

**CITY OF WESTWOOD, KANSAS
RESOLUTION NO. 85-2020**

A RESOLUTION OF THE CITY OF WESTWOOD, KANSAS, ADOPTING A COMPLETE STREETS POLICY THAT SUPPORTS EASE OF USE AND SAFETY FOR ALL USERS OF TRANSPORTATION SYSTEMS WITHIN THE CITY OF WESTWOOD.

WHEREAS, the concept of "Complete Streets" is to design and build streets that balance the safety and convenience of vehicular traffic with the needs of others, such as pedestrians, bicyclists and people of all ages and abilities;

WHEREAS, the Complete Streets concept does not prescribe a singular design for all streets, instead each street is considered to be unique and expected to respond to the needs of the community within the context of its link within the overall street system;

WHEREAS, the City of Westwood recognizes the importance of creating "Complete Streets" that enable safe travel by all users, including pedestrians, bicyclists, public transportation riders and drivers and people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities;

WHEREAS, increasing walking and bicycling offers the potential for greater health of the population, and more livable communities; and

WHEREAS, Complete Streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities; and

WHEREAS, the City of Westwood recognizes the importance of street infrastructure and modifications such as sidewalks, crosswalks, shared use paths, bicycle lanes, signage, narrow vehicle lanes and accessible curb ramps, that enable safe, convenient, and comfortable travel for all users.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF WESTWOOD, KANSAS:

SECTION 1. The City of Westwood, does hereby adopt the Complete Streets Policy attached hereto as Exhibit A and incorporated herein by reference in its entirety.


ADOPTED by the Governing Body of the City of Westwood, Kansas, this 8th day of October, 2020.


David E. Waters, Mayor

ATTEST:


Leslie Herring, City Clerk

APPROVED AS TO FORM AND LEGALITY


Ryan B. Denk, City Attorney



Complete Streets Policy City of Westwood, Kansas

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 individuals of 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. The City of Westwood recognizes that all these users are legitimate users of the transportation network and deserve safe facilities. "All users" includes users of all ages and abilities.

Because Westwood's transportation system serves not only Westwood residents, but also users from Wyandotte County, other northeast Johnson County cities, 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.

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.

Complete Streets Policy
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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, by way of adoption of this policy, establishes the following criteria by which to evaluate transportation infrastructure projects to encourage funding prioritization for Complete Streets implementation:

- 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

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, as set forth in the City's Complete Streets Plan, 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, with exclusions detailed herein.

The Complete Streets policy shall apply, from the date of adoption, to future transportation projects located within the City of Westwood, with certain exclusions permitted. Transportation infrastructure projects may be excluded upon approval of the City of 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; or
3. Other policies, regulations, or requirements contradict or preclude implementation of Complete Streets principles.

Introduction and review of transportation infrastructure and street design project plans and exclusions are to include the Westwood Public Works Committee who will apply Complete Streets policy principles and bring recommendations to the full Council for approval of plans and any exceptions.

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Best Practices

The Westwood Complete Streets Plan focuses 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.

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.

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.

In carrying out the work of the City's Comprehensive Plan and transportation related projects not included in the Comprehensive Plan, Westwood's community context including physical, economic, and social setting, shall continue to be 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 in conformance with Westwood's Comprehensive Plan.

To the greatest extent possible, when implementing this policy, the City of Westwood shall work to identify and mitigate unintended consequences, such as involuntary displacement due to rising costs of living. Further, while this policy applies throughout the community, Westwood shall develop plans and set goals to identify, prioritize, and ensure successful implementation of Complete Streets to address now and in the future areas that might be impacted by historic disinvestment, poor health outcomes, or diminished access to transportation options.

The following design guidance, standards, and recommendations are currently used in the design of future projects and will continue to be used in the implementation of the Complete Streets policy:

- American Association of State Highway Transportation Officials (AASHTO)
- The United States Department of Transportation Federal Highway Administration's Manual of Uniform Traffic Design Controls (MUTCD)
- National Association of City Transportation Officials Design Guides, including Urban Street Stormwater Guide (NACTO)
- Small City and Rural Design Guide, Federal Highway Administration (FHWA)
- United States Access Board Guidelines and Standards, Americans with Disabilities Standards for Accessible Design, and Public Rights of Way Access Guidelines (ADA)
- The City of Westwood 2017 Master Plan
- 2018 47th Street Complete Street Plan

The list of resources listed above shall be updated at least once every five (5) years.

