




# Complete Streets Implementation Team Implementation Phase: Meeting #7

July 1, 2020



# Agenda

- Introduction
- Review and approval of June meeting minutes 
- Community Engagement Plan
- Design Manual
- Project prioritization
- Brief updates
  - Sidewalk policy
- Next steps



# COMMUNITY ENGAGEMENT PLAN



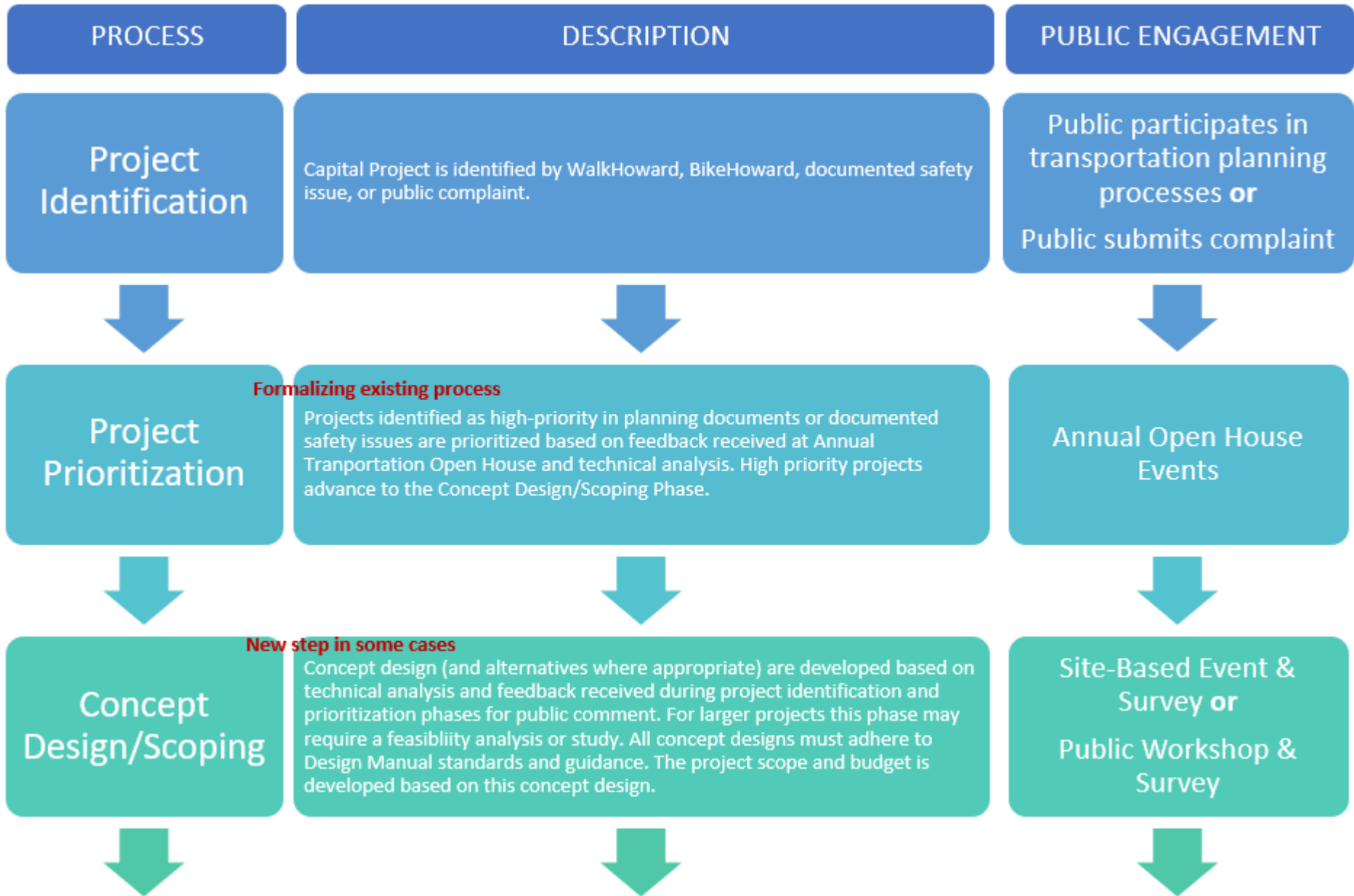


# Capital Projects



# Capital Project Process (2 slides)

DRAFT



**Required by code**

## Funding

DPW and DPZ jointly prepare the C.I.M.P for Transportation pursuant to Section 22.405 to fund design and construction. Grant funding is sought when available.

