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STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

JAMES B. HUNT JR.
GOVERNOR

September 28, 2000

DAVID MCCOY
SECRETARY

MEMORANDUM TO: Distribution A (excluding DMV)
FROM: R. Len Hill, PE *R. Len Hill*
Deputy Highway Administrator
SUBJECT: Pedestrian Policy Guidelines

The attached Pedestrian Policy Guidelines are effective October 1, 2000. The guideline modifications should encourage all North Carolina cities and towns to make bicycling and pedestrian improvements an integral part of their transportation planning and programming.

The revised guidelines state the requirements for the Department to participate in the funding of pedestrian facilities included in TIP highway construction projects. Basic requirements for the Department to cost share are summarized below:

- Municipality determines warrants for pedestrian facilities
- Written request from municipality for sidewalks by the **Project Final Field Inspection (FFI) date**
- Commitment demonstrated by agreement execution prior to project let date
- Cost share provision applicable to all pedestrian facilities including multi-use trails and greenways
- Funding caps are no longer applicable to cost share

By copy of this memorandum, I am requesting the Division of Highways' staff to address pedestrian facility improvements during project development, public hearings, and at all field inspections for applicable projects. Written requests for improvements should be forwarded to Laurie Smith, Enhancement and Agreements Administrator, for inclusion in a municipal agreement.

I hope the revised guidelines will allow the Department to effectively respond to bicycling and pedestrian needs as the Department partners with other governmental entities to address this critical mode of transportation.

Attachment

RLH/lps

cc: Secretary David McCoy
David King
Len Sanderson, PE
Janet D'Iganzio
Laurie Smith

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**DEPARTMENT OF TRANSPORTATION
PEDESTRIAN POLICY GUIDELINES
EFFECTIVE OCTOBER 1, 2000**

These guidelines provide an updated procedure for implementing the Pedestrian Policy adopted by the Board of Transportation August 1993 and the Board of Transportation Resolution September 8, 2000. The resolution reaffirms the Department's commitment to improving conditions for bicycling and walking, and recognizes non-motorized modes of transportation as critical elements of the local, regional, and national transportation system. The resolution encourages North Carolina cities and towns to make bicycling and pedestrian improvements an integral part of their transportation planning and programming.

REQUIREMENTS FOR DOT FUNDING:

REPLACEMENT OF EXISTING SIDEWALKS:

The Department will pay 100% of the cost to replace an existing sidewalk that is removed to facilitate the widening of a road.

INCIDENTAL PROJECTS:

DEFINED: Incidental pedestrian projects are defined as TIP projects where pedestrian facilities are included as part of the roadway project.

REQUIREMENTS:

1. The municipality and/or county notifies the Department in writing of its desire for the Department to incorporate pedestrian facilities into project planning and design. Notification states the party's commitment to participate in the cost of the facility as well as being responsible for all maintenance and liability. Responsibilities are defined by agreement. Execution is required prior to contract let.

The municipality is responsible for evaluating the need for the facility (ie: generators, safety, continuity, integration, existing or projected traffic) and public involvement.

2. Written notification must be received by the **Project Final Field Inspection (FFI) date**. Notification should be sent to the Deputy Highway Administrator - Preconstruction with a copy to the Project Engineer and the Agreements Section of the Program Development Branch. Requests received after the project FFI date will be incorporated into the TIP project, if feasible, and only if the requesting party commits by agreement to pay 100% of the cost of the facility.

The Department will review the feasibility of including the facility in our project and will try to accommodate all requests where the Department has acquired appropriate right of way on curb and gutter sections and the facility can be installed in the current project berm width. The standard

project section is a 10-ft berm (3.0-meter) that accommodates a 5-ft sidewalk. In accordance with AASHTO standards, the Department will construct 5-ft sidewalks with wheelchair ramps. Betterment cost (ie: decorative pavers) will be a Municipal responsibility.

4. If the pedestrian facility, including multi-use trails and greenways, is not contained within the existing project berm width, the Municipality is responsible for providing the right of way and/or construction easements as well as utility relocations, at no cost to the Department. Note the cost sharing approach shown in provision 5 is not applicable for right of way or easement cost.
5. A cost sharing approach is used to demonstrate the Department's and the municipality's/county's commitment to pedestrian transportation (sidewalks, multi-use trails and greenways). The matching share is a sliding scale based on population as follows:

MUNICIPAL POPULATION	DOT PARTICIPATION	LOCAL PARTICIPATION
> 100,000	50%	50%
50,000 to 100,000	60%	40%
10,000 to 50,000	70%	30%
< 10,000	80%	20%

Note: The cost of bridges will not be included in the shared cost of the pedestrian installation if the Department is funding the installation under provision 6 - pedestrian facilities on bridges.

6. For bridges on streets with curb and gutter approaches, the Department will fund and construct sidewalks on both sides of the bridge facility if the bridge is less than 200 feet in length. If the bridge is greater than 200 feet in length, the Department will fund and construct a sidewalk on one side of the bridge structure. The bridge will also be studied to determine the costs and benefits of constructing sidewalks on both sides of the structure. If in the judgement of the Department sidewalks are justified, funding will be provided for installation. The above provision is also applicable to dual bridge structures. For dual bridges greater than 200 ft in length, a sidewalk will be constructed on the outside of one bridge structure. The bridges will also be studied to determine if sidewalks on the outside of both structures are justified.
7. FUNDING CAPS are no longer applicable.
8. This policy does not commit the Department to the installation of facilities in the Department's TIP projects where the pedestrian facility causes an unpractical design modification, is not in accordance with AASHTO standards, creates an unsafe situation, or in the judgement of the Department is not practical to program.

INDEPENDENT PROJECTS

DEFINED: The DOT has a separate category of funds for all independent pedestrian facility projects in North Carolina where installation is unrelated to a TIP roadway project. An independent pedestrian facility project will be administered in accordance with Enhancement Program Guidelines.