

Grand Forks - East Grand Forks Metropolitan Planning Organization

Earl Haugen, Executive Director

WRITING A SUCCESSFUL COMPLETE STREETS POLICY

Date: April 28-2017

8:30 AM – 2:00 PM ROOM GRAND FORKS COUNCIL CHAMBERS

OBJECTIVES: (TENTATIVE TOPICS)

- Overview: the ten elements of an ideal Complete Streets policy
- Design flexibility and implementation (Modules 4 and 5)
- Rethinking the role of streets: functional classification in context
- Rethinking design criteria such as speed and Level of Service
- Allocating space: lane widths and road diets
- Crafting your Complete Streets policy
- Small working groups tackle each of the 10 elements
- Discuss each element and how it can be addressed in local policy and processes



Photo Source: AARP Bulletin

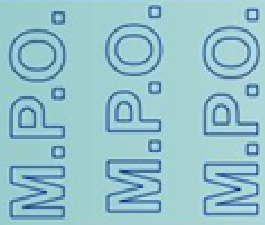
Speaker: Mr. Jeffrey R. Reigner (Smart Growth America)

In cooperation with:



CONTACT:

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Grand Forks - East Grand Forks Metropolitan Planning Organization

The Grand Forks-East Grand Forks MPO advances a 3C's "continuing, comprehensive and cooperative" planning process. Meaningful public participation and community involvement are required to identify logical options and to create better streets to "enhance the integration and connectivity of the transportation system."

As part of the current Bicycle and Pedestrian Element update, the MPO in cooperation and support from the Federal Highway Administration (FHWA), North Dakota (NDDOT) and Minnesota Departments of Transportation (MNDOT), and the Complete Streets Coalition, requested the attendance and participation of local stakeholders representing elected officials, local agencies, and community groups to attend the:

"Writing a Successful Complete Policy."

"Successful Complete Streets implementation should include strengthening relationships between city departments; between elected officials and departments; and between citizens and transportation professionals."



Complete Streets Policy Development

Grand Forks-East Grand Forks MPO

April 28, 2017

Instructor:

Jeff Riegner,

jriegner@wrallp.com

8:30 Welcome

9:00 Introduction to Complete Streets

- Benefits of Complete Streets
- What a Complete Streets policy means
- The different types of Complete Streets
- Complete Streets and Context Sensitive Solutions

Group exercise: How would the Grand Forks area benefit from Complete Streets?

9:30 The basics and performance measures

- What is currently measured and what should be measured

Group exercise: What would you measure to determine the success of your policy?

10:00 Break

10:15 Creating room for Complete Streets

- Street classification - rethinking the role of streets, importance of controlling speeds
- Narrow lanes, right-sizing streets, sidewalks, bikeways, principles for creating safe crossings
- Street design manuals and guides

Group exercise: Which streets could benefit from right-sizing?

11:10 Introduction to implementation: changing the project development process

11:30 Lunch (to be provided)

11:45 Effective Complete Streets policies

- Types of complete streets policies and examples at the local, state and federal levels: what type of policy, its impact: success stories
- How to develop appropriate complete streets policies
- Overview of the 10 elements of effective Complete Streets policies

Group exercise: What type of policy is right? What would you include?

12:15 Jumpstarting policy development for the Grand Forks region

- Detailed discussion of the 10 elements of effective Complete Streets policies

Interactive group exercise: How can these elements be incorporated into your policy?

1:45 Discussion: What are your next steps?

- Specific responsibilities and timeframes

2:00 Adjourn



Smart Growth America
Improving lives by improving communities



**National Complete
Streets Coalition**

Complete Streets Policy Development Grand Forks — East Grand Forks, MPO

April 28, 2017

Participant Resources



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Elements of an Ideal Complete Streets Policy

Regardless of a policy's form, the National Complete Streets Coalition has identified ten elements of a comprehensive Complete Streets policy, as discussed below. For further discussion of each element, see our Local Policy Workbook: <https://smartgrowthamerica.org/resources/complete-streets-local-policy-workbook/>

An ideal Complete Streets Policy:

- Includes a vision for how and why the community wants to complete its streets.
- Specifies that 'all users' includes pedestrians, bicyclists and transit passengers of all ages and abilities, as well as trucks, buses, emergency vehicles, and automobiles.
- Applies to both new and retrofit projects, including design, planning, maintenance, and operations, for the entire right of way.
- Makes any exceptions specific and sets a clear procedure that requires high-level approval of exceptions.
- Encourages street connectivity and aims to create a comprehensive, integrated, connected network for all modes.
- Is understood by all agencies to cover all roads.
- Directs the use of the latest and best design criteria and guidelines while recognizing the need for flexibility in balancing user needs.
- Directs that Complete Streets solutions will complement the context of the community.
- Establishes performance standards with measurable outcomes.
- Includes specific next steps for implementation of the policy.

Vision

A strong vision can inspire a community to follow through on its Complete Streets policy. Just as no two policies are alike, visions are not one-size-fits-all either. In the small town of Decatur, GA, the Community Transportation Plan defines their vision as promoting health through physical activity and active transportation. In the City of Chicago, the Department of Transportation focuses on creating streets safe for travel by even the most vulnerable - children, older adults, and those with disabilities.

All Users

A true Complete Streets policy must apply to everyone traveling along the road. A sidewalk without curb ramps is useless to someone using a wheelchair. A street with an awkwardly placed public transportation stop without safe crossings is dangerous for riders. A fast-moving road with no safe space for cyclists will discourage those who depend on bicycles for transportation. A road with heavy freight traffic must be planned with those vehicles in mind. Older adults and children face particular challenges as they are more likely to be seriously injured or killed along a roadway. Automobiles are an important part of a complete street as well, as any change made to better



accommodate other modes will have an effect on personal vehicles. In some cases, like the installation of curb bulb-outs, these changes can improve traffic flow and the driving experience.

