

Complete Streets Policy Update

Steering Committee Meeting #5
June 24, 2021



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Meeting Agenda

- Timeline Update
- Minor Revisions
- Review of Draft Section 5. Policy
 - Policy Applicability
 - Project Review Process
- Discuss Final Policy Sections
 - Appeal Process / Exceptions
 - Design
 - Implementation
 - Evaluation
- Next Steps



Timeline Update

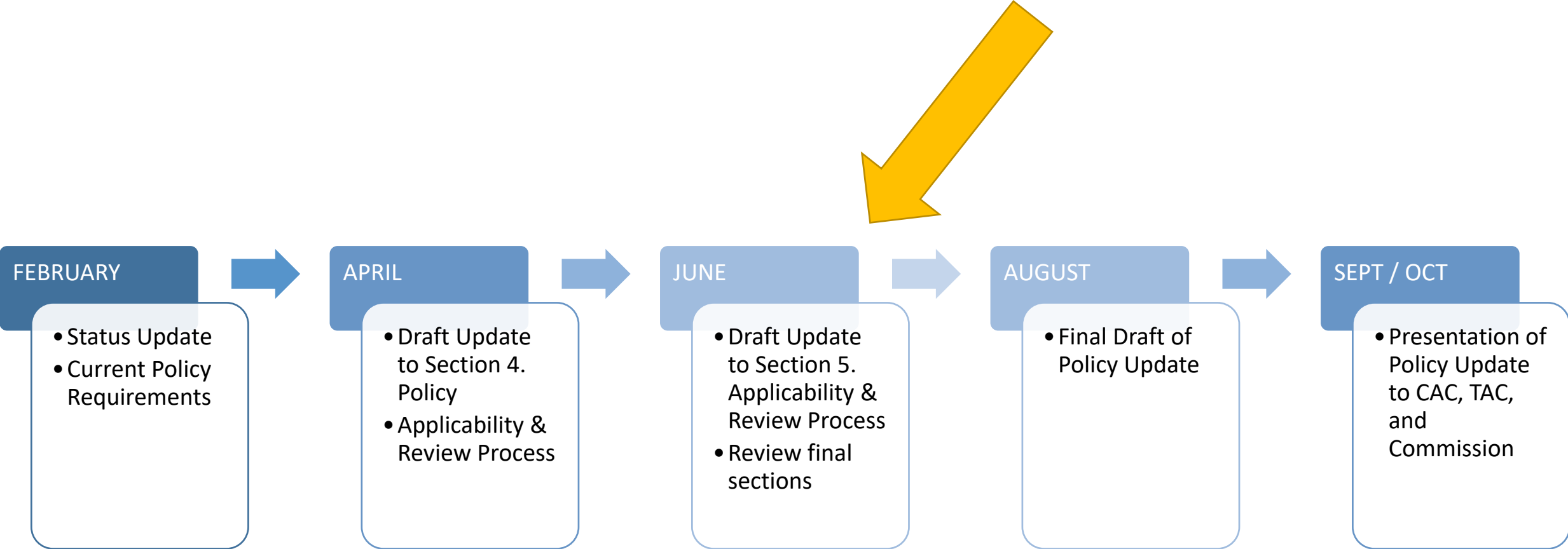
- ~~January 2020 – last CS Policy Steering Committee meeting~~
- ~~March 2020 – MORPC-Attributable Funding Policies updated~~
- ~~May 2020 – Attributable Funds application round opened~~
- ~~October 2020 – Applications for funding submitted~~
- ~~February 2021 – MORPC-Attributable Funds Committee to release draft funding list~~
- [Fall 2021] – MORPC-Attributable Funding Policies begin update process
- [Fall 2021] – Adoption of Regional Active Transportation Plan update
- [Fall 2021] – Regional Complete Streets Policy update
- [Spring 2022] – MORPC-Attributable Funding Policies adoption
- [Summer 2022] – Attributable Funds application round opens

