



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Planning Division*

m e m o r a n d u m

**TO:** Mayor Diane Wolfe Marlin and City Council Members

**FROM:** Lorrie Pearson, AICP, Community Development Services Director  
Lily Wilcock, Planner I

**DATE:** July 16, 2020

**SUBJECT:** **An Ordinance Approving an Amendment to the 2005 Comprehensive Plan**  
(Urbana Bicycle Wayfinding Plan / Plan Case 2402-CP-20)

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### **Introduction**

The Urbana Zoning Administrator requests the adoption of the Urbana Bicycle Wayfinding Plan (Wayfinding Plan) as an amendment to the 2016 Urbana Bicycle Master Plan, which is itself an amendment to the 2005 Comprehensive Plan. The Wayfinding Plan recommends sign designs and locations for bicycle wayfinding signs throughout Urbana.

At the June 18, 2020, Plan Commission meeting, the Commission voted unanimously (six to zero) to recommend approval of the request to amend the 2005 Comprehensive Plan by incorporating the Wayfinding Plan as an amendment to the 2016 Bicycle Master Plan. The Bicycle Wayfinding Plan is an important step in implementing the 2016 Bicycle Master Plan.

### **Background**

The Bicycle Master Plan was passed by the City Council on December 19, 2016. The plan had thirteen major recommendations, one of which was to “install bikeway and trail wayfinding signs to supplement existing and proposed bike route and trail signs in Urbana.” Five other major recommendations of the Bicycle Master Plan are related to the Bicycle Wayfinding Plan.

The Bicycle Wayfinding Plan process was initiated in 2017 by City staff. The plan was produced for the City of Urbana by the Champaign County Regional Planning Commission (CCRPC). It was then reviewed by the Bicycle Pedestrian Advisory Commission (BPAC) at their April 21 and May 19, 2020 meetings. The plan provides guidance to improve bicycling in Urbana by recommending sign designs and locations for signs. The plan was guided by community input and best planning practices.

### **Public Input**

On November 18, 2018, there was a joint meeting to discuss the Pedestrian Plan and Wayfinding Plan. The 31 participants at the meeting were given three sign options and were asked to select their preferred sign layout and design. (Examples of the wayfinding signs are shown in Exhibit D.)

## **Discussion**

The following provides a brief summary of the chapters of the Bicycle Wayfinding Plan. For further detail and access to the plan, appendices, and enlarged maps go to: <https://tinyurl.com/yde3urer>.

## **Wayfinding Plan**

### *Introduction*

The introduction describes how the plan enhances the recommendations of Urbana Bicycle Master Plan, and outlines the study area.

### *Peer Area Comparisons*

Every community's wayfinding efforts are unique. This section provides information on existing wayfinding in other communities, how the wayfinding was implemented, examples of community branding, and wayfinding aesthetics.

### *Existing Signs & Destinations*

This section provides a study of existing signs in Urbana to help inform retrofitting and replacement of signs. Destinations are prioritized based on importance and are listed in this section to indicate the style and location of on-street and off-street signs.

### *Public Input*

This section summarizes the November 2018 public meeting to solicit input for the plan.

### *Sign Designs & Placement*

This section presents on-street and off-street bicycle wayfinding signs. (Exhibit F contains City of Urbana-specific examples.)

### *Implementation*

This section includes the location, type, and cost estimates of signs.

## **Plan Commission**

The Plan Commission held a public hearing on the request at its June 18, 2020, meeting. The main discussion at the hearing focused on how to best incorporate the Bicycle Wayfinding Plan into the Comprehensive Plan. The Plan Commission concluded that the most appropriate way to do so would be to adopt the Wayfinding Plan as an amendment to the Bicycle Master Plan, which is itself an amendment to the Comprehensive Plan. By amending the Bicycle Master Plan to include the Wayfinding Plan, the Wayfinding Plan would thus be incorporated into the Comprehensive Plan by proxy.

## Summary of Findings

1. The 2016 Bicycle Master Plan was incorporated as an amendment to the 2005 Comprehensive Plan on December 19, 2016. The Bicycle Wayfinding Plan will help fulfill a major recommendation of the 2016 Bicycle Master Plan, to “install bikeway and trail wayfinding signs to supplement existing and proposed bike route and trail signs in Urbana.”
2. The Bicycle Wayfinding Plan is the product of a community-guided effort to selected sign designs and locations for people bicycling in Urbana.
3. The Urbana Bicycle Wayfinding Plan was created with guidance from the Bicycle and Pedestrian Advisory Committee and an in-person public event in 2018.
4. The Bicycle Wayfinding Plan will serve as an amendment to the 2016 Bicycle Master Plan, and by association, as an amendment to the 2005 Comprehensive Plan, and will contribute to the Comprehensive Plan’s goals and objectives.

## Options

City Council has the following options for the Ordinance Approving an Amendment to the 2005 Comprehensive Plan:

1. Approve the Ordinance.
2. Approve the Ordinance with changes to the Bicycle Wayfinding Plan (Ordinance Attachment A).
3. Deny the Ordinance.

## Recommendation

At its June 18, 2020, meeting, the Plan Commission voted unanimously (six ayes and zero nays) to forward to City Council with a recommendation to **APPROVE** adopting the Urbana Bicycle Wayfinding Plan as an amendment to the 2016 Urbana Bicycle Master Plan, and by association, the 2005 Comprehensive Plan.

Attachments:

Exhibit A: Plan Commission Minutes for June 18, 2020

Exhibit B: BPAC Minutes for April

Exhibit C: BPAC Minutes for May

Exhibit D: Recommended Wayfinding Signage (Urbana Example)

The draft Bicycle Wayfinding Plan can be found at <https://tinyurl.com/yde3urer>. The plan is not attached due to the size of the document.