All Projects

For many years, multi-modal streets have been treated as 'special projects' requiring extra planning, funding, and effort. The Complete Streets approach is different. Its intent is to view all transportation improvements as opportunities to create safer, more accessible streets for all users, including people on foot, riding bicycles, driving automobiles, or riding public transportation. Under this approach, even small projects can be an opportunity to make meaningful improvements. In repaving projects, for example, an edge stripe can be shifted to create more room for cyclists. In routine work on traffic lights, the timing can be changed to better accommodate pedestrians walking at a slower speed. A strong Complete Streets policy will integrate Complete Streets planning into all types of projects, including new construction, reconstruction, rehabilitation, repair, maintenance, and operations.

Exceptions

Making a policy work in the real world requires developing a process to handle exceptions to providing for all modes in each project. The Federal Highway Administration's guidance on accommodating bicycle and pedestrian travel named three exceptions that have become commonly used in Complete Streets policies: 1) accommodation is not necessary on corridors where non-motorized use is prohibited, such as interstate freeways; 2) cost of accommodation is excessively disproportionate to the need or probable use; 3) a documented absence of current and future need. In addition to defining exceptions, there must be a clear process for granting them, where a senior-level department head must approve them. Any exceptions should be kept on record and available to the public.

Network

Complete Streets policies should result in the creation of a complete transportation network for all modes of travel. A network approach helps to balance the needs of all users. Instead of trying to make each street perfect for every traveler, communities can create an interwoven array of streets that emphasize different modes and provide quality accessibility for everyone. This can mean creating neighborhood greenways on lower-traffic routes to slow traffic and increase safety for people on foot or bicycle; dedicating travel lanes to bus-only travel; or pedestrianizing segments of routes that are already overflowing with people on foot. It is important to provide basic safe access for all users regardless of design strategy and networks should not require some users to take long detours.

All Agencies and All Roads

Creating Complete Streets networks is difficult because many agencies control our streets. They are built and maintained by state, county, and local agencies, and private developers often build new roads. Typical Complete Streets policies cover only one jurisdiction's roadways, which can cause network problems: a bike lane on one side of a bridge disappears on the other because the road is no longer controlled by the agency that built the lane. Another common issue to resolve is inclusion of Complete Streets elements in sub-division regulations, which govern how private developers build their new streets.



Design Criteria

Communities adopting a Complete Streets policy should review their design policies and guidelines to ensure their ability to accommodate all modes of travel, while still providing flexibility to allow designers to tailor the project to unique circumstances. Some communities will opt to re-write their design manual. Others will refer to existing design guides, such as those issued by AASHTO, ITE or NACTO; state design standards; and the Americans with Disabilities Act Accessibility Guidelines.

Context-sensitive

An effective Complete Streets policy must be sensitive to the community context. Being clear about this in the initial policy statement can allay fears that the policy will require inappropriately wide roads in quiet neighborhoods or miles of never-used sidewalks in rural areas. A strong statement about context can help align transportation and land use planning goals, creating more livable neighborhoods.

Performance Measures

The traditional performance measure for transportation planning has been vehicular Level of Service (LOS) – a measure of automobile congestion. Complete Streets planning requires taking a broader look at how the system is serving all users. Communities with Complete Streets policies can measure success through a number of ways: the miles of on-street bicycle routes created; new linear feet of pedestrian accommodation; changes in the number of people using public transportation, bicycling, or walking (mode shift); number of new street trees; and/or the creation or adoption of a new multi-modal Level of Service standard that better measures the quality of travel experience. The fifth edition of Highway Capacity Manual, includes this new way of measuring LOS. Cities such as San Francisco and Charlotte have already begun to develop their own.

Implementation

Specific implementation steps can help build momentum for taking a Complete Streets policy from paper into practice. There are five key steps for successful implementation:

1. Create a plan for implementation activities;
2. Restructure policies, processes, and procedures to accommodate all users on every project;
3. Develop new design policies and guides;
4. Offer workshops and other training opportunities to transportation professionals, community leaders, and the public; and,
5. Institute better ways to measure performance and collect data on how well the streets are serving all users.



Complete Streets Web Resources

Below are some of the many resources available to guide a Complete Streets initiative in your community. All of the resources listed here are free to download and free to use.

Fundamentals

Communities just getting started with Complete Streets will find these materials most useful. They present a comprehensive overview of the benefits and basics of the Complete Streets planning and design approach. The resources listed in this section can be found at

<https://smartgrowthamerica.org/program/national-complete-streets-coalition/policy-development/>.

Introduction to Complete Streets. A comprehensive PowerPoint presentation on why we need Complete Streets, available to download for use and adaptation in your community.

Presentation and Fact Sheets: Benefits of Complete Streets. A free PowerPoint provides an overview of the research-backed benefits of safe, multi-modal street planning and design. The Coalition's series of research-based fact sheets exploring the many benefits of Complete Streets for various groups of users and outcomes are available at https://smartgrowthamerica.org/resources?resource_type=fact-sheet&authors=&category_name=complete-streets&s=. Topics include: *Health; Safety; Economic Revitalization; Children; People with Disabilities; Older Adults; Public Transportation; Climate Change; Gas Prices; Lower Transportation Costs; Livable Communities; Equity.*

Other Resources. A variety of Complete Streets handouts, downloadable presentations, articles and reports, can be found at https://smartgrowthamerica.org/resources?resource_type=&authors=&audience=&project_type=&category_name=complete-streets&s=.

Changing Policy

After a community has agreed to the concept of Complete Streets, the next step is to develop a formal policy. The Coalition provides many resources to illuminate best practices, share actual policy documents from across the country, and help communities develop the best, most appropriate policies for their needs.

Complete Streets Local Policy Workbook. A comprehensive workbook for communities to follow when writing their own Complete Streets policies. For use by city and county agencies, the guide is based in national existing policy and best practices and encourages a thoughtful, inclusive process for developing locally appropriate policy language. See <https://smartgrowthamerica.org/resources/complete-streets-local-policy-workbook/>.

State Legislation. AARP and the National Complete Streets Coalition developed a toolkit to use in a state-level Complete Streets effort. Complete Streets in the States: A Guide to Legislative Action includes model legislation and a discussion of the various elements of an ideal law, a roadmap for legislative action, and analysis of existing state Complete Streets laws.

