

CITY OF EVANSTON COMPLETE AND GREEN STREETS POLICY

Definitions

For the purpose of this section, the following definitions shall have the following meanings:

COMPLETE STREETS	Comfortable corridors that focus on various users of all ages and abilities, including pedestrians, mobility assistance device users, cyclists, motor vehicle drivers and public transportation riders/drivers that allow the users to safely and conveniently move upon, along and across a street.
GREEN STREETS	Corridors that focus on cleaner air, the greater health of the population, reduced traffic congestion, less reliance on fossil fuels, efficient use of right-of-way space, and assist in the management of stormwater runoff and encourage permeable surfaces.
MOBILITY ASSISTANCE DEVICE	A self-propelled or motorized device used for mobility purposes by individuals with a mobility, circulatory, respiratory or neurological disability. Mobility assistance devices may include but are not limited to canes, walkers, wheelchairs and scooters.
PEDESTRIAN	A person traveling by means of self-propulsion of walking or rolling either with or without a mobility assistance device.
PROJECT	The construction, reconstruction, retrofit, alteration, or repair of any public way, including the work related to planning, design, approval, and implementation processes, improved timing of traffic control signals, new or improved signage, pavement markings, spot repair, re-configuration of travel lanes and any permanent infrastructure that promotes the pedestrian, bicycle and/or public transportation environment in harmony with safe and efficient motor vehicle travel. Projects do not include minor or routine upkeep on the public way such as sweeping, mowing, or interim measures on detour routes.
PUBLIC WAY	Any passageway (sidewalk, bike lane, street) accessible to the public and designed for travel by pedestrians, mobility assistance device users, cyclists, motor vehicle drivers and/or public transportation riders/drivers.
TRANSIT ORIENTED DEVELOPMENT (TOD)	A development pattern created around a transit station that is characterized by higher density, mixed uses, pedestrian environment, reduced parking, and a direct and convenient access to the transit station.
USER	People of all ages and abilities that use corridors, including pedestrians, mobility assistance device users, cyclists, motor vehicle drivers, public transportation riders/drivers.

Vision

The City of Evanston will implement in all phases of Projects in the Public Way a safe, accessible, integrated and connected transportation network to encourage increased use of healthy, active modes of transportation other than a single-occupancy vehicle.

- *All Users and Modes*

The City will consider Users of all ages and abilities, including children, youth, families, older adults, individuals with disabilities, and Mobility Assistance Device users when completing Projects in the Public Way.

- *All Projects and Phases*

The City will consider Complete and Green Streets principles when designing for new or reconstructing Public Way Projects. Decisions regarding the Public Way shall promote comfortable and effective access for Users, taking into account the surrounding community context and land uses.

The City will require developers of new private construction projects that impact the public right-of-way to:

- Develop a multi-modal transportation study, if the project is located within or borders a designated Transit-Oriented Development (TOD).
- Develop a transportation demand management plan and prove implementation of the plan through annual reports for ten years after the certificate of occupancy is awarded if the developer is seeking a Planned Development or a parking variation for a project with over 100 residential units or over 100,000 square feet of commercial space.

Policy

The City seeks to develop a Complete and Green network of Public Ways by:

- Considering all Users in Public Way Projects.
- Linking together transportation networks and developing multi-modal transportation hubs.
- Incrementally investing in a series of small improvements, operation and maintenance activities.

The City will strive to create a comprehensive, integrated, and connected network of transportation options for all of modes of travel, designed, operated and maintained to enable safe and accessible transportation options for all Public Ways Users.

Through this policy the City intends to encourage walking, biking, and using public transportation to produce the public health benefits that result from healthy, active transportation use; improve air quality; reduce traffic congestion; lessen reliance on fossil fuels; improve efficiency of right-of-way use; and improve the management of stormwater runoff and encourage permeable surfaces.

Guidelines

- City staff will take into account, to the greatest extent possible, Complete and Green Network practices in decisions regarding the use of limited Public Ways, including public right-of-way and public spaces, with consideration given to context and land use.
- City staff will consider future Public Ways Projects as opportunities to improve safety, access, and mobility for Users of the Public Ways to further encourage healthy, active modes of transportation, such as walking, using Mobility Assistance Devices, bicycling, and using public transportation.

