

**CITY OF ST. PETERSBURG ADMINISTRATIVE POLICY**

#020400

**SUBJECT: Complete Streets****APPROVAL: Rick Kriseman, Mayor****EFFECTIVE DATE: 11/2/2015****REPLACES POLICY DATED: N/A****Synopsis:**

As the City of St. Petersburg grows, the roadways must evolve to continue meeting the civic goals of safety, equity, public health, quality of life, access to jobs and economic development. In particular, the City desires to be a premier destination for accessibility that includes walking and bicycling. To that end, Complete Streets are planned, designed, operated, and maintained so that people of all ages and physical and economic abilities can safely and comfortably move around the city street network. A Complete Street provides the right accommodation for the land use context and is therefore not a mandate to provide exclusive facilities for each mode on every street. Establishing Complete Streets will enable the City of St. Petersburg to further achieve its status as a city of opportunity where the sun shines on all who come to live, work and play.

Complete Streets policies are being adopted in communities across the nation at all levels of government, including the Florida Department of Transportation which adopted a Complete Streets policy in September 2014. At the Federal level, the Safe Streets Act (S. 2004/H.R. 2468), introduced in 2015, requires states and Metropolitan Planning Organizations to adopt inclusive transportation policies for future projects within two years. By adopting a Complete Streets policy at this time, the City of St. Petersburg will join with the other communities who are leading the development of transportation systems that are not only inclusive but are also more environmentally sustainable, promote economic development, and ultimately provide for a healthier city. Principles supported by Complete Streets, including compact development in established town and city centers, transit connecting homes and jobs, and neighborhoods and streets that make walking and bicycling safe, convenient, and enjoyable are proven smart growth measures that are known to increase property tax revenues and support reduced costs for providing public services.

This policy outlines the approach and steps the City Administration will pursue to achieve a network of Complete Streets in St. Petersburg. In addition to the policy directives, City staff is directed to create a Complete Streets Implementation Plan as described herein. The Implementation Plan will include an update of the 2003 Bicycle and Pedestrian Master Plan as an essential piece of a comprehensive, integrated, and connected network of facilities that fit the land use context.

**Policy:**

1. In addition to the customary accommodation of motorists and commercial traffic, facilities for pedestrians, bicyclists and transit riders will be established as core elements in the planning and design of all roadway and bridge projects, including privately constructed roadways.

2. The City will seek to attain the desired roadway character and performance that would achieve the community's goals for each corridor's land use context. Motor Vehicle Level of Service is one metric used to evaluate the performance of a particular roadway intersection or corridor for one group of users. To achieve the desired character and performance, additional quantitative and qualitative metrics including safety, comfort for all roadway users, and establishing neighborhood character conducive to economic development will factor into future roadway design decisions.

The most appropriate context-sensitive roadway design standards will be considered while recognizing the need for flexibility in balancing the needs of the users as well as adjacent land uses.

3. City staff will create a Complete Streets Implementation Plan to guide the development of future roadway facilities for all modes of travel, with an emphasis on identifying roadway modifications and improvements needed to facilitate non-motorized travel. However, contextually appropriate bicycle and pedestrian accommodation will be considered for all roadways whether the specific improvements are outlined in the Complete Streets Implementation Plan or not.
4. The City will draw upon all appropriate sources of funding including but not limited to City, County, State and Federal sources to implement the Complete Streets program.
5. City departments will incorporate the corresponding elements of these Complete Streets principles into their work plans.

#### **Procedure:**

The appropriate City staff in all Administrations, led by the Transportation and Parking Management Department, will develop guidelines and an implementation plan for the City of St. Petersburg's Complete Streets program for approval by the City Administrator. These guidelines and the Complete Streets Implementation Plan will be developed collaboratively with all appropriate City Departments and through an extensive program of public involvement. All new processes, guidelines, designations, metrics, and specific facility recommendations will be outlined in the Plan. The Complete Streets program and implementation plan will include the following components:

1. Complete Streets Implementation Plan – The City Administrator will direct the Transportation and Parking Management Department, as well as other appropriate departments, to update the City's 2003 Bicycle Pedestrian Master Plan to include an assessment of the current roadway and trail networks and develop recommendations that reflect a Complete Streets approach to the transportation system. The resulting plan will document existing conditions and barriers, establish a network of bicycle routes, identify needed facilities to make walking and bicycling safe and comfortable choices, prioritize the identified improvements and connections to complete the network, and establish a Complete Streets checklist to be used in the planning, design, and construction phases of all roadway development and redevelopment projects.

The Complete Streets Implementation Plan will define and apply a Complete Streets functional classification overlay for principal arterials, minor arterials, collectors and neighborhood collectors. The functional overlay will include such elements as the appropriate mix of facilities and design speeds to meet the given or desired land use character for each corridor.

