

**PEDESTRIAN AND BICYCLE GRANT
2010 – 2011 ODOT Pedestrian and Bicycle Program
APPLICATION INSTRUCTION PACKET**

- Application Checklist**
- Grant Goals**
- Mapping Instructions**
- Sample Maps and Drawings**
- Project Scope:**
- Ineligible Work**
- Red Flags**
- Legal Requirements**
- Innovative Designs**
- Rating Criteria**



APPLICATION CHECKLIST

Use this to insure your application is complete

Required Items	Maximum No. of Pages
Application	3
Signatures	1
Maps	3
Project Budget	1

Optional Items	Maximum No. of Pages
Letters of Support	2
Questionnaire	1

Funding	Cost
Matching Funds	5% of Total Project Costs

Applications must be postmarked by **July 25, 2008**

PEDESTRIAN AND BICYCLE GRANT GOALS
2010 – 2011 ODOT Pedestrian and Bicycle Program

The Oregon Bicycle and Pedestrian Advisory Committee has established these Goals to guide them in review and award the 2010-2011 Grants

Legacy – Is this a key project of lasting value to the community?

Quality - Will this project make a qualitative difference in the bicycling or walking experience?

Need - Is this the highest priority project for the community? Does it benefit the WHOLE community?

System – Is this project an important link, addition, extension or beginning to a comprehensive bicycling or walking network? Is it on a major bicycling or walking network?

Community Building – Does this project enhance the livability of the community or contribute to economic stability or development?

**PEDESTRIAN AND BICYCLE GRANT MAPS and DRAWINGS
2010 – 2011 ODOT Pedestrian and Bicycle Program**

MAPS AND DRAWINGS:

The number of maps or drawings required depends on type of project. Follow the steps below.

Determine the type of grant project:

- *Single Location: Improvements at a single intersection or a street segment with uniform cross section.*
- *Multiple Point: Improvements at different locations throughout a city or county.*
- *Corridor: Improvements to a roadway with a changing cross section.*

The following table lists examples of projects, sorted by type:

Single Point	Multiple Point	Corridor
Crossing islands at one intersection	Multiple crossing islands on different roads in a city or county.	Crossing islands at multiple locations along the same street
Streetscape project (sidewalk, bike lanes, street lighting, etc) one cross section	Short (sidewalk / bike lane /etc) infill segments at various locations throughout a city or county.	Streetscape project (sidewalk, bike lanes, street lighting, etc) multiple cross sections
Pedestrian flashing beacon or bicycle-signal	Bike Parking (within right-of-way) at various locations throughout a city or county	Road Diet (Re-stripping a road to include bike lanes in place of parking or vehicular travel lanes)
Pedestrian/Bicycle Bridge	Bicycle guide signs throughout a city or county	
Improvements to a single transit stop	Multiple transit stop improvements throughout a city or county	

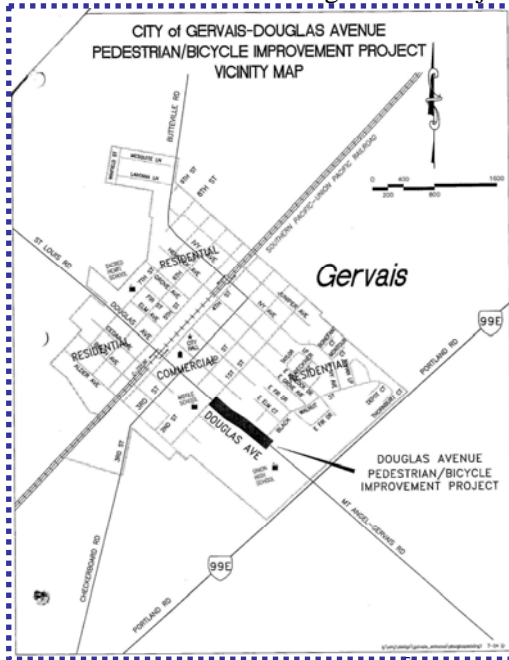
Determine which maps or drawings are required to be submitted, based on the table below. Maps may be combined, i.e. a vicinity map may be an inset on the plan view.

	Single Point	Multiple Point	Corridor
Vicinity Map	Required	Required	Required
Project Limit Map	Required	Required	Required
Zoning Map *	Required	Not recommended	Required
Plan View *	Required (either)	Plan View required	Typical Sections required
Typical Section			
Aerial Photo *	Optional	Optional	Optional

* Map or figure must fit a whole page (not shrunk)

Below are examples of maps and drawings, submitted from past grant projects, in addition to sample maps reflecting the requirements for this grant cycle. Maps from previous grant applications have dashed-line borders and new examples have solid red borders. Press Ctrl + left mouse button to open any of the maps as a full size image file.