 **New CS Policy would apply**

Complete Streets Policy Update – 2021 Schedule



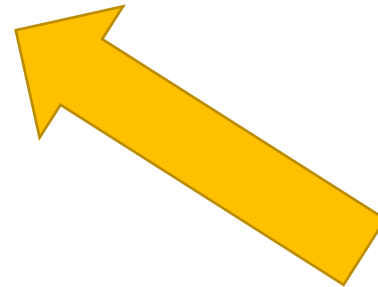
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CS Policy Status Update

PROPOSED UPDATE

- Section 1. Definition
- Section 2. Background and Vision
- Section 3. Purpose
-
- Section 4. Policy
- Section 5. Applicability and Review Process
- Section 6. Appeal Process / Exceptions
- Section 7. Design
- Section 8. Implementation
- Section 9. Evaluation



Policy Revisions



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Revisions to Principles



Section 3. Purpose

The Complete Streets policy outlines the requirements and recommendations for project development to ensure implementation of the vision set forth in Section 2, as well as established regional goals and objectives.

The following *principles* guide this policy and serve as the basis for the recommendations and requirements established in Section 4.

Complete Streets:

1. Serve people of all ages and abilities using all modes of transportation, as well as the movement of goods;
2. Consider not only the presence of a transportation facility for vulnerable road users, but also the level of comfort and safety provided by that facility; and
3. Require connected travel networks, best-practice design criteria, and context sensitive approaches.

Revisions to Requirements



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Requirements

1. People of all ages and abilities using all modes of transportation shall be considered accommodated during the entire life cycle of a project, including planning, design, construction, operations, and maintenance.
 - a. This includes providing accommodations for people using all modes of transportation to continue to use the road safely and efficiently during any construction or repair work that infringes on the right-of-way and/or sidewalk.
2. Designs shall include accommodation of all users people using all modes of transportation and be sensitive to the context of the project setting (existing and proposed land uses, etc.). It is important to note that Complete Streets may look different for every project and road type. However, every project shall be designed to maximize-optimize the level of comfort and safety for the people who are most vulnerable on our roadways, with due consideration of issues such as accessibility, functionality, and connectivity. The tools and resources in the Regional Active Transportation Plan (ATP) provide the relevant guidance for determining appropriate facility types based on roadway conditions.

Revisions to Requirements



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3. Safety shall be prioritized equally for ~~people using all modes of transportation~~ the people who are most vulnerable on our roadways. Safety improvements for ~~people using any one mode~~ vulnerable road users will not be compromised to achieve improved level of service for people using another mode.
4. A systems approach shall be used in developing every roadway project to ensure regional connectivity of Complete Street elements throughout entire project limits.
 - a. If there is an existing facility or another project planned or in development near this project, the two shall be coordinated to ensure consistency ~~in~~ and future connectivity between the facilities serving the corridor.

Revisions to Recommendations



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2. Locations for safe street crossings should be considered throughout the length of a project. Design of those crossings should consider best practices that ensure high visibility and safety for people crossing the street in those locations.
 - ~~2.3.~~ Street furniture, such as bike racks or benches, should be considered as part of all projects as long as they do not impede any user.
 4. Project sponsors should consider including street trees and landscape components, with careful analysis of tree species, site, and design considerations. Considerations should include, but are not limited to, providing adequate space for tree roots to grow and selecting trees that require less maintenance and do not inhibit the movement of people using adjacent sidewalks or pathways.
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- ~~6.8.~~ Each local community Local agencies should regularly update ~~its~~ transportation project design standards and procedures and coordinate with partners to ensure consistency in those standards and procedures throughout the region. Agencies should also ~~and~~ regularly train ~~its~~ staff on any updates to the standards and procedures so that they can ~~to~~ adhere to them appropriately.

Applicability and Review Process



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NEW Section 5. Applicability & Review Process



Section 5. Applicability and Review Process

MORPC will promote the Complete Streets concept throughout the region and, therefore, recommends that all local jurisdictions and the state adopt comprehensive Complete Streets policies, consistent with the Regional Policy. MORPC will seek incorporation of the Complete Streets concept and policy into the development of all transportation infrastructures within the region at all phases of their development to ensure that all projects throughout our region accommodate people using all modes of transportation.

