

City of Minneapolis Pedestrian Advisory Committee Meeting

Wednesday, April 6, 2011

3:30 pm to 5:30 pm

City Hall Room 333

Members:

Voting Members:

<input type="checkbox"/> Philip Ailiff	<input type="checkbox"/> James Andrew	<input type="checkbox"/> Neal Baxter	<input type="checkbox"/> Jack Garland	<input type="checkbox"/> Anna Gillette
<input type="checkbox"/> Matti Gurney (Chair)	<input type="checkbox"/> Diane Hansen	<input type="checkbox"/> Martha Hage	<input type="checkbox"/> Elizabeth Haugen	<input type="checkbox"/> Dan Herber
<input type="checkbox"/> Tony Hull	<input type="checkbox"/> Amy Loegering	<input type="checkbox"/> Silvia Magana	<input type="checkbox"/> David Smith	<input type="checkbox"/> Kelly Wilder (Vice-Chair)

Non-Voting Agency Members:

<input type="checkbox"/> Rebecca Gomez (Bike/Walk Amb's)	<input type="checkbox"/> Karen Nikolai (Hennepin County)	<input type="checkbox"/> Theresa Cain (Metro Transit)
<input type="checkbox"/> James Andrew (Metropolitan Council)	<input type="checkbox"/> Mary Jackson (Mn/DOT)	<input type="checkbox"/> Joe Bernard (Mpls CPED)
<input type="checkbox"/> Sarah Stewart (Mpls DHFS)	<input type="checkbox"/> Matt Clark (Mpls Police)	<input type="checkbox"/> Anna Flintoft (Mpls Public Works)
<input type="checkbox"/> Lonnie Nichols (MPRB)	<input type="checkbox"/> TBD (MPS)	<input type="checkbox"/> Steve Sanders (U of M)

Agenda:

1. **Announcements** (opportunity for members to inform committee of activities of interest)
2. **Pedestrian Master Plan Implementation Priorities** – Matti Gurney, Committee Chair
3. **Work Zone Practices** (Attachment 1) – Work Zones Subcommittee & Public Works Staff

Relevant Pedestrian Master Plan Recommendations:

- [Objective 5.4: Maintain Pedestrian Safety and Accessibility in Construction Zones](#)

4. **Snow Clearance Practices** (Attachment 2) – Mike Kennedy, Public Works

Relevant Pedestrian Master Plan Recommendations:

- [Objective 5.1: Ensure Effective Snow and Ice Clearance for Pedestrians](#)

5. **Walk Friendly Communities Application** (Attachment 3) – Anna Flintoft, Public Works

Relevant Pedestrian Master Plan Recommendations:

- [Objective 6.3: Showcase and Celebrate Great Walking Experiences](#)
- [Objective 7.3: Improve Tools to Identify, Plan, Design and Evaluate Pedestrian Improvements](#)
- [Objective 7.4: Foster Effective Pedestrian Advocacy and Stewardship](#)

6. **Next Meeting: May 4, 2011**

Upcoming Meeting Topics:

Topics	Tentative Date
Health Department: Obesity Prevention Programs Related to Walking	May 2011

Topics	Tentative Date
Mpls Public Schools: Safe Routes To Schools Update	May 2011
Walk Friendly Communities Update	June 2011
Warehouse District Heritage Streets Plan Update	June 2011
Crosswalk Marking Practices	TBD
ADA Transition Plan	TBD
Pedestrian Counts Reporting	TBD
Pedestrian Master Plan Annual Status Report	December 2011

City of Minneapolis

Department of Public Works

TRAFFIC & PARKING SERVICES

300 Border Av. N. Minneapolis, MN 55405

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DATE: March 30, 2011

TO: Pedestrian Advisory Sub Committee on Pedestrian Accessibility through Construction Zones

FROM: Steve Mosing, Allan Klugman, Doug Maday, Dennis Bechard
Public Works, Traffic and Parking Services Division

SUBJECT: DRAFT MEMORANDUM: Pedestrian accessibility through construction zones

Committee Members:

As a result of a meeting held 11/19/2010 with this Committee, staff from Public Works has produced a draft outline on the planning and implementation for accommodating transportation users through construction zones. The primary focus of this particular outline is pedestrian accessibility as it pertains to the Minneapolis Pedestrian Master Plan Objective 5.4.

