

MEMORANDUM

August 12, 2020

To: Members of the Burlington Traffic Commission

From: Michael Snyder, Chairman

Subject: Traffic Commission Meeting – August 20, 2020

The regular monthly meeting of the Traffic Commission will be held at 7:00 p.m., August 20, 2020. Due to the COVID-19 pandemic this meeting will be held online via the Zoom virtual meeting platform.

The Burlington Traffic Commission will attend and participate remotely in its August 20, 2020 meeting beginning at 7:00pm. The Traffic Commission will not provide a physical location for viewing the meeting. **This meeting will be conducted remotely using the Zoom virtual meeting platform.** The City of Burlington is committed to transparency and robust public participation during these challenging times. While the public is not permitted to gather in person to participate in this meeting, we invite you to participate remotely through the Zoom platform.

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://us02web.zoom.us/j/81606148908?pwd=RW1meFpicXpKSm5rdG1Fakp2YjVIQT09>

Passcode: 170486

Or join by phone:

Dial (for higher quality, dial a number based on your current location):

US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 9128

Webinar ID: 816 0614 8908

Passcode: 170486

International numbers available: <https://us02web.zoom.us/j/81606148908?pwd=RW1meFpicXpKSm5rdG1Fakp2YjVIQT09>

Callers will Press *9 when prompted during the meeting to raise your hand to speak.

Public Comments may be emailed to mnuunn@burlingtonnc.gov will be accepted until 5:00pm on Tuesday, August 18, 2020. Comments can also be made during the meeting by joining with the Zoom meeting link.

The following items will be discussed:

- 1) **Adoption of meeting minutes from the February 27, 2020 meeting**
- 2) **Nomination and Election of Traffic Commission Officers for 2020-21FY:**

Chairman / Vice Chairman / Secretary

- 3) **Request to install Hi-Vis crosswalk and pedestrian crossing signage at the intersection of West Davis Street and Tarleton Avenue.**

a. On West Davis Street on the southeast approach at this intersection

Request by: Burlington Police Department

- 4) **Request to install No Parking Any Time signs along both sides of Cleveland Avenue to the west of Belmont Street.**

a. On Cleveland Avenue from Belmont Street to the terminus of Cleveland Avenue

Request by: Citizen request

- 5) **Request for speed limit reduction and installation of 25-mph posted speed limit signs on Hallie Long Lane.**

a. On Hallie Long Lane from Christopher Drive to the terminus of Hallie Long Lane

Request by: Citizen request

- 6) **Request to install stop signs at the intersection of Washington Street and South St. John Street to convert this intersection to an All-Way Stop.**

a. On Washington Street approaches at the intersection of Washington Street and South St. John Street

Request by: Citizen request

- 7) **Request to install stop signs at the intersection of Trail Two and Trail Five to convert this intersection to an All-Way Stop.**

a. On Trail Two approaches at the intersection of Trail Two and Trail Five

Request by: Citizen request

8) Request to install Stop Signs at unsignalized intersections currently operating under two-way stop conditions with no stop sign in the field.

- a. At thirty-one (31) intersections throughout the City

Request by: Police Department and BDOT staff

9) Staff Reports / Updates

10) Commission Comments / Other Items

11) Adjournment

If you will be unable to attend this meeting, please notify Mike Nunn at 336-222-7350 by Tuesday August 18, 2020.

cc: Hardin Watkins, City Manager
Nolan Kirkman, PE, Assistant City Manager
Rachel Kelly, Assistant City Manager
Dean Coble, Traffic Supervisor
Walter Hartman, Traffic Lead Technician
Brian Isley, Traffic Operations Analyst
Sgt. David Turner, Traffic Unit
Jay Smith, Fire Chief
Mike Nunn, AICP, Planning and Transportation Director

City of Burlington Traffic Commission

Meeting Minutes - February 27, 2020

The regularly scheduled meeting of the City of Burlington Traffic Commission was held on Thursday, February 27, 2020 (meeting delayed from February 20, 2020 due to winter weather) in the Burlington Municipal Building Council Chambers.

Members Present:

- Michael Snyder, Chairman
- Scott Hrinko, Secretary
- James Shaw
- Nathan Humphries

Members Absent:

- David Sellers, Vice Chairman
- Nathan Page

Others Present:

- Mike Nunn, Director of Transportation
- Jessica McClure, Ramey Kemp and Associates
- Ofc. Scott Elliott, Burlington Police Department
- Sgt. David Turner, Burlington Police Department

Chairman Snyder called the meeting to order at 7:00 PM. The Pledge of Allegiance was recited.

The minutes of the November 21, 2019 meeting were approved as distributed.

Agenda Items:

#2 Request to install No Parking Any Time signs on the utility poles in the middle of Rayon Street **a. On Rayon Street on the utility poles located in the street**

Jessica McClure was introduced by Chairman Snyder. Ms. McClure showed a photo of the area and explained that utility poles were currently installed in the middle of the street. Ms. McClure further explained the current situation posed a public safety issue. Commissioner Hrinko asked if there was a parking study conducted in the area. Ofc. Elliott explained it was a common practice to park in the street by residents. Ms. McClure clarified that parking would still be allowed on the street, just not in the middle of the street between the utility poles. Chairman Snyder asked if there were any projects to move the poles. Ms. McClure stated the City was in discussions with Duke Energy. Commissioner Hrinko agreed the poles should be moved. **A motion was made by Commissioner Hrinko to approve the proposal; seconded by Commissioner Shaw. The motion carried unanimously.**

#3 Request to install No Parking Any Time signs along both sides of Peace Lane **a. On Peace Lane from Stokes Street to terminus of Peace Lane**

Jessica McClure was introduced by Chairman Snyder. Ms. McClure showed a photo of the area, explained the street was 14 feet wide, and there were concerns with emergency vehicles using the street if vehicles were parked along the side. Chairman Snyder asked for the police department's input. Ofc. Turner stated he had not heard of any issues, but agreed that a fire truck could have issues on the street if cars were parked on street shoulder. Mr. Chester Cheek (1439 Peace Lane) spoke in favor of the proposal. Mr. Cheek explained during a recent call for emergency services, EMS personnel had issues accessing his house because of vehicles parked along Peace Lane. Mr. Cheek also mentioned that about five years ago emergency services had issues accessing a house fire on Peace Lane. Chairman Snyder asked if the parking issues were ongoing or only at certain times; Mr. Cheek stated parking was an issue all the time. Chairman Snyder also asked Mr. Cheek if he had talked to any other residents about the proposal; Mr. Cheek stated he did not. Chairman Snyder asked if all the required notices were sent to residents; Ms. McClure stated they were and there were no responses from residents. Mr. Nunn also added that the notices were sent to both owners as well as tenants in the case of rental properties. Mr. Cheek asked if any no parking signs that were installed could be in both English and Spanish. Mr. Nunn stated he wasn't sure but would look into it. Commissioner Hrinko stated he didn't see an issue with the request. Commissioner Shaw agreed and mentioned that he saw the need for this proposal. **A motion was made by Commissioner Hrinko to approve the proposal; seconded by Commissioner Shaw. The motion carried unanimously.**

#4 Request to stripe center left-turn lane, travels lanes and bicycle pavement markings at the following locations:

- a. On Bonnar Bridge Parkway from Mackintosh Drive to the terminus with Loch Ridge Drive and Ingle Dairy Road**
- b. On Ingle Dairy Road from Bonnar Bridge Parkway to the terminus/city limits**
- c. On Loch Ridge Drive from Bonnar Bridge Parkway to terminus**
- d. Bicycle pavement marking (sharrows) on segments stated above and extend to Danbrook Road**

