Transportation Advisory Board  
Date: February 7, 2019  
7:30 pm  
301 W Main Street, Room 109

<table>
<thead>
<tr>
<th>Meeting called by:</th>
<th>Rob Dow, Chair</th>
<th>Facilitator: Zachary Hallock, Transportation Planner</th>
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<td><strong>Attendees:</strong></td>
<td>Carrboro Transportation Advisory Board Members</td>
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--- Agenda Topics ---

1. Joint Advisory Board  
   - Comprehensive Bicycle Transportation Plan Update  
   - Concept Plan Review Lloyd Farm CUP  
   **JAB** 7:30  
   **JAB** 7:35  
   **JAB** 7:40

2. Call to Order  
   **Rob** 8:00

3. Approval of minutes (January 17th, 2019)  
   **TAB** 8:05

4. Action & Discussion Items:  
   - Bicycle Plan Steering Committee Appointment  
   - Concept Plan Review Lloyd Farm CUP Discussion  
   - Downtown Slow Zone Policy Final Review  
   - Pedestrian Safety Intersections Review  
   **TAB** 8:10  
   **TAB** 8:15  
   **TAB** 8:30  
   **TAB** 8:45

5. Staff News Items:  
   **Staff** 9:00

6. Adjourn  
   **TAB** 9:10

Other Information – See Attached

Next meeting: February 21st, 2019
TRANSPORTATION ADVISORY BOARD
MINUTES

Thursday, January 17, 2019

BOARD MEMBERS PRESENT
Kurt Štolka
Rob Dow, Chair
John Nicopoulos, Vice-Chair
Diana McDuffee
Collen Barclay
Linda Haac
David Swan
Damon Seils, Board Liaison

STAFF PRESENT
Trish McGuire
Laura Janway

GUESTS
Mark Alexander (TAB Applicant)

BOARD MEMBERS ABSENT

I. Call to order
The meeting was called to order around 7:50 pm.

II. Approval of Minutes (November 1, 2018)
McDuffee moved to approved minutes for the 11/1/18 meeting, Swan seconded. All voted in favor.

III. Action & Discussion Items

- Meeting Schedule 2019
- Review of Advisory Board Rules of Procedures
- Officer Elections

McDuffee made a motion to nominate Rob Dow for TAB Chair and David Swan for TAB Vice-Chair; Štolka seconded the motion. The TAB voted unanimously to approve the slate.

IV. Staff News Items

Laura Janway provided an update regarding the Bicycle Plan Steering Committee and the need to appoint a member of the TAB to the Committee. Linda Haac volunteered to be the appointee to the committee. The TAB will make the official appointment at the Feb. 7th, 2019 meeting.

Trish McGuire provided updates on the following projects:
- Kickoff to Jones Creek greenway planning process
- Morgan Creek Greenway going out to bid
- S. Greensboro St. sidewalk design will begin soon
• Update on two DOT intersection projects: Estes-Greensboro roundabout and intersection improvements at Brewer Lane and Merritt Mill
  o There was a report on these projects provided to the Board of Aldermen in December
• Brewer Lane intersection – questions about skipping
• Analysis of E. Main St. – examine ability to modify cross-section along four-lane stretch, see if it can be modified to include lanes for bicyclists
  o Stantec will complete this analysis within the next month
  o Potential to add this to the resurfacing DOT is doing
• Rogers Rd. sidewalk is underway
• Town of Chapel Hill will be doing more improvements between Merritt Mill and Graham St. on W. Franklin St. soon

Damon Seils provided an update on the following projects:
• The projects that have been included in STIP were announced at the most recent MPO Board Meeting
  o The sidepath on 54 from James to Anderson Park was approved for inclusion

