

COMPLETE STREETS ASSESSMENT

INTENT

This assessment was developed to ensure that SDOT projects comply with the City's Complete Streets Ordinance requiring SDOT to plan for, design and construct all new City transportation improvement projects to provide appropriate accommodation for pedestrian, bicyclists, transit riders, freight, and persons of all abilities, while promoting safe operation for all users (*see page 19 for full ordinance*).

The assessment will help to ensure that projects are consistent with relevant City plans (including SDOT modal plans), help to recognize and make recommendations regarding potentially conflicting right-of-way priorities, explore opportunities for streetscape and place-making enhancements, and ensure that projects are consistent with urban design and multi-modal best practices.

COMPLETE STREETS REVIEW PROCESS

For projects going through the Project Definition process, a Complete Streets checklist is required as part of the Project Definition stage of the design process in order to provide recommendations on Complete Streets elements to be incorporated into the project's scope. The Project Definition Steering Committee will make all final decisions regarding project scope, based on these preliminary Complete Streets recommendations.

In addition to these preliminary scope recommendations, ongoing urban design review is required at all major design milestones (30%, 60%, and 90%) to review ongoing design details and urban design opportunities. To the greatest extent possible, all major scope recommendations will be made during the Project Definition phase.

ASSESSMENT

Project Name: _____

Project Manager/Project Owner: _____

Description of Scope:

**Complete Streets
Comments/Recommendations**

1. Traffic Data

a. Average Daily Traffic: _____

** If ADT is less than 25K AND lane configuration includes 4 or more through lanes, contact traffic management for review for potential rechannelization.*

b. Pedestrian Counts: _____

c. Bicycle Counts: _____

d. Truck Volumes: _____

2. Classifications/Street Type

e. **Traffic Classification:** What is the Traffic Classification? (click here to see map)

- Principal Arterial
- Minor Arterial
- Collector Arterial
- Non-Arterial

f. **Transit Classification:** What is the Transit Classification? (click here to see map)

- Transit Way
- Principal
- Major
- Minor
- Local

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Comments/Recommendations**

g. **Other Street Classifications:** Is this project located on a route with one of the following classifications? (click on classifications to see maps)

Major Truck Street
Boulevard
SFD Non-Arterial Route

h. **Street Type:** What is the Street Type(s)? (click here to see map) Check all that apply

Regional Connector
Commercial Connector
Local Connector
Neighborhood Green Street
Main Street
Mixed Use Street
Industrial Access Street
Green Street

i. **Priority Elements Matrix:** Based on the above, review the design elements recommended for each street type within the priority elements matrix (see page 21).

Describe the priority elements included/not included in this project below:

3. Planning / Project Context

a. **Completed SDOT Plans/Studies:** Was an SDOT plan or study completed within the project area?

Yes No

If “yes,” are there recommendations that fall within the project area?

Yes No

**Complete Streets
Comments/Recommendations**

Describe relevant plan(s) and recommendations:

Are recommended Plan elements included within the project scope? If no, please describe reason for deferral below:	Yes	No
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b. Pending SDOT Plans/Studies: Are there pending SDOT plans/studies/projects that fall within the project area? If "Yes," coordinate with the project manager to ensure consistency.	Yes	No
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Describe relevant plan recommendations below:

Are recommended Plan elements included within the project scope? If no, please describe reason for deferral below:	Yes	No
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Complete Streets
Comments/Recommendations

c. **Streetscape Concept Plans:** Is there a Streetscape Concept Plan for the project area? (Click here to view Right-of-Way Improvements Manual, chapter 6)

Yes No

Describe relevant plan recommendations below:

Are recommended Plan elements included within the project scope? If no, please describe reason for deferral below:

Yes No

d. **Other Plans:** Have other significant plan(s) been completed within the project area (e.g., Neighborhood Plans, Station Area Plans, Urban Design Frameworks, other DPD plans/projects, etc.)

Yes No

Describe relevant plan recommendations

Are recommended Plan elements included within the project scope? If no, please describe reason for deferral below:

Yes No

4. Project Coordination

SDOT's Right-of-Way Management map (<http://sdotapp2/rowm/>) allows the user to explore various conditions, types, categories, and statuses of permits for right-of-way management. Furthermore, the ROWM map allows the user to utilize the Planning Analysis Coordination Tool (PACT) to track projects in the rights-of-way within the City of Seattle.