Jessica McClure was introduced by Chairman Snyder. Ms. McClure explained the street was 35-36 ft. curb to curb and showed photos of the area. Ms. McClure also noted that a two way left turn lane was already present on a segment of Bonnar Bridge Parkway near University Drive. Commissioner Humphries inquired why sharrows were part of this proposal. Mr. Nunn explained sharrows were included in the adopted Greenways and Bikeways Plan. Commissioner Hrinko stated he was surprised these areas were not striped and asked why they were not. Mr. Nunn stated the City does not normally stripe roads like (primarily residential traffic/use) this but the developer may when they build the local street. Commissioner Humphries asked why sharrows were proposed instead of a dedicated bike lane. Ms. McClure explained it was due to geometry; the available space did not allow for a dedicated bike lane, travel lanes and a turn lane (as requested). Chairman Snyder asked for Police Department input. Ofc. Elliott stated that the street was very wide and there were some speeding issues. Mr. Shawn Cummings (1844 Buxton Way) spoke in favor of the proposal and also noted that he was the Mackintosh on the Lake Declarant and was not representing the homeowners association. Mr. Cummings noted that the road was wide and that left turns often caused confusion to drivers and pedestrians. Mr. Cummings further noted that there were currently 1,200 homes in the area and another 300 were planned. Mr. Alan Blinn (4027 Comrie Lane) spoke in favor of the proposal. Mr. Blinn noted that he has seen traffic

increase in the area; he also noted that he has seen parking on the street and also requested no parking signs be added to the request. Mr. Blinn also noted that he was speaking as an individual and not a representative of the homeowners association. It was noted that No Parking on Bonnar Bridge could be evaluated after these improvements to determine if needed. Mr. Patrick Mills (1981 Glenkirk Dr) spoke in favor of the proposal. Chairman Snyder noted that Mr. Mills was a Certified Public Accountant and Chairman Snyder has hired Mr. Mills in the past for tax work. Chairman Snyder asked if No Parking signs were part of the request; Ms. McClure stated No Parking signs were not part of the request. Commissioner Shaw asked if there were any concerns with providing fire services to the area, no issues or comments were received. Commissioner Shaw asked if the developer had any obligation related to this issue. Ms. McClure explained they did not at this point since the street was existing and City maintained at this time; Ms. McClure further explained that items such this may be imposed upon the developer as part of the approval process, but typically not after. Chairman Snyder proposed that the Commission vote on sub-items a, b, c, and d under a single motion; the Commission agreed. Commissioner Shaw asked if a bike lane was safe. Ofc. Turner explained that about 18,000 vehicles travel in each lane per day and that the average speed was 34 mph. Ofc. Turner also explained that in NC a bicycle has the same rights as any other vehicle. Chairman Snyder asked if there had been any accidents involving bicycles in the area; Ofc. Turner stated there had not been. Commissioner Hrinko noted that the proposal made sense and that he didn't expect parking to be an issue as proposed. **A motion was made by Commissioner Hrinko to approve the proposal; seconded by Commissioner Humphries. The motion carried unanimously.**

#5 Staff Reports / Updates

Mr. Nunn reported that the City Council agreed to reduce the Commission size from nine members to seven members and there was currently one vacancy.

#6 Commission Comments / Other Items

Commissioner Humphries asked about the project at US 70 and St. Mark's Church Road. Mr. Nunn stated the project has been delayed by utility work but was progressing.

Having no other business, the meeting was adjourned by Chairman Snyder at 7:59 PM.

A summary of all votes during this meeting is contained in the following table:

	Vote Summary			
Agenda Item	FOR	AGAINST	ABSTAIN	NOT PRESENT
#2, to approve	Snyder, Hrinko, Humphries, Shaw	[None]	[None]	Sellers, Page
#3, to approve	Snyder, Hrinko, Humphries, Shaw	[None]	[None]	Sellers, Page

#4, to approve	Snyder, Hrinko, Humphries, Shaw	[None]	[None]	Sellers, Page
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Respectfully Submitted,

Scott Hrinko
Secretary, City of Burlington Traffic Commission

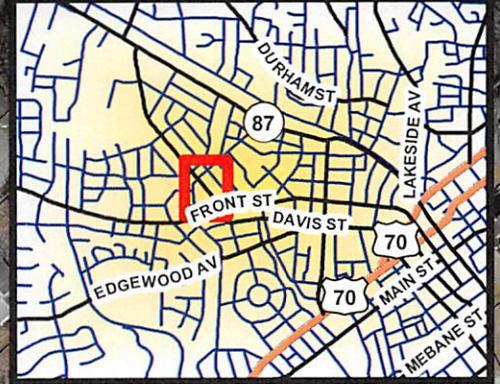
TRAFFIC COMM						
Seat	Last Appt	Expiration	Name	Address	Contact	Terms Served
Seat 1	7/7/20	2023	Ann Davis	2810 Bedford Street, 27215	336-516-2542 annwdavis@gmail.com	1
Seat 2	7/7/20	2023	Ashly Paist	2017 S Mebane St Burlington, 27215	336-266-2878 Ashley.paist@duke.edu	1
Seat 3	6/18/19	2022	Nathan Page	617 W. Davis St.	nathanalexpage@gmail.com 336-473-5854	2
Seat 4	7/7/20	2023	James Perry	1920 Downing Drive Burlington, 27215	jamesiperry3@gmail.com 336-516-4091	1
Seat 5	6/19/18	2021	Michael Snyder	226 Silverlake Dr., 27215	336-264-1743 Mcsnyder84@live.com	3
Seat 6	6/19/18	2021	Scott Hrinko	706 Meadowood Dr., 27215	scott@hrinko.org 814-460-5172	2
Seat 7	6/18/19	2022	James Shaw	403 Laurel Hill Dr.	336-269-1136 Impetuous03@yahoo.com	1