Planning Commission Meetings & County Council Meetings

## Preliminary Design

**Required by code**

Preliminary Design (30%) is developed based on feedback received during Concept Design Public Engagement.

Public Workshop  
*In-person & Online*

## Final Design

**Required by code**

Final Design (90%) is developed based on feedback received during Preliminary Design Public Engagement.

Open House  
*In-person & Online*

## Construction

Project is built. Maintenance of traffic during project construction includes provisions for pedestrians and cyclists as required by the Complete Streets policy.

Status updates provided to community through press releases and weekly updates



# Preliminary Design Workshop Checklist

- See page 3 of pdf



# Capital or Operating?

- Capital Project Process
  - Would apply to all bridge projects (B) and road construction projects (J)
  - Would apply to some road resurfacing projects (H), sidewalk/curb projects (K), and traffic/intersection projects (T)
- Operating Project Process
  - Would apply to some road resurfacing projects (H), sidewalk/curb projects (K), and traffic/intersection projects (T)



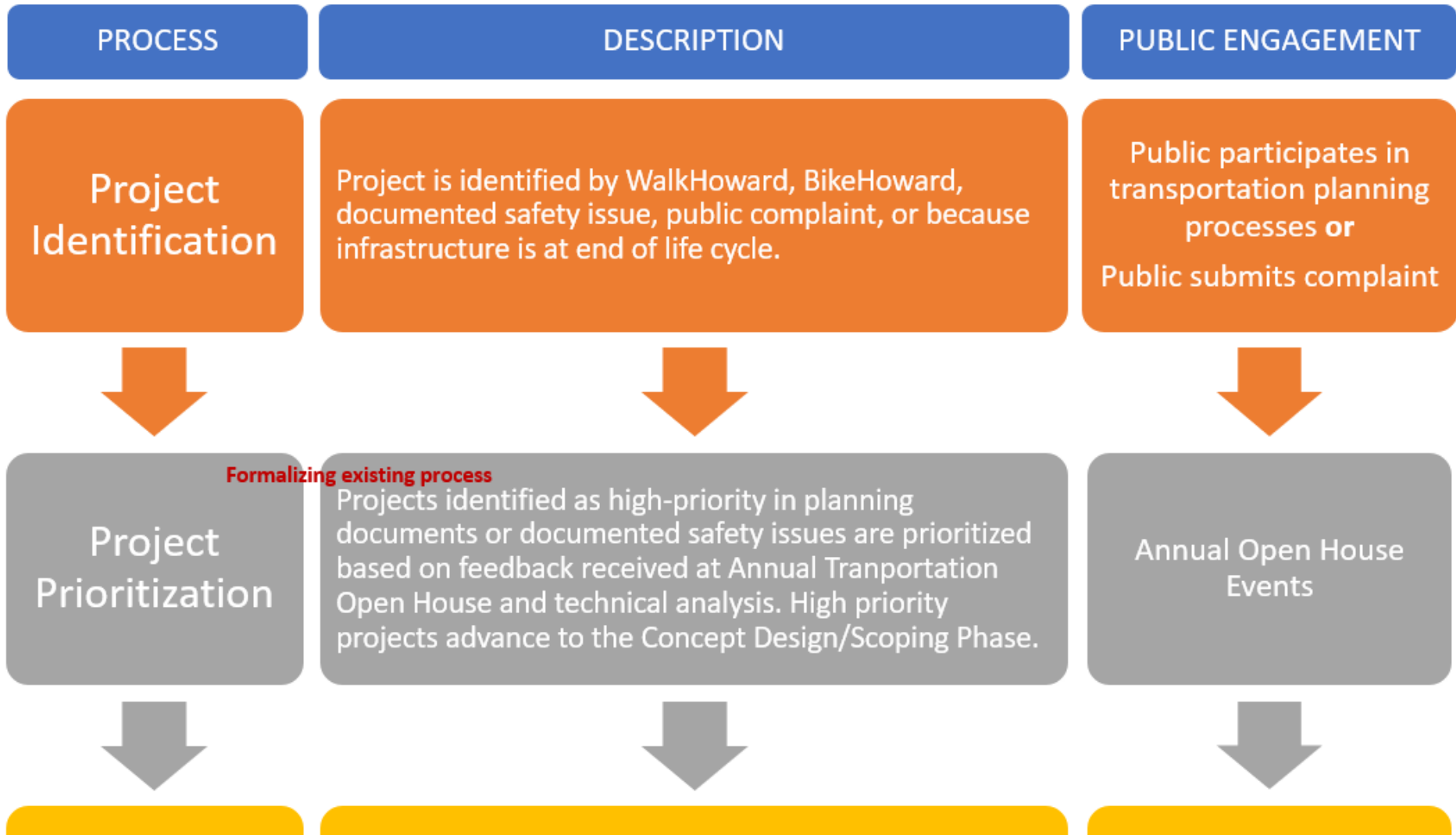
# Example

- Sidewalk/curb projects (K)
