

RETHINK FOLLY ROAD

A COMPLETE STREETS STUDY

Steering Committee Meeting
James Island Town Hall
1122 Dills Bluff Road, James Island, SC

MINUTES
January 22, 2020
3:30PM – 4:30PM

I. Welcome (Mayor Woolsey)

Mayor Woolsey welcomed everyone.

II. Public Comment (Mayor Woolsey)

There was no public comment.

III. Previous Meeting Minutes (Toole Design)

Minutes from the previous meeting were approved unanimously.

IV. Zoning and Land Use Regulation Proposed Changes

a) Bike Parking Requirements (Kristen Crane)

Changes to the Town of James Island's Zoning and Land Development Regulations were brought before the Town's Planning Commission in December 2019 with the hope that they could go to a first reading with Council in February 2020. The changes were unanimously approved by the Planning Commission and included adding bike parking, as the Town does not currently have any bike parking requirements.

The Town of James Island's proposed bike parking regulations include:

- Bike parking will be required on all newly developed/redeveloped properties at one bike parking space for every ten vehicle spaces.
- No businesses will be exempt.
- Bicycle spaces will not count toward the number of parking spaces required for a business.
- The guidelines will help developers select good bike parking locations on their property and installation of those spaces.
- It will not be required for a vehicle space to be converted to a bike space; bike parking will be allowed on a sidewalk or near the building.

The City of Charleston has bike parking regulations for the Upper Peninsula and rules against parking bikes on King Street. Charleston County does not have bike parking requirements. Many developers are already putting in bike racks, but the proposed guidelines/regulation will go beyond this.

Concern was expressed about requiring too many bike racks and requiring bike racks for properties that already have very limited parking. It was clarified that businesses can request a variance based on

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individual circumstances/challenges. There was consensus that bike racks are needed but concern that such regulations not be overburdensome on property and business owners.

Motion to encourage the City of Charleston, City of Folly Beach, Town of James Island, and Charleston County to adopt bike parking requirements. Motion carried.

b) Minimum Sidewalk Width (Toole Design)

As the overlay district has been prepared for adoption/amendment in each jurisdiction, there has been some discussion as to the most appropriate minimum width for sidewalks along either side of Folly Road. While it is certainly within the purview of each jurisdiction to adopt whatever requirement they determine to be best, it would be appropriate to have a unified message from the Steering Committee on a recommended minimum width.

Based on national best practices, Toole Design's recommendation is that 12 feet be the minimum width for sidewalks on either side of Folly Road. The 2012 American Association of State Highway Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities recommends 12 feet (i.e., this recommendation will be 14 feet in the forthcoming 2020 edition). It is important to note that many times variances will be allowed due to a variety of constraints/challenges, so the required minimum will not always be achieved. If a width less than 12 feet is required, it is unlikely that 12 feet will ever be achieved.

Motion to recommend to the City of Charleston, City of Folly Beach, and Charleston County to include a 12-foot minimum sidewalk requirement on both sides of Folly Road as part of overlay districts, as the Town of James Island has amended their overlay. Motion carried.

V. Steering Committee Structure (Toole Design)

Toole Design presented the draft Operating Agreement which spells out the coordination and communication protocols for the Steering Committee. This would be adopted by the Steering Committee, and it can be revised/amended by the Steering Committee at any time.

The Operating Agreement has five key areas:

1. Purpose – Taken directly from the Memorandum of Understanding (MOU)
2. Operating Capacity – Clarifies that this is a committee of volunteers; it also speaks to staff and program management support
3. Membership – Includes members specified in the MOU and the ability of the committee to vote new members; also includes terms of service and ability to form working groups/subcommittees
4. Meetings – Defines meetings to occur on a minimum bimonthly basis with discretion for additional meetings
5. Public Meetings – Requires that a public meeting or event be held at least once each calendar year to keep the community involved in the process

Several possible amendments were discussed, but those were tabled for later consideration.

Motion to adopt the Operating Agreement. Motion carried.

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VI. TST Application (Toole Design)

The Steering Committee previously indicated it would like to have a jurisdiction submit a project along Folly Road for a 2020 Charleston County Transportation Sales Tax (TST) allocation. The deadline for applications is March 1, 2020.

Toole Design conferred with Town of James Island staff to determine an appropriate project to apply for a TST allocation on behalf of the Steering Committee. The identified project would be a multi-use path on the west side of Folly Road from the new Publix (i.e., south of the Grimball Road/Fort Johnson Road intersection) to the intersection of South Grimball Road. It is just under one mile in length.

Through discussions with Charleston County, \$300,000 appears to be a reasonable allocation ask based on available funding in the bike/ped enhancement category. Cost estimates were presented with varying degrees of local funding needed to round out the overall budget. Many were concerned about the ability of jurisdictions to commit to funding any portion of the project on such a short deadline. There was also discussion on whether or not this was the right “next phase” of Folly Road improvements.

It was determined that the Steering Committee desired to enable Toole Design to move forward with assembling the application, but further information and discussion was desired. It was concluded that a conference call would be held in February 2020 once more information is available.

Motion for Toole Design to move forward with the TST application. Motion carried.

VII. State of the Plan Public Event and Branding Overview (Toole Design)

As the meeting was running long, it was recommended that this be tabled until the February 2020 conference call.

Motion to table to the February 2020 conference call. Motion carried.

VIII. Chair’s Comments (Mayor Woolsey)

No additional comments.

IX. Adjournment

Meeting adjourned.