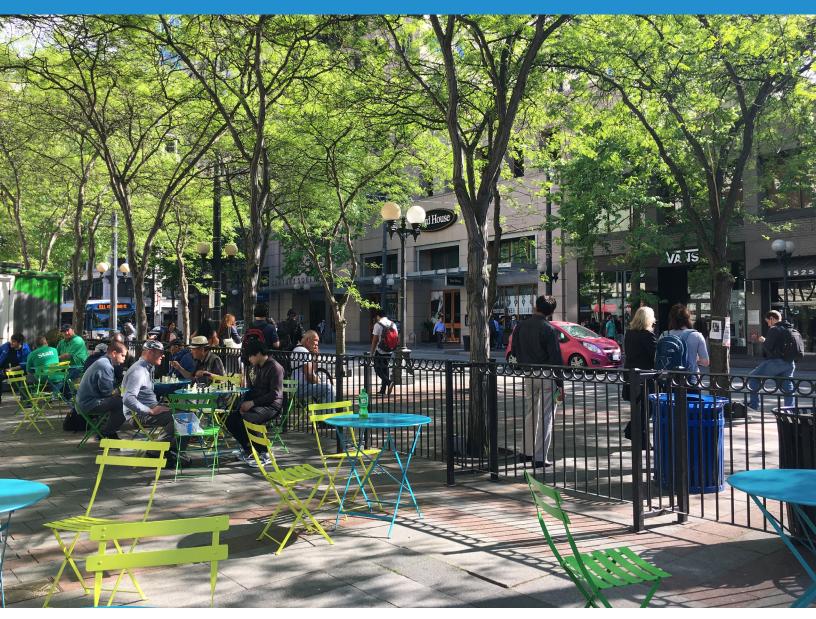
Seattle Department of Transportation

PUBLIC LIFE STUDY

2018 Guide for Data Collectors







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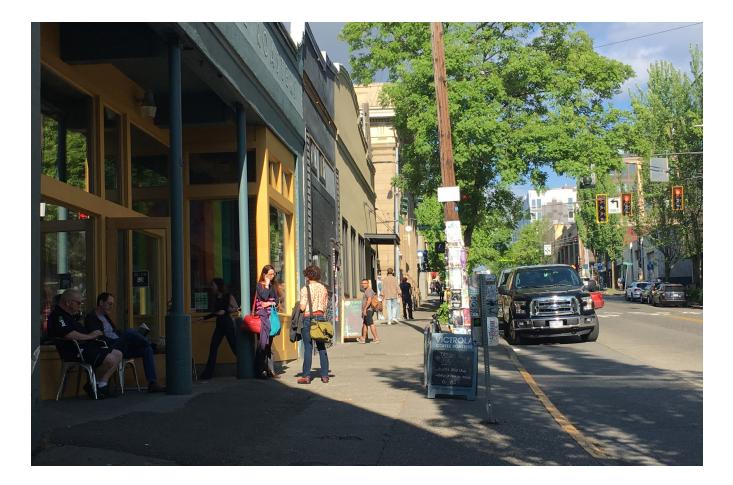
INTRODUCTION

WHO SHOULD READ THIS GUIDE?

This guide is for people who will be collecting data for the Seattle Department of Transportation's public life study. It begins with background information on the study purpose and scope, and then provides in-depth details on the tools to be used in the field, how data should be collected, and how data should be entered and managed. **Please thoroughly review this document prior to arriving on-site to collect data.** It will also be a useful reference to have on hand during data collection.

WHAT IS "PUBLIC LIFE"?

The Gehl Institute defines public life as the "activity that takes place in everyday public spaces—on streets, in parks and plazas, and in spaces between buildings." Public life consists of all the interactions in public spaces, whether they are necessary (e.g., walking to work) or recreational (e.g., watching a street performer). As such, public life can take many forms, such as eating at a street café; reading on a bench; window shopping; or talking to others while waiting for a bus. The types of activities and number of people engaging in public life in various areas can illuminate the degree to which a community is livable, social, and prosperous.



WHY DO WE WANT TO STUDY PUBLIC LIFE?