  - Some are complex
    - Guilford Rd Pedestrian Bike Improvements: three phase complex project in an area experiencing growth and a new high school
    - Bicycle Plan Projects
    - Pedestrian Plan Projects
  - Some are simple
    - School route pathways or sidewalks
    - Routine sidewalk walkway extensions
    - Sidewalk repair program



# Operational Project Process

DRAFT





## Funding

DPW and DPZ jointly prepare the C.I.M.P for Transportation pursuant to Section 22.405 to fund design and construction. Grant funding is sought when available.



Planning Commission Meetings & County Council Meetings



## Design Development

Formalizing existing process

Design is developed based on feedback received at Community Meetings and operational needs.




Community Meeting &/or Survey



## Construction

Project is built. Maintenance of traffic during project construction includes provisions for pedestrians and cyclists as required by the Complete Streets policy.



Status updates provided to community through press releases and weekly updates

# Developer Projects

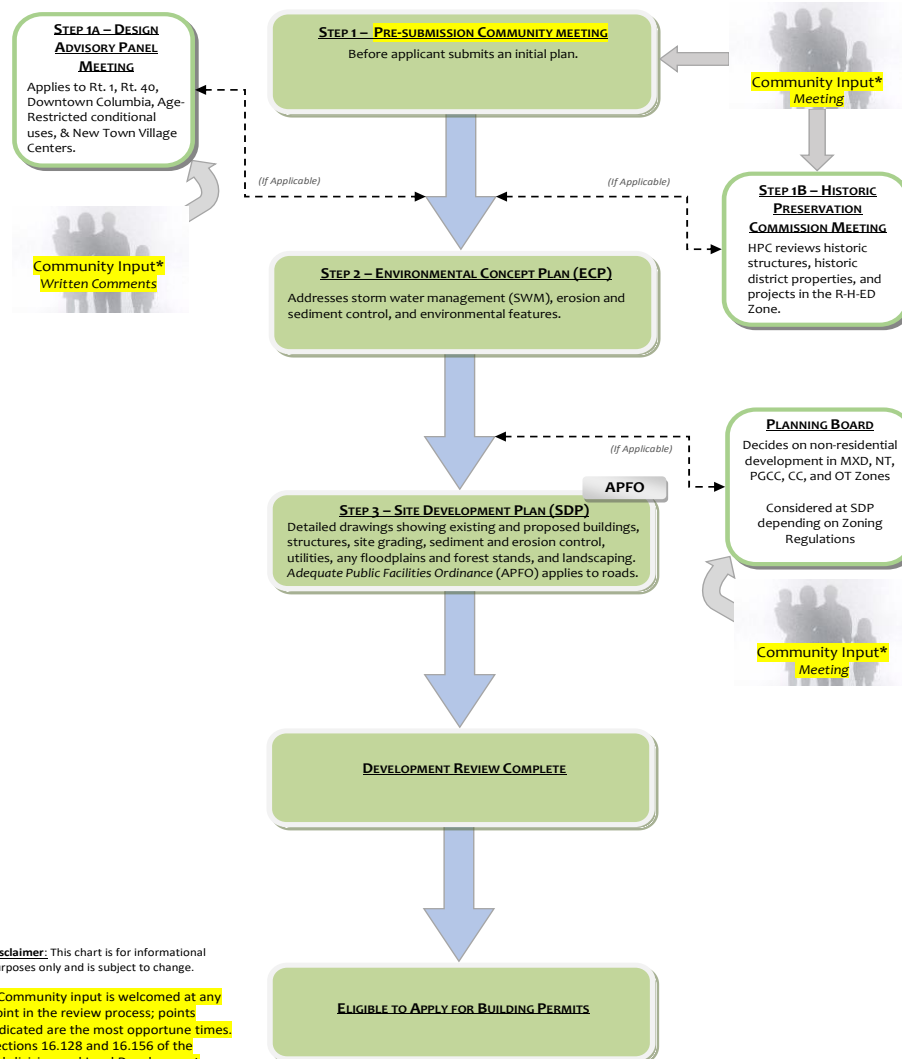
- See pages 5-8 of pdf for higher-resolution versions of the following slides





