CITY OF SNOHOMISH
Snohomish, Washington

ORDINANCE 2489

AN ORDINANCE OF THE CITY OF SNOHOMISH, WASHINGTON, ADOPTING THE COMPLETE STREETS POLICY.

WHEREAS, the term "Complete Streets" describes a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, transit riders, and motorists that accommodates people of all ages and abilities; and

WHEREAS, on December 6, 2022, the City Council adopted Resolution 1442, to develop a complete streets program to ensure that all transportation projects include safe and appropriate facilities for pedestrians, bicyclists, and transit users, accommodating persons of all ages and abilities; and

WHEREAS, the Policy employs a data-centric approach, utilizing analysis of available data, to identify critical safety issues and implement responsible solutions using the best available engineering techniques; and

WHEREAS, the Policy integrates a diverse set of strategies, ensuring an effective response to our unique safety challenges; and

WHEREAS, the Policy supports and aligns with the updates proposed for the comprehensive plan and other planning documents; and

WHEREAS, the Policy establishes mechanisms for ongoing evaluation and adaptation, ensuring relevance and effectiveness over time;

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SNOHOMISH, WASHINGTON:

Section 1. **Policy adopted**. The Complete Streets Policy attached as "Exhibit A" is hereby adopted and incorporated by this reference as though fully set forth herein.

Section 2. **Severability**. If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance or its application to any person or situation should be held invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this Ordinance or its application to any other person or situation.

Section 3. Authority to make necessary corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance and attachments including, but not limited to, the correction of scrivener's clerical errors, references,

ordinance numbering, section/subsection numbers and any references thereto.

Section 4. **Effective date**. This Ordinance shall be effective five days after adoption.

ADOPTED by the City Council and **APPROVED** by the Mayor this 21st day of May 2024.

CITY OF SNOHOMISH

By _____
Linda Redmon, Mayor

ATTEST:

By _____
Brandi Whitson, City Clerk

APPROVED AS TO FORM:

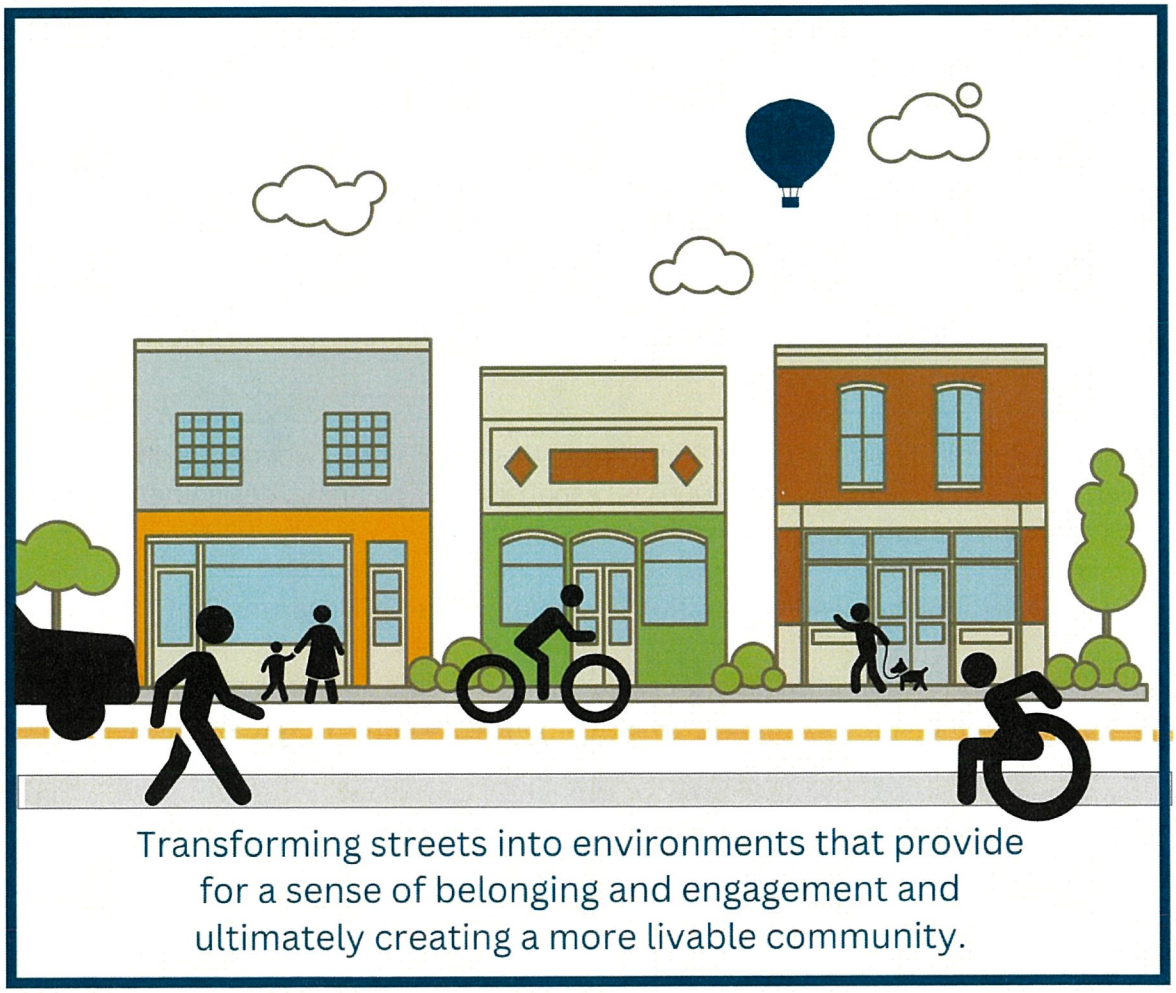
By _____
Emily Guildner, City Attorney

Publication Date: May 25 2024

Effective Date: May 30 2024

City of Snohomish

Complete Streets Policy



Transforming streets into environments that provide for a sense of belonging and engagement and ultimately creating a more livable community.

Adopted by
Ordinance 2489
MAY 17, 2024

Terminology and Acronyms

The following is a list of phrases and acronyms used throughout this document and commonly used by City of Snohomish planners, designers, and officials.

85th Percentile Speed – The speed at which 85 percent of motor vehicle traffic travels at or below. This is a common measurement used to determine whether people are driving at or near the intended speed of a street; see *target speed.*

AASHTO – American Association of State Highway and Transportation Officials; AASHTO has produced numerous design guides and standards that tend to be conservative and are based on demonstrated designs.

All Ages and Abilities – A term used to denote a philosophical approach to the design of bicycle facilities that is inclusive of a wide range of cyclist skills, abilities, and confidence, including children and older people; sometimes referred to as '8-80', as in 8 to 80 years old.

city (uncapitalized) – The geographic area known as Snohomish; this term is used when referring to Snohomish as a place.

City (capitalized) – Short for City of Snohomish; this term is used when referring to the City government, which (along with WSDOT) is responsible for planning, designing, constructing, and maintaining Snohomish's transportation system.

FHWA – Federal Highway Administration; a division of the US Department of Transportation.

GSI – Green Stormwater Infrastructure; a variety of systems or practices used in the street right-of-way to manage stormwater flows naturally, or to improve water quality including vegetation, soil, and other elements.

Guide – A non-binding document that provides best practices (or a summary of standards) for planning and design; see *standard.*

LID – Low Impact Development, refers to systems or practices that use or mimic natural drainage processes including infiltration, evapotranspiration, to protect water quality.

M&O – Maintenance and operations; this is a category of street projects that is not typically conducive to incorporating changes to the roadway or right-of-way.

Mode Shift – A shifting of trips from one mode to another, typically from motor vehicle to transit, walking, or biking.

NACTO – National Association of City Transportation Officials; NACTO has produced multiple design guides that incorporate innovative and sometimes experimental approaches to street design.

Person Miles Traveled (PMT) – A measurement of how many cumulative miles individuals travel in a given period of time; one person driving one mile equates to one-person mile traveled, while 25 people riding a bus one mile equates to 25-person miles traveled; see *vehicle miles traveled.*

Plan – Short for the City of Snohomish's Complete Streets Policy (this document.)

Right-of-way (ROW) – Land owned or granted by easement to the City or WSDOT for transportation purposes; this term is often used to refer to the public land outside of the roadway in which sidewalks, landscaping, and setbacks are present.

Roadway – The paved or unpaved area meant for conveying motor vehicles and bicycles, including through lanes, turn lanes, bike lanes, paved shoulders, medians, curbs, and gutters.

Single Occupancy Vehicle (SOV) – A vehicle that contains only a driver and no passenger.

Standard – Usually a non-binding parameter (or set of parameters) that specifies the typical treatment or performance requirements for a transportation design feature (such as bike lane width); non-binding standards can be deviated from so long as adequate documentation and justification is provided; Board of Public Roads Classifications and Standards are mandated by state statute and dictate minimum lane width.

Street – The entirety of a transportation corridor, including the roadway, pedestrian spaces, landscaped areas, and even building facades; a holistic concept in which transportation, land use, character, economics, and quality of life should be considered equally.

Target Speed - The speed at which people are expected to drive; the target speed is intended to become the posted speed limit.

Typology – A defined street type (whether existing or potential) in Snohomish used to describe the general design, function, and character of a street design; the Plan includes eight street typologies.

Vehicle Miles Traveled (VMT) – A measurement of how many cumulative miles are traveled by motor vehicles; one person driving one mile and 25 people riding a bus one mile each equates to one vehicle mile traveled; see *person miles traveled.*

WSDOT – Washington State Department of Transportation.

Executive Summary

Introduction

Over the past five decades, American community design has predominantly revolved around automobiles, contributing to a decrease in physical activity and a notable rise in diseases associated with inactivity, including increased obesity rates among both adults and children. Recognizing the profound impact of roadway and transportation system design, the City of Snohomish acknowledges its role in influencing safety, mobility, aesthetics, economic vitality, livability, and the overall health of its residents.

In December 2022, the City of Snohomish embraced a Complete Streets Resolution, with the aim of considering the diverse needs of all users in the development and redevelopment of transportation corridors. This inclusive approach extends beyond drivers to encompass family and commuter cyclists, pedestrians, individuals with accessibility needs, and transit users.

The Complete Streets Policy outlined in this plan represents a paradigm shift in how the city plans and designs roads, aligning with broader community goals. Encouraging alternative modes of transportation, such as safe routes to school, connecting trails between housing developments and local amenities, incorporating bike lanes and secure bike parking into community spaces, seeks to diversify transportation choices. While the creation of a walkable community may not yield immediate behavior changes, it holds the potential to positively influence the future health of our community by providing safe and convenient transportation alternatives.

The Complete Streets Policy provides a systematic approach to implementing and monitoring progress on complete streets. Through pedestrian and bicycle improvement plans, transit expansion plans, and other design guides, it outlines development elements expected for new projects based on location and zoning. These requirements generally align with existing regulations in the land use development code and engineering design standards. The plan consolidates policies, plans, and standards to guide future street development, ensuring alignment with the City's vision for a healthy, accessible community while preserving its unique character.

