along the east side of S West Street from North Street to the Transit Center.



Proposed temporary sign locations for AARP Grant

Draft- 8/31/17

West Street to The Green



Proposed temporary sign locations for AARP Grant

Draft- 8/31/17

Wyoming Mill Road to West Street







Google





460

461 \* *Note* —All trees replanted must be guaranteed to survive a minimum of one year.

462 (b) If trees have been removed from woodland areas, then mitigation must be in the form of  
463 newly created woodland areas. New woodlands shall be created at a rate of 1.75 times the  
464 amount of woodlands that were illegally removed. The woodland unlawfully removed  
465 must be replanted to satisfy a portion of this requirement. A woodland mitigation plan shall  
466 be prepared by a licensed forester, landscape architect, or certified nursery professional, for  
467 review and approval by the city planner.

468 (c) If the applicant wishes to provide replacement plantings on any property other than the  
469 one on which illegal clearing occurred, the mitigation plan must be reviewed and approved  
470 by the planning commission. When considering off-site locations for tree mitigation, the  
471 commission shall consider:

- 472 1) A physical hardship related to the land which would otherwise prohibit  
473 compliance on the subject site;
- 474 2) Whether the mitigation plan proposed by the applicant is superior in terms of  
475 environmental benefits, tree quantity, or aesthetic qualities compared to strict  
476 compliance with the ordinance on-site.

477 (Ord. of 7-13-1992; Ord. of 7-12-1993, § 4; Ord. of 9-13-1999; Ord. of 4-28-2008(2); Ord. No. 2010-25,  
478 11-8-2010)

479 **BE IT FURTHER ORDAINED:**

480  
481 That Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 18 – Sidewalk Requirements  
482 of the Dover Code be amended by deleting the text indicated in red strikeout and inserting the bold, blue  
483 text, as follows:

484

485 Section 18. - ~~Sidewalk requirements~~**Pedestrian, bicycle, and multi-modal access requirements.**

486

487 ~~18.1 Standard City of Dover sidewalk, as per chapter 19 [98], article IV of the Dover Code of~~  
488 ~~Ordinances, shall be required to be installed along the public street frontage of a property by the~~  
489 ~~property owner or developer whenever such property involves a development proposal which is~~  
490 ~~subject to planning commission review and approval.~~

491 ~~18.2 Whenever a private road within a development is proposed, whether planned for future~~  
492 ~~subdivision or not, the developer shall be required to install [a] standard City of Dover sidewalk, as~~  
493 ~~per chapter 19 [98], article IV of the Dover Code of Ordinances, on both sides of the cartway of the~~  
494 ~~private road. Such sidewalk shall include barrier free access ramping at points of intersection with~~  
495 ~~street crossing and at other locations so as to afford reasonable barrier free pedestrian movement~~  
496 ~~and access to buildings.~~

497 ~~18.3 Within all multifamily residential developments that do not involve subdivision of the land, and~~  
498 ~~with all nonresidential developments, [a] standard City of Dover sidewalk shall be required to be~~  
499 ~~installed by the developer. Such sidewalk shall be situated so as to provide for pedestrian access~~  
500 ~~from parking areas to building entrances and shall provide sidewalk linkages to the existing~~  
501 ~~sidewalk network in the neighborhood, if present, or to frontage sidewalk as required in~~

502 ~~[sub]section 18.1 above, and shall provide pedestrian linkages between buildings and community~~  
503 ~~facilities, including, but not limited to, park areas and laundry buildings.~~

504 ~~18.4 — When it can be demonstrated to the satisfaction of the planning commission that strict adherence~~  
505 ~~to the provisions of this section would represent an undue burden on a development, then the~~  
506 ~~planning commission may modify or waive any of the stated requirements, provided that the~~  
507 ~~objective of providing adequate, visible and suitably located walkways as part of the development~~  
508 ~~proposal is secured. When considering a request for modification or waiver, the planning~~  
509 ~~commission shall determine whether or not an undue hardship exists, based on a finding that one or~~  
510 ~~more of the following criteria have been met:~~

511 ~~1) The property is isolated with respect to sidewalks with no existing sidewalk within the~~  
512 ~~immediate vicinity of the property; or~~

513 ~~2) The proposed use would not generate or attract additional pedestrian trips; or~~

514 ~~3) Sidewalk construction to serve the property is planned as part of a state or municipal capital~~  
515 ~~improvement project; or~~

516 ~~4) Physical characteristics of the property are such that sidewalk installation is impractical or~~  
517 ~~impossible.~~

518 ~~18.5 — The planning commission may authorize the use of construction materials other than those~~  
519 ~~required of [a] standard City of Dover sidewalk when it can be demonstrated to the satisfaction of~~  
520 ~~the planning commission that:~~

521 ~~(1) Such alternative materials would serve the public as well as [a] standard City of Dover sidewalk;~~  
522 ~~and~~

523 ~~(2) Such alternative materials would be more environmentally desirable or more in keeping with the~~  
524 ~~overall design of the development.~~

525 **18.1 Purpose.** The purpose of this section is to establish standards and requirements for the  
526 construction of transportation networks for pedestrians, bicyclists, and other users of non-  
527 motorized forms of transit, in order to ensure safe and convenient multi-modal access to all  
528 development within the City of Dover. Sidewalks, multi-use paths, and other hard paved  
529 trails, whether adjacent to a roadway or not, shall be referred to collectively as “pathways”  
530 within this section. It is the intent of this section that all new pathways installed shall be  
531 designed to a standard commensurate with existing and expected future multi-modal traffic  
532 volumes, recognizing that the convenience of a growing network of such pathways citywide  
533 will encourage residents and visitors to use non-motorized means of travel to reach their  
534 destinations.