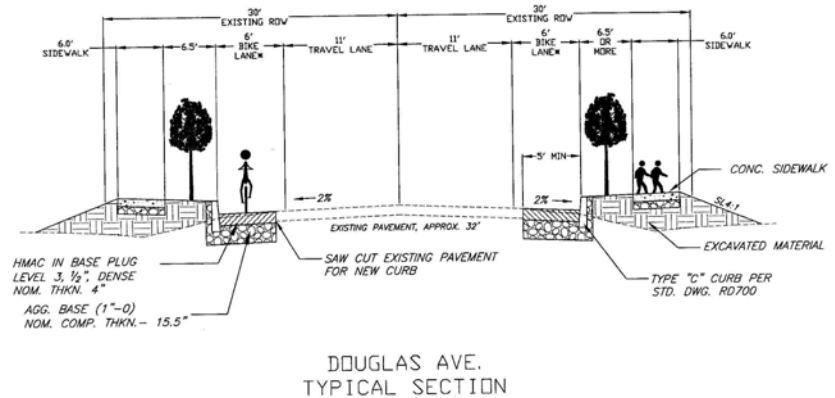
Example 1: Street Improvement on Douglas Ave in Gervais, Oregon. (Since the cross section is uniform it is considered to be a Single Point Project)



- Vicinity Maps shall include:
 - the name of the city or county (if not within a city)
 - Indication of the project's location
 - North arrow
 - Highways and Major Street Names. Do not clutter the vicinity map with too many details.
- The vicinity map should show an entire city (or county if not within a city). For smaller cities, where the project limits are visible in a city-scale map, they can be incorporated together with other drawings in the same map.
- The vicinity map may be thumbnail-sized if no other maps are to be included with it.

Typical Sections shall include either:

- Cross-section of the existing roadway (current widths) and a cross-section of the roadway with the planned improvements (proposed widths); existing above, planned below; or
- Cross-section solution superimposed on existing cross-section, with dashed vs. solid lines, clear labels etc.



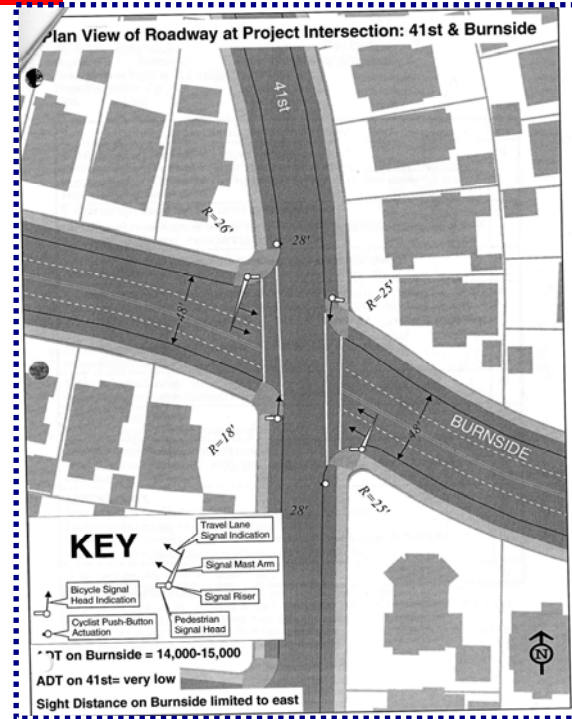
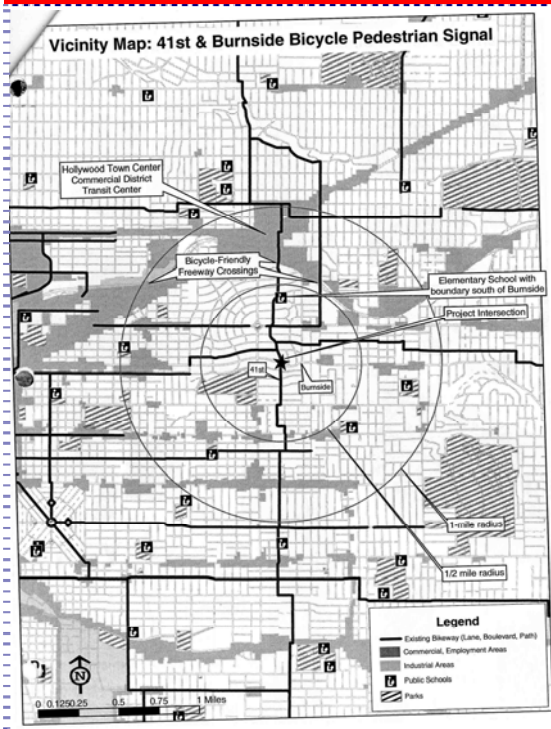
GERVAIS PEDESTRIAN/BICYCLE PROJECT

Single Point Maps & Drawings		Gervais Example (2 pages total)
Vicinity Map	Required	One map shows the entire city limits (vicinity), with the project limits shaded. Land use zones, schools and city hall are labeled. Colored zoning maps are preferred in the 10-11 Grant cycle.
Project Limit Map	Required	
Zoning Map	Required	
Plan View	Required (either)	A typical section shows the existing cross section in dashed lines with proposed improvements in solid lines.
Typical Section		
Aerial Photo	Optional	Not included.