CC: Shannon Beranek, Civil Engineer I

**ORDINANCE NO. 2020-07-039**

**AN ORDINANCE AMENDING THE 2005 COMPREHENSIVE PLAN**

**(Adopting the Urbana Bicycle Wayfinding Plan as part of the Bicycle Master Plan /  
Plan Case No. 2402-CP-20)**

**WHEREAS**, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Ordinance constitutes an exercise of the City’s home rule powers and functions as granted in the Illinois Constitution, 1970; and

**WHEREAS**, Section 11-12-5 of the Illinois Municipal Code (65 ILCS 5/11-12-5) provides that the corporate authorities of each municipality may adopt a comprehensive plan for the present and future development or redevelopment of the municipality; and

**WHEREAS**, on April 11, 2005, the City Council passed Ordinance No. 2005-03-050, adopting the 2005 Comprehensive Plan; and

**WHEREAS**, on December 19, 2016, the City Council passed Ordinance No. 2016-12-123, adopting the 2016 Bicycle Master Plan as an amendment to the Comprehensive Plan; and

**WHEREAS**, the Champaign County Regional Planning Commission has created the Urbana Bicycle Wayfinding Plan to improve active transportation in Urbana; and

**WHEREAS**, the Bicycle Wayfinding Plan addresses multiple goals and objectives in the Bicycle Master Plan related to safety, connectivity, convenience, education, equity, and implementation; and

**WHEREAS**, Section XI-2(C) of the Urbana Zoning Ordinance empowers the Plan Commission to review and propose any needed amendments to the comprehensive plan; and

**WHEREAS**, the Zoning Administrator has submitted a request to the Plan Commission to consider an amendment to the Comprehensive Plan to incorporate the Bicycle Wayfinding Plan; and

**WHEREAS**, said request was presented to the Plan Commission as Plan Case No. 2402-CP-20; and

**WHEREAS**, on June 18, 2020, after due publication, the Plan Commission held a public hearing on the proposed amendment; and

**WHEREAS**, the Plan Commission voted six ayes and zero nays to forward Plan Case No. 2402-CP-20 to the City Council with a recommendation to approve the proposed amendment; and

**WHEREAS**, the amendment described herein conforms to the goals, objectives, and policies of the 2005 Comprehensive Plan as amended from time to time; and

**WHEREAS**, after due and proper consideration, the City Council finds that amending the 2005 Comprehensive Plan as herein provided is in best interests of the residents of the City and is desirable for the welfare of the City's government and affairs.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Urbana, Illinois, as follows:

**Section 1.**

The 2005 Comprehensive Plan is hereby amended by the addition thereto of a new component, to be known and designated as the "Urbana Bicycle Wayfinding Plan," within the 2016 Bicycle Master Plan. The Urbana Bicycle Wayfinding Plan is attached hereto and incorporated herein by reference.

**Section 2.**

This Ordinance shall not be construed to affect any suit or proceeding pending in any court, or any rights acquired, or a liability incurred, or any cause or causes of action acquired or existing prior to the effective date of this Ordinance; nor shall any right or remedy of any character be lost, impaired, or affected by this Ordinance.

**Section 3.**

This Ordinance shall be in full force and effect from and after its passage.

This Ordinance is hereby passed by the affirmative vote, the "ayes" and "nays" being called, of a majority of the members of the Council of the City of Urbana, Illinois, at a meeting of said Council.

**PASSED BY THE CITY COUNCIL** this date day of Month, Year.

AYES:

NAYS:

ABSTENTIONS:

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Phyllis D. Clark, City Clerk

**APPROVED BY THE MAYOR** this date day of Month, Year.

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Diane Wolfe Marlin, Mayor

**MINUTES OF A REGULAR MEETING**

**URBANA PLAN COMMISSION**

**APPROVED**

**DATE:** June 18, 2020

**TIME:** 7:00 P.M.

**PLACE:** Zoom

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**MEMBERS ATTENDING REMOTELY:** Dustin Allred, Jane Billman, Andrew Fell, Tyler Fitch, Lew Hopkins, Chenxi Yu

**MEMBERS ABSENT:** Jonah Weisskopf

**STAFF PRESENT:** City of Urbana (Host); Kevin Garcia, Planner II; Lily Wilcock, Planner I

**OTHERS ATTENDING REMOTELY:** Gabe Lewis

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**NEW PUBLIC HEARINGS**

**Plan Case No. 2401-CP-20 – An application by the Zoning Administrator to adopt the 2020 Urbana Pedestrian Master Plan as an amendment to the 2005 Urbana Comprehensive Plan (as amended).**

**Plan Case No. 2402-CP-20 – An application by the Zoning Administrator to adopt the 2020 Urbana Bicycle Wayfinding Plan as an amendment to the 2005 Urbana Comprehensive Plan (as amended).**

Chair Fitch opened the public hearing for these two cases together. Lily Wilcock, Planner I, gave a brief introduction to each case. She then turned the presentation over to Gabe Lewis, Transportation Planner with Champaign County Regional Planning Commission (RPC). Mr. Lewis gave a presentation on the following:

**URBANA PEDESTRIAN MASTER PLAN – PLAN CASE NO. 2401-CP-20**

Plan Contents – Seven Chapters

1. Introduction
  - A. Local Framework
    - 1) Walkability and Accessibility
    - 2) Urbana city Council and Mayor Goals
  - B. Study Area

2. Goals & Objectives
  - A. Accessibility and Connectivity
  - B. Equity
  - C. Safety
  - D. Vibrancy
3. Existing Conditions
  - A. Demand
  - B. Supply
4. Infrastructure Types
  1. Sidewalks & Curb Ramps
  2. Shared-Use Paths
  3. Crossings
5. Public Input
  - A. Public Input Round #1 (Outreach – Neighborhood Meetings & Farmer’s Market)
  - B. Public Input Round #2 (Presented recommendations from Round #1 and asked public to prioritize the recommendations)
6. Recommendations
  - A. Engineering
    - 1) All Recommendations
    - 2) Prioritization Criteria
    - 3) Priority Recommendations broken into 5 categories (highest, high, medium, low and lowest)
    - 4) Infrastructure Recommendations
    - 5) Brick Sidewalks
    - 6) Engineering Recommendations: 5 Development, 11 Maintenance and 4 Streetscape
    - 7) Programs Recommendations: 17 Education, 27 Encouragement, 6 Enforcement, 14 Evaluation and 2 Policy
7. Implementation
  - A. Cost Estimates
  - B. Funding Sources
  - C. Next Steps

Chair Fitch asked if any members of the Plan Commission had questions for City staff regarding the proposed Urbana Pedestrian Master Plan.

