

**North Carolina Department of Transportation
Application for Bicycle and Pedestrian Planning Grant Funds
2008 Call for Proposals**

Submittal Deadline is December 3, 2007

Applicant Information			FOR NCDOT USE ONLY Proposal eligible <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of Municipality: Town of Holly Springs		Population 18000	County Wake	NCDOT Division 5
Total Cost for Plan Development: \$45,500	NCDOT Planning Funds Requested: \$31,850		Local Match: \$13,650	
Municipality agrees to enter into a reimbursement agreement with NCDOT: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			Municipality is member of: <input checked="" type="checkbox"/> MPO <input type="checkbox"/> RPO <input type="checkbox"/> neither	
Department applying for grant: Engineering				
Contact Person: Stephanie L. Sudano		Title: Director of Engineering		Work Phone Number: (919) 557-3935
Work Fax Number: 919-552-9881		E-mail Address: stephanie.sudano@hollyspringsnc.us		
Mailing Address: P.O. Box 8		City: Holly Springs	State: NC	Zip Code: 27540

I certify that the City/Town of _____, in applying for Bicycle or Pedestrian Planning Grant funds, attests a commitment to the plan's development, management, financing and completion within 12 months from receipt of a Notice to Proceed from NCDOT, and that the completed plan will be submitted to the City/Town Council or other approving authority for adoption.

Signature*

Title

Name (printed)

Date

Eligibility Criteria	
Plan Category – Check only one category <input checked="" type="checkbox"/> Bicycle Plan <input type="checkbox"/> Pedestrian Plan	
Due to limited planning grant funds, municipalities may apply for funding to undertake either a bicycle plan or a pedestrian plan in any given fiscal year. Please indicate the type of plan for which you are submitting <u>this</u> application.	
Has the City/Town Council passed a resolution supporting this application?	<input type="checkbox"/> Yes, attached <input checked="" type="checkbox"/> Pending** _____ Date anticipated
For municipalities within a Metropolitan Planning Organization (MPO), has the MPO passed a resolution supporting this application?	<input type="checkbox"/> Yes, attached <input checked="" type="checkbox"/> Pending** _____ Date anticipated
For municipalities within a Rural Planning Organizations (RPO), has the RPO passed a resolution supporting this application?	<input type="checkbox"/> Yes, attached <input type="checkbox"/> Pending** _____ Date anticipated

***THE SIGNATURE OF AN AUTHORIZED STAFF PERSON (I.E. CITY/TOWN MANAGER, ADMINISTRATOR, ETC.) IS REQUIRED FOR PROPOSAL TO BE ELIGIBLE.**

****A RESOLUTION BY THE APPROPRIATE MUNICIPAL GOVERNING BODY AND BY THE MPO, IF APPLICABLE, MUST ACCOMPANY THE APPLICATION, OR MUST BE SUBMITTED PRIOR TO DECEMBER 31, 2007 TO BE ELIGIBLE FOR FUNDING. RPO RESOLUTION, IF APPLICABLE, IS HIGHLY ENCOURAGED. PLEASE INDICATE THE DATE YOU ANTICIPATE RECEIVING A PENDING RESOLUTION.**

Narrative Description

Please limit descriptions to space provided

1) Please describe the vision and goals for your municipality related to improving bicycle **OR pedestrian transportation. Refer to any plans adopted within the last five (5) years that support this vision (may include comprehensive plan, land use plan, transportation plan, etc).**

Both development and capital investments are guided by our "1998 Ten-Year Comprehensive Growth Plan." The Plan's vision statement is: "To foster, maintain, and enhance a village atmosphere that evokes a sense of place." The statement goes on to say, "Holly Springs will experience substantial growth over the next ten years and is poised to embrace growth in a manner to enhance its small town ambience. As the Town seeks to recapture its original village atmosphere, the goal is also to mandate design standards that will distinguish Holly Springs from other communities in the area." The policies contained in the Plan consistently support this objective, including these in the Plan's transportation element: "Policy 2: Subdivisions shall be designed in a manner that (1) promotes inter-connectivity and (2) complies with the Thoroughfare Plan. Policy 8 states, "The Town shall encourage all new roads to be built to accommodate pedestrian and bicycle activity." (www.hollyspringsnc.us/departments/planning.htm.)

The Town updated the Comprehensive Growth Plan in 2005 that extended the study area to cover the anticipated full build out of the town. The plan also includes a Parks and Recreation Master Plan that includes a master greenway plan. The town council approved ordinance requirements within the town's UDO to require all developments (either res. or non-res) to construct the greenway when shown on property being developed.

2) Describe your municipality, including demographic information and the physical setting. Highlight any special features (e.g. resort community, college town, etc.), high-use bicycle **OR pedestrian areas and areas with a high incidence of bicycle crashes **OR** pedestrian crashes. Identify and describe any special user populations or areas deserving special focus.**

The Town of Holly Springs is one of the fastest growing small towns in the state, with a population growth rate of 798% between 1990 and 2000. Although the Town functions in large part as a bedroom community to nearby Research Triangle Park, Cary, and downtown Raleigh, it nevertheless supports its own employment base of industries located along NC 55 and in the Holly Springs Business Park (future location of Novartis Pharmaceuticals) located west of downtown. In addition, the Town is stimulating office and commercial development in its downtown core with the development of the village center, a neo-traditional, mixed-use development heavily oriented toward pedestrians and bicyclists. The Town's location on NC 55 in southwestern Wake County requires that it address transportation needs from both a local and regional perspective. On weekends bicyclists from Cary, Apex and surrounding areas commonly ride through town and the outskirts due to the current rural nature. However, due to the fast paced growth of the town to the southwest, bicycle planning is needed to ensure the safety and continued attraction of the regions cyclists.

