



Bicycle/Pedestrian Advisory Committee Meeting

**November 14, 2017
9:00 a.m.**

Agenda



Killeen-Temple Metropolitan Planning Organization Bicycle/Pedestrian Advisory Committee (BPAC)

Tuesday, November 14, 2017
Central Texas Council of Governments Building
2180 North Main Street, Belton, Texas 76513

Regular Meeting: 9:00 A.M.
AGENDA

1. Call to Order.
2. Opportunity for Public Comment. (1)
3. Staff Update: Regional Multimodal Plan; NACDD 4th Annual Walkability Action Institute; Air Quality.
4. **Action Item:** Regarding approval of minutes from September 12, 2017 meeting.
5. **Action Item:** Regarding approval of additional BPAC members.
6. **Action Item:** Regarding approval of Vice Chair for BPAC.
7. **Discussion and Possible Action Item:** Review end of fiscal year bicycle and pedestrian routes.
8. **Discussion Item:** Input on bike repair station locations.
9. **Discussion Item:** Discuss ways to support Complete Streets.
10. **Discussion Item:** Follow-up on a) Open Streets Concepts; and b) Share the Road signs.
11. Member Comments.
12. Discuss date, time, and agenda items for next BPAC meeting.
13. Adjourn.

(1) The Killeen-Temple Metropolitan Planning Organization is committed to compliance with the Americans with Disabilities Act (ADA). Reasonable accommodations and equal opportunity for effective communications will be provided upon request. Please contact the KTMO office at 254-770-2200 24 hours in advance if accommodation is needed. (1) Citizens who desire to address the Committee on any matter may sign up to do so prior to this meeting. Public comments will be received during this portion of the meeting. Comments are limited to 3 minutes maximum. No discussion or final action will be taken by the Committee.

Item #4:

Approval of Meeting Minutes



KILLEEN TEMPLE METROPOLITAN PLANNING ORGANIZATION (KTMPPO)
Bicycle and Pedestrian Advisory Committee (BPAC)

Tuesday September 12, 2017

9:00 AM

Central Texas Council of Governments (CTCOG)
2180 North Main Street
Belton, TX 76513

Voting Members Present

Chair Kara Escajeda—City of Nolanville	Leo Mantey—City of Harker Heights
Joe Brown—City of Copperas Cove	Keller Mathews—BS&W Cycling Club
Brian Chandler—City of Temple	Marlene Maciborski—Women on Wheels
Mike Anderson for Chad Welch—Tri-City Bicycles	Doug Edwards—Central Texas College

Others Present

Dan Porter—City of Nolanville	Don Herzer—Member of Public
Charlie Sullivan—CDM Smith	David Holland—SolaRight
Christine Roberts—King of the Mountains Bike Shop	Cheryl Maxwell—KTMPPO
John Wiist—Kind of the Mountains Bike Shop	Jason Deckman—KTMPPO
	John Weber—KTMPPO

Meeting Minutes

1. Call to Order: Chair Kara Escajeda called the meeting to order at 9:15 a.m. and stated that a quorum was not present.

2. Public Comment: No comments were made from the public.

3. Staff Update: KTMPO staff provided BPAC with the following updates.

--Cheryl Maxwell stated that KTMPO has chosen CDM Smith as the consultant for the Regional Multimodal Plan.

--John Weber stated that the Texas Department of Transportation (TxDOT) is conducting a Texas Bicycle Tourism Trails Study and information on the study will be sent out to the BPAC.

--Lonestar eBikes is the newest member of the Fitness Friendly Business Program.

---Air quality readings for the month of July were 64 parts per billion (ppb) at the Temple station and 61 ppb at the Killeen station. For the month of August, air quality readings were 70 ppb for Temple and 66 ppb for Killeen.

4. Action Item: Regarding approval of minutes from July 11, 2017 meeting minutes.

Mike Anderson made a motion to approve July 11, 2017 meeting minutes, seconded by Brian Chandler; the motion passed unanimously.

5. Action Item: Regarding approval of additional BPAC members.

Keller Matthews made a motion to approve Jay Ford as a citizen representative for BPAC, seconded by Chair Kara Escajeda; the motion passed unanimously.

6. Presentation: SolaRight, David Holland.

David Holland from SolaRight gave a presentation on solar lighting for bike and pedestrian infrastructure.

7. Discussion Item: October 2017 as Walk to School Month and October 4, 2017 as Walk to School Day.

John Weber presented BPAC with a resolution for October 2017 as Walk to School Month and October 4, 2017 as Walk to School Day. KTMPO plans to send out a press release to local media outlets and the resolution to the cities and counties in the region.

8. Discussion and Action Item: June 9, 2017 project tour update and selection of bike/pedestrian route priority.

John Weber presented BPAC with the bike/pedestrian route priority with the changes discussed at the July BPAC meeting. Additional changes to the list include taking out the routes that have dedicated funding.

Brian Chandler made a motion to approve bike/pedestrian route priority for the June 9, 2017 bike routes with the discussed change, seconded by Jay Ford; the motion passed unanimously.

9. Discussion Item: Plan for end of fiscal year project tour.

John Weber explained that KTMPO has received public input on bike/pedestrian needs in the region and that another project tour may be necessary for proper feedback on the routes. Routes that would be covered in this tour are routes that KTMPO received after the June 9 project tour to the end of the fiscal year, which is September 30, 2017. The floor opened for discussion. BPAC members decided to coordinate bike rides in October to go out and provide feedback on the routes. At the November meeting, BPAC members plan on discussing their feedback and make a recommendation on the routes.

10. Discussion Item: Open Streets Concept.

John Weber presented BPAC with the Open Streets concept. Open Streets are streets that are open only for pedestrians and cyclists usually during an event. The floor opened for discussion. BPAC members discussed coordinating and educating race organizers on implementing the open street concept. KTMPO will reach out to TxDOT to find out the proper procedure on closing a road.

11. Member Comments.

--Jay Ford discussed if there is a way to put up "Share the Road" signs along dangerous roads. KTMPO will reach out to TxDOT for the procedure and will pass that information onto the cities.

12. Discuss date, time, and agenda items for next BPAC meeting.

The next BPAC meeting will be held on November 14, 2017 at 9:00 a.m.

13. Adjourn.

The meeting adjourned at 10:44 a.m.

These meeting minutes were approved by the BPAC members at their meeting on _____.

Kara Escajeda, BPAC Chair

Cheryl Maxwell, KTMPO Director

Item #5: Approval of Additional BPAC Members

Agenda Item No. 5

Approval of Additional BPAC Members

Katelyn Kasberg from Texas Dept. of Transportation (TXDOT) and John Wiist from King of the Mountains Cyclery have submitted written requests to be voting members on BPAC. Kris Long has resigned from her spot on the BPAC and Katelyn will fill her spot. John Wiist will be a citizen representative for bicycle interests. See attached written requests.

Action Item: Approval of additional BPAC members.

John Weber

From: Katelyn Kasberg <Katelyn.Kasberg@txdot.gov>
Sent: Thursday, September 21, 2017 5:07 PM
To: John Weber
Cc: Cheryl Maxwell; Kendra Coufal
Subject: Re: TxDOT Voting Member for BPAC

Hi John,

Yes, I would definitely like to be the TxDot Waco district rep.

Thanks!

Katelyn Kasberg
Local Government Project Coordinator
TxDOT, Waco District
254-867-2733

Sent from my iPhone

On Sep 21, 2017, at 4:01 PM, John Weber <john.weber@ctcog.org> wrote:

Katelyn,

Since Kris is leaving TxDOT, we will have an open spot for a TxDOT Waco District representative on the BPAC. Since you were Kris's alternate for the committee, would you like to serve as the Waco District voting representative for BPAC? All I need is a written request from you. An email response is sufficient. After you give me your written request, you will be voted in at the next BPAC meeting.

Let me know if you have any questions.

Thank you,

John Weber
Regional Planner
Killeen-Temple Metropolitan Planning Organization
P.O. Box 729
2180 North Main Street
Belton, TX 76513
(254) 770-2366
john.weber@ctcog.org
<http://ktmpo.org/>
[Like us on Facebook](#)
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Good Afternoon,

I want to start by thanking you and every one who is and who has been a part of KTMPO and BPAC. Becoming a member of the organization would be an honor for me as well as for the team at King Of the Mountains(KOM for Short) cyclery. I would like to become voting member to help change and be apart of improving not only Nolanville but Bell county as a whole. I have lived in Bell county almost my entire life and it is home to me. I have watched as the area has grown and want to be apart of that change not only for bike riders but for every one. Nolanville is where we chose to open our doors for many reasons one is the city itself is really pushing to become a place where not only cyclist but pedestrians can move around town in a safe manner. However because our city and county are growing so rapidly walking and riding to work or school for most is just not an option due to the lack of safe sidewalks, bike lanes, or even wide enough shoulders on the rode . Part of why I feel its so important that these problems be addressed is that in raising kids here in Bell county they can't walk or ride to school due to safety issues. I feel a whole generation is loosing out on something the rest of us took for granted. This month we are hosting a bicycle safety event/obstacle course with the city we are hoping it will help kids in our area stay safe. We are a newer business and just like BPAC are always looking for input into how we can help the community I feel being part of BPAC is one way we can do that. Thank you for your time.

John Wiist

KOM cyclery

T: (254)444-0566

E: 1komjohn@gmail.com

Item #6: Approval of Vice Chair for BPAC



**Bicycle/Pedestrian Advisory Committee
November 14, 2017**

Agenda Item No. 6

Regarding Approval of Vice Chair for BPAC

Reese Davis has resigned from BPAC, therefore, the position of Vice Chair on the BPAC is now vacant. Per BPAC bylaws, "The Vice Chairperson shall be chosen by a majority vote of the members with a quorum present. In the absence of, or in the case of the inability of the Chairperson to act, it shall be the duty of the Vice Chairperson to perform the duties of the Chairperson." The Vice Chair will finish out the current term which will expire in May 2018.

At Tuesday's meeting, Staff will be seeking nominations for the Vice Chair, followed by a vote of approval by the BPAC members.

Action Item: Nomination and Approval of BPAC Vice Chair.