Mr. Fell wondered how they felt about the number of brick sidewalks and brick streets in the City of Urbana. He felt that they are a giant hindrance to some of the goals and objectives in the proposed plans. Mr. Lewis stated that while brick sidewalks and brick streets present accessibility issues and some people complain about this, there are some people who prefer them. He said RPC staff tried to address both audiences by keeping brick sidewalks where property owners want them and replacing brick sidewalks with concrete in all other areas.

Mr. Hopkins asked if the choice of which links of sidewalks are in which colors on the Brick Sidewalk Map came from the Urbana Capital Improvement Plan (CIP). Mr. Lewis said yes, the color coding on the map are from the CIP. Mr. Hopkins noted that this is important to note, because if someone wanted to contest a color for a specific link, then they would need to contest the CIP. So, the question becomes, is the backing given for the proposed set of links articulated



somewhere? Given the controversy about brick sidewalks in the City of Urbana, it might be appropriate to articulate it in the proposed plan since it is the City of Urbana's Pedestrian Plan. Ms. Wilcock noted that City staff could provide more historical background in the future about how the color coding came about. The proposed Urbana Pedestrian Master Plan is a recommendation for staff to pursue a change just for the black-colored segments in the CIP map.

Chair Fitch commented that he would like to study the map because brick sidewalks are a big issue in his neighborhood. Mr. Hopkins pointed out that the map is available in the 545 page document that was emailed to the Commission members before the packet was sent out.

Mr. Fell asked if each property owner would be notified prior to the sidewalk in front of his/her property being replaced so he/she could state their preference. Ms. Wilcock said yes, City staff would notify the property owners.

Mr. Hopkins stated that he could not find any indication of the gap or the priority for the fix of the East University Avenue/High Cross Road intersection, which the City tried to force a previous applicant to provide because it was high priority. If it is not in the proposed plan, then it seems odd. Ms. Wilcock stated that she would find out if it is part of the proposed plan or if it is part of the CIP. Mr. Hopkins stated that he would think of the proposed plan driving the CIP and not the other way around. If the City adopts the proposed plan, then it should at least be up-to-date.

With no further questions for City staff regarding the proposed Urbana Pedestrian Master Plan, Chair Fitch opened the case for public input. There was no input, so Chair Fitch closed the public hearing for the proposed Urbana Pedestrian Master Plan and opened the hearing for Plan Commission discussion and/or motion(s).

Chair Fitch recalled that the original thought when the brick sidewalk plan was created many years ago was that the City would provide funding to maintain them. If properly maintained, then brick sidewalks are not a problem. The City did this for a few years and then stopped. The proposed plan would be a change from the original policy. He did not believe that his neighbors would like the proposed plan. The brick sidewalks in his neighborhood are not well maintained, and people in wheelchairs have to ride in the street. Now there are MTD buses going down the street because of the Washington and Vine Street detour, so sidewalk maintenance is an issue.

Mr. Hopkins stated that the key issue with the proposed plan is what it is saying about brick sidewalks. It should be stated in a way that says the City is not changing the original plan with the exception of this, and the implication will be that the City will go back to providing money to maintain the brick sidewalks. It is pretty clear that it has not happened and that it will not be able to happen moving forward. Either we don't worry about whether what is in the plan has to do with reality or we say it differently.

Mr. Allred questioned if the future Comprehensive Plan update would involve looking at the map from 2003. Would it be possible to update the map to current reality? Mr. Garcia replied that the map is definitely something City staff could look at. Most things in a Comprehensive Plan can be up for review when an update is being done. He pointed out that the brick sidewalk map was not dated from 2003, but that is when the brick sidewalk program was begun. Mr. Hopkins asked when was the data that is displayed in the map made. Mr. Garcia said that he

does not know how the map was created or when the decisions were made because it is pulled from the CIP, which was formerly controlled by the City's Public Works Department. Since the City Administrator has become involved in updating the CIP, more staff from other departments are being asked to participate in its creation, so going forward City staff will be able to look at this map and come to more inclusive decisions about it. Mr. Lewis stated that the map comes from the 2019 CIP, but that RPC could update it with a new map from the 2020 CIP.

Mr. Hopkins stated that the categories of the links are not being revised in the CIP, which is a budgeting priority process. Whereas, the categorization of the links are based on the discussions with neighbors in previous planning exercises, which is where the categories came from. The question of which ones the City might be planning to do within the next five years and where the City was going to get the funding is what he would expect to see in a CIP. He would not expect a decision that was made from the City interacting with the neighbors and property owners regarding sidewalk type to be modified or changed in a CIP. Mr. Allred asked if there is a way to add reference to the map in the CIP so that it refers to the most current version of the map. Mr. Hopkins replied that part of what this would require would be to clearly state where the map came from and when based on the input. Chair Fitch stated that he would agree to this. Mr. Lewis said that this is possible, and he would work with City staff on the wording.

Mr. Hopkins asked staff to be sure to check on the Aldi gap as well. Ms. Wilcock said that she would confer with Mr. Lewis and look into this and some other things too.

