



Appendix I Open House Summary

Open House Summary

Date: June 5, 2015
To: Stakeholder Advisory Committee
Cc: Project Management Team
From: Kelly Laustsen, Bart Rudolph and Marc Butorac, P.E., PTOE
Project: City of Banks Bicycle and Pedestrian Master Plan

Project #: 18078

This memorandum provides a summary of the Open House held on Thursday, May 21, 2015 and the Virtual Open House conducted between Wednesday, May 20, 2015 and Sunday, May 31, 2015. The goals of these two public involvement activities were to review the project progress to-date and gather input from the public on the draft plan elements. The resulting input summarized herein will be used to refine the plan elements and develop the draft Bicycle and Pedestrian Plan (BPP).

OPEN HOUSE

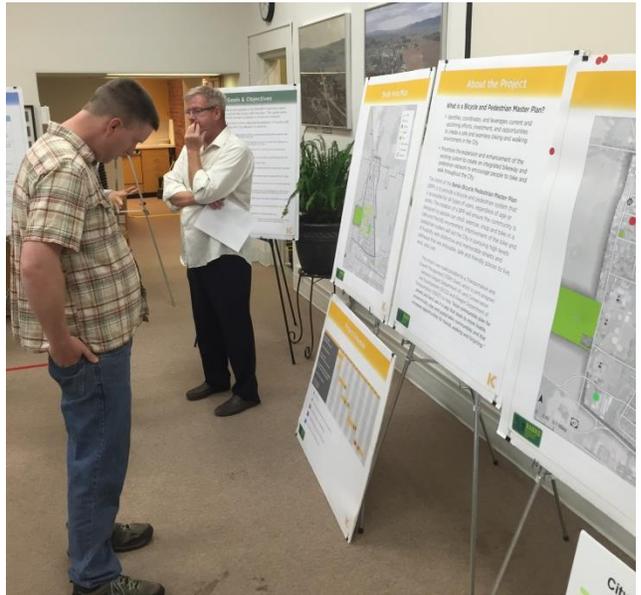
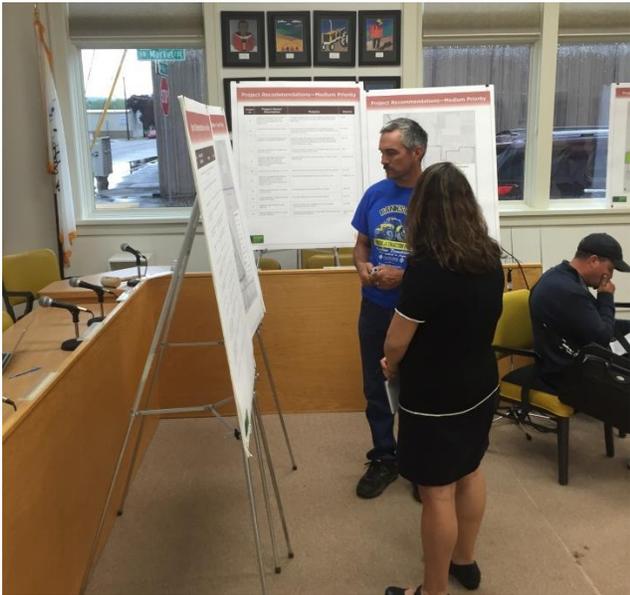
Thursday, May 21, 2015, 6:00 p.m. – 8:00 p.m., City Council Chambers at 13690 NW Main Street

The Open House included approximately 13 poster boards (see pages 6-10, which provide copies of the boards) containing project information with 4 stations designed to obtain input. The stations included information about the project, goals and objectives, existing plans and previously identified projects, and draft project recommendations categorized into three prioritization groups (high, medium, and low). A short introductory presentation was made by Kelly Laustsen at the beginning of the meeting, followed by a presentation regarding the Travel Oregon Bike Tourism Studios. Photos from the event are provided in Figure 1. As the attendees evaluated the project boards, they were given maps of the recommended high, medium and low priority projects and asked to evaluate each one as to whether the project should move up or down in priority or be removed from the list all together. The worksheets are shown in Figure 2.

