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