Mr. Hopkins commented about the process by saying that the Plan Commission is being asked to adopt the Pedestrian Master Plan as an amendment to the Comprehensive Plan. He preferred not to do this even though it is a long time practice. The reason we practice this is so that it has the small, but not zero, backing that a Comprehensive Plan under Illinois State law has for city decision making. It is the Comprehensive Plan by wording and statute that has that status. Unless we call this part of the Comprehensive Plan, it does not have that status. The problem with this is that if we do a new Comprehensive Plan, the City would have to adopt yet a new Comprehensive Plan as an amendment to the current Comprehensive Plan so that the new Comprehensive Plan included all of the many plans like the proposed amendment so they do not disappear. Part of this is legal statute, but part of it is also the City trying to keep track of what plans we think we are actually operating under. Knowing this, he is willing to forward this case with a few minor corrections. We have to be careful of where the City goes with the current procedures for the new Comprehensive Plan.

Chair Fitch stated the corrections included the following: 1) clarifying the language for the brick sidewalks and the inclusion of the map; and 2) clarification of the status of the proposed sidewalk near High Cross Road and University Avenue.

Mr. Garcia stated that City staff is not in a rush to get this adopted. So, the Plan Commission could continue Plan Case No. 2401-CP-20 to the next regular meeting to allow time for the members to review the proposed plan more and for City staff to look into the suggested corrections. Mr. Hopkins felt that the Plan Commission should continue the case. With there being no objections, Chair Fitch continued Plan Case No. 2401-CP-20 to the July 9, 2020 regular meeting of the Urbana Plan Commission.

URBANA BICYCLE WAYFINDING PLAN – PLAN CASE NO. 2402-CP-20

Mr. Lewis gave a presentation on the following:

Plan Contents – Six Chapters

1. Introduction
  - A. Plan Foundation
  - B. Plan Purpose
  - C. Policy Framework
  - D. Study Area
  - E. Steering Committee
  - F. Wayfinding Benefits
  - G. Bicycle Wayfinding Principles
  - H. Urbana Green Loop
2. Peer Area Comparisons
  - A. Study Area
  - B. Primary Cities & Counties Reviewed
  - C. Secondary Cities Considered
3. Existing Signs & Destinations
  - A. Existing Signs
  - B. Bicycle Destinations
  - C. Destination Information
    - 1) Primary – Regional Level
    - 2) Secondary – Community Level
    - 3) Tertiary – Neighborhood Level
4. Public Input
  - A. Input Opportunities
  - B. Sign Design Votes
  - C. Corridor Naming
  - D. Corridor Prioritization
5. Sign Designs & Placement
  - A. Bikeway Designations
  - B. Bikeway Naming
  - C. Sign Design
    - 1) On-Street Bikeways
    - 2) Off-Street Trails
    - 3) Jurisdictions
    - 4) Urbana Green Loop
    - 5) Font
    - 6) Directional Arrows
  - D. Sign Placement
  - E. Sign Assembly
  - F. Prioritization Criteria
    - 1) Route Readiness
    - 2) Proximity to Destinations
    - 3) Bicycle Level of Stress (BLTS)
    - 4) Equity
    - 5) Public Input/Need

- 6) Gap Closure
- 6. Implementation
  - A. Sign Quantity Estimates
  - B. Funding Sources

Chair Fitch asked if any members of the Plan Commission had questions for City staff regarding the proposed Urbana Bicycle Wayfinding Plan.

Ms. Billman asked if there is a timeline for implementing the wayfinding signs. Mr. Lewis stated that this is something that the City could focus on implementing one corridor at a time, so it would be long term. Ms. Wilcock added that the only plan would be the Urbana Bicycle Master Plan that would put a vague timeline on implementing. It was a matter of prioritization and connecting the network in a certain timeframe. These plans are where the City wants to prioritize funding when it becomes available.

Mr. Hopkins asked if the proposed amendment elaborates on something that was already in the Urbana Bicycle Master Plan. Mr. Lewis said that is correct. The Urbana Bicycle Master Plan has 13 areas for recommendations, and the proposed amendment supplements the Urbana Bicycle Master Plan by getting into more detail and addressing wayfinding signage.

Mr. Hopkins asked if the proposed amendment added any new routes. Mr. Lewis said no.

Mr. Hopkins suggested that the proposed Urbana Bicycle Wayfinding Plan be an amendment to the Urbana Bicycle Master Plan rather than an amendment to the Comprehensive Plan. The reason for this is because it is only about and subservient to the Urbana Bicycle Master Plan. If they revise brick sidewalks and bikeways in the future Comprehensive Plan, then they will have a mess. The more plans they can keep track of, the better.

Chair Fitch asked if the Plan Commission could recommend the Urbana Bicycle Wayfinding Plan as an amendment to the Urbana Bicycle Master Plan rather than to the Comprehensive Plan. Mr. Garcia replied that he liked the logic behind what Mr. Hopkins said because it is a supplement to the Urbana Bicycle Master Plan, which has already been adopted as an amendment to the Comprehensive Plan. He is not sure of the mechanism of doing this, but he would look into it. City staff is not in a hurry to get the proposed plan adopted. Ms. Wilcock added that she too sees the proposed plan as part of the Urbana Bicycle Master Plan. The legal ad for the proposed case is to amend the Comprehensive Plan. Since the Urbana Bicycle Master Plan has been adopted as part of the Comprehensive Plan, City staff could keep the Urbana Bicycle Wayfinding Plan under the umbrella of the Urbana Bicycle Master Plan. This way it still has the weight behind it, especially when going after funding and getting grants for implementing the plan. Mr. Hopkins pointed out that if they amend the Urbana Bicycle Master Plan to include the Urbana Bicycle Wayfinding Plan, then they are by definition amending the Comprehensive Plan, which is what the legal ad says the City is proposing to do. Therefore, there is no need to re-notice the legal ad.