- City staff will recommend Public Ways Projects prioritized on investing in the Complete and Green Network in public space planning, funding decisions and maintenance and operation practices.
- City staff will provide guidance, when sought, on state-of-the-practice transportation demand management solutions for private developer's consideration to promote the use of healthy, active modes of transportation and reduce future strains on Evanston's transportation network.

Exceptions

This policy shall not apply for City-lead projects if the Director of Public Works makes a written finding that one or more of the following conditions apply to a specific project:

- Financial hardship to the project sponsor. Financial hardships exist when compliance with the Complete and Green Streets policy constitutes a minimum of twenty (20) percent of the total project cost, but in no event more than \$1,000,000.
- The scope of the relevant Project is limited to minor or routine upkeep on the Public Way such as sweeping, mowing, or interim measures on detour routes.
- There is sufficient documentation that there is no feasible way to accommodate improvements for all modes of healthy, active transportation within a Project's scope due to existing structures or corridors, or the use of certain healthy, active modes of transportation are prohibited by law.

This policy shall not apply for non-City lead projects if the Design and Project Review (DAPR) Committee makes a written finding that one or more of the following conditions apply to a specific project:

- Financial hardship to the project sponsor. Financial hardships exist when compliance with the Complete and Green Streets policy constitutes a minimum of twenty (20) percent of the total project cost, but in no event more than \$1,000,000.
- The scope of the relevant Project is limited to minor or routine upkeep on the Public Way such as sweeping, mowing, or interim measures on detour routes.
- There is sufficient documentation that there is no feasible way to accommodate improvements for all modes of healthy, active transportation within a Project's scope due to existing structures or corridors, or the use of certain healthy, active modes of transportation are prohibited by law.
- The lead project applicant may appeal the DAPR Committee's final decision on requested policy exceptions to the Transportation/Parking Committee. Such appeal shall be taken by filing with the Transportation & Mobility Coordinator a notice of appeal, specifying the grounds therefor. All of the papers constituting the record upon which the action appealed from was taken shall forthwith be transmitted to the Transportation/Parking Committee. Appeals from a final decision based upon the review and recommendations of the Transportation/Parking Committee shall be taken to the City Council through its Administration & Public Works (APW) Committee.

Documentation of the written findings for both City and non-City lead project will be presented in an annual report to the Transportation/Parking Committee and the Administration & Public Works (APW) Committee.

Jurisdiction

The City will adhere to this Complete and Greens Streets policy for all Public Ways Projects in the City requiring funding or approval by the:

- City of Evanston
- Private development

The City seeks to encourage collaborations with the State of Illinois, Cook County, the Regional Transportation Authority, the Chicago Transit Authority, Pace Bus, Metropolitan Rail “Metra”, Union Pacific Railroad, the Metropolitan Water Reclamation District, local schools and park districts (public and private), Evanston Public Library, local special service areas, neighboring communities, and other stakeholder to enhance the accessibility, connectivity and mobility of local transportation systems.

Design

The City will follow a flexible design approach that balances the needs of the Public Way Users, and allows for innovative application of accepted and adopted design standards. The City will use the best and latest design standards available, including but not limited to:

- AASHTO (American Association of State Highway and Transportation Officials)
- ADA Act (Americans with Disabilities Act)
- ATA (Active Transportation Alliance)
- CDOT Design Standards (Chicago Department of Transportation)
- IDOT Design Standards (Illinois Department of Transportation)
- MUTCD (Federal/State Manual on Uniform Traffic Control Devices)
- NACTO (National Association of City Transportation Officials)

Context Sensitivity

The City will design, implement and maintain context-sensitive Complete and Green Streets that align with the local character, transportation networks, and land uses; and, recognizes the impact of the Projects on the diverse needs and identities of the Public Way Users with respect given to health, social, and environmental equity.