One of the most important settings for public life are our streets and sidewalks. As the department in charge of **managing and planning for the use of our streets and sidewalks**, the Seattle Department of Transportation (SDOT) has a keen interest in how people use these public spaces. In the past, we have not focused data collection specifically on understanding public life, but rather on other aspects of our transportation system related to mobility, like vehicular traffic counts. To recognize the many functions of the right-of-way—including a setting for public life our latest strategic plan lists the vibrancy of our public spaces as one of the five core values for our transportation system.

By studying public life in a variety of urban neighborhood contexts, we can collect peoplecentered data that measures how people currently use our streets and sidewalks and how the vibrancy of sidewalks as public spaces changes over time. What is our goal for the stuidy? To be better equipped to make public realm investment decisions; evaluate designs and interventions; compare public life across neighborhoods; and understand what makes a successful public space.

A vibrant city is one where the streets and sidewalks hum with activity.

WHAT IS A PUBLIC LIFE STUDY?

Here's where you come in. A public life study is a type of research that focuses on measuring human activity and characterizing how public space is used by people moving through or staying still within a specific study area. A public life study provides insight into how design, activation, social behavior, built environment, and urban form all influence activity in public space. A better understanding of those factors directly supports our efforts to make public spaces that people enjoy using.

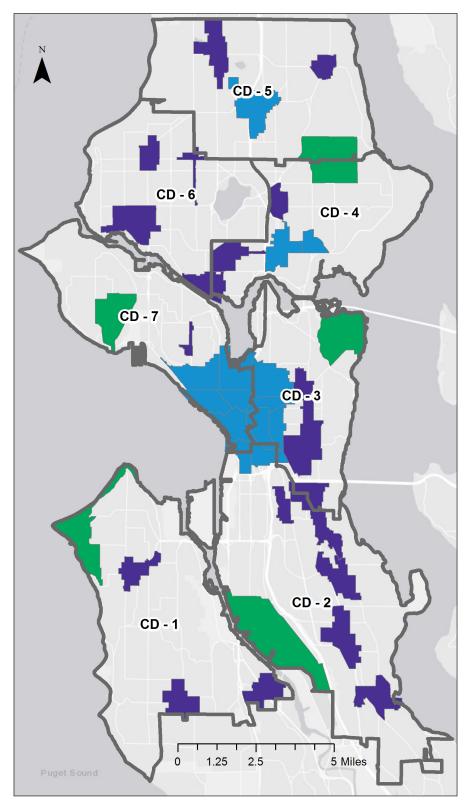
A public life study typically answers one or more of the following questions about public spaces:

- **How many** people are there, either staying still or moving through?
- Who is there, by gender, age, etc.?
- Where are people lingering?
- What kinds of activities are people engaging in?

You will be tasked with collecting data for our first city-wide public life study, described in detail in this guide.



NEIGHBORHOODS SELECTED FOR DATA COLLECTION BY COUNCIL DISTRICT



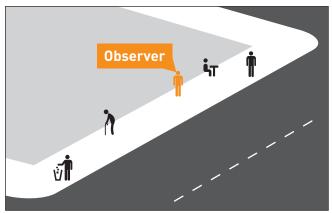


PUBLIC LIFE STUDY DESIGN

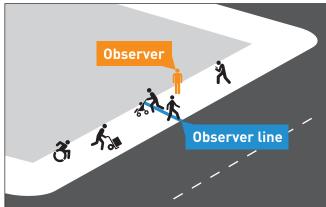
WHERE WILL DATA BE COLLECTED?

This study will collect public life data in **over 100 locations across 38 different neighborhoods** throughout Seattle. The study area for each location will be the sidewalk of one "block face," which essentially means one side of a street.





Example of people staying still



Example of people moving through

WHAT TYPES OF DATA WILL BE COLLECTED?

There are three types of observational data we want to collect for this effort: people moving; people staying still; and current conditions.