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Performance Measures

In order to monitor and fully understand progress that is being made towards the implementation of Complete Streets, the Westwood Public Works Committee shall work to establish performance standards that are specific, equitable, and available to the public within six (6) months of adoption of this Complete Streets policy. It will be the purview of the Public Works Committee, in partnership with appropriate City staff, to collect data on the performance measures and release a public report biannually in conformance with this Complete Streets policy.

Anticipated internal/organizational and external/community-facing metrics categories could possibly include:

- Policy
- Personnel
- Safety
- Infrastructure/Single Element
- National or Regional Designations
- Community Engagement

To the extent practical, the data related to external-facing performance measures outlined within this policy shall be disaggregated to measure how implementation affects identified underrepresented populations and those residents with income, racial, vehicle access, and/or language disparities.

In order to more effectively support community engagement in the evaluation of City Council-approved, budgeted Complete Streets projects as well as projects recently completed; stakeholder groups will at times be convened to more thoroughly understand the impacts of Complete Streets projects, when appropriate. These groups shall be coordinated by the Public Works Committee, and shall be: provided specific, attainable objectives; comprised of appropriate members of the community based on stated objective; time-bound; tasked with specifying how they will overcome barriers to engagement for underrepresented communities; and directed as to how the Public Works Committee will incorporate deliverables into its recommendations to the City Council and independent decision-making.

Stakeholder groups should strive for representation from at least the following areas:

- Westwood resident,
- Westwood business owner/operator,
- One stakeholder who represents an organization from the nonprofit sector in a field related to the stated objective of the group,
- One stakeholder who represents a significant employer, and
- Westwood View Elementary School/Shawnee Mission School District representative.



City of Westwood, Kansas

Complete Streets Policy: Implementation Plan

Background

The City of Westwood adopted a Complete Streets Policy by Resolution 85-2020 on October 8, 2020 and by that policy was directed to develop an implementation plan to work toward the community's goals to make Westwood a safe and attractive place for all transportation users.

This Complete Streets Implementation Plan is the product of a six-week City-led process. In the spring of 2021, the City of Westwood created a Complete Streets Task Force to take on the work of developing this Plan. The Task Force was comprised of eleven members and staffed by the City's Administration, Public Works, and Public Safety Departments. The Task Force included representation from all of the following vantage points:

- | | | |
|-----------------------|-------------------------|-------------------------------------|
| • City Council | • Transportation design | • Local business |
| • Planning Commission | • Private development | • Public transit |
| • Youth | • Neighborhood school | • Active transportation |
| • Senior | • Major employer | • Low-vision/ disabilities advocacy |
| • Resident | | |
| • Non-resident | | |

The Task Force was asked to develop the following deliverables in support of this Implementation Plan:

- A. Map/Plan of desired Complete Streets applications
- B. Identification of diverse users – areas of disadvantage, disparities, and underrepresentation
- C. Performance measures

The result of the Task Force's work on these items is presented in this Complete Streets Implementation Plan and its process is illustrated in Exhibit E to this document.

Existing Conditions

During the course of the Task Force meetings, City staff identified for Task Force members certain existing conditions in order to provide context for the Task Force about how the City's transportation network has come to look and feel the way that it does today. The following considerations were shared by staff and are enumerated here for future reference when using and referencing this Plan:

- a. **The City of Westwood is not a planned community and was not developed with Complete Streets concepts in mind, unlike newer, planned communities.** Westwood developed from being a primarily rural area at the intersection of two state highways to an incrementally denser and denser residential area. The houses built in Westwood were not all built at the same time (or even in the

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same generation), the streets were not all constructed at the same time, and the neighborhoods were not all developed by the same builder. As such, Westwood has come together as a community in a more piecemeal way as compared to other newer, planned communities and neighborhoods and, as a result, the City essentially fits additional bicycle and pedestrian facilities and accommodations into a transportation network that did not originally contemplate complete bicycle and pedestrian connections.