- | | | |
|---|------------|-----------|
| <p>a. Right-of-Way Management Map. Are there any opportunities to coordinate with relevant City projects/initiatives or with active private development within the project area?</p> | <p>Yes</p> | <p>No</p> |
|---|------------|-----------|

If "Yes," describe below:

5. ROW Elements

a. Pedestrian Infrastructure

- i. **Pedestrian Master Plan (click here to view plan).**

(Refer to Seattle Tools Layer Explorer in ArcGIS: "Ped Master Plan - Along the Roadway Score" & "Ped Master Plan - Crossing the Roadway")

What is the ATR Score(s)?

What is the CTR Score(s)?

- | | | |
|--|------------|-----------|
| <p>Are there specific Pedestrian Master Plan Recommendations within the Project Area? If "Yes," describe Plan recommendations below:</p> | <p>Yes</p> | <p>No</p> |
|--|------------|-----------|

**Complete Streets
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Are recommended Plan elements included within the project scope? If no, please describe reason for deferral below:

Yes No

ii. **Sidewalk Maintenance.** Are existing sidewalks within the project area in good condition and up to standard?

Yes No

If “No,” will they be repaired/improved as part of this project?

Yes No

Trees and Sidewalks. Has an initial assessment of trees and sidewalk conditions been conducted, with an engineer and arborist/landscape architect per the SDOT Trees and Sidewalks Operations Plan?

Yes No

Please note impacts to project scope based on this initial assessment:

iii. **Pedestrian-Scale Lighting.** Is the project within a Tier 1 or Tier 2 priority area for pedestrian lighting, as defined within the Pedestrian Master Plan?

Yes No

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Comments/Recommendations**

If “Yes,” are pedestrian lighting improvements included within project scope? Describe reason for deferral if not:

Yes No

b. Bicycle Master Plan (click here to view plan)

Are there Bicycle Master Plan recommendations within the project area? If “Yes,” describe recommendations below.

Yes No

Are recommended Plan elements included within the project scope? If no, please describe reason for deferral below:

Yes No

c. Transit Facilities

i. Transit Master Plan (click here to view plan).
Are there Seattle Transit Master Plan recommendations for bus stop or transit improvements within the project area?

Yes No

Are recommended elements included within the project scope? If no, please describe reason for deferral below:

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Comments/Recommendations

ii. **Bus Stops.** Are there bus stops within the project area? Yes No

What is the average distance between bus stops in/adjacent to the project area?

If bus stops are less than 0.2 miles apart (1,056 ft.), can stops be consolidated? Yes No

Describe below:

d. Freight Mobility Action Plan

Note: Freight is important to the basic economy of the city and has unique right-of-way needs to support that role. Complete Street improvements that are consistent with freight mobility and support other modes should be considered.

Is this a Major Truck Street? Yes No

Describe any elements included in this project pursuant to freight needs in the project area:

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Describe any elements NOT included in this project and reason for deferral:

e. Intelligent Transportation Systems (ITS) Strategic Plan (click here to view plan)

Are there ITS Strategic Plan recommendations within the project area?

Yes No

Are recommended Plan elements included within the project scope? If “Yes,” please describe; if “No,” please describe reason for deferral below:

f. Urban Forestry

Are there opportunities to add canopy coverage and/or better protect the health of existing trees with this project?

Yes No

Describe any Urban Forestry elements currently included within the project:

Describe any elements NOT included in this project and reason for deferral:

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Comments/Recommendations

g. Green Stormwater Infrastructure (GSI)

Does the project fall under the 2009 updated stormwater code?

Yes No

If "No," explain why not:

If "Yes," describe any GSI elements or techniques included in this project:

Is this project in an area identified as potentially suitable for infiltrating GSI approaches (per SPU GIS data)?

Yes No

Is there an opportunity to provide a minimum of 500 sf of GSI within the ROW? (Note: SPU will assume maintenance of GSI facilities within the ROW provided the facility is a minimum of 500 continuous or generally proximate sf).

Yes No

Is there an opportunity to remove impervious surface as part of this project in accordance with the 2013 Executive Order which urges all City departments to incorporate natural drainage features into capital projects?

Yes No

Is this project on a street identified as potentially eligible for SPU partnership

Yes No

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opportunities (per SPU GIS data)?

Describe any GSI recommendations NOT included in this project and reason for deferral:

h. Pavement Condition

Is existing street pavement within the project area in good condition?