An analysis of bicycle/vehicle crash data from NCDOT indicates that from 2000-2003 (5) bicyclists were involved in crashes with vehicles (4) with injuries in Holly Springs. Potential conflicts between bicyclists and vehicles are greatest along North Main Street, Bass Lake Road, and Avent Ferry Road where roads are narrow. With the new Holly Springs High School and Elementary located off of Avent Ferry, bicycle travel is expected to increase greatly along these corridors.

Areas of Focus: Current areas of focus for improved bicycle facilities include the downtown area, the New Hill Road area, Avent Ferry the areas surrounding all of the Town's public schools, Bass Lake, Harris Lake Regional Parks, Holly Springs Crossing and Sunset Lake Crossing. The Town is working to create a traditional, small downtown highly accessible to pedestrians. A number of services are planned for the area which are desirable for bicycling, including Jones Park and a library and Cultural Arts Center. Town of Holly Springs residence have expressed a need for bike lanes to provide a safe alternative to vehicle commuting throughout the town

3) Provide an overview of the current bicycling **OR pedestrian transportation system, including an assessment of strengths and weaknesses of the system. Describe facilities currently in place or planned for completion in the next two years (e.g. designated bicycle route system, miles of off-road paths, extent of sidewalk network, etc.) as well as potential barriers that inhibit developing the system. Please enclose any relevant documents or maps, or provide links to on-line materials.**

The recently created "Bicycle Lane Action Plan" (attached) illustrates the Town's existing and planned bicycle network. The strength of our proposed bike system is our location to current and future bike lanes that run throughout neighboring communities. The greatest weakness is narrow roads without striping, shoulders or signage on the Town's arterials, such as NC 55, Sunset Lake Road, New Hill Road, Holly Springs Road and Avent Ferry Rd. Another weakness is the lack of connectivity between existing state and town bike routes, which would be a focus of the Bicycle Planning Map.

As the map illustrates, only one bike lane currently exists along Earp St (approximately 1/2 mi) in Holly Springs. With the implementation of the new Unified Development Ordinance, which includes a section titled Pedestrian Circulation and Vehicular Area Design (Section 7.09), the intent of this section is to promote "functional pedestrian access in and around developments. This intent is accomplished by the connectivity of walkways and pedestrian/bikeway systems in and around a development with the general sidewalk system and greenway system within the Town of Holly Springs and its extra-territorial jurisdiction and neighboring developments. The development of private walkways or pedestrian/bikeway systems is required for all new developments and additions to existing developments." More information is available on-line at www.hollyspringsnc.us/departments/udo.htm. Section 7.06 discusses greenway and open space dedication requirements; and Section 7.07 provides general information on bike path standards. Section 7.10 discusses the regulations in providing an open space alternative bike path.

With the NC 55 Bypass in place the Town envisions an opportunity to promote pedestrian travel through the NC 55 Business corridor. The update to the 1998 Plan being prepared now calls for a 8-10 foot wide pedestrian/bike trail along the roadway. Developers would build a large portion, with the Town "filling in the holes."

4) Describe any bicycle and/or pedestrian education, enforcement or encouragement programs and initiatives underway or planned. List any key issues that have been identified, such as safety, health and well-being, connectivity, etc.

The Town's quarterly newsletter Hurrahs! <http://www.hollyspringsnc.us/dept/park/hurrahs.pdf> provides a format for educating citizens on programs and facilities in Town. Some of the Town's programs and the activities of other organizations are listed below.

1) Mayor's Healthy Life Challenge (Jan-Mar, 2004): Designed to encourage walking, jogging, and biking, the three-month program includes award certificates for residents the mayor observes engaged in "healthy lifestyle activities." The certificates are redeemable for tote bags of prizes and recognition on the Hunt Community Center's fitness award board.

2) Holly Rollers: An informal group that meets weekly for bike rides. The group has been a strong advocate in Holly Springs for improved greenway and bike facilities, as well as improved connectivity between existing facilities.

3) Enforcement occurs behind Holly Springs Elementary School for students biking to/ from school. This area is potentially dangerous with vehicles picking up and dropping off kids while other kids bike around them. The area does not have any biking lanes or signs to warn vehicles of cyclist.

5) Provide a brief description of any municipal bicycle planning and/or pedestrian planning activities that are currently underway or have been undertaken in the past (list years). List may include bicycle, pedestrian, or greenway elements in any municipal, county or regional planning documents. Please enclose any relevant documents or maps, or provide links to on-line materials. Describe the results of these planning efforts in terms of improvements in bicycle and/or pedestrian facilities, accessibility, and/or safety.

1) Open Space Master Plan (2002): Though the Plan's focus is on open space, it also discusses access issues. Sections 2.10 & 2.11 discuss man-made corridors and greenway trails which provide bicycle links to recreation areas. The Greenway Plan was compared to those of Apex and Fuquay-Varina. Modifications were recommended to improve continuity of greenways between the towns. There are 3.2 miles of existing trails and 46.6 miles of proposed trails.