Example 2: Pedestrian and Bicycle Hybrid Signal (HAWK), Portland, Oregon. (Since improvements are made at one intersection, this is a single-point project.)

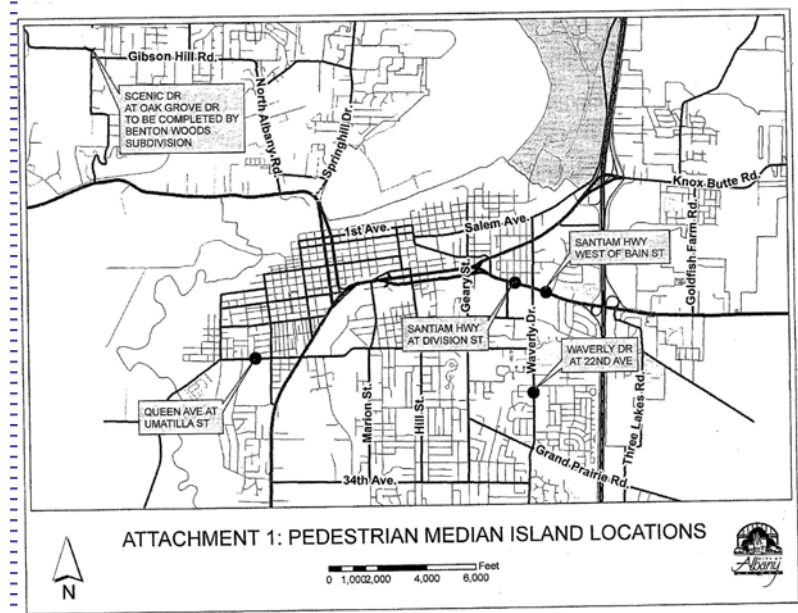


- Land Use/ Zoning Maps shall include
- Land uses and relevant pedestrian generators in the project vicinity (approx 1/2 mile radius is preferred).
 - Zones are preferred in separate colors
 - Include a map key / legend, a north arrow, city name, and label the project's location.
 - Map shall be to a scale that zones are easily decipherable.



Single Point Maps & Drawings		Portland Example (3 pages total)
Vicinity Map	Required	The submitted vicinity map assumed familiarity with Portland as major street names were not labeled and its position within Portland was not shown. Therefore an additional vicinity map is required to show Portland at the city-scale. It could be thumbnail-sized and may be included to fit in the corner of one of the existing maps.
Project Limit Map	Required	
Zoning Map	Required	The project location is shown on a map that labels land use zones, schools & parks. Colored zoning maps are preferred in the 10-11 Grant cycle.
Plan View	Required (either)	A drawing of the proposed improvements at the intersection
Typical Section		
Aerial Photo	Optional	Not included

Example 3: Crossing Islands in Albany, Oregon. (Since improvements are to be made at four locations throughout Albany, this is a multiple-point project.)

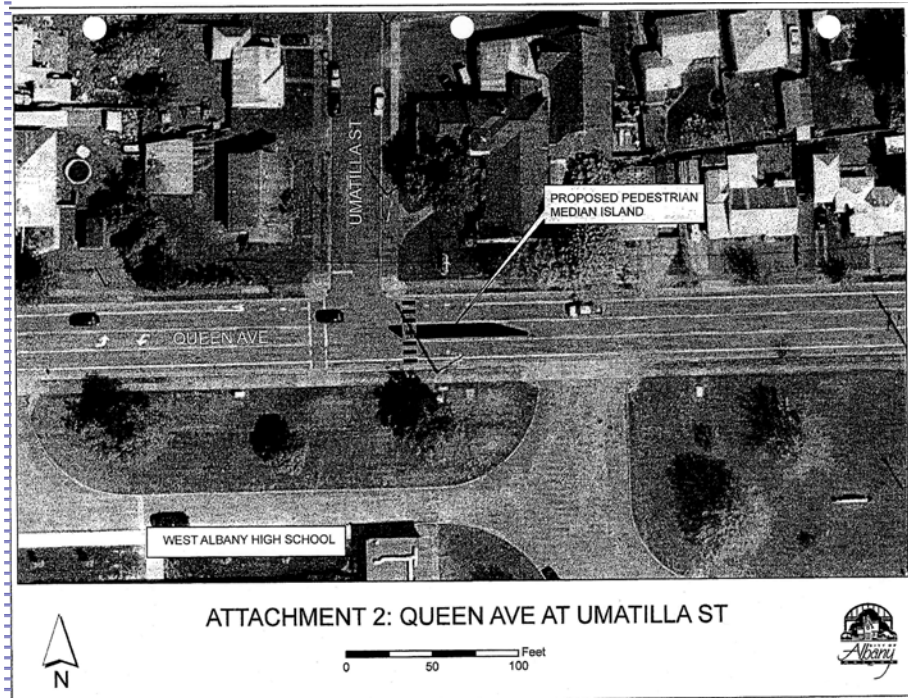


The plan view diagram shall include:

- An existing intersection or crossing treatment and proposed solution by using one of these methods
- Existing conditions above, planned improvements below; or
- Solutions superimposed on existing intersection or roadway, with dashed vs. solid lines or drawing on top of an aerial, clear labels etc.

