



CITY OF WESTWOOD
City Council Work Session
August 4, 2020 - 5:00 PM

Note: In an effort to mitigate the spread of COVID-19, this meeting will be held remotely via Zoom. As a result of the remote-holding of the City Council meeting, there will not be open comment on non-agenda items.

Access Online

<https://us02web.zoom.us/j/86562607813?pwd=V0pjTkhGOEphellL1RpU2M4YmJSz09>

Password: 065049

or

Access by Phone

(312) 626-6799

Webinar ID: 865 6260 7813

Password: 065049

Agenda Items

- I. Call to Order
- II. Complete Streets Discussion
- III. Adjournment

Complete Streets Ordinance Template – Small Communities

Elements

Vision and Intent – This part of the ordinance lays out what Complete Streets are and how the implementation of this policy will help to make that vision a reality.

Core Commitment – This section identifies who the municipality in question is building for and what exceptions would necessitate the development of a project *without* Complete Streets principles.

Best Practices – The best practices provide more detail about the design principles and identifies the documents which will be used to guide the design of Complete Streets projects for the municipality.

Performance Measures – The performance measures outline the metrics a community uses to track their progress towards the goal of creating a transportation system consistent with the Complete Streets principles.

Implementation – The implementation section outlines the specific steps the municipality will take to bring Complete Streets projects to fruition.

Vision and Intent

Vision: Complete Streets are designed and operated to provide safety and accessibility for all users of our roadways and trails systems, including pedestrians, bicyclists, motorists, emergency vehicles, freight and commercial vehicles, and people of all ages and abilities. Furthermore, Complete Streets principles contribute toward the safety, health, equity, economic viability, and quality of life in a community by providing accessible and efficient connections between home, school, work, recreation, and retail destinations by improving the transportation environments throughout the community.

Intent: It is the intent of **Westwood** to formalize the planning, design, operation, and maintenance of streets so they are safe for all ages and abilities and provide a multimodal transportation network.

The purpose of **Westwood**'s Complete Streets policy is to accommodate all road users by creating a road, sidewalk, and trail network that meets the needs of individuals by utilizing a variety of transportation needs. Furthermore, this policy directs decision makers to consistently plan, design, construct, and maintain streets to accommodate all road users, including, but not limited to pedestrians, bicyclists, motorists, emergency vehicles, and freight and commercial vehicles.

Because Westwood's transportation system serves not only Westwood residents, but also users from Wyandotte County, northeast Johnson County and beyond on a regular basis, the City of Westwood must work to build a transportation system that serves residents while also aiding other users of the network.

While this policy applies throughout the community, **Westwood** shall develop plans and set goals to prioritize and ensure successful implementation of Complete Streets to neighborhoods with historic disinvestment, poor health outcomes, areas with diminished access to transportation options and parts of Westwood where greater than 20% of households live within ¼ mile of transit.

Core Commitment

The City of **Westwood** recognizes that users of various modes of transportation, including, but not limited to, pedestrians, cyclists, motorists, emergency responders, freight and commercial drivers are legitimate users of the transportation network and deserve safe facilities. “All Users” includes users of all ages and abilities.

The City of **Westwood** also recognizes that all projects, new, maintenance, or reconstruction, are opportunities to apply Complete Streets design principles. Furthermore, the City of **Westwood** will, to the maximum extent practical, design, construct, maintain, and operate all streets to provide a comprehensive and integrated street network of facilities for people of all ages and abilities.

While any such Complete Streets projects are being constructed or repaired, the City of **Westwood** shall make every effort to ensure that appropriate accommodations are provided to support the safe, reliable movement of all road users within the project area, regardless of their preferred mode of transportation.

Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects, as appropriate. All transportation infrastructure and street design projects requiring funding or approval by the City of **Westwood** as well as projects funded by the State and/or Federal government shall adhere to **Westwood**'s Complete Streets policy.

Transportation infrastructure may be excluded, upon approval of the **Westwood** where documentation and data indicate that:

1. Costs or impacts of accommodation are excessively disproportionate to the need or probable use or future use.
2. Such facilities may create unsafe conditions or are prohibited by law.
3. Other policies, regulations, or requirements contradict or preclude implementation of Complete Streets principles.

Further, any and all documentation or data provided for the purpose of demonstrating a proposed exception must be made publicly available and identified as such via public notice at least 30 days prior to granting said exception.

Best Practices

The **Westwood** Complete Streets policy will focus on developing a connected, integrated network that serves all road users. Complete Streets will be integrated into policies, planning, and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities on streets and redevelopment projects.

The endeavor to reorient **Westwood** towards the principles of Complete Streets also necessitates a greater consideration for how transportation intersects with broader land use decisions. As a result, all new or revised land use policies, plans, zoning ordinances and other documents that impact transportation shall be required to specify how they will support Complete Streets.

Implementation of the **Westwood** Complete Streets policy will be carried out cooperatively within all relevant departments in the City of **Westwood** and, to the greatest extent possible, among private developers, and state, regional, and federal agencies.

