

## AGENDA BRIEFING

**DATE:** March 18, 2015

**TO:** Mayor John Ostenburg  
Board of Trustees

**FROM:** Thomas K. Mick,  
Village Manager

**RE:** A RESOLUTION ADOPTING THE VILLAGE OF PARK FOREST  
COMPLETE STREETS POLICY

### BACKGROUND/DISCUSSION:

The Complete Streets movement aims to develop integrated, connected networks of streets that are safe and accessible for all people, regardless of age, ability, or chosen mode of travel. Complete Streets make active transportation such as walking and bicycling convenient, and provide increased access to employment centers, commerce, and educational institutions; all while allowing greater choice in transportation options.

The term Complete Streets means much more than the physical changes to a community's streets. Complete Streets means changing transportation planning, design, maintenance, and funding decisions. A Complete Streets policy ensures that, from the start, projects are planned and designed to meet the needs of every community member, regardless of their age, ability, or how they travel. Doing so allows a community to save money, accommodate more people, and create an environment where every resident can travel safely and conveniently.

The National Complete Streets Coalition, a program of Smart Growth America, seeks to fundamentally transform the look, feel and function of the roads and streets across all communities, by changing the way most roads are planned, designed and constructed. Complete Streets policies direct transportation planners and engineers to consistently design with all users in mind.

In recent years, the Village's Elected Board has championed the principles of sustainability. The 2012 Park Forest Sustainability Plan contains an entire chapter dedicated to Transportation and Mobility. Of particular note, goals are specifically noted at decreasing the vehicle miles traveled per household in Park Forest and for Park Forest to become more friendly to bicyclists and pedestrians.

Building on the Sustainability Plan, a Bicycle and Pedestrian Plan was constructed over the course of a year and was officially adopted in December 2014. The goals of Bicycle and Pedestrian Plan are to identify actions that the Village can take to improve and enhance active transportation networks, creating safe and enjoyable bicycle and pedestrian routes while encouraging a transportation network which serves the needs of all Park Forest residents with safe travel connections to neighborhoods, regional bikeways, recreational amenities and activity areas.

One of the key recommendations from the Park Forest Bicycle & Pedestrian Plan is to develop a Complete Streets Policy. A resolution is attached which establishes a Complete Streets Policy for the Village of Park Forest. The policy was developed by a team of Village Staff including

representatives from Economic Development and Planning, Public Works, and Recreation and Parks.

**SCHEDULE FOR CONSIDERATION:**

This matter will be on the agendas of the March 23<sup>rd</sup> Rules and Regular Board Meetings for Board consideration and approval.

**A RESOLUTION ADOPTING THE VILLAGE OF PARK FOREST  
COMPLETE STREETS POLICY**

**WHEREAS**, Park Forest has a history of creating long-range planning documents that have been used successfully to help guide growth and redevelopment; and

**WHEREAS**, in 2012, the Village Board adopted “Growing Green,” a community-wide Sustainability Plan, which called for improvement of the bicycle and pedestrian environment, among other recommendations; and

**WHEREAS**, in December 2014, the Village Board adopted the Park Forest Bicycle and Pedestrian Plan, which calls for, among other things, the adoption of a Complete Streets policy; and

**WHEREAS**, Complete Streets are designed to improve mobility, access, and connectivity for persons traveling by all modes, encourage healthy lifestyles, increase safety for all users, enhance neighborhoods, businesses, and institutions, and advance the quality of life for all Park Forest citizens and visitors; and

**WHEREAS**, developing Complete Streets is a priority on all corridors and routes. Transportation and development projects shall be treated as an opportunity to offer improvements in access and connectivity by all modes of travel to Park Forest’s services, businesses, neighborhoods, schools, parks, trails, and adjacent communities; and

**WHEREAS**, Park Forest is a key connection point for the Old Plank Road Trail, a regional multi-use trail that encourages local development, promotes healthy lifestyles and brings many visitors to our community on foot and by bicycle; and

**WHEREAS**, streets are a key public space, shape the experience of residents of and visitors to the Village of Park Forest, directly affect public health and welfare, and provide the framework for current and future development.