Participation

Eight (8) people signed in, but more than 8 people were in attendance. It is estimated that 20-25 people attended the Open House. Jolynn Becker, Scot Siegel (standing in for Stacey Goldstein), Naomi Zwerdling, Kelly Laustsen and Bart Rudolph were also in attendance from the project team. *Attachment A includes the sign-in sheet from the event.*

Figure 1: Open House Pictures



VIRTUAL OPEN HOUSE

Wednesday, May 20, 2015 – Sunday, May 31, 2015;

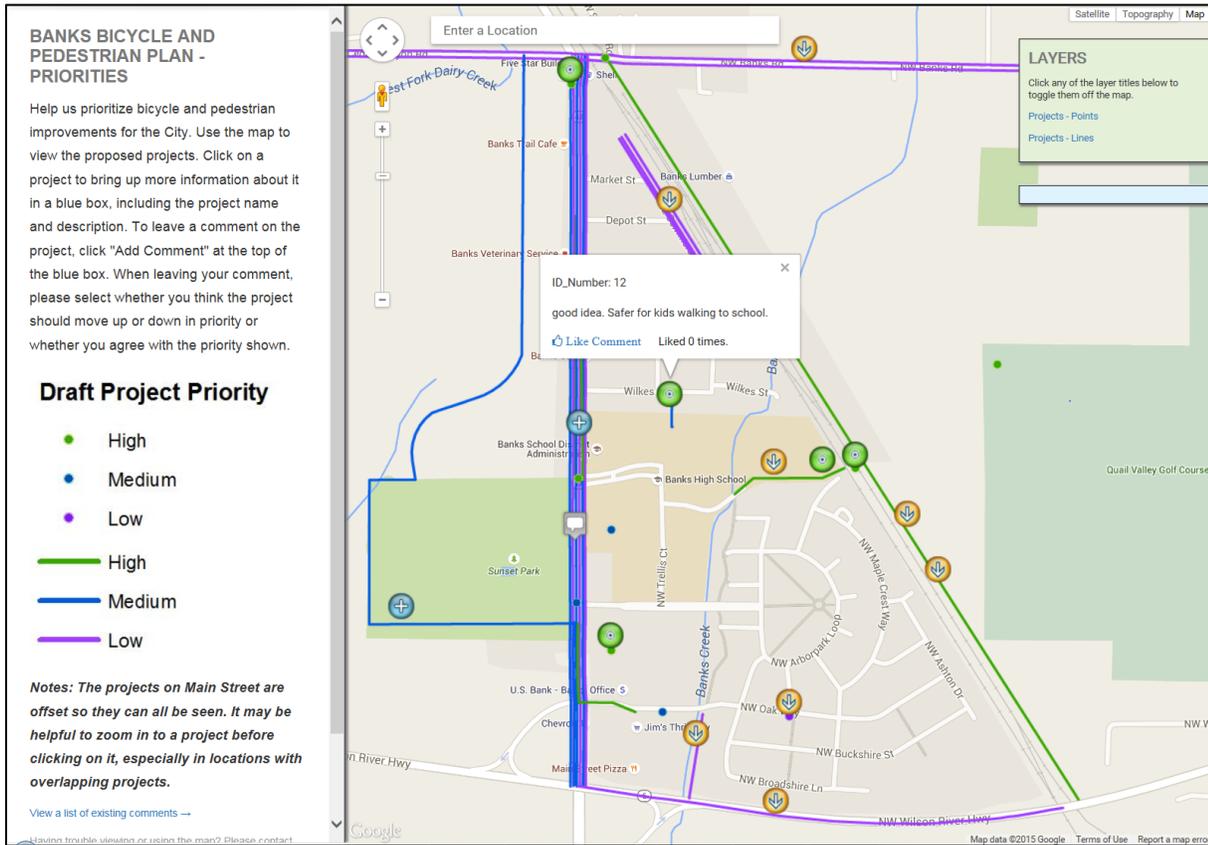
Linked from www.banksbpp.com

The Virtual Open House was available on-line from May 20th through May 31st. The welcome page presented a video from Planning Commissioner, Rachel Nelson. Rachel welcomed users to the site and explained how to navigate the Virtual Open House. A screenshot from the opening page to the Virtual Open House is provided in Figure 3. The site was organized much like the Open House with “rooms” (stations) that included information about the project, goals and objectives, existing plans and previously identified projects, and draft project recommendations. The site also featured an interactive map that allowed participants to view the location and priority of recommended projects. The interactive map included a comment feature so users could leave a comment and indicate whether a project should move up or down in priority. A screenshot from the virtual open house is provided in Figure 4. A link was provided so users could e-mail comments regarding any other bicycle or pedestrian safety/operational issues not addressed with the proposed projects.

