

**APPENDIX C:
Project Advisory Committee
Meeting Summaries**



Meeting Summary

Project: Cottage Grove Pedestrian & Bicycle Plan (10357863)

Subject: Project Advisory Committee Meeting #1 Summary

Date: Wednesday, February 22, 2023

Location: Virtual meeting

Invitees:	Jenna Berman, ODOT Ryan Birdseye, Birdseye Planning Group David Christopher, Cottage Grove Planning Commission Allison Crow, City of Cottage Grove Mike Fleck, Cottage Grove City Council Damien Gilbert, City of Cottage Grove Jeff Gowing, Cottage Grove Planning Commission Jim Harrison, Cottage Grove resident David Helton, ODOT Ruth Linoz, South Lane Wheels	Tina MacDonald, City of Cottage Grove Brian McCasline, South Lane School District Dana Merryday, Cottage Grove City Council Cassidy Mills, Lane County Eric Mongan, City of Cottage Grove Heather Murphy, Lane Transit District Rory Renfro, HDR Faye Stewart, City of Cottage Grove Don Strahan, Cottage Grove resident Ralph Zoeller, Cottage Grove resident
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Discussion Items:

Draft Vision, Goals and Objectives:

- Clarification was sought regarding the purpose of developing goals and objectives. It was mentioned that goals and objectives establish a plan’s guiding principles, are used to inform the development of potential improvement options, and to establish a framework for prioritizing projects.
- Vision:
 - The vision could benefit from language that is bolder. The term, “viable” is not sufficiently strong.
- Objectives 1b and 1c:
 - The juxtaposition of these two objectives makes sense. Although identifying potential non-arterial parallel routes represents a tool for creating low-stress environments, we still need to improve conditions on the arterials themselves, as people walking and bicycling still need to access destinations on these corridors.
- Objective 1d:
 - This objective makes sense, particularly in areas with limited right-of-way.
 - It was noted that particular attention at intersections is needed for addressing conflicts between differing users.
- Objective 4b:

- Even relatively smaller-scale/low-cost improvements (e.g., adding curb ramps) can remove significant barriers for people with disabilities.

Draft Project Prioritization Criteria:

- It was mentioned that weighting the criteria equally might not result in a prioritization scheme that makes most sense for this Plan. As noted in the memo, it was mentioned that some criteria directly apply to more goals (compared with other criteria); this could be a means for weighting the criteria.
- “Land Use and Transit Linkages” criterion: Consider including healthcare locations, food access, parks and greenspaces to this criterion.

Other Comments:

- This effort should elevate the perspectives of people using the system on foot and bike, with less emphasis on people who primarily travel via driving.
- Non-technical constituents may lack a full understanding of what it takes to get a project on the ground. This effort should apply technical “street smarts” to ideas that flow in from the community.
- We may encounter pushback from non-walkers/non-cyclists if the City does not implement improvements to address deteriorating road conditions overall.
- When identifying potential improvements, the amount of available right-of-way needs to be taken into consideration.
- Cottage Grove’s recent Safe Routes to School improvements are an example of positive investments for people walking and bicycling.
- “Safety” can have different meanings for different people. As public engagement gets underway, it would be helpful to understand the backgrounds and types of bike/ped users who are offering comments.
- The Hmong community should be included among Cottage Grove’s target populations for engagement.
- It would be helpful to acknowledge tourism and economic development in the goals/objectives.
- Newer development is creating competing demands for curb space along streets. While we should be flexible with curb space management, sufficient space along the sidewalk/curb needs to be provided to facilitate boarding/alighting of transit vehicles.
- Oregon 99 is a higher priority corridor for ODOT’s Active Transportation Program.
- ODOT seeks the City’s guidance on where (along the state highway system) audible pedestrian signals should be placed.



Meeting Summary

Project: Cottage Grove Pedestrian & Bicycle Plan (10357863)

Subject: Project Advisory Committee Meeting #2 Summary

Date: Wednesday, May 17, 2023

Location: Virtual meeting

Invitees:	Jenna Berman, ODOT Ryan Birdseye, Birdseye Planning Group David Christopher, Cottage Grove Planning Commission Allison Crow, City of Cottage Grove Mike Fleck, Cottage Grove City Council Damien Gilbert, City of Cottage Grove Jeff Gowing, Cottage Grove Planning Commission Jim Harrison, Cottage Grove resident David Helton, ODOT Ruth Linoz, South Lane Wheels	Tina MacDonald, City of Cottage Grove Brian McCasline, South Lane School District Dana Merryday, Cottage Grove City Council Cassidy Mills, Lane County Eric Mongan, City of Cottage Grove Heather Murphy, Lane Transit District Rory Renfro, HDR Faye Stewart, City of Cottage Grove Don Strahan, Cottage Grove resident Ralph Zoeller, Cottage Grove resident
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Discussion Items:

Draft Existing and Future Conditions Memo:

- Pedestrian and bicycle network, gaps and other issues:
 - Many gaps existing on “tight streets” that are space-constrained (e.g., parking on both sides).
 - People are often observed walking in the street due to the absence of continuous sidewalks.
 - It may be difficult to justify building sidewalks on both sides of streets due to cost and potentially low usage.
 - Row River Road: Challenging crossing environment.
 - The intersections of Main Street/River Road as well as Main Street/Hwy. 99 are critical locations from a safety perspective.
 - Many opportunities exist to improve multimodal safety on Hwy. 99.
 - Areas along Hwy. 99 targeted for crossing improvements may need to focus on locations where crossings of the adjacent railroad exist.
 - Many marked crossings are worn out and need more visibility. Similar issues are occurring with the shared lane markings on Main Street.
 - The unsignalized crossings of Main Street (east of Downtown) are challenging due to visibility issues, and lack of motorist awareness of people walking.

- There is a desire for “bicycle boulevards” utilizing Cottage Grove’s network of lower-volume and lower-speed streets. Gibbs and Whitaker were cited as potential parallel options for Main Street.
- Transit:
 - Despite using Cutaway buses, South Lane Wheels (SLW) buses experience challenges when maneuvering along narrow streets with on-street parking on both sides.
 - There is a growing need for curb space in order for SLW vehicles to safely board and alight passengers with disabilities.
 - The Existing Conditions Memo needs to be updated with the following:
 - SLW does not yet operate paratransit service
 - SLW does not currently operate a fixed transit route (this should be removed from the map in the memo)
 - Lane Transit District plans to increase frequencies on Line 98.
 - The City’s recently completed Transit Development Plan (TDP) will shed light on the future of transit in Cottage Grove. The Lane Council of Governments is also developing a TDP.
- Safe Routes to School (SRTS):
 - While some residents initially expressed skepticism toward the Lincoln Middle School SRTS improvements, most residents are now happy with the improvements in place.
 - While the City would like to implement active transportation improvements at all schools, the Harrison School area has been identified as a nearer-term priority.
 - A safe and formalized crossing of Hwy. 99 and the railroad is desired between Cottage Grove High School and Lincoln Middle School.
- Ongoing/upcoming improvements:
 - The City will soon be making substantial multimodal investments on the Main Street corridor in Downtown Cottage Grove.
 - There is enthusiasm for ODOT’s recent Hwy. 99 improvements in northern Cottage Grove.

Other Comments:

- While the City has made great strides toward improving the walking and bicycling environment, many more improvements are needed.
- Members of the community have created an ad hoc committee to assess street conditions.
- ODOT has interest in exploring improvement opportunities on the southern portion of Hwy. 99, and potentially leveraging an upcoming ADA improvement project. Ideally, the Pedestrian and Bicycle Plan would identify high-priority crossing locations that can be implemented in advance of a more detailed study of Hwy. 99.
- The topic of “alternatives to sidewalks” was raised as a potential lower-cost option for improving conditions for people walking. FHWA’s Small Town and Rural Multimodal Networks Guide was cited as a resource with viable alternative options.



Meeting Summary

Project: Cottage Grove Pedestrian & Bicycle Plan (10357863)

Subject: Project Advisory Committee Meeting #3 Summary

Date: Wednesday, November 08, 2023

Location: Virtual meeting

Invitees:	Jenna Berman, ODOT Ryan Birdseye, Birdseye Planning Group David Christopher, Cottage Grove Planning Commission Allison Crow, City of Cottage Grove Mike Fleck, Cottage Grove City Council Damien Gilbert, City of Cottage Grove Jeff Gowing, Cottage Grove Planning Commission Jim Harrison, Cottage Grove resident David Helton, ODOT Ruth Linoz, South Lane Wheels	Tina MacDonald, City of Cottage Grove Brian McCasline, South Lane School District Dana Merryday, Cottage Grove City Council Cassidy Mills, Lane County Eric Mongan, City of Cottage Grove Heather Murphy, Lane Transit District Rory Renfro, HDR Faye Stewart, City of Cottage Grove Don Strahan, Cottage Grove resident Ralph Zoeller, Cottage Grove resident
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Discussion Items:

Draft Improvement Options Memo:

- Recommended Walkway and Bikeway Networks:
 - Improved pedestrian connectivity is needed between the Gateway Boulevard area, surrounding trails, and Downtown Cottage Grove.
 - Protected bike lanes: Lane County has received pushback on the use of raised delineators (e.g., flexible delineator posts) due to maintenance challenges and issues with motorist compliance.
- Highway 99 (Harrison to Gibbs) Focus Area:
 - The corridor is challenging for people walking and bicycling, particularly due to long distances between formalized crossings, and the skewed nature of intersections. The corridor also has poor pavement conditions, which creates challenges for all users.
 - The existing on-street parking appears underutilized, however some adjacent businesses actively use the on-street parking area.
 - Slowing traffic down would improve safety.
 - PAC members were generally receptive toward improvement Concepts “B”, “C”, and “D.”