The following Sections outline the basis of the need for accommodating pedestrians along with planning, process, and future steps. The intent of this memo is to provide stakeholders guidance through the construction process with emphasis on maintaining pedestrian connectivity and safety.

PEDESTRIANS IN CONSTRUCTION ZONES

1.0 BACKGROUND

- The Minneapolis Pedestrian Master Plan addresses several policies and strategies to help enhance the walking experience in the City.
- Within the framework of the Master Plan, pedestrian plan goals were developed.
- Goal 5 addresses the maintenance of the pedestrian system.
- Under Goal 5, Objective 5.4 articulates subjects relating to the maintenance of pedestrian safety and accessibility in construction zones.
- Traffic and Parking Services (TPS) staff has reviewed the Pedestrian Master Plan, has met with the Subcommittee of the Standing Pedestrian Advisory Committee and has further refined its approach to dealing with pedestrian access in construction zones.
- The purpose of this memorandum is to document how TPS is planning on addressing the pedestrian/construction zone topic in the future.
- The future procedures build on past practice of the TPS division
- Further, the future procedures show an even greater commitment to enhancing the pedestrian experience and safety through the construction zone
- Guiding principles in the future application of construction zones will be:
 - Attempt to minimize disruption to existing pedestrian movements by following MUTCD requirements that a pedestrian access route be provided to the maximum extent feasible.

Draft Memorandum March 30, 2011

- The burden of proof will be placed on the contractor to establish justification for those times in which a sidewalk must be closed or relocated
- This memorandum delineates the major steps in the process for Planning, Implementing and Monitoring Pedestrian Access in Construction Zones.
- The memorandum closes with recommendations for further steps and evaluation of the success of activities relating to Pedestrians in the Construction Zone.

2.0 PROCESS FOR PLANNING, IMPLEMENTING AND MONITORING PEDESTRIAN ACCESS IN CONSTRUCTION ZONES

2.1 Planning

When planning occurs:

- Planning for construction zone management occurs after project is approved and is signed off on.

Objectives of the planning:

- Direct contractor to construct project while accommodating competing users (i.e., construction efficiencies are not the sole determining factor).
- Planning efforts allow contractor to present rationale for their proposed construction zone treatments.
- Planning efforts allow City staff to understand construction activities and to identify impacts to other interests and stakeholders

Procedure:

- The City has changed its process so that now the Contractor is required to provide a Traffic Control Plan to the City for projects with closures or detours
- Contractor meets with City staff to discuss terms of the Traffic Control Plan and construction zone requirements
- Construction zone pedestrian accommodations are considered within a broader context of City staff reviewing overall construction impacts (e.g., impacts on infrastructure and utilities)

Factors Considered:

- Schedule of construction/job duration
- Hours of operation
- Construction zone management may be different when workers are present vs. when workers are not present (i.e., weekday vs. after-hours or weekend)
- A project may have more than a single construction zone design (by timeframe); construction zone can be dynamic and change during the course of the project
- Examples of what has been done are attached

2.2 Implementation

- Permits issued to contractor (reference on-line permitting system)

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- Contractor is also governed by controlling city ordinances (e.g., noise ordinance, construction hour time restrictions, etc.)
- Traffic control agents also receive copy of the permit
- All traffic control equipment and materials provided by contractor
- Permit places construction zone requirements on the contractor
- All equipment and installations must conform to the Minnesota Manual on Uniform Traffic Control Devices (MMUTCD) standards, including new and evolving standards for Temporary Pedestrian Access Routes
- In some cases “extraordinary” requirements may be imposed (e.g., use of police/traffic control agents)