- b. **Right-of-way is a major factor in the City's ability to achieve traditional Complete Streets concepts.** A right-of-way (ROW) is a right to make a way over a piece of land, usually to and from another piece of land. A right-of-way is a type of easement granted or reserved over the land for transportation purposes, such as a highway, public footpath, rail transport, canal, as well as electrical transmission lines, oil and gas pipelines. A right-of-way can be used to build a bike trail. A right-of-way is reserved for the purposes of maintenance or expansion of existing services with the right-of-way. In the case of an easement, it may revert to its original owners if the facility is abandoned.

In Westwood, there are both City ROW and State/KDOT ROW. Complete Street concepts, including sidewalks, bike lanes (or wide paved shoulders), special bus lanes, comfortable and accessible public transportation stops, frequent and safe crossing opportunities, median islands, accessible pedestrian signals, curb extensions, narrower travel lanes, and roundabouts, are all built within a ROW. Although it is possible to acquire additional ROW than what is currently in place, that can be a long and costly process (compensation of property owners, reedeeding property, utility relocations, disruption of low native stone walls and mature trees, etc.).

- c. **Generally, large projects take multiple years to budget for, plan, design, align outside funding when possible, and to construct.** The City plans for transportation projects using a five-year Capital Improvement Plan (CIP). The City uses a CIP to budget and prepare for large projects. In order for City staff and officials to add projects to the CIP, the projects must have a general or specific scope of work (what's included in the project) in order to know how much the project might cost, how much engineering will be involved, and how long it will take to complete.
- d. **Transportation projects are timed with external conditions in mind to maximize City resources and to reduce negative impacts on adjoining property owners and transportation network users.** When major private redevelopment projects are anticipated, projects in other jurisdictions adjoining Westwood streets or transportation facilities are planned, or ongoing redevelopment is occurring in any particular area, the City considers when to program projects to ensure that when roads are reconstructed, the likelihood of heavy or harmful use by construction equipment is mainly over, that projects of property owners are foreseen and contemplated so that new curb and pavement doesn't need to be removed and replaced, and so that construction and traffic management doesn't negatively impact road users.

Map/Plan of Desired Complete Streets Applications

The Task Force worked to identify priority connections, existing and proposed sidewalk locations, and locations for bicycle facilities. The result of that work is shown in Exhibits A – C to this document.

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Complete Streets Policy: Implementation Plan

Identification of Diverse Users and Performance Measures

The Task Force identified the following diverse users of Westwood's transportation network:

- Youth
- Seniors
- People with disabilities
- Low-income individuals

To work toward a transportation network that is safer and more attractive for these diverse users – as well as for all transportation users – the Task Force identified the performance metrics identified in Exhibit D to this document. These performance measures are centered around the following core values identified by the Task Force:

Safety

Complete Connections

Community

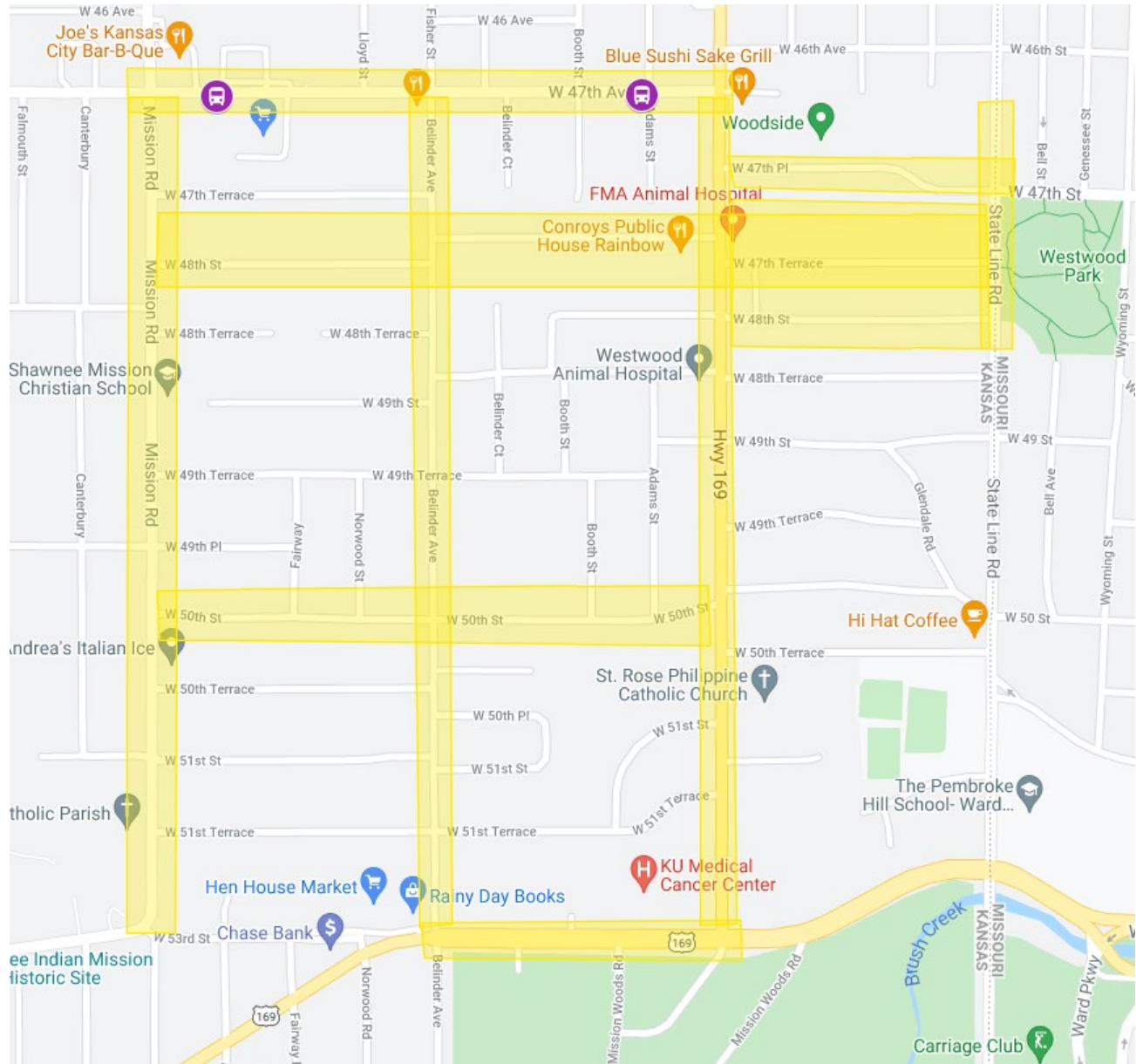
Implementation Steps

The City of Westwood anticipates the following implementation steps for this work:

1. Continue work with private developers and in current and planned public projects to specify how transportation project will serve current and future land use.
2. Update the following documents within one year of adoption of this Implementation Plan, in part to support Complete Streets:
 - City comprehensive plan
 - City zoning regulations
 - City strategic plan
 - City municipal code through a recodification process
 - City procedures for developing the Capital Improvement Plan
 - City procedures for managing resident concerns and complaints about the transportation network
3. Provide workshops and training opportunities for the Planning Commission, City Council, City staff, and residents to become familiar with the City's work and goals about building out Complete Streets in the community.
4. Convene the Complete Streets Task Force at least every other year to review the City's progress on its goals, projects, and performance measures. Although the individuals serving on the Task Force may change over time, the City will strive for a make-up including the vantage points represented on this initial Task Force, as identified earlier in this document.
5. Consult the Complete Streets Plan and Policy when considering and approving transportation projects with the involvement of City staff, the Public Works Committee, the City Council, and the Planning Commission.

