



Policy No.: 10-43

Date: March 13, 2019

Approved: 

SUBJECT: COMPLETE STREETS

PURPOSE: To establish guiding principles and practices so transportation improvements are planned, designed, constructed, operated, maintained, and evaluated to encourage walking, bicycling, and transit use while promoting safe operations for all users.

(Approved by the Traffic & Transportation Commission on 9/27/18, and the City Council on 3/12/19.)

General Policy: To implement the goals of the Complete Streets Policy in order to enable our streets to provide a network of safe, convenient, and comfortable routes for all users that encourages increased use of multi-modal transportation, and meet their needs, while continuing to maintain an effective transportation system for all users.

Definitions: The following words and phrases, whenever used in this Policy, shall have the meanings defined in this section unless the context clearly requires otherwise:

- A. "**Complete Streets**" means design features that contribute to a safe, convenient, comfortable travel experience for all users, including but not limited to features such as: sidewalks; shared use paths; bicycle facilities; automobile lanes; paved shoulders; street trees, landscaping, and planting strips; curbs; accessible curb ramps; crosswalks; street lighting; pedestrian and traffic signals, including countdown and accessible signals; signage, including pedestrian-oriented signs; public transportation stops and facilities; and traffic calming devices.
- B. "**Street**" means any right of way, public or private, including arterials, connectors, alleys, lanes, and roadways by any other designation, as well as any other portions of the transportation network.
- C. "**Street Project**" means the construction, reconstruction, retrofit, and/or maintenance of any Street, and includes planning, design, approval, and construction.
- D. "**Users**" means individuals that use streets, including bicyclists (commuter, recreational, utility), pedestrians (children, persons with disabilities, seniors, youth, families), motorists including public safety vehicles, movers of commercial goods, and users of public transportation.
- E. "**Amenities**" are components for populating and enhancing complete streets, such as furnishing elements including benches, trash receptacles, transit shelters, and bicycle parking.

Street/Network Connectivity: It shall be the City of Claremont's policy to:

- A. Design, operate, and maintain a transportation network that provides a connected network of facilities accommodating all modes of travel.
- B. Actively look for opportunities to repurpose right-of-ways to enhance connectivity for pedestrians, bicyclists, and transit.
- C. Focus non-motorized connectivity improvements for access to services, schools, parks, civic uses, amenities, transit facilities, regional connections, and commercial uses (retail and office).
- D. Require new developments and redevelopment projects to implement, maintain, and/or enhance complete streets, as described in this policy, including but not limited to interconnected street networks with small blocks and/or non-motorized connections, shared use paths, bicycle facilities, sidewalks, ADA ramps, etc.

Jurisdiction:

- A. This Complete Streets Policy is intended to cover all development and redevelopment in the public domain and will also focus on regional connectivity.
- B. Every City department including Administration, Community Development, Community Services, Human Services, and Police, will incorporate the policy in order to make it a routine part of everyday operations.
- C. City staff will require all developers and builders to comply with the City's standards pursuant to this policy unless exceptions apply.
- D. City staff will require agencies that Claremont has permitting authority over, including, but not limited to, the Claremont Colleges, water agencies, electrical, gas and petroleum utilities, communications utilities, and service contractors, to comply with this policy by providing for ADA accessibility requirements, for example, as they install or upgrade their facilities.
- E. City staff will work closely with Los Angeles County, Caltrans, the Los Angeles County Metropolitan Transportation Authority, the Gold Line Authority, neighboring cities, the Southern California Regional Rail Authority, San Gabriel Valley Council of Governments, San Bernardino County, San Bernardino County Transportation Authority and the Southern California Association of Governments to promote compliance; for example, in joint projects, grant funding applications, related policies, and regional planning.
- F. The City encourages and will collaborate, whenever possible, with agencies not under Claremont's jurisdiction, including, but not limited to, the Claremont Unified School District, to satisfy this policy such as promoting/encouraging education efforts for bicycle and pedestrian safety, implementing preferred routes to school, and collecting relevant data.

Exceptions: Complete Streets principles and practices will be included in Street Projects, as well as other plans and manuals, except under one or more of the following conditions:

- A. A project involves only ordinary or emergency maintenance activities designed to keep assets in serviceable condition such as landscape maintenance, cleaning, sweeping, spot repair, concrete joint repair or grinding, pothole filling, or when interim measures are implemented on temporary detour or haul routes, except as provided for in the California Manual on Uniform Traffic Control Devices (CAMUTCD).
- B. Lack of funding and/or excessive and disproportionate costs of installing Complete Street elements as part of a project.
- C. The construction of Complete Street elements is not practical or feasible to engineer because of significant or adverse environmental impacts to waterways, flood plains, remnants of native vegetation, wetlands, or other critical areas, or due to impacts on neighboring land uses, including impact from right of way acquisitions.
- D. When it is not practical or feasible to implement any or all provisions of this policy through public or private project design or manuals or other plans as determined by the Community Development Director or City Engineer.