Drawing on input from various stakeholders, including the public, elected officials, and staff, the plan incorporates a significant component—the Complete Streets Checklist. Implementation of this checklist assists City staff in applying principles and design standards to projects, setting community standards within the development community.

The design standards outlined in this document aim to facilitate the construction of a street network accommodating all transportation modes and users. Chapters 3 and 4 delve into these standards, addressing street and right-of-way features that impact user safety, speed, and comfort.

Plan Contents

Beginning with an overview of the City's Comprehensive Street Policy, this plan delineates its role in aiding the City's implementation of the policy and fostering the design and construction of an extensive Complete Streets network. The emphasis is particularly on identified corridors within the city.

In addition to the policy's particulars, the plan explains the significance and advantages of Complete Streets for Snohomish. It incorporates case studies and insights from other communities that have embraced Complete Streets.

Summary of Complete Streets Components

A discussion of each of the development components of complete streets is proved below, including how this differs from existing regulations and requirements.

- Project Impact Area – The Project Impact Area (PIA), identifies that projects have impacts and responsibilities outside the adjacent frontage. Similar to a Traffic Impact Analysis (TIA), the policy identifies and includes considerations for pedestrian, ADA, bicycle, social, and environmental impacts to the surrounding areas based on size and type. Projects are required to provide accessible, comfortable connectivity for all modes of travel. *This is a new way to define project impact boundaries that provide for equity and concurrency for all users based on the type and size of the project.*

- Transportation – Street width, number of lanes, and speed limit shall be determined by the City of Snohomish Transportation Improvement Plan (TIP), a current part of the Comprehensive Plan. For streets not covered in the TIP, land use shall dictate appropriate roadway configuration with approval from the City. *This is not a change from current procedure.*

- Pavement Management Policy – Existing city paved surfaces will be ranked and scheduled for maintenance and resurfacing as necessary. All construction projects, whether public utility upgrades or private development, will be responsible for protecting and improving the existing pavement. This will limit patching, set resurfacing requirements, and establish a moratorium on cutting newly paved surfaces. *The Pavement Management Policy, once adopted, will plan and prioritize pavement maintenance and resurfacing citywide. This will also offer protection to newly paved roadways from cutting and patching.*

- Pedestrians and Bicycles – City codes and standards govern requirements of bicycle and pedestrian facilities. The Multimodal Improvement Plan (MMIP) shall determine if additional facilities are required. The MMIP shall be incorporated into the Comprehensive Plan and will supplement the existing transportation plan. *The MMIP is a new, more comprehensive addition to current procedure intended to clarify and improve connectivity within the city and provide transparency regarding pedestrian and bicycle facility requirements.*

- Transit – City code and standards govern requirements of transit facilities. The City, working with Community Transit shall work to finalize the Transit Expansion Plan (TEP). The TEP shall influence the location of future transit routes and stops. The TEP shall be incorporated into the Comprehensive Plan and will supplement the existing multimodal plan. *The TEP is a new plan that is intended to clarify needs for future routes and ensure transit facilities are being adequately planned for.*

- Freight – The City's freight routes, as summarized in the Comprehensive Plan, shall dictate pavement structure to ensure long term durability of pavement. *This is not a change from current procedure.*

- Street Lighting – City code and standards govern the requirements for street and pedestrian lighting facilities. The City is developing the Street Lighting Guide to detail style and requirements of all new light fixtures and poles. Lighting shall be of approved equal to the examples shown. *The Street Lighting Guide, once adopted, will provide a reference to developers regarding the type and style of light standards required by code.*

- Right-of-way Design – The Right-of-way Design Guide provides general color, layout, and style for planted medians and community areas within the right-of-way. The use of the guide is to provide a consistent look throughout the city that considers maintenance and safety in addition to plantings and artwork. Street trees and other plantings shall be per the City of Snohomish approved plant list, or approved equal. *The Right-of-way Design Guide, once adopted, will be a new reference document that supports existing city code and design standards intended to unify aesthetics throughout the City of Snohomish.*

- Artwork – The City encourages use of artwork in public spaces. *There are no new requirements for public art; this encourages the use of public art and provides direction for how to get public art approved. Language is included to incorporate any future guidelines and requirements for public art the city may establish in the future.*

- Low Impact Design – The City of Snohomish standards for stormwater detention and treatment are determined by the current edition of the Department of Ecology Stormwater Management Manual for Western Washington. Low Impact Design is required as part of all stormwater management if feasible. *This is not a change from current procedure.*

- Project Prioritization – The Complete Streets Policy outlines a procedure for prioritization of public complete streets projects to encourage equity. *This is a new procedure that will be used for any public project.*

- Complete Streets Checklist – The checklist shall be used on all projects with site development activities within the city applied for after adoption of the Complete Streets Policy. It is a planning tool that assists the designer in considering all components of

Complete Streets within Snohomish. The checklist ensures consistency and transparency for all projects. *This is a new procedure that will be used on all public and private projects during the Land Use and Civil submittals and is included in the application checklist.*

Guidance for City of Snohomish Personnel

The plan discusses the City's current challenges and opportunities in implementing Complete Streets given the City's current staffing roles and responsibilities. It also examines planning and policies recommendations and a section on funding. In terms of implementation, the plan also provides recommendations for ongoing oversight, reporting, and evaluation metrics to monitor progress over time.

Information for Developers and City Staff

There is an overview of the project development process, along with design standards and roadway geometry examples for the development of designed Complete Streets corridors, and the Complete Streets Checklist. The standards address a wide range of corridor design elements and space requirements. The Complete Streets Checklist, attached in an appendix to the Complete Streets Policy, adopted by reference by the City Council, and prepared by the Department, will serve as the governing decision-making tool, and is required for applicable developments as part of a complete development submittal. If appropriate circumstances apply, the applicant may request a variance based on the procedures and criteria of Chapter 14.70 Snohomish Municipal Code for any portion of the policy that cannot be met. These tools will help both developers and City staff in creating a Complete Streets corridor.

Key Insights and Conclusions

Implementation of the Complete Streets policy is based on the organizing principle of connectivity and directs the development of a policy that addresses policy and planning. The Checklist is a tool to help the City and developers consider all aspects of a complete street, ensure the policy creates a method to track and ensure projects have considered all users from design implementation through construction. This plan benefits from a review of the experience of other communities, and includes a suite of tools and design guidance, including updated network planning for bicycles, pedestrians, and transit. It also addresses implementation challenges and opportunities, including funding, organizational structure and responsibilities, and design standards. The Complete Streets Policy will be integrated into the City's Comprehensive Plan.

Introduction and Overview

Nestled in the Snohomish River Valley, Snohomish boasts a population of just over 10,000 and thrives on a robust sense of community pride. Characterized by a traditional, historic downtown, recreational spaces, and several areas with potential for growth, Snohomish is evolving alongside the growing demands for mobility options among residents, employees, and visitors.

Strategically positioned near Everett and Seattle along the Highway 9 and Highway 2 corridors, with a scenic location along the Snohomish River and Centennial Trail, Snohomish emerges as an ideal destination for work, residence, and tourism. The city's topography and temperate climate, complemented by a distinct rainy season in winter, make walking and bicycling appealing year-round to a diverse population. Community Transit's bus service efficiently links the downtown area with various districts and extends connections to Seattle and Everett.

To proactively address future population growth and development, the City of Snohomish has undertaken significant initiatives, planning tools, and updates. The region's trail network is poised for expansion and improved access to other communities through Snohomish County Parks and Recreation connections. Through thoughtful planning and strategic investments, Snohomish aims to preserve its hometown ambiance while meeting evolving mobility needs, embracing a holistic Complete Streets approach.

Why Complete Streets for Snohomish is Important

Snohomish's transportation network connects its community members to schools, jobs, shops, parks, community events, and to their neighbors. The Complete Streets policy will improve access and safety for all community members to the streets, sidewalks, and trails that connect Snohomish. In 2022, the Snohomish City Council passed a resolution that adopted a Complete Streets policy and directed staff to develop a Complete Streets policy.

Complete Streets for Snohomish means a comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, transit riders, and motorists that accommodates people of all ages and abilities.[1]

Complete Streets are streets for everyone, no matter who they are, or how they travel. This Complete Streets Policy provides design guidance for reimagining and developing transportation networks with land use, local context, and multiple modes in mind. Planning and designing for community members to move, access, and connect in Snohomish – regardless of their age, ability, status, or travel mode – will support Snohomish's livable future.

Snohomish's focus on planning and designing for community members of all ages, abilities, statuses, and travel modes aligns with its vision of fostering a livable future. The implementation of the Complete Streets Policy holds the promise of elevating the overall livability of Snohomish by enhancing access and safety across various transportation options.

By fostering a transportation network that caters to diverse modes, the Complete Streets approach encourages a shift away from personal vehicles. As community members and visitors feel more secure using alternative modes like biking, walking, or transit, the collective shift has the potential to alleviate vehicle traffic congestion and address associated air quality and other health concerns on a community-wide scale.

By actively promoting and accommodating alternative modes of transportation, such as walking to a bus stop or biking to work, Complete Streets contribute to public health and active living goals in our community. This emphasis on varied transportation choices underlines the commitment to creating a sustainable, accessible, and healthy city for all.

Choosing modes of transportation beyond personal vehicles can collaboratively alleviate vehicle traffic congestion and address air quality concerns community wide. Communities where mobility is primarily focused on automobile connectivity create challenges for citizens to walk, bike, or take transit. This often disproportionately affects low income, minorities, the elderly, and people with disabilities. Implementation of the Complete Streets Policy will work towards creating transportation equity and providing economic opportunity for non-auto users.

Applying the Complete Streets approach to existing and new roadways can support existing historic characteristics, create new connections between neighborhoods, and bolster plans for development and growth. Complete Streets also helps the City better accommodate and coordinate public investments like streetlights, street trees, stormwater infiltration, and utility corridors. Through the implementation of the Complete Streets Policy, the City will not only improve the safety of the transportation system but ensure that streets and public rights-of-way better serve the community.

Complete Streets Policy

The City of Snohomish is committed to developing and enacting a city-wide Complete Streets policy. As outlined in the City's Complete Streets Resolution 1442, adopted December 22, 2022, the purpose of Snohomish's Complete Streets policy is to:

...[create] a true multimodal transportation network that is designed and operated to be safe, comfortable, and convenient for all users – pedestrians, bicyclists, motorists and transit rides of all ages and abilities.

Complete Streets is also about transforming streets into environments that provide for a sense of belonging and engagement and ultimately creating a more livable community.

Complete Streets Policy Summary

The City of Snohomish's resolution mandates the development of a comprehensive multimodal transportation plan, catering to the diverse needs and abilities of roadway users of all ages and capabilities. The resolution underscores the City's commitment to accommodating pedestrians, bicyclists, transit users, motorists, emergency responders, and freight providers on its transportation network.