Local governments are encouraged to adopt their own Complete Streets policies, consistent with this regional policy and federal and state design standards. State governments should work with the local Metropolitan Planning Organizations to ensure consistency in policies at the state, regional and local level.

NEW Section 5. Applicability & Review Process



Projects approved for funding prior to 2022 are required to comply with the previous Complete Streets Policy, adopted in 2010. However, those projects should consider complying with this updated Complete Streets Policy where possible and are requested to provide related information during Commitment Updates, as required by the Policies for Managing MORPC-Attributable Funds. All projects receiving MORPC-attributable federal funding starting in 2022 shall adhere to this policy, and are required to follow the Complete Streets review process as detailed below. Projects utilizing any other funding sources are also encouraged to adhere to this policy.

This Complete Streets Policy applies to all projects, including the new construction, reconstruction, rehabilitation, repair, maintenance, or planning of roadways, trails and other transportation facilities that will use federal funds allocated through MORPC.

NEW Section 5. Applicability & Review Process



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Complete Streets Review Process

The following ~~three~~ steps ~~will be~~ are part of the general review process of MORPC-funded projects. ~~A MORPC checklist accompanying the policy was developed to guide project sponsors through the project definition, scoping, funding application, and project design stages.~~

1. Step 1: As described in MORPC's attributable funding application process, MORPC staff will host an applicant workshop following the announcement of solicitation of applications. The workshop will include an overview of the Complete Streets Policy and provide an opportunity for project sponsors to discuss the policy requirements with MORPC staff.
2. Step 2: MORPC staff perform an initial screening of new funding requests through the attributable funding application process and ~~discuss with the applicants the competitiveness of their requests in comparison to other projects and available funding~~. MORPC staff ~~will also~~ will be available throughout the funding application process to ~~discuss the different ways of adhering to the Complete Streets Policy and~~ provide technical assistance related to compliance with the Complete Streets Policy.

NEW Section 5. Applicability & Review Process



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3. Step 23: Project sponsors applying for MORPC-attributable federal funding will be asked to ~~provide a statement~~acknowledge that their project will ~~comply with~~adhere to the Complete Streets Policy, ~~and explain how their project will~~ by safely and comfortably ~~accommodate~~ing ~~all vulnerable road~~ users ~~as reasonably as possible~~. ~~Questions as shown in the Complete Streets checklist Section A are only informational. Applicants will respond to these questions as part of completing the funding application itself. This should include a description of the pedestrian, bicycle, and transit facilities that will be included in the project. If the project does not provide any of these facilities, the project sponsor must explain why.~~

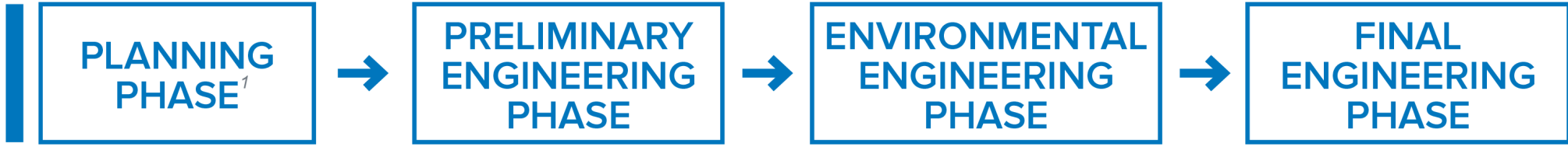
NEW Section 5. Applicability & Review Process



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3-4. Step 43: After MORPC has committed funding to a project, MORPC staff will review the project throughout the ~~design phase~~project development process to ~~ensure that the requirements are met and to provide assistance where needed~~ and ensure that the requirements of the Complete Streets Policy are met. ~~The completion of the answers in Section B of the Complete Streets checklist will assist with this process.~~ Because of the flexibility of the policy and the variety of approaches that a sponsor may take to complete a street, MORPC staff, ~~as stewards of the Complete Streets Policy,~~ will work with the project sponsor throughout the project development process to find an acceptable solution for both parties. ~~MORPC staff will maintain publicly available information describing the nature and extent of the compliance with the Complete Streets Policy.~~

MORPC Complete Streets Review Process



Project Start-Up

ODOT Project Manager will coordinate or be involved in a “Project Start-Up Meeting”

Project Initiation Package (PIP)

Intended to provide a snapshot of potential issues and concerns that could require major scope, schedule, or budget changes.