<https://smartgrowthamerica.org/resources/complete-streets-in-the-states-a-guide-to-legislative-action/>.

Presentation: Complete Streets: Changing Policy. Use this PowerPoint presentation and its comprehensive presenter's notes to lead a discussion of Complete Streets policy development in your town. The presentation covers the reasons to adopt a policy and details on the ten elements of a Complete Streets policy. <https://smartgrowthamerica.org/resources/complete-streets-policy-development-101/>.

Complete Streets Policy Atlas and Annual Policy Analysis. The Coalition compiles information on all policies adopted to date in our Policy Atlas, <https://smartgrowthamerica.org/program/national-complete-streets-coalition/policy-development/policy-atlas/>. The Atlas includes an interactive map of all regional and local policies, and downloadable lists of known Complete Streets policies, across all jurisdictions and at the state level. The Coalition also reviews all the policies adopted each year and assesses how well they fulfill the ten elements of an ideal Complete Streets policy. The annual report highlights exemplary policy language and provides leaders at all levels of government with ideas for how to create strong Complete Streets policies. <https://smartgrowthamerica.org/tag/best-complete-streets-policies/>.

Implementation

Once a Complete Streets policy is in place, the day-to-day decisions a transportation agency and community leaders make in funding, planning, design, maintenance, and operations should be aligned to the goals of that adopted policy document. The Coalition helps communities implement their policies by collecting and sharing best practices and examples.

Five Steps to Implementation. The Coalition has identified five types of activities needed to reorient a transportation agency's work to fully and consistently consider the safety of all users: Planning for Implementation; Changing Procedure and Process; Reviewing and Updating Design Guidance; Offering Training and Educational Opportunities; and Measuring Performance. The process is summarized in our guide "Taking Action on Complete Streets," <https://smartgrowthamerica.org/resources/taking-action-on-complete-streets-implementing-processes-for-safe-multimodal-streets/>. Resources, activities, and best practices from communities across the country are at <https://smartgrowthamerica.org/program/national-complete-streets-coalition/complete-streets-implementation/>.

Answering the Costs Question. A handbook and slide presentation that helps transportation professionals, advocates, and decision-makers make the case that implementing Complete Streets won't break the bank: https://smartgrowthamerica.org/resources?resource_type=&authors=&category_name=complete-streets&s=cost.

Implementation Resources. The Coalition's series of research-based fact sheets on specific elements of Complete Streets implementation is available at <https://smartgrowthamerica.org/tag/complete-streets-policy-implementation-resources/>. Topics include: *Costs of Complete Streets*; *Change Travel Patterns*; *Ease Traffic Woes*; *Complete and Green Streets*; *Networks of Complete Streets*; *Rural Areas and Small Towns*.

Blogs and Newsletters

For ongoing news and links to useful resources from across the web, read the National Complete Streets Coalition blog (<https://smartgrowthamerica.org/category/complete-streets/>) and sign up for the Coalition's monthly e-newsletter. The newsletter includes updates on federal, state, and local complete streets policies, other news from the campaign and across the country, and a summary of resources that you can use. Current and past issues and a sign-up form are available at <https://smartgrowthamerica.org/tag/complete-streets-news/>.

Pedestrian and Bicycle Funding Opportunities

U.S. Department of Transportation Transit, Highway, and Safety Funds

Revised August 12, 2016

This table indicates potential eligibility for pedestrian and bicycle projects under U.S. Department of Transportation surface transportation funding programs. Additional restrictions may apply. See notes and basic program requirements below, and see program guidance for detailed requirements. Project sponsors should fully integrate nonmotorized accommodation into surface transportation projects. Section 1404 of the Fixing America's Surface Transportation (FAST) Act modified 23 U.S.C. 109 to require federally-funded projects on the National Highway System to consider access for other modes of transportation, and provides greater design flexibility to do so.

Key: \$ = Funds may be used for this activity (restrictions may apply). \$* = See program-specific notes for restrictions. ~\$ = Eligible, but not competitive unless part of a larger project.															
	Pedestrian and Bicycle Funding Opportunities U.S. Department of Transportation Transit, Highway, and Safety Funds														
Activity or Project Type	<u>TIGER</u>	<u>TIFIA</u>	<u>FTA</u>	<u>ATI</u>	<u>CMAQ</u>	<u>HSIP</u>	<u>NHPP</u>	<u>STBG</u>	<u>TA</u>	<u>RTP</u>	<u>SRTS</u>	<u>PLAN</u>	NHTSA <u>402</u>	NHTSA <u>405</u>	<u>FLTPP</u>
Access enhancements to public transportation (includes benches, bus pads)	\$	\$	\$	\$	\$		\$	\$	\$						\$
ADA/504 Self Evaluation / Transition Plan								\$	\$	\$		\$			\$
Bicycle plans			\$					\$	\$		\$	\$			\$
Bicycle helmets (project or training related)								\$	\$SRTS		\$		\$*		
Bicycle helmets (safety promotion)								\$	\$SRTS		\$				
Bicycle lanes on road	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$				\$
Bicycle parking	~\$	~\$	\$	\$	\$		\$	\$	\$	\$	\$				\$
Bike racks on transit	\$	\$	\$	\$	\$			\$	\$						\$
Bicycle share (capital and equipment; not operations)	\$	\$	\$	\$	\$		\$	\$	\$						\$
Bicycle storage or service centers at transit hubs	~\$	~\$	\$	\$	\$			\$	\$						\$
Bridges / overcrossings for pedestrians and/or bicyclists	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$
Bus shelters and benches	\$	\$	\$	\$	\$		\$	\$	\$						\$
Coordinator positions (State or local)					\$ 1 per State			\$	\$SRTS		\$				
Crosswalks (new or retrofit)	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$
Curb cuts and ramps	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$
Counting equipment			\$	\$		\$	\$	\$	\$	\$	\$	\$*			\$
Data collection and monitoring for pedestrians and/or bicyclists			\$	\$		\$	\$	\$	\$	\$	\$	\$*			\$
Historic preservation (pedestrian and bicycle and transit facilities)	\$	\$	\$	\$				\$	\$						\$
Landscaping, streetscaping (pedestrian and/or bicycle route; transit access); related amenities (benches, water fountains); generally as part of a larger project	~\$	~\$	\$	\$			\$	\$	\$						\$
Lighting (pedestrian and bicyclist scale associated with pedestrian/bicyclist project)	\$	\$	\$	\$		\$	\$	\$	\$	\$	\$				\$
Maps (for pedestrians and/or bicyclists)			\$	\$	\$			\$	\$		\$	\$*			
Paved shoulders for pedestrian and/or bicyclist use	\$	\$			\$*	\$	\$	\$	\$		\$				\$

