

Complete Streets and Main Street Highways Task Force Meeting

October 24, 2011, 9:00 – 12:00 PM
WSDOT's Plaza Conference Room
310 Maple Park Ave SE, Olympia, WA 98504

DRAFT Meeting Summary

Attendance

Task Force Members in Attendance:

Leonard Bauer, Washington State Department of Commerce, Growth Management Office
Allyson Brooks, State Department of Archeology and Historic Preservation
Dave Catterson, Association of Washington Cities
Victor Colman, Childhood Obesity Prevention Coalition
Barbara Culp, Bicycle Alliance of Washington
Carrie Dolwick, Transportation Choices Coalition
Austin Hull, State Department of Archeology and Historic Preservation
Doug Levy, Washington Recreation and Parks Association and cities of Everett, Kent, Federal Way, Renton, Puyallup, Redmond
Eve Nelson, Spokane Regional Transportation Council
Paula Reeves, WSDOT Highways and Local Programs
Blake Trask, Bicycle Alliance of Washington
Sophie Stimson, City of Olympia

Others Invited, but Unable to Attend:

Cascade Bicycle Club
City of Shoreline
Childhood Obesity Prevention Coalition
King County Public Health
Feet First
Washington State Transportation Commission

Introduction

WSDOT's Highways and Local Programs (H&LP) representative opened the meeting, thanked the attendees for traveling to the WSDOT Headquarters Building, and asked for any comments on the draft meeting summary from the second meeting on September 19, 2011. The group approved the meeting summary with no changes. Meeting notes and other materials are posted on WSDOT's website:

<http://www.wsdot.wa.gov/LocalPrograms/Planning/MainStreets.htm>

Task Force Discussion on DRAFT Case Studies Piece (produced by University of Washington)

Several Committee members had questions about purpose of the DRAFT Case Studies piece produced by University of Washington. WSDOT's H&LP representative explained that the piece was intended to provide a basic, Washington-centric overview of complete streets for people who may not be familiar with the concept and are not transportation professionals. The Task Force recommended that WSDOT provide a short executive summary type document along with this longer piece.

There was some discussion about the cross-section of a complete street developed by AWC. Several Task Force members expressed concerns about including a total dollar figure (\$15.7 Million) for a mile of complete street. They pointed out that most often communities phase or add these various elements (i.e., lighting, landscaping, stormwater) overtime. The group discussed and proposed language to be included with the graphic cross-section that would help clarify this.

The Transportation Choices Coalition representative recommended including “community outreach” in the table of contents of this document because it wasn’t clear that it had been included or where to find it if it had been included.

Task Force Discussion on DRAFT Report

Several Task Force members expressed concerns that the title of the report and contents didn’t adequately explain the relationship between Complete Streets and main streets. Bicycle Alliance of Washington representatives recommended a substitute title for the report, “Complete Streets Including Main Street Highways”, to be clear that Complete Streets includes more than portions of state highway. The Task Force members had some discussion and debate about the different terms including: urban, complete streets, Department of Archeology and Historic Preservation’s Main Streets, main streets (as in community center), and WSDOT’s Main Street Highways as discussed in the 2008 research project. The Task Force agreed that some definition and clarification of terms was needed and the DRAFT report should be edited to include this. Several Task Force members offered to send specific language and edits as follow up to this discussion.

The Task Force representative from Childhood Obesity Prevention Coalition suggested that a bulleted list of the Task Force recommendations be included in the report. The Director of the Department of Archeology and Historic Preservation recommended that the list be titled to make it clear that these recommendations would require amendments to the law (RCW 47.04.257, Complete Streets Bill). There was some discussion about specific recommendations that resulted in the following list to be included in the report:

- **Project Selection:** In order to align the grant program with construction seasons and manage re-appropriation requests, the Secretary of Transportation will approve the grant project list.
- **Grant Terms:** Grant recipients must begin construction within three years of notice of receipt of grant funding.
- **Eligibility:** Eligibility should not be limited to incorporated cities and towns, but instead determined by selection criteria like those identified in this report.

Project Evaluation Criteria

The Task Force continued the discussion from the past two meetings about requiring Complete Street ordinances. The WSDOT H&LP representative stated concerns about requiring applicants to adopt a Complete Streets ordinance before project completion and explained that it would be difficult for WSDOT to police this. The Director of the Growth Management Services Office at Department of Commerce recommended that, in order to receive funding, applicants would be required to have a Complete Streets ordinance or demonstrated equivalent in place, consistent with the Complete Streets Bill. The Director of the Department of Archeology and Historic Preservation supported this recommendation and said this was consistent with the Heritage Capital Grants administered by her agency. The representative from Spokane Regional Transportation Council also supported this recommendation and asked whether or not resolutions would also be accepted as a demonstrated equivalent to a Complete Streets ordinance. There was some discussion on this point and the Task Force agreed that Complete Streets ordinances, resolutions and/or demonstrated equivalent as defined in the DRAFT report would be accepted.

Task Force Discussion on Section 4 of RCW 47.04.257, Complete Streets Bill

The representative from the Bicycle Alliance of Washington recommended that all references to legislation within the report be clarified by adding the specific RCW and section.

Several Task Force members questioned how WSDOT was going to meet the requirements of Section 4 of the Complete Streets Bill which states:

*“NEW SECTION. **Sec. 4.** A new section is added to chapter 47.04 RCW to read as follows:*

When constructing, reconstructing, or making major improvements to streets described in RCW 47.24.010, the department must, for street projects initially planned or scoped after July 1, 2011:

(1) Consult with local jurisdictions in the design and planning phases. Consultation with local jurisdictions must include public outreach and meetings with interested stakeholders in the pre-design phase for the purpose of clarifying community goals and priorities through community design exercises prior to developing any designs or visualizations; and

(2) Consider the needs of all users by applying context sensitive design solutions consistent with peer-reviewed, context sensitive solutions guides, reports, and publications, consistent with the purposes of this section.”

The Task Force had some discussion about this requirement. The Association of Washington Cities representative informed the Task Force that AWC and WSDOT were working to update the Jurisdiction Agreement defining jurisdiction control when city streets also serve as state highways. He thought this update effort could help to clarify roles and responsibilities. The Task Force agreed that another Committee recommendation should be included in the DRAFT report as follows:

- **Guidance:** With advisement from a committee of stakeholders, WSDOT will produce a guidance document detailing how the Department will consult with local agencies in compliance with Section 4 of RCW 47.04.257, the Complete Streets Bill.

Task Force Discussion of the DRAFT Grant Application Form

Several Task Force members had questions about consideration of readiness to proceed in the scoring of the grant applications. They recommended clarification of the “Implementation” question on Page 4 of the DRAFT application form. They agreed that readiness to proceed or project development status was an important consideration and reinforced their desire to include a specific recommendation in the DRAFT report related to the Secretary of Transportation’s approval of a project list in order to align with construction seasons.

The City of Olympia representative highlighted the importance of capturing the degree of need in the DRAFT application form and being able to demonstrate the connection between needs and proposed solutions. There was some discussion on this point and the Task Force agreed that the Project Development section of the application would gather this information, but it would be up to the grant review committee to score it.

Closing Comments – Next Meeting

WSDOT H&LP representative thanked Task Force members for attending and their valuable input in developing this report. She asked them to send written comments back to WSDOT by **November 7, 2011** to be compiled in a final draft. Additional information will be sent out via email soon. Meeting notes and other information will be posted on WSDOT’s website:

<http://www.wsdot.wa.gov/LocalPrograms/Planning/MainStreets.htm>