Chair Fitch moved that the Plan Commission forward Plan Case No. 2402-CP-20 to the City Council with a recommendation to adopt the Urbana Bicycle Wayfinding Plan as an amendment to the Urbana Bicycle Master Plan. Mr. Hopkins seconded the motion.

Roll call on the motion was as follows:

Mr. Allred	-	Yes	Ms. Billman	-	Yes
Mr. Fell	-	Yes	Mr. Fitch	-	Yes
Mr. Hopkins	-	Yes	Ms. Yu	-	Yes

The motion passed by unanimous vote.



APPROVED May 19, 2020

1 **Bicycle and Pedestrian Advisory Commission (BPAC)**  
2 ***Meeting Minutes***

3  
4 **Date: Tuesday, April 21, 2020**  
5 **Time: 7:00 p.m.**  
6 **Place: City Council Chambers, 400 South Vine Street, Urbana, IL 61801 held virtually via Zoom**

7 **Members Present:** Bill Brown (Chair), Annie Adams, Shannon Beranek, Leonardo Covis, Kara  
8 Dudek, Cynthia Hoyle, Audrey Ishii, Susan Jones, Jeff Marino, Sarthak Prasad,  
9 Nancy Westcott

10  
11 **Late Arrival:** None

12  
13 **Staff Present:** None

14  
15 **Others Present:** Ashlee McLaughlin, Stacy De Lorenzo

16  
17 **Members Absent:** None

18  
19 **1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM**  
20 Bill Brown called the meeting to order at 7:00 p.m. Roll call was taken. All members were present.

21  
22 **2. APPROVAL OF AGENDA**  
23 Cynthia Hoyle moved to approve the agenda.  
24 Susan Jones seconded the motion.  
25 The motion to approve the agenda carried.

26  
27 **3. APPROVAL OF MINUTES FROM PREVIOUS MEETING**  
28 The minutes from the March 10, 2020 meeting were presented.  
29  
30 Sarthak Prasad recommended including that the survey was sent by Dr. Benekohal to all faculty and staff, 3,000  
31 graduate students, 7,000 undergraduate students, and members of the community. Bill Brown requested that  
32 the minutes reflect that over 20,000 people were sent the survey.  
33 (Page 2, under Vision Zero, in the March 2020 meeting minutes)  
34  
35 Jeff Marino moved to approve the minutes as amended.  
36 Annie Adams seconded the motion.  
37 The Commission approved the minutes from the March 2020 meeting.

38  
39 **4. PUBLIC INPUT**  
40 There was no public input.

41  
42 **5. NEW BUSINESS**  
43  
44 **a. Bicycle Wayfinding Plan – Gabe Lewis, Regional Planning Commission**

45 Gabe Lewis reviewed the draft of the Bicycle Wayfinding Plan, including the process used to determine the  
46 corridors, the reasons for the wayfinding plan, and the types of wayfinding signs to be used. He mentioned  
47 that the plan came from recommendations outlined in the Urbana Bicycle Master Plan. He added that the  
48 purpose of the plan was to encourage ridership and provide connections to routes within the City. He noted



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1 that there was some signage already installed to connect the school routes within Urbana. He explained that  
2 the routes were divided into primary, secondary and tertiary routes (regional level, community level and  
3 neighborhood level). He discussed the public input opportunities that were used to gather information from  
4 all areas of the community. He noted that the naming convention for the corridors was based upon the  
5 roadway that was part of the route. He said that the plan discussed specific considerations about the  
6 placement of the signs based upon the location of the routes. He said that the total number of signs needed  
7 for implementation was over 1,000. He said that the installation could be done based on priorities. He  
8 mentioned that the cost for the signage could come from different funding programs.

9  
10 Audrey Ishii questioned the prioritization of the Kickapoo Rail Trail (KRT) as a Category 3. Gabe Lewis said  
11 that the Champaign County Forest Preserve had jurisdiction over most the existing KRT. He explained that  
12 as new facilities came online, the signage should be installed at that time. Mr. Lewis said that stores and  
13 restaurants would not be listed, but areas, such as downtown Urbana, would be listed as destinations. Cynthia  
14 Hoyle asked if agency signs would be paid for by each agency. She asked if those agencies offered to pay for  
15 the signs, could those signs would be installed first. Gabe Lewis said that it would be best to take advantage  
16 of funding sources. He said that those agencies' signs would have to conform to the sign specifications  
17 detailed in the Bicycle Wayfinding Plan. Ms. Hoyle asked if pavement markings would be included to guide  
18 bicyclists along the routes. She noticed that marking were not part of this plan. Mr. Lewis recommended  
19 installing as much signage as possible. Ms. Hoyle asked about the money set aside in the Capital  
20 Improvement Plan (CIP) for the signage. Shannon Beranek said that the CIP was under development at the  
21 time so the amount allocated for the Bicycle Wayfinding Plan was not known. Ms. Hoyle asked if the signage  
22 project might qualify for capital projects funding.

23  
24 Annie Adams asked how much the signage would costs. Shannon Beranek said that the cost would be  
25 approximately \$500,000. Ms. Adams suggested that funds could be raised to fund the entire project. Ms.  
26 Beranek mentioned that it would be better to install the signage in phases to spread out the cost over a ten-  
27 year period instead of finding the funding to replace all of the signs every ten years.

28  
29 Bill Brown asked how often the signs would need to be replaced. Ms. Beranek said signs should be replaced  
30 every ten years so that was the reason for staggering the replacement to avoid a large cost every ten years. He  
31 asked what the next step would be. Mr. Lewis said that the plan would go to City Council when it was ready.  
32 He asked for comments within the next couple of weeks. Ms. Beranek said that no costs would be included in  
33 the plan.

34  
35 Jeff Marino moved to allow three weeks for comments on the plan to go to the Regional Planning  
36 Commission and that the final draft come back to BPAC in June.

37  
38 Ms. Beranek stated that the comments would be taken under advisement.