Traffic Commission Map

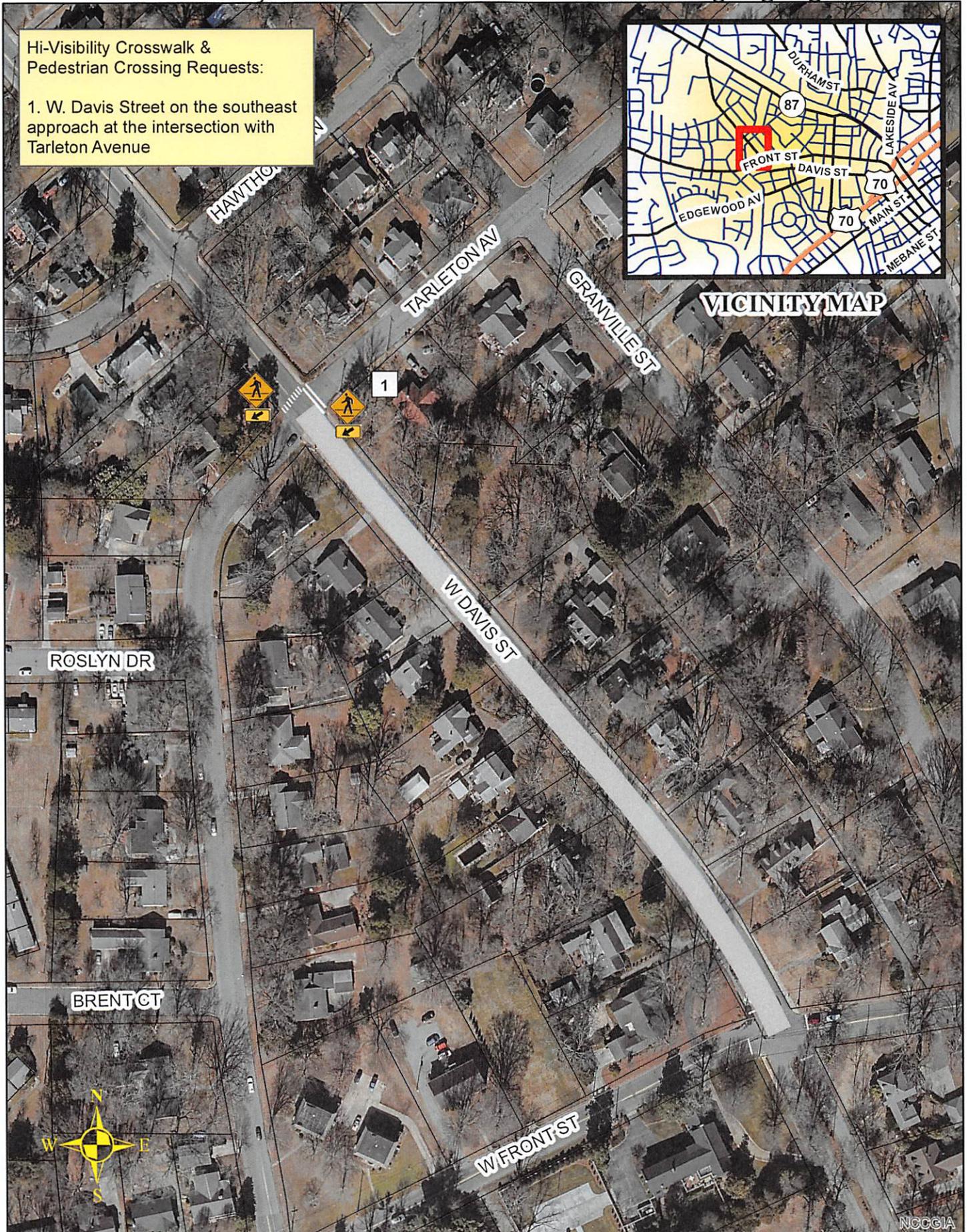
Hi-Visibility Crosswalk and Pedestrian Crossing Signage

Hi-Visibility Crosswalk & Pedestrian Crossing Requests:

1. W. Davis Street on the southeast approach at the intersection with Tarleton Avenue



VICINITY MAP



NOCCGA



MUTCD Section 3B.18:

- Crosswalk to be centered on existing curb ramps / corners of the intersection where applicable.
- Longitudinal lines should be 12 to 24 inches wide and separated by gaps of 12 to 60 inches. The design of the lines and gaps should avoid the wheel paths if possible, and the gap between lines should not exceed 2.5 times the width of the longitudinal lines.
- Longitudinal lines should not be less than 6 feet in length.

MUTCD Section 3B.18:

- Crosswalk to be centered on existing curb ramps.
- Solid white lines to delineate crosswalk. Lines shall not be less than 6 inches or greater than 24 inches in width. 6 inch width typical. Lines should extend across full width of pavement.
- The gap between the parallel lines should not be less than 6 feet.

Pedestrian Signage



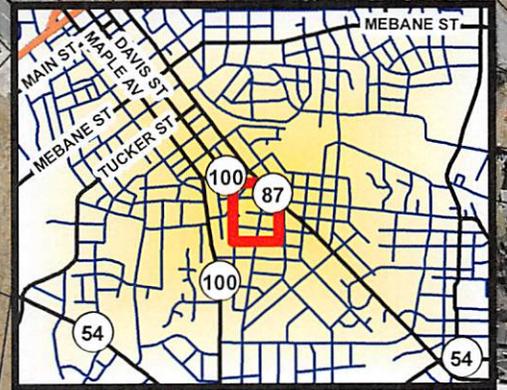
MUTCD Section 2C.50:

- W11-2
- W16-7P
- Post mounted or mounted to utility pole where applicable. Ensure adequate sight distance/line-of-sight.
- Refer to MUTCD Sections 2A.16-19 for typical sign heights and lateral locations.