Design: It shall be the City of Claremont's policy to implement the following, unless exceptions apply:

- A. Incorporate the Complete Streets design principles, as described herein and as set forth by officially adopted manuals and guidelines, into all City plans, manuals, rules, regulations, and programs, as appropriate, creating connectivity of networks.
- B. Provide well designed motorist accommodations, such as, but not limited to, appropriately sized lanes, coordinated traffic signals, maintaining acceptable Level of Service (LOS) as defined in the General Plan, while providing free flow of public safety vehicles.
- C. Provide well-designed pedestrian accommodations on streets and crossings. Pedestrian accommodations can take numerous forms, including but not limited to traffic signals, bulb-outs, curb extensions, sidewalks, buffer zones, shared-use pathways, and perpendicular curb ramps.
- D. Provide well-designed bicycle accommodations along streets. Bicycle accommodations can take numerous forms, including, but not limited to, the use of bicycle boulevards, separated bikeways, striping, low volume streets, traffic calming, signs, pavement markings, and street crossings.

- E. Provide landscaping and amenities such as lighting, signage, maps, education materials, benches, and trash cans, etc. where physical conditions are conducive, whenever streets are newly constructed, reconstructed, or relocated.

Context Sensitivity: It shall be the City of Claremont's policy to implement the following, unless exceptions apply:

- A. Plan its streets in harmony with the adjacent land uses and neighborhoods.
- B. Plan for regional and local connectivity.
- C. Solicit input from local interested parties during the planning process.
- D. Design streets with a strong sense of place; using architecture, landscaping, streetscaping, public art, and signage, etc. to reflect the community and individual neighborhood identities.
- E. Coordinate Street Projects, along retail, commercial, and mixed-use corridors, with local small business and Chamber of Commerce interests in mind, to develop vibrant and livable districts.
- F. Practice sustainable storm water management strategies and incorporate best management practices into street design consistent with the City's Green Street Policy.

Performance Measures: City staff will evaluate the effectiveness of the Policy using the following performance measures, when feasible through community partnerships or when grant funds or other funding sources are available, reported annually to the Traffic and Transportation Commission:

- A. Total new miles of on-street bicycle infrastructure defined by streets with clearly marked or signed bicycle accommodations updated through City mapping as follows
- Class I (separated bike trail)
 - Class II (dedicated bike lanes)
 - Class III (sharrows or bike route signage)
 - Class IV (protected bike lanes)
- B. Take annual counts to compare bike, ped, and transit usage at main corridors, school sites, and major destinations with an emphasis in locations prioritized by street network connectivity.
- C. Total miles of streets/infrastructure with new pedestrian accommodations to account for network completeness as follows:

- Sidewalks
 - ADA ramps
 - Amenities
- D. Percentage of storm water capture, infiltration, and treatment following National Pollutant Discharge Elimination System (NPDES) and MS4 Permit standards.
- E. Complete Streets Index (blended percentage) to evaluate size, completeness, and use of network.
- F. Track grant funds spent in the completion of projects consistent with this policy.

Implementation:

1. Advisory Team - The City Engineer, Engineering Staff, Project Review Committee (PRC), and Traffic and Transportation Commission (TTC) will form the advisory team. In their existing respective roles, they will oversee the implementation of this policy. Additionally, the Advisory Team will review projects to evaluate the feasibility of complete streets components as described below.
 - a. Seven-Year Residential Street Slurry Maintenance Program (to be presented to the Traffic and Transportation Commission once a year for review and comment)
 - b. Reconstruction Projects: to be evaluated at the PRC meetings, which includes all City Departments and LA County Fire. Projects that may involve complete streets will be presented to the TTC.
 - c. New Construction: (Land Development review) reviewed through the PRC committee, which includes all City Departments and LA County Fire. Projects that may involve complete streets will be presented before the TTC.
2. Inventory - City Staff will maintain a comprehensive inventory of the pedestrian and bicycling facility infrastructure integrated with the City's database and will prioritize projects to eliminate gaps in the sidewalk and bikeways networks.
3. Capital Improvement Project Prioritization - As part of the budget process, the City Manager and staff, in concurrence with City Council, will reevaluate Capital Improvement Projects prioritization to encourage implementation of bicycle, pedestrian, and transit improvements consistent with this policy, prioritizing completion or enhancement of networks.

4. Revisions to Existing Plans and Policies – As amendments allow, the Community Development Department will incorporate Complete Streets principles into: The City's General Plan, new or revised Specific Plans, and any other applicable plans, manuals, rules, regulations, and programs, as appropriate, and as they are updated.
5. Staff Training – City Staff will receive training on the content of the Complete Streets principles and best practices for implementing the policy.
6. Coordination - City Staff will utilize inter-departmental project coordination to promote the most responsible and efficient use of fiscal resources for activities that occur within the public right of way.
7. Funding – City Staff will actively seek funds to implement Complete Streets and to evaluate progress of this policy.

Revisions:
3-13-19 (New Policy)