	People Moving	People Staying Still	Current Conditions
Research questions	How many people walk on this sidewalk? Who walks on the sidewalk?	How many people stay still on the sidewalk? Who stays still on the sidewalk? What are people doing on the sidewalk?	What are the current weather conditions? What seating is currently available? Are there any notable
			events happening that could affect public life?
Study area	Screen line	Entire block face	Entire block face
Length of time	20 minutes	20 minutes	~5 minutes

WHEN WILL DATA BE COLLECTED?

For each site, observations are collected on **two weekdays**, and **one weekend day** (Saturday). The observations are collected within three different time windows, coinciding with anticipated peak usage: morning (weekdays only), mid-day, and evening.

	SUN	MON	TUES	WED	THURS	FRI	SAT
MORNING		8 – 10 AM	8 – 10 AM				
MID-DAY		12 - 2 PM	12 - 2 PM				12 - 2 PM
EVENING		4 – 6 PM	4 – 6 PM				4 – 6 PM

Data collection for each block face should take 45 minutes, consisting of:

- 1. People moving 20 minutes
- 2. People staying still 20 minutes
- 3. Current conditions 5 minutes

This means one person can complete **two block faces** (1.5 hours in total of data collection time) within each 2-hour time window.

WHAT SHOULD I KNOW ABOUT OBSERVATIONAL RESEARCH?

It is very possible that someone may approach you while you are collecting data to ask what you are doing. We will provide flyers to help describe the study and give contact information; please feel free to distribute these flyers to interested parties.





Observational research is different than other types of data collection because we are hoping

to document what is going on while also not directly influencing the environment with our presence. This exercise will require staying focused on and alert to the area you are observing, and not getting in the way of the people using the public space. We want to avoid influencing people's behaviors or scaring people away if they think they are being watched or think that you are soliciting them.

Tips for data collectors

- Clipboards make people think you're trying to sell something. Maybe try a simple folder.
- Stand out of the way of pedestrian traffic and activity
- Make sure you have a good vantage point of seeing the entire block

DATA COLLECTION

This section describes how you will collect data for each of the types of observations: people moving; people staying still; and current conditions. The SDOT-provided tools for documenting and tallying observations take some time to become familiar with. It is important that data are recorded in the same way by everyone making the observations to ensure consistency and accuracy, so please take the time to understand the tools before going in the field to collect data.

PEOPLE MOVING Purpose

Pedestrian counts are collected to provide insight into the amount of pedestrian activity on the block face. This is used during data analysis as a way of comparing across different sites. It also allows us to understand the demographic breakdown of people walking on the block face.

Description

For each shift, you will be tallying the number of people walking on a block face in the area for 20 minutes total, split into two 10-minute periods. The reason for **two separate 10-minute periods** is to capture different information about the people passing by. For the first 10-minute period, you will be documenting the **group size** of people passing by. For the second 10-minute period, you will be documenting the **gender** of people passing by. Instead of counting every person that walks on the entire block face, we will be using a **screen line** approach. *A screen line is an imaginary line running width-wise across the sidewalk, from building to curb*; typically, you should imagine this screen line mid-block, rather than near an intersection. *Anytime someone passes that imagined line, you count them.* This includes occasions where the same person may cross the line more than once. *If you watch someone walk down only part of the block, and then enter a building before reaching the line, you do not count them.*

During these observations, you ignore people staying still on the block face, and only count people who walk, run, or otherwise pass your screen line.

People to count

- ✓ People being carried or pushed by someone else walking (such as small children)
- \checkmark People in wheelchairs
- ✓ The same person multiple times, if they pass the screen line multiple times
- ✓ People on skateboards, scooters, bicycles on the sidewalk

People NOT to count

- \times People standing still
- People walking on the block face that do NOT pass the screen line

Instructions

- 1. Find a place where you can **stand out of the flow of foot traffic, safe from vehicles**, and where you have a good view of the block face.
- 2. Determine your screen line for counting pedestrians, somewhere mid-block.
- 3. Set a timer for 10 minutes and begin tallying people who pass the screen line. After 10 minutes, you will count the sub-totals for each category. For the first 10-minute period, you will focus on categorizing people moving by group size. For instance, if someone is walking by themselves, they would be tallied in the "1 person" category; for a couple walking together, they would be tallied once in the "2 people" category. Please note that one tally mark should be used for each group, not for each individual person observed.