2) 1998 Ten-Year Comprehensive Growth Plan updated June 2005: Policies supporting bicycle travel are discussed in the first question of this application. The Plan's Parks, Recreation, and Open Space element states that park locations were selected so that no section of town is more than a 10-minute walk from a park, noting that bicycle and pedestrian travel to parks is essential to creating a village atmosphere

6) Describe how the development of a comprehensive bicycle transportation **OR** pedestrian transportation plan will benefit your municipality and meet the needs of diverse populations (residents and, where appropriate, students and/or visitors).

Both the need and desire for a comprehensive bicycle system is well-documented in Holly Springs. However, an approved bicycle plan is needed to take advantage of funding opportunities, develop priorities so that the system is constructed in an efficient manner (in terms of both costs and use), and allow the Town to transfer some construction costs to developers by making the facilities a requirement of site plan approval.

Low-income citizens who live at the northern end of the Town's planning jurisdiction, the Feltonville community and the downtown areas rely more heavily on walking and bicycling for their transportation needs than the general population. Many Feltonville residents walk or bike to jobs at industries along NC 55, even though few sidewalks and no bike facilities are currently available in the corridor.

Other suburban residents of Holly Springs have also indicated a desire for bike lanes and greenway trails to retail areas such as those along NC 55, in the village core and areas along Holly Springs Road at Bass Lake Road and Sunset Lake Road, walking or biking instead of to driving for short shopping trips is encouraged. Bike lanes and multi-use trails to parks and schools in the area are also desired, as they provide a safe transportation alternative for children and a healthy alternative to driving to reach institutional and recreational facilities. The new Holly Springs High School will no doubt increase the need for bike lanes along Avent Ferry and Cass Holt as students bike to and from school as well as extra curricular activities.

Weekend cyclists from Cary, Apex and surrounding areas commonly ride through town and the outskirts due to the current rural nature. However, due to the fast paced growth of the town to the southwest, bicycle planning is needed to ensure the safety and continued attraction of the regions cyclists

7) List the name and title/position of the municipal staff person responsible for project oversight. Please note that this person **must** be a full-time permanent employee of the municipality. Also list any others who will have involvement in plan development and their experience. Please describe any prior experience these individuals have in the preparation and/or implementation of a bicycle plan and/or a pedestrian plan or other transportation/community planning efforts and include copies or links to relevant documents. Provide resumes/qualifications for each individual listed, including the overseeing staff person.

Due to the small size of the Town's Planning, Parks and Recreation, and Engineering Departments, the Town plans to rely on the expertise of qualified consultants in preparing the Bicycle plan. Scott Evenson, GIS/Engineering Technician will be in charge of project oversight and management of the consultant. However, it is anticipated that the development of the plan will be an interactive process among the three referenced departments and the Steering Committee. We are committed to an interdisciplinary approach to plan development, as all three departments have important insights regarding facility location, usage, placement, design, and constructibility. We feel strongly that the plan must be a workable document, one that will be used to guide multi-modal transportation in Holly Springs. Without an extensive network of bicycle facilities our goal of creating a bikeable, village atmosphere will not be realized. Holly Springs strives to be a walkable and bikeable community with services, recreation facilities, schools, and employment centers accessible to everyone.

Stephanie Sudano, PE, the Town's Engineering Director, and Kendra Stephenson, PE, Senior Engineer, have both provided oversight on a number of sidewalk, roadway, and parking construction projects. Ms. Sudano, and Ms. Stephenson, are all experienced in working with and managing consultants and contractors for design and construction projects. Mr Evenson has been biking for over 25 years all over the U.S. and in many European countries. He has a personal interest in helping Holly Springs become a more "Bike Friendly" community. Len Bradley, the Town's Parks and Recreation Director, was the primary author of municipal parks and greenway plans and most recently managed the preparation of the Town's Open Space Master Plan. Gina Bobber, AICP, the Town's Planning Director, is an experienced planner who lead the effort to update the Town's 1998 Ten-Year Comprehensive Growth Plan.

8) Describe how your plan will be developed, specifying whether the work will be done through the services of a paid consultant, a combination of municipal staff and consultant, or through some other process. Briefly describe how duties and tasks will be divided. Indicate how MPO or RPO staff and resources may be utilized.

The Town proposes to complete the plan through the services of a consultant. Staff oversight of the plan's development will be accomplished by a project team including staff from the departments of Engineering, Planning, and Parks and Recreation. The primary contact between the consultant and the Town will be through the Engineering Department, although review, input, and oversight will come from the professional staff of all the departments listed above. The Town strongly believes that an interdisciplinary approach to the plan development will result in a plan that is comprehensive, strategic, and easily implementable.

The Town is committed to preparing a plan that includes an expanded greenway/bikeway system, as recommended in the Open Space Plan and the Bicycle Lane Action Plan Map, to provide inter-connectivity within western Wake County by tying together bike routes and other trails planned by the adjacent communities of Apex, Cary, and Fuquay-Varina. Additionally, the Town desires to explore opportunities for bicycle access to the American Tobacco Trail and greenways proposed by Wake County which will lead to Harris Lake and other recreational facilities in the region.

The Capital Area MPO will be critical in assisting in the coordination of connections between facilities planned by each of the five jurisdictions, as well as items such as typical sections and the timing of construction. By prioritizing projects for construction in coordination with adjacent communities, greater bike lane connectivity facilities will exist, which is a major concern of citizens in the community

9) Indicate the level of support from elected officials and municipal decision-makers for bicycle and/or pedestrian programs and projects. Describe what elected officials, municipal decision-makers, representatives of other agencies, interest groups, commissions and boards, individuals and other stakeholders have done to support bicycle and/or pedestrian programs and projects in the past. Describe how they or others will be involved in development of this plan. List any existing bicycle, pedestrian, greenway, open space or other relevant committees and task forces in your area that are charged with addressing bicycle issues and/or pedestrian issues. Provide letters of support, if available.