This policy is a collaborative effort between the Public Works Department and the Planning & Development Services Department to craft a Complete Streets Policy that encompasses:

- Metrics for all modes of transportation, founded on local connectivity assessments for pedestrian, bicycle, transit, and automobile travel.
- Specific design standard details incorporating Public Rights-of-Way requirements, including Low Impact Development, stormwater facilities, utility placement, street lighting, and landscaping.

The Complete Streets Policy establishes procedures and design standards to ensure that all new and redesigned projects integrate elements addressing the needs of all users, with careful consideration given to each of the following elements.

Vision and Intent

The vision of the City of Snohomish Complete Streets Policy is *"to foster healthy independent mobility options that enhance safety, environmental sustainability, social interaction, and a sense of community within the City of Snohomish through a safe, convenient transportation network designed for all modes of travel."*

The policy is geared towards establishing a complete, interconnected network catering to various modes of traffic, including pedestrians, cyclists, transit riders, and motorists. Each mode has been individually assessed, and improvement plans have been developed to create comprehensive, safe, fair, and integrated systems for all modes of travel.

All projects, whether public or private, permitted within the City of Snohomish, must adhere to the Complete Streets Checklist and comply with the adopted plans, specifications, and design standards.

This vision served as a guiding principle throughout the development process, ensuring that the final policy aligns with the intended benefits for all citizens of the City of Snohomish.

Equity

As delineated in the Resolution, the policy describes a "comprehensive, integrated transportation network with infrastructure and design that allows safe and convenient travel along and across streets for all users, including pedestrians, bicyclists, transit riders, and motorists that accommodates people of all ages and abilities."

Moreover, the policy was formulated with a focus on addressing the needs of all individuals, particularly vulnerable or underrepresented populations. This is achieved by emphasizing the connection of all modes of transportation to diverse residential areas. The policy strives to expand transit coverage in existing and future multifamily developments, large employment centers, schools, and commercial areas. In the context of public complete streets projects, the City will prioritize vulnerable users or neighborhoods that have historically been underinvested, as identified through census data.

Commitment in all projects and phases

The implementation of the Complete Streets Checklist is integral to guaranteeing consistency with the policy across all project levels. This requirement spans collaboration with Public Works and Planning & Development Services to ensure that all projects, external and internal, consider the needs of all users.

Transparent and Defined Expectations

The Complete Streets Checklist delineates requirements, outlines variance procedures, and is a mandatory component of all project applications. It utilizes the existing City of Snohomish variance procedure for the evaluation of exceptions. Public notification is a prerequisite under the existing variance procedure, and approval can only be granted based on clear and acceptable justification. In some cases, a public hearing will be required.

Acceptable justifications for Complete Streets Variances are limited to:

- Routine maintenance of the right-of-way that does not alter the roadway geometry or operations, such as mowing, sweeping, and spot repair.
- Emergency repairs requiring immediate rapid response may be justifiable; however, improvements should still be considered if possible. Temporary accommodation for all existing modes of travel are still required.
- The cost of accommodation is excessively disproportionate to the need or probable use.
- A documented absence of current and future needs can be demonstrated.
- Corridors prohibited for user use, as specified by City planning documents.

Jurisdiction

All projects, whether public or private, permitted within the City, must include the Complete Streets Checklist with the permit application to demonstrate compliance with the Complete Streets Policy.

The Complete Streets Policy has been developed through interagency coordination and is designed to serve as a mechanism for ongoing collaboration with State, County, Health, Community Transit, Public Works, Planning & Development Services, City Council, Administration, and housing, bicycle, and pedestrian groups.

Design

The Complete Streets Policy includes Design Standards for current best management practices. It also details design components for key complete street corridors within the city and includes typical sections commonly proposed for commercial, industrial, and residential areas.

All new project applications received after implementation of this policy will be required to follow the appropriate Design Standards.

Contextual Integration in Land Use

The city is currently working on updates to the Engineering Design Standards and Standard Plans within the next year. All new project applications submitted after the implementation of this policy will be obligated to adhere to the specified Design Standards in place at the time of complete application for development.

Performance Metrics

The Policy integrates specific performance metrics, encompassing pedestrian enhancements, bicycle improvements, connectivity, transit upgrades, vehicle metrics, health, safety, economics, and community impact.

Detailed performance metrics have been devised and allocated to the relevant departments for both near and long-term reporting. This facilitates program review and provides the flexibility to enhance or adjust as necessary, ensuring the policy aligns with the intended vision and purpose outlined above.

Equity measures will be evaluated within the Policy by reporting and comparing improvements in identified target areas to those in other City regions.

An annual collection of near-term metrics is stipulated, with long-term metrics gathered every six years. Performance metrics will be published annually and accessible to the public on the City website.

Prioritization Criteria

Through the process of creating the Complete Streets Policy, the City has identified a significant number of Complete Streets projects aimed at increasing connectivity within our communities. The Policy has also established criteria for prioritization of projects which include safety, equity, cost effectiveness, connectivity, and health. The same criteria will be used in evaluation of transportation projects from adoption of the policy moving forward.

Implementation Steps

- The Policy introduces immediate changes to permitting policies, incorporating the Complete Streets Checklist to implement specific measures accommodating all users.

- Updates to the Transportation Master Plan and Six Year Transportation Improvement Plan to support and complement the Complete Streets Policy are scheduled for adoption in 2024.
- Engineering Design Standards and Standard Plans are scheduled for updates within the coming year.
- Mandatory annual reporting will be coupled with staff training and periodic updates to ensure the plan remains current and aligned with Complete Streets objectives.
- The City will maintain the website with the latest details, community input, and public outreach.

Complete Streets Design Standards

The standards outlined in the Complete Streets Policy (this document) are intended to facilitate the design and construction of a street network that better accommodates all transportation modes and users in the city. This document provides standards for street and right-of-way features that affect user safety, speed, and comfort.

The combination of street design parameters (number of travel lanes, lane widths, medians, on-street parking, and bikeways) with pedestrian zone parameters (building setback, sidewalk width, pedestrian clear space, landscape buffers, and street furnishings) will result in a safer transportation network for all users.

Complete Streets Implementation

The policies set forth in the Complete Streets Policy and this Plan are applicable to all street design, construction, and retrofit projects, both public and private, managed and initiated by the City of Snohomish after the adoption of this Plan, unless there are unusual or extraordinary circumstances. Following the City's approval of this Plan, all street and right-of-way projects will refer to the process and design standards outlined in Chapter 3 of this document to the extent feasible.

The Policy mandates the use of the Complete Streets Checklist for all permitted projects within the City of Snohomish. This Checklist guides project managers through the necessary steps to ensure the project caters to all users for each mode of transportation, with emphasis placed on the supporting planning documents contained within.

Evaluation Metrics for Success

Snohomish's Complete Streets Policy mandates the development of metrics centered around connectivity for all modes of transportation. The policy specifically identifies pedestrian, bicycle, transit, and auto connectivity as initial points for the Complete Streets metrics. In addition to the connectivity-focused metrics stipulated by the Policy, this Plan suggests that the City establish near-term input activity-based performance measures.

These performance measures are recommended to monitor the City's implementation of the Complete Streets Policy as well as its progress toward achieving the Policy-required multimodal connectivity metrics. The near-term performance measures should be linked to and revised based on future updates to the Complete Streets Policy, along with funding and staffing resource levels.

Near-term Performance Measures

Near-term performance indicators are utilized to monitor and evaluate the City's activities and investments in Complete Streets. These indicators should be regularly tracked and reported on an annual basis, with the annual report presented to the City Council and shared on the City's Complete Streets webpage:

- Length of new and enhanced sidewalks
- Expansion of new and improved bicycle facilities
- Count of new and enhanced accessible transit stops (mandated by the Complete Streets Policy)
- Count and percentage of projects granted exceptions from the Complete Streets Policy
- Count of new and improved pedestrian crosswalks.
- Count of ADA barriers repaired.

Over time, the City should establish annual and six-year targets for these input measures, ensuring alignment with the City's annual budget and the Six-Year Transportation Improvement Plan.

Long-term Connectivity Metrics

In Snohomish, while near-term performance measures focus on project delivery and workloads, long-term Connectivity Metrics gauge changes in the network's performance and community behavior. The subsequent long-term connectivity metrics are to be monitored and reported every six years following the adoption of this Plan. The report will be presented to the City Council and made available on the City's Complete Streets webpage upon its completion.

The proposed six-year timeline is designed to synchronize with the City's six-year Transportation Improvement Plan (TIP) schedule.

Pedestrian Metrics

- Pedestrian connectivity
- Pedestrian amenities
- Six-year change in pedestrian connectivity

Bicycle Metrics

- Bicycling connectivity
- Six-year change in bicycling connectivity

Transit Metrics

- Transit connectivity
- Reliability and frequency of service
- Number of bus boardings in Snohomish
- Six-year change in bus boardings in Snohomish

Vehicle Metrics

- Vehicular connectivity
- Travel delays
- Bottlenecks and pinch points
- Single-occupancy vehicle (SOV) commute mode share
- Six-year change in SOV commute mode share

Economic Metrics

- Commercial vacancy rate
- Six-year percentage change in the commercial use vacancy rate

Community Health Metrics

- Six-year percentage change of adults participating in 30 minutes of moderate physical activity per day, five days a week
- Six-year percentage change of youth participating in 30 minutes of moderate physical activity per day, five days a week

Safety Metrics

- Average annual reported traffic fatalities and serious injuries (all modes)
- Six-year change in average annual reported traffic fatalities and serious injuries (all modes)
- Average annual reported pedestrian and bicyclist fatalities and serious injuries
- Six-year change in average annual reported pedestrian and bicyclist fatalities and serious injuries

The target goals for long-term connectivity metrics should be established based on initial data for near-term metrics and available funding for planning, project development, maintenance,

and operation activities. The goals for long-term connectivity metrics should be updated every six years to align with the City's Six-Year Transportation Improvement Plan.

Ongoing Oversight and Reporting

Implementing the Complete Streets Policy in Snohomish will necessitate substantial coordination between the Planning & Development Services and Public Works departments. Integration of other departments and key staff members in planning, operations, and maintenance decision-making processes is also imperative. Other departments, as well as the Police Department and the Fire District, all play crucial roles in overseeing the City's built environment and transportation network.

The reporting process should encompass updates on performance measures, necessary policy enhancements, and staying abreast of the best available science and design standards. Results will be disseminated to the community through the City's website, shared with staff, and presented to the City Council.

Complete Streets Background

Safety Benefits of Complete Streets

According to the U.S. Department of Transportation, bicyclist and pedestrian injuries and fatalities have "steadily increased" since 2009, "at a rate higher than motor vehicle fatalities."[2] Nationwide, pedestrian and bicyclist fatalities have not only increased overall but also as a share of all fatalities. For example, pedestrian fatalities increased by 25 percent from 2010 to 2015, while traffic fatalities overall increased only 6 percent.[3] The causes underlying this increase are not well understood but are likely due to a combination of factors including sociodemographic changes (the shift in physical and cognitive abilities of particular generations, such as the baby boomers, as they age), increased exposure (i.e., more people walking and driving), unsafe walking and bicycling environments, and unsafe behaviors such as impaired or distracted driving, bicycling, and walking.