Performance Measures

The City will measure the success of this Complete and Green Streets policy by applying the following metrics to Capital Improvement Projects on a project by project basis as part of the City’s Livability Checklist, as provided in Amendment A:

- Improves community walkability
 - Measured by: added and repaired center lane miles of sidewalks on both sides of the street, number of ADA accessible crosswalks added or repaired, number of street trees added or replaced, and regular intersections and crossings added or maintained.
- Improves community bikeability
 - Measured by: added and repaired center lane miles of bicycle lanes, separated bicycle lanes, protected bicycle lanes, bicycle routes, cycle-tracks, and parallel shared-use paths.
- Improves community transit connections

- Measured by: added and/or repaired ADA compatible infrastructure to transit infrastructure including bus stops, rail stations, bicycle parking facilities, Divvy stations, and taxicab stands
- Increases use of green infrastructure
 - Measured by: types and cost of green infrastructure elements used, including but not limited to: porous pavement, rain gardens/bioswale, and green roofs.
- Increases equitable access to healthy, active modes of transportation
 - Measure by: percentage of households of low to moderate income or minority status within ¼ mile of walking infrastructure or ½ mile of bicycling or transit facilities or green infrastructure within the project's boundaries

The City will measure the success of this Complete Streets policy by measuring and reporting on the following metrics on an annual basis. The report shall be delivered to the Transportation/Parking Committee by no later than January 31; in the event of a lack of Committee meetings then the report shall be delivered to the APW Committee by no later than February 28:

- Mode-share for healthy, active modes of transportation
 - Measured by: U.S. Census American Community Survey Commute to Work for mode shares including Public Transit, Walking, Carpooling, Bicycling, and Taxi; and annual Divvy Evanston membership and trips
- Air Quality
 - Measured by: The City's Livability Goal for Greenhouse Gas Emissions reduction, including the percentage of metric tons of carbon dioxide reduced from the City's 2005 baseline as reported annually in the City's Sustainability Annual Report
- Public Way User Safety
 - Measured by: Rates of Citywide injuries and fatalities within the Public Way by mode on an annual basis
- Equitable access to healthy, active modes of transportation
 - Measured by:
 - Total households within ¼ mile of a bus stop, ¼ mile of a bicycle route/bicycle lane/shared-use path, ¼ mile of a Divvy station, or ½ mile to a rail stop
 - Percentage of total households that are of low to moderate income and minority status within defined transportation access areas
- Approved exceptions from the Complete and Green Streets policy
 - Measured by: the number of projects that received approved exceptions from this policy

Implementation

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

- All City Departments, and all other relevant boards, commissions or committees shall incorporate Complete and Green Streets principles into all appropriate plans, manuals, checklists, decision trees, rules, regulations and programs as appropriate.

- The Capital Planning & Engineering Bureau of Public Works will include the Complete and Green Street project performance measures as part of the Livability Checklist to all Capital Improvement Public Way projects.
- The Design and Project Review (DAPR) Committee will review and approve all required multi-modal transportation studies and transportation demand management plans for new construction private projects.
- Public Works and Community Development departments and the DAPR Committee will deliver annually to the Transportation/Parking Committee the annual report with the Sector performance measures; and, a report of the Project performance measurements from the previous year including findings for approved exceptions from this policy.
- Community Development will develop guidelines for required multi-modal transportation studies and transportation demand management plans and reports. City Staff will identify current and potential future sources of funding for street improvements and recommend improvements to the project selection criteria to support Complete and Green Streets projects.
- When available, City Staff will participate in professional development and training on non-motorized transportation issues through attending conferences, classes, seminars and workshops.
- City Staff will review any requests for exceptions to the Complete and Green Streets Policy and related documentation.
- The Transportation/Parking Committee will monitor the implementation and impact of this policy based on the goals set out within this policy

Amendment A: The City of Evanston’s Livability Checklist

The City’s Livability Checklist is an internal working document that is subject to change at any time. The Checklist is tool used by staff in leading project review discussions at the scoping and project design levels. The elements of the checklist were built off of the STAR Community community evaluation questions.