Yes No

If “No,” will it be repaired as part of this project? Describe reason for deferral below:

Yes No

i. Parking Restrictions at Crosswalks and Intersections

Note: curb side parking shall be restricted 20' from the back of any crosswalk (marked or implied), and 30' from the back of any intersection.

Does the project area include curb side parking?

Yes No

If “Yes,” describe how the restriction will be addressed (curb bulbs/signs):

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Comments/Recommendations**j. SDOT Art Plan (click here to view page)**

Is there an opportunity to utilize 1% for the Arts funding to implement Art Plan Toolbox elements (e.g. signal box art, special inlays or materials) with this project?

Yes

No

Describe any art elements currently included within the project scope:

Based on the initial project information provided, the above noted Complete Streets elements are recommended to be incorporated into the project scope. The Project Definition Steering Committee will make all final decisions regarding project scope, based on these preliminary Complete Streets recommendations.

In addition to these broad preliminary scope recommendations, ongoing urban design review is required for 30%, 60%, and 90% design drawings to review consistency with these preliminary recommendations, as well as ongoing design details and urban design opportunities. To the greatest extent possible, all major scope recommendations will be made during the Project Definition phase.

Complete Streets
Coordinator:

name (please print)

date

signature

Project Manager

name (please print)

date

signature

Exceptions

In the following unusual or extraordinary circumstances, Complete Streets principles will not apply (*Note: the Complete Streets Ordinance requires the SDOT Director to issue a documented exception concluding that the application of Complete Streets principles is unnecessary or inappropriate because it would be contrary to public safety; or where other available means or factors indicate an absence of need, including future need*):

- Does the project wholly consist of simple repairs made pursuant to the Pavement Opening and Restoration Rule (SDOT Director's Rule 2004-02)?
- Does the project wholly consist of standard maintenance activities designed to keep assets in serviceable condition (e.g. mowing, sweeping, spot repair, and surface treatments such as chip seal)?
- Is there a plan to implement Complete Streets principles incrementally through a series of smaller improvements or maintenance activities over time?
- Does the Project Team recommend an exception to Complete Streets for this project?

Additional Comments:

Project Manager: _____
name (please print) *date*

signature

Complete Streets
Coordinator: _____
name (please print) *date*

signature

Project Engineer: _____
name (please print) *date*

signature

Owning Division
Director: _____
name (please print) *date*

signature

Implementing
Division
Director: _____
name (please print) *date*

signature

Ordinance Number 122386

AN ORDINANCE relating to Seattle's Complete Streets policy, stating guiding principles and practices so that transportation improvements are planned, designed and constructed to encourage walking, bicycling and transit use while promoting safe operations for all users.

Date introduced/referred: April 9, 2007

Date passed: April 30, 2007

Vote: 9-0

Date of Mayor's signature: May 7, 2007

Sponsor: DRAGO, STEINBRUECK

Index Terms: TRANSPORTATION, TRANSPORTATION-PLANNING, PEDESTRIANS, PUBLIC- TRANSIT, BICYCLING, BIKEWAYS, BICYCLES, LAND TRANSPORTATION

AN ORDINANCE relating to Seattle's Complete Streets policy, stating guiding principles and practices so that transportation improvements are planned, designed and constructed to encourage walking, bicycling and transit use while promoting safe operations for all users.

WHEREAS, the City Council, with the Mayor concurring, adopted Resolution 30915 that defines the Complete Streets policy; and

WHEREAS, City policy as stated in the Transportation Strategic Plan and the Seattle Comprehensive Plan is to encourage walking, bicycling, and transit use as safe, convenient and widely available modes of transportation for all people; and

WHEREAS, Seattle's Complete Streets guiding principle is to design, operate and maintain Seattle's streets to promote safe and convenient access and travel for all users --- pedestrians, bicyclists, transit riders, and people of all abilities, as well as freight and motor vehicle drivers; and

WHEREAS, other jurisdictions and agencies nationwide have adopted Complete Streets legislation including the U.S. Department of Transportation, numerous state transportation agencies, San Francisco, Sacramento, San Diego, Boulder, Chicago and Portland; and WHEREAS, the Seattle Department of Transportation (SDOT) will implement Complete Streets policy by designing, operating and maintaining the transportation network to improve travel conditions for bicyclists, pedestrians, transit and freight in a manner consistent with, and supportive of, the surrounding community; and

