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Cc: [Rob Robinson](#)
Subject: Road Code Follow Up
Date: Friday, October 19, 2018 1:30:00 PM
Attachments: Chap 19-20 amendment memo (final draft).pdf
Memo Road Typologies - final.pdf
City of Gaithersburg Road Code Regulation.pdf
Ammended Chap 19.pdf

Hello all,

I am reaching out to you as a follow up to our June 7th development and engineering community luncheon on the proposed changes to the City's Road Code. Staff introduced the amendments to Chapters 19 and 20 on October 15th. The Council has scheduled the consolidated public hearing for Nov. 19. Staff will also introduce the new Road Code Regulation that same evening. Attached are copies of Chapters 19 and the new regulations. We appreciated your input during our luncheon and the following outlines how your comments were addressed in the regulation.

- Clarification for public utility placement within the ROW –
 - Wet and dry utilities may be allowed in the ROW per City approval on a case by case basis; dry utilities must be placed behind the curb- these utilities may not be located within the road bed. (Please refer to page 7 – footnote 7)
- Clarification for the preferred placement of Stormwater management accommodations within the ROW –
 - Stormwater management/ green streets may be accommodated in medians, replaced on street parking spaces, or in the landscape/furniture zone. (Please refer to page 7 – footnote 8)
- Provide options for alternative treatments for parallel parking spaces-
 - Alternative treatments include: loading / ridesharing zones, bike parking / bike share zone, and low vegetation which could be for Stormwater management (Please refer to page 7 – footnote 9 and page 8)
- Provide options for alternative treatments for medians –
 - Alternative treatments include: trees, low vegetation, turning lanes, or without vegetation. (Please refer to page 7 – footnote 8 and page 8)

Again, attached are the amended Chapter 19 , the draft Regulation, and the original Memo explaining this effort and the ordinance changes. Please feel free to send me or Rob any comments on the materials over the next week. I'd like to have everything received by Oct. 29th in order to include any input in the Council public hearing packet.

Thanks again for participating with the City in this process; we have appreciated your input tremendously. Please feel free to share the attached materials with others in your offices. If you

have any questions, please feel free to contact me.

Best,

Alyssa Roff

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MEMORANDUM

TO: Mayor & City Council
Planning Commission

VIA: Tony Tomasello, City Manager

FROM: Rob Robinson, Long Range Planning Manager

RE: Proposed Road Typologies: Road Code Update

DATE: March 9, 2018

Staff and the City consultant, Toole Design Group, will be presenting during a joint work session with the Council and Planning Commission on March 26, 2018, proposed new road classifications/typologies and traffic calming best practices. The new typologies are the first step in amending the Road Code, Chapter 19 of the City Code - *Streets and Sidewalks*.

The current Road Code is defined in Sec. 19-14 - *Road classification and minimum requirements*. This section and its classifications were established in 1968 and reflected auto-centric traffic volume movement as the focus. In 2005, the section was amended to reference Montgomery County standards at that time. Since the early 1980's beginning with the Kentlands development, the City has not approved or built any roads to these standards. All subsequent projects up and through the Crown development have roads approved through Road Code waivers. City staff proposed to amend the Road Code because of the predominance of waivers granted and Sec.19-15 - *Standards and specifications* which states:

Unless otherwise specified, all paving materials and road design criteria shall conform to the most recent Montgomery County Road Code, as amended.

The City, per this section, has by reference adopted the County's Road Code, twice revised since 2005. Staff is of the opinion that this is inefficient for City implementation and the County Code reflects the design priorities of Montgomery County Department of Transportation and Montgomery Planning.

The Council, in the FY 17 Annual Strategic Plan, directed as an Action Item to "Amend and Adopt City Road Code." This Action Item was forwarded to the FY 18 Annual Strategic Plan under both Planning and Transportation. Staff, in June 2017 contracted with Toole Design Group to assist in this effort and work began in August 2017.

Staff contracted for a project to develop street design standards, or typologies, for the City. The new typologies would be the criterion for future road designs associated with development and act as a guide to retrofits of pre-1980 roads built to the current code and those built under Road Code waivers. Further, the new typologies would consider the needs of all users of the roadway and the adjoining land use contexts within the City, including design elements reflecting Vision Zero and Complete Streets principles. The typologies should contribute to a high-quality, automotive, transit, pedestrian and bicycle-friendly environment that balances the needs and safety of multiple users and is responsive to the associated land uses. The new typologies would reflect best practices and nationally recognized design guidelines. The typologies afford design flexibility and offer a menu of design options including cross-sectional elements of the streetscape such as travel lanes, sidewalks, accommodating street furniture and tree panels, bicycle facilities, transit stops, and other elements.

Development of the draft proposed typologies began with a review of the previous Road Code waivers granted and a series of four work sessions with Toole and an interdepartmental City working group composed of Planning and Code (Permits and Inspections, Fire Marshall, and Planning), Public Works (Engineering Services and Operations), and members of the Transportation Committee. The draft typologies were presented to the City's Transportation Committee for their comment during their February 27, 2018 meeting. Staff, in response to anticipated questions and those raised during the Transportation Committee meeting, emphasizes:

- The new Road Code would not void existing plan approvals or road designs;
- The new Road Code would not require the retrofit of existing roads;
- The new Road Code would establish elements to be pursued to the greatest extent possible when retrofitting roads, but acknowledges that existing rights-of-way may preclude constructing the full typology cross-sections;
- The new Road Code would apply to new roads proposed as part of future development plans;
- The new Road Code includes typologies of roads not currently found within the City;
- Roads may exhibit different typologies over their entire length as adjoining land use contexts change;
- The new Road Code would apply to both public and privately owned roads; and
- The new Road Code would include waiver provisions.

Staff will be seeking guidance from the Council and Planning Commission during the March 26th work session regarding:

- Whether to support the course of amending the Road Code (the proposed typologies);
- Should specific typologies be amended and if so how; and
- Direction to continue with the process to amend the Road Code.

Subsequent to the work session, staff will amend the typologies and materials as directed. Should staff receive direction to proceed; the revised materials will be offered to the development community for their input and comment. Following this outreach effort and any further revisions, staff will then begin the formal ordinance amendment process.