Livability Scoping Checklist - Scoping Level Analysis	
Project Details	
	Which ward(s) is the project located in?
Complete and Green Streets	
	Walkability
	How will sidewalks be improved or increased?
	Will crosswalks be added or repaired?
	Does this project address missing sidewalk links?
	Bikability
	How will the needs of bicyclists be addressed by this project?
	Will bike lanes be added or rehabilitated?
	Will additional bicycle parking be included in this project?

	Will bicyclists be more or less protected by implementation of this project?
	Transit Connections
	Will additional transit connections be added or repaired by this project?
	Will additional Divvy stations or bicycle parking be included?
	Will additional transit amenities (bus shelters, benches, lighting, etc.) be included?
	ADA Accessibility
	How does this project improve access for vision impaired?
	How does this project improve access for mobility impaired?
	Motorized Vehicles
	How will this project improve the safety of motorized vehicle use?
	Green Infrastructure
	What are opportunities for green infrastructure on this project?
	How will stormwater management be improved this project?
	Equitable Access
	How does this project improve pedestrian access for low-income/under-represented residents?
	How does this project improve bicycling access for low-income/under-represented residents?
	How does this project improve transit access for low-income/under-represented residents?
	How does this project impact multiple users, either positive or negative?
	How does this project improve access to human services programs (housing, mental health services, transportation, food, and child/elderly protective services)
	Other City Initiatives
	Urban Parks and Forest
	Will trees be added or replaced?
	Does this project increase the amount of greenspace for public access?
	Does this project improve or increase habitat?
	Water
	How does this improve the responsible management of water resources?
	How does this project impact the quality of Evanston's source water?
	Age-Friendly
	How have age-friendly issues been considered in this scope of work?
	Will any age-related and/or mobility complaints be addressed on this project?

	Does this project improve inter-generational interaction?
	How does this project address needs of older adults?
	How does this project address needs of residents under 18 years of age?
	Economic Benefit
	Will this project have long-term impacts to City revenue?
	Will this project lower the long-term City expenses?
	Will this project lower out-of-pocket costs for the residents?
	Does this project provide work for local businesses (design/construction/maintenance)?
	Is this project eligible for the Local Employment Program?
	Does this project support green jobs/green businesses?
	Public Art
	Does this project incorporate public art?
	Lighting
	How does this project use lighting to improve safety?
	How does this project improve energy efficiency of lighting?
	Quality of City Infrastructure
	How does this project impact long-term maintenance requirements of public facilities?
	How does this project enhance public spaces (non-roadway)?
	Does this project increase/decrease the amount of public space?
	Climate Resiliency
	How will this project reduce the annual generation of greenhouse gases?
	How will stormwater management in Evanston be improved?
	How will this project impact waste generation within Evanston?
	Will other issues related to climate resiliency be addressed?
	How does this project protect and restore natural ecosystems?
	How does this project prevent and manage invasive species (including long term maintenance)
	How does this project conserve and maintain lands/water for healthy food production?
	How does this project support pollinator efforts?
	Community Engagement
	What is the project's community engagement plan?
	Health and Wellness
	How does this project promote healthy, active lifestyles (recreational and commuting)
	Does this project align with one of the City's active health initiatives?

	How does this project improve emergency prevention and response?
	Does this project improve access to fresh, healthful foods?
	How does this project improve resiliency to natural and human hazards?
	How does this project prevent and reduce violence?

Livability Project Metrics Checklist - Project Design Level Analysis	
Project Details	
	Which ward(s) is the project located in?
Complete and Green Streets	
Walkability	
	Length of sidewalks improved (ft)
	Length of sidewalks added (ft)
	Length of sidewalks removed (ft)
	Number of crosswalks added
	Number of crosswalks improved
	Number of signalized intersections with pedestrian countdowns added
Bikability	
	Length of bicycle lanes improved(centerlane miles)
	Length of bicycle lanes added (centerlane miles)
	Length of separated bicycle lanes improved(centerlane miles)
	Length of separated bicycle lanes added (centerlane miles)
	Length of protected bicycle lanes improved(centerlane miles)
	Length of protected bicycle lanes added (centerlane miles)
	Length of bicycle routes improved(centerlane miles)
	Length of bicycle routes added (centerlane miles)
	Length of cycle-tracks improved(centerlane miles)
	Length of cycle-tracks added (centerlane miles)
	Length of parallel shared-use paths improved(centerlane miles)
	Length of parallel shared-use paths added (centerlane miles)
	Length of bike infrastructure removed and not replaced (centerlane miles)
	Number of bicycle parking locations improved
	Number of bicycle parking locations added
	Number of bicycle parking locations removed
	Number of bicycle parking spaces improved
	Number of bicycle parking spaces added