In recent years, considerable progress has been made in identifying effective approaches for reducing crash risk for pedestrians and bicyclists.[4,5] Research has also shown that planning for and implementing facilities to increase the safety of people who bicycle and walk will improve safety for drivers and transit users.[6] Additionally, motorists feel more comfortable driving when bicyclists have a defined space on a road, compared to scenarios where they share space with bicyclists.[7] These studies show how planning for people who walk or bike benefits all users, especially those with the greatest risk of suffering an injury or fatality when involved in a crash. Roadway safety improvement will benefit not only those out on the road but also first responders and the community.

Economic Benefits of Complete Streets

Smart Growth America has identified that Complete Streets projects have contributed to several economic benefits. The Safer Streets, Stronger Economies 2015 report examined data from 37 Complete Streets projects in the United States and documented the following economic benefits[8]:

- Increased economic development. The study revealed that more people were employed along Complete Streets projects after completion compared to before. Additionally, these projects witnessed a rise in new businesses, higher property values, and increased private investment.

- Increased multimodal travel. Nearly all Complete Streets projects resulted in an uptick in biking, walking, and transit trips. These modes have proven economic benefits by offsetting health costs, increasing consumer spending, enhancing property values, and reducing individual transportation costs.[9]

- Lower project costs. Seventy-four percent of projects cost less than an average normal-cost arterial, and 97% cost less per mile than the construction of an average high-cost arterial.

- Lower crash-related costs. Seventy percent of projects experienced a reduction in the number of collisions, and 56% saw a decrease in injuries after their Complete Streets improvements. These improvements collectively prevented $18.1 million in total collision costs in one year.

Complete Streets enhancements will transform the way Snohomish community members perceive and experience their neighborhoods while fostering connectivity across the city.

Accessibility and Mobility Benefits of Complete Streets

Active transportation options play a pivotal role in fostering a more equitable transportation system in Snohomish. They help reduce accessibility barriers for individuals without access to a vehicle or those who choose not to drive, provide healthier travel alternatives for everyone, and contribute to a shift in trip modes, thereby alleviating roadway congestion.

As the population ages, the demand for safe and accessible alternatives to driving will grow. Older adults, no longer feeling safe driving or lacking the physical or financial means to do so, should not face limitations in their daily activities.

People without cars, like everyone else, hold jobs, attend school, go grocery shopping, and need to navigate various functions to fully participate in society. Therefore, transit, walking, and bicycling play a crucial role in the transportation system by offering mobility options for those without cars, and improvements in these modes bring substantial benefits.

The costs of lengthy commutes extend beyond individual well-being, affecting mental and physical health, as well as family and community life. Longer commutes are linked to higher blood pressure, increased body mass index, and reduced physical activity.[10] A 2004 study found that each additional daily hour spent in a car is associated with a 6 percent increase in the likelihood of obesity.[11]

Promoting Health through Complete Streets

Each year, 1.5 million Americans experience heart attacks and strokes, both primarily stemming from the leading cause of death – heart disease. This staggering statistic contributes to an annual healthcare cost of $320 billion, coupled with lost productivity due to cardiovascular disease. Projections indicate a further increase to over $818 billion in medical costs and $275 billion in lost productivity by 2030. Notably, heart disease ranks as the second leading cause of death in Snohomish County, with a rate of 154.6 per 100,000 deaths.

Individuals grappling with obesity face an elevated risk of developing cardiovascular diseases, high blood pressure, diabetes, strokes, clinical depression, and other chronic conditions.

Contributing factors to obesity include dietary patterns, activity levels, medications, and genetics. In Snohomish County, self-reported adult obesity stood at 29 percent in 2017, surpassing the statewide average of 27 percent. The county experienced a doubling of adult obesity rates between 1994 and 2010, alongside an 18 percent increase in youth obesity rates between 2002 and 2010.

Physical inactivity emerges as a significant risk factor for both heart disease and obesity. Despite recommendations by the Centers for Disease Control and Prevention for a minimum of 30 minutes of moderate physical activity per day, five days a week, a concerning 50 percent of Snohomish County adults and 77 percent of youth failed to meet this guideline in 2010. Additionally, 18 percent of adults in 2017 in Snohomish County reported not engaging in any leisure-time physical activity, such as walking, a rate that exceeds the Washington state average of 7 percent.

Advancing Environmental Sustainability through Complete Streets

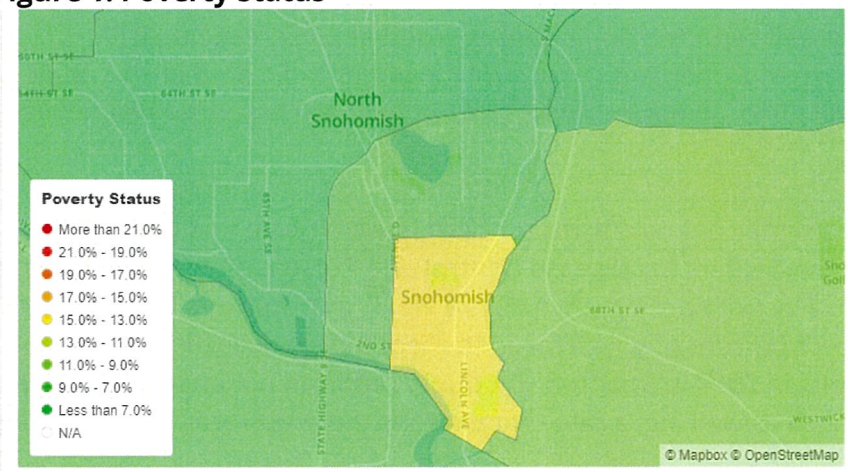
Transportation is responsible for 27 percent of greenhouse gas emissions in the U.S and contributes to respiratory complications, such as asthma.[28] A study completed by the University of Southern California, found that at least eight percent of 300,000 cases of childhood asthma in Los Angeles County can be attributed to homes within 250 feet of a major roadway.[29] Snohomish County had a 9.1 average daily density of fine particulate matter in micrograms per cubic meter (PM2.5) in 2017. In comparison, average daily PM 2.5 density in 2017.[30] Elevated pollution levels can negatively impact older adults, children, and those with asthma. In 2017, over 13,000 youth and 59,000 adults were diagnosed with asthma.[15] Shifting trips from motor vehicles to active modes would reduce air pollution and associated health impacts, benefiting disadvantaged communities as a result.

Economic and Equity Considerations

Based on 2019 American Community Survey census data, it is possible to identify the location of underserved populations in the Snohomish area, to show where Complete Streets projects could provide a larger benefit to the residents.

In an effort to work towards transportation equity for underserved populations, census data was examined for the city based on income, poverty, and race, among various other factors. The City will utilize this information when prioritizing projects. Giving higher priority to projects in areas of lower income or higher concentrations of underserved populations. Based on the information the following areas should be looked at as priority areas:

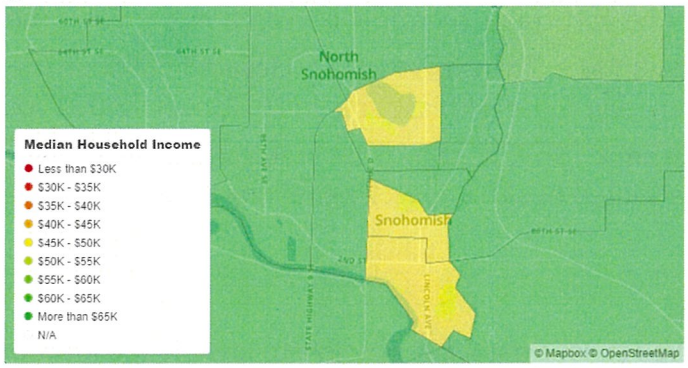
Figure 1: Poverty Status



Source: 2019 American Community Survey 5-Year Estimates

Based on Figure 1, the City of Snohomish population is generally above the national average for poverty. The area that has the largest concentration of poverty within city limits is Census Tract 524.02.

Figure 2: Median Household Income



Source: 2019 American Community Survey 5-Year Estimates

Within the City of Snohomish, median household income is higher than the national median of $62,843. Based on 2019 census data the following areas include incomes below national averages and should be considered in prioritization:

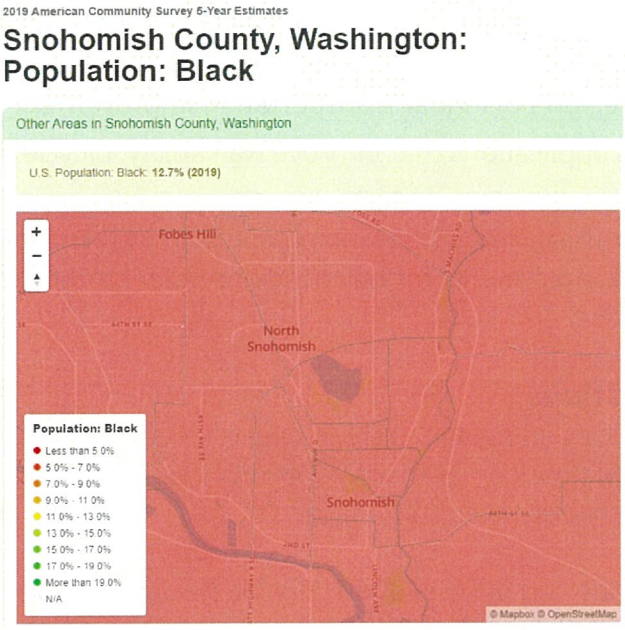
Tract 524.02
- Block Group 2
- Block Group 3

Tract 524.01
- Block Group 3

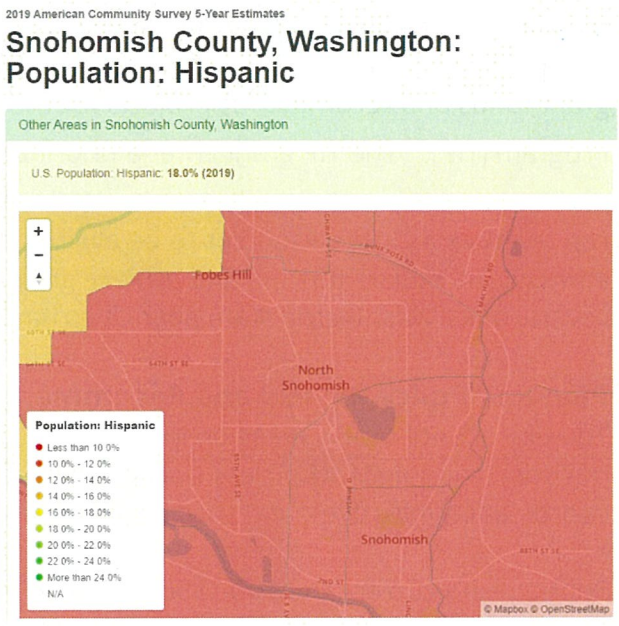
Based on Figure 3a and 3b, the City does not have an area of black or Hispanic population significantly above the average US black or Hispanic population. There is no recommendation of prioritization based on this information.

