



College Station, TX

Meeting Agenda

Bicycle, Pedestrian, and Greenways Advisory Board
1101 Texas Ave, College Station, TX 77840

Internet: <https://zoom.us/j/81609695733>

Phone: 888 475 4499 and Webinar ID: 816 0969 5733

The City Council may or may not attend this meeting.

September 19, 2022

3:00 PM

**City Hall Bush 4141 Community
Room**

Notice is hereby given that a quorum of the meeting body will be present in the physical location stated above where citizens may also attend in order to view a member(s) participating by videoconference call as allowed by 551.127, Texas Government Code. The City uses a third-party vendor to host the virtual portion of the meeting; if virtual access is unavailable, meeting access and participation will be in-person only.

1. Call meeting to order and consider absence requests.

2. Hear Visitors.

At this time, the Chairperson will open the floor to citizens wishing to address issues not already scheduled on today's agenda. Each citizen's presentation will be limited to three minutes in order to allow adequate time for the completion of the agenda items. Comments will be received and city staff may be asked to look into the matter, or the matter may be placed on a future agenda for discussion. A recording may be made of the meeting; please give your name and address for the record.

3. Agenda Items

3.1. Consideration, discussion, and possible action to approve the meeting minutes of the previous meeting.

Attachments: 1. August 15, 2022 Minutes

3.2. Update regarding staff reorganization related to bicycle, pedestrian, and greenways duties.

3.3. Presentation, discussion, and possible action regarding a recommendation of an amendment to Unified Development Ordinance Section 8.3.K Sidewalks to adjust the sidewalk zones used for fee in lieu of construction and other sidewalk related requirements.

3.4. Presentation, discussion, and possible action regarding the development of activities for National Bike Month in May 2023 including the Cycle with Council event.

3.5. Presentation and discussion regarding the following items related to biking, walking, and greenways:

- a. City's Comprehensive Plan
- b. Future City Council Meetings
- c. Capital and Private Project Updates

3.6. Presentation, discussion, and possible action regarding potential changes to the standard meeting times for the Bicycle, Pedestrian, and Greenways Advisory Board.

4. Discussion and possible action on future agenda items.

A member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

5. Adjourn.

Adjournment into Executive Session may occur in order to consider any item listed on the agenda if a matter is raised that is appropriate for Executive Session discussion.

I certify that the above Notice of Meeting was posted on the website and at College Station City Hall, 1101 Texas Avenue, College Station, Texas, on September 14, 2022 at 5:00 p.m

City Secretary

This building is wheelchair accessible. Persons with disabilities who plan to attend this meeting and who may need accommodations, auxiliary aids, or services such as interpreters, readers, or large print are asked to contact the City Secretary's Office at (979) 764-3541, TDD at 1-800-735-2989, or email adaassistance@cstx.gov at least two business days prior to the meeting so that appropriate arrangements can be made. If the City does not receive notification at least two business days prior to the meeting, the City will make a reasonable attempt to provide the necessary accommodations.

Penal Code § 30.07. Trespass by License Holder with an Openly Carried Handgun.

"Pursuant to Section 30.07, Penal Code (Trespass by License Holder with an Openly Carried Handgun) A Person Licensed under Subchapter H, Chapter 411, Government Code (Handgun Licensing Law), may not enter this Property with a Handgun that is Carried Openly."

Codigo Penal § 30.07. Traspasar Portando Armas de Mano al Aire Libre con Licencia.

"Conforme a la Seccion 30.07 del codigo penal (traspasar portando armas de mano al aire libre con licencia), personas con licencia bajo del Sub-Capitulo H, Capitulo 411, Codigo de Gobierno (Ley de licencias de arma de mano), no deben entrar a esta propiedad portando arma de mano al aire libre."



MINUTES
BICYCLE, PEDESTRIAN, AND GREENWAYS
ADVISORY BOARD MEETING
Monday, August 15, 2022, 3:00 PM
Bush 4141 Community Room

MEMBERS PRESENT: Chairperson Elizabeth Cunha, Kathy Langlotz, Brad Brimley, Dennis Jansen, and Jake Madewell. Rebecca Brooker joined via Zoom video call.