- Consideration should be given toward providing left turn lanes.
- Future designs should take into consideration sightlines for buses turning onto Highway 99 from side streets, as well as potential “dooring” conflicts for bike lanes adjacent to on-street parking.
- Potential Mobility Hub:
 - The location shown on the bikeway and walkway maps is constrained. Depending on its ultimate layout, the site could create traffic issues on 12th Street.
 - Siting a park-and-ride at the mobility hub could be challenging given the relatively large footprint typically required for park-and-ride facilities.
 - Potential alternative sites:
 - Walmart, however this location is far from other destinations such as major parks.
 - Vacant lands in vicinity of the Main Street & 12th Street intersection.
 - Gravel parking lot immediately south of Bohemia Park.
- Project Prioritization:
 - Improving the Highway 99 corridor would address many of Cottage Grove’s most pressing needs.
- Citywide Initiatives and Programs:
 - Ongoing maintenance is critical. Bike lane surfaces should be maintained at the same standard that is applied to the maintenance of motor vehicle travel lanes.
 - Unmaintained bike lanes force riders to maneuver into adjacent traffic, which creates comfort and safety issues.

Potential Funding Options Memo:

- It was noted that some of the funding options presented in the memo are one-time programs (as opposed to annual or ongoing programs).
- Some of the recommended pedestrian and bicycle projects could potentially be partially or fully funded in tandem with adjacent development.



Meeting Summary

Project: Cottage Grove Pedestrian & Bicycle Plan (10357863)

Subject: Project Advisory Committee Meeting #4 Summary

Date: Thursday, February 15, 2024

Location: Virtual meeting

Discussion Items:

Draft Comprehensive Plan and Code Amendments (Memo 5):

- Goals and Policies:
 - It was noted that connections to the Lane Council of Governments’ “Link Lane” (a regional transit service) would be good to reference to ensure regional connectivity. This could be referenced under Goal #2 (Access).
 - It was questioned whether the term “disabilities” (referred to in policy under Goal #1) is intended to capture impairments beyond physical mobility issues. This term is intended to reference a broader set of impairments including visual, auditory, and cognitive impairments. The Pedestrian & Bicycle Plan is bearing that range of disabilities in mind.
- Land Development Code Updates:
 - It was noted that the presence of planter strips can complicate access for South Lane Wheels’ paratransit services, as people using paratransit do not use traditional fixed-route transit stops. In particular, unimproved or unstable surfaces between the sidewalk and curb complicate the ability for wheelchair ramps to deploy from the paratransit vehicle. A hard surface is needed to facilitate wheelchair transitions between the ramp and the sidewalk. There was a general comment that these types of features in the right-of-way may add barriers to paratransit operations and make it more difficult for paratransit to provide adequate service to its users.
 - A question was raised about planter strips being shown in the cross-sections in the Transportation System Plan and Land Development Code, specifically whether a planter strip would be required if shown in the cross-section. It was noted that there is no prohibition from the planter strip being paved.
 - It was questioned whether the City could limit the required length of an unpaved planter strip, so as to provide a paved connection between the sidewalk and curb at regular intervals. This could be considered; however, there will likely be other situations and curbside conflicts that this kind of code requirement would not remedy, such as parked vehicles on the street, and other elements in the planter strip zone.

- Cross-Section Updates:
 - It was mentioned that the proposed cross-sections illustrate the ideal roadway composition and the minimum standard, particularly for the design of new roads. For existing roads (where space is typically constrained in an otherwise developed environment), the City could undertake a deviation procedure or an applicant through a variance application procedure to build something less than the standard.
 - It was commented that the cross-sections seem wide compared to the “skinny streets” recommended with the advent of Smart Growth. The PAC member clarified that they are in favor of the recommended cross-sections and that they were generally pointing out that the wider cross sections appear to contradict Smart Growth principles. It was remarked that Smart Growth principles are similar to current best practices for multimodal planning; it is just using different terminology such as “Complete Streets.” There are options for narrowing a street’s width (e.g., removing parking on one or both sides of the street). Especially in constrained existing roadway corridors, trade-offs in cross-section elements will likely need to be considered during the development of improvement projects.

Next Steps:

- PAC comments on Draft Memo 5 are due by Monday, February 26 to Eric Mongan at planner@cottagegrove.org.
- The Project Management Team will convene to update cross-section LDC standards/requirements to be clear and objective (at least as it is applied to residential development) to comply with state rules.