Discussion from members of the TAB:
• Brewer Lane, question about 7-point junction where the turn lane will be removed and an island will be added
• Joint meeting of Carrboro Bike Coalition and Bike Alliance Chapel Hill
  o Light from Brewer Lane will only be green every other cycle
    ▪ Will cyclists think it is not working? Will it have a bicycle loop detector to trip the signal? Trish will be following up with DOT – this will be done next summer and will be combined with resurfacing project
• E. Main St. sidewalk, south side of street, metal sign post that was chopped down and is sticking out of the sidewalk, hazardous
  o Entrance/exit by Gray Squirrel, on the left side if you are facing the road
  o Rob will make a request to Public Works

Next agenda:
• Formal appointment to Bicycle Plan Steering Committee
• Pedestrian areas for improvement
  o Request from the board for TAB to look at these areas
  o TAB believes that the state DOT is taking too long
  o The TAB would like to suggest that the Town use its own funds and incorporate this into budget planning
  o N. Greensboro St. is the TAB’s top priority for improvements
• McDuffee mentioned an issue at the new roundabout on S. Greensboro St.
  o Near the roundabout, there is a 15 mph sign, then a 35 mph sign, then a 20 mph sign one-half block away
  o She would like to request that the 35 mph speed limit sign be removed
Other TAB members mentioned that the 15 mph sign is a yellow caution sign/advisory sign and not a mandatory speed limit.

Trish McGuire mentioned that staff can follow up with DOT and perform a site visit to the area to determine how to proceed.

- Rob emailed Trish with questions regarding three items for discussion; she will respond with answers.
- The TAB would like to advocate for systematic changes and for the downtown slow zone to be formally adopted.
  - The Board of Aldermen has directed staff to come up with a draft policy.
  - The TAB would like to discuss with staff if the policy is ready to present to the Board of Aldermen.

V. **Adjourn**
The meeting was adjourned at about 8:30 pm.
DOWNTOWN SLOW ZONE POLICY

TOWN OF CARRBORO
PURPOSE
This Downtown Slow Zone Policy (“Policy”) formally establishes the Downtown Slow Zone (“Slow Zone”) in Carrboro. The Slow Zone is an area in Carrboro’s central business district where motor vehicle traffic should go no faster than 20 miles per hour. The Policy serves as a guide for future decision-making on projects and activities within the Slow Zone.

The Slow Zone boundary is intended as a simple, understandable, visually-apparent perimeter for vehicle traffic entering Carrboro. It should reduce ambiguity regarding safe speeds, and emphasize the priority of pedestrian and bike traffic within the boundary.

GOALS
- Reduced number & severity of crashes
- Greater comfort for pedestrians & bicycle users
- Improved social context and accessibility
- Increased economic activity & aesthetic experience

OUTCOME MEASURES
- Number of reported crashes by mode & severity
- Pedestrian intersection safety index (ISI) & perception scores from pedestrian surveys
- Pedestrian & bicycle volume
- Auto 85th percentile speed, average speed, percent over speed limit
- Yielding compliance at crosswalks

Data will be collected to the extent afforded by available staff capacity, volunteer time, and counting equipment deployment.

BOUNDARY
The boundary of the Slow Zone is shown in the map below. The boundary is intended to be general. Projects immediately outside of it may nonetheless contribute to the goals of the Policy.

The Slow Zone includes the following arterial streets:

- Greensboro Street, from Shelton Street to Carr Street
- Jones Ferry Road, from Laurel Avenue to Main Street
- Main Street, from Hillsborough Road to Merritt Mill Road
- Merritt Mill Road, from Rosemary Street to Main/Franklin Streets (partially within the Town of Chapel Hill)
- Rosemary Street, within the town limits
• Weaver Street

These arterial streets are the primary focus of the Slow Zone. The Slow Zone also includes non-arterial streets. These streets should be considered if an action taken to further the Policy may have a ripple effect on traffic speeds on them, or as the need arises based on a documented speed issue.

In some cases, the Slow Zone extends beyond the arterial segments listed above. This is intended to reflect the need to encourage 20 mph-or-less speeds as vehicles approach the listed cross-streets and enter the central business district.