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Complete Streets Policy: Implementation Plan Exhibit A Priority Connections



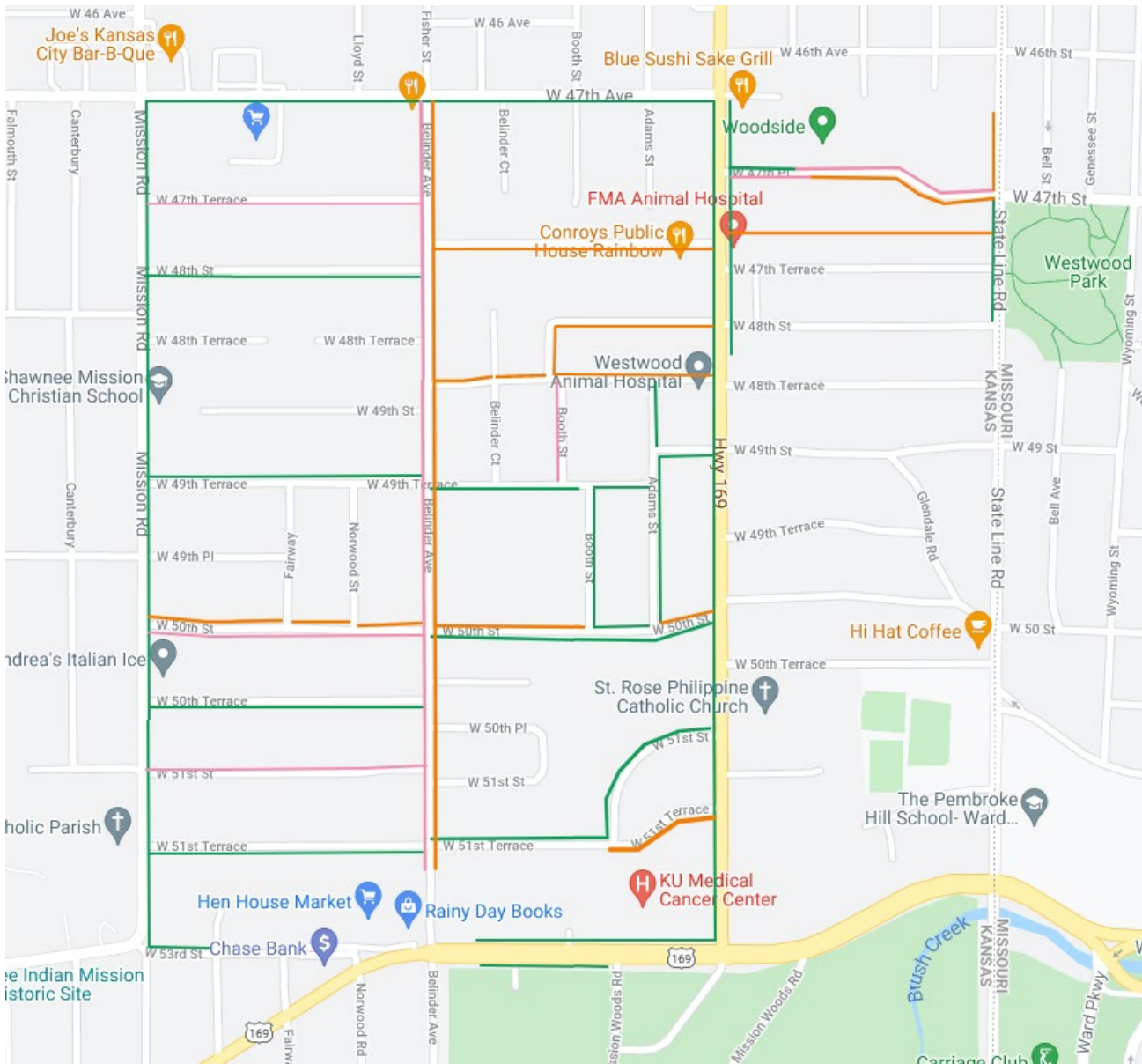
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Complete Streets Policy:

Implementation Plan

Exhibit B

Existing and Proposed Sidewalk Locations



Existing sidewalk (5' wide)

Existing sidewalk (4' wide)

Planned sidewalk*

*All new sidewalks and replacements should be 5' wide or wider.