2.3 Monitoring and Enforcement of the Site

- Recognize that in an urban environment, we must actively assign resources to monitor and manage construction sites and that pedestrian access must be managed
- Requirements placed on Contractor:
 - Contractor shall be required to inspect the traffic control devices daily
 - Contractor shall provide a 24 hour phone number on construction signs at each closure point and detour point
- Monitoring actions by City staff:
 - TPS staff makes timely inspection of construction sites to verify that contractor is complying with permit conditions
 - TPS staff includes one person, full time year around for this activity; in summer the inspection crew increases to 2-3 people.
- Enforcement actions:
 - For minor issues: TPS staff will talk to site superintendent to resolve
 - For violation of law (e.g., closing a street without a permit): TPS staff will contact Traffic Control officers or the Minneapolis Police Department

3.0 FUTURE STEPS AND EVALUATION

- TPS will report back to Pedestrian Advisory Committee in one year
- TPS will maintain a record of construction zone/pedestrian access issues that have been addressed
- Presentation will include:
 - What strategies worked
 - What strategies did not work
 - Innovative methods that can be shared

APPENDIX

Samples of construction zone pedestrian treatments as stated in MnDOT Temporary Traffic Control Zone Layouts.

cc: Jon Wertjes, Director Traffic and Parking Services
Don Elwood, Director Transportation Planning and Engineering

Pedestrian Accesibility in Construction Zones

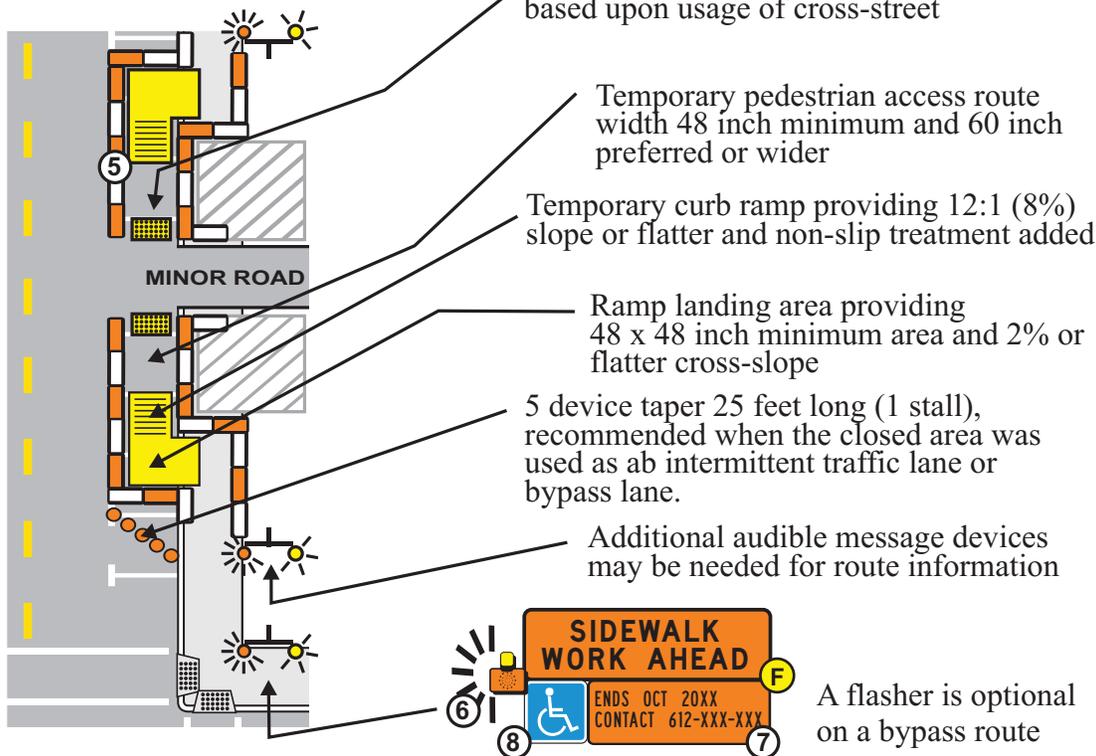
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NOTES:

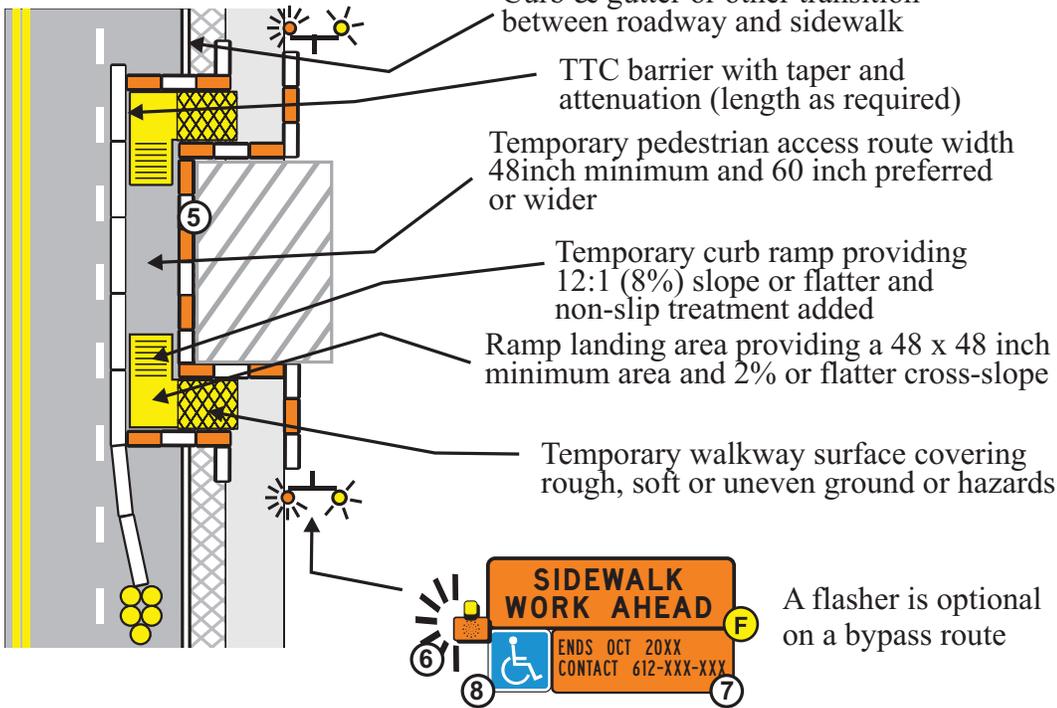
1. When crosswalks, sidewalks or other pedestrian facilities are blocked, closed or relocated, temporary facilities shall include accessibility features consistent with the features present in the existing pedestrian facility.
2. The examples show only key typical dimensions. Refer to the Mn/DOT "Temporary Pedestrian Access Route" (TPAR) website (<http://www.dot.state.mn.us/trafficeng/workzone/tpar.html>) for standards, guidance and options when blocking, closing, or relocating pedestrian facilities.
3. Where high speeds and/or high traffic volumes are anticipated, barrier should be used to separate the temporary pedestrian walkway from vehicular traffic. When used, barriers shall be installed as detailed in the MN MUTCD Part 6F.
4. Only traffic control devices controlling pedestrian flows are shown. Other devices may be needed to control traffic on the streets.
5. When both sides of a temporary pedestrian bypass require channelizing devices, then the devices should be a similar type (railing system, barricade, or fencing system), excluding when TTC barrier (such as concrete barrier) is used to protect pedestrians from an open traffic lane.
6. An approved audible message device or tactile message should be provided for sight-impaired pedestrians. When used, a message device should provide a complete physical description of the temporary pedestrian by-pass including duration, length of (and/or distance to) the bypass, any restrictions or hazards and project information as listed in note 7 below. The message device(s) may also describe an alternate route. The number and location of devices should be determined for each project prior to starting work. Devices may be placed prior to sidewalk work to warn regular users of the planned work.
7. Typical sign message for a temporary pedestrian bypass should include information such as the duration of the walkway restrictions (beginning and/or end dates) and a project contact number for 24/7 questions or reporting hazards.
8. The International Symbol of Accessibility should be displayed when any walkway through a work zone has been determined to be TPAR compliant. The Symbol of Accessibility shall not be displayed if persons with disabilities should not enter the temporary pedestrian by-pass. An alternate route should be posted when the temporary pedestrian bypass is non-complaint to TPAR standards.
9. Conditions that are beyond recommended standards should be documented. A walkway is non-compliant if it is missing key ADA elements such as curb ramp(s), truncated domes, and detectable edging. Other restrictions or hazards may include insufficient width or pinch-point widths, traffic conflicts, steep grades, non-continuous railings, tripping hazards, or uneven/rough/soft surface conditions, etc.
10. When a sidewalk is closed but workers are present who will provide assistance or directions to pedestrians, then the devices as shown are not required.