Item #7: Review End of Year Bicycle and Pedestrian Routes

Review End of Fiscal Year Bicycle and Pedestrian Routes

KTMPO has been collecting public comments received via emails, public hearings, meetings, social media accounts, web maps and other forms of communication. KTMPO presented BPAC with a list of routes that KTMPO received through the end of fiscal year 2017 (June 1 through September 30, 2017). These routes are attached to this packet.

At the September 12, 2017 BPAC meeting, BPAC members decided they would go out and view the routes on their own. At the November meeting, BPAC members are to provide feedback on the routes.

KTMPO is proposing two options to prioritize the list of routes:

- Option #1 is the same process we used for the June project tour. During the tour, BPAC members scored each route and a list of prioritized routes was created based on the total scores for each route.
- Option #2 is going through the list and highlighting routes that are deemed high priority. No scores will be assigned to the routes.

KTMPO is looking for BPAC's feedback and priority on the proposed routes. These routes will be presented to the Technical Advisory Committee for their input and possible action.

Tentative Schedule:

- June 9, 2017 – BPAC project tour #1 of recommended routes;
- July 11, 2017—BPAC meeting—Discussed BPAC project tour #1;
- September 12, 2017—Recommend bike and pedestrian corridors in the KTMPO Planning Region as presented from project tour #1
- September 30, 2017 – End of fiscal year and end of collection of recommended routes for project tour #2;
- October 2017—BPAC opportunity to view these routes.
- November 14, 2017—Recommend bike and pedestrian corridors in the KTMPO Planning Region.

Discussion and Possible Action Item: Discuss and recommend bike and pedestrian corridors in the KTMPO Planning Region.

End of FY 17 Project Tour Routes

Map Number	Roadway	Extents	Entity	Proposed Facilities	2040 MTP Project	Does the project have funding?	Project Description	Source
1	Rose Lane	Salado Park Rd to N IH 35 Service Rd	Salado	Bike Lane	None	N/A	N/A	Web Map
2	N. IH 35 Service Rd	Rose Ln to FM 2268 (Main St)	Salado	Bike Lane	None	N/A	N/A	Web Map
3	FM 2268 (Main St)	N. IH 35 Service Rd to Southern end of College St.	Salado	Shared-use path	S40-04a	Yes	Main St Improvements to include lighting, sidewalks & striping for bicycles	Web Map
4	Pace Park Rd	FM 2268 (Main St) at N. Pace Park Rd to FM 2268	Salado	Shared-use path	None	N/A	N/A	Web Map
5	Art Fair Rd	Pace Park Rd to Pace Park Rd	Salado	Shared-use path	None	N/A	N/A	Web Map
6	College Hill Dr	FM 2268 (Main St) to FM 2268 (Main St)	Salado	Shared-use path	None	N/A	N/A	Web Map
7	Center Circle	Royal St to Royal St	Salado	Shared-use path	None	N/A	N/A	Web Map
8	Van Bibber Rd	FM 2268 (Main St) to Salado Plaza Dr	Salado	Shared-use path	None	N/A	N/A	Web Map
9	Salado Plaza Dr	Van Bibber Rd to FM 2268 (Main St)	Salado	Shared-use path	None	N/A	N/A	Web Map
10	Table Rock Trail	Royal St from Center Circle to Table Rock Trail	Salado	Shared-use path	None	N/A	N/A	Web Map
11	W.S. Young	US 190 to FM 439	Killeen	Bike Lane	None	N/A	N/A	Public Comment
12	MLK Dr	FM 3470 to Bus. 190	Killeen	Bike Lane	None	N/A	N/A	Web Map
13	Twin Creek Dr	Bus. 190 to FM 439	Killeen	Bike Lane	None	N/A	N/A	Web Map
14	Stagecoach Rd	Sundance Dr to SH 195	Killeen	Bike Lane	None	N/A	N/A	Web Map
15	SH 195/Ft. Hood St.	Stagecoach to US 190	Killeen	Bike Lane	W95-03 (project is from Chaparral to FM 3470)	None	Reconstruct to 4 lane freeway with frontage roads.	Web Map
16	FM 2410	FM 3470 to Simmons Rd	Harker Heights	Bike Lane	H40-04	H40-04-No funding H15-02b- Yes	H40-04-Widen from 2 to 4 lanes with sidewalks, bicycle lane a possible option. H15-02b-Widen from 2 to 4 lanes with sidewalks	Web Map

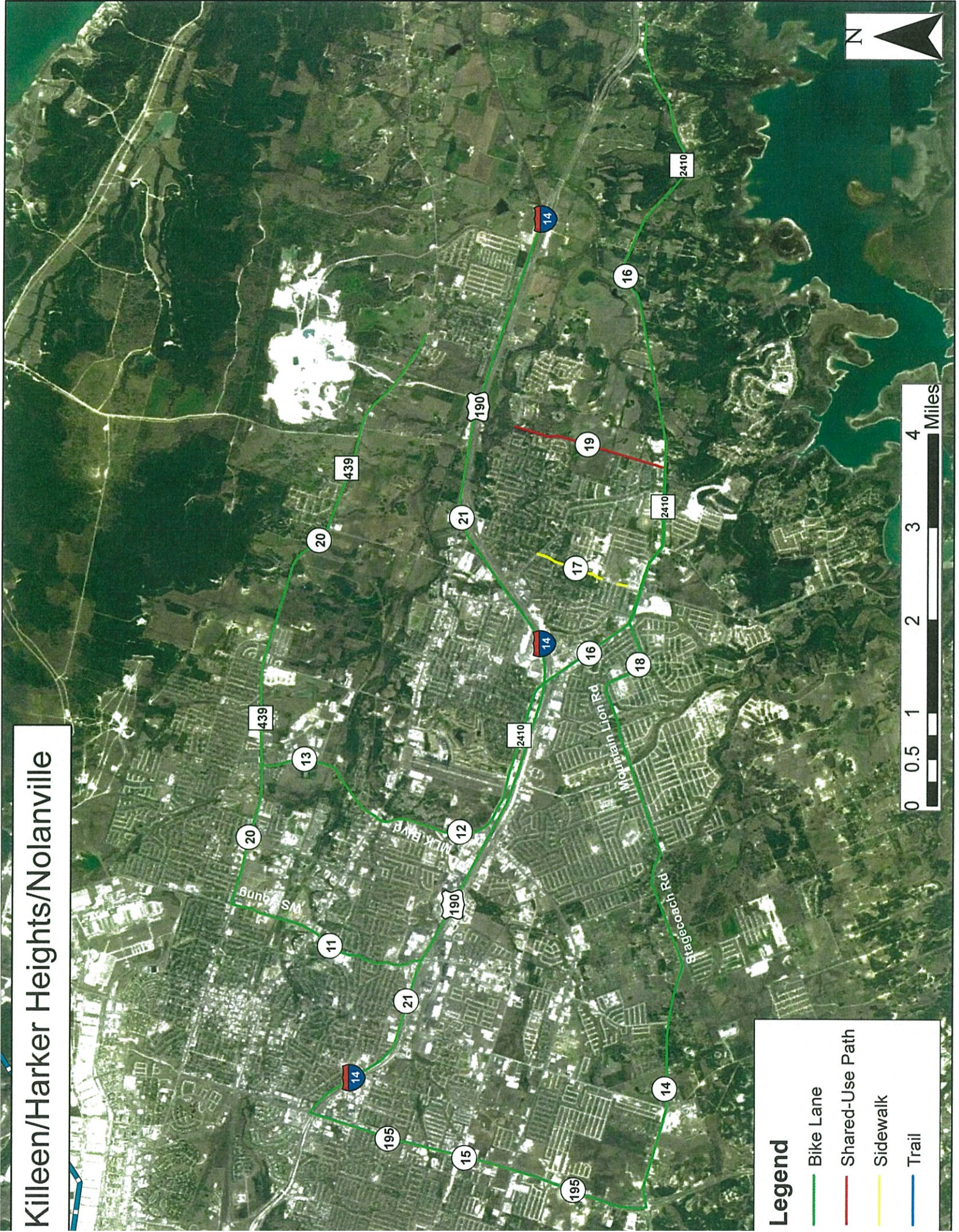
Route may be partially or fully included in 2040 MTP.

17	Verna Lee Blvd	FM 3423 (Indian Trail) to Harker Heights High School	Harker Heights	Sidewalks	None	N/A	N/A	Web Map
18	Mountain Lion Rd	FM 2410 to Sundance Dr	Harker Heights	Bike Lane	None	N/A	N/A	Web Map
19	Warrior's Path	Old Nolanville Rd to FM 2410	Harker Heights	Shared-use path	H30-05	No	Create a two lane road section and turn lanes with a 6' sidewalk and a 10'hike/bike path	Public Comment
20	FM 439	W.S. Young to Jackrabbit Flat Rd	Killeen/H.I.H./ Nolanville	Bike Lane	None	N/A	N/A	Public Comment
21	US 190/I-14 Westbound Frontage Rd	Paddy Hamilton (Nolanville) to SH 195/Ft. Hood St. in Killeen	Killeen/Harker Heights/Nolanville	Bike Lane	W40-02 and W40-06 Project does not include Frontage Rd Upgrades	Yes	Widen main lanes from 4 to 6 lane divided freeway and ramp alignments.	Web Map
22	Connell St	Loop 121 to Ave. H	Belton	Sidewalks	B40-07	No	Construction of a center turn lane and 5' wide sidewalks	Public Comment

Village of Salado



Killeen/Harker Heights/Nolanville



Legend

- Bike Lane
- Shared-Use Path
- Sidewalk
- Trail

City of Belton



Item #8: Input on Bike Repair Stations



**Bicycle/Pedestrian Advisory Committee
November 14, 2017**

Agenda Item No. 8

Input on Bike Repair Station Locations

The Central Texas Council of Governments Central Texas Air Information and Research (CTAIR) Advisory Committee is purchasing bike repair stations. The bike repair stations allow cyclists to make necessary repairs to their bikes when they are riding. Tools that are included with the bike repair stations are screwdrivers, wrenches and an air pump.