MEMBERS ABSENT: Joy Chmelar

STAFF PRESENT: Director Michael Ostrowski, City Engineer Carol Cotter, Transportation Planning Coordinator Jason Schubert, Administrative Support Specialist Kristen Hejny and Board Secretary Grecia Fuentes.

AGENDA ITEM NO. 1: Call to Order and consider absence requests.

Chairperson Cunha called the meeting to order at 3:00 p.m.

There were no absence requests for consideration.

AGENDA ITEM NO. 2: Hear Visitors.

There were no visitors who requested to speak.

AGENDA ITEM NO. 3: Agenda Items.

AGENDA ITEM NO. 3.1: Consideration, discussion, and possible action to approve meeting minutes.

Board Member Jansen motioned to approve the minutes from August 15, 2022. The motion was seconded by Board Member Langlotz. The minutes were approved (6-0).

AGENDA ITEM NO. 3.2: Presentation and possible action regarding National Bike Month including the Cycle with Council event.

Board members had a general discussion of the Cycle with Council event held on May 21, 2022. The Board members agreed to host the Cycle with Council event again next year. The following is a summary of positive elements, potential improvements, and suggestions:

- Some participants learned of bicycle facilities that they did not know existed.
- The start time and route were good though the route had a few tight turns. The route had plenty of rest stops with restrooms and water fountains which made it easy enough for participants with kids.

- Consider adding more signage throughout the route to help participants arriving later than the starting time.
- Having sponsors for the event helped raise the profile of the event.
- Extend a personal invitation to each council member to promote more City Council participation.
- Members will begin discussing at the September meeting route ideas to hold another event next year. Routes should range between 4 to 5 miles, be at a reasonably accessible location and have adequate parking and bathroom facilities.

AGENDA ITEM NO. 3.3: Presentation and discussion regarding the following items related to biking, walking, and greenways:

- a. City's Comprehensive Plan** – Mr. Schubert reviewed Chapter 6 Integrated Mobility: Design Consideration, Prioritized Mode Corridors. It is anticipated that Board member Chmelar will provide an overview for another section at the next meeting.
- b. Future City Council Meetings** – A Special meeting of the City Council will be held on August 17, 2022 to consider calling a general obligation bond election as part of the November 8th general election. Based on a prior presentation to Council, the proposed \$5 million for bicycle and pedestrian improvements will not be part of the election but will be considered separately by Council through Certificates of Obligation bonds.

At the August 11, 2022, meeting, City Council heard a presentation and had consensus to proceed with the submittal of a joint grant application with the Metropolitan Planning Organization and the City of Bryan to get funding to develop a Comprehensive Safety Action Plan as part of the Safe Streets and Roads For All grant program. City Council will consider a resolution for that at their August 25, 2022 meeting.

AGENDA ITEM NO. 3.4: Presentation and discussion regarding the Bicycle, Pedestrian, and Greenways Advisor Board calendar of upcoming meetings.

- September 19, 2022, at 3:00 p.m.

AGENDA ITEM NO. 4: Discussion and possible action on future agenda items.

A Bicycle, Pedestrian, and Greenways Advisory Board Member may inquire about a subject for which notice has not been given. A statement of specific factual information or the recitation of existing policy may be given. Any deliberation shall be limited to a proposal to place the subject on an agenda for a subsequent meeting.

Board member Brooker asked for an update on the status of the improvements for the underpass for the Lick Creek trail under Midtown Drive.

Board member Brimley asked to review the following:

1. Prioritization project list to talk about the status on those projects and any others that are upcoming
2. Discuss how the funding for the sidewalk projects come about and who funds them
3. Process for reporting road maintenance issues

Chairperson Cunha stated reprioritizing projects would occur in spring 2023.

Board Member Jansen expressed concerns about projects being designed and constructed that do not have good connections between on-street and off-street bicycle facilities.

Chairperson Cunha stated that an amendment regarding sidewalk zones was anticipated at the September meeting.

Chairperson Cunha inquired about the plan to replace Venessa Garza who had served as the Staff Liaison to the Board.