Key: \$ = Funds may be used for this activity (restrictions may apply). \$* = See program-specific notes for restrictions. ~\$ = Eligible, but not competitive unless part of a larger project.															
	Pedestrian and Bicycle Funding Opportunities U.S. Department of Transportation Transit, Highway, and Safety Funds														
Activity or Project Type	TIGER	TIFIA	FTA	ATI	CMAQ	HSIP	NHPP	STBG	TA	RTP	SRTS	PLAN	NHTSA 402	NHTSA 405	FLTP
Pedestrian plans			\$					\$	\$		\$	\$			\$
Recreational trails	~\$	~\$						\$	\$	\$					\$
Road Diets (pedestrian and bicycle portions)	\$	\$				\$	\$	\$	\$						\$
Road Safety Assessment for pedestrians and bicyclists						\$		\$	\$			\$			\$
Safety education and awareness activities and programs to inform pedestrians, bicyclists, and motorists on ped/bike safety								\$SRTS	\$SRTS		\$	\$*	\$*	\$*	
Safety education positions								\$SRTS	\$SRTS		\$		\$*		
Safety enforcement (including police patrols)								\$SRTS	\$SRTS		\$		\$*	\$*	
Safety program technical assessment (for peds/bicyclists)								\$SRTS	\$SRTS		\$	\$*	\$		
Separated bicycle lanes	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$				\$
Shared use paths / transportation trails	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$
Sidewalks (new or retrofit)	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$				\$
Signs / signals / signal improvements	\$	\$	\$	\$	\$	\$	\$	\$	\$		\$				\$
Signed pedestrian or bicycle routes	\$	\$	\$	\$	\$		\$	\$	\$		\$				\$
Spot improvement programs	\$	\$	\$			\$	\$	\$	\$	\$	\$				\$
Stormwater impacts related to pedestrian and bicycle projects	\$	\$	\$	\$		\$	\$	\$	\$	\$	\$				\$
Traffic calming	\$	\$	\$			\$	\$	\$	\$		\$				\$
Trail bridges	\$	\$			\$*	\$	\$	\$	\$	\$	\$				\$
Trail construction and maintenance equipment								\$RTP	\$RTP	\$					
Trail/highway intersections	\$	\$			\$*	\$	\$	\$	\$	\$	\$				\$
Trailside and trailhead facilities (includes restrooms and water, but not general park amenities; see guidance)	~\$*	~\$*						\$*	\$*	\$*					\$
Training					\$	\$		\$	\$	\$	\$	\$*	\$*		
Training for law enforcement on ped/bicyclist safety laws								\$SRTS	\$SRTS		\$			\$*	
Tunnels / undercrossings for pedestrians and/or bicyclists	\$	\$	\$	\$	\$*	\$	\$	\$	\$	\$	\$				\$

Abbreviations

ADA/504: Americans with Disabilities Act of 1990 / Section 504 of the Rehabilitation Act of 1973

[TIGER](#): Transportation Investment Generating Economic Recovery Discretionary Grant program

[TIFIA](#): Transportation Infrastructure Finance and Innovation Act (loans)

[FTA](#): Federal Transit Administration Capital Funds

[ATI](#): Associated Transit Improvement (1% set-aside of FTA)

[CMAQ](#): Congestion Mitigation and Air Quality Improvement Program

[HSIP](#): Highway Safety Improvement Program

[NHPP](#): National Highway Performance Program

[STBG](#): Surface Transportation Block Grant Program

[TA](#): Transportation Alternatives Set-Aside (formerly Transportation Alternatives Program)

[RTP](#): Recreational Trails Program

[SRTS](#): Safe Routes to School Program / Activities

[PLAN](#): Statewide Planning and Research (SPR) or Metropolitan Planning funds

NHTSA [402](#): State and Community Highway Safety Grant Program

NHTSA [405](#): National Priority Safety Programs (Nonmotorized safety)

[FLTP](#): Federal Lands and Tribal Transportation Programs (Federal Lands Access Program, Federal Lands Transportation Program, Tribal Transportation Program, Nationally Significant Federal Lands and Tribal Projects)

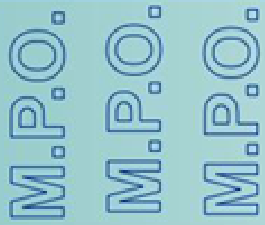
Program-specific notes

Federal-aid funding programs have specific requirements that projects must meet, and eligibility must be determined on a case-by-case basis. For example:

- TIGER: Subject to annual appropriations.
- TIFIA: Program offers assistance only in the form of secured loans, loan guarantees, or standby lines of credit, but can be combined with other grant sources, subject to total Federal assistance limitations.
- FTA/ATI: Project funded with FTA transit funds must provide access to transit. See [Bikes and Transit](#) and the FTA Final Policy Statement on the [Eligibility of Pedestrian and Bicycle Improvements under Federal Transit Law](#).
 - Bicycle infrastructure plans and projects funded with FTA funds must be within a 3 mile radius of a transit stop or station, or if further than 3 miles, must be within the distance that people could be expected to safely and conveniently bike to use the particular stop or station.
 - Pedestrian infrastructure plans and projects funded with FTA funds must be within a ½ mile radius of a transit stop or station, or if further than ½ mile, must be within the distance that people could be expected to safely and conveniently walk to use the particular stop or station.
 - FTA funds cannot be used to purchase bicycles for bike share systems.
 - FTA encourages grantees to use FHWA funds as a primary source for public right-of-way projects.
- CMAQ projects must demonstrate emissions reduction and benefit air quality. See the CMAQ guidance at www.fhwa.dot.gov/environment/air_quality/cmaq/ for a list of projects that may be eligible for CMAQ funds. Several activities may be eligible for CMAQ funds as part of a bicycle and pedestrian-related project, but not as a highway project. CMAQ funds may be used for shared use paths, but may not be used for trails that are primarily for recreational use.
- HSIP projects must be consistent with a State's [Strategic Highway Safety Plan](#) and either (1) correct or improve a hazardous road location or feature, or (2) address a highway safety problem.
- NHPP projects must benefit National Highway System (NHS) corridors.
- STBG and TA Set-Aside: Activities marked “\$SRTS” means eligible only as an SRTS project benefiting schools for kindergarten through 8th grade. Bicycle transportation nonconstruction projects related to safe bicycle use are eligible under STBG, but not under TA (23 U.S.C. 217(a)).
- RTP must benefit recreational trails, but for any recreational trail use. RTP projects are eligible under TA and STBG, but States may require a transportation purpose.
- SRTS: FY 2012 was the last year for SRTS funds, but SRTS funds are available until expended.
- Planning funds must be used for planning purposes, for example:
 - Maps: System maps and GIS;
 - Safety education and awareness: for transportation safety planning;
 - Safety program technical assessment: for transportation safety planning;
 - Training: bicycle and pedestrian system planning training.
- Federal Lands and Tribal Transportation Programs (FLTTP) projects must provide access to or within Federal or tribal lands:
 - Federal Lands Access Program (FLAP): Open to State and local entities for projects that provide access to or within Federal or tribal lands.
 - Federal Lands Transportation Program: For Federal agencies for projects that provide access within Federal lands.
 - Tribal Transportation Program: available for federally-recognized tribal governments for projects within tribal boundaries and public roads that access tribal lands.
- NHTSA 402 project activity must be included in the State's Highway Safety Plan. Contact the State Highway Safety Office for details: <http://www.ghsa.org/html/about/shsos.html>
- NHTSA 405 funds are subject to State eligibility, application, and award. Project activity must be included in the State's Highway Safety Plan. Contact the State Highway Safety Office for details: <http://www.ghsa.org/html/about/shsos.html>

Cross-cutting notes

- FHWA Bicycle and Pedestrian Guidance: http://www.fhwa.dot.gov/environment/bicycle_pedestrian/
- **Applicability of 23 U.S.C. 217(i) for Bicycle Projects:** 23 U.S.C. 217(i) requires that bicycle facilities “be principally for transportation, rather than recreation, purposes”. However, sections 133(b)(6) and 133(h) list “recreational trails projects” as eligible activities under STBG. Therefore, the requirement in 23 U.S.C. 217(i) does not apply to recreational trails projects (including for bicycle use) using STBG funds. Section 217(i) continues to apply to bicycle facilities other than trail-related projects, and section 217(i) continues to apply to bicycle facilities using other Federal-aid Highway Program funds (NHPP, HSIP, CMAQ). The transportation requirement under section 217(i) is applicable only to bicycle projects; it does not apply to any other trail use or transportation mode.
- There may be occasional DOT or agency incentive grants for specific research or technical assistance purposes.
- Aspects of many DOT initiatives may be eligible as individual projects. For example, activities above may benefit Ladders of Opportunity; safe, comfortable, interconnected networks; environmental justice; equity; etc.



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Notes from Complete Streets Policy Development Workshop

Grand Forks-East Grand Forks MPO

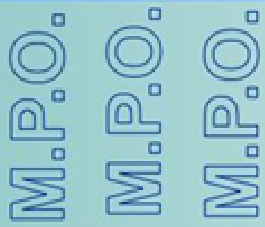
April 28, 2017

How would the Grand Forks region benefit from a Complete Streets policy?

- Enhanced connectivity for all modes of transportation so folks don't have to drive
- Sidewalks as part of new construction
- Complete Streets would improve quality of life: social opportunities, health, community desirability
- Practical implementation, not "cookie cutter"
- Facilitate advanced project planning for all modes – work with developers up front so new developments are connected to the city (or, better yet, have a preference for development within the city)
- Increase healthy activities
- Improve connectivity issues
- "If you build it, people will use it"
- Address equity disparities
- Make investments to keep great people here
- A policy should show the community what streets could be

What performance measures could be used?

- Better connectivity between the two cities: number of bridges that are available to each mode, # of people crossing by mode, vehicle miles traveled to cross
- Filling sidewalk gaps
- Replacing substandard curb cuts
- Community health assessments/level of physical activity
- Percentage of UND graduates who stay in the community
- Measure of trips between UND and downtown (and to the broader community)
- Transit ridership
- Bus bike rack usage
- Number of children who walk and bike to school
- Speed reduction (may run counter to recent increases in speed limits)
- Commercial vacancy rates, sales data, etc.
- Crash rates and injuries, especially for people walking and bicycling
- Measures of comfort/perception of safety, Bike share usage



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What streets in the Grand Forks region could benefit from right-sizing?