**BE IT RESOLVED** by the Mayor and Village Board of Trustees of the Village of Park Forest, Cook and Will Counties as follows:

**Section 1: Complete Streets Policy**

**Vision**

This Complete Streets Policy shall direct the Village of Park Forest to develop and provide a safe and accessible, well-connected and visually attractive surface transportation network, that balances the needs of all users, including: motorists, pedestrians, bicyclists, public transportation riders and drivers, emergency vehicles, freight carriers, agricultural vehicles and land uses and promote a more livable community for people of all ages and abilities, including children, youth, families, older adults and individuals with disabilities.

**Purpose**

This policy is intended to ensure that all planning, scoping, programming, design, right-of-way acquisition, construction, construction engineering, reconstruction, operation and maintenance activities produce safe and accessible surface transportation network improvements that allow all users of the public right of way to safely and conveniently reach their destination regardless of their chosen mode of transportation. This policy is also intended to encourage walking and biking, producing the health benefits that result from these types of activities, help reduce the demand for fossil fuels, ease traffic congestion, reduce wear on roadways, improve air quality and make streets and public and private spaces more attractive for businesses and customers and increase economic activity.

## **Definitions**

For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

***Complete Street*** – a street that is designed and operated to enable safe access for all Users, so that pedestrians, bicyclists, motorists and public transportation users of all ages and abilities are able to safely and conveniently move upon, along and across a street.

***Complete Street Infrastructure*** – design features that contribute to a safe, convenient, or comfortable travel experience for Users, including but not limited to features such as: sidewalks; shared use paths; bicycle lanes; automobile lanes; paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; transit priority signal; traffic calming devices such as rotary circles, traffic bumps, and surface treatments such as paving blocks, textured asphalt and concrete; narrow vehicle lanes; raised medians; and dedicated transit lanes.

***Street*** – any right-of-way, public or private, including arterials, connectors, alleys, ways, lanes and roadways by any other designation, as well as bridges, tunnels and any other portions of the transportation network.

***Project*** – the construction, reconstruction, retrofit, maintenance, alteration, repair of any Street or Public Way, and includes the planning, design, approval, and implementation processes. Project does not include minor routine upkeep such as cleaning, sweeping, mowing, spot repair, or interim measures on detour routes.

***Users*** – individuals that use Streets, including motorists, pedestrians, bicyclists, public transportation riders and drivers, emergency vehicles, freight carriers agricultural vehicles and people of all ages and abilities, including children, youth, families, older adults and individuals with disabilities.

***Public Way*** – any transportation improvement accessible by the public; including but not limited to parks and public lands.

## **Planning**

The Village will incorporate Complete Streets principles into the Village's Comprehensive Plan, area plans, transportation plans, the Unified Development Ordinance, standards and specifications, documents and other plans, manuals, rules, regulations and programs as appropriate.

## **Projects and Phases**

The Village of Park Forest shall approach every transportation and transportation-related improvement and project phase as an opportunity to create safer, more accessible streets for all users. These phases include, but are not limited to: planning, scoping, programming, design, right-of-way acquisition, construction, construction engineering, reconstruction, operation and maintenance.

Other changes to transportation facilities on streets and rights-of-way, including capital improvements and major maintenance (resurfacing & reconstruction) must also be included. Complete Streets principles will be applied on all new Village projects, privately funded development and incrementally on existing streets through a series of small improvements and activities over time.

Maximum financial flexibility is important to implement Complete Streets principles. All sources of transportation funding, public and private, should be drawn upon to implement Complete Streets within the Village of Park Forest

It is understood that maintenance activities do not necessarily trigger requirements for major street improvements and should not be expected to do so. However, maintenance activities do present some opportunities that can improve the environment for other roadway users.