# Site Development Plan

## NON-RESIDENTIAL DEVELOPMENT PROCESS



**Disclaimer:** This chart is for informational purposes only and is subject to change.

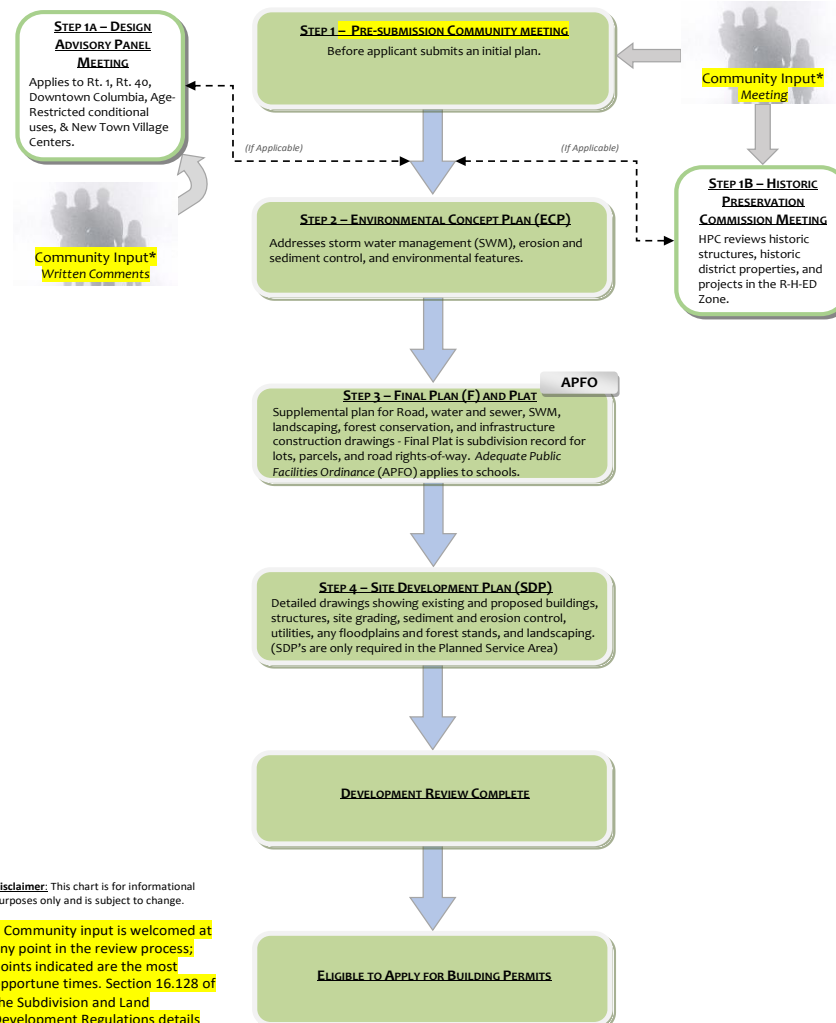
\* Community input is welcomed at any point in the review process; points indicated are the most opportune times. Sections 16.128 and 16.156 of the Subdivision and Land Development Regulations details pre-submission community meeting requirements.

Updated 3/20/2019



# Minor Subdivision

## MINOR SUBDIVISION PROCESS (4 LOTS OR LESS)



**Disclaimer:** This chart is for informational purposes only and is subject to change.

\* Community input is welcomed at any point in the review process; points indicated are the most opportune times. Section 16.128 of the Subdivision and Land Development Regulations details pre-submission community meeting requirements.