Count 1.

Site number:	Date:
Street name:	Day of week:
Cross streets:	Surveyor:
&	

Side of street: N S E W

Start time:

Number of pedestrians, split by group size. Total column should be number of groups per category (not total people). 10 minutes. SIZE TALLY TOTAL 1 person 2 people 3 people 4 people 5 people 6 people 7 people 8 people 9 people 10+ people Seattle Department of Transportation TOTAL:

EXAMPLE OF COMPLETED FORM



Site number: <u>CAP-3</u>
Street name: <u>Broadway</u>
Cross streets: <u>E Pine St</u>
& <u>E Píke St</u>
Side of street: N S 🕑 W

Date: <u>7/17/2018</u> Day of week<u>: Tuesday!</u> Surveyor: <u>Yours Truly</u>

Count 1.

Number of pedestrians, split by group size. Total column should be number of groups per category (not total people). 10 minutes.

Start time: 8:25AM

SIZE	TALLY	TOTAL
1 person	11-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1	12
2 people	1H	5
3 people	114 1	6
4 people		3
5 people		1
6 people		
7 people		
8 people		1
9 people		
10+ people		
	Seattle TOTAL: Department of Transportation	28
	Transportation	

4. Repeat step 3, focusing on categorizing people moving by gender and mobility status, rather than by group size. If someone uses a mobility assistance device (e.g., wheelchair, walker, cane), mark them in the second row; everyone else should be marked in the "not mobility assisted" row. Unlike the first count, one tally mark is equivalent to one individual observed, not a group.

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Count 2 Jumber of p nobility assi ow; everyoi	, bedestrians, split by gender ar stance device (e.g., wheelchai he else should be marked in t	nd mobility status. If someone use r, walker, cane), mark them in the he "not mobility assisted" row. 10	es a Start time second minutes.	:
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Mobility assisted				
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SUB- TOTALS				IOIAL

bublic life study 2018 MOVING THROUGH



Count 2.

Number of pedestrians, split by gender and mobility status. If someone uses a mobility assistance device (e.g., wheelchair, walker, cane), mark them in the second row; everyone else should be marked in the "not mobility assisted" row. 10 minutes.

	MALE	FEMALE	UNSURE	SUB-TOTALS
Not mobility assisted	N 114	114 114 IV IV 114		36
Mobility assisted	/\			3
SUB- TOTALS	14	24	1	TOTAL 39

PEOPLE STAYING STILL Purpose

By documenting information about people who remain in place on the block face, we can understand to what degree people use the sidewalk as a public place; what types of activities take place there; and how these activities vary across neighborhoods.

Description

For each shift, you will be recording information about people that stay still on a block face for 20 minutes total. Unlike the people moving counts, you will be documenting information that happens on the sidewalk **along the entire block face, from intersection to intersection**. In some cases, the block face you are recording may have other types of public space adjacent like a plaza. Please **refer to the provided data collection materials for a complete description** of where the study area is for each block face.

For this exercise, you will be ignoring the people who move through the space, and only **recording information about people who stay still for 30 seconds or more**. In other words, we want to document when people use the sidewalk as a space to linger or for a specific purpose, rather than those who stop only briefly. An example of activities we are not interested in, because of the brevity of the occurrence, include people waiting at a crosswalk for the signal to change or someone who is using a parking pay station.