Figure 3: Virtual Open House Welcome Page



Figure 4: Virtual Open House Interactive Map



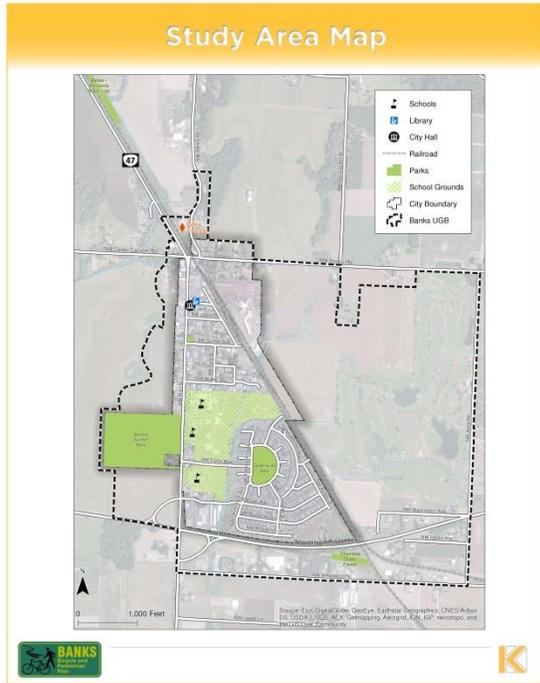
Participation

The interactive map received over 50 unique visitors, with 17 submitted comments. The on-line Virtual Open House is still available on-line to be viewed, but the site is no longer accepting comments. The site is available at the following address: <http://workshops.kaiproject.com/workshops/17-city-of-banks-bicycle-and-pedestrian-master-plan>.

OPEN HOUSE AND VIRTUAL OPEN HOUSE EXHIBITS

The exhibits displayed during the Open House and available on the Virtual Open House are shown below, with a short description of each exhibit provided.

About the Project



The *Study Area Map* identified the project area limits

About the Project

What is a Bicycle and Pedestrian Master Plan?

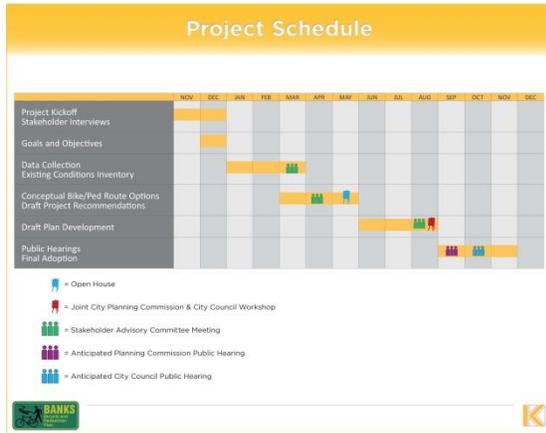
- Identifies, coordinates, and leverages current and upcoming efforts, investment, and opportunities to create a safe and seamless biking and walking environment in the City
- Prioritizes the expansion and enhancement of the existing system to create an integrated bikeway and pedestrian network to encourage people to bike and walk throughout the City

The intent of the **Banks Bicycle Pedestrian Master Plan (BPP)** is to provide a bicycle and pedestrian system that is accessible for all types of users, regardless of age or ability. The creation of a BPP will ensure the community is designed so people can stroll, exercise, shop and bike in a safe and friendly environment. Improvement of the bike and pedestrian system will aid the City in pursuing high levels of livability with distinctive and memorable streets and pathways that are enjoyable, safe and friendly places to live, work, and visit.

This project was made possible by a Transportation and Growth Management (TGM) Grant, which is joint program between Oregon Department of Land Conservation and Development (DLCD) and Oregon Department of Transportation (ODOT) to help *“local communities plan for streets and land use in a way that leads to more livable, economically vital, and sustainable communities and that increases opportunities for transit, walking and bicycling.”*



The *About the Project* board explained what a bicycle and pedestrian master plan is and how it’s beneficial to a community. It also identified the funding for the project.



The *Project Schedule* identified work completed prior to the Open house, upcoming SAC meetings, planning commission meetings, city council meetings and estimated project completion.

Goals and Objectives

Goals & Objectives

Goals — Provide broad guidance for the BPP that help direct where the City would like to go with the plan. The goals were developed with the project purpose in mind and include:

Objectives — Provide a more detailed breakdown of goals with more specific ends the City desires to achieve.