Mr. Ostrowski described the planned framework for reorganizing staff resources for bicycle, pedestrian, and greenway duties. This included creating a Transportation and Mobility division within Planning and Development Services. Mr. Schubert would serve as lead over this division, and there would be one engineer and potentially two planners, depending on budget approval, who would focus on an integrated system. Mr. Schubert would serve as Staff Liaison to the Board, and staff within the division would also be a resource for projects. The greenways program would be aligned under the Engineering division.

Chairperson Cunha requested a discussion about moving up from the bronze level for the Bicycle Friendly Community designation.

AGENDA ITEM NO. 5: Adjourn

The meeting adjourned at 4:07 p.m.

APPROVED:

ATTEST:

Elizabeth Cunha, Chairperson

Grecia Fuentes, Board Secretary



September 19, 2022

To: Members of the Bicycle and Pedestrian Advisory Board

From: Jason Schubert, AICP
Transportation Planning Coordinator

RE: Amendment to Unified Development Ordinance (UDO) Section 8.3.K Sidewalks

The main purpose of the proposed ordinance amendment is to reduce the number of the sidewalk zones established for fee in lieu of construction in a similar manner as was done with the parkland dedication zones in June 2022. The amendment has been identified on the Planning & Development Services Plan of Work and anticipated to be completed in FY22.

The option to allow a fee in lieu of sidewalk construction was created within the Subdivision Regulations of the UDO in 2012. The purpose was to allow funds to be contributed in lieu of sidewalk or multi-use path construction otherwise required during platting or replatting of property. Fee in lieu of construction can only be utilized if the circumstance meets one of the qualifying criteria and is approved by City staff. Prior to the creation of the fee in lieu provisions, applicants requested and received waivers to not construct sidewalks. Many of those were circumstances in which constructing a sidewalk at that time and place may have not been desirable though would still have been intended in the long-term. As the number of times a sidewalk is required, meets one of the qualifying criteria, and is not desired to be constructed by the applicant is not frequent, there have been only 18 plat applications over 10 years that fee in lieu has been requested and completed. With 15 zones in effect, this has resulted in smaller amount of funds in the zone accounts, making it more challenging to implement projects. For reference, a table has been attached that provides the fund balance for each of the zones and how much has been contributed and expended.

The changes proposed by the amendment can be summarized into the following 6 items:

- **Sidewalk Zones** – The number of sidewalk zones is proposed to be reduced from 15 to 4 (see attached maps). The proposed zone boundaries match those of the parkland dedication zones adopted by City Council in June 2022. While public sidewalks are not permitted by Brazos County outside the City limits, the sidewalk zones cover the City's extra-territorial jurisdiction (ETJ) so if annexations occur in the future those areas would already be covered by a zone.

Planning & Development Services

P.O. BOX 9960 . 1101 . TEXAS AVENUE COLLEGE STATION . TEXAS . 77842

TEL. 979.764.3570 FAX 979.764.3496

cstx.gov/devservices

- **Utilization of Fee** – The time allowed for the fee to be utilized by the City before it is eligible for refund is proposed to be increased from 7 years to 10 years as done with parkland dedication fees.
- **Appeals** – An appeals section is proposed to allow an applicant to appeal City staff's interpretation of the applicability of the required sidewalks or multi-use path, eligibility and/or approval to utilize fee in lieu of construction, or calculation of the fee in lieu amount.
- **Fee In Lieu Requirement** – Currently an applicant has the discretion to request fee in lieu if meeting one of the criteria, or to go ahead and construct the required sidewalk. As there are circumstances in which sidewalk construction may not be desired at that time, the amendment allows City staff to require fee in lieu be utilized instead of construction.
- **Rural Areas** – The ordinance currently does not require sidewalks along any street identified within a Rural Context Zone as shown on the Thoroughfare Plan map. The proposed ordinance would require sidewalks on both sides of Major Arterial and Minor Arterial roadways (4 and 6 lanes roads) and on one side of Major Collectors and Minor Collectors in these Rural Context areas. This amendment reestablishes the requirement for sidewalks along thoroughfares in all areas of the City.
- **Clarifications** – There are several sections of the ordinance language that have been revised to simplify and provide more consistency.