2. Design Standards & Training - The appropriate City staff from the City Development Administration and Public Works Administration will review current design standards, including any subdivision and land development regulations that apply to new roadway construction, to ensure that they reflect the most appropriate context-sensitive design guidelines to achieve Complete Streets. The design references to be reviewed and considered for endorsement include but are not limited to publications from the American Association of State Highway and Transportation Officials (AASHTO), National Association of City Transportation Officials (NACTO), Institute of Transportation Engineers (ITE), Congress of New Urbanism (CNU), Federal Highway Administration (FHWA), and Florida Department of Transportation (FDOT).

The Administration and all appropriate Departments will encourage and support staff professional development and training on Complete Streets design and implementation best practices through attending conferences, classes, seminars, and workshops.

3. Management & Coordination - The City Administrator will promote project coordination among city administrations and departments with an interest in the activities that occur within the public right-of-way in order to better use fiscal resources and achieve the goals of this Policy. The Transportation and Parking Management Department is directed to lead the Complete Streets program. The following Administrations are key stakeholders in implementing Complete Streets: City Development, Public Works, Leisure Services, and Neighborhood Affairs.

The City will work with partner agencies and utilities that perform work within the public right-of-way to be sure that their efforts are in keeping with the Complete Streets policy. The City Administrator is directed to work with partner agencies and jurisdictions to ensure that multimodal connections can be made across jurisdictional boundaries.

The Mayor's Bicycle and Pedestrian Advisory Committee (BPAC) was established as a part of the adoption of the CityTrails Bicycle Pedestrian Master Plan in 2003 to provide an outlet for citizens to both learn about and provide feedback on bicycle and pedestrian planning efforts being undertaken by the City as a part of the CityTrails plan implementation. The BPAC's contributions and dedication to the cause have made great strides to advance ideas and progress for pedestrians and bicyclists. In accordance with this policy, and to assure City staff is aware of the committee concerns, a new regular committee, the Complete Streets Committee, will be established as a resource and collaborative partner for the Mayor and other City elected officials, municipal staff,

and partner agencies to effectively implement Complete Streets in St. Petersburg. This committee should also include representation from partner agencies.

The Complete Streets Committee will be chaired by staff from the Transportation and Parking Management Department, and be comprised of not more than 20 voting representatives from City departments and suggested community groups including, but not limited to:

- a. City Departments
  - i. Transportation and Parking Management – Chair, non-voting
  - ii. Transportation and Parking Management
  - iii. Planning and Economic Development
  - iv. Engineering and Capital Improvements
  - v. Office of Sustainability
  - vi. Stormwater, Pavement and Traffic Operations
  - vii. Neighborhood Affairs
  - viii. Parks and Recreation
  - ix. Urban Affairs
  - x. Police
  - xi. Fire Rescue
- b. Partner Organizations (5 members)
  - i. St. Petersburg Area Chamber of Commerce
  - ii. Council Of Neighborhood Association (CONA)
  - iii. American Association of Retired Persons (AARP)
  - iv. Pinellas County Metropolitan Planning Organization/Pinellas Planning Council (MPO/PPC)
  - v. Florida Department of Health – Pinellas County
- c. Citizen Perspectives (5 members)
  - i. Local bicycle and pedestrian advocacy group
  - ii. Committee to Advocate for Persons with Impairments (CAPI) Citizen Representative
  - iii. St. Petersburg Sustainability Council
  - iv. Citizen-At-Large - #1
  - v. Citizen-At-Large - #2

The Complete Streets Implementation Plan will be developed collaboratively with the guidance of the Complete Streets Committee and an extensive program of public involvement. New processes, guidelines, designations, metrics, and specific facility recommendations will be outlined in the Plan. The Committee will also serve as the body to review and recommend approval of any variances from the Plan's provisions.

4. Funding – The City Budget and Management Department, with assistance from all applicable City departments, will identify all current and potential future sources of funding at the local, state, and federal levels for street improvements and recommend improvements to the project selection criteria to support Complete Streets projects. The funding partners to be consulted may include but are not limited to the Florida

Department of Health (FDOH) - Pinellas County, the Pinellas Suncoast Transit Authority (PSTA), Pinellas County, the Florida Department of Transportation, and TBARTA.

5. Outreach – The City will prepare outreach materials for key community stakeholders which explain the requirements and standards associated with the implementation of the Complete Streets policy. Materials to be developed include but are not limited to website content, maps and route information, public education covering newly implemented facilities, information sheets for developers and business owners, and other topical issues.

Additionally, the Transportation and Parking Management Department will host a quarterly forum that is open to the public, with a specific invitation to the existing BPAC members, in order to continue to garner feedback from the citizenry about their transportation concerns and to provide information on the City's transportation planning efforts.

6. Reporting and Evaluation - An annual report will be made to the City Council by the Transportation and Parking Management Department showing progress made in implementing this policy. The report will include accomplishments from each participating department, indicators measuring the impact of the Complete Streets Program, current barriers to implementation, and the work plan for the following year.

The Complete Streets Implementation Plan will be updated four fiscal years after adoption to document accomplishments and recalibrate priorities.

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**Contact:** Transportation and Parking Management Director