- US 2/Gateway Drive in East Grand Forks
- Bygland Road
- University Avenue
- Five-point intersection at Valley Dairy
- 40th Avenue South
- North 5th Street
- 4th Avenue South to and from the Point Bridge
- 3rd Street
- South part of Belmont Road
- Pedestrian crossings on 32nd Avenue South
- DeMers near UND
- Too narrow/no shoulders:
 - South Columbia Road
 - South Washington

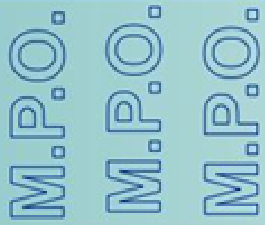
Ten elements of an ideal Complete Streets policy

1. Vision

- What documents would inform a vision for the Grand Forks region?
 - Long Range Transportation Plan – developed in cooperation with community members
 - Bicycle and pedestrian plan in progress
 - Allay fears about funding/implementation
 - Land use plans in both cities (livability, connectivity, compact neighborhoods, etc.)
 - Vibrancy initiative
 - Greenway plan

2. Users & Modes

- What users and modes should be covered in the region's Complete Streets policy? Typical four are: pedestrians, bicyclists, motorists, and transit. What else should be specified?
 - People with disabilities, taxis/Uber, school children/SRTS, rollerblading/skateboarding
- If there are conflicting needs, which users and modes should get priority?
 - The two cities may have different needs/approaches



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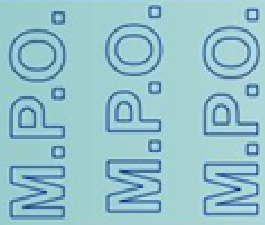
- Move toward a balanced approach, with more emphasis on transit, walking, and bicycling than in the past
- Accessibility is sometimes considered "optional" (issues with some ordinances)
- Current challenges pitting bike lanes vs on-street parking
-

3.A11 Projects/Phases

- What should the region's policy say about which projects and phases are covered?
 - New construction
 - Reconstruction
 - Rehabilitation
 - Repair
 - Repaving
 - Major maintenance
 - Operations
 - How to implement quick, "easy" projects – pilots?
 - How to handle public opinion when these types of improvements aren't considered important
 - Incorporate wayfinding
 - Address ordinances that allow sidewalk to be built after the street is built, only when adjacent properties are developed
 - Align Federally-funded and non-Federally funded projects

4. Exceptions

- **What exceptions will be included?**
 - User groups are prohibited
 - Cost is excessively disproportionate to need and use (but how is "excessively" defined?)
 - Documented absence of current AND future needs
- **How will exceptions be reviewed, approved and by whom?**
 - Consistent, logical, fair process
 - Allow for citizen input, i.e. advisory committees
 - If you can only build part of what you want now, is there a procedure to ensure that the rest is built later?



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5. Connectivity

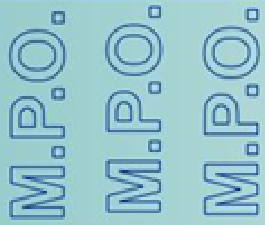
- Are there any gaps in existing policies and practices related to connectivity?
Will the policy apply to private development?
 - “Connectivity is our greatest challenge”
 - Can’t walk in industrial areas
 - Unexplained gaps in bike lanes and sidewalks
 - Prioritize projects that fill gaps using a transparent process and clear criteria
 - Amtrak station and airport are driving distance from most places

6. Working Across Jurisdictions

- What should the Grand Forks region's policy say about working across jurisdictions, particularly with NDDOT and Mn/DOT?
 - Considerable disparity between the states regarding walking, bicycling, and transit policy – focus on North Dakota
 - Influenced by Mn/DOT State Aid Standards – recommendations rather than requirements in many cases
 - Need coordination among City Engineering, Planning, and the MPO
 - Local priorities may need to be addressed with local money
 - Coordinate with school board on issues such as school siting and SRTS
 - Railroads, especially grade crossings
 - Park district and DNR

7. Design Guidance

- Where do you feel you need additional guidance?
 - Clearly articulate the flexibility available in design documents
 - Rethinking Mn/DOT State Aid Standards
- What guidance could be followed (national, state, local)?
 - NACTO Guides
 - Designing Walkable Urban Thoroughfares
 - 2010 ADA/PROWAG
 - Federal relaxation of previously rigid standards



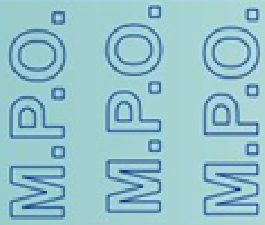
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8. Context Sensitivity

- How are local stakeholders involved in project planning and design processes to ensure projects reflect community character?
 - Open houses are not enough – need broader range of public involvement techniques
 - Downtown Design Review Board could be extended to other neighborhoods
 - Who are the stakeholders that need to be pleased? This changes between the broader policy level and the individual project level.
 - Greenway Pedestrian and Trail Users group and MPO bike ped plan have been good models for meaningful engagement
 - Too much Design, Announce, Defend (DAD)
 - Involvement of downtown economic development interests
 - Engage the Youth Commission in street issues
 - Updates to Community Health Assessment
 - North Valley Arts Council, Historic Preservation Commission, other organizations

9. Performance Measures

- Are there any performance measures you would add, remove, or change?
 - Better connectivity between the two cities: number of bridges that are available to each mode, # of people crossing by mode, vehicle miles traveled to cross
 - Filling sidewalk gaps
 - Replacing substandard curb cuts
 - Community health assessments/level of physical activity
 - Percentage of UND graduates who stay in the community
 - Measure of trips between UND and downtown (and to the broader community)
 - Transit ridership
 - Bus bike rack usage
 - Number of children who walk and bike to school
 - Speed reduction (may run counter to recent increases in speed limits)
 - Commercial vacancy rates, sales data, etc.
 - Crash rates and injuries, especially for people walking and bicycling
 - Measures of comfort/perception of safety
 - Bike share usage
 - “Why should we go beyond what FHWA requires?”



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10. Next steps

- How will you move toward policy adoption?
 - Develop key talking points (“elevator speech”) to communicate with policy makers
 - Emphasize that this approach is an incremental change
 - Show before-and-after examples
 - Make incorporating all modes the default practice
 - Today’s workshop provides input into GF’s draft policy
 - Public also needs to provide input, and should inform elected officials about that input
 - Ideally, GF should reply to public comments
 - Continue discussions between East Grand Forks (Planning and Administration) and the MPO

What was your key takeaway from the workshop?