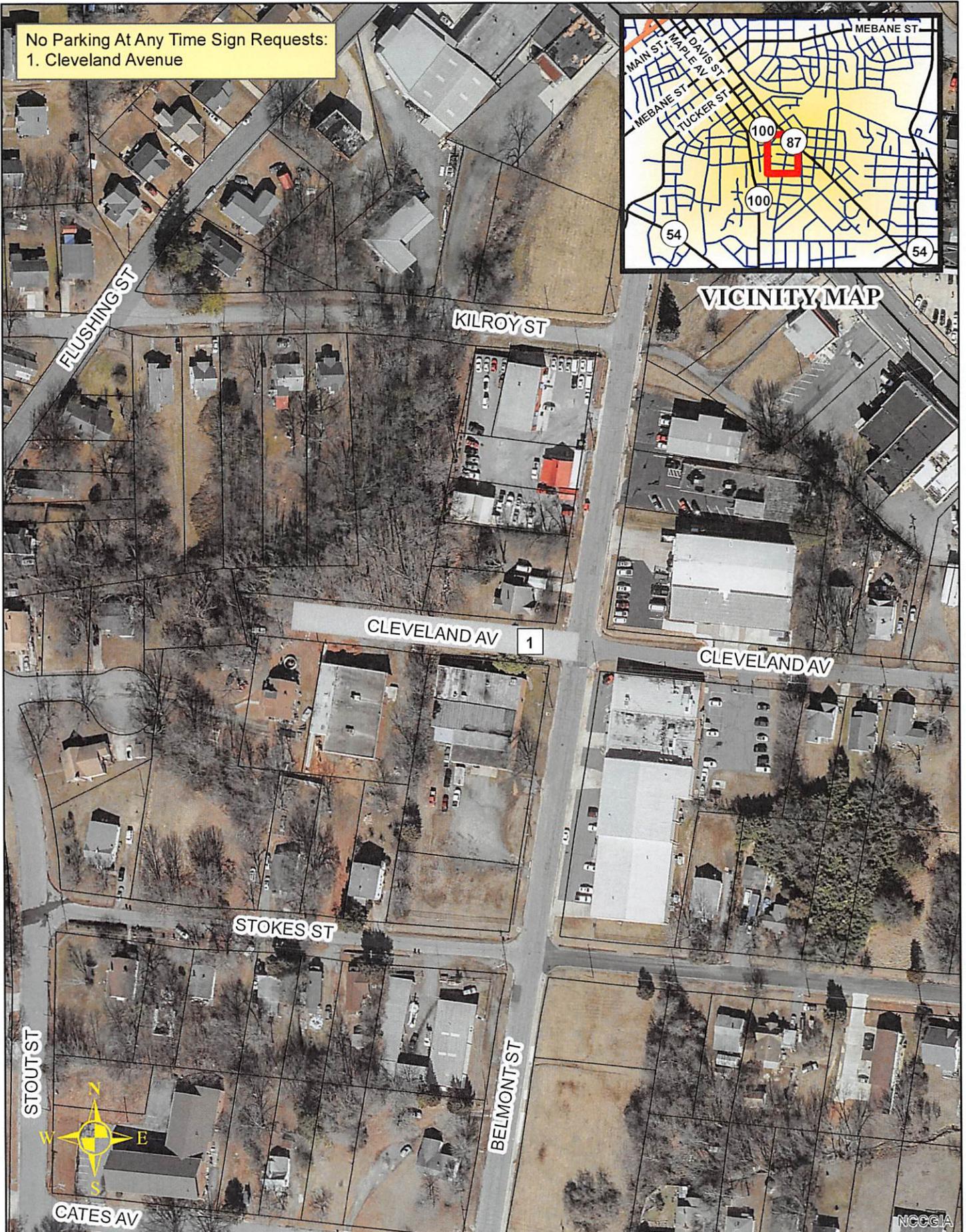
Traffic Commission Map

No Parking at Any Time Signs for Cleveland Avenue

No Parking At Any Time Sign Requests:
1. Cleveland Avenue



VICINITY MAP

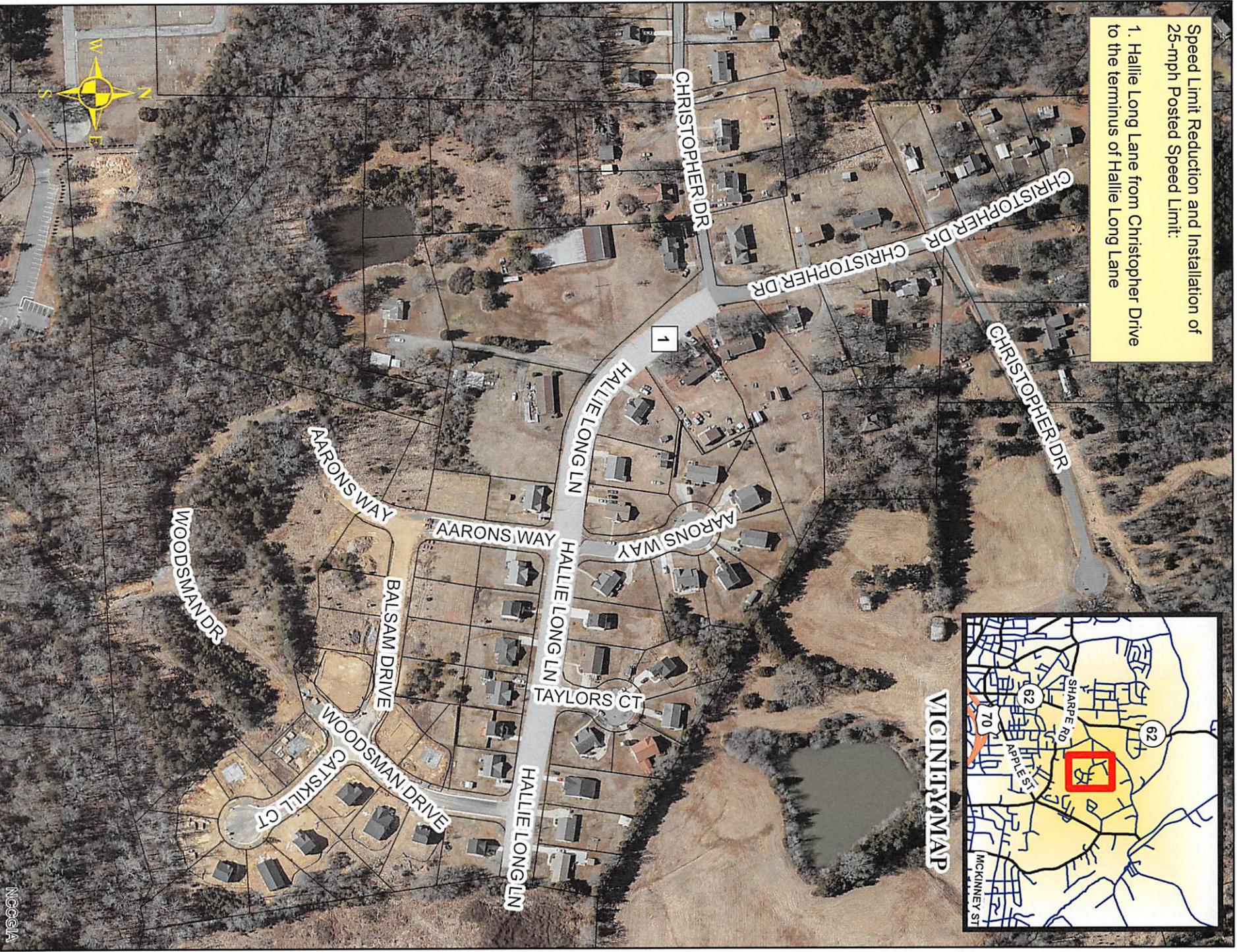


Traffic Commission Map

Speed Limit Reduction and Installation of 25-mph Posted Speed Limit Signs

Speed Limit Reduction and Installation of 25-mph Posted Speed Limit:

1. Hallie Long Lane from Christopher Drive to the terminus of Hallie Long Lane

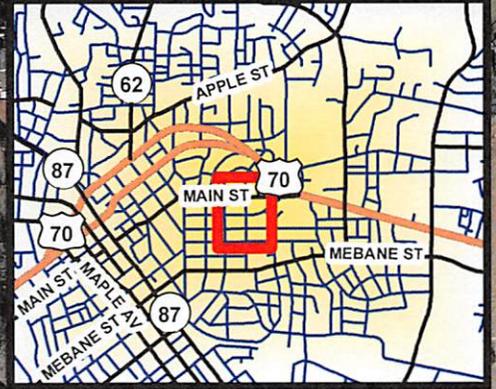


Traffic Commission Map

Stops Signs at Intersection to Convert to an All-Way Stop

Stops Signs on Washington Street to Convert Intersection with S. St. John St to an All-Way Stop:

1. Washington Street (Eastbound) at S. St. John Street - Proposed*
2. Washington Street (Westbound) at S. St. John Street - Proposed*
3. S. St. John Street (Northbound) at Washington Street - Existing
4. S. St. John Street (Southbound) at Washington Street - Existing