GOAL:
LIVABILITY: Provide for a high quality of life by providing transportation options and considering community values and interests.
OBJECTIVE:
 Increase transportation choices in the Highway 6 and 47 corridors by adding more bicycle and pedestrian routes and connections to transit.
OBJECTIVE:
 Provide shorter trip lengths between destinations on the bicycle and pedestrian system than on-road networks.

GOAL:
SAFETY & HEALTH: Enable people to safely walk, run or cycle in and through the City.
OBJECTIVE:
 Increase the safety of bicycle and pedestrian route users.
OBJECTIVE:
 Minimize conflicts between people biking and walking and farm equipment, logging trucks and forestry related trucks.

GOAL:
ACCESSIBILITY: Develop a bicycle and pedestrian system that is accessible for all ages, skill levels, and interests.
OBJECTIVE:
 Provide well-designed, visible, safe, and convenient access points and street/highway crossings.
OBJECTIVE:
 Implement the community vision for the overall bicycle and pedestrian route design, expressed through different treatments and design themes for distinctive sections.

GOAL:
FINANCIAL RESPONSIBILITY: Use resources efficiently and invest in infrastructure that will serve the City for years to come.
OBJECTIVE:
 Provide adequate funding to maintain the existing active transportation system while prioritizing investments in future facilities.

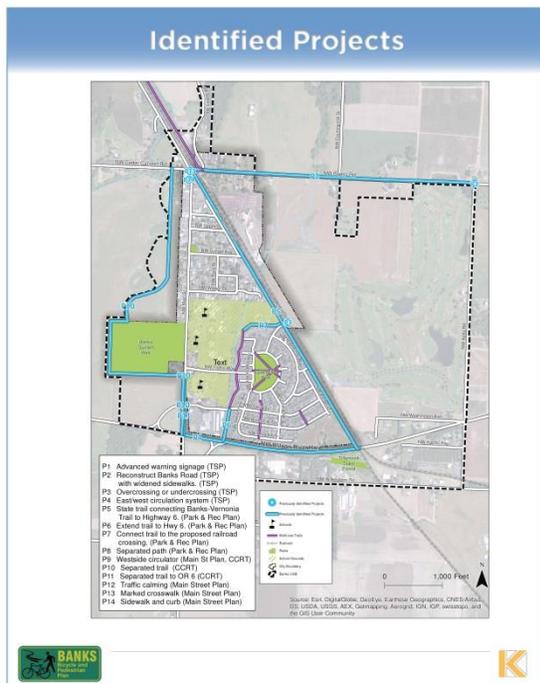
GOAL:
ECONOMIC VITALITY: Encourage tourism and investment in the downtown core.
OBJECTIVE:
 Link regional and local trails to key attractors on the main street and downtown area, such as shopping, schools, residential areas, and other community destinations.

The draft *Goals & Objectives* board provided an overview of what goals and objectives are and identified the goals and objectives selected for the BPP.

Existing Plans

Existing Plans		
	Document	Key Application for BPP
STATE	Oregon Transportation Plan (OTP) (2006)	Provides high-level guidance on system plans, particularly related to goals and evaluation metrics.
	Bicycle and Pedestrian Plan (1995) (Currently being updated)	Provides general principles and policies for bicycle/pedestrian facilities on state highways.
LOCAL	City Comprehensive Plan (1979, Amended 1989)	Provides the long-term vision for the city and develops policies to help implement that vision.
	City Transportation System Plan (TSP) (2010)	Identifies key issues and makes recommendations relating to transportation within the City.
	City Park and Recreation Master Plan (2010)	Identifies specific recommendations for trail system improvements.
	Banks Main Street Revitalization Plan (2014)	Provides a vision for Main Street and recommendations related to bicycle and pedestrian facilities and amenities.
	Council Creek Regional Trail (CCRT) Master Plan (2014)	A new regional trail that proposes a route through Banks to connect with the Banks-Vernonia Trail.
	Tualatin Valley Scenic Bikeway	An established bikeway that routes through Banks from the Banks-Vernonia Trail to NW Wilkesboro Road via Main Street.
	Salmonberry Trail (Banks to Tillamook) Concept Plan (2014)	A proposed regional trail with a possible link to the Banks-Vernonia Trail outside of the City.