- Bring information back to other staff
- Ways to retrofit existing roads to function differently
- Benefits of having a Complete Streets policy
- With good planning, there are no losers ... just winners
- Speed and productivity aren’t always the goal of travelers – safety and comfort are key as long as travel time is reasonable
- Policy causes change
- Good resource for MPOs
- Importance of collaborative, clear and transparent decision making and priority setting

What will you do next? When?

- MPO will provide comments from this workshop to Grand Forks as input to their draft policy
- East Grand Forks staff in attendance will talk to their planner about potential applicability of a policy there
- MPO and cities will coordinate the goals and objectives

Complete Streets Workshop Evaluation

	Scale:	Excellent	Very Good	Good	Fair	Poor
1. Quality of presentation: Jeffrey R. Riegner Comment:		5	4	3	2	1
2. Overall usefulness of workshop for your work Comment:		5	4	3	2	1
3. Quality and usefulness of exercises Comment:		5	4	3	2	1
4. Effectiveness and knowledge of material: Jeffrey R. Riegner Comment:		5	4	3	2	1
5. Discussions and involvement of participants Comment:		5	4	3	2	1
6. Usefulness of materials provided Comment:		5	4	3	2	1

7. Is there any additional information that would be helpful to your Complete Streets initiative?

8. What was the most valuable part of the workshop?

Transit topics

9. What next steps should those who participated in this workshop now take?

10. Any additional comments?

Complete Streets Workshop Evaluation

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5. Discussions and involvement of participants Comment:		5	4	3	2	1
6. Usefulness of materials provided Comment:		5	4	3	2	1

7. Is there any additional information that would be helpful to your Complete Streets initiative?

8. What was the most valuable part of the workshop?

*need for collaboration in priority setting
comfort as an important consideration*

9. What next steps should those who participated in this workshop now take?

*- communicate to others
- integrate into other efforts*

10. Any additional comments?

*Thank you. Great information
Too bad city engineering was not here*

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6. Usefulness of materials provided Comment:		5	4	3	2	1

7. Is there any additional information that would be helpful to your Complete Streets initiative?

8. What was the most valuable part of the workshop?

The engagement

9. What next steps should those who participated in this workshop now take?

Disseminate the information and implement learned item/use a tool.

10. Any additional comments?

Complete Streets Workshop Evaluation

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7. Is there any additional information that would be helpful to your Complete Streets initiative?

8. What was the most valuable part of the workshop?

9. What next steps should those who participated in this workshop now take?

10. Any additional comments?

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6. Usefulness of materials provided Comment:		5	4	3	2	1

7. Is there any additional information that would be helpful to your Complete Streets initiative?

8. What was the most valuable part of the workshop?

Great Conversation and examples of how a policy can support a healthy community

9. What next steps should those who participated in this workshop now take?

Discuss further with city staff

10. Any additional comments?

Complete Streets Workshop Evaluation

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5. Discussions and involvement of participants Comment:		5	4	3	2	1
6. Usefulness of materials provided Comment:		5	4	3	2	1

7. Is there any additional information that would be helpful to your Complete Streets initiative?

THE PROCESS FROM IDEA TO IMPLEMENTATION.
WHERE/WHO DOES THE POLICY?

8. What was the most valuable part of the workshop?

THE INTERACTION IN THE GROUP AND PRACTICAL SOLUTIONS
AND IDEAS.

9. What next steps should those who participated in this workshop now take?

GIVE INPUT ON THE COMPLETE ST. DRAFT.

10. Any additional comments?

GREAT PRESENTATION, IT WAS REALLY GOOD INFORMATION.

Complete Streets Workshop Evaluation

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2. Overall usefulness of workshop for your work Comment:		5	4	3	2	1
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5. Discussions and involvement of participants Comment:		5	4	3	2	1
6. Usefulness of materials provided Comment:		5	4	3	2	1

7. Is there any additional information that would be helpful to your Complete Streets initiative?

8. What was the most valuable part of the workshop?

Lots of good statistics

9. What next steps should those who participated in this workshop now take?

Push the process forward

10. Any additional comments?

Complete Streets Workshop Evaluation

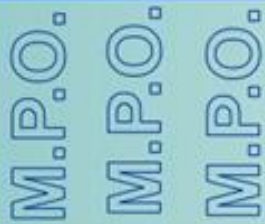
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5. Discussions and involvement of participants Comment:		5	4	(3)	2	1
6. Usefulness of materials provided Comment:		5	(4)	3	2	1

7. Is there any additional information that would be helpful to your Complete Streets initiative?

8. What was the most valuable part of the workshop? *Jeff speaking & photo explanation*

9. What next steps should those who participated in this workshop now take?

10. Any additional comments?



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Earl Haugen, Executive Director

Complete Streets Resources Available

Literature Review advanced in preparation of Workshop

Chicago Metropolitan Agency for Planning (2015). Complete Streets: The Basics

<http://www.cmap.illinois.gov/documents/10180/391170/FY15-0082+COMPLETE+STREETS+THE+BASICS.pdf/e9ad3ad8-6786-4082-9cfa-afacfa26b499>

Economic Benefits of Walking and Bicycling:

[https://www.achdidaho.org/Departments/PR/Docs/St.Lukes-Jefferson-vacation-request/Supplement to vacation application/Tab I--Various articles-Cycle Track Design and Safety part-2.pdf](https://www.achdidaho.org/Departments/PR/Docs/St.Lukes-Jefferson-vacation-request/Supplement%20to%20vacation%20application/Tab%20I--Various%20articles-Cycle%20Track%20Design%20and%20Safety%20part-2.pdf)

League of American Bicyclist (2014).

2014 Factsheet Bicycling in North Dakota.

http://www.bikeleague.org/sites/default/files/Summit2014/2014_Factsheet_North_Dakota.pdf

League of Minnesota Cities (2015). Complete Streets: A More Balanced Approach for Cities.

Minnesota Cities. May/June 2015. <http://www.lmc.org/page/1/CompleteStreetsMayJune2015.jsp>

Lynott, Jana et al (2009). Planning Complete Streets for an Aging America. AARP Public Policy Institute.