SIDEWALK BY-PASS LAYOUT 85a

LOW-SPEED ROADWAY



HIGH-SPEED ROADWAY or LOW-SPEED MULTI-LANE



SIDEWALK BY-PASS LAYOUT 85b

STATUS OF PEDESTRIAN MASTER PLAN SIDEWALK SNOW RECOMMENDATIONS - DRAFT 4/1/2011

Tactics	Status	Next Steps
<p>Ped Plan Strategy 5.1.1 Create a social norm of snow clearance through communications and education.</p> <p>The City will improve upon existing efforts to inform and support private property owners with their responsibilities for snow and ice clearance on sidewalks. Opportunities include:</p> <ul style="list-style-type: none"> * Improving existing online information on proper snow and ice clearance, city ordinance requirements, and impacts to pedestrian users of improper clearance through text, photos, and videos. * Including information on sidewalk snow clearance with all snow emergency communications, including utility bill inserts and press releases. * Encouraging the public to use 311 to report pedestrian facilities that haven't been cleared of snow or ice. * Working with neighborhood organizations, business organizations and other stakeholders to educate the public on the importance of proper snow and ice clearance of pedestrian facilities. * Developing an approach to inform corner property owners of their particular responsibilities for snow and ice clearance since they are responsible for clearing two street frontages and curb ramps. 		
Update city /snow/ and /sidewalk/ websites.	completed 2010	consider higher visibility web links
Develop printable sidewalk snow flyer.	completed 2010	continue to use; consider flyer targeted to businesses
Include sidewalk info on snow emergency brochures, utility bill inserts, press releases, egovdelivery emails, and automated calls.	completed 2010 & 2011 seasons	continue 2012
Print & distribute sidewalk snow flyer to police stations, council offices, etc.	completed 2010	continue 2012; consider expanding to libraries
Develop sidewalk snow communications plan	completed 2011 season	continue 2012; evaluate 2011 plan effectiveness
Send regular sidewalk snow clearance press releases	3 completed in 2011 season	continue 2012
Send email to neighborhood organizations, block groups and pedestrian egovdelivery list.	complete 2010 & 2011 seasons	continue 2012
Target communications to corner property owners about their particular responsibilities.	no action initiated	develop approach in 2012