People to count

- ✓ People standing, leaning, sitting, or lying down
- People being held by someone else (such as small children)
- \checkmark People in wheelchairs staying still
- ✓ People waiting for transit
- ✓ People using seating provided—whether public or private
- ✓ People staying still in a pedestrian space beyond the sidewalk, like a plaza or parklet
- People who are not staying precisely still, but staying put on the block (e.g., a runner stretching, a child playing, someone pacing while talking on the phone)

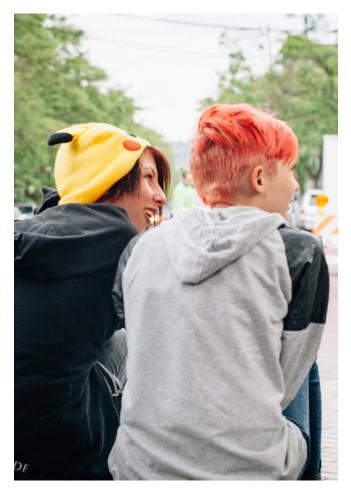
People NOT to count

- imes People passing through the study area
- imes People waiting to cross the street
- \times People using a parking pay station
- \times People parking their bike

For each person that stays still in the study area, you are going to document a variety of information about them, including:

- Group size
- Gender
- Age
- Race/ethnicity
- Posture
- Activities

Please refer to the data glossary for a complete list of all fields and definitions on how to use them. This will be a useful resource for you while you are in the field in those cases when it is not entirely clear how activities should be classified.



Gender and Race/Ethnicity, you will be asked to write a symbol corresponding with a key found at the top of the sheet.



For Group Size, you will be asked to write a number representing the total number of people in the group. For people by themselves, this will simply be 1.



For all other data categories, a simple tally mark will suffice for completing the sheet.



Tips on documenting people staying still

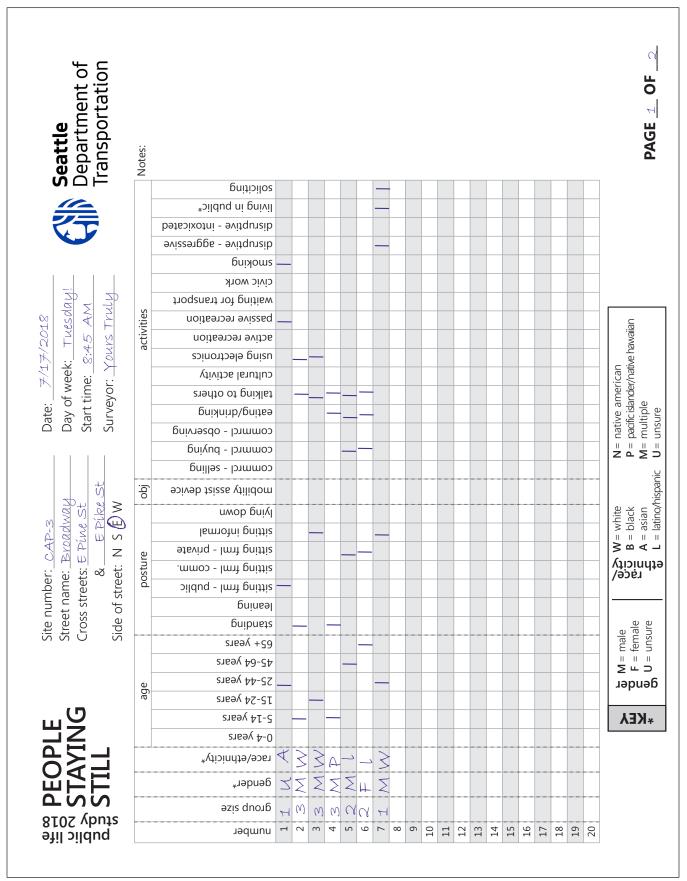
It might be difficult to classify people or behavior relying on observation alone. Here are some common situations that may be confusing:

- It can be difficult to accurately determine someone's age or race/ ethnicity. We ask you to make your best guess. In the cases where you do not feel comfortable doing so, leave it blank.
- It is important to note that you can document multiple activities. Do not feel like you need to assign each user or group only one activity.
- Sometimes people switch between multiple postures, such as leaning and standing. It is okay to document both.

Instructions

- 1. Find a place where you can **stand out of the flow of foot traffic, safe from vehicles**, and where you have a good view of the block face. Sometimes, this might mean across the street, assuming you will still be able to capture information to the level of detail needed for this study (i.e., gender, age).
- 2. Set a timer for 20 minutes so that you are reminded when to stop making observations.
- 3. Document people staying still using the provided tool. **Each row should document one person observed in the study area during the 20-minute period.** For each person, make sure information is filled out in all major data categories: group size; gender, age; race/ethnicity; posture; and activity.
- After 20 minutes, look over your sheet to ensure all categories are completed to the best of your ability. There is **no need to tally** totals for this exercise.