30 bike repair stations have been ordered for the following entities: Belton (2), Nolanville (2), Killeen (3), Harker Heights (2), Copperas Cove (3), Salado (2), Temple (3), Ft. Hood (2), Rogers (2), Cameron (3), and Gatesville/Coryell County (4).

Staff is requesting BPAC input on possible locations for the bike repair stations.

Discussion Item: Input on bike repair station locations.

FIXIT



Today's Service Station

The Fixit includes all the tools necessary to perform basic bike repairs and maintenance, from changing a flat to adjusting brakes and derailleurs. The tools and air pump are securely attached to the stand with stainless steel cables and tamper-proof fasteners. Hanging the bike from the hanger arms allows the pedals and wheels to spin freely while making adjustments.

Patents D680,914 S1 and US 9,498,880 B2



DERO
A PLAYCORE Company



FINISH OPTIONS

Galvanized Stainless



Powder Coat

White	Black	Light Gray RAL 7042	Deep Red RAL 3003	Yellow RAL 1023
CNH Bright Yellow	Orange RAL 2004	Beige RAL 1001	Iron Gray 7011	Hunter Green RAL 6005
Light Green RAL 6018	Green RAL 6016	Septa Brown RAL 8014	Bronze	Silver 9007
Dark Purple	Flat Black	Wine Red RAL 3005		

Thermoplastic

Black	Green	Red	Gray	Brown
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Item #9: Discuss Ways to Support Complete Streets

Discuss Ways to Support Complete Streets

Complete Streets are streets that are designed and operated to enable safe access for all users, including pedestrians, bicyclists, motorists and transit riders of all ages and abilities. Components of Complete Streets may include bike lanes, crosswalks, sidewalks and bus pull outs.

KTMP is looking for feedback on ways to support Complete Streets. Possible ways to support Complete Streets include KTMP adopting a Complete Streets policy, creating a template for cities to adopt a Complete Streets policy, or having KTMP support Complete Streets through a resolution. Examples of ways to support Complete Streets are attached to this packet.

Discussion Item: Discuss Ways to Support Complete Streets.



Smart Growth America
Making Neighborhoods Great Together



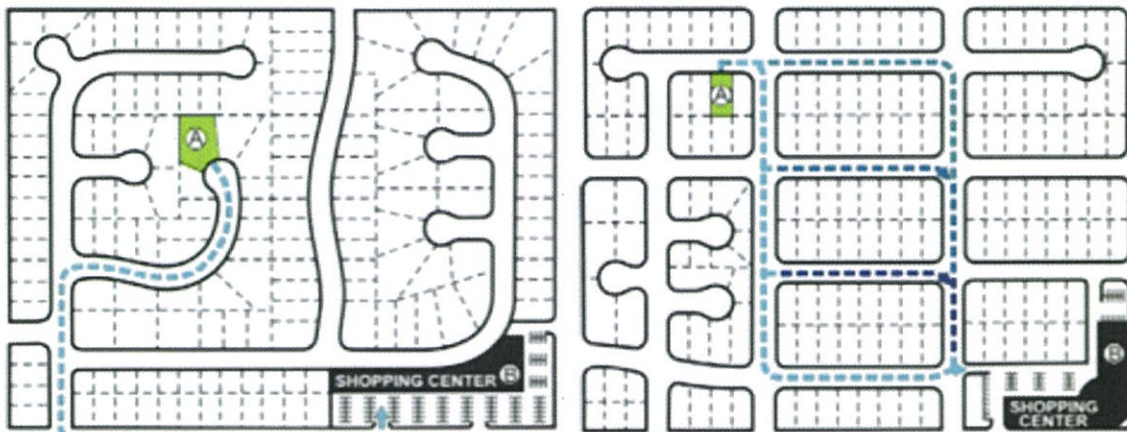
National Complete Streets Coalition

IMPLEMENTING COMPLETE STREETS

Networks of Complete Streets

In many places built since the 1950s, roadway design usually means a system of widely spaced, large arterials fed by smaller roadways that rarely connect with each other. This system concentrates motorized traffic on a limited number of large roads, which causes longer, indirect trips and limits opportunities for alternate routes. Such a network makes it difficult for people who might walk, bike, or take public transportation because the indirect routes lengthen their trips and force them onto roads that are usually not designed for their safety or comfort. Public transportation also has a difficult time serving isolated neighborhoods with only one or two entry or exit points. So, people end up driving, even for very short trips.

Communities that have adopted Complete Streets policies sometimes struggle with retrofitting multi-lane arterials that must carry heavy automobile traffic but are also the only choice for bicycling, walking, and public transportation. Many realize they must look for opportunities to increase street connectivity in order to give people choices when traveling between home, medical offices, schools, shops, and workplaces.



Conventional street networks (left) create longer trips and often deny choice. A network of Complete Streets (right) offers flexibility. *Image: Kimley-Horn and Associates, Inc. and Digital Media Productions*

Complete Streets are connected streets

Well-designed, connected Complete Streets make travel more efficient by providing choice not only in modes, but also in routes. Pedestrians and public transportation riders are especially motivated to find direct routes to their destination or their transit stop, and prefer lower-traffic streets. This is much easier to do when the street network is a connected grid of relatively short blocks. Instead of trying to make each street perfect for every traveler, communities can create an interwoven array of streets that emphasize different modes and provide quality accessibility for everyone. Some streets may emphasize vehicles or trucks, while others emphasize pedestrians or public transportation. In more industrial areas, some streets will emphasize access for freight vehicles. Charlotte, North Carolina defines its street network along a continuum from most

pedestrian-oriented to most auto-oriented, referring both to the design of the street and to the adjacent land uses. Each street type emphasizes different mixes of modes, but is designed with all potential travelers in mind.

In a complete network, short, local trips can be taken without burdening the arterial systems with more cars. Roads in sprawling communities see up to 75 percent more travel demand on those arterials than similar arterials in connected networks.¹ People with a complete, connected network of options may opt to reach their destination entirely without driving on arterials, or will instead walk, bike, or take public transportation. One study found that single-family households located in a network of Complete Streets made a similar number of total trips as those in an incomplete network, but made significantly fewer by car, instead opting to walk.²

Connected streets can reduce traffic congestion by dispersing traffic and offering travel options. Networks of connected Complete Streets can carry as many travelers as conventional sprawling roadway design, but do not rely on a sparse network of major arterials.³ Parallel routes within connected networks maintain this high corridor capacity, while providing different routes to destinations for convenience, variety, or to avoid construction. These choices help all users of the system by reducing travel delays associated with reliance on very few routes.



"Bicycle Boulevards" accommodate motorists and pedestrians but emphasize the safety and convenience of bicyclists through traffic calming and keeping the volumes of motorized traffic low. On other streets, giving more room for public transportation and pedestrians is necessary to provide the most efficient route for bus or rail travel and to provide the necessary safety for boarding and alighting passengers. *Left: Dan Burden, Walkable and Livable Communities Institute. Right: New York City DOT*

Connectivity improves safety

Grid networks help create a safer road system. A study of 24 medium-sized California cities found that the most cities were those built more recently with unconnected networks that concentrated auto traffic on a few roads and featured far fewer intersections. The more grid-like street networks saw fewer fatal or severe crashes.⁴ Gridded networks need not rely on overly-wide roads and have more intersections, lowering drivers' speeds. Yet travel times remain comparable to the conventional network because trip distances are shorter – the routes are more direct – and because timed traffic signals can provide a consistent speed.⁵⁶ Pedestrians benefit from additional signalized, safe crossing opportunities at intersections, while both people afoot and on bike benefit from the slower vehicular speeds. Emergency service personnel are able to reach emergency sites more quickly due to the redundancy of the network.⁷ A study in Charlotte, North Carolina found that as street connectivity increased, a fire station could reach far more households, and more quickly.⁸

Right-sized blocks

A network of Complete Streets works best if block size is reduced. Short blocks are important to people on bikes or on foot because they reduce the total distance traveled and provide direct access to properties. A smaller block structure also allows land use to evolve and adapt over time, providing development flexibility. After updating its City Code to achieve Complete Streets, North Myrtle Beach, South Carolina now requires most blocks to be human-scaled, between 300 and 400 feet long. For transit providers, a community of Complete Streets with shorter blocks is easier to serve. Most agencies look for a ½ mile spacing between routes, which is more easily achieved with a grid system, as is easy travel in any direction.⁹

Increase connectivity with Complete Streets

Some places with Complete Streets policies have included provisions specifically to increase connectivity. For example, Virginia's Complete Streets policy was augmented by a new policy to end maintenance support for new streets that end in cul-de-sacs. Other communities have required new developments to connect into the existing grid in multiple locations. Some built-out communities with a sprawling road system have looked for opportunities to create more non-motorized connections by installing paths that connect cul-de-sacs and other disconnected streets to nearby roads. Even when roads are connected, there may still be a need for connected grids of walking and bicycling networks. The incorporation of Complete Streets into all of Seattle, Washington's plans helps to identify gaps in the network for different modes and prioritizes investment to create complete networks for all modes.

Reaching connectivity through Complete Streets policies directs transportation funding to create complete networks for all modes and helps support the livable communities that people want.

Learn more at www.smartgrowthamerica.org/completestreets.

- 1 Proft, J. & Condon, P. (2001). *Transportation and Community Design: The effects of Land Use and Street Pattern on Travel Behavior*. James Taylor Chair in Landscape and Liveable Environments. University of British Columbia
- 2 Khattak, A. & Rodriguez, D. (2005). "Travel behavior in neo-traditional neighborhood developments: A case study in USA." *Transportation Research Part A: Policy and Practice*, 39 (6). pp. 481-500.
- 3 Proft, J. & Condon, P. (2001).
- 4 Urban Design International. (2010, April). *Street network types and road safety: A study of 24 California cities*. Marshall, W & Garrick, N.
- 5 Proft, J. & Condon, J. (2001).
- 6 Institute for Transportation Engineers. (2010). *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach: An ITE Recommended Practice*.
- 7 Trowbridge, M., Gurka, M., & O'Connor, R. (2009). "Urban Sprawl and Delayed Ambulance Arrival in the U.S." *American Journal of Preventative Medicine*, 37(5).
- 8 Pleasant, D. (2008). "Sustainable Street Network: Emergency Responder Perspective." *Presentation to the CNU Transportation Conference in Charlotte, North Carolina*.
- 9 Kilcoyne, R. (2007). *Completing the Streets for Transit: Complete Streets Checklist*. Transportation Planning Capacity Building Program, Peer Exchange Report, Nashville, TN.