The Parks and Recreation Board conducted a survey in 2003 to determine the recreational desires of citizens of Holly Springs. Two hundred citizens responded (6% of distribution). On the survey, greenways were defined as paths for jogging, walking, or cycling. Ninety-two percent (92%) indicated that the need for greenways that would "interconnect many areas, parks, and school facilities within Holly Springs" was of extreme importance (65%) or of some importance (27%). From a list of 18 park and recreational facilities, 22% of respondents rated greenways as the highest priority from the list. When asked to project use of facilities if they were available in or near Holly Springs (5-20 minutes), 28% indicated that they would use greenways at least once a month and another 38% indicated they would use it at least once a week. The results from the survey indicated an overwhelming desire by many Holly Springs residents to expand greenways in the community.

The Town will ensure that interested groups, citizens, and other stakeholders have a voice in the plan development by appointing a Bike and Pedestrian Steering Committee including community representatives from the Town Board, Planning Board, and Parks and Recreation Board. Representatives from the PTA of each of the Town's elementary, middle school and high schools will also be invited to serve on the committee. Rounding out the committee will be representatives from homeowner associations, the Town's older neighborhoods, and finally, groups such as the Holly Rollers, which have an interest in walking and bicycling

10) Describe how your community will implement the programs, policies, projects and initiatives identified and prioritized in the plan. Indicate what municipal, regional, state or federal resources may be sought. List any departments, agencies, organizations or other partners that may be involved. Attach letters of support, if available.

The Town proposes to use a variety of funding sources in implementing the bicycle plan. The Unified Development Ordinance requires developers provide greenways where designated in the Comprehensive or Open Space Plans when they occur within a proposed development site. Therefore, a sizeable portion of bike lane facilities are expected to be funded by developers in accordance with standards outlined in the bicycle plan. We plan to aggressively work with the NCDOT to include roadway widening for new location projects. The Town recognizes that a formal bicycle plan is essential in obtaining NCDOT's agreement to include bike lanes in their roadway design plans and therefore, feels strongly that the development of the plan is imperative. Finally, the Town plans to use funding from Powell Bill, the Enhancement Fund Program, and other Transportation Improvement Program funding sources.

The Town departments that worked together to prepare this application, the Engineering, Planning, and Parks and Recreation Departments, will do the same in developing the plan. A Steering Committee for the plan will be appointed. We envision the Steering Committee will be comprised of representatives from the Town Board, Planning Board, and Parks and Recreation Board, school representatives (most likely from the PTAs), representatives for neighborhoods throughout the Town (with emphasis on ensuring broad geographic and demographic representation), and citizen organizations. Letters of support from area homeowners are attached.

The Town's current thoroughfare plan does not address bike travel. The Town staff feels that this is an omission that must be corrected on its next transportation plan update. The Town will work with CAMPO staff to provide an updated inventory of existing facilities, as well as ensure that the most current bike, and greenway plans are incorporated into the next transportation plan

List activities involved in developing the plan and provide a Plan Development Schedule, beginning with NCDOT notification of grant award, scheduled for June 2008. Note whether the task will be undertaken by staff, consultant, or both. Please state when municipality anticipates executing the Municipal Reimbursement Agreement, entering a contract with a consultant, and receiving the Notice to Proceed and keep in mind that there are 12 months from its issuance to complete the plan. List activities by quarter:

June to September 2008

1. Publication of Request for Proposal; consultant selection, and contract approval.
2. Formation of the Bicycle Plan Steering Committee and hold first meeting.
3. Initiate project coordination with NCDOT Transportation Planning Branch, NCDOT Division of Bicycle and Pedestrian Transportation, Towns of Cary, Apex, and Fuquay-Varina, Wake County and CAMPO. Also coordinate with the Triangle Transit Authority to determine the locations of existing and planned new bike routes to serve the Town.
4. Formation of vision statement and goals and objectives.
5. Review of existing plans, programs, and ordinances.
6. Field surveys and assessment of existing facilities and identification of existing and potential bicycle/ greenway corridors.
7. Identification of safety issues

October to December 2008

1. Complete data collection activities.
2. Develop facility standards and guidelines, typical sections, and sample cost estimates. Standards and typicals will be developed for roadside facilities shared by pedestrians and bicycles; greenways and other "off-road" trails; and transition areas between facility types.
3. Develop draft bicycle system and project priorities. Review both with Steering Committee prior to public meeting.
4. Hold public meeting. Revise drafts of both to reflect public comments.
5. Identify necessary ancillary facilities and other programs and determine whether existing plans or ordinances should be revised.
6. Finalize project development and prepare recommendations.
7. Identify funding sources.

January to March 2009

1. Complete draft document and submit to Steering Committee for review. After Steering Committee review, the plan will be submitted for review to the Planning Board, Parks and Recreation Advisory Board, and the Town Board.
2. Revise draft as needed based on review comments and submit to NCDOT for review.
3. Upon approval by NCDOT, print final document.
4. Prepare project funding requests via the Transportation Improvement Program, Enhancement Fund Program, and other external funding sources.

(Plan development activities, continued from previous page)

April to June 2009

Review and evaluate towns ordinances and policies. Make amendments as necessary to support bicycle plan.