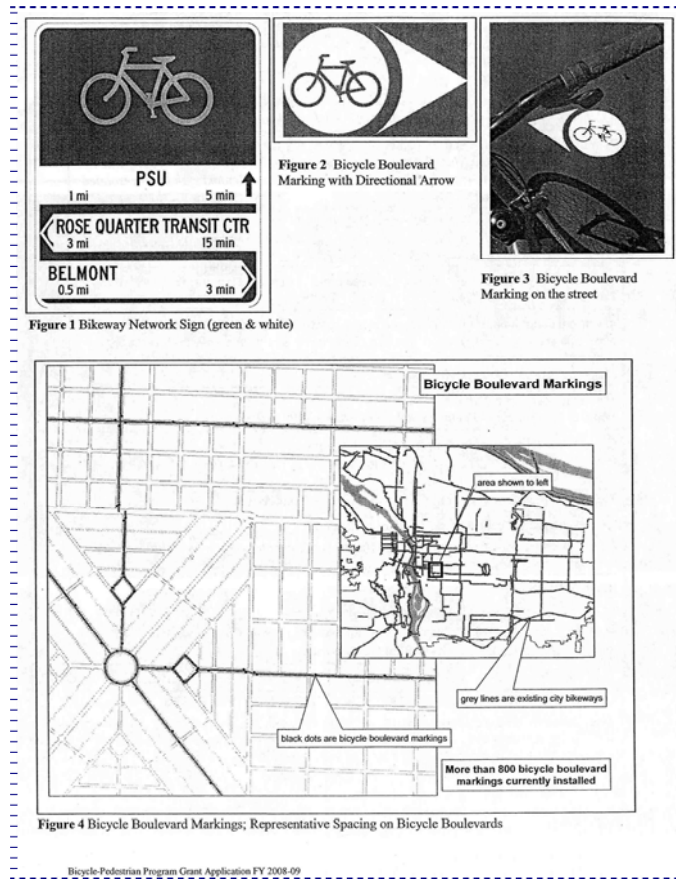
Aerial photos shall

- Be zoomed into project limits
- Use the best resolution available (color or black and white, whichever is more clear)
- Include city or county name and the north arrow.



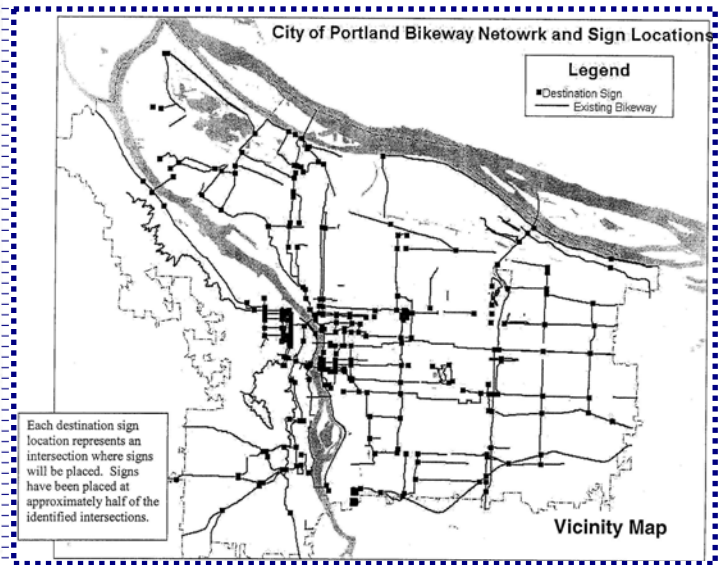
Multiple Point Maps & Drawings		Albany Example (2 pages total)
Vicinity Map	Required	The vicinity map includes some, but not all city limits, which is sufficient. All improvement locations are on the same map.
Project Limit Map	Required	
Zoning Map	Not recommended	A separate zoning map for each improvement is not included or required. However, labeling crossing generators such as a high school and residences (as shown) are helpful.
Plan View	Plan View required	Plan view, showing the proposed solution to one of the four locations is shown on an aerial photo.
Typical Section		
Aerial Photo	Optional	

Example 4: Bike Boulevard Route Signs in Portland, Oregon (Since signs are in many locations, this is a multiple point project.)