City of Austin

Complete Streets Policy

ORDINANCE NO. 20140612-119

AN ORDINANCE ADOPTING THE CITY OF AUSTIN COMPLETE STREETS POLICY.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:

PART 1. Findings.

- (A) Austin City Council Resolution No. 20131212-080 directed the City Manager to create and implement a comprehensive Complete Streets Policy.
- (B) The intent of this policy is to implement the Imagine Austin Comprehensive Plan and to enhance Austin's quality of life over the long-term by advancing mobility; economically sound, compact, and connected development patterns; public health and safety; livability; environmental enhancement; sustainability; equity; affordability, economic activity; climate resiliency; and excellence in urban design and community character.
- (C) The Imagine Austin Comprehensive Plan established a Priority Action to "Develop complete streets design guidelines for all new road construction and reconstruction," to include: "Pedestrian and bicycle facilities and amenities;" "Green Street Techniques/Green Infrastructure Best Management Practices;" "Interconnected, navigable, grid-like streets and blocks;" "Transit accommodations;" and other measures.
- (D) Streets are the public realm and should be designed to a higher standard as beautiful, safe, and comfortable places for all people, in order to equitably support the common good and the Imagine Austin vision statement: "Austin Values and Respects its People."
- (E) City staff has developed a policy reflecting national best practices that provides a vision and intent, Complete Streets principles, applicability and jurisdiction, implementation guidance, a high bar for exceptions, and guidance on potential Code amendments and metrics for evaluation.

PART 2. Council adopts the Complete Streets Policy attached to this ordinance as Exhibit 1.

PASSED AND APPROVED

ATTEST: Jannette S. Goodall
Jannette S. Goodall
City Clerk

EXHIBIT 1

COMPLETE STREETS POLICY

CITY OF AUSTIN

VISION & INTENT

Complete Streets are necessary to advance multiple long-term community goals defined by the vision and policies of the Imagine Austin Comprehensive Plan.

Complete Streets will enhance Austin's quality of life over the long-term by advancing mobility, economically sound compact and connected development patterns, public health and safety, livability, environmental protection and enhancement, sustainability, equity, affordability, economic activity, climate resiliency, and excellence in urban design and community character. As the public realm, streets should be designed to a higher standard for the common good of all people, in keeping with the Imagine Austin vision: "Austin Values and Respects its People."

Specifically, this Complete Streets Policy is integral to a core Imagine Austin Priority Program: "Invest in a compact and connected Austin." Achieving this goal requires a shift in how we define the role of roadways: They are public spaces that serve people first. Therefore, the City of Austin commits to improvements that support safe, efficient, and convenient mobility for all roadway users – pedestrians, bicyclists, transit riders, and motorists – regardless of age or ability. Complete Streets are necessary to support compact development patterns. They expand everyone's mobility choices for safe and convenient travel by different modes between destinations throughout Austin. As appropriate for their context, they are designed to balance safety and convenience for everyone using the road.

Safety, including a reduction in hazards for pedestrians and bicyclists on Austin roadways, is a fundamental consideration of this Complete Streets policy. Complete Streets also encourage people to make active transportation choices, which are associated with improved health outcomes for people at all stages of life. To improve community health, Austin seeks to transform its street network from a barrier to an asset for regular walking and biking. The City also recognizes the multiple public health benefits of reducing the air and climate pollution caused by vehicles.

The City of Austin recognizes that the planning and design of streets and regional roadways should holistically include the entire right-of-way and public realm – defined as the entire area between building fronts. A Complete Streets approach provides a unique opportunity to thoughtfully integrate and advance multiple objectives for our community, now and in the future, while delivering maximum benefits from both public and private investments.

A. COMPLETE STREETS PRINCIPLES

- 1. Complete Streets serve all users and modes.** The City of Austin commits to design, operate and maintain the community's streets and right-of-way so as to promote safe, comfortable and convenient access and travel for people of all ages and abilities. This is the core intent of this policy. All streets and roadways within

the city shall provide basic safe access and crossings for all allowed categories of users – people traveling as pedestrians and by bicycle, transit riders, motorists and others. City streets and/or street networks shall accommodate emergency responders and freight needs as well, in a manner consistent with this policy. The City recognizes that children, seniors, and persons with disabilities may require inclusive accommodations.

2. **Complete Streets require connected travel networks.** The City of Austin shall prioritize opportunities to create a complete transportation network that provides connected facilities to serve all people and modes of travel, now and in the future. Streets shall be connected to create complete street networks that provide travelers with multiple choices of travel routes and that help to reduce congestion on major roadways. This network includes off-street hard-surface trails for biking and walking. All roadways and routes need not be optimized for all modes; however, people using each mode require a network of safe and convenient travel routes and crossings throughout the city.
3. **Complete Streets are beautiful, interesting and comfortable places for people.** The design of cities begins with the design of streets, as community places where people want to be. As part of Austin's public realm, streets shall be held to a higher standard for urban design at a human scale. Multi-modal accommodations and all City projects in the right-of-way shall be approached as opportunities to enhance the aesthetic qualities of Austin and its public realm through the thoughtful creation of place. Wherever feasible, streetscapes shall protect and include street trees and native plants, and incorporate landscape architecture, public art, pedestrian amenities and wayfinding signage, sidewalk cafes and street-facing retail, and/or other elements that enhance the attractiveness of Austin and foster healthy economic development.
4. **Complete Streets require best-practice design criteria and context-sensitive approaches.** The City will align land use and transportation goals, policies and code provisions to create Complete Streets solutions that are appropriate to individual contexts; that best serve the needs of all people using streets and the right-of-way; and that support the land-use policies of the Imagine Austin Comprehensive Plan. Context sensitive design allows roadway design decisions to be more flexible and sensitive to community values, and to better balance economic, social and environmental objectives. The City will take a flexible, innovative, and balanced approach to creating context-sensitive Complete Streets that meet or exceed national best-practice design guidelines. This includes a shift toward designing at a human scale for the needs and comfort of all people and travelers, in considering issues such as street design and width, desired operating speed, hierarchy of streets, mode balance, and connectivity. Design criteria shall not be purely prescriptive but shall be based on the thoughtful application of engineering, architectural and urban design principles.
5. **Complete Streets protect Austin's sustainability and environment.** By reducing automobile dependence, Complete Streets will help Austin advance toward its goals of sustainability and carbon neutrality. In the design, operation, and maintenance of its transportation system, the City shall seek opportunities to integrate best-practice "Green Street" principles, features and metrics adapted for

the Austin climate. These may include stormwater management, tree canopy, shade structures, landscaping, climate protection and resiliency, urban heat island mitigation, accessible and integrated parks and natural areas, and other measures. Projects in the public right-of-way and their landscape elements shall seek to advance sustainable management and conservation practices for water, energy, materials and other resources, balanced with other goals.

6. **Complete Streets are the work of all City departments.** The City shall approach every public or private project, program, and practice that affects the transportation network or occurs in the right-of-way as an opportunity to improve street conditions and travel routes for everyone. City departments, inclusive of utilities, shall work in coordination and collaborate with other entities to maximize current and future opportunities for Complete Streets, enhancement of the public realm, and street connectivity.
7. **Complete Streets include all roadways and all projects and phases.** The City shall apply this policy in a context-sensitive manner to all private and public routes and roadways. It applies to both new streets and retrofit projects, including the construction, reconstruction, retrofit, resurfacing, alteration and major repair of streets. It shall provide guidance to all City capital improvement projects. It includes parking facilities, alleys, bridges, frontage roads, private drives or streets and internal circulation routes, temporary traffic zones, off-street bicycle-pedestrian paths, park roads, and other elements of the transportation system.
8. **Complete Streets require appropriate performance measures.** The City will track and report performance measures for the transportation system that measure how well the City is conforming to this policy. Indicators shall reflect safe and efficient mobility for all users – pedestrians, bicyclists, transit riders, motorists, and freight. A system of Green Streets metrics will be adopted and reported as well. For multimodal mobility, performance indicators shall be utilized and weighted in a manner that reflects context and community values.

B. APPLICABILITY AND JURISDICTION

This policy is applicable to all development and redevelopment in the public domain within the City of Austin. It applies to the work of all City Departments and entities. It is intended to guide all private development that affects streets, the transportation system, and the public realm.

Where new streets and subdivisions are subject to the City of Austin Land Development Code and/or Transportation Criteria Manual, the City shall fully and consistently refer to this policy for guidance. In the City's extra-territorial jurisdiction, applicability to specific projects shall be reviewed, determined and overseen with the appropriate county in accordance with the provisions of Title 30 (§ 30-1-1).

In existing developed areas of the City, roadway improvements that implement this policy shall be achieved as individual projects advance, as sites and corridors are developed and improved, and as needs and travel-mode balance evolve over time.

For activity centers and corridors identified in the Imagine Austin Comprehensive Plan, and areas with high levels of pedestrian activity, the City shall seek and prioritize funding sources for strategic Complete Streets improvements.

The City of Austin requires all agencies over which it has permitting authority to comply with this policy. At a minimum, they should not adversely affect multimodal travel conditions and future opportunities. These include, but are not limited to, water agencies, electric utilities, gas and petroleum utilities, communications utilities, and service contractors. Provisions that support this Complete Streets policy shall be added to new franchise agreements affecting the City right-of-way.

For all transportation projects designed by other agencies or entities that require funding or approval by the City, Austin Transportation Department shall, in advance of finalizing such funding or approval: (1) evaluate the proposed project for compliance with this Complete Streets Policy, and (2) where needed, recommend measures and require appropriate changes to bring it into compliance.

The City of Austin encourages entities not under its jurisdiction to satisfy this policy, including school districts, counties, and State of Texas agencies with facilities in the City of Austin and its extra-territorial jurisdiction. Partner agencies are encouraged to adopt this Complete Streets Policy or an equivalent.