WHEREAS, transportation improvements will include an array of facilities and amenities that are recognized as contributing to Complete Streets, including: street and sidewalk lighting; pedestrian and bicycle safety improvements; access improvements for freight; access improvements, including compliance with the Americans with Disabilities Act; public transit facilities accommodation including, but not limited, to pedestrian access improvement to transit stops and stations; street trees and landscaping; drainage; and street amenities; and

WHEREAS, SDOT will implement policies and procedures with the construction, reconstruction or other changes of transportation facilities on arterial streets to support the creation of Complete Streets including capital improvements, re-channelization projects and major maintenance, recognizing that all streets are different and in each case user needs must be balanced;

NOW, THEREFORE,
BE IT ORDAINED BY THE CITY OF SEATTLE AS FOLLOWS

Section 1. SDOT will plan for, design and construct all new City transportation improvement projects to provide appropriate accommodation for pedestrians, bicyclists, transit riders, and persons of all abilities, while promoting safe operation for all users, as provided for below.

Section 2. SDOT will incorporate Complete Streets principles into: the Department's Transportation Strategic Plan; Seattle Transit Plan; Pedestrian and Bicycle Master Plans; Intelligent Transportation System Strategic Plan; and other SDOT plans, manuals, rules, regulations and programs as appropriate.

Section 3. Because freight is important to the basic economy of the City and has unique right- of-way needs to support that role, freight will be the major priority on streets classified as Major Truck Streets. Complete Street improvements that are consistent with freight mobility but also support other modes may be considered on these streets.

Section 4. Except in unusual or extraordinary circumstances, Complete Streets principles will not apply:

- to repairs made pursuant to the Pavement Opening and Restoration Rule (SDOT Director's Rule 2004-02);
- to ordinary maintenance activities designed to keep assets in serviceable condition (e.g., mowing, cleaning, sweeping, spot repair and surface treatments such as chip seal, or interim measures on detour or haul routes);
- where the Director of Transportation issues a documented exception concluding that application of Complete
- Street principles is unnecessary or inappropriate because it would be contrary to public safety; or
- where other available means or factors indicate an absence of need, including future need.

Section 5. Complete Streets may be achieved through single projects or incrementally through a series of smaller improvements or maintenance activities over time. It is the Mayor's and Council's intent that all sources of transportation funding be drawn upon to implement Complete Streets. The City believes that maximum financial flexibility is important to implement Complete Streets principles.

Section 6. This ordinance shall take effect and be in force thirty (30) days from and after its approval by the Mayor, but if not approved and returned by the Mayor within ten (10) days after presentation, it shall take effect as provided by Municipal Code Section 1.04.020.

Passed by the City Council the ___ day of , 2007, and signed by me in open session in authentication of its passage this ___ day of , 2007.

President _____ of the City Council

Approved by me this ___ day of , 2007.

Gregory J. Nickels, Mayor

Filed by me this ___ day of , 2007.

City Clerk

April 24, 2007

Priority Elements Matrix	Street Types								
		Regional Connector	Main Street	Green Street	Commercial Connector	Mixed Use Street	Neighborhood Green Street	Local Connector	Industrial Access
Primary Design Features									
Sidewalks buffered from moving traffic by additional sidewalk width or planting strip		■							
Street trees and landscaping			■	■	■	■	■	■	
Low landscaping or high branching trees in planting strip		■							■
Weather protection integrated with buildings for street level uses and at transit zones		■	■			■			
Pedestrian scaled lighting		■	■	■		■	■		
Emphasis on coordinated street furniture		■	■	■		■			
Short-term, on-street parking			■			■			
Curb bulbs where there is on-street parking			■	■		■	■		
Emphasis on small curb radii and curb bulbs where on-street parking exists				■			■		
Load zones to support delivery activities			■						■
Striped bicycle lanes or sharrows, and signage on designated bicycle routes		■	■		■	■		■	
Bicycle access accommodated if parallel route is not feasible		■							
Bicycle route appropriate to share with motor vehicles				■			■		
Emphasis on bicycle parking in business districts		■	■	■		■			
Truck route signage									■
Traffic calming				■			■	■	
Bus shelters at transit stops					■			■	
Minimize curb cuts and driveways to create continuous sidewalk			■	■			■		
Natural Drainage encouraged				■	■		■	■	