July to September 2009

October to December 2009

Project Cost Information

Total Project Cost*: \$45,500	Total NCDOT Planning Funds Requested: \$31,850	Total Local Match Committed: \$13,650	Source(s) and Amount(s) of Local Matching Funds (list all applicable): Streets Reserve
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*Municipalities awarded a grant will be required to submit a detailed budget including a breakdown of allowable costs. Staff time is not an allowable cost, nor can it be considered as an in-kind contribution for matching funds.

Attachments

Required:	Optional (if information is available on-line, please list link):
<input checked="" type="checkbox"/> Municipal Resolution <input type="checkbox"/> MPO Resolution (if applicable) <input type="checkbox"/> RPO Resolution (if applicable) <input checked="" type="checkbox"/> Resume(s) of overseeing staff and other individuals <u>2</u> attached <input checked="" type="checkbox"/> Map of Municipality	<input checked="" type="checkbox"/> Letters of Support _____ attached or were sent <input type="checkbox"/> Copies of previous plans (summaries and/or web links preferred) <input type="checkbox"/> Other Maps <input type="checkbox"/> Other (please identify): <input type="checkbox"/> Other (please identify): <input type="checkbox"/> Other (please identify):

Preparer Information

Please provide information on the primary person who prepared this application and indicate the municipal department, local agency, consulting firm, or other organization with which they are affiliated.

Agency/Consulting Firm/Organization:
Holly Spring

Name of Preparer: Scott Evenson	Title: GIS/ Engineering Technician	Work Phone Number: 919-557-3932
Work Fax Number: 919-552-9881	E-mail Address: scott.evenson@hollyspringsnc.us	
Mailing Address: P.O. Box 8	City: Holly Springs	State: NC
		Zip Code: 27540

Submittal Information

For more detailed information on completing the application please see the Step-by-Step Instructions online at www.itre.ncsu.edu/PTG/BikePed/NCDOT/application.html.

Please mail **one original and nine copies** of the completed application, including attachments, to the NCDOT Division of Bicycle and Pedestrian Transportation at the address to the right.

Double-sided copies are acceptable.

Applications will be accepted no later than 5:00 pm on December 3, 2007.

Mailing Address:

Robert Mosher, AICP, ASLA
NCDOT Division of Bicycle and Pedestrian Transportation
1552 Mail Service Center
Raleigh, NC 27699-1552

Delivery Address:

Robert Mosher, AICP, ASLA
NCDOT Division of Bicycle and Pedestrian Transportation
Suite 250
401 Oberlin Road
Raleigh, NC 27605

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Applicant Information			FOR NCDOT USE ONLY Proposal eligible <input type="checkbox"/> Yes <input type="checkbox"/> No	
Name of Municipality: Town of Rolesville		Population 2000	County Wake	NCDOT Division 5
Total Cost for Plan Development: \$35,000	NCDOT Planning Funds Requested: \$28,000		Local Match: \$7,000	
Municipality agrees to enter into a reimbursement agreement with NCDOT: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			Municipality is member of: <input checked="" type="checkbox"/> MPO <input type="checkbox"/> RPO <input type="checkbox"/> neither	
Department applying for grant: Planing Department				
Contact Person: Bryan Hicks	Title: Planning Director		Work Phone Number: 919-554-6517	
Work Fax Number: 919-556-6852	E-mail Address: bryan.hicks@ncmail.net			
Mailing Address: Post Office Box 250, 200 East Young Street		City: Rolesville	State: NC	Zip Code: 27571

I certify that the City/Town of _____, in applying for Bicycle or Pedestrian Planning Grant funds, attests a commitment to the plan's development, management, financing and completion within 12 months from receipt of a Notice to Proceed from NCDOT, and that the completed plan will be submitted to the City/Town Council or other approving authority for adoption.

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Title

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1) Please describe the vision and goals for your municipality related to improving bicycle **OR** pedestrian transportation. Refer to any plans adopted within the last five (5) years that support this vision (may include comprehensive plan, land use plan, transportation plan, etc).

Rolesville currently views ourselves as a "Small Town with a Bright Future" with family friendly communities linked together physically through a net work of tree-lined streets, bike paths, sidewalks and walking trails.

OPEN SPACE AND RECREATION

Goal 1: Provide parks, recreational facilities and greenways in all areas of the community and connect them to a park in the town center. Parks and recreational facilities should be provided proportional to the existing population and future growth.

Goal 2: Link residential areas, business districts, community buildings, recreation sites and play areas with sidewalks or other paths to ensure easy access throughout Rolesville.

Goal 3: Preserve natural areas that can be used for school activities and public recreation.

Rolesville has doubled its population in 4 years and is expected to triple in 5 more years. This growth will bring a demand to protect its natural and cultural resources, land for parks, land for open space, trails, and greenways. Protecting land for these reasons is important for maintaining a high quality of life for residents of Rolesville. To protect this land, Rolesville created an Open Space and Greenway Plan. This plan highlights the general geographic locations, design, and implementation of where future parks, greenways, and trails should be as Rolesville grows.

Rolesville is growing at a fast pace and the demand for parks and greenways is increasing as more people move to the area. To meet this demand, new developments are being required to reserve land for these parks, open space, greenways, and trails. In addition, with the construction of a new bypass in five years there will be more opportunity to consider bikes along Main Street with traffic calming measures installed or even perhaps the bypass as new roads built have much wider shoulders. Rolesville's goal is to create a system that will not only serve area residents but will also connect to adjacent community systems such as Raleigh and Wake Forest.