VICINITY MAP



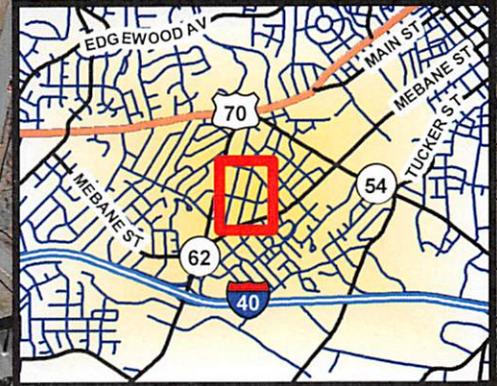
NGCGIA

Traffic Commission Map

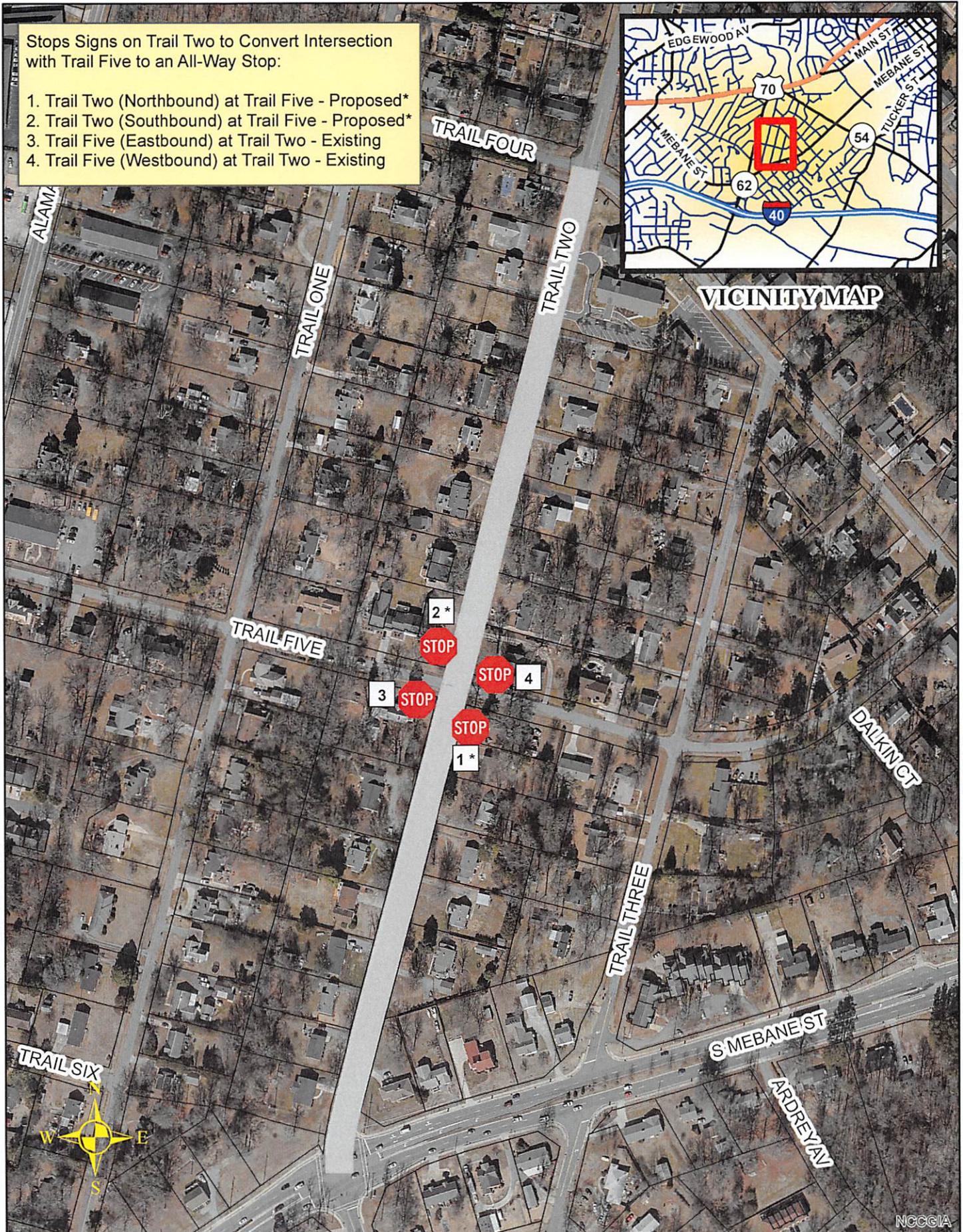
Stops Signs at Intersection to Convert to an All-Way Stop

Stops Signs on Trail Two to Convert Intersection with Trail Five to an All-Way Stop:

1. Trail Two (Northbound) at Trail Five - Proposed*
2. Trail Two (Southbound) at Trail Five - Proposed*
3. Trail Five (Eastbound) at Trail Two - Existing
4. Trail Five (Westbound) at Trail Two - Existing



VICINITY MAP

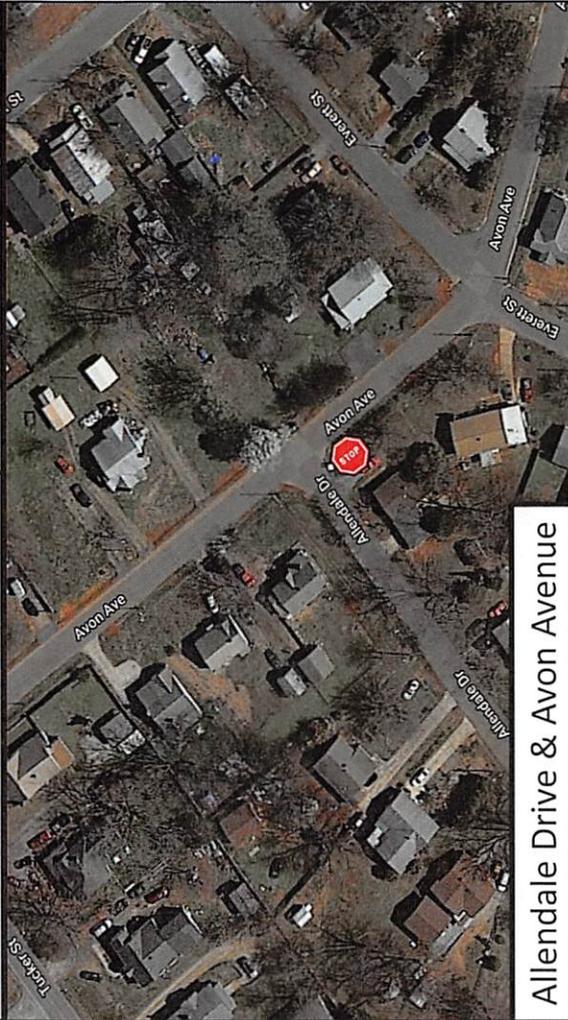


NCCGIA

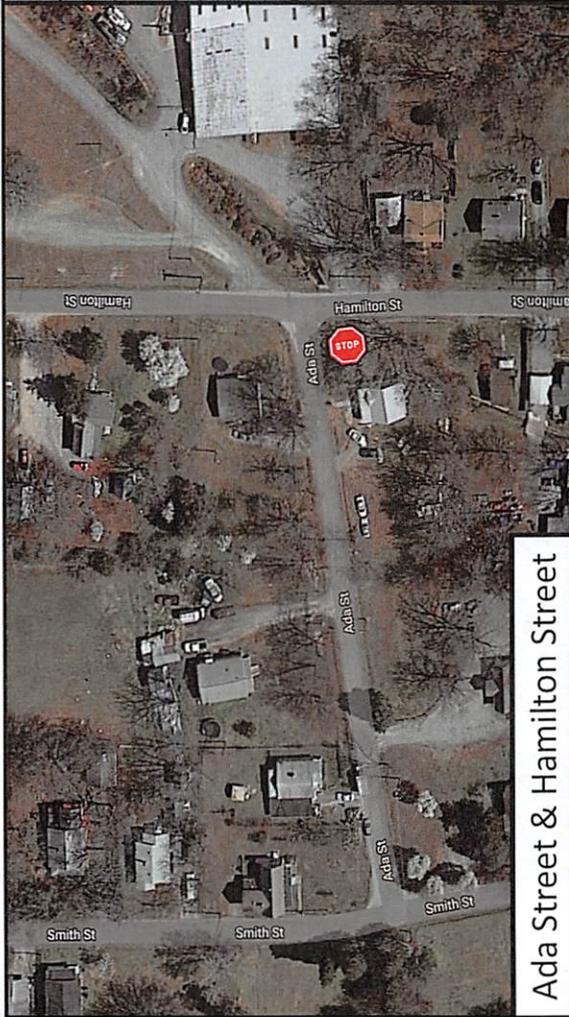
Intersection #	Major Street	Minor Street (Stop Sign to be added)		
1	Hamilton Street	Ada Street		
2	Robertson Street	Adams Street		
3	Avon Street	Allendale Drive		
4	Vanderford Street	Allendale Drive		
5	Willowbrook Drive	Askew Street		
6	Willowbrook Drive	Ava Street		
7	Maryland Avenue	Bellvue Street		
8	Granville Street	Burlingate Place		
9	Columbia Avenue	Cedar Avenue		
10	Bowman Avenue	Columbia Avenue		
11	Texas Avenue	Gattis Street		
12	Rainey Street	Georgia Avenue		
13	Stonewall Street	Georgia Avenue		
14	Oklahoma Avenue	Georgia Avenue		
15	Willowbrook Drive	Gorrell Street		
16	Atwater Street	Gorrell Street		
17	Scott Street	Greenbriar Street		
18	Fairfield Street	Greenbriar Street		
19	Cross Street	Hedge Street		
20	Whitsett Street	Isley Avenue		
21	Bradley Street	Joseph Street		
22	N. Main Street	Market Street	4-leg intersection	
23	Spring Street	Market Street		
24	North Avenue	Parker Street		
25	Bowman Avenue	Ponco Street		
26	Logan Street	Robertson Street		
27	Thompson Street	Shoffner Street		
28	N. Main Street	Trade Street		
29	Spring Street	Trade Street		
30	Bowman Avenue	Willow Avenue		
31	Cedar Avenue	Willow Avenue		