	Number of bicycle parking spaces removed
	Transit Connections
	Number of bus stops added
	Number of bus stops improved
	Number of bus stops with amenities added
	Number of bus shelters added
	Number of bus shelters improved
	Number of bus shelters with amenities added
	Number of Divvy stations added
	ADA Accessibility
	Number of truncated domes installed?
	Number of truncated domes improved?
	Number of signalized intersections with audible detectors installed?
	Number of signalized intersections with audible detectors improved?
	Motorized Vehicles
	Amount of roadway patched (square ft)
	Length of roadway resurfaced (lane miles)
	Length of roadway crack-sealed (lane miles)
	Green Infrastructure
	Amount of porous pavement added (square ft)
	Amount of porous pavement repaired (square ft)
	Amount of porous pavement removed (square ft)
	Amount of rain garden/bioswale added (square ft)
	Amount of rain garden/bioswale repaired (square ft)
	Amount of rain garden/bioswale removed (square ft)
	Amount of green roof added (square ft)
	Amount of green roof repaired (square ft)
	Amount of green roof removed (square ft)
	Amount of area draining to green infrastructure (square ft)
	Equitable Access
	Percentage of households of low to moderate income or minority status within ¼ mile of walking infrastructure within the project's boundaries
	Percentage of households of low to moderate income or minority status within ½ mile of bicycling infrastructure within the project's boundaries
	Percentage of households of low to moderate income or minority status within ½ mile of transit facilities within the project's boundaries

	Percentage of households of low to moderate income or minority status within ½ mile of green infrastructure within the project’s boundaries
	Project proximity to human services programs (housing, mental health services, transportation, food, and child/elderly protective services) (distance in sq miles)
Other City Initiatives	
Urban Parks and Forest	
	Number of trees planted
	Number of trees removed
	The amount of greenspace for public access added (sq ft)
	The amount of greenspace for public access improved (sq ft)
	The amount of greenspace for public access removed (sq ft)
	Number of native-habitat areas added?
	Number of native-habitat areas improved?
	Number of native-habitat areas removed?
Age-Friendly	
	Number of age-related and/or mobility complaints addressed by this project
Economic Benefit	
	Number of local businesses (design/construction/maintenance) contracted on the project
	Number of local residents employed (during design/construction)
Public Art	
	Amount spent on public art
Lighting	
	Area (in square feet) of improved safety
	Annual estimated kwh savings (take number of lights removed and upgrades)
Quality of City Infrastructure	
	Estimated impact to annual maintenance responsibilities (change in hours/personnel)
	Number of amenities added to the public space (non-roadway)
	Change in public space (increase - decrease) (sq ft)
Climate Resiliency	
	Number of project elements used that reduce greenhouse gas generation
	Number of number of low impact development techniques used

	Amount of waste generated by project (by lb?/cubic yard?)
	Amount of native species removed
	Amount of native species added (also works for pollinator Q)
	Amount of invasive species removed
	Amount of non native species added
	Community Engagement
	Number of hours of community outreach/approval
	Health and Wellness
	Number of project elements used to promote healthy, active lifestyles (recreational and commuting)
	Percentage of households within ¼ mile of walking infrastructure or ½ mile of bicycling or transit facilities or green infrastructure within the project's boundaries
	Percentage of project that is accessible to emergency apparatuses
	Project proximity to sources for fresh, healthful foods (distance in sq miles)
	Length of emergency evacuation route improved (ft)
	Number of project elements used that address violence or crime generation concerns