Figure 3a-3c: Diverse Populations

3a

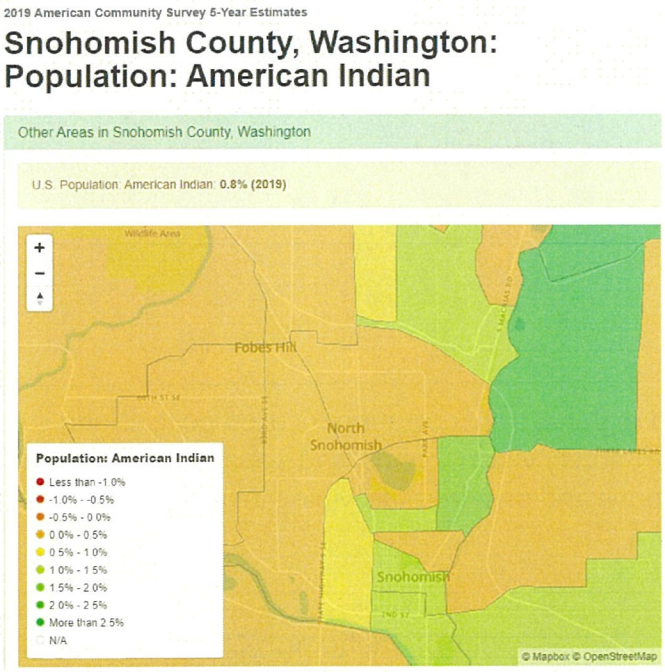


3b



Source: 2019 American Community Survey 5-Year Estimates

3c Source: 2019 American Community Survey 5-Year Estimates



The City is home to a larger percentage of American Indians than the US average population.

Based on 2019 census data the following areas should be considered in prioritization:

Tract 524.02
- Block Group 2
- Block Group 3

Tract 524.01
- Block Group 1
- Block Group 2
- Block Group 4

Funding Opportunities

Through a strong Complete Street Plan, the City of Snohomish can leverage local, regional, and state funding opportunities to stretch transportation project budgets, and work towards building out a comprehensive and integrated transportation network.

As discussed in Section 2, the Complete Street legislation adopted by the State of Washington incentivizes cities to adopt Complete Street policies to be eligible for state grants related to Complete Streets projects. In addition, the Puget Sound Regional Council (PSRC) distributes grant funds and recommends projects for the region's biannual Transportation Improvement Program (TIP).[37] The TIP grant criteria prioritizes applications that improve walkability, bicycle mobility, and access to public transit.[38] With a Complete Streets Policy, the City of Snohomish can leverage its local resources to be eligible for these and other funding opportunities that can stretch local dollars further, and achieve greater investments for balanced and safer streets, as several of its Washington state peer cities have.

Plan and Policy Review and Recommendations

The City of Snohomish relies on its adopted policies and plans to steer investments in the local transportation network. These documents encompass comprehensive visions, regional coordination initiatives, and specific projects with associated funding levels.

Snohomish's current transportation-focused plans and policies offer valuable guidance for the development and implementation of the Complete Street Policy. Recent and ongoing updates in planning position the city well to leverage its planning investments for the effective execution of the Complete Streets Policy and associated plans. The transportation policies and plans under development and review include:

- Comprehensive Plan
- Development Code
- Six Year Transportation Improvement Plan – Project List
- Parks PROS Plan
- Right of way Design Guide
- Transit Expansion Plan
- Multimodal Improvement Plan
- Local Road Safety Plan

Through an examination of various local and regional transportation-focused policies and plans, Snohomish's plan considers broad community visions, goals, and specific project needs. Notably, these plans reflect prevailing conditions and priorities, providing insights into future considerations.

Community Engagement

For the Snohomish initiative, community engagement strategies are based on best practices in community engagement. The identified community engagement purpose was to foster and broaden community interest, gather input on ideas, and secure buy-in for the proposed concept.

The recommended community engagement goals aimed to establish an inclusive process that:

- Built upon existing efforts of the City and partner agencies to formulate a comprehensive and implementable Complete Streets Policy.
- Equitably reached out to residents throughout Snohomish, encompassing diverse communities.
- Promoted fair treatment so that all residents and visitors, irrespective of racial, ethnic, or socioeconomic background, could benefit from the project.
- Ensured that community contributions were considered for integration into the final policy.
- Provided ongoing opportunities for stakeholders to engage in meaningful two-way conversations with the project team.

The City facilitated various in-person and online opportunities for community members to learn about the projects, interact with the project team, and provide feedback. The community participated in workshops, offering insights on barriers, opportunities, and desired improvements for mobility.

Noteworthy preferences included:

- Ensuring sidewalks and walking paths are safe, spacious, and uninterrupted, leading to benches, ramps, and bus stop shelters.
- Incorporating buffers between sidewalks/walking paths and roadways for enhanced safety.
- Improving pedestrian crossings with flashing lights, flags, markings, and curb bulb outs.
- Limiting parking near intersections to improve visibility of pedestrian crossing.
- Installing wheel stops between sidewalks/walking paths and parking areas.
- Utilizing sidewalk markings with clear crossing indicators for pedestrian safety.
- Implementing regular maintenance practices, including vegetation pruning and surface quality upkeep on sidewalks/walking paths.
- Addressing traffic speed concerns, particularly at intersections, to enhance overall safety.
- Improving separation and markings between roadway users through the creation of bike lanes and marked crosswalks.
- Enhancing visibility with increased lighting, introducing more mid-block crossings, and installing signs at intersections to improve pedestrian crossings.

In addition to these design and maintenance suggestions, participants emphasized the necessity of altering roadway behaviors to enhance the safety and comfort of all users. Recommendations included additional driver education and engagement regarding the significance of stopping and yielding at crossings, especially when pedestrians are present.

Sustained community engagement efforts will involve ongoing reporting accessible through the City website, presentation to City Council, and communication with City Staff. The Complete Streets Website will remain a hub for information, providing links to Improvement Plans for easy review, comments, and suggestions from residents.

Process and Documentation

Roles, Responsibilities, and Coordination

City Departments and Divisions

The ongoing implementation of the Complete Streets policy and development of the associated plan require continuous coordination among the Planning & Development Services and Public Works departments. Additionally, integration of other departments and key staff members into the planning, operational, and maintenance decision-making processes is crucial. The City will capitalize on existing shared goals and priorities among departments and divisions during the coordination of policy and plan implementation.

Upon reviewing the goals and policies of the City's departments and divisions, a recurring emphasis on delivering high-quality community and customer service, along with the efficient and effective utilization of community resources, was identified as a common top-level priority. The City of Snohomish leaders and staff embody a service-focused vision for success that stresses the importance of delivering efficient services and effectively utilizing community resources.

Project Development Procedure

Effective implementation and management of the Complete Streets Policy across various departments, divisions, and Boards and Commissions calls for well-defined roles and responsibilities for all stakeholders, accompanied by transparent decision-making processes. The processes should incorporate opportunities for external stakeholder engagement that involves community members, businesses, school districts, and state, regional, and transit agencies. The project development procedure delineated in this Plan serves as a guide for staff in the efficient development and review of projects, establishing process steps and tools, including use of the Complete Streets Checklist.

Process Overview

The execution of the Policy will be spearheaded by a collaborative effort of the Planning & Development Services and Public Works departments.

Staff members from these two departments will work to seamlessly integrate and embed the initiatives outlined in the Policy into the broader spectrum of the City's policies, plans, and projects. The leadership of these departments will subsequently present performance measures in their respective plans, sharing the outcomes with the City's Administration and Finance departments. The Administration and Finance Departments will further relay these performance measures in key budget documents, including the Annual Budget and the CIP. Consistently providing data-based reports on Complete Streets implementation will aid staff in cultivating essential long-term support for the Policy and Plan from fellow staff, elected officials, and external stakeholders.

Complete Streets Checklist

In addition to monitoring and communicating the progress of the Policy and Plan, staff will establish operational processes that facilitate the day-to-day implementation of both. A valuable tool in this regard is the Complete Streets Checklist. This checklist is designed for use by developers and city staff to ensure all projects meet the needs to develop a local multimodal transportation network. A copy of this checklist is provided in the Appendices. Numerous communities have found Complete Streets checklists to be instrumental in implementing policies and plans, as well as in tracking staff decisions related to development.

While the Checklist works in conjunction with and complements the City's existing standards, manuals, plans, and maps, it does not serve as a replacement for them. The Checklist's references to the City's adopted standards and plans will reinforce efforts to fully implement these documents and set expectations with developers aligned with the City's vision and design standards.

Procedure and Roles

The obligation to complete and submit the Complete Streets Checklist for all private development and re-development projects within city limits lies with the developer or their designated applicant/agent. This Checklist becomes an integral submittal document during the Land Use approval process and site civil submittal. Developers are strongly encouraged to initiate contact with the Planning & Development Services department at the early stages of project development to obtain and review the Checklist. Early engagement with staff and development partners can foster project synergies and identify opportunities for improving the development's connectivity to the multimodal transportation network.

The Planning & Development Services Department is tasked with the following responsibilities:

- Overseeing the implementation and use of the Checklist, along with managing the project-level data recorded through the Checklist.
- Managing the review process for fully completed Checklists and establishing internal protocols for staff coordination in evaluating the proposals and information submitted.
- Issuing development approvals and processing variance determinations for fully completed Checklists to the applicant.
- Establishing a regular reporting procedure on development approvals and variance determinations.
- Collaborating with staff from diverse departments and business associations to promote the Checklist within the local development community.

The Public Works Department is tasked with the following responsibilities:

- Offering administrative, technical, and data management support to the Community and Economic Development division during Checklist reviews and as part of program management activities.
- Supplying applicants with information, specifications, and standards during the Checklist submittal process.

Variances

The municipal code addresses variances. Refer to Chapter 14.70 SMC for more information.

Complete Streets Prioritization Plan

This serves as a guide for prioritizing Complete Street Projects within the City of Snohomish. As funding becomes available for projects, the City must carefully consider various factors when determining the order of completion. Factors such as economic, social, and racial equity, connectivity, safety, as well as age and health considerations, all contribute to the prioritization of projects. Snohomish has compiled a list of Bicycle, Pedestrian, and Transit accessibility projects, all aimed at fostering connectivity within the community and promoting healthy non-motorized travel. However, not all projects are equal, and the City will assess the following weighted factors when deciding which Complete Streets projects to pursue before others. To streamline the process, the following equation has been devised, with projects meeting all factors scoring 100%.