Adams Street & Robertson Street



Allendale Drive & Avon Avenue



Ada Street & Hamilton Street



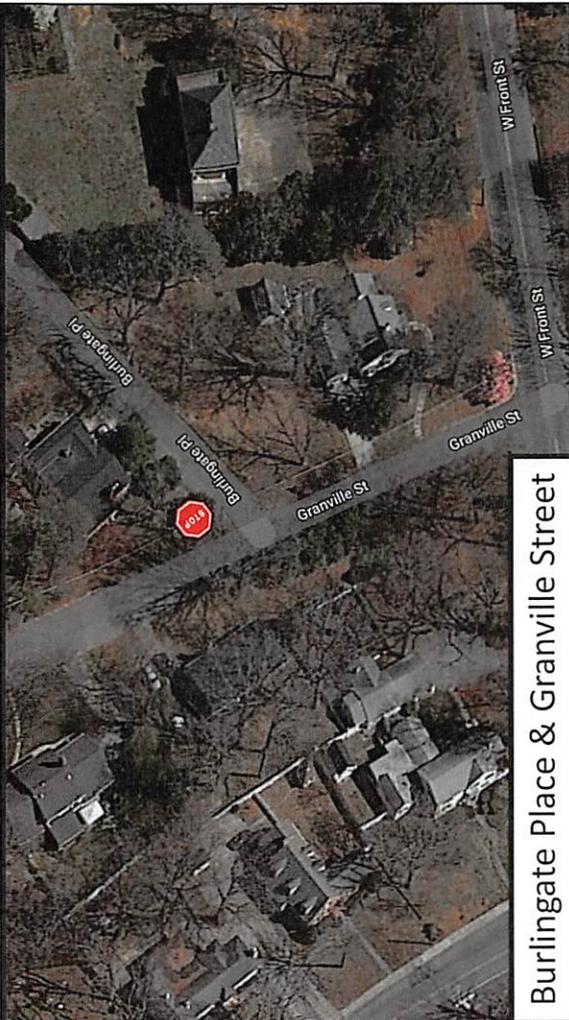
Allendale Drive & Vanderford Street



Ava Street & E Willowbrook Drive



Askew Street & E Willowbrook Drive



Burlingame Place & Granville Street



Bellvue Street & Maryland Avenue



Columbia Avenue & Bowman Avenue



Georgia Avenue & Rainey Street



Cedar Avenue & Columbia Avenue



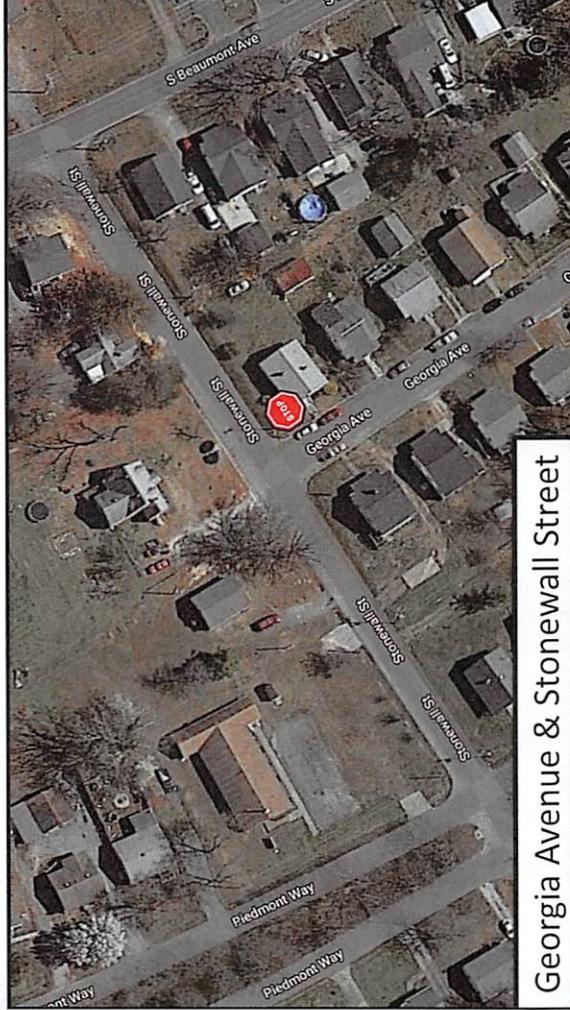
Gattis Street & Texas Avenue