Updated 3/20/2019



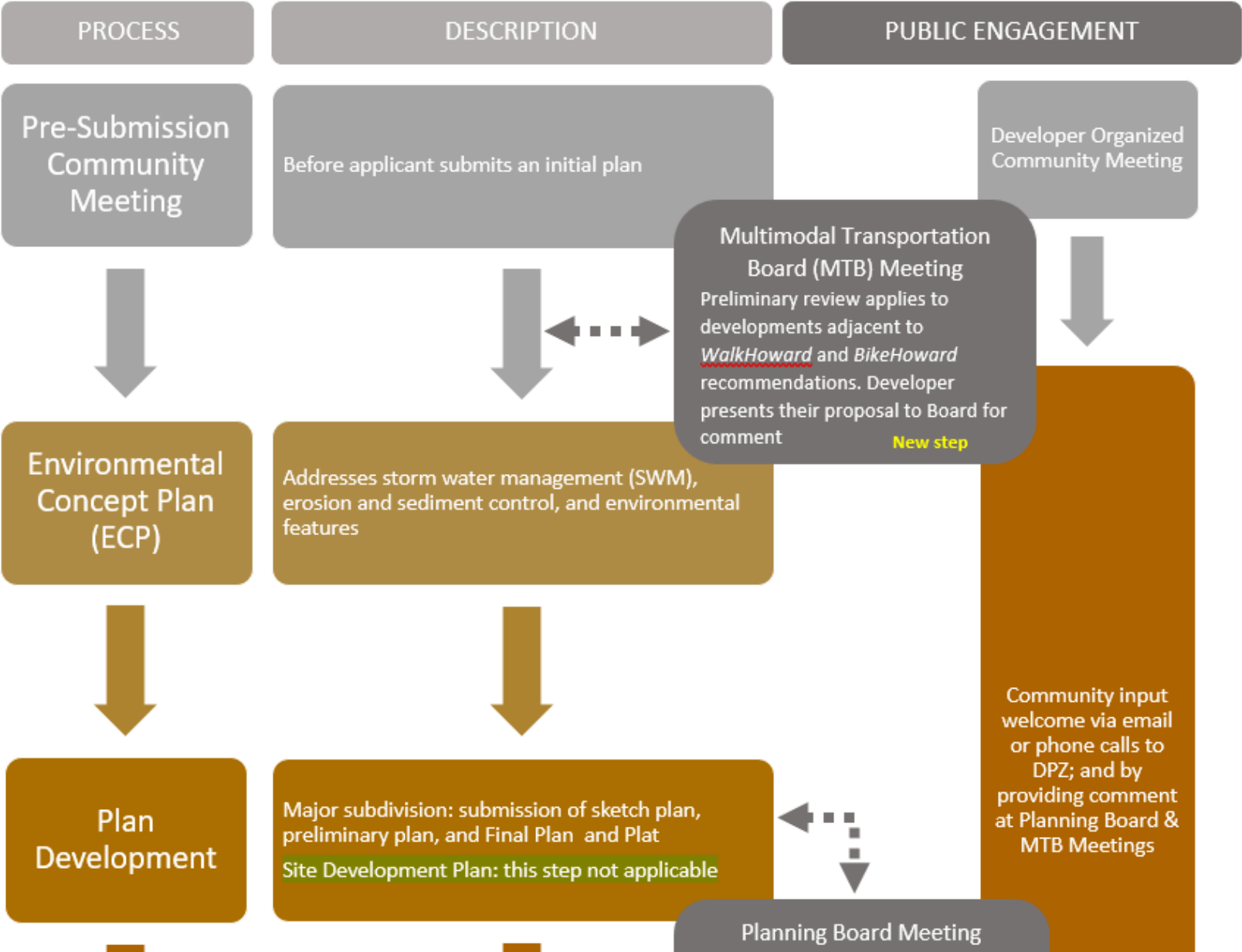
# Developer Projects

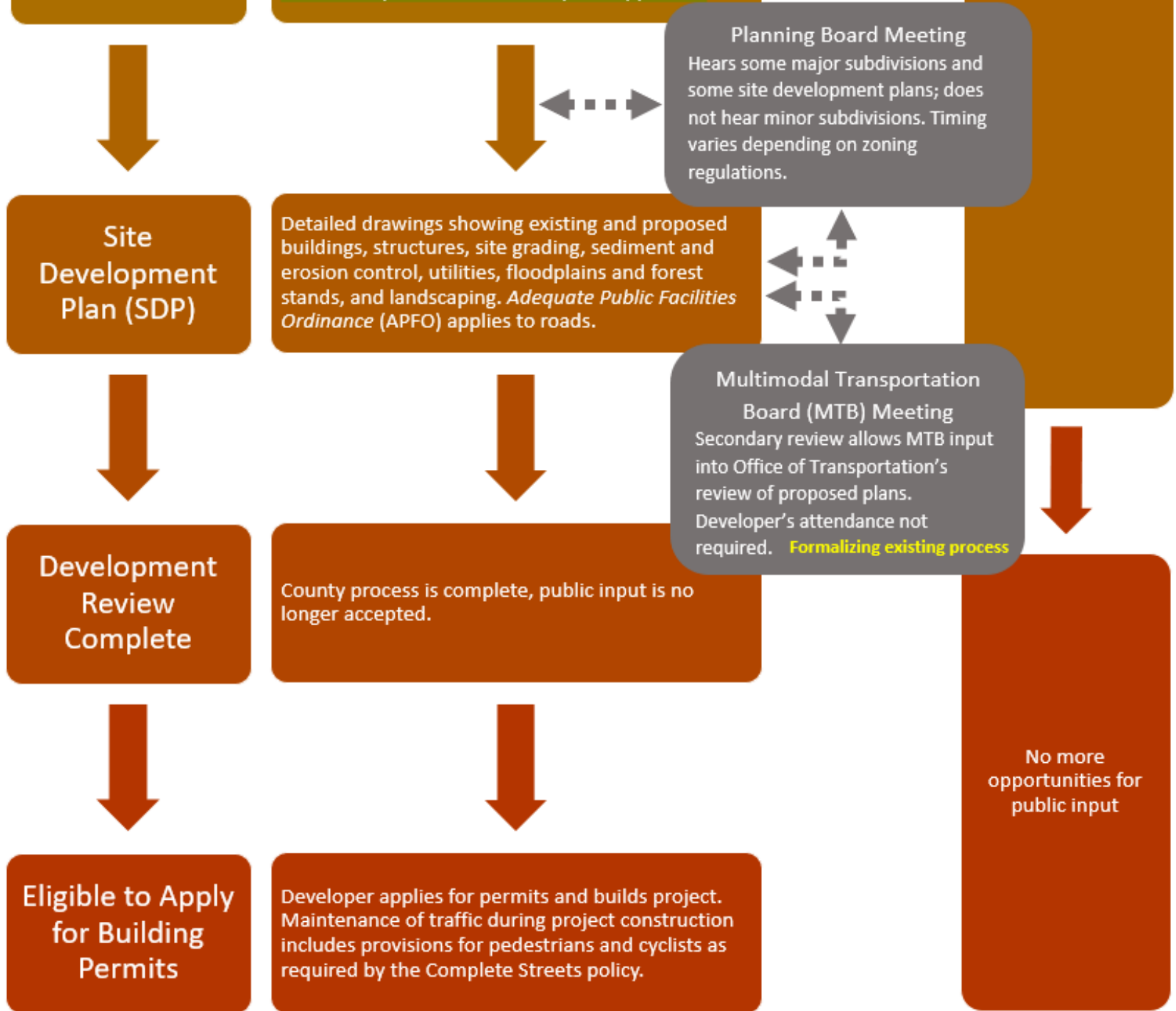
- Would apply to Major Subdivisions and Commercial Site Development Plans
- Would NOT apply to Minor Subdivisions and non-Commercial Site Development Plans



# Developer Project Process

DRAFT





# CEP Next Steps

- Develop remaining checklists for Capital, Operational, and Developer flow charts
- Revise document structure where appropriate so text interfaces well with checklist format
- Full rough draft available for CSIT review by August Meeting
- Revised draft available for CSIT review by September meeting
- Final draft ready for Council review in October





# DESIGN MANUAL



# Design Manual

- Chapter 1 (Introduction and General Information) will be rewritten to incorporate Complete Streets principles, project delivery process, community engagement, etc.
- Chapter 2 (Design of Roads) and Volume IV typical sections will be updated based on the street typology
- Chapters 3 (bridges) and 5 (traffic) will also be updated
- Chapter 4 (APFO) will not be updated under this effort, except for possibly minor “housekeeping” items



