

ACT 170 - 2013

TO: BOARD OF LEGISLATORS
COUNTY OF WESTCHESTER

Your Committee recommends passage of an Act adopting a Complete Streets Policy to promote the construction of multiple use roadways.

Your Committee is aware that bicycling, walking and the use of public transportation have become common alternatives to the use of private motor vehicles in the County of Westchester. Your Committee is further aware that these alternatives modes of transportation are beneficial in that they promote physical fitness and reduce the emission of greenhouse gasses. If adopted, the attached Act would make it the policy of the County of Westchester in constructing and renovating any County roadway to consider the feasibility of including features that would promote its use by and enhance the safety of pedestrians, bicyclists, the users of public transportation, school bus riders, motorists, movers of commercial goods, persons with disabilities, senior citizens and emergency service providers.

Westchester County also seeks cooperation with its municipal partners in the implementation of these "Complete Streets" policies in any joint project with the County. The County shall provide technical and other assistance in the implementation process wherever feasible.

As you know, this Honorable Board must comply with the requirements of the State Environmental Quality Review Act ("SEQRA") and its implementing regulations. See Title 6, Part 617 of the New York Codes, Rules and Regulations ("NYCRR"). Your Committee is informed by the Department of Planning that the adoption of a Complete Streets Policy is considered a Type II action that does not require further environmental review. Your Committee concurs with this conclusion.

Your Committee, after careful consideration, recommends adoption of this Act.

Dated: *Sept 24*, 2013
White Plains, New York

Attest:
[Signature]
William J. Ryan
Alfred Williams
Margaret Sprue
Raymond M. M...

COMMITTEE ON

A/TGG - 9/23/13

GOVERNMENT OPERATIONS

A/TGG - 10/2/13

ACT NO. 170 -2013

AN ACT of the Westchester County
Board of Legislators adopting a
Complete Streets Policy to promote
the construction of multiple use
roadways.

BE IT ENACTED by the Board of Legislators of the County of Westchester as
follows:

Section 1. It shall be the policy of the County of Westchester in constructing and renovating any County roadway to consider the feasibility of including features that would promote its use by and enhance the safety of pedestrians, bicyclists, the users of public transportation, school bus riders, motorists, movers of commercial goods, persons with disabilities, senior citizens and emergency service providers.

§2. This Act shall take effect immediately.

FISCAL IMPACT STATEMENT

SUBJECT: Complete Streets ACT

☒ NO FISCAL IMPACT PROJECTED

OPERATING BUDGET IMPACT

(To be completed by operating department and reviewed by Budget Department)

A) ☒ GENERAL FUND ☐ AIRPORT ☐ SPECIAL REVENUE FUND (Districts)

B) EXPENSES AND REVENUES

Total Current Year Cost \$ _____

Total Current Year Revenue \$ _____

Source of Funds (check one): ☐ Current Appropriations

☐ Transfer of Existing Appropriations ☐ Additional Appropriations ☐ Other (explain)

Identify Accounts: _____

Potential Related Operating Budget Expenses: Annual Amount \$ _____

Describe: _____

Potential Related Revenues: Annual Amount \$ _____

Describe: _____

Anticipated Savings to County and/or Impact on Department Operations:

Current Year: _____

Next Four years: _____

Prepared by: Carl Maniscalco

Reviewed By: [Signature]

Title: Associate Budget Director

Budget Director

Department: Budget

If you need more space, please attach additional sheets.

TO: Thomas Gardiner
Senior Assistant County Attorney

FROM: Edward Burroughs, AICP
Commissioner



DATE: October 2, 2013

SUBJECT: **SEQR DOCUMENTATION FOR COMPLETE STREETS POLICY**

In response to your request, made on behalf of the Board of Legislators, the Planning Department has reviewed the above referenced action with respect to the State Environmental Quality Review Act and its implementing regulations, 6NYCRR Part 617 (SEQR).