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EXAMPLE OF COMPLETED FORM

CURRENT CONDITIONS Purpose

By documenting information about the site itself at the time you are collecting data, we hope to understand how different factors may affect the usage of the sidewalk as a public space.

Description

You will be asked to complete a short form related to the current conditions at the block face for each shift. These conditions include:

Weather and temperature. Please record the weather conditions and temperature (degrees Fahrenheit) at the time of data collection.

Weather descriptions should fall into only one of the following categories:

- Sun Exposed
- Sun Shaded
- Light Clouds
- Heavy Clouds
- Light Rain
- Heavy Rain
- Fog

Notable events or conditions: If there is **anything that would affect the use of the sidewalk as a public space that you observe** during your shift, note it here. This could be anything that would encourage more people to be there (e.g., a street performer, food truck), or something that might discourage lingering (e.g., police presence, solicitors asking for money or signatures, construction impacts).

Seating available. **Please provide tallies for seating provided in the study area.** We will ask you to document the following information for each shift in the field:

Type of Seating:

• **Commercial seating.** In most cases, this means seats provided in sidewalk cafés, which are privately managed spaces associated with neighboring restaurants and *available only to patrons*. They are typically located directly next to the building



Free floating seating hosted by coffee shop available to the general public.

and include a fence to separate the café space from the rest of the sidewalk. In some cases, they may not use fencing, but rather have blue medallions glued to sidewalk to define the boundary of the fence-free café.

• **Public seating.** These are seating options available to the general public, for anyone to use. Usually, this will be benches or sets of tables and chairs.

Moveability of Seating:

- **Fixed seating.** This type of seating cannot be easily moved and remains in a static position. Examples of this include bus benches or booth seating built into sidewalk cafés.
- Movable seating. This type of seating *can change from shift to shift*, which is why we want to be sure to capture it every time you are in the field. Movable seating usually means chairs, even if they are chained up to prevent theft.

Bunglic Life CONDITI A CONDITI AT SITE	TONS Seattle Department of Transportation
Site number: Street name: Cross streets: & Side of street: N S E W	Day of week: Surveyor:
Weather	Notable Events
temperature (F): sun – exposed sun – shaded light clouds heavy clouds light rain heavy rain fog	 cultural/communal event - music performance, block party, street artists, etc. political/religious activity - rallies, demonstrations, public preaching, etc. commercial event - temporary food trucks, street vendors, farmers markets, etc. accident/emergency - car crash, fire, illness, etc. roadwork/construction - street ruptures, noise, diversions, etc. none

Available Seating

Tally the amount of seating available at your site by noting if its public or commerical, and a distinciton between moveable and fixed. If the seating can accomodate more than one person (like a bench), use your best guess and tally the rough seating capacity in the table below.

	Moveable	Fixed
Public seating	total	total
Commerical seating	total	total

EXAMPLE OF COMPLETED FORM

The second secon



Site number: <u>CAP-3</u> Street name: <u>Broadway</u> Cross streets: <u>E Píne St</u> & <u>E Píke St</u> Side of street: N S (E) W

Date: <u>7/17/2018</u> Day of week:<u>Tuesday</u> Surveyor: <u>Yours Truly</u>

Weather Notable Events

temperature (F):	cultural/communal event - music performance, block party, street artists, etc.
🗌 sun – exposed	political/religious activity - rallies, demonstrations, public preaching, etc.
💢 sun – shaded	commercial event - temporary food trucks, street vendors, farmers markets, etc.
light clouds	accident/emergency - car crash, fire, illness, etc.
heavy clouds	roadwork/construction - street ruptures, noise, diversions, etc.
🗌 light rain	\square none
🗌 heavy rain	
🗌 fog	