For regional transportation projects, the City will promote compliance with this Complete Streets Policy by its partners, including Capital Area Metropolitan Planning Organization, Capital Metropolitan Transit Authority, Texas Department of Transportation, Central Texas Regional Mobility Authority, and neighboring cities, counties and other agencies as applicable.

C. EXCEPTIONS

The City expects full compliance with this policy. An exception for a specific project may be requested and granted when:

- Use of the roadway is prohibited by law for a specified category of users (e.g. pedestrians on an interstate freeway, vehicles on a pedestrian or transit mall);
- The costs of providing accommodation are excessively disproportionate to the need or probable use;
- The application of Complete Streets principles would be contrary to public safety;
- An absence of current and future need to serve a category of users is documented (e.g. in a rural or low-density area). In determining future need, applicants and City review staff shall consult relevant City and regional long-range plans for land use and transportation, including the Imagine Austin Comprehensive Plan.

A request for an exception should be submitted to the Director of Austin Transportation Department at the earliest project phase (e.g. during initial project planning and budgeting). The request submitted must include a narrative, site photographs, project site map and drawings if available, and supporting data.

The request shall be jointly considered by the Director of Public Works, Director of Austin Transportation Department, and Director of Planning and Development Review or their designees. In the City's extraterritorial jurisdiction, exceptions also shall be considered by the relevant county, which may have final authority.

For all project elements constructed in the City right-of-way, final determination and approval of exceptions shall reside with the Director of Public Works. Exceptions granted shall be publicly reported on the City's website. Reports shall include the applicant's documentation as backup and indicate the basis for the decision.

Where exceptions are granted, parallel accommodations for the category of users excluded shall be sought on alternate routes within the transportation system.

D. CODE AMENDMENTS

The City of Austin Land Development Code, including Subdivision Regulations, shall be revised to incorporate the principles and provisions of this Complete Streets Policy. This policy in itself does not change the Land Development Code.

All City of Austin criteria manuals referenced in the City Code that affect the design of roadways and facilities sited in the right-of-way, which affect the implementation of this policy, shall be reviewed and updated to make them consistent with its goals and support its implementation. These include the Transportation Criteria Manual, Utility Criteria Manual, Environmental Criteria Manual, and Drainage Criteria Manual. Related administrative rules also shall be reviewed and updated as needed.

The City's Transportation Criteria Manual shall be reviewed and revised to make it consistent with this policy. To facilitate near-term compliance with this policy, an interim advisory on the design of streets and subdivisions that references national guidelines and manuals shall be issued as an administrative rule.

By September 15, 2014, the City Manager shall report to Austin City Council on any future code amendments needed to support implementation of this policy. The report also will address the applicability of this policy to private development.

E. IMPLEMENTATION

The City of Austin shall make Complete Streets practices a routine part of everyday operations and procedures. The Complete Streets principles of this policy shall inform all transportation planning, design, maintenance, and funding decisions. In addition, they shall inform the early scoping phase of all City capital improvement projects that include or affect roadway elements and the right-of-way.

As needed to ensure robust implementation of this policy, the City shall develop or update City design policies, guides, and manuals across disciplines. It also shall reference the most up-to-date national standards, design guides, and best practices supportive of Complete Streets.

Guidance on Implementation is provided in "Exhibit A," attached to this policy.

Complete Streets Policy Implementation Guidelines shall be developed, to provide more detailed direction. These Guidelines shall be adopted as a separate document as an administrative rule. The Guidelines shall be provided to all City departments, regional transportation agencies, and the public by September 15, 2014.

The City will actively seek sources of funding to implement this policy.

EXHIBIT A: GUIDANCE ON IMPLEMENTATION

1. Application to City Projects

- a. Austin City Council Resolution No. 020418-40 required major City roadway projects to budget up to 20% for appropriate sidewalk and bicycle facilities. Major roadway projects initiated *prior* to adoption of this Complete Streets Policy shall continue to adhere to its provisions. In keeping with this Complete Streets Policy, available budget within the 20% criteria also may be allocated to address the needs of transit users; integrate Green Street practices, including street trees and landscape elements; and/or provide other amenities that invite walking and create a sense of place.
- b. All City capital improvement projects, including roadways, initiated *subsequent* to the adoption of this Policy shall fully integrate its Complete Street goals and principles from the earliest project scoping and budgeting phases. As this Complete Streets Policy establishes higher and more comprehensive goals and criteria than Resolution No. 020418-40, this policy shall supersede it for roadway projects. All projects shall be initially defined such that the overall project budget is sufficient to assure conformance with this policy.

2. **Capital Improvement Projects.** Consideration of this Complete Streets Policy and its long-range goals shall be incorporated into the planning, scoping, budgeting, funding, design, approval and implementation process for all City facilities, roadways, and right-of-way infrastructure. The Capital Planning Office shall provide coordination and support. Departments shall consult the Imagine Austin Comprehensive Plan, Long-range Capital Improvement Program Strategic Plan, Capital Improvement Program Five-Year Plan, and other relevant City master plans for guidance.

In planning and designing City projects that include or impact roadways, City Departments shall consult the Austin Transportation and Public Works Departments and shall consult City master plans and policies related to pedestrian, bicycle, transit, and vehicle transportation. All projects shall strive to advance and integrate multiple goals, including a high-quality public realm, placemaking, Green Streets, and economic development. City projects shall seek cost-saving opportunities through such integration.

Projects shall anticipate opportunities to incrementally achieve fully complete streets and networks over time, and in future phases of work. Departments shall take care that their work does not adversely affect the pedestrian realm and opportunities for multimodal travel and facilities.

Projects should anticipate funding needs and seek resources to acquire necessary right-of-way and/or easements. Where the costs of acquiring right-of-way to provide separate accommodations for each mode of travel are cost-prohibitive, innovative or multi-use facilities within the existing right-of-way that accommodate both pedestrians and bicyclists may be considered, if appropriate for the roadway and its context.

For City parks projects, park land may be used for bicycle/pedestrian trails and other elements of the transportation system that provide connectivity and support people's access to parks and recreational/outdoor activities.

City utilities will provide guidance on ensuring that Complete Streets Policy implementation does not create public safety hazards or reductions in levels of utility service unacceptable to utility customers. Utility projects will seek to support and advance implementation of this policy and related right-of-way conditions.

3. **Project Budgets.** It is the responsibility of each project to budget appropriately for implementation of this policy, in a context-sensitive manner. This includes budgeting for right-of-way and/or easement acquisition. Where primary funding sources for City projects are narrowly constrained (e.g. restricted to utility, affordable housing, or other purposes), the City will actively pursue additional funding sources to allow implementation of this policy to a high standard.
4. **Private Projects.** In reviewing zoning, site plans, subdivision plans, planned unit developments, and other projects that include streets or private drives or other internal circulation routes, City staff shall seek full compliance with the intent of this Complete Streets Policy. To ensure that its goals and principles are fully incorporated into the City of Austin zoning and development review process, City zoning and development review staff across departments shall receive appropriate training. The Planning and Development Review Department also shall provide appropriate information and education to the development community and applicants.

In reviewing projects subject to Design Standards and Mixed Use Chapter 25-2 Subchapter E ("Commercial Design Standards") and Specific Area Regulating Districts, the City shall approve Alternative Equivalent Compliance only as it conforms to the goals and intent of this Complete Streets Policy. A system shall be developed to track approvals of Alternative Equivalent Compliance; such approvals shall be reviewed annually by a multidisciplinary staff team to assess impacts on Complete Streets and the pedestrian realm.

If City staff recommends additional measures regarding private projects, that process will include public review and input.

5. **Complete Streets Program.** The City will implement this policy through a Complete Streets Program based in Austin Transportation Department. The Program will be developed and implemented in consultation with the Public Works Department and other departments and partners. It will be appropriately staffed to provide multi-modal transportation planning; it will be coordinated with City programs and initiatives for bicycling, pedestrians, transit and on trails. Program staff will facilitate development of a Pedestrian Master Plan.

The Complete Streets Program will be structured as an element of Imagine Austin Comprehensive Plan implementation and be inclusive of all relevant City Departments. The Program shall facilitate citywide staff training, public education,

document development and/or updates, departmental Complete Street efforts, and other actions as necessary to fully implement this Complete Streets policy.

An interim report on the development and progress of this program shall be delivered to Austin City Council within 12 months of policy adoption.

6. **Modal Networks.** The City shall advance projects that are needed to close gaps and to complete priority transportation networks and routes for people using each individual travel mode.
7. **Street Design Standards.** The City shall refer to the following national guidelines, recognized by Austin City Council:
 - a. *Designing Walkable Urban Thoroughfares: A context sensitive approach* (Institute of Transportation Engineers/Congress for the New Urbanism)
 - b. *Urban Street Design Guide*, and *Urban Bikeway Design Guide* (National Association of City Transportation Officials)

Flexible and innovative context-sensitive design solutions that conform to these guidelines are encouraged for both public and private projects. Updated street design standards and criteria that reflect these national guides will be developed in the course of revising the Transportation Criteria Manual.

The design of roadway water quality controls and storm drain infrastructure (as required by ordinance for new roadways and major roadway reconstructions) shall be incorporated into this approach.

In Downtown, Great Streets Design Standards shall continue to apply.

8. **Green Streets Guidelines.** A multi-disciplinary City staff team shall develop specific Green Streets principles, guidelines, and metrics. The guidelines shall reflect national best practices as well as green infrastructure goals referenced in Imagine Austin. They shall address roadway-design related stormwater infrastructure and management, for both water quality and runoff volume; the linking of trails and greenbelts with roadway networks; and other relevant sustainability, environmental and ecosystem goals.

The integration of Green Streets principles and metrics shall be overseen by the Imagine Austin Green Infrastructure Priority Program Team, in coordination with the Compact and Connected Priority Program Team. They shall be administered as an integral part of street design and project reviews.