The action involves an act of the Board of Legislators that would make it a policy of the County of Westchester when constructing or renovating any County roadway to consider features that promote its use by and enhance the safety of pedestrians, bicyclists, users of public transportation, school bus riders, motorists, movers of commercial goods, persons with disabilities, senior citizens and emergency service providers.

While the proposed act sets forth a development-related policy, it calls for the consideration of various features but does not commit to a specific course of action; each roadway project will be reviewed in accordance with SEQR as the projects are defined. As such, the proposed act may be classified as a Type II action, pursuant to sections 617.5(c)(21), "conducting concurrent environmental, engineering, economic, feasibility and other studies and preliminary planning and budgetary processes necessary to the formulation of a proposal for action, provided those activities do not commit the agency to commence, engage in or approve such action," and 617.5(c)(27), "adoption of regulations, policies, procedures and local legislative decisions in connection with any action on this list." Therefore, no further environmental review is required for the proposed act.

Please contact my office if you need any additional information regarding this classification.

EEB/cnm

cc: Robert Meehan, County Attorney
Katherine Delgado, Deputy Chief of Staff
Joseph Kenner, Assistant to the County Executive
Tara Bernard, Committee Coordinator
David S. Kvinge, Director of Environmental Planning

STATE OF NEW YORK)
) ss.
WESTCHESTER COUNTY)

I HEREBY CERTIFY that I have compared the foregoing Act, Act No. 170 - 2013, with the original on file in my office, and that the same is a correct transcript therefrom, and of the whole, of the said original Act, which was duly adopted by the County Board of Legislators, of the County of Westchester on October 7, 2013, and approved by the County Executive on October 17, 2013.

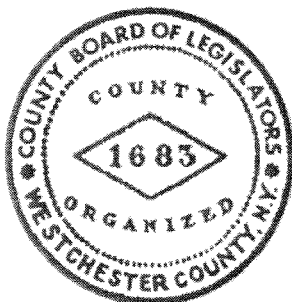
IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Corporate Seal of said County Board of Legislators on this 28th day of October, 2013.



Tina Seckerson

The Clerk of the Westchester County
Board of Legislators

County of Westchester, New York



WESTCHESTER COUNTY COMPLETE STREETS IMPLEMENTATION PLAN

Policy

Complete Streets are streets designed and operated to enable safe use and support mobility for all users. Those include people of all ages and abilities, regardless of whether they are travelling as drivers, pedestrians, bicyclists, or public transportation riders. (U.S. Department of Transportation)

It is the policy of Westchester County to develop and maintain a safe, accessible, and equitable transportation network for people of all ages and abilities that facilitates effective use of all modes of transportation including driving, walking, bicycling, and public transportation.

Applicability

This policy shall apply to the planning, designing, construction, operation, maintenance, and rehabilitation of all transportation related elements of projects involving County property or County funding, including streets, bridges, sidewalks, trails, and pathways.

The successful implementation of this policy requires ongoing collaboration between the Department of Public Works and Transportation, Department of Planning, Department of Health, and other related County departments as well as and close communication with New York State, municipalities, school districts, and effected residents.

Design Process and Standards

All physical projects undertaken or funded by the County shall be evaluated for adherence to this policy and incorporation of appropriate design standards, following the attached checklists. Projects will be evaluated for opportunities to incorporate complete streets objectives and design principles. If complete streets objectives and design principles cannot be incorporated into the project, the reasons why shall be documented by the sponsoring department.

Projects will be designed to achieve the following design principles and objectives.

- a. Provide transportation options people of all ages, physical abilities, and income levels.
- b. Serve the adjacent and destination land uses by enhancing transportation alternatives.
- c. Enhance the safety and security of streets for those who use them, particularly pedestrians and cyclists.
- d. Promote connectedness between existing pedestrian and bicycle networks.
- e. Maximize infiltration of stormwater runoff and the enhancement of the streetscape through the use of porous paving materials and green infrastructure techniques.