39  
40 Kara Dudek thanked Mr. Lewis for providing a tangible approach to implement the plan.

41  
42 Annie Adams seconded the motion.

43  
44 The motion was approved.

45  
46 **b. Pedestrian Master Plan – Gabe Lewis, Regional Planning Commission**

47 Gabe Lewis reviewed the Pedestrian Master Plan. He noted that plan was developed using the results of a  
48 sidewalk survey, the Urbana Bicycle Master Plan, public input and review. He explained that the sidewalk  
49 survey indicated areas where sidewalks were missing or in disrepair. He said that various existing factors were



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1 used to evaluate needs of different geographic areas, population density, and community groups. Mr. Lewis
2 described the activities that were employed at public input events to gather information to develop
3 recommendations. Mr. Lewis suggested revising the City Code to allow the City to replace some of the existing
4 brick sidewalks with concrete without having to seek permission from the adjacent residents. He also
5 mentioned recommendations to form an intergovernmental bicycle team and a pedestrian advocacy group.

6
7 Sarthak Prasad mentioned that he would be meeting with a biotech firm that produces bricks that are
8 sustainable.

9
10 Bill Brown asked if the reason for changing the brick sidewalk ordinance was suggested to address a specific
11 area. Gabe Lewis said the current ordinance presented challenges for staff when considering a plan to change
12 sidewalks from brick to concrete. Cynthia Hoyle expressed concern about sidewalk gaps on routes to schools
13 and parks. Audrey Ishii said that the Pedestrian Master Plan did not include the safety plan. Mr. Lewis
14 mentioned that the Pedestrian Master Plan draft was completed before the safety plan. Ms. Ishii suggested
15 asking businesses to donate to sidewalk projects. Bill Brown said that high school students were left out of the
16 public input activities. Mr. Lewis said that there were many comments about Washington Street and Vine
17 Street during the public input sessions.

18
19 Jeff Marino complimented the work. Bill Brown asked what action should be taken.

20
21 Jeff Marino moved to have final tweaks be sent to Mr. Lewis within the next two weeks and then sent out to
22 the BPAC commissioners. Cynthia Hoyle seconded the motion.

23

24 **6. UNFINISHED BUSINESS**  
25 **No Unfinished Business**

26

27 **7. ANNOUNCEMENTS**

- 28 • The application for the Community Research Partner Program grant had been submitted.
- 29 • Most Bicycle Month activities had been cancelled as a result of the novel coronavirus.
- 30 • May 1—Bike to Work Day--CANCELLED
- 31 • May 6—Bike to School Day--CANCELLED
- 32 • May 16—Bike Rodeo—Champaign Regional Safety Events--CANCELLED
- 33 • May 20—Ride of Silence—more information would be forthcoming
- 34 • April 22—Earth Day, celebrate by walking outside and tagging your location—enjoy the earth
- 35 • April 24—Arbor Day
- 36 • Bicycle Registration Program is close to being finalized. Positive response received about \$10
- 37 fee.
- 38 • U of I has installed bike counters near the Illini Union and Everitt Lab

39

- 40 **8. FUTURE TOPICS**
- 41 a. **Vision Zero – Subcommittee**
  - 42 b. **Bicycle Wayfinding Plan**
  - 43 c. **Pedestrian Master Plan**
  - 44 d. **Pandemic Impact**
  - 45 e. **Bicycle Friendly Community Report Card – Shannon Beranek**
  - 46 f. **Urbana Bike Racks – Annie Adams**
  - 47 g. **Truck Parking on Street**
  - 48 h. **Regional Bicycle Registration and Fees**





APPROVED May 19, 2020

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**9. ADJOURNMENT**

The meeting adjourned at 8:55 p.m.

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Respectfully submitted,  
Barbara Stiehl  
Recording Secretary



APPROVED

1 **Bicycle and Pedestrian Advisory Commission (BPAC)**  
2 *Meeting Minutes*

3  
4 **Date: Tuesday, May 19, 2020**  
5 **Time: 7:00 p.m.**  
6 **Place: City Council Chambers, 400 South Vine Street, Urbana, IL 61801 held virtually via Zoom**

7 **Members Present:** Bill Brown (Chair), Annie Adams, Shannon Beranek, Kara Dudek, Cynthia  
8 Hoyle, Audrey Ishii, Susan Jones, Jeff Marino, Sarthak Prasad, Nancy Westcott  
9

10 **Late Arrival:** None

11  
12 **Staff Present:** Charlie Smyth, Lily Wilcock, Kevin Garcia

13  
14 **Others Present:** Gabe Lewis

15  
16 **Members Absent:** Leonardo Covis

17  
18 **1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM**

19 Bill Brown called the meeting to order at 7:00 p.m. Roll call was taken. A quorum was present.  
20

21 **2. APPROVAL OF AGENDA**

22 Cynthia Hoyle moved to approve the agenda.  
23 Jeff Marino seconded the motion.  
24 The motion to approve the agenda carried.  
25

26 **3. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

27 The minutes from the April 21, 2020 meeting were presented.  
28  
29 Sarthak Prasad made a correction on page 3, line 38 of the April 21, 2020 meeting minutes to the spelling of  
30 *Everitt Lab* that was misspelled.  
31 Nancy Westcott moved to approve the minutes as amended.  
32 Annie Adams seconded the motion.  
33 The Commission approved the minutes from the April 2020 meeting.  
34

35 **4. PUBLIC INPUT**

36 There was no public input. The Recording Secretary noted that no input was received via e-mail.  
37

38 **5. NEW BUSINESS**

39  
40 **a. Impact of Pandemic on Transportation**

41 Chair Brown asked for any thoughts about observations and changes that might be made. He stated that since  
42 the Governor issued the Stay-at-Home Executive Order, there had been fewer crashes and of those crashes  
43 fewer injuries. He reported that for the months of March and April of 2020, there were 13 bicycle crashes with  
44 injuries compared to an average of 21 and for the first quarter there were 27 crashes compared to an average of  
45 42 crashes. He noted seeing more people walking and said that bicycle sales had increased nationally.  
46 Susan Jones said that New York City had closed some of its streets to vehicles to provide room for pedestrians  
47 to maintain social distances. She said that News-Gazette had suggested closing some streets in Champaign-  
48 Urbana.