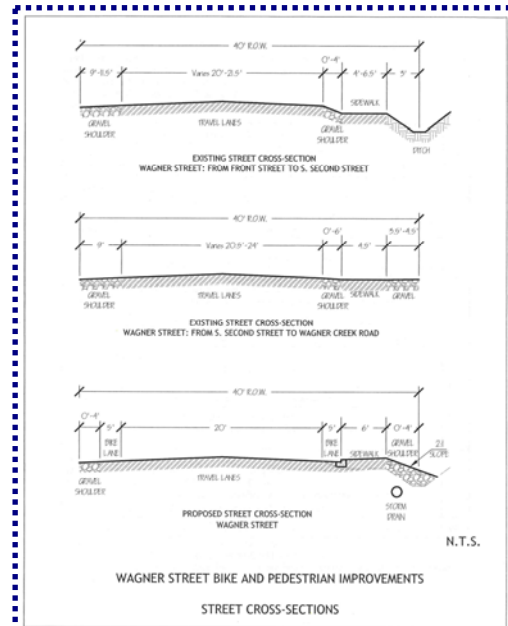
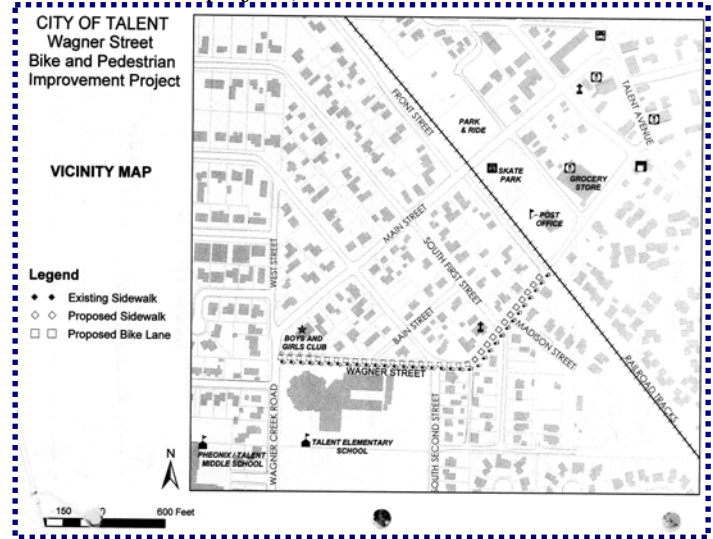
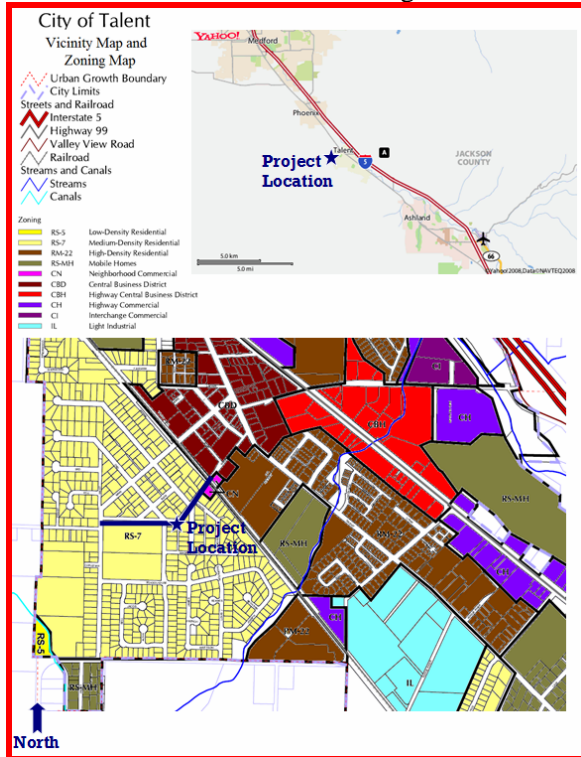
Plan view diagrams for multiple point projects shall include:

- A diagram to one or more of the locations of proposed improvement.
- The complexity of the example should be representative of all improvements.
- Plan view diagrams may include photographs