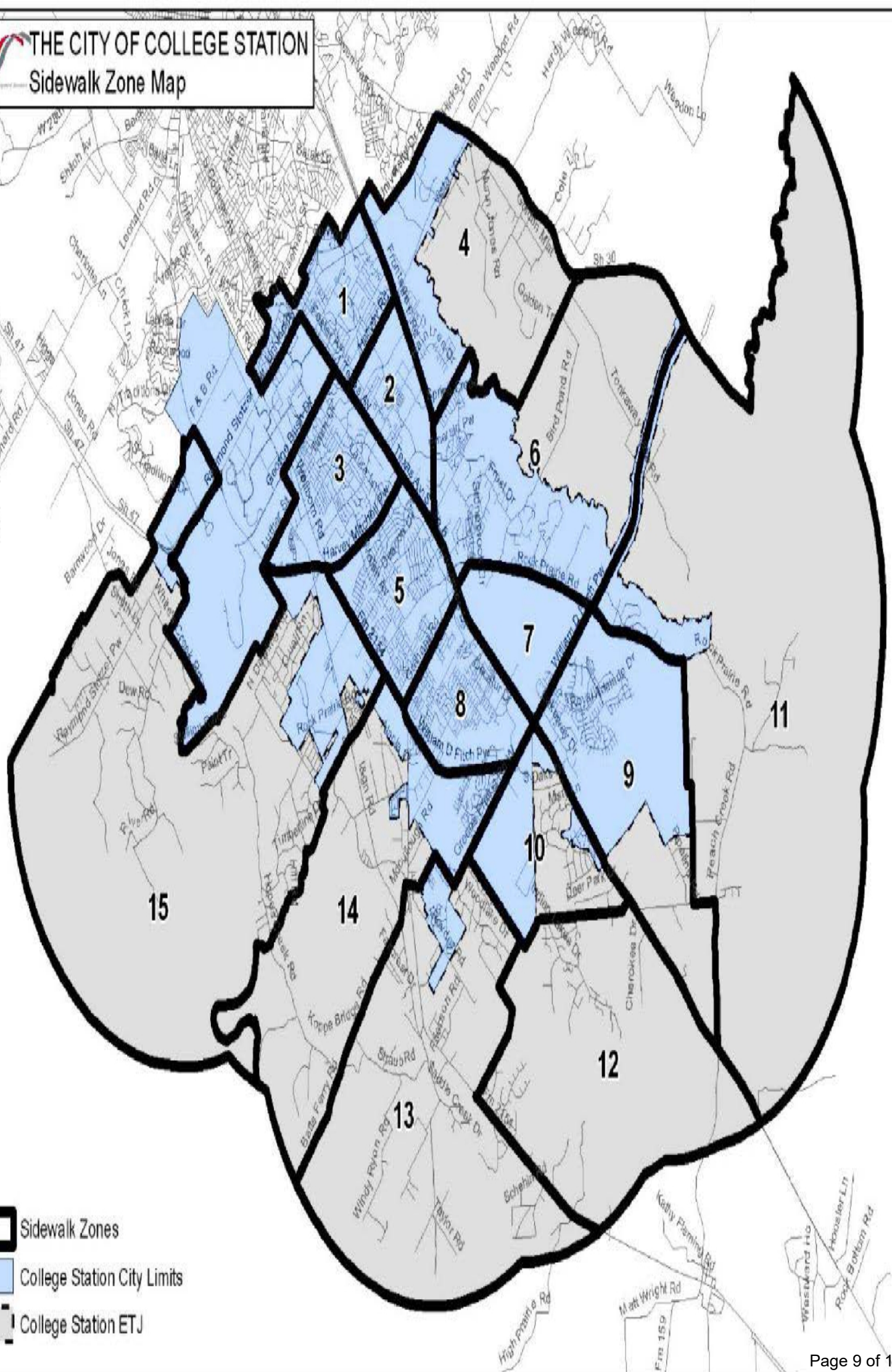
Currently the proposed amendment is scheduled for consideration and recommendation by the Planning & Zoning Commission at their October 6, 2022 and by the City Council at their October 28, 2022 meeting.