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1 Mr. Brown said that many of the closed streets were restricted to local traffic in neighborhoods.  
 2 Ms. Adams mentioned that in the city of Milwaukee, the park district had created active streets around the local  
 3 parks where vehicular traffic was restricted but deliveries were allowed. She recommended that Main Street in  
 4 downtown Urbana be shut down to vehicular traffic.  
 5 Ms. Hoyle expressed the need to obtain grants to buy tactical urbanism kits. She explained that the tactical  
 6 urbanism kits used plants, paint, old tires and other items to calm traffic. She added that criteria should be  
 7 developed to aid with the implementation of traffic calming. She expressed concern about closing Main Street  
 8 in downtown Urbana with the bus routes going through there. She thought some of the other streets might be  
 9 closed to allow seating for restaurants once they were allowed to open.  
 10 Ms. Adams suggested some routes to take for bicyclists who normally commuted to work, but who were  
 11 working from home during the Stay-at-Home order. She suggested riding High Cross Road and Crystal Lake  
 12 Park. She recommended closing Crystal Lake Park to vehicles and presenting a plan to the City for closing  
 13 streets and creating active streets that would provide connections to city parks. She believed that more people  
 14 would be riding bikes and walking instead of riding the bus. She would like a plan in place in the near future.  
 15 Audrey Ishii said that more people were outside. She suggested creating a plan for closing streets before  
 16 students returned.  
 17 Ms. Jones said that government needed to create infrastructure that reflected the needs of the public.  
 18 Ms. Adams pinpointed some areas that she felt needed more help with infrastructure enhancements.  
 19 Ms. Hoyle said that she had posted off-road route maps for bicyclists on the Bike Month website under Fun  
 20 Rides and Events. She said that sidewalk capacity would need to be addressed when students returned.  
 21 Ms. Hoyle mentioned the Bike Project and C-U Cycle as two groups to people could join for biking resources.  
 22 Chair Brown said that these groups might try to implement activities that make people feel more comfortable  
 23 as bicyclists.  
 24 Ms. Westcott asked about sources for free or inexpensive bicycles for people.  
 25 Ms. Adams suggested that establishing an active street route from Crystal Lake Park to Meadowbrook Park  
 26 similar to the program in Milwaukee.  
 27 Shannon Beranek said that Public Works did not have sufficient staffing to monitor barricades on an active  
 28 street route.  
 29 Discussion followed about establishment of active streets. Ms. Hoyle stated that grant funding would be  
 30 necessary and it could not be done immediately given financial limitations.  
 31 Mr. Brown said that it would be helpful to demonstrate how traffic calming would work.  
 32 Ms. Beranek mentioned that there were speeding vehicles recorded by the Police Department’s speed trailer  
 33 located on Stonecreek Boulevard. She asked if anyone knew of funding resources to assist with traffic calming  
 34 techniques to slow traffic in that area.  
 35 Discussion followed on next steps.  
 36 Ms. Hoyle felt that the completion of M-CORE should be celebrated.  
 37 Chair Brown thought that the participants would want that to happen. He thought a props demo would be a  
 38 good first step.

39  
 40 **6. UNFINISHED BUSINESS**  
 41 **a. Bicycle Wayfinding Plan**

42 Ms. Ishii expressed her appreciation for the thoroughness of the plan. She complimented the Regional  
 43 Planning Commission for incorporating her suggestions into the plan.  
 44  
 45 Jeff Marino asked when the plan would go to the City Council.  
 46 Gabe Lewis said that he usually would present at a Committee of the Whole meeting in June.  
 47  
 48



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1 **b. Pedestrian Master Plan**

2 Kevin Garcia said that the Bicycle Wayfinding Plan and the Pedestrian Master Plan would be incorporated  
3 into the City of Urbana’s Comprehensive Plan and sent to Council. He suggested taking it to the Plan  
4 Commission meeting first.

5  
6 Mr. Marino moved to forward the Bicycle Wayfinding Plan and the Pedestrian Master Plan to the June 4  
7 meeting of the Plan Commission with the recommendation that the plans be incorporated as an element of  
8 the City of Urbana’s Comprehensive Plan.

9 Ms. Jones seconded the motion.  
10 The Commissioners unanimously approved the motion.

11  
12 Mr. Garcia said the Comprehensive Plan would go to City Council.

13 **c. Weaver Park and East Urbana Kickapoo Rail Trail Study**

14 Gabe Lewis recapped the presentation given to BPAC at a previous meeting. He said that the document had  
15 been presented to the Champaign County Forest Preserve, Urbana Park District and BPAC and was scheduled  
16 to go before the Urbana City Council. He mentioned that there was a Kickapoo Trail Study going on presently.  
17 Chair Brown stated that it was already reviewed by BPAC a couple of years ago. He asked if Mr. Lewis could  
18 comment on the current state of the KRT when he presented it to City Council.

19  
20 Mr. Marino moved to support the use of the Weaver Park and East Urbana Kickapoo Rail Trail Study prepared  
21 by the Regional Planning Commission as a resource for guiding future connection between Weaver Park and  
22 the Kickapoo Rail Trail.