## **Exceptions**

Any exception to this policy must be approved by Village Staff and be documented to indicate the basis for the decision. Such documentation shall be publicly available. Additional review by the Village Board of Trustees will be done if necessary. Exceptions for private projects must be considered by the Plan Commission and the Board of Trustees. The following are exceptions that may be considered:

- An affected roadway prohibits by law the use by pedestrians and bicyclists (such as state & federal limited-access highways) in which case a greater effort shall be made to accommodate those specified users elsewhere, including on roadways that cross or otherwise intersect with the affected roadway.
- The costs of providing accommodation for some travel modes are excessively disproportionate to the need or probable use by those modes.
- Where the construction is not practically feasible or cost effective because of unreasonable adverse impacts on the environment or on neighboring land uses including impact from right-of-way acquisition.
- Where routine maintenance of the transportation network does not change the roadway geometry or operations, such as mowing, sweeping and spot repair.
- There is a reasonable and equivalent project along the same corridor, effectively serving the same destinations and providing the same access and mobility, which is already programmed to provide facilities, therefore exempting the project at hand.

## **Design**

The Village of Park Forest shall follow accepted or adopted design standards and use the best and latest design standards available, including but not limited to, existing design guidance from: Illinois Department of Transportation, American Association of State Highway and Transportation Officials, Federal Highway Administration, the Institute of Transportation Engineers, National Association of City Transportation Officials, the Americans with Disabilities Act, the Public Right-of-Way Accessibility Guidelines, and the Active Transportation Alliance.

In recognition of various contexts and public input, a flexible, innovative and balanced approach that follows other appropriate design standards may be considered, provided that a comparable level of safety for all users is present.

### **Context Sensitivity**

The Village of Park Forest shall implement Complete Streets solutions in a manner that is sensitive to the local context and character, aligns transportation and land use goals and recognizes that the needs of users may vary by case, community or corridor.

### **Performance Measures**

The Village of Park Forest shall measure the success of this Complete Streets policy using, but not limited to, the following criteria:

- Rate of crashes, injuries and fatalities by mode
- Linear feet of pedestrian accommodations built
- Number of ADA accommodations built
- Miles of bike lanes/trails built or striped
- Number of transit accessibility accommodations built
- Number of street trees planted
- Crosswalk and multimodal intersection improvements
- Vehicle Miles Traveled (VMT)
- Number of approved exemptions from this policy
- Within six months of the adoption of this policy the Village shall create individual numeric benchmarks for each of the performance measures as a means of tracking and measuring the annual performance of the program. Annual/bi-annual reports shall be posted online for each of the above measures.

### **Implementation**

The Village views Complete Streets as integral to everyday transportation decision-making practices and processes. To this end:

- The Village will make this Policy and the Park Forest Bicycle & Pedestrian Plan part of the Unified Development Ordinance (UDO) which will be adopted in the fall of 2015.
- The Department of Economic Development and Planning, the Department of Public Works, the Department of Recreation and Parks, and other relevant departments, agencies or committees shall incorporate Complete Streets principles into all appropriate plans, manuals, checklists, decision trees, rules, regulations and programs as appropriate.
- Review all new roadway projects, public and private developments and other Complete Streets-related improvements, early in the planning process, to ensure consistency with this policy and the Bicycle and Pedestrian Plan.
- Ensure that the Five Year Capital Plan incorporates implementation of the Complete Streets Policy and the Bicycle and Pedestrian Plan with any proposed roadway and parks projects.
- Village Staff shall identify current and potential future sources of funding for street improvements and recommend improvements to the project selection criteria to support Complete Streets projects.

- When available, the Village shall encourage Staff professional development and training on non-motorized transportation issues through attending conferences, classes, seminars and workshops.
- Review any requests for exceptions to the Complete Streets Policy and related documentation.
- Carry out and monitor the implementation and impact of this policy based on the goals set out within this section.

**Section 2**

That if any section, paragraph, or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, or provision shall not affect any of the remaining provisions of this resolution.

**Section 4**

This resolution shall be in full force and effect upon its passage, approval and publication as provided by law.

**Adopted** this \_\_\_\_\_ day of March, 2015.

**APPROVED:**

**ATTEST:**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Village Clerk