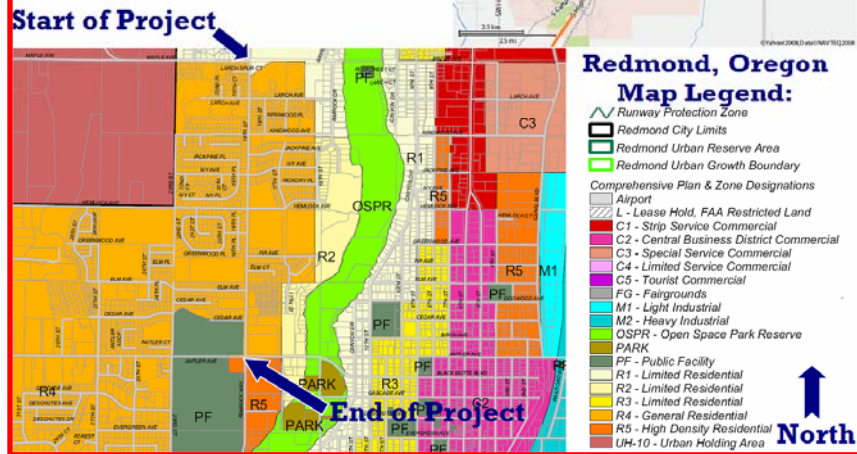
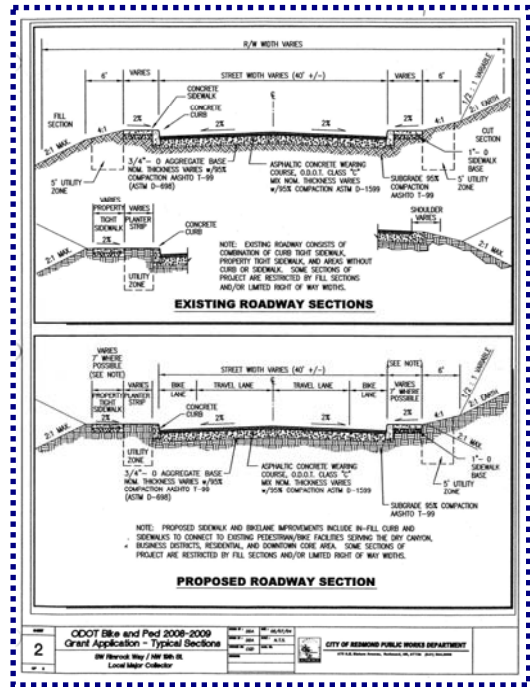
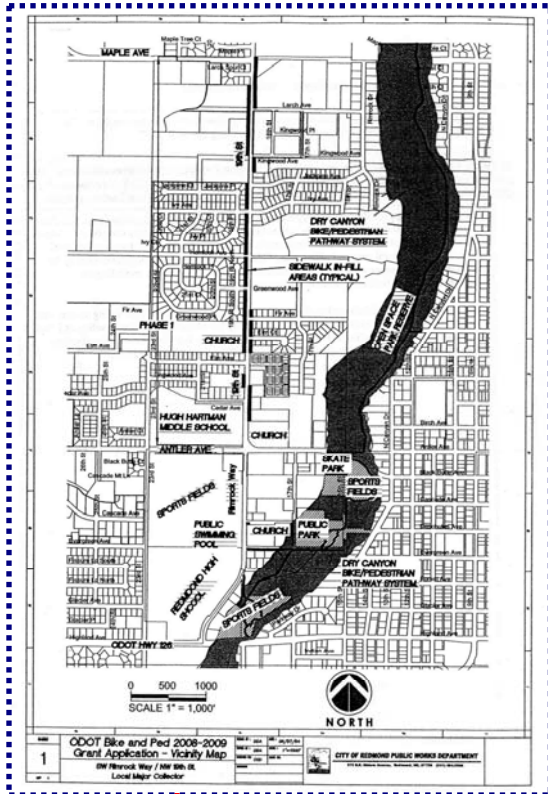
Multiple Point Maps & Drawings		Portland Example (2 pages total)
Vicinity Map	Required	One map shows the entire city limits and all signing locations as part of the project.
Project Limit Map	Required	
Zoning Map	Not recommended	Not included
Plan View	Plan View required	Example signs are shown. This counts as the plan view or typical section.
Typical Section		
Aerial Photo	Optional	Not included

Example 5: Sidewalk and Bike Lane on Wagner Street in Talent, Oregon (since all improvements are on the same street and the distance is greater than 500', this is a corridor project.)



Corridor Maps & Drawings		Talent Example (3 pages)
Vicinity Map	Required	The zoning map includes the vicinity map in the top corner. Since Talent is part of the greater Medford area, the vicinity map shows nearby cities with a star in the northwest part of Talent, to show the project location.
Project Limit Map	Required	In this example, the project limit map includes land use generators. These may be labeled in either the zoning map or the project limit map, whichever is more clear.
Zoning Map	Required	Zoning map added. Note: in order for this map to be easily read, it should fill as much of the page as possible.
Plan View	Typical Sections required	Corridors may have road sections that vary. More than one typical section shall be included to reflect these differences.
Typical Section		
Aerial Photo	Optional	Not included

Example 6: Sidewalk infill on 19th Street in Redmond, Oregon



Corridor Maps & Drawings		Redmond Example (3 pages)
Vicinity Map	Required	Added in corner of zoning map.
Project Limit Map	Required	This map shows which sections of sidewalk are missing and are proposed for infill. Relevant land uses are labeled. The zoning map may have been incorporated into this map.
Zoning Map	Required	Added together with vicinity map.
Plan View	Typical Sections	An existing cross section is shown with side sections for variation in shoulder. Proposed cross section is shown below.
Typical Section	required	
Aerial Photo	Optional	Not included

Ineligible Work:

The following list comprises features and/or project types that are not eligible for grant funding. This information is provided to guide you in the development of your project's scope of work. The grant selection criteria should also be used. If you have questions or concerns about your project, contact Sheila Lyons 503-986-3555 or Rodger Gutierrez 503-986-3554 or consult the ODOT Pedestrian and Bicycle Program website.