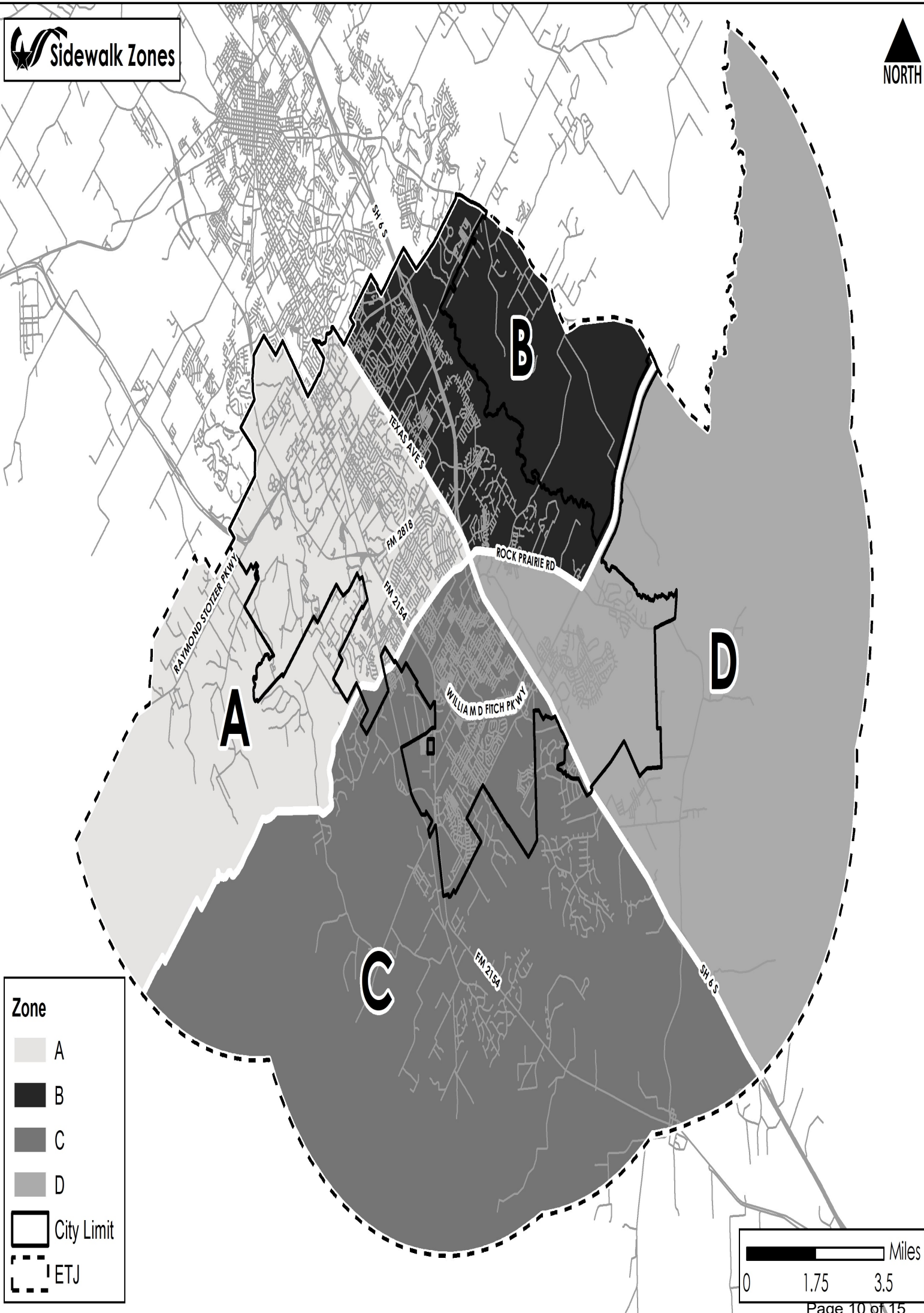
Attachments:

- 1) Sidewalk Zone Funds Table
- 2) Existing Sidewalk Zones Map
- 3) Proposed Sidewalk Zones Map
- 4) UDO 8.3.K Sidewalks amendment redlines