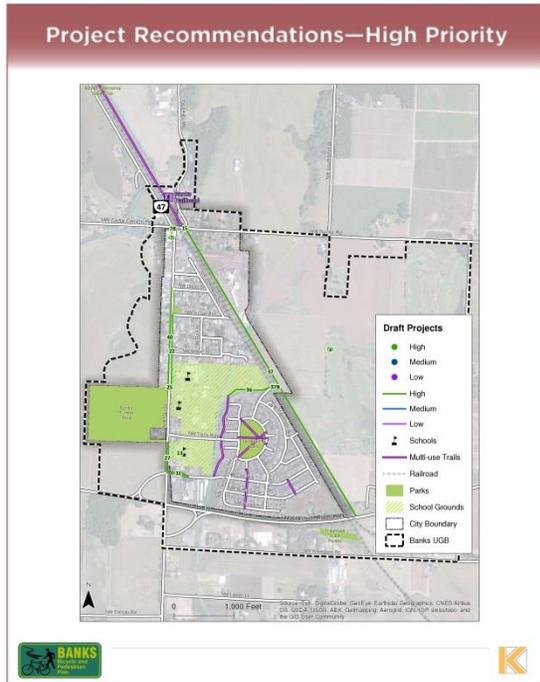
The *Existing Plans* board identified plans that might impact the development of the BPP. The intent of this board is to help participants establish familiarity with existing documents that are of relevance to the Bicycle and Pedestrian Plan (BPP) and build on what has been previously established.



The *Identified Projects* board mapped the relevant projects identified in the existing plans board to give participants an idea of what projects have already been identified and visualize how those projects might look like if built.

Draft Project Recommendations

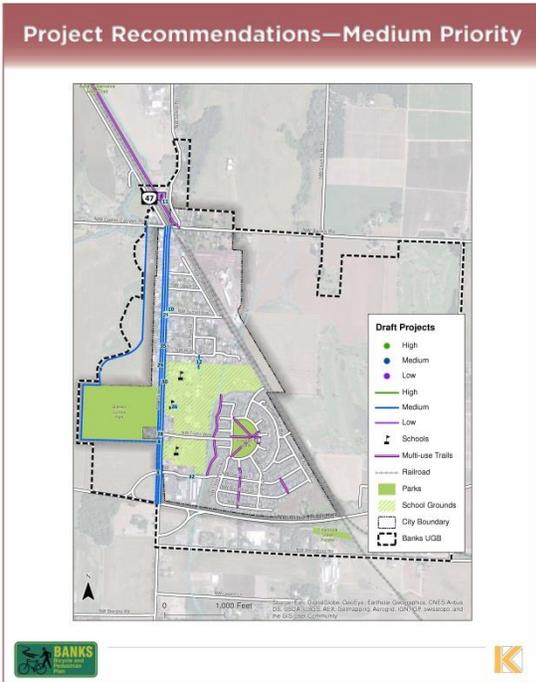
The draft project list included over 40 projects throughout the city. Participants were asked to use the worksheets or interactive map to identify whether they think the recommended project should move up or down in priority or be removed from the list all together. Projects were grouped by high, medium and low priority.



Project Recommendations—High Priority

Project ID	Project Name/Description	Purpose	Source
7	Install new sidewalk and curb	Improve safety at the NW Banks Road/Main Street /NW Cedar Canyon Road/ Highway 47 Intersection	Main Street Plan
7B	Install a marked crosswalk	Improve safety at the NW Banks Road/Main Street /NW Cedar Canyon Road/ Highway 47 intersection	Main Street Plan
13	Conduct a vehicle circulation study at the elementary and middle schools	Further study the issue of back-ups from school pick-up on to Main Street, look for opportunities to improve circulation at schools	SAC #1
15	Install a rectangular rapid flash beacon (RRFB) or other similar treatment	Provide increased safety at pedestrian crossings accessing the Banks-Vernonia trailhead	Tech Memo #3
22	Install bicycle lanes	Extend existing bicycle lanes north to enhance safety and comfort for bicyclists	Walking Tour / Tech Memo #3
25	Modify/enhance the pedestrian crossing and review feasibility of consolidating driveways	Improve safety and visibility of the pedestrian crosswalk across Main Street at high school between two driveways	Walking Tour
27	Install sidewalk to fill the existing gap	Provide pedestrian facilities on both sides of the Main Street corridor	Tech Memo #3
31	Extend bicycle lanes	Eliminate the bicycle lane gap along NW Oak Way	Tech Memo #3
36	Develop a City Trail	Connect Arbor Village to the proposed bicycle/pedestrian railroad crossing	Park & Rec Plan
37	Develop a state trail connecting Banks-Vernonia Trail to Highway 6	Provide a protected bicycle and pedestrian connection to the Banks Trailhead from Highway 6	Park & Rec Plan
37B	Construct pedestrian/bicycle overcrossing of railroad	Construct pedestrian/bicycle overcrossing of railroad to connect existing development to UGB expansion area	TSP
40	Conduct a pilot project to install bike lanes	Test the feasibility and impact of providing bike lanes north of Sunset Park to the start of the downtown commercial area	Tech Memo #3