For further information, please refer to Town of Rolesville Community Plan: Elements & Future Land Use Map: www.ci.rolesville.nc.us/planning/docs/FINAL%20Community%20Plan%20Text%20Map.pdf

2) Describe your municipality, including demographic information and the physical setting. Highlight any special features (e.g. resort community, college town, etc.), high-use bicycle **OR** pedestrian areas and areas with a high incidence of bicycle crashes **OR** pedestrian crashes. Identify and describe any special user populations or areas deserving special focus.

Highway 401, Main Street through town, has ~25,000 vehicles per day, according to NCDOT trip counts. There is a bicyclist element of commuters in the mix every day, although no quantifiable data available on number of cyclists. Crash data from OBPT site indicates only 2 crashes involving a bicycle in the past 10 years, both from an automobile overtaking a bicycle. Bicycle use can be observed on this busy corridor every day. Franklin County to the north has the highest percentage of commuters out of their county than any Triangle CAMPO county at 65%, and at least 90% of these cyclists are going south through Rolesville to Raleigh or other destinations.

Rolesville has Main Street Park in the center of Town as well as a proposed new Town Center Campus Area. Its population boasts many families with young children. The Town is currently widening South Main from north of Pine-Glo to Southtown Circle. In addition to pavement widening, the Town will be extending sidewalk and installing an underground storm water system. Rolesville is quickly becoming a metropolitan area with a rapidly increasing demand for services such as bike paths.

The Town of Rolesville is located in Wake County. The Town's population is currently estimated at about 2,000, Wake County has a 2000 census population of 627,846. In 2003 the median household income in Rolesville was around \$60,000 and the average household size was 2.72 persons. Median family income is steadily on the rise. The tax value on homes is going up significantly as well with Rolesville having the 4th or 5th highest average home value in Wake County. The Town's land area consists of 3.1 square miles or 2,057 acres. The Town of Rolesville maintains 14 miles of streets within the Town limits.

For more Demographic Information, please refer to web:

<http://www.ci.rolesville.nc.us/planning/docs/Rolesville%20Fact%20Sheet.pdf>

3) Provide an overview of the current bicycling OR pedestrian transportation system, including an assessment of strengths and weaknesses of the system. Describe facilities currently in place or planned for completion in the next two years (e.g. designated bicycle route system, miles of off-road paths, extent of sidewalk network, etc.) as well as potential barriers that inhibit developing the system. Please enclose any relevant documents or maps, or provide links to on-line materials.

There are tremendous weaknesses in the bicycle transportation system at present, due in large part to a lack of a comprehensive bicycle master plan. There is no bicycle route designation at present.

In 2002, the Town of Rolesville participated with Wake County and surrounding municipalities in simultaneously adopting open space and greenway plans specific for each municipality. The Town of Rolesville adopted an Open Space and Greenways Master Plan for the purpose of protecting the natural and cultural resources that residents value most, in addition to supporting and enhancing its small town heritage. The town's Open Space Plan is consistent with a larger, comprehensive Open Space Plan for Wake County adopted by CAMPO. Rolesville's adopted open Space and Greenway Plan calls for stream buffer zones for six local stream corridors, natural and pedestrian use greenway corridors, scenic road designation for at least five key traffic corridors, and bike routes.

A comprehensive master bicycle plan is needed so that Rolesville will have a guideline for a system of bicycle transportation facilities as the Town develops and grows. Rolesville is proactive in efforts to reserve open space. This open space can be areas left natural or can be developed for bike paths, trails and/or greenways. Rolesville's goal is to create a system that will not only serve area residents but will also connect to adjacent community systems such as Raleigh, Wake Forest, and Franklin County, as well as mesh with existing greenway and pedestrian trails in the community. Through recently approved developments, Rolesville has around ten (10) miles of trails and greenways that will be constructed at the cost of the developers instead of tax payers' dollars. Approximately one (1) mile has been constructed to date. Rolesville continues to strive to meet the demands and plan for Rolesville to be the best town to live, work, and raise a family.

Below are links to Rolesville's adopted plan which is divided into sections to reduce download time. Please view the Open Space and Greenways Plan by clicking on the appropriate links at:
<http://www.ci.rolesville.nc.us/planning/adplans.htm>

4) Describe any bicycle and/or pedestrian education, enforcement or encouragement programs and initiatives underway or planned. List any key issues that have been identified, such as safety, health and well-being, connectivity, etc.

The Rolesville Police Department conducts "annual" Bicycle Rodeos to promote bicycle safety. The last was held in November, 2006.

The Elementary School plans to integrate bicycle education into its Fall Festival and Spring Recreation Day, and to conduct Police Bike Safety presentations regularly.

The new Sanford Creek Elementary is a recent addition to Rolesville, in an excellent location served by sidewalks and bike trails on each side of a new major thoroughfare, Granite Falls Boulevard. To the rear of the school is the Rolesville Main Street Park which allows for further recreational opportunities adjacent to the school and provides pedestrian and bike access back to US 401.

Phase II of the new Main Street park, a planned fitness center and residential development adjacent to the new school, will complement the existing development in the area and the new school site and will be in keeping with the Town's long range development plans. The new school will play a significant role in the future of Rolesville and will serve as part of a new hub in a pedestrian and bicycle friendly, high quality development with nearby amenities.

With the connection of the greenway system of pedestrian trails and bike paths and designated bicycle routes, a bike week may be planned.