Summary of Sidewalk Zone Fund Balances

Sidewalk Zone	Total Revenues	Total Expenditures	Fund Balance
1	\$10,243.21	\$10,241.00	\$2.21
2	\$7,279.55	\$570.96	\$6,708.59
3	\$12,763.73	\$12,763.52	\$0.21
4	\$0.00	\$0.00	\$0.00
5	\$31,277.00	\$31,277.00	\$0.00
6	\$36,226.17	\$2,838.96	\$33,387.21
7	\$0.00	\$0.00	\$0.00
8	\$7,380.03	\$7,373.04	\$6.99
9	\$20,891.16	\$1,701.00	\$19,190.16
10	\$1,838.81	\$0.00	1,838,81
11	\$0.00	\$0.00	\$0.00
12	\$0.00	\$0.00	\$0.00
13	\$48,338.56	\$39,178.00	\$9,160.56
14	\$29,645.00	\$2,324.24	\$27,320.96
15	\$86,428.43	\$21,804.00	\$64,624.43
Total	\$292,311.65	\$130,071.52	\$162,240.13





Sec. 8.3. General Requirements and Minimum Standards of Design for Subdivisions within the City Limits.

K. Sidewalks.

1. Policy.

Sidewalks should be located and constructed so as to provide a safe and effective means of transportation for non-vehicular traffic.

2. Required Sidewalks.

- a. Sidewalks shall be required on both sides of all streets except as identified below or as provided elsewhere in this UDO.
- b. Where a multi-use path is shown along a street on the Bicycle, Pedestrian, and Greenways Master Plan, the sidewalk may be incorporated as part of the multi-use path.

3. Sidewalk Exceptions.

Sidewalks are not required:

- a. Around the bulb of a cul-de-sac unless an Access Way is provided through the cul-de-sac;
- b. Along a street classified on the Thoroughfare Plan as a freeway/expressway, unless a sidewalk or multi-use path has been identified on the Bicycle, Pedestrian, and Greenways Master Plan;
- c. Along one side of streets identified as a Major Collector or Minor Collector on the Thoroughfare Plan with an estate/within a Rural eContext Zone;
- d. Along new or existing local/residential streets within an estate lot-Rural-Residential subdivision with the street constructed to the rural section; or
- e. Along existing local/residential streets unless sidewalks have been identified in the Bicycle, Pedestrian, and Greenways Master Plan or in the applicable neighborhood, district, or corridor plan.

4. Standards.

Sidewalks shall be constructed in accordance with the following criteria:

- a. The B/CS Unified Design Guidelines and all applicable local, state, and federal requirements;
- b. Consistent with the minimum standards necessary to meet the projected non-vehicular traffic demand in the area;
- c. Sidewalks shall maintain a minimum clear width as set forth in the B/CS Unified Design Guidelines; and
- d. All sidewalks shall terminate into streets or driveways with ambulatory ramps.

5. Timing of Construction.

Except as set forth below, all required sidewalks must be constructed concurrently with the street, or if the street is already constructed prior to acceptance of all public improvements.

a. Residential Subdivisions.

At the time of final plat application, the subdivider may opt to defer the construction of sidewalks on residential streets along single-family, duplex, or townhouse lots for up to one (1) year from approval of the final plat when the subdivider provides a bond or surety in accordance

with Section 8.7 Construction, Guarantee of Performance, and Acceptance of Public Infrastructure. The subdivider shall provide a sidewalk plan with the final plat construction documents and installation of the sidewalks shall comply with this plan. Notwithstanding the foregoing, this provision does not allow the deferment of the construction of sidewalks along thoroughfares, sidewalk ramps at all street intersections, and sidewalks along residential streets that are not adjacent to a residential lot, such as along a common area, creek crossing, or park. Other pedestrian facilities such as ~~a~~Access ~~w~~Ways and multi-use paths shall be constructed at the same time as the public infrastructure of the plat.

b. **Fee in Lieu of Construction.**

1) **Fee in Lieu.**

Except for development located within the Northgate zoning districts, a developer may request to pay a fee in lieu of constructing the required sidewalk(s) or multi-use path upon approval by the Administrator as set forth below. ~~The Administrator shall have final authority in determining what proportion of sidewalks or fee may be accepted in lieu of sidewalk construction.~~

2) **Amount of Fee.**

The amount of fee in lieu of sidewalk construction shall be a unit cost determined by the City Engineer based upon current estimated costs. The unit cost fee shall be kept on file in the Office of Planning and Development Services and made available to the public upon request. The unit cost fee calculation shall be reviewed at least annually by the City Engineer and adjusted as necessary.