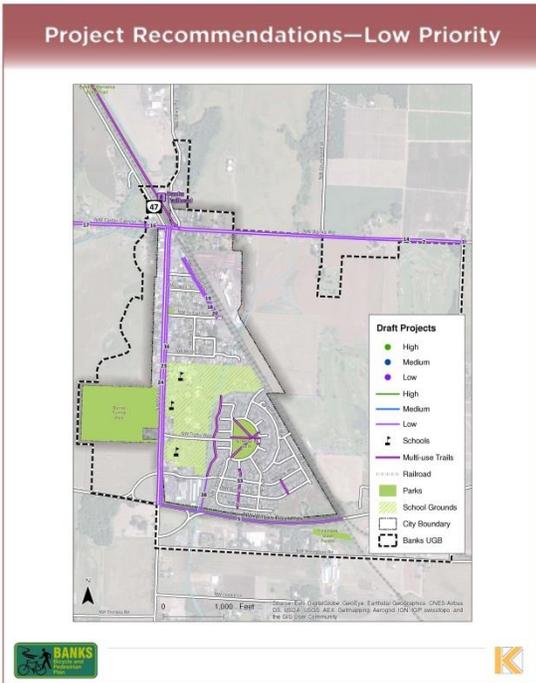
BANKS Bicycle and Pedestrian Plan



Project Recommendations—Medium Priority

Project ID	Project Name/Description	Purpose	Source
8	Install a multi-use trail on the west side of Banks per the Council Creek Regional Trail Master Plan	Provide an alternative to Main Street, access future growth to the west, and align with future regional trail plans	CCRT
10	Install bicycle way-finding signs	Give bicyclists and pedestrians direction to area amenities, tourist locations, the Banks Trailhead, and economic centers	SAC #1
11	Conduct a Parking Management Study for the Banks Trailhead	Further study the issue of crowded parking at the Banks-Vernonia trailhead and consider alternatives, such as additional parking areas or shared parking with businesses in town	SAC #1
12	Provide north/south pedestrian/bicycle access	Provide a direct connection between the schools and residential areas to the north	PMT
21	Install a crosswalk and review opportunities for crossing enhancements, such as a bulbouts, overhead flashers or traffic control	Improve safety at the Sunset Avenue / Main Street intersection	Walking Tour
26	Install bicycle parking at schools	Addresses the lack of bicycle parking at the schools	SAC #1
28	Install a crosswalk and review opportunities for crossing enhancements, such as a bulbouts, overhead flashers or traffic control	Provide safe pedestrian access to Sunset Park	Walking Tour
29	Install curb extensions at select intersections	Provide speed control along Main Street	SAC #1
30	Install dynamic radar-activated speed limit signs	Provide speed control along Main Street	SAC #1
32	Improve sight distance and lighting	Improve safety and visibility at the crosswalk accessing the post office	SAC #1
35	Review opportunities to install bicycle parking	Provide bicycle parking, particularly near businesses and other destinations	Main Street Plan

BANKS
Bicycle and Pedestrian Master Plan



Project Recommendations—Low Priority

Project ID	Project Name/Description	Purpose	Source
1	Install advanced warning signage	Improve safety at the NW Banks Road and NW Aerts Road intersection	TSP
2	Reconstruct with widened sidewalks	Provide dedicated pedestrian facilities on NW Banks Road	TSP
5	Install a separated walking path	Provide dedicated pedestrian facilities along Highway 6	Park & Rec Plan
14	Install bicycle lanes, shoulders, or an off-street multi-use path	Provide dedicated bicycle facilities on NW Banks Road	SAC #1
16	Install bicycle lanes, shoulders, or an off-street multi-use path	NW Cedar Canyon Road between Main Street and the future White Barn/Kilim Wetlands parking area	SAC #1
17	Install sidewalk or an off-street multi-use path	NW Cedar Canyon Road between Main Street and the future White Barn/Kilim Wetlands parking area	SAC #1
18	Resurface Commerce Street	Eliminate potholes on Commerce Street	SAC #1
19	Install sidewalks on the east side of the street and fill any gaps	Provide pedestrian facilities on both sides of Commerce Street	SAC #1
20	Review sight distance on Commerce Street and address deficiencies	Eliminate sight distance issues along Commerce Street	SAC #1
23	Resurface Main Street	Main Street between Wilkes Street and Sunset Avenue	Walking Tour
24	Install pedestrian-scale lighting	Improve lighting along Main Street, particularly for pedestrians	SAC #1
33	Scale back / trim / remove landscaping and trees causing sight distance issues; install advance warning signs for crossings	Increase sight distance at crosswalks within Arbor Village neighborhood	SAC #1
34	Review opportunities to install street furniture (benches, water fountains, trash cans, etc.) and create pedestrian gathering locations	Improve pedestrian environment and aesthetics on Main Street Corridor	Main Street Plan
38	Extend the existing private trail	Connect Arbor Village to Highway 6	Park & Rec Plan