Narrow (5' or less) curbside sidewalk: It is ineligible because it places pedestrians too close to traffic and cannot meet ADA requirements for an unobstructed accessible route. Preferred design is a separated sidewalk; curbside sidewalks must be at least 6' wide to qualify for funding.

Narrow (under 5') bike lane: It is ineligible because it cannot be kept free of debris, forcing bicyclist to ride part way into the travel lane. Bike lanes must be at least 5' wide against a curb or on-street parking.

"Side path" (two-way path on one side of a road): It is ineligible because of the conflicts created at intersections and driveways by bicyclists riding in the opposite direction of expected travel. Bike lanes on each side and sidewalks serve users better.

Meandering sidewalk: It is ineligible because pedestrians should not have to travel further than they need to without reason. Sidewalks should be straight or follow the curvature of the adjacent roadway; they may meander slightly to avoid obstructions such as mature trees.

Generic bike route signing: Erecting generic bike route signs on neighborhood streets does little to improve conditions for bicyclists. Please refer to the [Bike Boulevard](#) section for a more comprehensive approach to making local streets more bike-friendly.

New Traffic signal: A system of warrants has been developed (in the MUTCD) to justify installation of new traffic signals. The process can be quite time-consuming. Traffic signals also often involve roadway widening to make up for the lost capacity, which often contradicts the perceived pedestrian and/or bicyclist safety gains. However, new installations of flashing pedestrian beacons and other traffic signal modifications, which improve pedestrian accommodations, are eligible.

Red Flags:

The following list summarizes features and/ or project types that raise concerns. These concerns won't stop a project from being selected for funding, but past experience has shown that they can cause considerable delays if not resolved expeditiously. Lack of resolution may lead to project cancellation and loss of funds. Applicants must demonstrate they have taken preliminary steps to resolve these issues prior to applying for a grant; in several cases, signatures are required to demonstrate that someone with authority has agreed to the proposal:

Crosswalks on State Highways: if a marked crosswalk is proposed to be installed on a State Highway at a mid-block location or non-signalized intersection, you must obtain approval from the State Traffic Engineer. Not all locations are eligible for a marked crosswalk. There are a number of factors that enter into the decision. Section 6.6 of the [ODOT Traffic Manual](#) contains guidance and information on how to get a crosswalk at a mid-block crossing or unsignalized intersection approved. This applies to the pavement markings only. Curb extensions and medians do not require State Traffic Engineer approval. Approval may be obtained after award of the grant, but the applicant should be aware that receipt of a grant with a proposed marked x-walk is no guarantee that the State Traffic Engineer will approve it.

Drainage, retaining walls and other structural items: when overlooked, these can become expensive add-ons at the end of the project design process. Please identify all these needs early on and incorporate the costs into your proposal.

Railroad crossings: the right-of-way belongs to the Railroad Company that owns the tracks, not the city or county or state highway the tracks cross. Negotiations with the railroad company should begin very early in the process.

Reducing or changing access: though sometimes necessary for a successful project design, this is often an emotional and political issue that can overshadow design considerations.

Removal of parking: though sometimes necessary for a successful project design, this is often an emotional and political issue that can overshadow design considerations.

Right-of-way acquisition: though allowable, it can take over a year to complete some transactions, even for an easement.

Legal Requirements to Provide Bikeways and Sidewalks

The Bicycle and Pedestrian Program grants will not fund pedestrian and bicycle features included in road construction & reconstruction projects. By law (ORS 366.514), these features must be included in Oregon. Construction & reconstruction projects are defined as:

- New roads
- Road widening (for vehicular capacity)
- Total road reconstruction (full depth pavement replacement)

The Bicycle and Pedestrian Program grants will fund pedestrian and bicycle features included in road maintenance and rehabilitation projects, as cost-savings and other efficiencies can be achieved. Maintenance and rehabilitation projects are defined as:

- Resurfacing, repaving (adding a small amount of pavement or grinding a few inches and repaving)
- Minor repairs
- Other routine maintenance work.

None of these changes the basic configuration of the roadway.

Examples of innovative designs

Road Narrowing

While it is commonly assumed road improvements for pedestrians require some widening to add sidewalks, there are cases where the current roadway width is more than is needed for motor vehicle traffic; some of that space could be used for sidewalks or bike lanes. A common example is a residential street built to a 44' (or greater) standard. If the street is curbed, an additional curb can be built, 6' (+/-) in from the existing curb, and a sidewalk can be placed between the two curbs. Some adjustments to drainage inlets will have to be made.