Priority Level = EQ + CC + SI + YT + ELD + ADA + BI + PED + BUS + TRA

Safety Improvements (SI) = 12 points

Projects qualifying as safety improvements must incorporate specific safety measures, such as RRFB or HAWK crossings, separated bike or pedestrian areas, reduced speeds, and traffic calming.

Accessibility Improvements (ADA) = 11 points

This factor considers projects that identify and improve barriers listed in the ADA transition plan or create new compliant facilities where none exist.

Economic and Racial Equality (EQ) = 11 points

Projects serving identified economic and racial equity priority areas.

Youth Consideration (YT) = 10 points

Projects with a youth consideration component should demonstrate improved access to schools, parks, or other youth-targeted destinations.

Elderly Consideration (ELD) = 10 points

Projects that increase accessibility to senior facilities, neighborhoods, and community centers fall under the category.

Bicycle Improvements (BI) = 10 points

Any project enhancing connectivity for cyclists, such as shared-use trails, bike lanes, and shared lanes, is considered a bicycle improvement.

Pedestrian Improvements (PED) = 10 points

Projects with pedestrian improvements component, including sidewalks, improved or

additional crossings, mixed-use trails, and intersection improvements, are categorized as pedestrian improvements.

Transit accessibility (BUS) = 10 points

Projects with a transit improvement component, such as added or improved bus stops and improved connectivity to the transit system, are considered transit accessibility projects.

Community Connectivity (CC) = 8 points

Projects demonstrating improved connectivity between neighborhoods, business centers, arts, activities, and shopping fall under the category of community connectivity projects.

Traffic Improvements (TRA) = 8 points

Projects demonstrating improvement to traffic flow, safety, or capacity are classified as traffic improvement projects.

Next Steps: Street Design Typologies

The City should consider developing a set of context-specific street typologies to ensure that street development opportunities match with local context. Street typologies can be used to refine the City's design standards and plans for the multimodal transportation network based on the roadway's character, surrounding land uses, and position within the transportation network.

For example, a roadway's width, traffic volumes, and connectivity impact the appropriateness of certain design treatments such as curb bulb-outs, shared use paths, separated bike lanes, and enhanced transit stops. When developing the street typologies, City staff should refer to data collected through the Complete Streets Checklist to understand where development is occurring based on the City's roadway classifications and cross connection type. Additionally, staff should integrate the cross sections and design guidance from Section 3 into the street typologies.

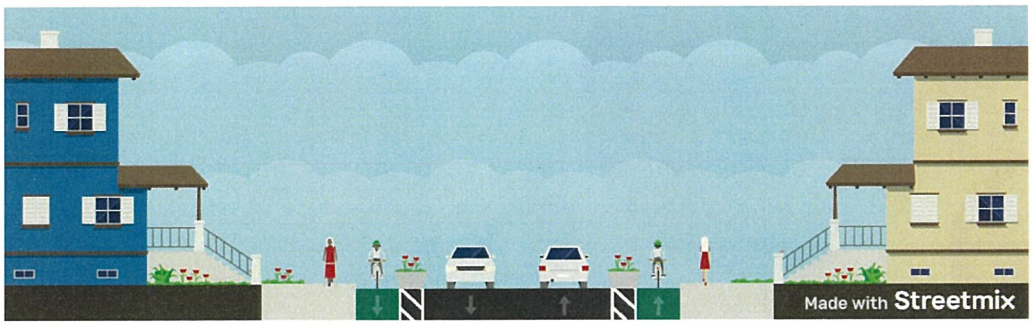
Cross-Sections and Design Guidance

Roadway Design Considerations

Pedestrian Zone

The pedestrian zone width shall be per City standards including street design standards based on zoning and ADA requirements. Intersections should remain clear of amenities for the entire width of the pedestrian zone to allow for maximum visibility to and for pedestrians approaching to cross the street. The clear zone is typically 20 feet from a signalized intersection and 30 feet from a stop-controlled intersection.

Figure 4: Example Complete Streets Corridor Cross Section



Number of Travel Lanes

The specified number of travel lanes represents the default or typical configuration, and includes two-way center turn lanes. Street designs can deviate if allowed by unique context or constraints. Thorough documentation should be provided for any deviations.

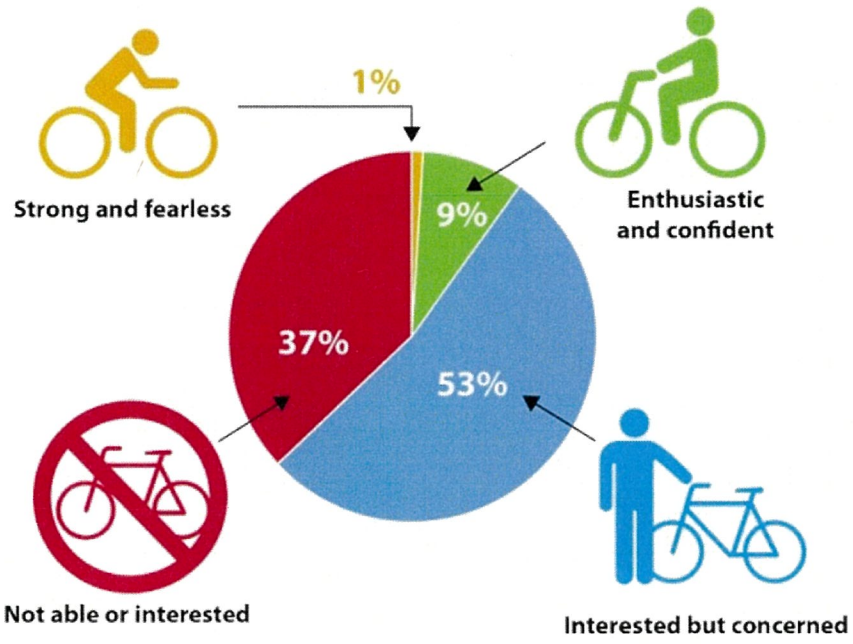
Center Turn Lane / Median

Center turn lanes and medians increase crossing distances for pedestrians on pedestrian-oriented streets; they also consume right-of-way that could otherwise be used for pedestrian realm improvements. To facilitate intersection operations, on-street parking can be removed to allow left turn lanes as needed to maintain LOS E or better during peak periods.

Pedestrian islands or pedestrian refuges can be used to assist with pedestrian access across wider arterials with medians.

On streets in which a median is not preferred, it may still be beneficial to provide crossing islands or non-continuous centerline traffic-calming islands in certain locations.

Figure 5: Bicyclist Types and Preferences



(Graphic: MassDOT)

Default Bikeway Type

Motor vehicle traffic volume and speed are critical contextual considerations for bicyclist safety and comfort. Proximity to motor vehicle traffic is a significant source of stress, safety risks, and discomfort for bicyclists, and corresponds with sharp rises in crash severity and fatality risks for vulnerable users when motor vehicle speeds exceed 25 miles per hour. Furthermore, as motorized traffic volumes increase above 3,000 vehicles per day, it becomes increasingly difficult for motorists and bicyclists to share roadway space.

From a bicycling perspective, people vary considerably in terms of traffic stress tolerance, which is defined as comfort, confidence, and willingness to interact with motor vehicle traffic. Research[50] indicates that people fall into one of the four categories shown below. The largest group (51 percent) has a low tolerance for interacting with motor vehicle traffic. As such, the type of bikeway facility and amount of separation from motor vehicle traffic will largely determine whether the bikeway will be used by most of the population or only by a smaller portion that is comfortable interacting with motor vehicle traffic.

There may be conditions under which it is infeasible to provide bicycle facilities that are sufficiently comfortable for most people. These limiting conditions could include funding shortfalls associated with right-of-way acquisition or budget limitations. Under these conditions, it may be necessary to select the next-best facility type, which may have less separation between bicycle and motor vehicle traffic than the ideal facility. If this decision is made, the designer and project team must document the decision and the constraints that led to the facility type downgrade. If a downgraded facility is selected, it is important to be aware that it may accommodate more confident or experienced bicyclists but will likely be uncomfortable for most of the population.

Bike lanes are the preferred facility type when traffic volumes are between 3,000 to 6,000 vehicles/day and posted speeds are 25 to 30 mph. Within this range, buffered bike lanes are preferred to provide spatial separation between bicyclists and motorists, especially as volumes or speeds approach the limits. Bike lanes should be a minimum of 6 feet wide where adjacent to on-street parking. Bike lanes may be 5 feet wide where on-street parking does not exist or in constrained environments.

Separated bike lanes and shared use paths are the preferred facility type as traffic volumes exceed 6,000 vehicles/day or vehicle speeds exceed 30 mph. However, because many higher-traffic streets (especially Thoroughfares) have very constrained rights-of-way, it may be infeasible to provide these facilities. In constrained corridors, the solution will often be to provide parallel routes or Bicycle Boulevards on lower-traffic streets.

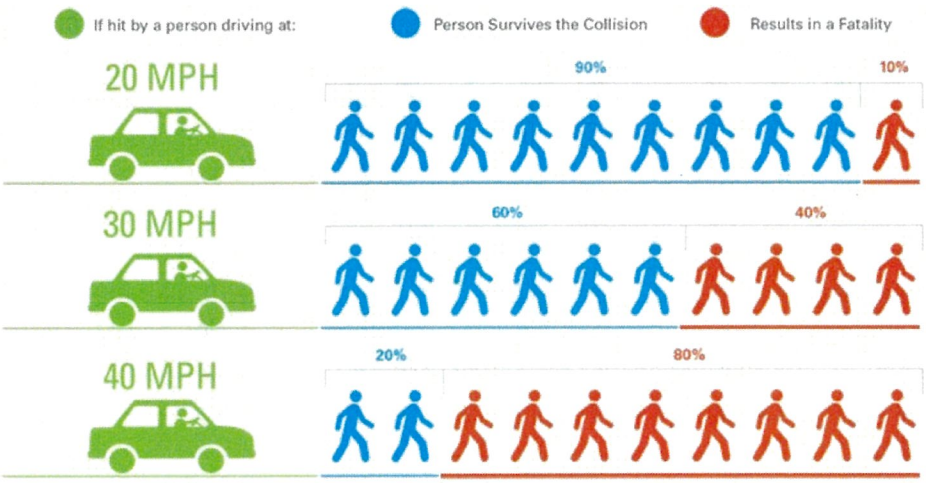
Sidepaths (shared use paths along roadways) may be acceptable design solutions in lieu of separated bike lanes in land use contexts where pedestrian volumes are relatively low and are expected to remain low. The sidepath may be located on one or both sides of the street, depending upon bicycle and pedestrian network connectivity needs. As volumes increase over time, the need for separation should be revisited.

Target Speed

Target speed is the speed at which people are expected to drive and is determined for each street based on context, the street type, and the street's role within the transportation network. The target speed is intended to become both the design speed and the posted speed limit.