23 Ms. Hoyle seconded the motion.  
24 The Commissioners unanimously approved the motion.

25  
26 **7. ANNOUNCEMENTS**

- 27 • The City of Urbana did not receive the Community Research Partner Program grant.
  - 28 • May 20—Ride of Silence (Send a picture of independent ride and honor those who have fallen.)  
29 7 p.m.
  - 30 • Safe Routes to School extension approved until the end of the year; rescheduling training with  
31 Danish representative until October.
  - 32 • July 15--workshop
  - 33 • SRTS Non-Infrastructure Grants will be available on the Illinois Department of Transportation’s  
34 website in the fall.
  - 35 • Stacy Delorenzo or Morgan White would be representing the University of Illinois in Sarthak  
36 Prasad’s absence.
- 37



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**8. FUTURE TOPICS**

- a. Vision Zero – Bill Brown, Audrey Ishii, and Cynthia Hoyle
- b. Bicycle Friendly Community Report Card – Shannon Beranek
- c. Truck Parking on Street
- d. Regional Bicycle Registration and Fees – Stacy Delorenzo/Morgan White
- e. Tactical Urbanism
- f. Curbana Alternative – Lily Wilcock and Shannon Beranek

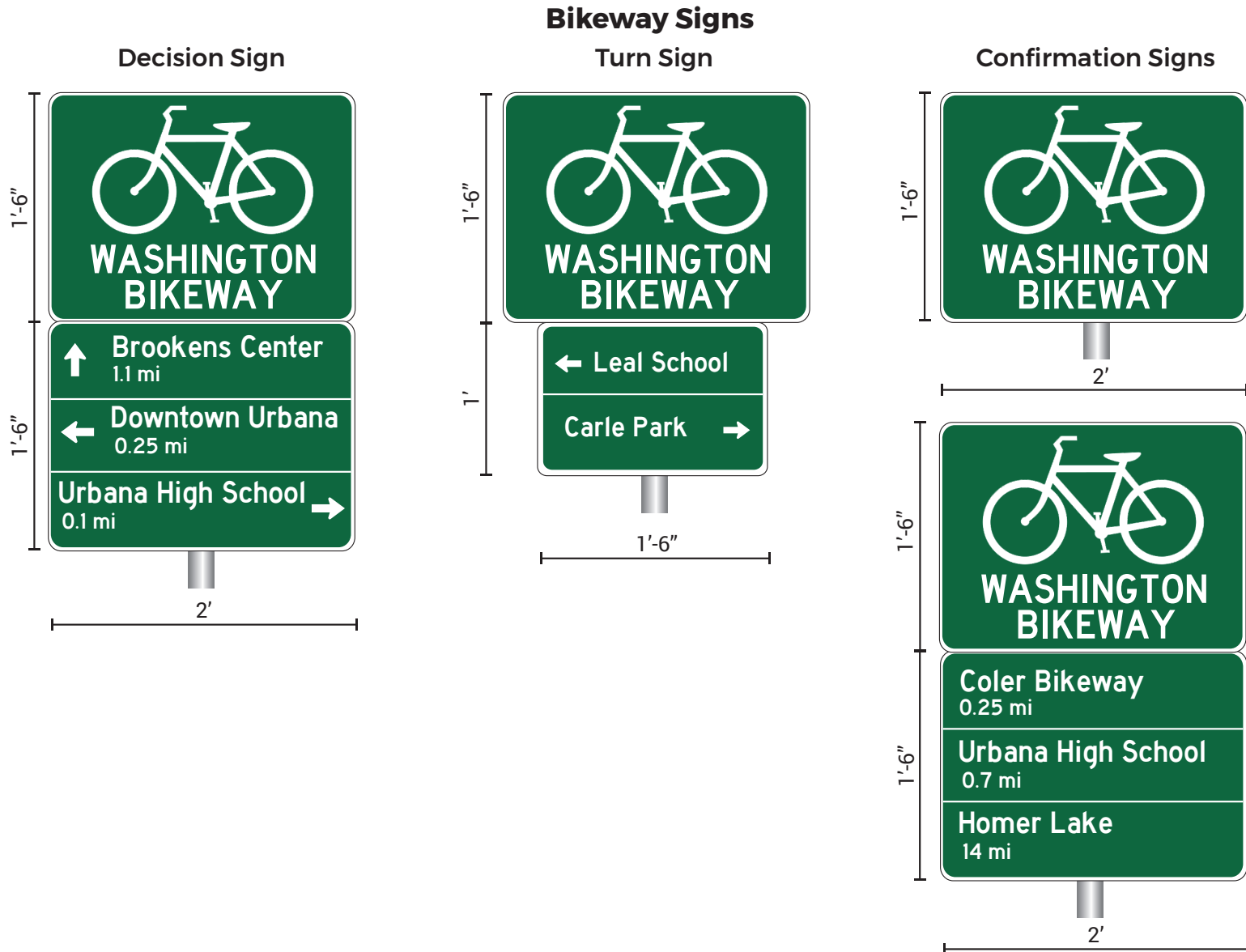
**9. ADJOURNMENT**

The meeting adjourned at 8:26 p.m.

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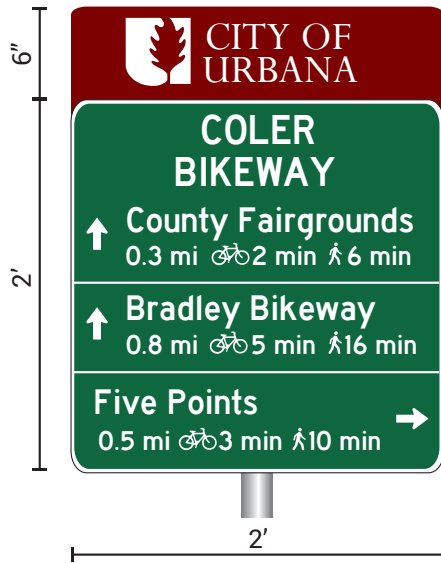
Respectfully submitted,  
Barbara Stiehl  
Recording Secretary

# ON STREET SIGNS: City of Urbana



## OFF STREET SIGNS: City of Urbana

**Decision Sign**



**Turn Sign**



**Confirmation Sign**