9. **Staff Training.** The City will provide information and training on this Complete Streets policy and its principles, and best practices for implementation, to relevant City staff across departments within 150 days of policy adoption. Continuing education inclusive of all aspects of this policy shall be provided on an annual basis. The training materials shall be offered to regional and City partner agencies.
10. **Outreach and Education.** The City and partner organizations will provide ongoing public information and education about Complete Streets to Austin residents; community groups and leaders; transportation, planning, design and engineering professionals; and the private development community. The City will meet at least

annually with representatives of Capital Metropolitan Transit Authority, Travis County, Central Texas Regional Mobility Authority and TxDOT to review best practices in Complete Streets Implementation and evaluate cross-agency efforts.

11. **Metrics for Evaluation.** Complete Streets Policy metrics will be tracked and reported in coordination with metrics and monitoring established for Imagine Austin implementation. For mobility goals, they include miles of new and improved sidewalks and bicycle facilities and number of accessible transit stops. Additional metrics that reflect the comprehensive goals of the policy will be developed within 12 months of policy adoption. A Complete Streets performance report will be included as a section in the Imagine Austin Comprehensive Plan Annual Report.
12. **Code Amendments.** City staff will conduct a diagnosis to identify: 1) what, if any, provisions in current code or criteria are in conflict with implementation of this Complete Streets policy, or otherwise present impediments, and 2) what code and criteria amendments are needed, if any, to address impediments or to otherwise advance the implementation of the Complete Streets policy.

Upon adoption of a major revision to the Land Development Code by Austin City Council, necessary updates on this policy shall be issued to create consistency with all Land Development Code provisions and language related to roadways, right-of-way, street classifications, character districts, and other applicable elements.

13. **Roles and Responsibilities.** Austin Transportation Department, as the administrator of the Complete Streets Program, shall have lead responsibility for implementation of this policy.

Final authority for the construction of elements in the City right-of-way, as well as reporting responsibility for exceptions granted to this policy, resides with the Public Works Department.

Per City Code, the Director of Public Works is responsible for the functionality of streets as defined by their utility, durability, condition and serviceability and has final authority over related decisions. The City Traffic Engineer is responsible for the design and functionality of streets and the roadway network as it relates to providing safe, efficient, and comfortable travel for roadway users. The Public Works Department and Austin Transportation Department shall jointly and collaboratively address these goals for the community's roadways, coordinating with other City departments and partner agencies as needed.

14. **Exceptions Reporting.** The Public Works Director shall report each exception granted through the mechanism established in this policy, including for City projects, and shall oversee the timely public posting of such reports on the City of Austin website.

Quarterly, a summary report on exceptions granted shall be provided to a multidisciplinary City staff team responsible for guiding Complete Streets implementation. Annually, a report shall be provided to the Urban Transportation Commission.

Alamo Area MPO Complete Streets Resolution



A Resolution Supporting a "Complete Streets" Policy

WHEREAS, "Complete Streets" are defined as roadways that enable safe and convenient access for all users, including pedestrians, bicyclists, transit riders, and drivers (of all ages) and is conducive to efficient movement of people; and

WHEREAS, "Complete Streets" policies support the San Antonio-Bexar County Metropolitan Planning Organization's (MPO) Metropolitan Transportation Plan mission statement which states "The San Antonio metropolitan area is served by an environmentally friendly transportation system where everyone is able to walk, ride, drive or wheel in a safe, convenient, and affordable manner to their desired destinations"; and

WHEREAS, "Complete Streets" policies support the goals of the MPO's adopted Regional Bicycle Master Plan; and

WHEREAS, "Complete Streets" policies support the MPO's Walkable Community Program, the Walk and Roll Program; and

WHEREAS, "Complete Streets" supports national and local public health efforts by recognizing the linkages between the built environment and human health and calls on public officials to participate in local and regional land use and transportation support planning and policy making processes; and

WHEREAS, "Complete Streets" may be achieved through single projects or incrementally through a series of smaller improvements or maintenance activities over time; and

WHEREAS, "Complete Streets" policies and plans have been adopted by the United States Department of Transportation, other Texas MPOs including Capital Area Metropolitan Planning Organization and Houston-Galveston Area Council and cities including San Francisco, Sacramento, San Diego, Boulder, Chicago, Seattle and Portland.

NOW, THEREFORE BE IT RESOLVED that the San Antonio-Bexar County Metropolitan Planning Organization's Transportation Policy Board, in order to ensure all transportation options are available, and to improve air quality and the quality of life for residents in our communities, strongly encourages decision makers in all jurisdictions to adopt and implement similar "Complete Streets" policies and practices that:

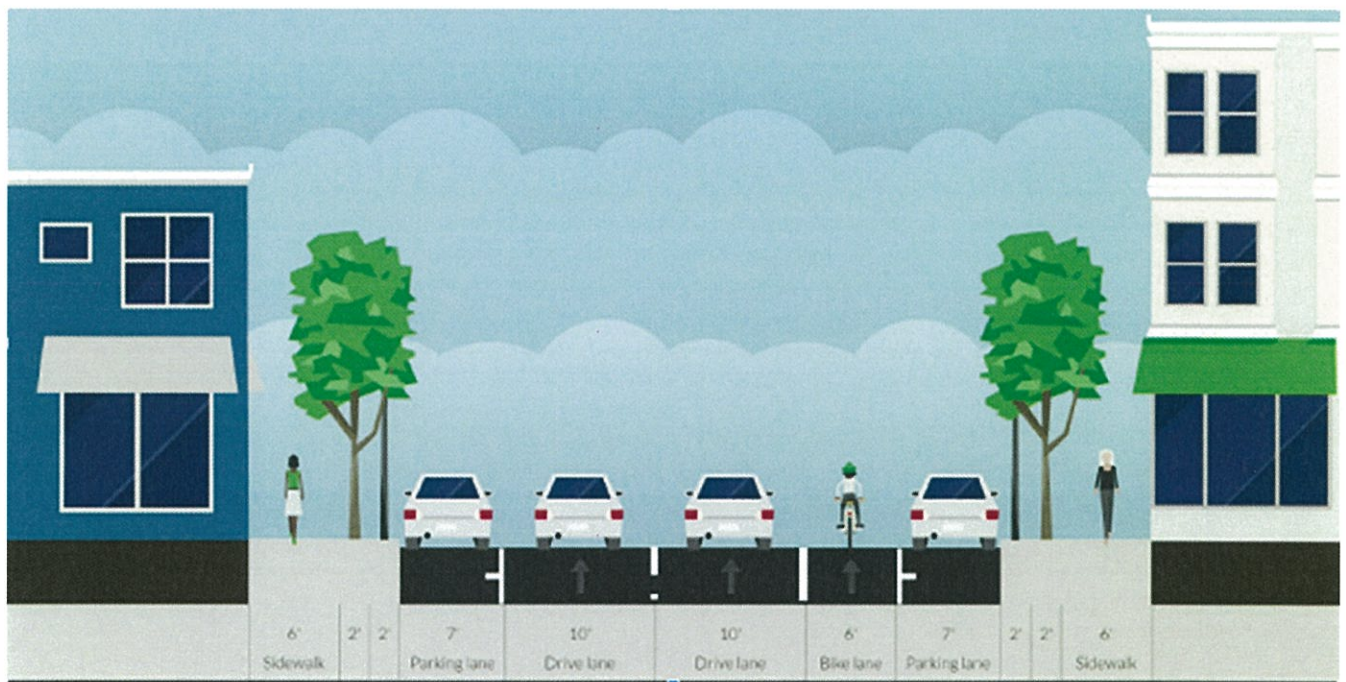
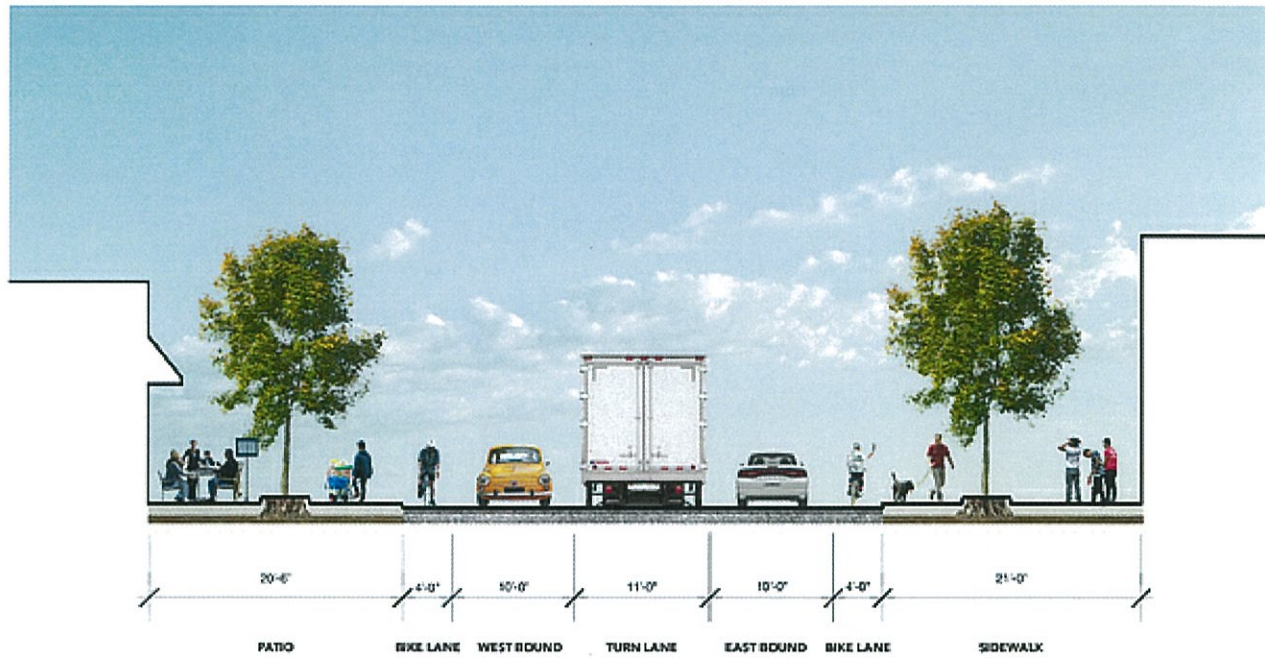
- Serve as guiding principles to design, construct, operate and maintain the region's roadway system to promote safe and convenient access and travel for all users including pedestrians, bicyclists, transit riders, and people of all abilities, as well as motor vehicle drivers and freight;
- Create a comprehensive, integrated, connected transportation network planned for people and the principles be incorporated into existing policies such as the Regional Bicycle Master Plan;
- Incorporate the "Complete Streets" policy except in unusual or extraordinary circumstances;
- To the extent possible, apply policies to both new and retrofit projects,
- Recognize the need for flexibility and identify "Complete Streets" solutions that fit in with the context of the community;