Per the Institute of Traffic Engineers (ITE; *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*, 2010), the target speed should be set at "the highest speed at which vehicles should operate on a thoroughfare in a specific context, consistent with the level of multimodal activity generated by adjacent land uses to provide both mobility for motor vehicles and a safe environment for pedestrians and bicyclists." In other words, target speeds—and by extension posted speed limits and design speeds—should balance the needs of all anticipated street users based on context.

Figure 6: Speed and Pedestrian Crash Severity



Source: U.S. Department of Transportation, Literature Reviewed on Vehicle Travel Speeds and Pedestrian Injuries. March 2000. Image credit: San Francisco MTA Vision

Speed that people should drive

Target speed is the ideal speed for a street and is determined for each project based on context and the role of the street in the multimodal transportation network. Target speed guides the selection of design speed.

Tool to determine the design of the roadway

Design speed is used to determine the design of geometric features of the roadway, which ultimately determines the speed at which people drive. **Design speed should generally be selected so that the resulting prevailing speed matches the targetspeed.**

Speed most people drive at or below

Prevailing speed is defined as the speed at which the majority of people (85 percent) are driving at or below. Prevailing speed is largely determined by the design of the roadway.

Legal maximum speed

The speed limit should match the target speed but is also dependent on the prevailing speed. Lowering speed limits without also making changes to the roadway or traffic control (i.e., lowering the design speed) is often ineffective at slowing traffic. FHWA's *Methods and Practices for Setting Speed Limits: An Informational Report* describes methods for setting speed limits.

Supporting Transit in Complete Streets

Bus Stops and Bikeways

Transit stops should be safe and efficient for all users, with minimal negative impacts on transit operations. One area of particular interest is the design of bus stops located along bike lanes and separated bike lanes. The goal in these locations is to reduce conflicts and minimize delays. Bus stops should be provided curbside (against a curb) in most instances, as this is the most functional location for a bus stop. Designs that require passengers to cross bike lanes when boarding or alighting should be avoided. Designs that require buses to pull out of the flow of motorized traffic are also not desirable.

Based on common roadway and bikeway configurations, transit operations, and other considerations, two primary bus stop designs exist (with multiple variations possible):

- Conventional Bus Stop with Interrupted Bike Lane (bus enters/crosses bikeway)
- Floating Bus Stop (bikeway is directed behind passenger waiting area)

Conventional Bus Stop with Interrupted Bike Lane

Conventional bus stops with interrupted bike lanes are traditional curbside bus stops adjacent to an on- street bikeway. At these stops, buses enter or cross the bike lane to pull to the curb. Bike lanes can have solid or dashed lines and green pavement can be used to increase awareness of potential conflicts. When a bus is blocking the bike lane, bicyclists stop and wait until the bus proceeds, or merge into the motor vehicle travel lane.

Conventional bus stops with interrupted bike lanes require less space than floating bus stops but provide less separation between buses and bicyclists. This type of stop is best utilized at locations with lower boarding/alighting levels and/or on streets with lower speed and lower volume traffic.

Floating Bus Stops

Floating bus stops are sidewalk-level platforms built between the bikeway and the roadway travel lane. Floating bus stops direct bicyclists behind the bus stop, reducing or eliminating most conflicts between buses and bicyclists, and expanding available sidewalk space. By eliminating bus and bicyclist interaction, floating bus stops have safety benefits for bicyclists. This design can also benefit pedestrians, as the floating bus stop doubles as a pedestrian refuge, which if designed efficiently, can shorten crossing distances and enable shorter signal cycles. It also allows for a space for pedestrians to wait for the bus outside of the bike facility. This design includes ADA facilities and measures to ensure that transit access is maintained for all users. Floating bus stops are recommended for use with separated bike lanes and can also be used with standard and buffered bike lanes.

Supporting Pedestrians in Complete Streets

The function and design of the pedestrian realm significantly impacts the character of each street. Extending from curb to building face or property line, this area includes sidewalks, street trees, street furniture, signs, low impact development (LID) streetlights, bicycle racks, and

transit stops. They are places of transition and economic exchange as restaurants engage the public space and retailers attract people to their windows and shops.

The following sections provide additional guidance on pedestrian zone design criteria.

Frontage Zone

The Frontage Zone is the area of the pedestrian realm (usually paved) that immediately abuts buildings along the street. In residential areas, the Frontage Zone may be occupied by front porches, stoops, lawns, or other landscape elements that extend from the front door to the sidewalk edge. The Frontage Zone of commercial properties may include architectural features or projections, outdoor retailing displays, café seating, awnings, signage, and other intrusions into or use of the public right-of- way. Frontage Zones may vary widely in width from just a few feet to several yards.

The Frontage Zone is measured from right-of-way limit to the edge of the Clear Zone. Where buildings are located against the back of the sidewalk and constrained situations do not provide width for the Frontage Zone, the Clear Zone needs to accommodate a buffer from the building façade. Wider frontage zones are acceptable where conditions allow. The preferred width of the Frontage Zone to accommodate sidewalk cafes is 6 to 8 feet.

Clear Zone

Also known as the "walking zone," the Clear Zone is the portion of the sidewalk space used for active travel. For it to function, it must be kept clear of any obstacles and be wide enough to comfortably accommodate expected pedestrian volumes including those using mobility assistance devices, pushing strollers, or pulling carts. To maintain the social quality of the street, the width should accommodate pedestrians passing singly, in pairs, or in small groups as anticipated by density and adjacent land use.

The Clear Zone should have a smooth surface, be well lit, provide a continuous and direct path with minimal to no deviation, be adequately maintained, and meet all applicable accessibility requirements.

In locations with severely constrained rights-of-way, it is possible to provide a narrower clear zone. The Americans with Disabilities Act (ADA) minimum 4-foot-wide clear zone can be applied using engineering judgement and should account for a minimum 1-foot shy distance from any barriers. If a 4-foot-wide clear zone is used, 5-foot-wide passing zones are required every 200 feet. Driveway designs meet the criteria of ADA-compliant passing zones.

For any sidewalk intended to also accommodate bicycle traffic (i.e. shared use path), the clear zone should be a minimum of 10 feet wide, with 12 feet preferred for urban areas. For short segments through constrained environments, 8-foot-wide shared use paths are acceptable.

Amenity Zone

The Amenity Zone lies between the curb and the Clear Zone. This area is occupied by elements such as streetlights, street trees, bicycle racks, parking meters, signposts, signal boxes, benches, trash and recycling receptacles, and other amenities. In commercial areas, it is typical for this zone to be hardscape pavement, pavers, or tree grates. In residential, or lower intensity areas, it is commonly a planted strip.

The Amenity Zone can provide a temporary emergency repository for leaves or snow cleared from streets and sidewalks, although snow storage should not impede access to or use of important mobility fixtures such as parking meters, bus stops, and curb ramps.

Typically, the minimum width necessary to support standard healthy street tree installation is 6 feet. The City's Standard Plans allow for narrower tree pitch depth (4.5 feet minimum) but additional rooting space is recommended.

Low impact development (LID) is commonly located in the Amenity Zone. LID typically require a minimum of 6 feet of width.

Utilities, street trees, and other sidewalk furnishings should be set back from curb face a minimum of 18 inches.

Where on-street parking is not present, a wider Amenity Zone should be prioritized over the width of the Frontage Zone to create a buffer between pedestrians and the travel way.

The preferred width of the Amenity Zone to accommodate sidewalk cafes that are not adjacent to the building is 6 to 8 feet.

Curb extensions extend the Amenity Zone and curb into the roadway. The use or function of curb extensions typically mirrors or complements that of the Amenity Zone and may include stormwater management features, transit stops or passenger facilities, seating, dining, additional landscaped area, or additional pedestrian space.

Total Width

The minimum total width of the pedestrian zone for any street with transit service is 8 feet (preferably 10 feet) to provide space for a minimum 5-foot-wide by 8-foot-deep landing zone.

Crosswalks

By legal definition, there are crosswalks whether marked or unmarked at any intersection location where a sidewalk leads to and crosses the intersection, unless pedestrian crossing is explicitly prohibited.

Marked crosswalks serve many purposes, including:

- Acting as a warning device and reminder to motorists that pedestrian conflicts can be expected, especially where an unmarked crosswalk would not be clearly discernable due

to peculiar geometrics or other physical characteristics.

- Pointing out to the pedestrian the safest crossing path.
- Encouraging pedestrian crossings at specific locations.
- Aiding in enforcing crosswalk laws.
- Discouraging drivers from blocking the pedestrian crossing at intersections.
- By default, marked crosswalks should be located at every signalized intersection (on all approaches); across major cross-streets that intersect designated Complete Streets corridors; and all intersections in commercial areas, such as Avenue D or Second Street. Consider providing raised crosswalks across major cross streets as traffic-calming devices to slow motor vehicle traffic as it enters neighborhoods and pedestrian-oriented districts.
- Crosswalk markings must comply with the MUTCD standards in Section 3B.18. Marked crosswalks should be at least 10 feet wide or the width of the approaching sidewalk if it is greater. In areas of heavy pedestrian volumes, crosswalks can be up to 25 feet wide. Crosswalks should be aligned with the approaching sidewalk and as close as possible to the parallel street to maximize the visibility of pedestrians while minimizing their exposure to conflicting traffic.
- Standard crosswalk markings, or simple transverse lines at least 6 inches in width, may be used at a minimum at stop- controlled and signalized intersections. High-visibility markings (continental or ladder crosswalks) may be used at any location, but are especially important at midblock crossings, designated school crossings, and near heavy pedestrian generators such as major destinations, transit stops, and parks.
- Decorative crosswalks (brick pavers, colored or textured concrete, or similar materials) are discouraged because they often create accessibility challenges and can require additional maintenance. Decorative materials are more appropriately used in the center of intersections. Locations where decorative crosswalks have been installed should be assessed for visibility, especially at night. Visibility of decorative crosswalks can be improved by adding transverse markings on either side of the decorative pavement, installing pedestrian signs at both curbs, or installing pedestrian lighting.
- Marked crosswalks are a useful traffic control device but they are not the only solution to improving pedestrian crossings. In some cases, a marked crosswalk might not be adequate on its own to increase the safety of pedestrians. Multi-lane intersections with high traffic volumes, longer crossing times, and higher speeds increase the exposure of pedestrians to potential crashes. At these intersections, crosswalk markings can provide increased awareness of the presence of pedestrians, but they may need to be supplemented with pedestrian refuge islands, curb extensions, increased signal cycle length, overhead illumination, warning signs, etc. to reduce pedestrian exposure.

Street Trees and Landscaping

Trees and landscaping play an important role in making streets comfortable, pleasant, memorable, and sustainable. Used appropriately, they can help define the character of a street. Street tree planting transforms a street's appearance and produces great benefits with limited

funds. Trees add color and shade to the environment and reduce the heat island effect. They separate vehicles from pedestrian pathways, tend to calm traffic, intercept and retain stormwater, and help the city breathe by capturing carbon dioxide and other gaseous pollutants and particulates.

