

Intent

SDOT will 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.

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 implementing Complete Streets principles.

This checklist was developed to ensure SDOT projects meet these goals; it will help to recognize potentially conflicting modal priorities and to explore opportunities for streetscape enhancement and green infrastructure. Please reference the following materials to help guide you through this checklist:

- Complete Streets - (DRAFT) Street Type Design Guidelines
- Chapter 4.2 of the Right-of-Way Improvements Manual

Project Name: _____

Average Daily Traffic: _____

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

If available,

Pedestrian Counts: _____

Bicycle Counts: _____

Truck Volumes: _____

Classifications

What is the Traffic Classification? (click here to see map)

Principal Arterial Minor Arterial Collector Arterial Non-Arterial

What is the Transit Classification? (click here to see map)

Transit Way Principal Major Minor Local

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

Street Types

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

Pending or Approved Plans

Was a SDOT plan or study completed within the project area?	Yes	No
If “yes”, are there specific recommendations that fall within the project area?	Yes	No

If a plan is pending, coordinate with the project manager to ensure consistency.

Describe any recommendations included in this project:

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

Have other significant plan(s) been completed within the project area (e.g. Neighborhood or Station Area Plans, DPD projects)?

Yes No

Describe any recommendations included in this project:

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

Review the priority elements matrix (see page 14)

Describe any priority elements included in this project:

Describe any priority elements NOT included in this project

Sidewalks and Crosswalks

Sidewalk maintenance **

Are existing sidewalks within the project area in good condition?	Yes	No
If “no”, will they be repaired as part of this project?	Yes	No
If “no”, is there a plan to repair in the near future?	Yes	No

** Contact Liz Ellis (Email: liz.ellis@seattle.gov) prior to any action to coordinate sidewalk repair; also, if there are any street trees in close proximity, contact must be made with Urban Forestry to assess the situation.

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 will the restriction be addressed (signs, physical barriers, etc.):

Transit Master Plan (click here to view plan)

Are there Seattle Transit Master Plan recommendations for bus stop configuration or facilities within the project area? Yes No

Describe any recommendations included in this project:

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

Street Pavements**Pavement Condition**

Are the existing street pavements within the project area in good condition?	Yes	No
If “no”, will they be repaired as part of this project?	Yes	No
If “no”, is there a plan to repair in the near future?	Yes	No

Bus Stops

Are there bus stops within the project area? Yes No

Describe average distances between bus stops in/or adjacent to the project area:

If bus stops are less than 0.20 mile (1,056 ft.), can stops be consolidated? Yes No

Describe which stops could be consolidated:

Bicycle Master Plan (click here to view plan)

Are there Bicycle Master Plan recommendations within the project area? Yes No

Describe any recommendations included in this project:

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

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

Are there Pedestrian Master Plan recommendations within the project area? Yes No

Describe any recommendations included in this project:

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

Pedestrian-Scaled Lighting Opportunities

Is the project within a High Priority Area as defined by the Pedestrian master Plan? Yes No

Describe any recommendations included in this project:

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 recommendations included in this project, pursuant to the freight needs on the corridor:

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

Intelligent Transportation Systems (ITS) Strategic Plan ([click here to view plan](#))

Are there ITS Strategic Plan recommendations within the project area? Yes No

Describe any recommendations included in this project:

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

Green Storm water Infrastructure (GSI)

Does the project fall under the 2009 updated storm water code? Yes No

If "no", explain why not:

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

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

Is there 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 in capital projects?

Climate Change/Green House Gas Emissions

SDOT's cement and materials use is the largest source of our carbon footprint. Using green paving materials (pozzolans, warm mix asphalt) reduces the GHG from materials use.

(review spreadsheet)

How many metric tons of asphalt/concrete are projected for this project? _____

Will carbon be offset by using a high percentage of green materials? Yes No

If "yes", how many tons of carbon will be offset? _____

If "no", what is the Carbon Offset Cost for this Project for not using green paving materials?

\$ _____

Climate Adaptation: What increase in precipitation, temperature and sea level rise has your project anticipated?

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

If an arts budget is established, have RSJI principles been used in the art selection to ensure appropriate cultural representation within the representative community? Yes No

Describe any recommendations included in this project:

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

SDOT Urban Forestry Management Plan

Are there opportunities to add canopy coverage and/or better protect the health of existing trees with this project? Yes No

Describe any recommendations included in this project:

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

Race and Social Justice Initiative:

Has the Racial Equity Toolkit (RET) and/or the Inclusive Outreach and Public Engagement (IOPE) tool been used in the scope development for this project? Yes No

If "yes," describe any recommendations that have been incorporated into this project:

If "no," complete the interactive racial equity analysis and the IOPE tool report back on any changes to the project.

Project Manager Summary

Describe any Complete Streets elements that will need to be addressed outside of this project and the division or program responsible for implementation:

How does the project accommodate bicycles, pedestrians, transit, freight, and traffic during construction?

Describe impacts to the funding schedule and/or other commitments as a result of incorporating Complete Streets elements:

Exceptions

In the following unusual or extraordinary circumstances, Complete Streets principles will not apply:

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?

Author of the exception: _____

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.

Comments:

Project Engineer: _____
please print *date*

signature

Project Manager: _____
please print *date*

signature

Complete Streets Coordinator: _____
please print *date*

signature

Owning Division Director: _____
please print *date*

signature

Implementing Division Director: _____
please print *date*

signature *date*

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

Status: Passed

Vote: 9-0

Date of Mayor's signature*: May 7, 2007

Committee: Transportation

Sponsor: DRAGO, STEINBRUECK

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

References/Related Documents: Related: Res 30915

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	Preferred								
Street trees and landscaping		Preferred	Preferred	Preferred	Preferred	Preferred	Preferred		
Low landscaping or high branching trees in planting strip	Preferred							Preferred	
Weather protection integrated with buildings for street level uses and at transit zones	Preferred	Preferred			Preferred				
Pedestrian scaled lighting	Preferred in Center City	Preferred	Preferred		Preferred	Preferred			
Emphasis on coordinated street furniture	Preferred in Center City	Preferred	Preferred		Preferred				
Short-term, on-street parking		Preferred			Preferred				
Curb bulbs where there is on-street parking		Preferred	Preferred		Preferred	Preferred			
Emphasis on small curb radii and curb bulbs where on-street parking exists			Preferred			Preferred			
Load zones to support delivery activities			Consider					Preferred	
Striped bicycle lanes or sharrows, and signage on designated bicycle routes	Consider	Preferred		Preferred	Preferred		Preferred		
Bicycle access accommodated if parallel route is not feasible	Preferred								
Bicycle route appropriate to share with motor vehicles			Preferred			Preferred			
Emphasis on bicycle parking in business districts	Preferred	Preferred	Preferred		Preferred				
Truck route signage								Preferred	
Traffic calming			Consider			Consider	Consider		
Bus shelters at transit stops				Preferred			Preferred		
Minimize curb cuts and driveways to create continuous sidewalk		Consider	Preferred			Preferred			
Natural Drainage encouraged			Preferred	Consider		Preferred	Preferred		