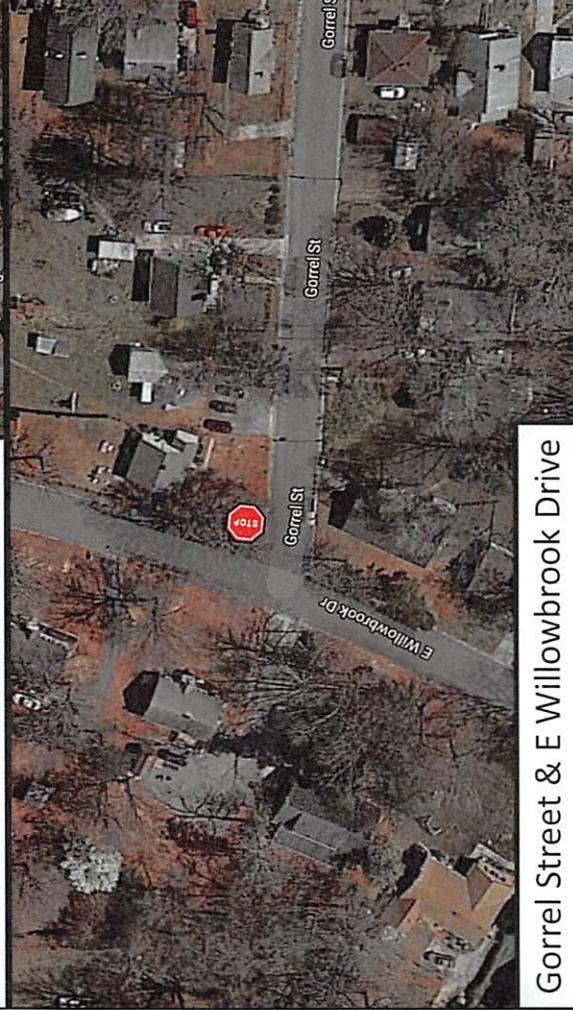
Georgia Avenue & Oklahoma Avenue



Gorrel Street & Atwater Street



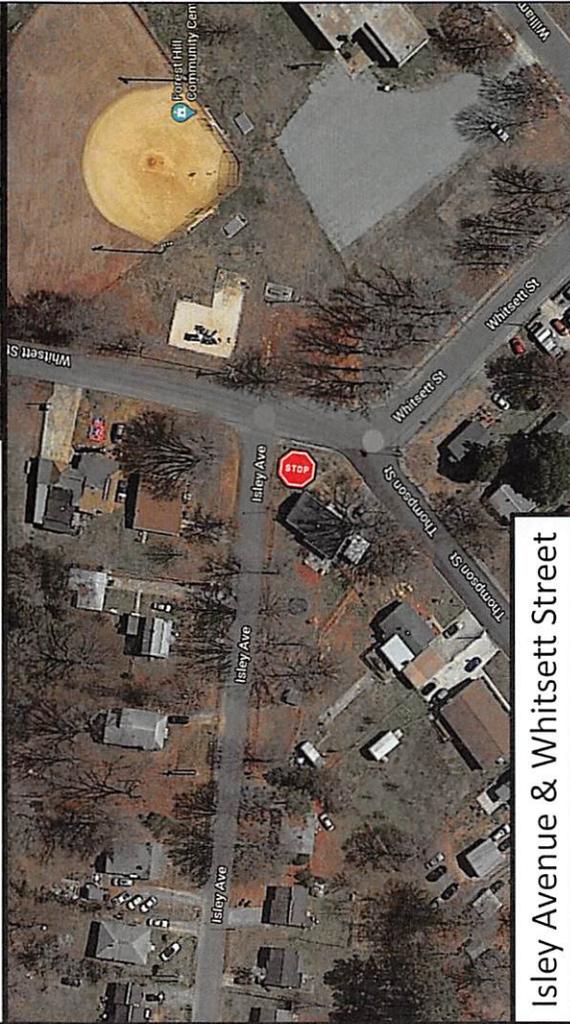
Georgia Avenue & Stonewall Street



Gorrel Street & E Willowbrook Drive



Greenbriar Street & Fairfield Street



Isley Avenue & Whitsett Street



Greenbriar Street & Scott Street



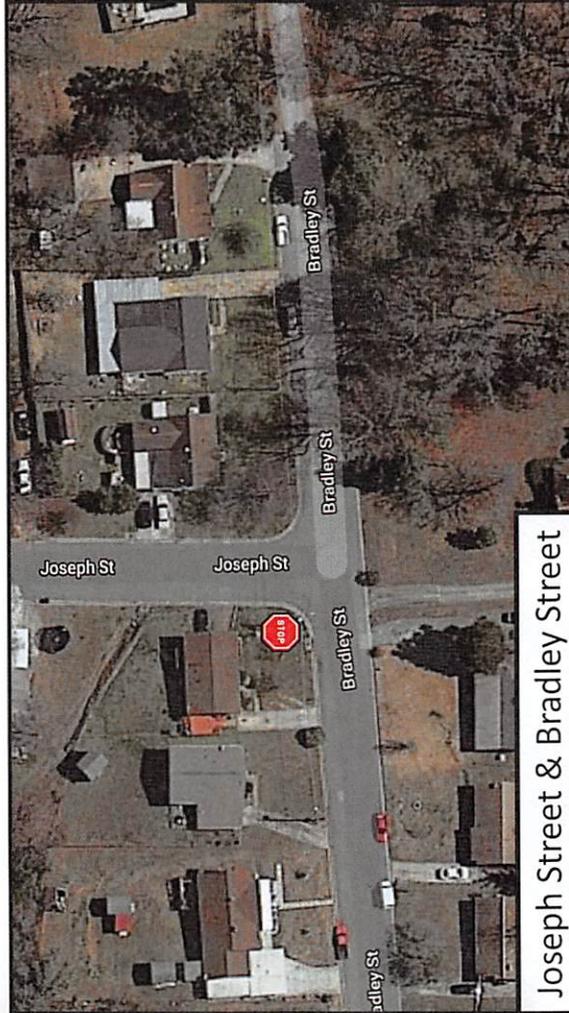
Hedge Street & Cross Street



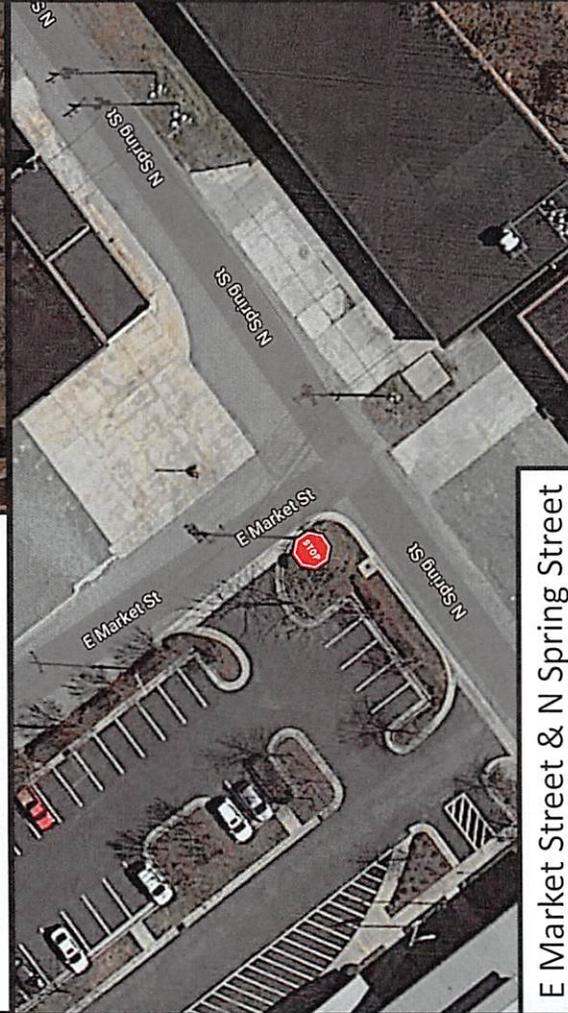
W Market Street & N Main Street



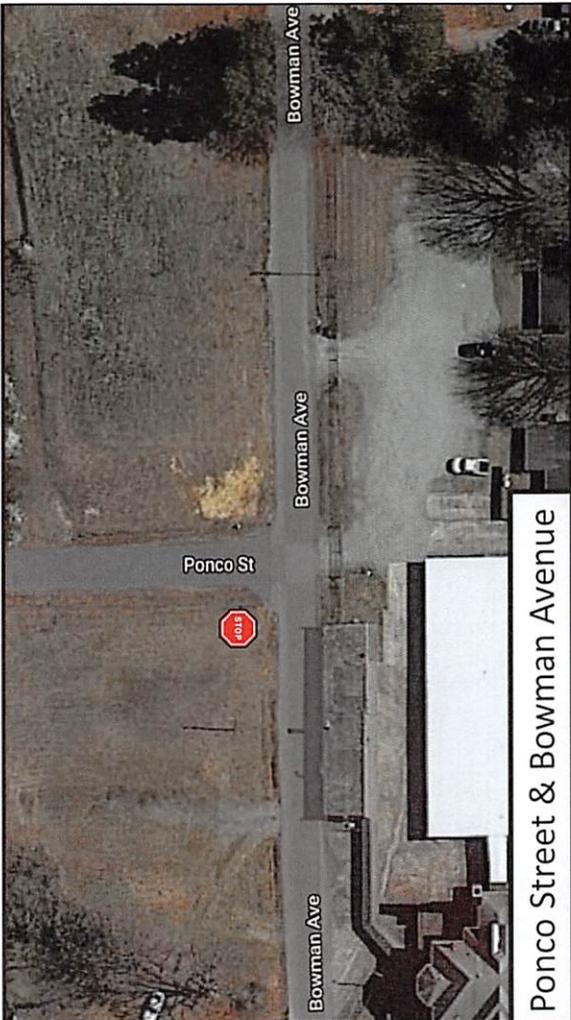