Street trees require their own allocation of right-of-way to thrive. For technical guidance and standards for street trees, including installation procedures and ongoing maintenance requirements, please refer to City of Snohomish Urban Forestry Plan.

Landscape and Street Tree design should be mindful of the surrounding landscape character. Street tree plantings should strive to maintain consistent spacing and character along a given corridor or district.

Species diversity is important to the long-term health of the City's urban forest and can be facilitated by selecting two or more tree types to plant along a street. Trees come in a wide variety of shapes and sizes. The City's Urban Forestry Plan provides a list of recommended tree species ranging from large shade trees to small ornamentals. Species with similar characteristics are grouped; when planted along a street, they provide visual continuity to the street segments while allowing for horticultural diversity.

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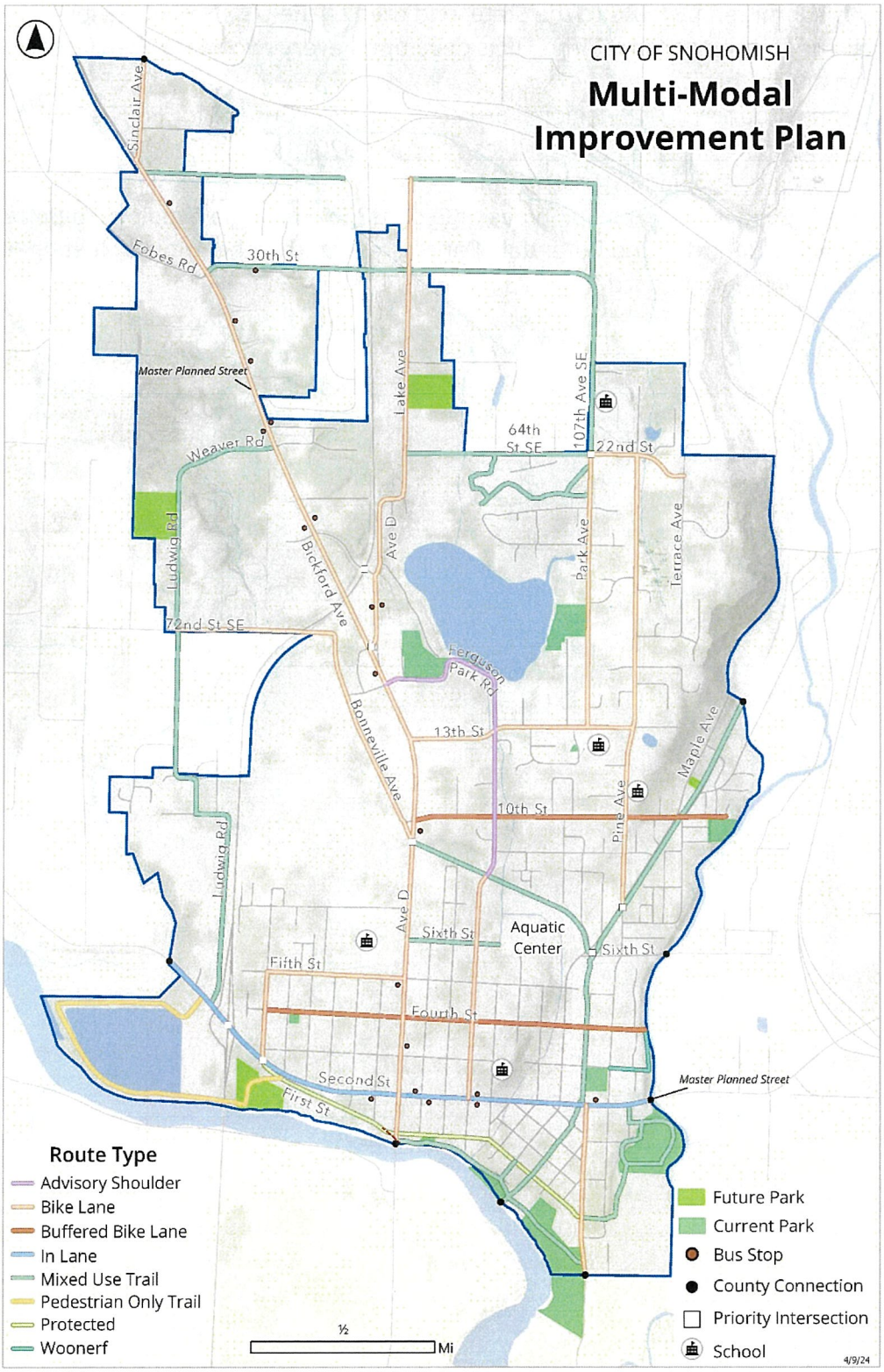
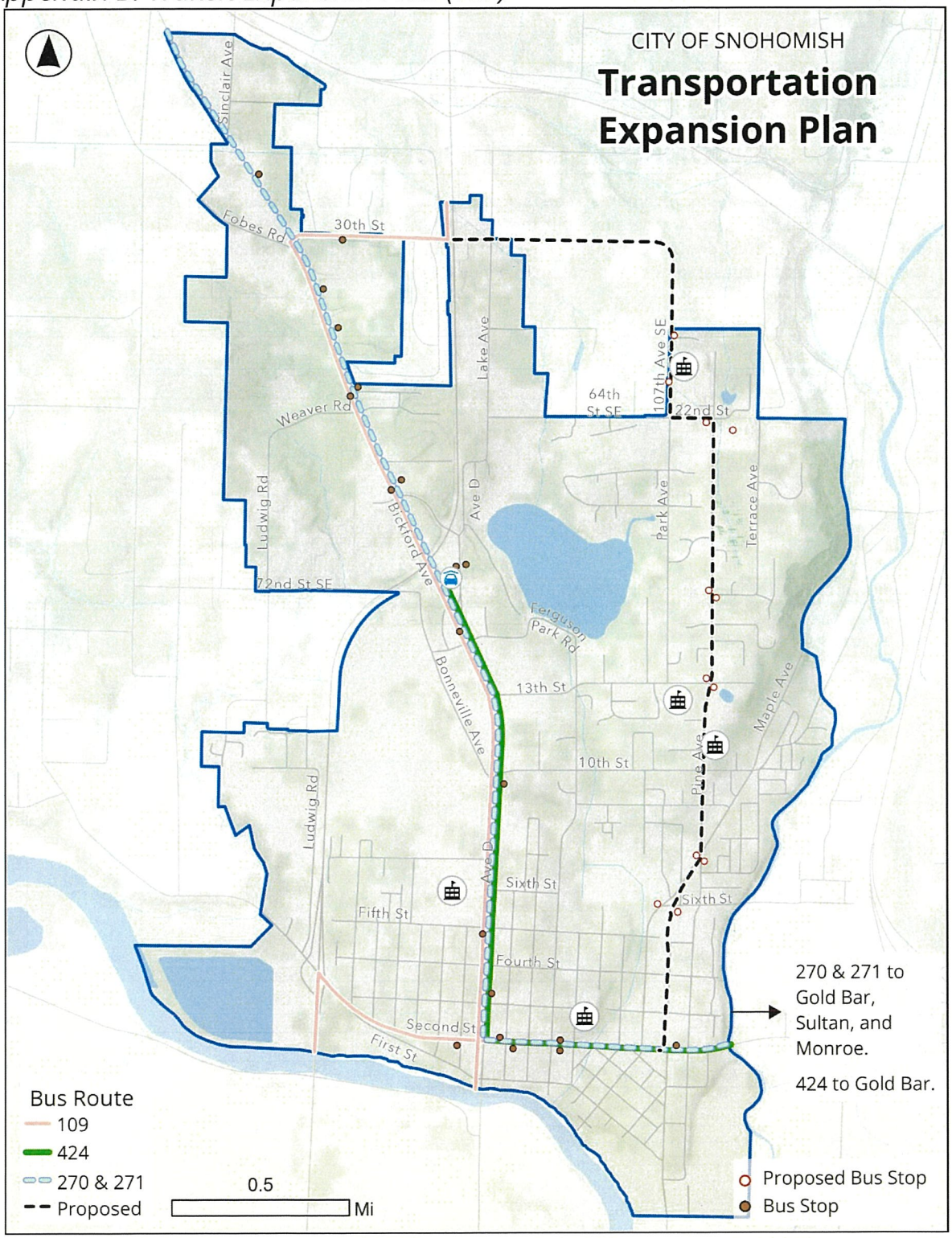
Appendix A: Multi-Modal Improvement Plan (MMIP)



Appendix B: Transit Expansion Plan (TEP)



CITY OF SNOHOMISH

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COMPLETE STREETS CHECKLIST

Each project is responsible for improvements, repairs, and mitigation measures as described in the City's associated plans, specifications, and details within the Project Influence Area (PIA). Refer to the Transportation Master Plan for the PIA definition. This completed checklist is required for a determination of completeness for any new development or redevelopment application that includes site work.

Project Name:
Project Address:
Project Description
Project Influence Area (PIA) Boundary Map (insert image or attach separately)

STREET INFRASTUCTURE

Provide the following for each street within the PIA:

Street	Avg. Daily Trips	Speed Limit	Traffic Calming

Is on-street parking proposed for the project? If yes, describe.
Pavement Condition (refer to PW Engineering from IworQ Pavement Management). Based on condition, what are the pavement patching or resurfacing requirements as described in the ***Pavement Management Policy***?

BICYCLE INFRASTRUCTURE

Provide the following for each street segment within the PIA:

Street	Required Bike Facility	Distance to nearest existing bike route	Describe how the project meets the requirements of the ***MMIP***

PEDESTRIAN INFRASTRUCTURE

How far to the nearest existing pedestrian route?
Required pedestrian facilities:
Describe how the project proposal provides the appropriate pedestrian facilities as identified in the ***MMIP***?
Describe onsite features that serve and invite pedestrian traffic.

ADA INFRASTRUCTURE

How far to the nearest existing ADA accessible route?
Type of nearest route:

List existing ADA Barriers based on the ***ADA transition Plan*** (type and location)
Describe how the project proposal addresses and existing barriers and provides connectivity to existing accessible routes?

TRANSIT INFRASTRUCTURE

How far to the nearest existing transit route?
How far to the nearest proposed transit route?
Describe required transit facilities from the ***TEP*** (Type and Location)
Describe how the project proposal provides transit access

URBAN FORESTRY

Is any portion of the PIA within a planting priority area as identified in the ***UFP***?
Describe how the project proposal provides appropriate urban forestry elements as identified in the ***UFP***.
Describe onsite measures to preserve or protect existing trees and the urban forest canopy.
Describe onsite features that improve and enhance the urban forest canopy.

URBAN DESIGN AND PLANNING

Is any portion of the PIA within an adopted subarea or planned action area? If yes, identify.
Describe how the project proposal provides appropriate measures to meet adopted subarea or planned action plans/requirements.
Describe onsite measures to encourage community spaces (ie., street furnishings, public art, planters, etc.)