<http://assets.aarp.org/rgcenter/ppi/liv-com/2009-12-streets.pdf>

Minnesota Complete Streets Coalition: Complete Streets: Moving from Introduction to Local Policy. PowerPoint Presentation

Metropolitan Council LOCAL PLANNING HANDBOOK

<https://metro council.org/Handbook/Files/Resources/Fact-Sheet/TRANSPORTATION/Complete-Streets.aspx>

Minnesota Complete Streets: Supporting safe and accessible roads for everyone Local toolkit

Minnesota Complete Streets Coalition: Supporting Safe and Accessible Roads for Everyone. Local Toolkit.

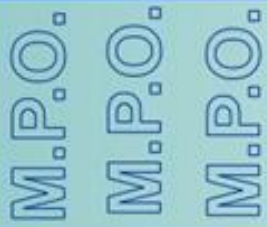
National Academies of Science

Applying Performance Based Practical Design Methods to Complete Streets - A Primer on Employing Performance-Based Practical Design and Transportation Systems Management and Operations to Enhance the Design of Complete Streets

<https://trid.trb.org/view.aspx?id=1440494>

National Complete Streets Coalition.

Complete Street Elements



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<https://www.smartgrowthamerica.org/app/legacy/documents/cs/cs-brochure-features.pdf>

<https://www.smartgrowthamerica.org/app/legacy/documents/cs/policy/cs-policyelements.pdf>

Complete Streets Policy Workbook:

<https://www.smartgrowthamerica.org/app/legacy/documents/cs-local-policy-workbook.pdf>

Complete Streets Implementation: A Resource Appendix

<https://smartgrowthamerica.org/resources/complete-streets-implementation-a-resource-appendix/>

North Dakota Department of Transportation (2015). Local Planning Resource Guide: Linking Land Use and Transportation Planning. North Dakota DOT Planning Asset Management Division.

https://www.dot.nd.gov/divisions/planning/docs/FINAL_CompleteDocument_LocalPlanningResourceGuide_01262015.pdf

North Dakota Action Guide (2014)

https://www.cdc.gov/physicalactivity/downloads/pa_state_indicator_report_2014.pdf

Public Health Law Center (2013). Minnesota's Statewide Complete Streets Law. St. Paul, MN.

<http://www.publichealthlawcenter.org/sites/default/files/resources/MN%20Complete%20Streets%20Policy%20Final%2012%2012%2013.pdf>

Public Health Law Center (2014). Drafting Effective Policies. St. Paul, MN.

<http://www.publichealthlawcenter.org/sites/default/files/resources/Drafting%20Effective%20Policies.pdf>

Scott, Marcia S. et al (2011). Complete Streets in Delaware: A Guide for Local Government. University of Delaware.

<http://www.ipa.udel.edu/publications/CompleteStreetsGuide-web.pdf>

Seskin, Stephanie, et al (2013). Complete Streets Local Policy Workbook. Smart Growth America.

<https://www.smartgrowthamerica.org/app/legacy/documents/cs-local-policy-workbook.pdf>

Smart Growth America (2013). Complete Streets Implementation: A Resource Appendix.

<https://smartgrowthamerica.org/app/legacy/documents/fdot-cs-implementation-plan.pdf>

University of Delaware Institute for Public Policy Administration (2011).

IPA Complete Streets National Best Practices Matrix.

http://www.ipa.udel.edu/healthyDEtoolkit/docs/CS_NatlBestPracticesMatrix.pdf

Complete Streets Guide

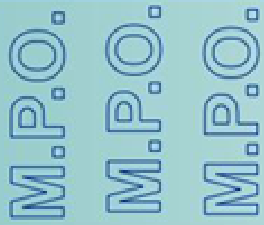
<http://www.ipa.udel.edu/publications/CompleteStreetsGuide-web.pdf>

Complete Communities Literature Inventory Matrix

http://www.completecommunitiesde.org/files/2012/12/Combined_Matrix12_18_12_MSEdit.pdf

City of Edmonton: Winter Cities Design Guidelines (2016)

https://www.edmonton.ca/city_government/documents/PDF/WinterCityDesignGuidelines_draft.pdf



Grand Forks - East Grand Forks Metropolitan Planning Organization

WRITING A SUCCESSFUL COMPLETE STREETS POLICY

Date: April 28-2017

8:30 AM - 2:00 PM ROOM GRAND FORKS COUNCIL CHAMBERS

ATTENDANCE

Mr.	Pete	Haga	phaga@grandforksgov.com	Office of the Mayor, Grand Forks
Mr.	Richard	Duran	richard.duran@dot.gov	Federal Highway Administration
Ms.	Jane	Croeker	ccski@gra.midco.net	Bicycle User's Committee/Resident
Hon.	Ken	Vein	kvein@altru.org	Grand Forks City Councilor
Mr.	Jason	Stordahl	jstordahl@egf.mn	Director, EGF Public Works
Dr.	Margareth	Moore-Jackson	mmicksn@mac.com	Community Resident
				ADA Accessibility Specialist at Options: Interstate Resource Center for Independent Living
Mr.	Corey	Birkholz	corey@myoptions.info	
Mr.	Reid	Huttunen	rhuttunen@egf.mn	Director, EGF Parks & Recreation
Mr.	Bruce	Keifenheim	bkeifenh@crystalsugar.com	Bicycle User's Committee/Resident
Ms.	Stephanie	Erickson	serickson@grandforksgov.com	Planner, City of Grand Forks
Ms.	Ali	Rood	arood@grandforksgov.com	Mobility Manager, Cities Area Transit (CAT)
Mr.	Jairo	Viafara	jairo.viafara@theforksmpo.org	MPO Senior Transportation Planner
Mr.	Earl	Haugen	earl.haugen@theforksmpo.org	MPO Executive Director

Speaker: Mr. Jeffrey R. Reigner (Smart Growth America)

In cooperation with:



CONTACT:

Jairo Viafara, AICP Senior Transportation Planner, Grand Forks-East Grand Forks MPO
Phone: (701) 746-2656 (MWF) Phone: (218) 399-3372 (T TH)