STATUS OF PEDESTRIAN MASTER PLAN SIDEWALK SNOW RECOMMENDATIONS - DRAFT 4/1/2011

<p>Ped Plan Strategy 5.1.2 Establish priorities for sidewalk snow clearance, including high pedestrian traffic areas. The City will build upon existing priorities for snow and ice clearance on sidewalks to establish a hierarchy of pedestrian facilities for prioritized snow and ice and clearance. The City will focus enforcement of private property responsibilities and City responsibilities for snow and ice clearance according to this priority system, as is currently done for snow clearance on streets.</p>		
Investigate development of a priority system for sidewalk inspection and enforcement.	under discussion within PW	discuss with PAC and PW internally, then policymakers
Investigate development of a priority system for sidewalk corner clearance.	under discussion within PW	discuss with PAC and PW internally, then policymakers
<p>Ped Plan Strategy 5.1.3 Improve enforcement and monitoring of private property owner responsibilities for snow clearance. The City will identify strategies to reduce the amount of time it takes to respond to snow removal complaints and investigate the expanded use of enforcement mechanisms, such as citations and business license/permit revocation, which are currently infrequently used.</p>		
Investigate use of administrative fines vs. citations.	under discussion within PW	discuss with PAC and PW internally, then policymakers
Investigate alternative ways to complete ordered sidewalk snow removals, i.e. contracting vs. city forces.	under discussion within PW	discuss with PAC and PW internally, then policymakers
Engage the PAC in advocating for sidewalk enforcement improvements.	under discussion within PW	discuss with PAC and PW internally, then policymakers
<p>Ped Plan Strategy 5.1.4 Support property owners with snow and ice clearance assistance options. The City will investigate expanding the fee-based assistance programs provided to property owners unable to clear snow themselves, using community organizations and youth programs.</p>		
Investigate expansion and improvement of existing assistance programs, currently provided by the senior ombudsman's office.	no action initiated	discuss with PAC and PW internally, then policymakers
<p>Ped Plan Strategy 5.1.5 Explore reducing City snow clearance responsibilities on pedestrian facilities. The City will explore strategies including public/private partnerships for reducing City responsibilities for snow and ice clearance on pedestrian facilities on or adjacent to public property.</p>		
Investigate opportunities to reduce city responsibilities.	no action initiated	

TO: Minneapolis Pedestrian Advisory Committee

FROM: Anna Flintoft, Public Works, Committee Staff

DATE: 4/1/2011

RE: Walk Friendly Communities Recognition Program

In January 2011, the Committee approved its 2011 priorities, which included applying for the Walk Friendly Communities recognition program. This program was recently developed by the Federal Transit Administration to encourage towns and cities across the U.S. to establish or recommit to a high priority for supporting safer walking environments. It is similar to Bicycle Friendly Community recognition that Minneapolis has already received (<http://www.ci.minneapolis.mn.us/bicycles/BicycleFriendlyCommunityAward.asp>).

The next deadline for the program application is June 15, 2011. The application contains 46 multi-part questions, and it will require the assistance of city staff in multiple departments to complete. In order to complete this application by June 15, I would like a couple of PAC members to take the lead in compiling the information and making sure we stay on schedule to meet the deadline. I will assist in providing information and scheduling meetings with relevant city staff to provide information.

This is a good opportunity for PAC members to learn about how the city's practices relate to best practices nationally for pedestrian safety. If you are interested in assisting, please let me know. We will discuss this at the April 6 PAC meeting.

The application is online:

<http://www.walkfriendly.org/WalkFriendlyCommunitiesAssessmentTool.pdf>. Because it is very long, I have summarized the question topics below:

Community Profile

1. contact info
2. Pedestrian Coordinator and Gov't staff
3. Community profile/demographics

Status of Walking

1. mode share from US Census
2. annual traffic crash trends
3. general trends affecting crashes

Planning

1. ped plan status
2. ADA transition plan status
3. complete streets policy status
4. public engagement

5. sidewalks policy
6. connectivity & block lengths policy
7. trails plan
8. transit statistics
9. parking policies
10. development policies
11. urban design policies
12. other planning policies

Education & Encouragement

1. SRTS
2. staff training
3. community education
4. wayfinding & walking tours
5. promotional events
6. general education & encouragement

Engineering sidewalk design standards

1. sidewalk mileage
2. sidewalk/curb ramp evaluation & repair
3. bridge sidewalk inventory
4. signal & intersection design
5. crosswalk marking design
6. roadway geometric design
7. innovations
8. traffic calming practices
9. relevant engineering projects and policies

Enforcement resources for enforcement

1. targeted enforcement programs
2. number of citations issued
3. pedestrian safety approaches
4. use of adult crossing guards
5. police dept strategy for implementing pedestrian safety countermeasures
6. interaction between police and traffic engineers

Evaluation

1. pedestrian counting programs
2. pedestrian condition evaluation tools
3. use of pre/post evaluations for road projects
4. WalkScore.com rankings

Additional Questions

1. primary reasons city deserves recognition
2. areas most in need of improvement
3. how Walk Friendly Community recognition can leverage improvements