In order to ensure that full consideration is being given to **Westwood's** physical, economic, and social setting, Complete Streets principles, in both development and implementation, shall include community context, including Westwood's Comprehensive Plan, as a factor in decision making. The context-sensitive approach will include a range of goals by giving significant consideration to stakeholder and community values. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historic, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions.

To the greatest extent possible, when implementing this policy, **Westwood** shall work to identify and mitigate unintended consequences, such as involuntary displacement due to rising costs of living.

Westwood recognizes that Complete Streets may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time.

To the greatest extent possible, the City of Westwood shall work to incorporate native plant species and sustainable landscaping elements into Complete Streets projects.

The latest design guidance, standards, and recommendations available will be used in the implementation of Complete Streets, including:

- Latest edition of American Association of State Highway Transportation Officials
- The United State Department of Transportation Federal Highway Administration's Manual of Uniform Traffic Design Controls
- National Association of City Transportation Officials Design Guides
- Small City and Rural Design Guide, Federal Highway Administration
- United States Access Board Guidelines and Standards
- Public Rights of Way Access Guidelines
- Americans with Disabilities Standards for Accessible Design
- **Urban Street Stormwater Guide**
- Documents and plans created for **Westwood**

Additionally, the resources listed above shall be updated at least once every 5 years.

Performance Measures

In order to monitor and fully understand progress that is being made towards the implementation of Complete Streets, **Westwood** shall establish internal and external performance measures as part of the Complete Streets Ordinance.

The City of Westwood shall use the categories and metrics listed below to measure the internal implementation of the Complete Streets ordinance:

Category	Metrics
Policy	<ol style="list-style-type: none"> 1) Percentage of policies updated to comply with ordinance 2) Number of exemptions granted
Personnel	<ol style="list-style-type: none"> 1) Number of staff trainings completed 2) Number of community engagement activities

The City of Westwood shall use the categories and metrics listed below to measure the external implementation of the Complete Streets ordinance:

Category	Metrics
Safety	<ol style="list-style-type: none"> 1) Number of crashes resulting in fatalities or serious injuries 2) Vehicle type involved 3) Crash location
Infrastructure	<ol style="list-style-type: none"> 1) Amount of new sidewalks built 2) Amount of existing sidewalks repaired 3) Amount of new trails/bike lanes built 4) Amount of existing trails/bike lanes repaired 5) Number of connective* projects completed
Economic Development	<ol style="list-style-type: none"> 1) Retail sales 2) Number of visitors

* “connective” projects refers to projects that link existing infrastructure. For example, a project that connects two trails via a bridge.

Additionally, the data related to external performance measures outlined within this ordinance shall be disaggregated to measure how implementation affects neighborhoods with historic disinvestment, poor health outcomes, and areas with diminished access to transportation options.

Data related to both the internal and external performance measures outlined within this ordinance shall be collected, analyzed, and released to the public every two years.

Implementation

The City of Westwood shall make Complete Streets practices a routine part of everyday operations when feasible, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets.

The City of Westwood shall work to revise all related procedures, plans, regulations and other necessary processes to adhere to the principles of this ordinance within 3 years of the adoption of this ordinance.

The Westwood Public Works Committee will be responsible for implementing this ordinance. In order to more effectively support community engagement, the membership of the committee shall be expanded to include the following within one year of the adoption of this ordinance:

- One resident of Westwood,
- One stakeholder who owns and operates a business in Westwood,
- One stakeholder who represents an organization from the nonprofit sector,
- One stakeholder who represents an organization from the health sector, and
- One stakeholder who represents an organization from the education sector.

To ensure that as many voices in the community as possible can be heard, **Westwood** shall work to develop a community engagement plan. This plan must specify appropriate members of the community who will be involved, how long the public engagement process will take, and how they will work to execute the eventual strategy. Within this plan, the City of **Westwood** shall also specify how it will overcome barriers to engagement for underrepresented communities.

The City of Westwood shall train pertinent staff and decision-makers on the content of Complete Streets principles and best practices for implementing policies through appropriate means.

The City of Westwood shall establish criteria to encourage funding prioritization for Complete Streets implementation with at least the following principles in mind:

- Connectivity – connecting existing infrastructure to existing infrastructure and creating additional connections to community assets (including, but not limited to, businesses, schools, medical facilities, parks, or libraries)
- Multimodality – implementing projects that expand infrastructure for modes of transportation other than the car
- Economic Development – proposed project supports broader efforts to enhance economic development
- Equity – project will broaden transportation needs for neighborhoods with limited connectivity to community assets

The City of Westwood shall utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public right of way.

The City of Westwood shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk and bikeway network.

The City of Westwood shall seek out appropriate sources of funding and grants for implementation of Complete Streets policies.

In coordination with this policy, the City of Westwood shall look for opportunities to curb dangerous driving behavior.