E Market Street & N Main Street



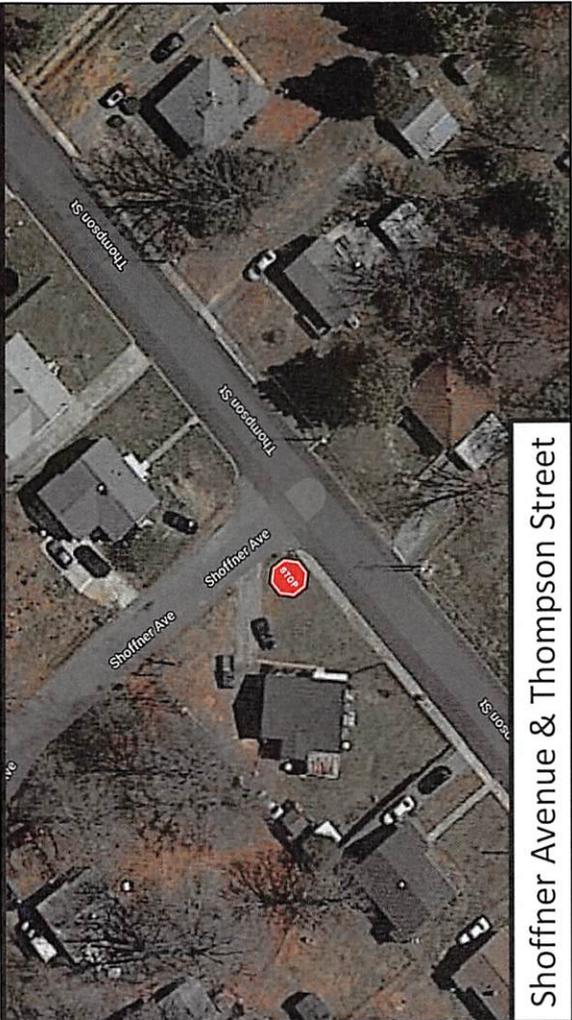
Joseph Street & Bradley Street



E Market Street & N Spring Street



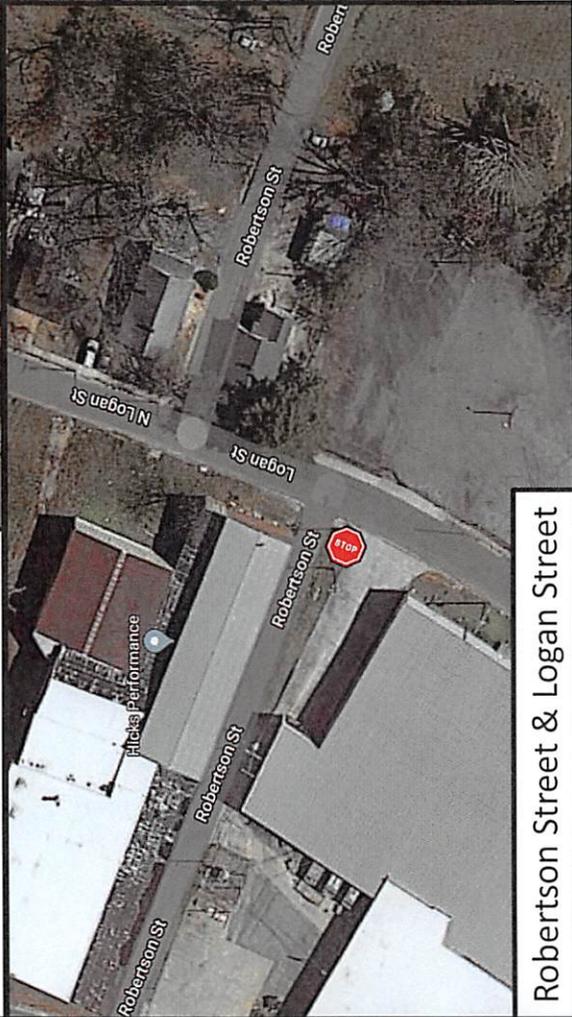
Ponco Street & Bowman Avenue



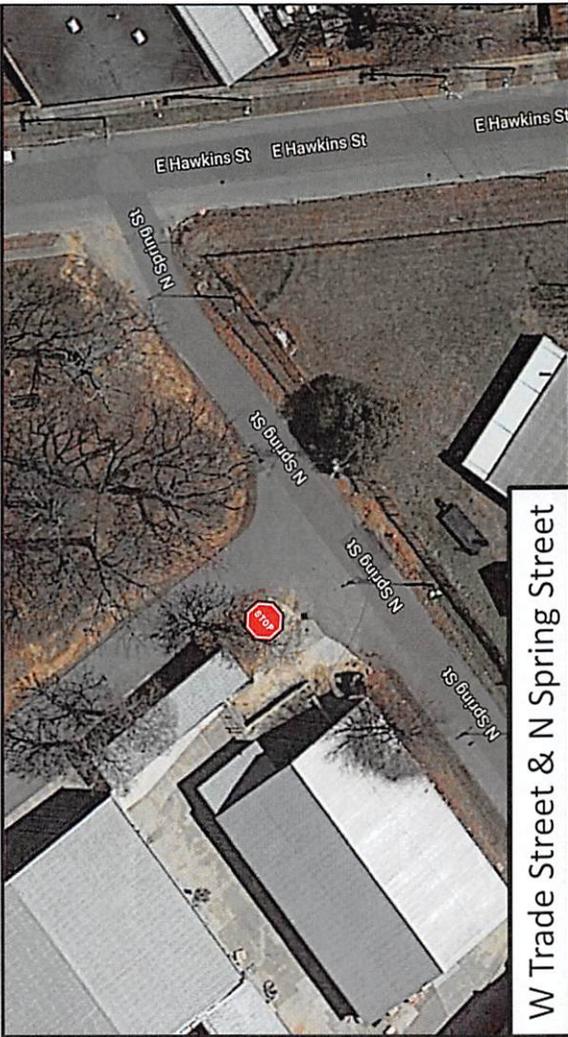
Shoffner Avenue & Thompson Street



Parker Street & North Avenue



Robertson Street & Logan Street



W Trade Street & N Spring Street



Willow Avenue & Cedar Avenue



W Trade Street & N Main Street



Willow Avenue & Bowman Avenue