It is not uncommon for local streets to be as narrow as 28' with parking on both sides. These are called queuing streets, two cars cannot pass side-by-side with parked cars on both sides. For low traffic streets, they are both safe and allow for sidewalks to be provided without removal of landscaping.

Bike Boulevards

A bike boulevard is an excellent way to provide a bicycle route on local streets where it is not possible to get bike lanes on an arterial. It is NOT simply a matter of designating local streets with BIKE ROUTE signs; quite a bit of engineering goes into ensuring they work well for bicyclists who want to move at a steady pace. Without these treatments, most local streets have too many stop signs to be usable as a through street by bicyclists. A bike boulevard has the following features:

- A bike boulevard works only in a street system with a connected grid
- The operation of a local street is modified to act as a through street for bicyclists
- Traffic controls give priority to through bicycle movement
- Automobile access is restricted to local traffic
- Traffic calming reduces motor vehicle speeds & through trips

Sharrow Lane Markings

Sharrows, also known as "shared lane markings," are a new form of pavement marking approved for inclusion in next MUTCD draft. They are primarily intended for use on narrow, low-speed roadways with on-street parking. Their primary purposes are to:

- Encourage bicyclists to ride away from the door zone
- Encourage drivers to pass cyclists with adequate space

Sharrows should be used on streets with high bicycle demand, and where there is potential competition for the use of a narrow lane. Early observations indicate that bicyclists ride further from parked cars (reducing their risk of being hit by an opening car door), and drivers pass bicyclists with more clearance, often moving completely into the adjacent lane on multi-lane roads.

**PEDESTRIAN AND BICYCLE GRANT RATING CRITERIA
2010 – 2011 ODOT Pedestrian and Bicycle Program**

ODOT staff will look at the following factors when determining if a project should be advanced on to the Oregon Bicycle and Pedestrian Advisory Committee for consideration.

1. Will the project be an important part of a bikeway or walkway system? (10 Points)

- *Projects should provide a direct route, link or complete a system, or be an essential core route that serves many users. Projects that extend an existing facility rank well. Isolated projects with no linkage are not well received.*

2. What are the types of land uses served by the project? (20 Points)

- *Projects that serve multiple land uses fare well: residential; commercial; school; institutional; employment; scenic/park/recreation/tourism. Projects in mixed-use neighborhoods receive high consideration.*

3. What is the potential daily usage (relative to projects in similar locations)? (10 Points)

- *Projects with very high or high potential use fare better than projects with low use.*

4. Current conditions: is the existing roadway a deterrent to bicycling or walking? (15 Points)

- *For projects that provide sidewalks or bikeways along a roadway, the following factors are considered: narrow roadway with high traffic volumes, curves, other safety factors such as truck volumes, motor vehicle speeds etc.*
- *For projects that provide a pedestrian crossing or improve an intersection, the following factors are considered: high traffic volumes, motor vehicle speeds, excessive width, numerous driveways, skew, sight distance, type of traffic control etc.*

5. Is the budget complete? (10 Points)

- *Cost estimates must be realistic, project budgets that underestimate costs or projects that are very expensive when compared to other, similar work, do not fare well.*

6. Does the project provide for both bicyclists and pedestrians? (5 Points)

- *Not every project need provide for both modes but projects that will serve both modes get a small boost.*

7. What project design features enhance the walking or bicycling experience? (30 Points)

- *Projects that incorporate high quality design elements fare well. Examples of design elements and their level of quality are listed below for REFERENCE ONLY. This is not a complete list All designs should be appropriate to their context. For examples, see the grant page website:
<http://www.oregon.gov/ODOT/HWY/BIKEPED/grants1.shtml>*

Good	Better	Best
Separated Sidewalks	Wide Sidewalks	Context Appropriate Design
Bioswales	Bicycle Boulevards	Covered Bike Parking
Pedestrian Crossings	Road Diets	Pedestrian Scale Street Name Signs
Audible Pedestrian Signals	Median Islands	In ROW Bike Parking
Shoulder Widening	Traffic Calming	Curb Extensions
Bike Lanes	Pedestrian or Bicycle Route Signing	Transit Stop Enhancements
Pedestrian/Bicycle Bridges	Bicycle Signal Activation Buttons	On-site Storm Water Treatment
Pedestrian Countdown Signal Heads	Storm Water Gardens	Place Making Elements: Viewing Areas, Seating, Art
Bike Signal Detector Loops	Landscaping	
	Pedestrian Scale Lighting	

Bonus points are assigned to projects that:

- *Provide a connection to another mode (transit, car pool) (5 Points)*
- *Provide a match over and above the minimum 5%. (1 Point per 5% over, up to 5 Points)*
- *Completed Questionnaire (2 Points)*