Field Review

ODOT District staff and sometimes other members of the project team visit the potential project site to confirm the problem and discuss solutions that could be proposed.

Draft Purpose and Need

Concept, Scope, & Budget

The project team will want to ensure that the design concept and preliminary design scope are appropriately defined and moving in the right direction.

Public/Stakeholder Involvement

Feasibility Study (FS)

For most projects, the FS is the only documentation explaining how the preferred alternative was chosen. For complex projects, the FS narrows the alternatives to be refined in the AER.

Alternative Evaluation Report (AER)

For projects where an AER is necessary, the preferred alternative is identified upon completion of the AER.

NEPA Studies

Identify Preferred Alternative

Update Cost Estimate

Stage 1/Stage 2 Design

Although each project is unique, Stage 1 should include schematic plans, typical sections, and preliminary pavement marking plans for review.

Value Engineering

Public/Stakeholder Involvement

Stage 1/Stage 2 Approval

Stage 2 design is typically where the majority of the design detailing and plan preparation takes place. At the end of the Stage 2 Detailed Design, all design issues of any significance should be resolved.

Value Engineering

NEPA Approval

Permit Approval

ROW Plans

Update Cost Estimate

Public/Stakeholder Involvement

Stage 3 Approval

Stage 3 Detailed Design should complete the design and detailing of the project. The plans are reviewed to ensure they reflect current field conditions, design standards, policies, specifications, and to confirm their compliance with all environmental commitments and mitigation plans.

ROW/Utility Acquisition & Relocation

Update Cost Estimate

Final Plan Package

Mitigation

Public/Stakeholder Involvement

1. When MORPC commits funding to a project, it is typically at the beginning of the Planning Phase.

Note: This document was produced by MORPC to illustrate how the MORPC Complete Streets Review fits into the ODOT Project Development Process.



Final Policy Sections



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NEW SECTION: Appeal Process / Exceptions



Page 3 of Existing Policy Document:

- Appeal process – **Project sponsors may request an exemption or re-review** of their projects by the Appeals committee if they cannot reach an agreement with MORPC staff.
- **The Appeals committee** is made up of a total of **six (6) people who are appointed by the Policy Committee Chair for two years terms**. Members may be reappointed for successive terms.
- The **voting membership** consists of **three (3) representatives of local communities and two (2) public members** who are all knowledgeable about transportation design. This committee is **supported by one (1) nonvoting MORPC staff**.
- The Appeals committee will **meet on an “as needed” basis**. MORPC staff will review the requests initially and provide a report with recommendations to the committee in advance of each meeting. The applicant will have the opportunity to review the report and add comments to it prior to its submittal to the committee.
- During each meeting the **committee shall discuss and evaluate the request(s)** and vote on a recommendation. The committee may invite the applicant to attend the meeting(s).

NEW SECTION: Appeal Process / Exceptions



Page 3 of Existing Policy Document:

- **A quorum will consist of at least three (3) voting members**, and a majority of the voting members of the full appeals committee is needed to act. **Members with conflicts of interest** on a particular project before the committee **must recuse themselves** from deliberation on that project.
- In the event that the sponsor disagrees with the action of the Appeals committee, the **sponsor may appeal to the MORPC Policy Committee officers** who may or may not elect to hear the appeal request.
- Instead of an exemption, the **Appeals committee may also suggest a lesser level of accommodation**. All exemptions will be kept on record and made publicly available.
- **Over the next year, MORPC staff will prepare an exemption document** that will help streamline the appeals process. Exceptions would account for issues of prohibitive costs, highways or other roads where pedestrians are not allowed, and other justifiable reasons that arise during development of projects with allocated MORPC funds.