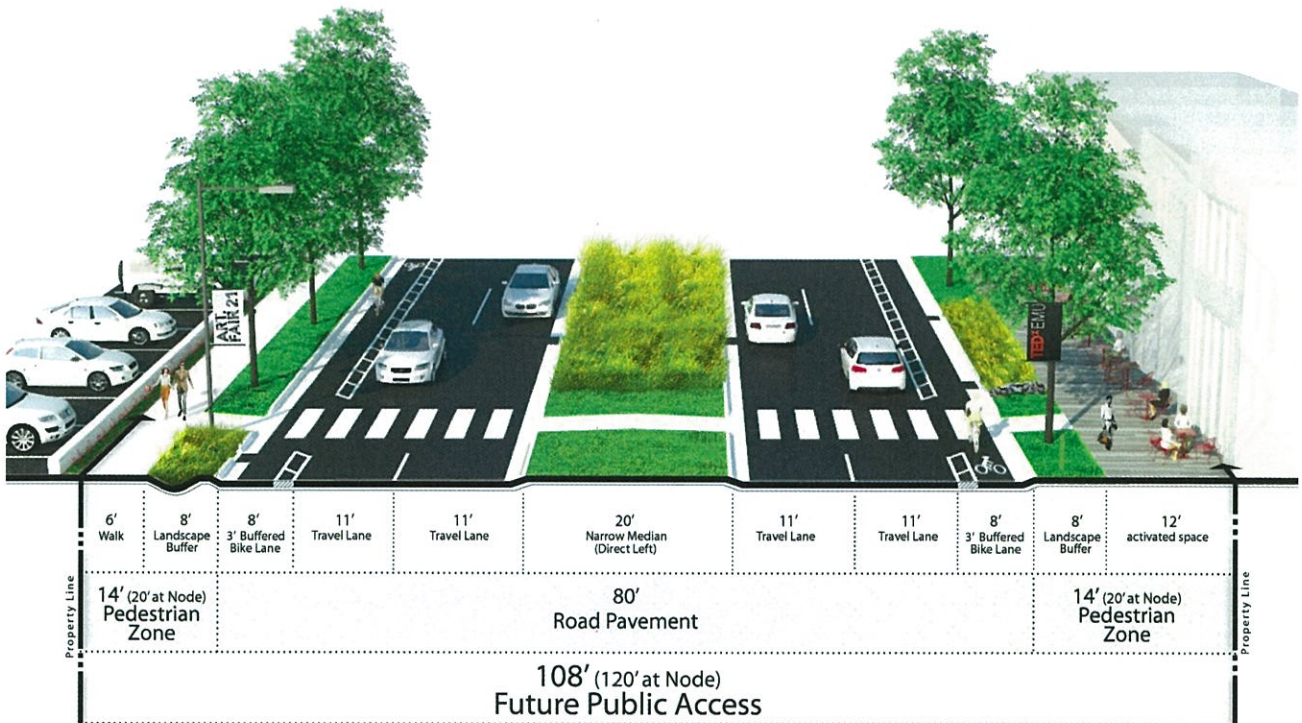
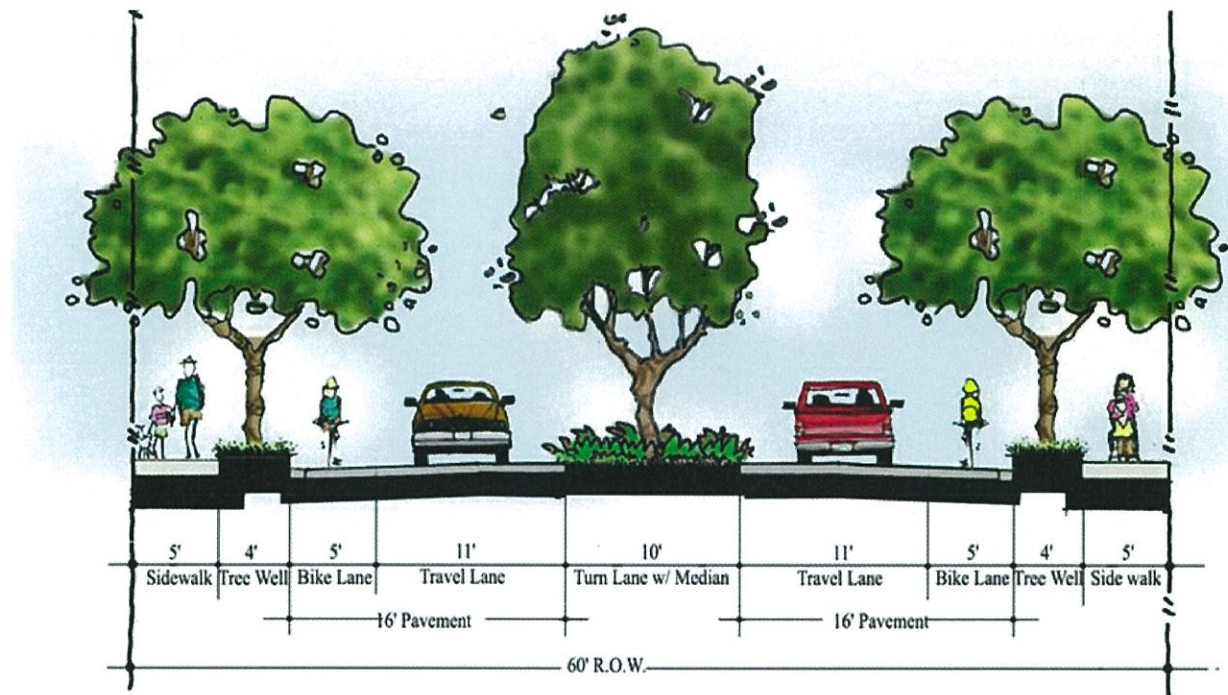
PASSED AND APPROVED this 23rd day of March 2009.


Sheila McNeil, Chair

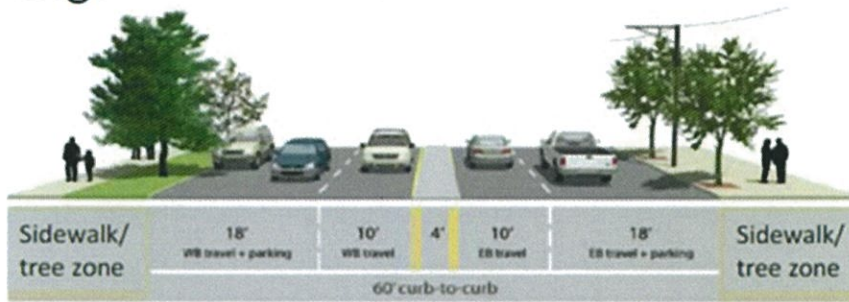
San Antonio-Bexar County Metropolitan Planning Organization

Cross Sections of Complete Streets





- Existing:



- Recommended Alternative:



Item #10: Follow Up on Open Streets Concepts and Share the Road Signs

Follow Up on Open Streets Concepts and Share the Roads Signs

Open Streets Concepts:

At the September 12, 2017 BPAC meeting, the Open Streets Concepts was discussed as a possible initiative for our region. The concept of Open Streets originated in Columbia in the 1970s. These events started as a way to close city streets to motor traffic and let people on bikes ride safely and easily. They have evolved into community celebrations that include non-motorized ways of travelling such as walking, jogging, and biking. Open Streets can provide stimulus to local businesses, offer a setting for greater civic participation and integration, and build support for the provision of broader transportation choices.

KTMPO contacted TxDOT to find out the process for closing down a road for an event. For roadway closure for special events, the organizer should submit a road closure agreement request. TxDOT will need information about insurance, traffic control plan, etc. The road closure agreement request is attached to this packet.

Possible follow up items for discussion include the following:

- **Timing:** Is it best to start with a single day, or an annual, monthly, or weekly event? Are there festivals, like Bloomin' Temple, that would be desirable times? Are there local bike rides, like Salado Smokin' Spokes, the Belton Stampede on the Chisholm Trail, or the Central Texas Women on Wheels Ride of Silence that we might want to align with?
- **Location:** Are there city features that should be showcased, like the city center square of Belton, with its connecting bike path? Can we create a process for neighborhoods to petition our cities to close streets for a day, and welcome neighborhood block parties and safe places for kids to ride bikes?
- **Process:** What can our committee do to initiate, promote, and sustain an Open Streets endeavor locally?

Share the Road Signs:

At the September 12, 2017 BPAC meeting, BPAC members asked KTMPO staff to research the proper procedure for putting up "Share the Road" signs. KTMPO contacted TxDOT and received the following response. For "Share the Road" signs TxDOT will need to know where the sign is needed and run a crash analysis for those areas. If it is within the city limits, TxDOT encourages the city to install them.

Discussion Item: Follow Up on Open Streets Concepts and Share the Road Signs.

STATE OF TEXAS §

COUNTY OF TRAVIS §

AGREEMENT FOR THE TEMPORARY CLOSURE OF STATE RIGHT OF WAY

THIS AGREEMENT is made by and between the State of Texas, acting by and through the Texas Department of Transportation, hereinafter called the "State," and the City of _____, a municipal corporation, acting by and through its duly authorized officers, hereinafter called the "local government."