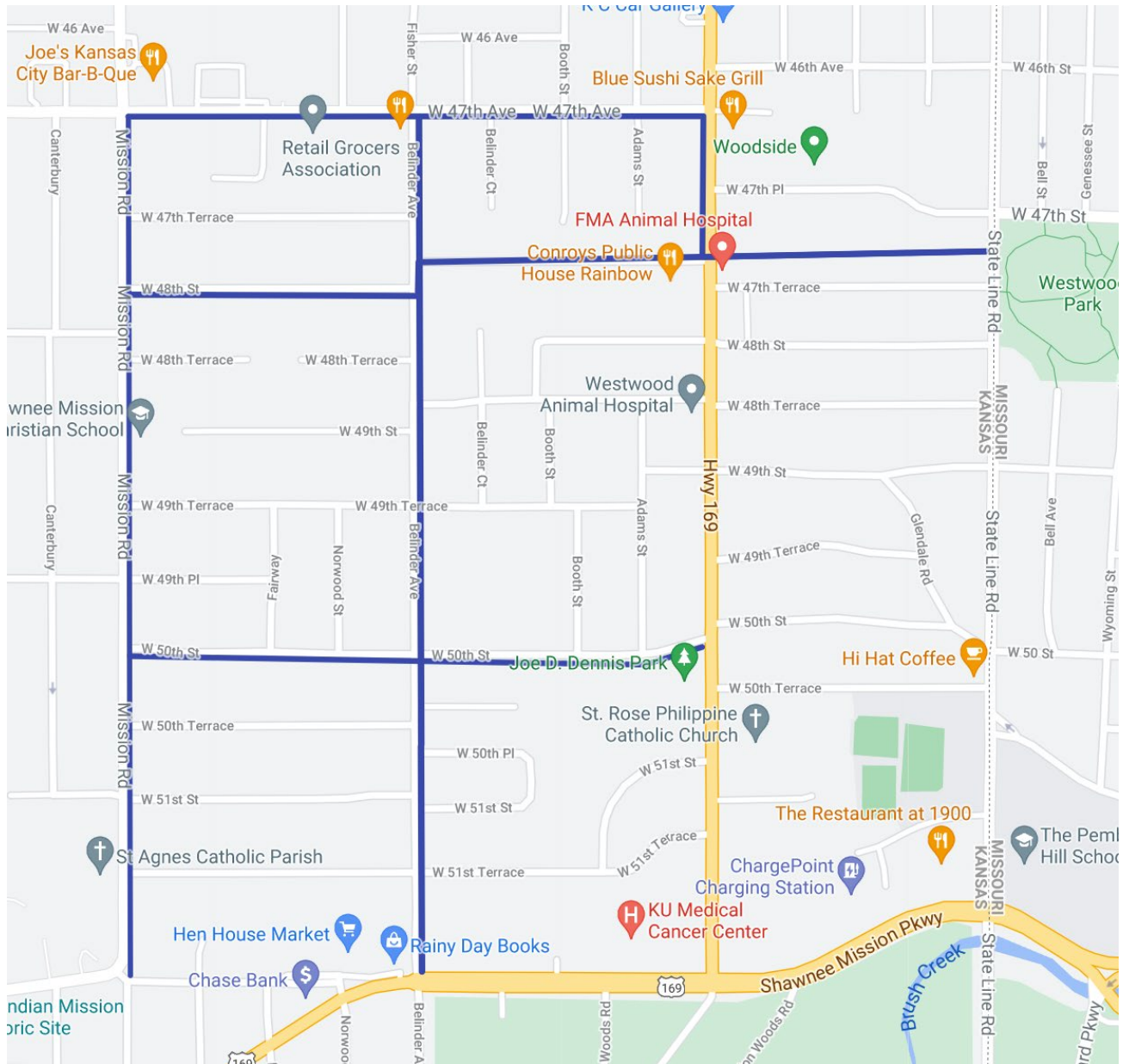
City of Westwood, Kansas

Complete Streets Policy:

Implementation Plan

Exhibit C

Locations to Support Bicycle Facilities



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Complete Streets Policy:
Implementation Plan
Exhibit D
Performance Measures

Goal: Safety	
Measure	Metric
Adequate Signalization & Lighting	<ul style="list-style-type: none">• Percent of street lights and traffic signals functioning as designed, including ADA signalization• Percent complete of City's pedestrian-scale street lighting master plan
Speed	<ul style="list-style-type: none">• Match between posted speed and 85th percentile on select study streets• Count of instances of temporary or permanent activities or installations attempted to increase safety
Crashes	<ul style="list-style-type: none">• Number of crashes• Number of serious injuries suffered by all users
Personal Security	<ul style="list-style-type: none">• Percent of intersections and crossings free from obstructions to pedestrian line of sight• Number of sidewalks and bicycle facilities cleared of obstructions (i.e. treated for ice and snow, cleared of leaves and debris, cleared of trash carts) during regular study periods• Percent of community survey respondents who feel safe on City streets when not in a vehicle

Goal: Complete Connections	
Measure	Metric
Sidewalk Facilities	<ul style="list-style-type: none">• Count of new or refurbished facilities by type (e.g., sidewalks, marked crosswalks, islands, curb extensions, countdown signals, Leading Pedestrian Intervals, accessible curb ramps, Accessible Pedestrian Signals)• Percent of intersections with marked crosswalks, islands, curb extensions, countdown signals, Leading Pedestrian Intervals, accessible curb ramps, Accessible Pedestrian Signals• Percent complete of sidewalk build out as identified in this Plan

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Bicycle Facilities	<ul style="list-style-type: none"> Count of new or refurbished facilities by type (e.g., bike lane (and type), advanced stop lines or bike boxes, bike signal heads, bike racks) Percent of intersections with advanced stop lines or bike boxes, painted bike lanes through the intersection, bicycle signal heads, bicycle loop detectors Percent complete of adding bicycle facilities in areas identified in this Implementation Plan
Transit Facilities	<ul style="list-style-type: none"> Number of improvements made to accommodations for passengers at stops Presence of wayfinding and system information at transit stops Percent complete of building out facilities identified by RideKC for implementation in Westwood

Goal: Community	
Measure	Metric
Resident Engagement	<ul style="list-style-type: none"> Number of resident complaints received relating to adverse traffic conditions that make active transportation feel unsafe Number of community events/programmed activities related to encouraging active transportation or traffic calming
Quality of Pedestrian Environment	<ul style="list-style-type: none"> Percentage of transportation network where pedestrian separation from traffic is in accord with volume, speed of cars and with land use Percentage of sidewalk facilities with good pavement condition Number of new or refurbished native, well-maintained landscaping installed along sidewalks
Quality of Bicycling Environment	<ul style="list-style-type: none"> Percentage of transportation network where cyclist separation from traffic is in accord with volume, speed of cars and with land use Percentage of bicycling facilities with good pavement condition Number of wayfinding signs, bike route signs, and maps
Investments from Other Sectors	<ul style="list-style-type: none"> Number of trees or other native plant species planted by residents and private property owners along bicycle and pedestrian facilities

City of Westwood, Kansas

Complete Streets Policy: Implementation Plan Exhibit E Task Force Participation and Process

Task Force Members

- Kevin Breer, Westwood Planning Commission
- Justin Bridges, resident
- Jessica Brockmeier, Westwood View Teacher
- Trent Dansel, resident
- Ruth Holliday, youth representative
- Linda Horn, resident
- Natalie Phillips, Mid-America Regional Council
- Kevin Rowald, University of Kansas
- Laura Steele, Westwood City Council
- Sheila Styron, The Whole Person
- Mark Swails, resident

Meeting Dates

May 5, 2021

May 12, 2021

May 19, 2021

May 26, 2021

June 2, 2021

June 16, 2021

Illustrations of Collaborative Work



Facilities

What infrastructure did you encounter?



Core Values

What feelings did you experience?



Improvement Preferences Survey

Westwood Complete Streets
Task Force
May 26, 2021