FOR DISCUSSION: EXCEPTIONS

- **Sponsors are required to consider bicycles, pedestrians and transit** access improvements in the planning and design of their proposed project as well as green infrastructure. In particular, incorporate infiltration, biofiltration, and/or storage to collect, retain, or detain stormwater runoff as well as sidewalks, bike facilities, street crossings (including over- and under-crossings), pedestrian signals, signs, street furniture, transit stops and facilities, and all connecting pathways should be designed, constructed, operated and maintained so that all modes and pedestrians, including people with disabilities, can travel safely and independently.
- **Projects may not warrant consideration** for complete and green streets elements **if one or more of the following conditions are met:**
 - **The project is limited exclusively to resurfacing or other maintenance type activities.** In these cases pavement striping for bike lanes, crosswalks, signage or other low-cost bicycle and pedestrian countermeasures should still be recommended.
 - **Bicyclists and pedestrians are prohibited by law from using the transportation corridor.** In this instance, a greater effort may be necessary to accommodate bicyclists and pedestrians as an alternate to the transportation corridor.
 - **The cost of establishing bikeways or walkways that meet applicable standards would exceed 20%** of the cost of the larger transportation project. This percentage is not a target for expenditure; it is a benchmark for assessing when provision of bicycle or pedestrian facilities is too costly for consideration.
 - **There are extreme topographic or natural resource constraints.**
 - **The project is located on a low-volume roadway** (ADT is less than 1000) that is not projected to carry significant bicycle or pedestrian usage, or that does not carry or provide access to fixed route transit service.
- **Requests for exceptions** to the Complete and Green Streets Policy **shall be documented with supporting data** which indicates the basis for the request. **All efforts will be made to identify a mutually acceptable alternative.**

NEW SECTION: Design



National best practice design guidance, standards, and recommendations should be used in the design and implementation of Complete Streets. These resources include, but are not limited to:

- American Association of State Highway and Transportation Officials (AASHTO) Guide for Planning, Designing and Operating Pedestrian Facilities
- American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities
- Institute of Transportation Engineers (ITE) Designing Walkable Urban Thoroughfares: A Context Sensitive Approach
- Institute of Transportation Engineers (ITE) Policy on Geometric Design of Highways and Streets
- National Association of City Transportation Officials (NACTO) Urban Street Design Guide
- National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide
- National Association of City Transportation Officials (NACTO) Transit Street Design Guide
- Federal Highway Administration (FHWA) publications such as the Bikeway Selection Guide and Designing for Pedestrian Safety

Section 6. Implementation



Page 5 of Existing Policy Document:

- Upon approval and adoption of **this Complete Streets policy**, it **will become part of MORPC's planning process and project selection** for MORPC-attributable funding.
- The **principles of this policy will also guide** MORPC staff in the preparation of **the Regional Transportation Plan and other plans** it prepares or to which it contributes.
- **A toolkit will be developed** and provided to each community in modules as they become available. The objective of this toolkit is to assist project sponsors in developing Complete Streets projects. This toolkit will contain model policies, sample design standards, examples for land use and zoning practices, educational and enforcement strategies, and information on other resources.

Section 7. Evaluation



Page 5 of Existing Policy Document:

- **MORPC shall**, at a minimum, **evaluate this policy** and the documents associated with it **on an annual basis**.
- This **evaluation may include recommendations for amendments** to the Complete Streets Policy, including the development of exemption guidance, and subsequently be considered for adoption by the Policy Committee of MORPC utilizing its then current public and member involvement procedures.

ATP NEXT STEPS

THIRD QUARTER 2021

- Final Plan Development
 - Spring – Summer 2021
- ATC Q3 Meeting
 - July 13, 2021

FOURTH QUARTER 2021

- Final Plan Adoption
 - Presentations to CAC/TAC
 - September & October 2021
 - Presentations to Commission
 - October 2021

Next Steps

- Review Final Sections of Policy
 - Full draft policy will be shared for review prior to meeting
- Meeting on Thursday, August 12
 - Discuss final draft for approval
- No more meetings!



THANK YOU!

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