BANKS
Bicycle and Pedestrian Master Plan

SUMMARY / PUBLIC COMMENTS RECEIVED

The following project specific comments were received via the Open House worksheet or Virtual Open House interactive map:

ID	Project Name/Description	Location	Draft Evaluation Priority	Open House Comments
7	Install new sidewalk and curb	West side of Main Street along Five Star complex	High	Remove (no curb - mark sidewalk "at grade") Agree (Agreed)
13	Conduct a vehicle circulation study at the elementary and middle schools	Banks Elementary School, Banks Middle School	High	Agree (This needs to be addressed. The parking of pick up vehicles on main street and down towards the development creates unsafe conditions. The schools were not held accountable for the traffic plan when the elementary went in. It needs to be addressed.)
36	Develop a City Trail	Between the existing private trail on the west side of Arbor Village to the proposed railroad crossing	High	Move DOWN (If the secondary piece that connects the other end of this trail with the hwy goes in, it will become a speedway for bikers. Homeowners may not want to have that many strangers at high speeds coming thru the neighborhood.) Agree (This would be good if the overpass of the tracks can let us drop into the golf course. Having it big enough for golf carts would add value to Arbor Village as a way to get to the golf course quickly without the highway.)
37	Develop a state trail connecting Banks-Vernonia Trail to Highway 6	On the east side of the railroad track between the Banks Trailhead and Highway 6	High	Remove (too much bureaucracy) Move DOWN (As a biker and resident who currently lives along the tracks, I am both excited and concerned about these plans. I am excited, because I would definitely plan to use the trail, and my kids would enjoy it a great deal as well in the future. My primary concern would be that we would see increased theft/crime/vandalism from folks having increased access to our backyard.) Move DOWN (Not a good option. Why divert from Hwy 47? You're dealing with kids and bikes on a trail with a live train line very close. The route around sunset park is much better and safer.)
8	Install a multi-use trail on the west side of Banks per the Council Creek Regional Trail Master Plan	Along the planned westside circulator roadway (WCR) connecting NW Banks Road with planned trails to the south	Medium	Move UP Move UP (This is the BEST plan to hook up from Forest Grove and avoid the dangers of the downtown area. And the dangers of the school area when kids are coming and going. It is not as good for business but since we don't have bike lanes we need to have a safe way for bikers to get around town. DO THIS TRAIL.)
11	Conduct a Parking Management Study for the Banks Trailhead	Banks-Vernonia Trailhead	Medium	Move UP
12	Provide north/south pedestrian/bicycle access	Between Wilkes Street and the schools to the south	Medium	Agree (Good idea. Safer for kids walking to school.)
21	Install a crosswalk and review opportunities for crossing enhancements, such as a bulbouts, overhead flashers or traffic control.	Across Main Street at Sunset Avenue	Medium	Comment (Where?)
22	Install bicycle lanes	Main Street between Banks High School and Sunset Avenue	Medium	Move DOWN (Not feasible without losing parking.) Agree (Yes, please install bike lanes! I am a biker in the area, we need safe routes through Main Street on our bikes so we're not interfering with traffic and putting ourselves/others in danger.) Move UP (I noticed the plan does not take bike lanes all the way through town. They stop short. This is a safety issue. For a town that has the trail, we really need to get the downtown set up for bikes to go thru safely.)
29	Install curb extensions at select intersections	Main Street corridor	Medium	Comment (Road is so narrow – is this really feasible?)
30	Install dynamic radar-activated speed limit signs	Main Street corridor	Medium	Move Down