A Comprehensive Bicycle Plan will help identify safety problem areas and their solutions, as well as vital links that have the potential to become part of a well-connected system of alternative transportation within the Rolesville area.

5) Provide a brief description of any municipal bicycle planning and/or pedestrian planning activities that are currently underway or have been undertaken in the past (list years). List may include bicycle, pedestrian, or greenway elements in any municipal, county or regional planning documents. Please enclose any relevant documents or maps, or provide links to on-line materials. Describe the results of these planning efforts in terms of improvements in bicycle and/or pedestrian facilities, accessibility, and/or safety.

2002: Please see the Open Space and Greenway Plan developed in 2002: www.ci.rolesville.nc.us/planning/adplans.htm

2003: Conforms to CAMPO Greenway Plan: www.campo-nc.us/BPSG/BikePed_31903%20.pdf

1996: Unified Development Ordinance adopted. Sidewalks are required in all new development (one-side only at present, considering 2-side requirement), (ref. UDO article 15.4.6(b)). Minor collector street width is a minimum of 34 feet, face-to-face, making travel lanes 15 feet in each direction, enough for a safe bicycle and automobile mix. (ref. UDO article 15.4.5.7(b)) Proposed bicycle paths to be shown on subdivision plans (ref. UDO chapter 15, page 22).

These requirements will help in the connectivity and safety of bicyclists as new areas of the Town are developed. A Master Plan for Bicycle Transportation will help developers and planners alike to identify and reserve needed corridors for bicycle use.

Please follow the link below to the UDO:

www.ci.rolesville.nc.us/planning/docs/UDO/Article%2015.pdf

2007: The Annual Budget for the Town includes several improvements that will enhance bicycle transportation.

Construction of a multi-purpose trail to connect Old Towne subdivision to the Town's existing sidewalk system (\$150,000); and Sidewalk curb, gutter, street widening and storm water Improvements from Pine-Glo to Commons Shopping Center (\$225,000); (ref. www.ci.rolesville.nc.us/admin/docs/FY07-08%20Budget.pdf)

6) Describe how the development of a comprehensive bicycle transportation **OR** pedestrian transportation plan will benefit your municipality and meet the needs of diverse populations (residents and, where appropriate, students and/or visitors).

As stated in the Town's website, Rolesville continues to benefit from the Triangle area's growth and popularity. With an increase in population of nearly 20% in 2005, Rolesville became the fastest growing town percentage wise in North Carolina according to census data. Population increases are expected to continue to be dramatic with roughly 1700 undeveloped lots available and several hundred more currently under construction.

The development of a comprehensive bicycle transportation plan will provide benefits for all members of the cycling public through (1) increased safety, (2) increased mobility through the connectivity of public parks and schools with residential and commercial areas, (3) reduced congestion, and (4) basic health benefits through regular exercise. Rather than creating stress while driving to work, the exercise from bicycling to work actually relieves stress.

In addition, the Town of Rolesville, a member of the Capital Area Municipal Planning Organization (CAMPO), is bordered on two sides by the growing municipalities of Wake Forest and Raleigh, and Franklin County to the north. A comprehensive bicycle transportation plan for Rolesville will provide an essential link between these communities, providing destination points to the new Rolesville Main Street Park and Community Center, as well as the planned enhanced downtown Rolesville area. Safe bicycle routes will be identified and signed. The Town is interested in making bicycle travel safe and convenient for residents and visitors, but has yet to create a comprehensive plan that brings all of the ideas and strategies mentioned in other plans into a single document and vision. A Bicycle Master Plan will increase the awareness of cycling as a mode of transportation and not just a recreational vehicle. This will require that copies of maps of local and regional bike routes and facilities are available at greenways, parks, Town Hall, public events, as well as on our website. The Bicycle Master Plan will also identify incentives to bike to school, work and for leisure.

The Bicycle Master Plan will also provide specific recommendations and strategies to improve the look and feel of Rolesville's s

7) List the name and title/position of the municipal staff person responsible for project oversight. Please note that this person **must** be a full-time permanent employee of the municipality. Also list any others who will have involvement in plan development and their experience. Please describe any prior experience these individuals have in the preparation and/or implementation of a bicycle plan and/or a pedestrian plan or other transportation/community planning efforts and include copies or links to relevant documents. Provide resumes/qualifications for each individual listed, including the overseeing staff person.

Matthew S. Livingston, Town Manager: Full-time municipal staff person responsible for Town budget.

Bryan Hicks, Planning Director: Full-time municipal staff person responsible for project oversight.

J.G. Ferguson, Progeam Coordinator, Parks and Recreation: Full-time municipal staff person responsible for planning input and coordination with Parks and Recreation plan.

Bruce Samuel Surface, PE: Project Manager with Milone & MacBroom, Inc., engineering and master planning consultants.

8) Describe how your plan will be developed, specifying whether the work will be done through the services of a paid consultant, a combination of municipal staff and consultant, or through some other process. Briefly describe how duties and tasks will be divided. Indicate how MPO or RPO staff and resources may be utilized.

The plan will be developed through a combination of municipal staff, consultant participation, as well as input from the public and CAMPO. A study will be made of existing local, regional and statewide transportation plans. Public and private destination points will be considered.

From this and public input from public forums and meetings, a comprehensive bicycle plan will be proposed which identifies a network of bicycle routes, paths and trail that will guide the implementation of on-street bicycle lanes and off-street paths as resources become available.