Available Seating

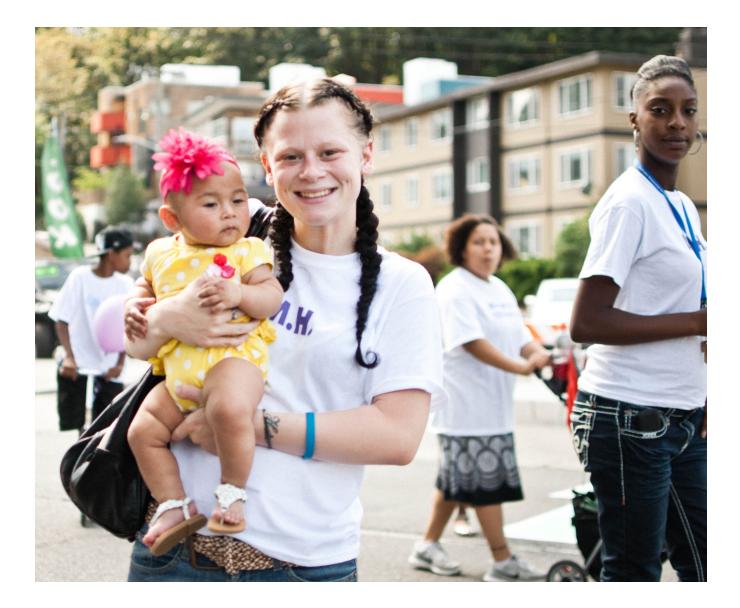
Tally the amount of seating available at your site by noting if its public or commerical, and a distinciton between moveable and fixed. If the seating can accomodate more than one person (like a bench), use your best guess and tally the rough seating capacity in the table below.

	Moveable			Fixed
Public	HH HH			
seating		total 10		total ₃
Commerical seating			the there	
		total O		total 15

DATA ENTRY

After you have collected data on-site, the data must be translated to a digital format so that we can analyze it. We have provided multiple data entry spreadsheets in Excel format to correspond with the structure of the different types of data people moving; people staying still; and current conditions. The format of the Excel worksheets aligns with the format of the observation sheets. *It is critical that the correct site name is used when entering data*, so we can be sure the observations recorded accurately correspond with where the observations happened.

Return data collection sheets to your supervisor, or SDOT staff. Make sure that you have filled out all information for each sheet, and that all sheets are together before submitting them.



APPENDIX: CHECKLIST FOR FIELD WORK

Before you arrive on-site

- **Review materials** for the type of data you are collecting and ask questions to clarify anything you are not sure about.
 - □ Do you know the site where you will be collecting data?
 - Do you know the study area extent?
 - Can you define all the terms for the observations you will be recording?
 In other words, will you know how to record an activity you observe in the same way everyone else is recording it?



- **Prepare the materials** you will need while collecting data. You should have:
 - a. Navigational tools
 - Block face maps for the sites where you will be collecting data, attached to the data collection sheets (provided by SDOT)
 - Directions to the location from your office or home
 - Observation forms for each site and for each shift you are collecting data (bring extras as needed)
 - b. Additional materials:
 - \Box A copy of this guide
 - SDOT-provided flyer(s)
 describing the project and study
 manager contact information
 - A device to time your observations and tell what temperature it is (watch, cell phone)
 - \Box Pens
 - □ A clipboard or other item to write on
 - Anything for your personal needs (water, sunscreen, jacket, etc.)