ID	Project Name/Description	Location	Draft Evaluation Priority	Open House Comments
35	Review opportunities to install bicycle parking	Main Street corridor	Medium	Comment (I believe that parking is just as much as a priority as the bike routes. If you want to promote tourism then you need places for people to park that is not in the downtown's businesses parking lots or on Main St./Hwy 47 which is already hard to get through with farm equipment. I would like to see the city or state look into parking on one of the side streets by purchasing a house or two.)
40	Conduct a pilot project to install bike lanes	Main Street between Banks High School and Depot Street	Medium	Move DOWN (Do parking management study first.)
2	Reconstruct with widened sidewalks	NW Banks Road between Main Street and US 26	Low	Move UP
5	Install a separated walking path	Parallel to Highway 6 between NW Main Street and railroad	Low	Move DOWN (not needed. Unsafe.)
14	Install bicycle lanes, shoulders, or an off-street multi-use path	NW Banks Road between Main Street and US 26	Low	Move DOWN (Bike lanes to where east? Seems like a waste of money with no hook up to other trails. Very unsafe conditions.)
18	Resurface Commerce Street	NE Commerce Street between Sunset Avenue and Market Street	Low	Move DOWN (not needed)
19	Install sidewalk on the east side of the street and fill any gaps	NE Commerce Street between Sunset Avenue and Market Street	Low	Remove (only if connecting trail is on the west side of the RR tracks)
33	Scale back / trim / remove landscaping and trees causing sight distance issues; install advance warning signs for crossings	Various locations within Arbor Village neighborhood	Low	Move DOWN (No. do not decrease trees and landscaping. Do not allow the bike trails to cut thru Arbor homes and you will not need to do this.)
38	Extend the existing private trail	On the west side of Arbor Village from Oak to Highway 6	Low	Move DOWN (This should not happen... Extending to the hwy will bring bikers thru the neighborhood, and on the wetlands trail. This will create safety issues as bikes come thru in groups and with the white fences on each side there is nowhere to get out of the way.)
37B (3)	Construct pedestrian/bicycle overcrossing of railroad	At railroad, just north of Arbor Village neighborhood	Low	Agree (I am a big fan of this! As someone who bikes, lives along the tracks, and takes 2 of his kids in a trailer, not having to use main street to get to the Banks-Vernonia trail will be great!)

The following comments were received via written comments at the Open House, e-mail Comments from the website or Virtual Open House, or within the interactive map:

"I believe that parking is just as much as a priority as the bike routes. If you want to promote tourism then you need places for people to park that is not in the downtown's businesses parking lots or on Main St./Hwy 47 which is already hard to get through with farm equipment. I would like to see the city or state look into parking on one of the side streets by purchasing a house or two."

"I believe the whole idea of tourism development in our around the city of Banks needs to start with Parking. There is a huge lack of parking at the trail head and it impacts the local businesses. Main St./Hwy 47 is the only way to get from the north to south end of town. I myself drive 15' to 20' wide equipment through town and it can be very difficult. I would suggest the state buying a few houses in old town that have large lots for visitors to park at. Also I would like to see the state make bicycles buy a 2 year permit like the ohv permit. This would be a way to pay for parking, bathrooms and trail improvements."

Regarding project #7 (Install sidewalk and curb on the west side of Main Street south of the NW Banks Road intersection): "If curb and sidewalks are installed, the ability to use that parking lot will be virtually eliminated and it could become overflow parking for the trail on weekends."

NEXT STEPS

The input received from the open houses will be used to help further refine the draft plan elements and develop the draft Bicycle and Pedestrian Plan (BPP). The draft BPP will be shared with the Stakeholder Advisory Committee during its next meeting on July 23rd, 2015 for the SAC's review and comment.

Attachment A
Open House Sign-In Sheet



CITY OF BANKS
BICYCLE AND PEDESTRIAN PLAN

Public Open House #1

May, 21, 2015

Sign-in Sheet

Name Zach King
Address 58232 NW Strassel Rd. - interested in Travel Oregon - Studio
Email Zach@Kingofalltrades.net

Name JACK LEITL
Address 42380 Depot St
Email _____

Name Laurie Sheridan Schlegel + Bill Schlegel
Address 37655 NW Hahn Rd
Email wmschlegel@gmail.com

Name RICH WEITZEL
Address PO Box 60, Banks 97106
Email SWATCO@FRONTIER.COM

Name MARK WARD
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Email 44647.jimssupermarket@universityretailer.com

Name Denise Holmes
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Email deniseh.pdx@gmail.com

Name Terry Nelson
Address 18815 NW Hilltop Pl
Email Banks, OR 97106

Name _____
Address _____
Email _____