The following resources can be used in developing design details and best management practices for Complete Streets

- a. American Association of State Highway Officials (AASHTO) Guide for the Planning, Design, and Operation of Pedestrian Facilities
- b. Americans with Disabilities Act (ADA) Accessibility Guidelines

- c. Institute of Transportation Engineers (ITE) Traffic Calming Measures and Walkable Urban Thoroughfares
- d. Manual on Uniform Traffic Control Devices (MUTCD)
- e. National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide
- f. New York State Department of Transportation (NYDOT) Complete Streets Standards
- g. Public Right-of-Way Accessibility Guidelines (PROWAG)

The County will also implement this policy in a manner that is sensitive to the scenic, historical, and environmental integrity of the community in which it is situated.

Performance Measures

The County, coordinated by the Department of Public Works and Transportation, shall develop performance measures to track the progress of this policy's implementation. Such measures will be incorporated into relevant plans, manuals, policies, processes, and programs. These measures include, but are not limited to:

- a) Total miles of on-street bicycle facilities on County owned and operated roads
- b) Total miles of County roadways with shoulder widths of four (4) feet or more
- c) Number of Bee-Line Bus stop shelters
- d) Number of Bee-Line Bus stop shelters accessible via sidewalks and curb ramps

The Commissioner of Public Works and Transportation shall submit a report annually documenting compliance with this policy and describing any issues or opportunities for improvement.

Westchester County Complete Streets Checklist

Westchester County Complete Streets Policy

As per Act No. 170 of 2013 it shall be the policy of the County of Westchester in constructing and renovating any County roadway to consider the feasibility of including features that would promote its use by and enhance the safety of pedestrians, bicyclists, the users of public transportation, school bus riders, motorists, movers of commercial goods, persons with disabilities, and emergency service providers.

This checklist is intended to assist the County in implementing its standards for local infrastructure. It shall be completed for all projects involving County roads and property, as well as public and private projects over which the County Department of Public Works & Transportation has permitting authority. The checklist shall be completed either by the County's project manager or the project applicant and submitted to the Commissioner of Public Works and Transportation.

Project Name _____

Date: _____

Project Location/Limits: _____

Tax Parcel Lot #: _____

Project Description: _____

Street Classification (street/streets within the project area, or County access road)

Urban Principal Arterial ☐

Urban Major Collector ☐

Urban Local Road ☐

Urban Minor Arterial ☐

Urban Minor Collector ☐

Annual Average Daily Traffic: _____

Posted Speed Limit: _____

85th Percentile Speed: _____

% Heavy Vehicles (classes F4-F13): _____

5-yr total pedestrian crashes: _____

5-yr total bicycle crashes: _____

Pedestrian count (if available): _____

Bicycle count (if available): _____

Instructions: For each box checked, please briefly describe how the item is addressed, not addressed, or not applicable and include supporting documentation.

Refer to best practice design standards as needed, including from the American Association of State Highway Officials (AASHTO), the Manual on Uniform Traffic Control Devices (MUTCD), the New York State Department of Transportation (NYSDOT), the Institute of Transportation Engineers (ITE), the National Association of City Transportation Officials (NACTO), the Americans with Disabilities Act (ADA), and the US Access Board's Public Right-of-Way Accessibility Guidelines (PROWAG). Cite the standard(s) used on the design plans.