3) **Criteria to Allow Fee in Lieu.**

The Administrator may authorize ~~or require~~ a fee in lieu of sidewalk or multi-use path construction when it is determined that one (1) or more of the following conditions exists:

- ~~(a) — An alternative pedestrian way or multi-use path has been or will be provided;~~
- ~~(ba)~~ The presence of unique or unusual topographic, vegetative, or other natural conditions exist ~~so that strict adherence to the sidewalk requirements contained herein is not physically feasible or is not in keeping with the purposes and goals of this UDO or the City's Comprehensive Plan;~~
- ~~(eb)~~ A capital improvement project is ~~imminent/funded -and forthcoming~~ that will include construction of the required sidewalk ~~or multi-use path~~. ~~Imminent shall mean the project is funded or projected to commence within twelve (12) months;~~
- ~~(dc)~~ Existing streets constructed to rural section that are not identified on the Thoroughfare Plan ~~with an Estate/within a Rural eContext Zone;~~
- ~~(e) — When a sidewalk is required along a street where a multi-use path is shown on the Bicycle, Pedestrian, Greenways Master Plan;~~
- ~~(fd)~~ The proposed development is within an older residential subdivision meeting the criteria in Section 8.3.H.2 Platting and Replatting within Older Residential Subdivisions of this UDO; or
- ~~(ge)~~ The proposed development contains frontage on a freeway/expressway as designated by ~~Map 6-6, the Thoroughfare Plan - Functional Classification & Context Class Map;~~ in the City's Comprehensive Plan.

4) **Use of Fee.**

Commented [MO1]: Make the map colored. Same colors as for the park zones.

Commented [JS2R2]: Original version had same color scheme, decided to change to gray-scale so that when printed in black and white the different zones could still be distinguished.

The City Council hereby establishes sidewalk zones as show on the Sidewalk Zone Map below in the map attached as Figure 1 of this section and which map shall be kept in the Office of Planning and Development Services and made available to the public upon request. Fees collected in lieu of sidewalk or multi-use path construction shall be expended in the sidewalksame zone as the development or in adjacent zone in a scenario where the development occurs in close proximity to a zone boundarywithin which the proposed development is located. Fees collected in lieu of sidewalk construction shall be used only for preliminary design, design, construction, reconstruction, surveying, or land acquisition costs associated with sidewalks, multi-use paths, and other non-vehicular ways.