# Design Manual – Chapter 1 Outline

- 1.1 Introduction (primarily new content)
  - A. How to use this manual
  - B. How this manual was developed
  - C. Benefits of Complete Streets
  - D. Complete Streets policy
  - E. Vulnerable Population index and Priority Areas
  - F. Authorization



# Design Manual – Chapter 1 Outline

- 1.2 Project Types and Delivery Process (significant rewrite of existing content)
  - A. Capital projects
  - B. Land development projects
  - C. Project prioritization
  - D. Community Engagement Plan
  - E. Exceptions



# Design Manual – Chapter 1 Outline

- 1.3 Street Types  
(significant rewrite of existing content)
  - A. Land use context
  - B. Transportation context
  - C. Typology
  - D. Bike Howard overlay
  - E. Scenic roadway overlay
  - F. Trade-offs



# Design Manual – Chapter 1 Outline

- Other sections of Chapter 1 will have less significant modifications
  - 1.4 Engineering Reports
  - 1.5 Surveys
  - 1.6 Construction Plans
  - 1.7 Construction Specifications
  - 1.8 Record Drawings
  - 1.9 Definitions
  - 1.10 Abbreviations



# Design Manual – Chapter 4

- One modification is needed to comply with the Complete Streets policy:
  - Section 4.9.2.A.2: In Table 2, change “eight-foot-wide bike path” to “ten-foot-wide shared use pathway”
- Some sections may benefit from modification or clarification:
  - 4.2.C. If collector classifications are combined, wording needs to be revised
  - 4.3.C.3. Background growth rate of 3% or 6% may be worth reconsidering
  - 4.9.1.C. Pedestrian Level of Service (PLOS) and Bicycle Level of Service (BLOS) may require clarification



# Design Manual

- As noted last time, updates will be reviewed by the core team before being brought to the CSIT





# PROJECT PRIORITIZATION



# Project prioritization

- Internal meeting held on June 19
  - Senior staff from the Administration, Budget, Transportation, DPW, and DPZ participated
  - The goal is to better understand the County's current capital budget development process to help determine how to introduce prioritization in a way that effectively advances Complete Streets while avoiding unnecessary disruption to the existing process
  - Discussed the requirement in the Complete Streets policy to have a prioritization process for transportation projects; all attendees acknowledged this is necessary
  - Considered how prioritization may work for individual projects vs “programs of projects”
  - Will follow up with individual or small group interviews about how prioritization can fit into the budget development process



# Project prioritization questions

- How are transportation projects added or adjusted in the capital program?
  - 1. How are transportation projects added to the capital program each year?
  - 2. Is there clear guidance and definition of criteria used for selecting capital projects?
  - 3. How do transportation projects move from:
    - a. Concept to design?
    - b. Design to engineering?
    - c. Engineering to construction?



# Project prioritization questions

- Use of condition assessments
  - 4. Are there projects that should be evaluated using an asset inventory and condition assessment process, that are not currently evaluated using this process?
  - 5. How is the allocation of funding determined between system preservation and new/expansion projects?



# Project prioritization questions

- Financial determinations
  - 6. How is allocation of funds related to county goals and policy priorities?
  - 7. How is the allocation of funds for program levels (rather than individual projects) determined each year?
  - 8. Are feasibility studies conducted prior to committing to potential projects? Is there funding allocated each year for new feasibility studies?
  - 9. How are yearly cashflows determined for multi-year projects?
  - 10. What process is used for project controls? Is there an internal project status reporting process and review for approval of modifications in scope, budget and schedule?



# Project prioritization questions

- Public involvement
  - 11. How is the public involved in the creation of the capital budget?

# Project prioritization

- Anticipated schedule (revised)
  - Meetings and interviews in late June into early July
  - Initial draft, testing, and iteration in July and early August
  - Refined draft to core team by August 19 meeting
  - Adjustments as needed
  - Refined draft to CSIT by September 2 meeting
  - Adjustment as needed
  - Approval by core team at September 16 meeting
  - Approval by CSIT at October 7 meeting
  - Delivery to Council in October





# BRIEF UPDATES



# Sidewalk policy

- [content]



# NEXT STEPS



# Next steps

- Next meeting
  - Wednesday, August 5, 3:00 pm
- Action items from this meeting

