


BPAC Project  
Review Guidelines

Presentation to ACTAC  
March 6, 2014



## BPAC Project Review Guideline Development

- Guidelines to clarify roles and responsibilities for BPAC “reviewing and providing input to Alameda CTC and sponsor agency partners in early project development phases”
- Draft Guidelines to ACTAC and BPAC in January 2014

## Summary of ACTAC comments

- Duplicative of local requirements
- BPAC comments need to be clear
- Project review requires sophisticated understanding of what is being reviewed
- Detail needed on requirements in terms of timeline, response to comments
- Process could be useful, particularly for Caltrans projects

## Goals of BPAC Project Review

### Capital Projects

- **Provide a bicyclist and pedestrian user perspective** on the safety, comfort, and convenience of proposed transportation project designs or design alternatives.
- **Assist project sponsors in developing bicycle and pedestrian facilities** in a manner that is appropriate and sensitive to project context.
- **Incorporate input at the ideal time** in the life of a capital project.
- **Supplement the review of local BPACs**, as applicable, with the input of bicyclists and pedestrians who represent each jurisdiction in the county as well as transit.

### Programs

- **Provide input on effectiveness** of proposed curricula and other information distributed through programs.
- **Provide input on outreach/marketing plans**, including suitable venues and means of communication to reach current or potential pedestrians and bicyclists in different areas of the county.

## Relevant Projects

- BPAC review will apply to capital projects and programs
  - *Feasibility studies included with capital projects*
  - *Local Master Plans will not receive BPAC review*
    - Alameda CTC to develop Local Master Plan Guidelines in lieu of individual project review
    - BPAC to advise staff on development of Local Master Plan Guidelines
- Approximately 5-10 projects per year anticipated to receive review

## Criteria to Identify Projects for BPAC Review

### **All projects:**

- Funding source
  - *Measure B/VRF funded*
  - *Other projects as requested by project sponsors*
- Regional significance/interjurisdictional nature
- Level of local review – emphasis on projects that have not been reviewed by local committee comprised of members representing bicycle and pedestrian viewpoints

### **Capital projects only:**

- Early development phase – only projects up to and including 30 percent design
- Bicycle/pedestrian nexus

## Selection and Scheduling

- Alameda CTC staff to recommend projects for review to BPAC Chair & Vice Chair
- Alameda CTC to develop one-year look-ahead of BPAC project presentations at end of each fiscal year
- Alameda CTC to maintain list of projects identified for review; list to be presented to ACTAC semi-annually

## Presentation

- Project sponsors required to present at BPAC meeting
- Presentation focused on proposed design (capital projects) or curriculum and outreach strategy (programs)
- Project sponsors provide presentation to Alameda CTC three weeks in advance of meeting date
- Alameda CTC to prepare project cover sheet with relevant background information

## Comments

- BPAC members may make comments directly at meeting or up to one week after meeting
- Alameda CTC to collate and summarize comments
- Comments to be reported to Alameda CTC as “BPAC Project Comment Log” in agenda packet
- Alameda CTC to develop BPAC project review guide for different project types to assist BPAC members in providing focused comments

## Response to Comments

- Project sponsors required to respond in writing
- Project sponsors may weigh BPAC comments and suggestions against other considerations, as appropriate
- Projects preparing environmental document – respond during existing CEQA requirements
- Non-environmental phase/Categorically Exempt projects – respond within 45 days of receiving comments from Alameda CTC.

## Approval Process

- March 2014 – ACTAC approval
- April 2014 – BPAC approval
- July 2014 – BPAC adopts new bylaws including project review responsibilities; first one-year look-ahead of projects for review developed
- October 2014 – project review begins
- April 2015 – BPAC Project Review Guidelines revisited and modified as needed

## Recommendation

- Recommend approval of BPAC project review guidelines