EXISTING CONDITIONS				
Item to Be Addressed/Considered	YES	NO	N/A	Required Description
Existing Pedestrian & Bicycling Facilities				
Do walking or bicycling facilities exist within 300 feet of the project area? (see page 3 for examples)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is there bicycle parking within 300 feet of the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is there evidence of informal pathways, such as worn areas of turf?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Existing Roadway Facilities				
Are road shoulder widths adequate for walking and bicycling? If not, please specify travel lane and road shoulder widths.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are road shoulder surfaces in good condition for walking and bicycling? If not, please specify	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is on-street parking present on the road?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Existing Transit Facilities				
Is the project area on a transit route? (Bee-Line Bus Para-Transit, Metro-North, or other)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there bus stops or train stations within a quarter-mile of the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Existing Access and Mobility/ADA				
Do all sidewalks, ramps, signals, and other facilities within the project area meet ADA standards?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Existing Pedestrian & Bicycling Issues				
Have local leaders, residents, or organizations been contacted to discuss issues related to walking, bicycling, or transit?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Existing Safety Issues				
Has the local law enforcement agency (County Department of Public Safety and local police) and/or road owner been contacted to discuss any safety issues in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Key Destinations				
Are there shopping, employment centers, cultural centers, historic sites, landmarks, recreation areas, or other key destinations that could be connected to the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there schools, hospitals, senior centers, community centers or centers for persons with disabilities within a half-mile of the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Planned Facilities				
Is there a planned walking, bicycling, or transit facility within 300 feet of the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Attach a map of the project area and surrounding context, including existing & planned facilities and destinations if possible

PROPOSED DESIGN

Complete Streets Elements: What Will be Included in the Proposed Design?

Bicycling Facilities:

Off-roadway path/trail	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Dedicated on-street bike lane	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Shared-lane markings	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Paved Shoulders (4 feet minimum; 5+ feet preferred)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Bike detection at actuated traffic signals, including at turn lanes	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Signals with adequate minimum green time for bicyclists to cross the intersection	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Bicycle-safe inlet grates	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Bicycle parking (racks, lockers)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Transit Facilities:

Transit vehicle access into site	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Bus pull-offs or curb extensions	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Access and Mobility/ADA Facilities:

ADA-compliant sidewalk/path	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Accessible pedestrian traffic signals (push-buttons with audible tones)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Curb ramps with detectable warning surface	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
ADA-compliant slopes and cross-slopes for driveway ramps, sidewalks, & crossings	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Access management: reduce conflict points between pedestrians, bicyclists, and vehicles	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Freight & Emergency Vehicles:

Loading/unloading zones	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Emergency vehicle access	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Pedestrian Facilities

Sidewalks (preferred on both sides of the street) or path	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Paved Shoulders (4 feet minimum; 5+ feet preferred)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
High-visibility crosswalks	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Curb extensions to reduce crossing distance	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Pedestrian traffic signals with adequate crossing time	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Signal timing: protected left turn phases, leading pedestrian interval, no right turn on red, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Raised median with refuge islands (especially on roads with 2 or more lanes in each direction)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Traffic calming elements, lighting & signage, especially at uncontrolled crossings	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Connectivity:

Connections to bicycling, walking, or transit facilities	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Connections to key destinations (see page 2)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Streetscape Elements:

Landscaping, street trees, planters, buffer strips, etc.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Pedestrian-scale lighting	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Public seating or benches	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Wayfinding signage for walking, bicycling, & transit	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Appropriate surfaces and materials	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Responsible Agencies:

Construction-period pedestrian/bicycle access:	
Ongoing facility maintenance:	
Law Enforcement:	
Road Owner:	

PROPOSED DESIGN

Complete Streets Elements: What Will be Included in the Proposed Design?

Will the proposed project remove an existing walking or bicycling facility or hinder pedestrian or bicycle access?

☐ Yes, Temporary ☐ Yes, Permanent ☐ No

If yes, describe why this is necessary and how access will be provided.

PROPOSED DESIGN

Diminished Access

Will the proposed project remove an existing walking or bicycling facility or hinder pedestrian or bicycle access?

Yes, Temporary Yes, Permanent No

If yes, describe why this is necessary and how access will be provided.

Reviewer Notes:

Prepared by: _____

Title: _____ Date: _____

Email: _____ Phone: _____

DPW Reviewer: _____

Title: _____ Date: _____

Email: _____ Phone: _____

DPWT Approval: _____

Planning Dept Consulted:

Others Consulted:

Exception Requested: Yes No **Exception Granted:** Yes No

Justification Attached: Yes No

(Exception required only if checklist is not to be completed; otherwise not required)