

**MARYLAND DEPARTMENT OF TRANSPORTATION
STATE HIGHWAY ADMINISTRATION
BICYCLE & PEDESTRIAN PRIORITY AREA DESIGNATION APPLICATION**

General Instructions

GENERAL INSTRUCTIONS: Local agencies seeking Bicycle and Pedestrian Priority Area (BPPA) designation from the State Highway Administration (SHA) must submit the following materials between September 1, 2026, and October 1, 2026:

1. A completed application
2. A legible and detailed map of the proposed BPPA (see Section 2 – Proposed BPPA Map)
3. A signed concurrence letter supporting the proposed BPPA designation from the implementing local jurisdiction (see Section 5 – Signed Concurrence from Local Agencies)

The application and attachments must be submitted by email to Shane Sarver (ssarver@mdot.maryland.gov).

Please refer to SHA's BPPA webpage for more information regarding the BPPA designation: [BPPA Webpage](#)

Section 1 – Application Information

Jurisdiction/Agency: _____

Address: _____

City: _____ State: _____ MD _____ Zip: _____

Contact Person: _____

Title: _____

Phone: _____ Email: _____

Section 2 – Proposed BPPA Map

Please attach a **legible** map showing the following elements:

- A. Proposed BPPA limits (1/2 mile radius maximum):
- B. Land uses that may generate or attract bicycle and/or pedestrian activity, such as residential areas, commercial areas, areas of interest unique to the locality, etc.
- C. Specific points that may generate bicycle and/or pedestrian activity, such as educational facilities, parks, cultural centers, major employment locations, transit, etc.
- D. Existing bicycle and/or pedestrian facilities
- E. Planned bicycle and/or pedestrian facilities
- F. Obstacles to biking and walking

Section 3 – Written Justification

Provide written justification for proposed BPPA designation by answering the following questions. Please note the size and format of text fields has been limited; please keep answers concise.

- A. What are the limits of the proposed BPPA?

B. Describe current bicycle and pedestrian activity and opportunities in the proposed BPPA. Include any data that supports your response.

C. Describe obstacles and impediments to biking and walking in the proposed BPPA.

D. Identify local contribution for Bicycle and Pedestrian Priority Area Plan (BPPAP) development and implementation. Describe all identified local contributions in the area provided below.

- Ability to obtain right-of-way
- Maintenance commitment
- Community outreach plan
- Financial contribution for BPPAP development
- In-kind contribution for potential projects within BPPA
- Planning support
- Bicycle/pedestrian counts and/or other supporting data
- Other (Please describe):

E. Describe how the proposed BPPA would support existing local and regional plans and priorities, such as land use plans and bicycle and pedestrian plans.

F. Describe how the proposed BPPA would proactively remove barriers to opportunity, especially in communities that have a high reliance on walking and biking.

Section 4 – Identification of Existing Designations and Planning Areas

Identify the following planning areas and designations that currently exist in the proposed BPPA. Please check the following that apply:

- [Designated Transit Oriented Development](#)
- [Maryland Heritage Area](#)
- [Maryland Main Street](#)
- [Pedestrian Safety Action Plan Priority Corridor](#)
- [Priority Funding Area](#)
- [Scenic Byway](#)
- [Short Trip Opportunity Area](#)
- [Vulnerable Road User Assessment High Risk Areas](#)
- Other:

Section 5 – Signed Concurrence from Local Agencies

Attach a signed concurrence letter supporting the proposed BPPA designation from the implementing local jurisdiction on official letterhead.

Any questions regarding the application submittal process may be directed to:

Shane Sarver
Bicycle and Pedestrian Planner
Maryland State Highway Administration
Office of Planning and Preliminary Engineering
Grants and Programs Management Division

Phone: 410-545-5662

Email: ssarver@mdot.maryland.gov