GATEWAYS

Recognizing the importance of slowing traffic as it enters downtown, which has the highest pedestrian volumes, this Policy establishes the following gateway locations that should be prioritized in implementation of calming measures:

• North Greensboro Street and Shelton Street
• West Franklin Street, East Main Street, Merritt Mill Road, and Brewer Lane
• South Greensboro Street and Carr Street
• Jones Ferry Road and West Main Street
• West Main Street and Hillsborough Road

Measures installed at, or along the approaches to, these gateway locations should provide visual or tactile cues to encourage slowing and let motorists know they are entering the downtown area. These measures could serve to better define the central business district.

PHYSICAL TRAFFIC CALMING MEASURES

This Policy establishes an imperative to install physical traffic calming measures within the Slow Zone. NCDOT will review any measures requested on state-maintained roads. Adopted plans and studies should also be consulted.

Specific recommendations include – but are not limited to – the following:

• Pedestrian Scramble at junctions with very heavy pedestrian traffic
• Leading Pedestrian Interval at all junctions (not limited to Slow Zone)
• Green Wave traffic light programming (12-15 mph) to provide a safer experience for cycle users
• Crosswalk Improvements for sites with poor visibility and lighting

DEVELOPMENT APPLICATIONS

For all applications for development within the Slow Zone, applicants should be made aware of the Policy. During staff review, staff should communicate with applicants regarding potential traffic calming measures that could be included in site plans.
STATE-MAINTAINED ROADS
There is a need for continuing communication and collaboration with NCDOT regarding safety improvements to State-maintained roads.

EDUCATION AND ENFORCEMENT
While physical traffic calming measures, pavement markings, signal improvements, crosswalk visibility enhancements, and art are primary components of the Slow Zone, the Town should complement them by maintaining strong educational efforts.

SLOW ZONE AWARENESS
The Town should implement a complementary awareness campaign. Components of this campaign could include, but not necessarily be limited to:

- Reaching out to the business community
- Developing and distributing a flyer explaining what the Slow Zone is, what its boundary is, and what its benefits are
- Producing and publishing a video
- Coordinating with the development of materials for the possible Arts and Creativity District
- Holding a themed walking tour downtown that collects input on pedestrian level of comfort
- Onsite educational efforts (Open Streets, Farmers Market) to inform passersby of the Slow Zone
- Utilizing social media to distribute information about how the slow zone works

WATCH FOR ME NC
The Town should continue to be an active participant in the Watch for Me NC pedestrian and bicycle safety education and enforcement campaign. Watch for Me NC materials should be distributed to downtown locations. While the campaign currently does not focus on traffic speeds, it is spreading the message of responsible behavior for motorists, bicyclists, and pedestrians alike.

ENFORCEMENT
The Police Department should develop a strategy for speed enforcement in the Slow Zone and continue its active participation in the Watch for Me NC campaign.

EMERGENCY RESPONSE
This Policy shall not apply to the speed of emergency vehicles while responding to an emergency.
The flowchart and assessment process gives considerations and recommendations for treatment installation, as well as guidance for the process of installing or improving a pedestrian facility to protect pedestrians. There are two areas of the pedestrian environment that are considered for treatment with MUTCD 4E.03: pedestrian crossings at signalized or at midblock locations. The flowchart is intended to be used as a tool to prioritize sidewalk improvements or to evaluate the connectivity of a pedestrian network. It is intended to be applied at the approach level for each of the intervention or for block locations. The flowchart may also be applied beyond the scope of this flow chart to develop the process outside the scope of this flow chart. It is intended to be used by professionals who are familiar with the pedestrian network being evaluated. The flowchart is based on principles of safety, performance, and equity. It is intended to provide guidance for the development and implementation of pedestrian facilities.

Carrie B. Dancik
November 1, 2016

When to use this Flowchart?
The use of this Flowchart may be prompted by a variety of motivations, including:

- Citizen requests or municipal reports
- Development of a pedestrian plan or program
- Design of an intersection or a road location
- Systematic review of existing crossing facilities
- As a component within an established operations and maintenance process

An AASHTO Policy Manual for other guideance on a different process.
Pedestrian Safety Intersections - Carrboro

Pedestrian Safety Intersection