The Bicycle Master Plan will include an implementation strategy for funding and scheduling construction projects in a series of phases. The consultant shall identify projects that combine local and federal funding, so the construction costs can be included in Rolesville's Capital Improvements Plan. The Bicycle Master Plan will also describe programs and policies that advocate bicycle safety as well as tourism.

The Bicycle Master Plan shall consider the regional vision and objectives provided by the Capital Area MPO and its members, specifically Wake Forest and Raleigh whose ETJs abut the ETJ of Rolesville. Rolesville's Bicycle Master Plan will tie into neighboring ETJs bicycle and greenway plans, and identify opportunities to improve connectivity.

9) Indicate the level of support from elected officials and municipal decision-makers for bicycle and/or pedestrian programs and projects. Describe what elected officials, municipal decision-makers, representatives of other agencies, interest groups, commissions and boards, individuals and other stakeholders have done to support bicycle and/or pedestrian programs and projects in the past. Describe how they or others will be involved in development of this plan. List any existing bicycle, pedestrian, greenway, open space or other relevant committees and task forces in your area that are charged with addressing bicycle issues and/or pedestrian issues. Provide letters of support, if available.

Rolesville's elected officials remain very supportive on many types of alternative transportation. Things the Town has done include:

- Requiring sidewalk and bike paths on major thoroughfares within PUD's a good example of this is Village at Rolesville subdivision
- Requiring new developments to install greenways in nearly all new subdivisions there are at least 7-8, I could mention but not sure that is needed
- Within past 4 years the Town has spent approximately 500,000 on various sidewalk greenway projects, i.e. Main Street Park, Old Towne Connector Greenway extension of sidewalk on W. Young, extension of sidewalk on S. Main Street and extension of sidewalk on Redford Place Drive
- Required dedication of easements for future greenways and ensured adequate row was available by requiring 100 foot buffers on all perennial streams
- Allow for bikes and other non-motorized transportation on all multi-purpose paths

10) Describe how your community will implement the programs, policies, projects and initiatives identified and prioritized in the plan. Indicate what municipal, regional, state or federal resources may be sought. List any departments, agencies, organizations or other partners that may be involved. Attach letters of support, if available.

List activities involved in developing the plan and provide a Plan Development Schedule, beginning with NCDOT notification of grant award, scheduled for June 2008. Note whether the task will be undertaken by staff, consultant, or both. Please state when municipality anticipates executing the Municipal Reimbursement Agreement, entering a contract with a consultant, and receiving the Notice to Proceed and keep in mind that there are 12 months from its issuance to complete the plan. List activities by quarter:

June to September 2008

Enter contract with consultant
Staff conceptual stage
Budget and schedule for planning process
Development of goals and objectives
Bicycle Facilities Inventory
Bicycling background and research analysis
Examination of opportunities and constraints

October to December 2008

Development of Options
Selection of Preferred Options

January to March 2009

Development of implementation strategy
Assessment
Final Report Draft (including appendices, maps, lists and illustrations)

(Plan development activities, continued from previous page)

April to June 2009

Final Report (including large format maps, NCDOT approval)

July to September 2009

October to December 2009

Project Cost Information

Total Project Cost*: \$35,000.00	Total NCDOT Planning Funds Requested: \$28,000.00	Total Local Match Committed: \$7,000.00	Source(s) and Amount(s) of Local Matching Funds (list all applicable):
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*Municipalities awarded a grant will be required to submit a detailed budget including a breakdown of allowable costs. Staff time is not an allowable cost, nor can it be considered as an in-kind contribution for matching funds.

Attachments

Required:	Optional (if information is available on-line, please list link):
<input type="checkbox"/> Municipal Resolution <input type="checkbox"/> MPO Resolution (if applicable) <input type="checkbox"/> RPO Resolution (if applicable) <input type="checkbox"/> Resume(s) of overseeing staff and other individuals ____ attached <input type="checkbox"/> Map of Municipality	<input type="checkbox"/> Letters of Support ____ attached or were sent <input type="checkbox"/> Copies of previous plans (summaries and/or web links preferred) <input type="checkbox"/> Other Maps <input type="checkbox"/> Other (please identify): <input type="checkbox"/> Other (please identify): <input type="checkbox"/> Other (please identify):

Preparer Information

Please provide information on the primary person who prepared this application and indicate the municipal department, local agency, consulting firm, or other organization with which they are affiliated.

Agency/Consulting Firm/Organization:
Milone & Mac

Name of Preparer: Bruce Samuel Surface, PE	Title: Project Manager	Work Phone Number: 919-854-4373
Work Fax Number: 919-854-4393	E-mail Address: bruces@miloneandmacbroom.com	
Mailing Address: 5511 Capital Center Drive	City: Raleigh	State: NC
		Zip Code: 2

Submittal Information

For more detailed information on completing the application please see the Step-by-Step Instructions online at www.itre.ncsu.edu/PTG/BikePed/NCDOT/application.html.

Please mail **one original and nine copies** of the completed application, including attachments, to the NCDOT Division of Bicycle and Pedestrian Transportation at the address to the right.

Double-sided copies are acceptable.

Applications will be accepted no later than 5:00 pm on December 3, 2007.

Mailing Address:

Robert Mosher, AICP, ASLA
NCDOT Division of Bicycle and Pedestrian Transportation
1552 Mail Service Center
Raleigh, NC 27699-1552

Delivery Address:

Robert Mosher, AICP, ASLA
NCDOT Division of Bicycle and Pedestrian Transportation
Suite 250
401 Oberlin Road
Raleigh, NC 27605