535 **18.2 Applicability.** Sidewalks or other pathways according to the requirements of this section shall  
536 be installed on a property by the property owner or developer under the following  
537 circumstances:

538 a) When the property is part of a development proposal which is subject to planning  
539 commission site development plan review.

540 b) When the property is part of a development proposal which is subject to planning  
541 commission site development master plan review.

542 c) When the property is part of a request for a conditional use permit which also requires site  
543 development plan review or site development master plan review.

544 d) When the property is part of a development proposal which is subject to administrative  
545 site plan review, provided the proposal involves construction of an entire new building.

546 18.3 Pathway design standards and location requirements. Pathways shall meet the following  
547 minimum standards and requirements in order to allow for pedestrian access:

548 a) Public street frontage. Standard City of Dover sidewalk, as per chapter 98, article IV of  
549 the Dover Code of Ordinances, shall be required to be installed along the entire public  
550 street frontage of a property. Where frontage sidewalk exists but does not meet the  
551 standards of chapter 98, article IV, the sidewalk shall be re-laid to meet the standards.  
552 Sidewalk shall include barrier-free access ramping at points of intersection with street  
553 crossings and at other locations so as to afford reasonable barrier-free pedestrian  
554 movement and site access.

555 b) Private street frontage. Wherever a private road within a development is proposed,  
556 whether planned for future subdivision or not, Standard City of Dover sidewalk, as per  
557 chapter 98, article IV of the Dover Code of Ordinances, shall be required to be installed  
558 on both sides of the cartway of the private road. Such sidewalk shall include barrier-free  
559 access ramping at points of intersection with street crossings and at other locations so as  
560 to afford reasonable barrier-free pedestrian movement and site access.

561 c) On-site linkages. Within all nonresidential developments and all multifamily residential  
562 developments, sidewalk at least five feet wide, constructed of concrete or good paving  
563 brick laid substantially in concrete, shall be installed to make pathways between street  
564 frontages, parking areas, building entrances, and any other site features needing  
565 pedestrian access. Such pathways shall be designed to provide reasonable travel times  
566 between these features and disincentivize taking shortcuts across areas inappropriate for  
567 pedestrians. Where such pathways must cross drive lanes, standard City of Dover  
568 crosswalk shall be installed.

569 18.4 Alterations to pathway design standards. The planning commission or city planner,  
570 according to the type of plan review required by article 10 of this ordinance, may alter the  
571 minimum pathway design standards under the following circumstances in order to allow  
572 for multi-modal access:

573 a) Where vehicular traffic on adjacent roadways is of sufficient speed and volume to pose a  
574 potential danger to bicyclists and other non-motorized forms of transport using the  
575 roadway, or where pedestrian and multi-modal traffic is expected in sufficient volumes to  
576 cause conflicts on a narrower sidewalk, a ten-foot wide multi-use path made of concrete  
577 or asphalt may be required instead of standard City of Dover sidewalk along the public  
578 street frontage.

579 b) Where an adopted plan recommends installation of multi-modal facilities for a specific  
580 site, those facilities may be required to be constructed according to the standards of the  
581 agency implementing the plan.

582 c) Where it can be shown that pathway materials alternate to those specified in this section  
583 would be more durable to multi-modal traffic, be more environmentally desirable, or be

584 more in keeping with the overall design of the development, use of these alternate  
585 materials may be authorized.

586 **18.5 Waiver of pathway location requirements.** The property owner or developer may request a  
587 waiver from the planning commission or city planner, according to the type of plan review  
588 required by article 10 of this ordinance, under the following circumstances in order to  
589 reduce or eliminate the requirements for pathway installation:

590 a) When the property is isolated from the existing pathway network, with no existing  
591 pathways within the immediate vicinity of the property.

592 b) When the proposed use would not generate or attract additional pedestrian, bicycle, or  
593 other non-motorized trips.

594 c) When physical characteristics of the property are such that pathway installation is  
595 impractical or impossible.

596 **18.6 State Law Requirements.** Where state laws or regulations of the Delaware Department of  
597 Transportation applying to right-of-way design conflict with the provisions of this section,  
598 the state laws and regulations shall prevail.

599 (Ord. of 6-13-1994; (Ord. of 9-13-1999)

600

601 **BE IT FURTHER ORDAINED:**

602

603 That Appendix B - Zoning, Article 5 - Supplementary Regulations, Section 19 – Building and  
604 Architectural Design Guidelines of the Dover Code be amended by deleting the text indicated in red  
605 strikeout and inserting the bold, blue text, as follows:

606

607 **Section 19. - Building and architectural design guidelines.**

608

609 The following guidelines shall be used in design of buildings and their architectural characteristics for  
610 the purposes of meeting the intent of **Appendix B – Zoning, Article 10 – Planning Commission,**  
611 section 2, subsection 2.27:

612 (1) *Physical orientation and facade.*

613 (i) The principal building facade of proposed buildings shall be oriented toward the primary  
614 street frontage, and in the same direction as the majority of existing buildings on the  
615 frontage street. Proposed buildings on corner properties shall reflect a public facade on  
616 both street frontages.

617 (ii) Consideration shall be given to the dominant architectural features of existing buildings,  
618 but do not necessarily have to mimic those styles. Large expanses of blank walls are to be  
619 avoided, and consideration shall be given to windows and entrance ways along frontage,  
620 as well as projecting elements such as eaves, cornices, canopies, projecting bays, shadow  
621 lines and overhangs.

622 (2) *Architectural characteristics.*