W I T N E S S E T H

WHEREAS, the State owns and operates a system of highways for public use and benefit, including _____, in _____, County; and

WHEREAS, the local government has requested the temporary closure of _____ for the purpose of _____, from _____ to _____ as described in the attached "Exhibit A," hereinafter identified as the "Event;" and

WHEREAS, the Event will be located within the local government's incorporated area; and

WHEREAS, the State, in recognition of the public purpose of the Event, wishes to cooperate with the City so long as the safety and convenience of the traveling public is ensured and that the closure of the State's right of way will be performed within the State's requirements; and

WHEREAS, on the ____ day of _____, 20____, the _____ City Council passed Resolution / Ordinance No. _____, attached hereto and identified as "Exhibit B," establishing that the Event serves a public purpose and authorizing the local government to enter into this agreement with the State; and

WHEREAS, 43 TAC, Section 22.12 establishes the rules and procedures for the temporary closure of a segment of the State highway system; and

WHEREAS, this agreement has been developed in accordance with the rules and procedures of 43 TAC, Section 22.12;

NOW, THEREFORE, in consideration of the premises and of the mutual covenants and agreements of the parties hereto, to be by them respectively kept and performed as hereinafter set forth, it is agreed as follows:

A G R E E M E N T

Article 1. CONTRACT PERIOD

This agreement becomes effective upon final execution by the State and shall terminate upon completion of the Event or unless terminated or modified as hereinafter provided.

Article 2. EVENT DESCRIPTION

The physical description of the limits of the Event, including county names and highway numbers, the number of lanes the highway has and the number of lanes to be used, the proposed schedule of start and stop times and dates at each location, a brief description of the proposed activities involved, approximate number of people attending the Event, the number and types of animals and equipment, planned physical modifications of any man-made or natural features in or adjacent to the right of way involved shall be attached hereto along with a location map and identified as "Exhibit C."

Article 3. OPERATIONS OF THE EVENT

A. The local government shall assume all costs for the operations associated with the Event, to include but not limited to, plan development, materials, labor, public notification, providing protective barriers and barricades, protection of highway traffic and highway facilities, and all traffic control and temporary signing.

B. The local government shall submit to the State for review and approval the construction plans, if construction or modifications to the State's right of way is required, the traffic control and signing plans, traffic enforcement plans, and all other plans deemed necessary by the State. The State may require that any traffic control plans of sufficient complexity be signed, sealed and dated by a registered professional engineer. The traffic control plan shall be in accordance with the latest edition of the Texas Manual on Uniform Traffic Control Devices. All temporary traffic control devices used on state highway right of way must be included in the State's Compliant Work Zone Traffic Control Devices List. The State reserves the right to inspect the implementation of the traffic control plan and if it is found to be inadequate, the local government will bring the traffic control into compliance with the originally submitted plan, upon written notice from the State noting the required changes, prior to the event. The State may request changes to the traffic control plan in order to ensure public safety due to changing or unforeseen circumstances regarding the closure.

C. The local government will ensure that the appropriate law enforcement agency has reviewed the traffic control for the closures and that the agency has deemed them to be adequate. If the law enforcement agency is unsure as to the adequacy of the traffic control, it will contact the State for consultation no less than 10 workdays prior to the closure.

D. The local government will complete all revisions to the traffic control plan as requested by the State within the required timeframe or that the agreement will be terminated upon written notice from the State to the local government. The local government hereby agrees that any failure to cooperate with the State may constitute reckless endangerment of the public and that the Texas Department of Public Safety may be notified of the situation as soon as possible for the appropriate action, and failing to follow the traffic control plan or State instructions may result in a denial of future use of the right of way for three years.

E. The local government will not initiate closure prior to 24 hours before the scheduled Event and all barriers and barricades will be removed and the highway reopened to traffic within 24 hours after the completion of the Event.

F. The local government will provide adequate enforcement personnel to prevent vehicles from stopping and parking along the main lanes of highway right of way and otherwise prevent interference with the main lane traffic by both vehicles and pedestrians. The local government will prepare a traffic enforcement plan, to be approved by the State in writing at least 48 hours prior to the scheduled Event. Additionally, the local government shall provide to the State a letter of certification from the law enforcement agency that will be providing traffic control for the Event, certifying that they agree with the enforcement plan and will be able to meet its requirements.

G. The local government hereby assures the State that there will be appropriate passage

allowance for emergency vehicle travel and adequate access for abutting property owners during construction and closure of the highway facility. These allowances and accesses will be included in the local government's traffic control plan.

H. The local government will avoid or minimize damage, and will, at its own expense, restore or repair damage occurring outside the State's right of way and restore or repair the State's right of way, including, but not limited to, roadway and drainage structures, signs, overhead signs, pavement markings, traffic signals, power poles and pavement, etc. to a condition equal to that existing before the closure, and, to the extent practicable, restore the natural and cultural environment in accordance with federal and state law, including landscape and historical features.

Article 4. OWNERSHIP OF DOCUMENTS

Upon completion or termination of this agreement, all documents prepared by the local government will remain the property of the local government. All data prepared under this agreement shall be made available to the State without restriction or limitation on their further use. At the request of the State, the Local Government shall submit any information required by the State in the format directed by the State.

Article 5. TERMINATION

A. This agreement may be terminated by any of the following conditions:

- (1) By mutual written agreement and consent of both parties.
- (2) By the State upon determination that use of the State's right of way is not feasible or is not in the best interest of the State and the traveling public.
- (3) By either party, upon the failure of the other party to fulfill the obligations as set forth herein.
- (4) By satisfactory completion of all services and obligations as set forth herein.

B. The termination of this agreement shall extinguish all rights, duties, obligations, and liabilities of the State and local government under this agreement. If the potential termination of this agreement is due to the failure of the local government to fulfill its contractual obligations as set forth herein, the State will notify the local government that possible breach of contract has occurred. The local government must remedy the breach as outlined by the State within ten (10) days from receipt of the State's notification. In the event the local government does not remedy the breach to the satisfaction of the State, the local government shall be liable to the State for the costs of remedying the breach and any additional costs occasioned by the State.

Article 6. DISPUTES

Should disputes arise as to the parties' responsibilities or additional work under this agreement, the State's decision shall be final and binding.

Article 7. RESPONSIBILITIES OF THE PARTIES

The State and the Local Government agree that neither party is an agent, servant, or employee of the other party and each party agrees it is responsible for its individual acts and deeds as well as the acts and deeds of its contractors, employees, representatives, and agents.

Article 8. INSURANCE

A. Prior to beginning any work upon the State's right of way, the local government and/or its contractors shall furnish to the State a completed "Certificate of Insurance" (TxDOT Form 1560, latest edition) and shall maintain the insurance in full force and effect during the period

Agreement No. _____

that the local government and/or its contractors are encroaching upon the State right of way.

B. In the event the local government is a self-insured entity, the local government shall provide the State proof of its self-insurance. The local government agrees to pay any and all claims and damages that may occur during the period of this closing of the highway in accordance with the terms of this agreement.

Article 9. AMENDMENTS

Any changes in the time frame, character, agreement provisions or obligations of the parties hereto shall be enacted by written amendment executed by both the local government and the State.

Article 10. COMPLIANCE WITH LAWS

The local government shall comply with all applicable federal, state and local environmental laws, regulations, ordinances and any conditions or restrictions required by the State to protect the natural environment and cultural resources of the State's right of way.

Article 11. LEGAL CONSTRUCTION

In case one or more of the provisions contained in this agreement shall for any reason be held invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provisions hereof and this agreement shall be construed as if such invalid, illegal or unenforceable provision had never been contained herein.

Article 12. NOTICES

All notices to either party by the other required under this agreement shall be delivered personally or sent by certified U.S. mail, postage prepaid, addressed to such party at the following respective addresses:

Local Government:	State:
_____	Texas Department of Transportation
_____	_____
_____	_____
_____	_____

All notices shall be deemed given on the date so delivered or so deposited in the mail, unless otherwise provided herein. Either party hereto may change the above address by sending written notice of such change to the other in the manner provided herein.

Article 13. SOLE AGREEMENT

This agreement constitutes the sole and only agreement between the parties hereto and supersedes any prior understandings or written or oral agreements respecting the within subject matter.

IN TESTIMONY WHEREOF, the parties hereto have caused these presents to be executed in duplicate counterparts.

THE CITY OF _____

Executed on behalf of the local government by:

Agreement No. _____

By _____ Date _____
City Official

Typed or Printed Name and Title _____

THE STATE OF TEXAS

Executed for the Executive Director and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By _____ Date _____
District Engineer

KTMPO Contacts, Acronyms, and Terms



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Commonly Used Transportation Related Acronyms and Terms

Organizations	Terms
KTMPPO Killeen – Temple Metropolitan Planning Organization	TMA Transportation Management Area
TPPB (KTMPPO) Transportation Planning Policy Board	MAP - 21 Moving Ahead for Progress in the 21 st Century (legislation replaced SAFETEA-LU in July 2012)
TAC (KTMPPO) Technical Advisory Committee	SAFETEA – LU Safe, Accountable, Flexible, Efficient Transportation Equity Act
FHWA U.S. Department of Transportation Federal Highway Administration	MPO Metropolitan Planning Organization
FTA U.S. Department of Transportation Federal Transit Administration	UPWP Unified Planning Work Program
TxDOT Texas Department of Transportation	MTP Metropolitan Transportation Plan
TCEQ Texas Commission on Environmental Quality	TIP Transportation Improvement Program
TTI Texas A&M Transportation Institute	STIP Statewide Transportation Improvement Program
CTCOG Central Texas Council of Governments	STP-MM Surface Transportation Program – Metropolitan Mobility
HCTD or “The HOP” Hill Country Transit District	TAP Transportation Alternatives Program
CTR TAG Central Texas Regional Transportation Advisory Group	UTP Unified Transportation Program
BPAC Bicycle and Pedestrian Advisory Committee	CMAQ Congestion Mitigation and Air Quality Improvement Program
	UA or UZA Urbanized Area
	EJ or “Title VI” Environmental Justice
	CMP Congestion Management Process
	ITS Intelligent Transportation Systems
	NAAQS National Ambient Air Quality Standards

A comprehensive listing with definitions is available under Transportation Planning Resources at www.ktmpo.org. Pages 61-65 of the publication “The Transportation Planning Process...” is a great resource for commonly used Transportation terms.

End of Packet