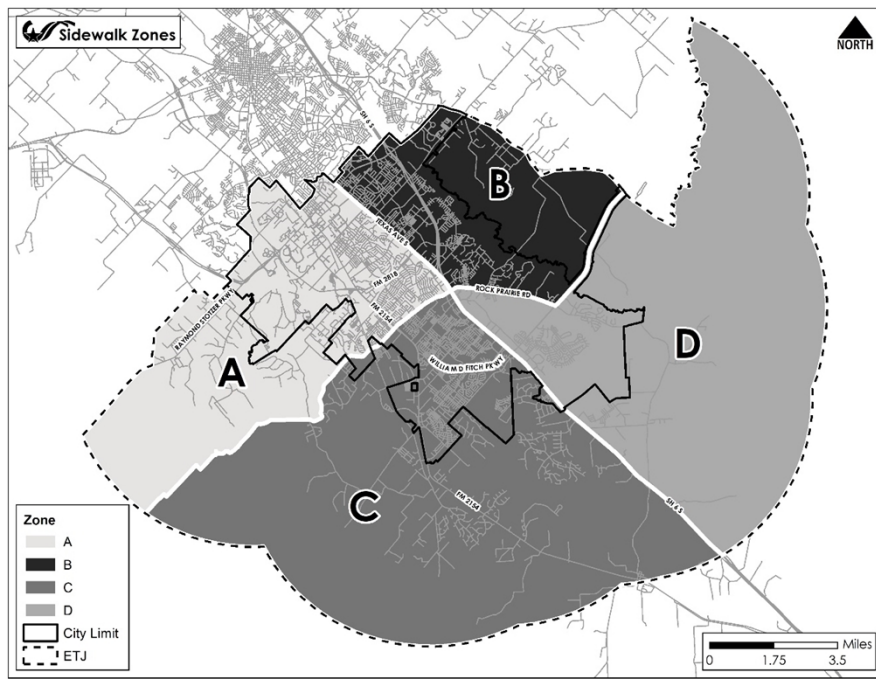
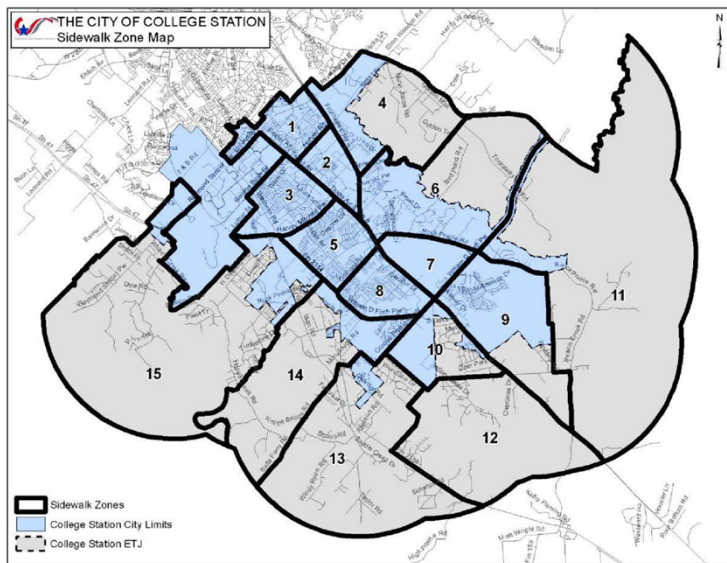


Figure 1 - Sidewalk Zone Map

5) **Reimbursement.**

The City may, from time-to-time, acquire land for sidewalks or make sidewalk improvements related to actual or potential development. If this occurs, the City may require subsequent sidewalk obligations to be a fee rather than construction in order to reimburse the City for the cost associated with acquisitions or construction.

6) **Fee Due.**

Fees paid pursuant to this section shall be remitted to the City when the guarantee of construction of public improvements for the proposed development is due or upon commencement of construction, whichever occurs first.

7) **Special Fund; Right to Refund.**

All fees received by the City in lieu of sidewalk or multi-use path construction shall be deposited in a fund referenced to the sidewalk zone to which it relates. The City shall account for all fees in lieu of sidewalk construction paid under this section with reference to the individual development involved. Any fee paid for such purposes must be expended by the City within ~~seven-ten~~ (710) years from the date received by the City. Such funds shall be considered to be spent on a first-in, first-out basis. If not so expended, the landowners of the property on the expiration of such period shall be entitled to a prorated refund of such sum. The owners of such property must request a refund within one (1) year of entitlement, in writing, or such refund will be barred.

6. **Appeals.**

The property owner or applicant for new development may appeal the following decisions to the Administrator:

- (a) The applicability of required sidewalk or multi-use path construction;
- (b) The determination regarding eligibility for Fee in Lieu of Construction or requirement to utilize Fee in Lieu of Construction;
- (c) The amount of sidewalk or multi-use path required or fee in lieu amount due; and/or
- (d) The amount of the refund due, if any.

All appeals shall be taken within 30 days of notice of the action from which the appeal is taken.

The burden of proof shall be on the appellant to demonstrate that the amount of the required construction, fee in lieu, or refund was not calculated according to the requirements of this ordinance.

The appellant may appeal the decision of the Administrator to the Planning & Zoning Commission. A notice of appeal must be filed by the applicant with the Administrator within 30 days following the Administrator's decision. The filing of the appeal shall not stay the requirement for construction or collection of the fee in lieu, as applicable. If the notice of appeal is accompanied by a payment equal to the fee due as calculated by the City, the development application shall be processed.