APPENDIX: DATA GLOSSARY FOR PEOPLE STAYING STILL

Category	Label Used	Definition
Gender	Female	People who are perceived as women or girls.
	Male	People who are perceived as men or boys.
	Unsure	People who are perceived as non-binary or when a surveyor does not feel comfortable assuming the gender of. Infants and toddlers may fall into this category.
Age	0 – 4 years	Infants, toddlers, (often in strollers, or baby carriers), as well as small children.
	5 – 14 years	Young children who could be in elementary school or middle school.
	15 – 24 years	High school through college age.
	25 – 44 years	Young adults who look older than college age.
	45 – 64 years	Middle aged adults, mid/late career, not yet retired.
	65+ years	Retired, older adults.
Posture	Standing	Standing freely in space. They can either be staying still or pacing yet remaining in a small area, unassisted (by wheelchair, etc.), without leaning on anything.
	Leaning	Standing while leaning against an object or building, typically in a leisurely way.
	Sitting formal – Public	Sitting down on something designed as public seating (benches, picnic tables, etc.).
	Sitting formal – Commercial	Sitting on furniture that is owned by a commercial establishment. Sitting is typically accepted after a purchase of goods or food, or with the intent of purchasing goods or food. Typically, this is sidewalk café seating.
	Sitting formal – Private	Sitting on furniture intended for seating, but which is privately owned, where the right to sit cannot be purchased by an exchange of goods or money. This can be a chair or a bench in someone's front garden, furniture that people have brought themselves into public space and which they will take with them upon leaving the public space, or objects intended for sitting on which provide heavy support like a stroller or a wheelchair.
	Sitting informal	Sitting in places not primarily designed for seating, like on the ground, street fixtures, planter, curb, or step. This can include squatting down in space.
	Lying down	Lying down on any surface, awake or asleep.
Object	Mobility assistance device	Anyone supported by a mobility device. Wheelchairs, canes, walkers, seeing eye dogs, white canes, and if they're being assisted by another person (do not count infants/children being carried in this category).

Activitiesgadget may be included in this category, including but not limited to watches, phones, tablets, and laptops.Active recreationExercising or playing, either informally or in formally designated areas.Passive recreationIncludes a variety of activities associated with recreational activities typically occurring in place, including: people watching, playing cards, being affectionate with others, reading/ writing, creating art (e.g., draining, painting) for personal use or purposes, resting, relaxing, and hanging out.Waiting for transportWaiting for transportation, whether it is public (e.g., bus, streetcar), private (e.g., car), or commercial (e.g., taxi or rideshare such as Uber, Lyft).Civic workWorking to upkeep or take care of the public spaces. This could include fixing potholes, sweeping the street, directing traffic, or helping others directions.SmokingSmoking any type of object or substance, whether legal or illegal. Only people visibly smoking should be registered in this category. Some surveys may also categorize people smoking in the activity "Disruptive – intoxicated" if the person smoking is also influenced by the smoked substance to a degree that may cause other people inconvenience or discomfort.Disruptive - aggressiveDisplaying abusive behavior towards another person or to no one in particular. The behavior can be verbal, physical, or other. The behavior must be assessed as abusive or highly uncomfortable within the context of the survey location.	Category	Label Used	Definition
buying people queuing are counted as buyers. Commercial - observing A person who is participating in a commercial situation, without being either a provider or a buyer/shopper in the moment of the survey, is counted as participating by being an observer. This could be a person browsing the produce at a market stall, but who has not yet committed to making a purchase, either by an exchange of money or by queuing up to making a transaction of money. Eating/drinking Engaged with consumption, or post-consumption. Talking to others Conversing with another person at any tone of voice. Cuttural activity Performing, observing, or participating in cuttural activities of artistic, communal, political, or religious character (e.g., outdoor movie, food testival, political rally, music, religious gathering, dance). Using electronics Engaging with technology, electronics, and digital gadgets in either an introverted (e.g., listening to audio via headphones, conversing on a phone, or reading/writing/playing/ working on a computer) or extroverted fashion (e.g., listening to audio via speakers, tablets, and laptops. Active recreation Exercising or playing, either informally or in formally designated areas. Passive recreation Includes a variety of activities associated with recreational activities typically occurring in place, including: people watching, playing cards, being affectionate with others, reading/ writing, creating artileg, dati or rideshare such as Uber, Juli. Civic work Waiting for transportation, whether it is public (e.g., bus, streetcar), private (e.g., car	Activities		illegal (informal) setting. Person doing backend activities related to commercial activities, like a waiter busting tables, a person loading commercial goods, or a person setting up a
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Soliciting Can include begging for food or money, campaigning, or sex work.			or showering in full or partial visibility of others, in areas that are not designated for these types of activities. This category covers any kind of informal behavior related to sanitary
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