

HIGHWAYS DIVISION PROCEDURES

SUBJECT:	COMPLETE STREETS	PROCEDURE NO.	06-12-01
EFFECTIVE:	MAR 09 2012	APPROVED:	<i>John A. J. J. J.</i>
SUPERCEDES PROCEDURE NO.	NEW		

1. PURPOSE

The objective of this procedure is to adopt Complete Streets principles to guide and direct planning, design, construction, and maintenance of the State Highway System.

2. INTERIM POLICY

It is the policy of the Highways Division to plan, design, construct, and maintain its transportation facilities according to Complete Streets principles to provide safe mobility for all users, including bicyclists, pedestrians, transit riders, movers of freight, and motorists, appropriate to the function and context of the facility.

3. APPLICABILITY

Complete Streets principles shall be considered on:

- o All public highways, roadways, and streets statewide.
- o All planning efforts and project alternatives, as well as development, capital improvement, and maintenance projects.

4.. PROCEDURES

Act 54, Session Laws of Hawaii 2009 requires the Hawaii Department of Transportation (HDOT) and county transportation departments to ensure the accommodation of all users of the road, regardless of their age, ability, or preferred mode of transportation. It also requires that the transportation departments adopt a Complete Streets Policy.

This procedure is based on the recommendations of the Complete Streets Task Force (CSTF), which was convened by the HDOT pursuant to the requirements of Act 54, and guidance from complete streets best practices from across the country.

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A. Complete Streets Principles

Consideration of Complete Streets principles will incorporate a more comprehensive approach to roadway facilities. It will assist the HDOT in its mission of providing a safe, efficient, accessible, and inter-modal transportation system that ensures the mobility of people and goods, and enhances and/or preserves economic prosperity and the quality of life. It will also improve the environment and livability of Hawaii's communities, as well as contribute to a clean and secure energy future for Hawaii.

1. Complete Streets principles serve as a framework for implementing complete streets throughout Hawaii to allow the HDOT to better serve all transportation users. Complete Streets principles for Hawaii include the following:
 - o Safety - Plan, design, and construct transportation facilities and land developments to create an environment that reduces risk and supports the safe movement of people and goods by all modes
 - o Flexible design (Context Sensitive Solutions [CSS]) - Design transportation facilities using best practices that integrate community values and recognize the importance of the surrounding context and environment
 - o Accessibility and mobility for all - Plan and design transportation facilities for ease of use and access to destinations by providing an appropriate path of travel for all users and enhance the ability to move people and goods throughout the state
 - o Use and comfort of all users - Ensure all users of all abilities including bicyclists, pedestrians, transit riders, and drivers feel comfortable and safe using the transportation system
 - o Consistency of design standards and guidelines - Encourage consistent use of national best practices to generate

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consistency in the application of striping and pavement markings for all users on all islands. References of national best practices include the Manual on Uniform Traffic Control Devices (MUTCD) and A Policy on Geometric Design of Highways and Streets (American Association of State Highway and Transportation Officials [AASHTO] Green Book)

- o Energy efficiency - Plan, design, and construct a transportation system that offers transportation choices for residents and visitors and reduces reliance on single-occupant vehicles to improve energy efficiency in travel, and mitigates vehicle emissions
- o Health - Recognize the health benefits in providing alternative mode choices, while acknowledging that some routes may be healthier than others
- o Appropriate funding - Support a jurisdiction's ability to secure funding for multimodal facilities and provide a framework to consider and pursue funding sources and opportunities
- o Building partnerships with organizations statewide - Build partnerships among the HDOT, the Counties, other governmental agencies, and stakeholders to implement complete streets throughout the state
- o Green infrastructure/streets - Use trees and landscaping as integral components of a Complete Street to provide both human and ecosystem benefits, such as shade, reduction in the urban heat island effect, vegetation for carbon sequestration, reduction/filtration of non-point source pollution and sediments, retention of storm water, increased groundwater recharge, and provisions of wildlife habitat.

2. Definitions

This section includes definitions of key terms used in the Complete Streets Procedures. Definitions in the Statewide Traffic Code (Hawaii Revised Statutes [HRS] 291C) are not repeated here.

- o Accessibility - The ability to reach desired goods, services, activities, and destinations for all users of the transportation system
- o Context Sensitive Solutions (CSS) - A process in which a full range of stakeholders are involved in developing transportation solutions, and solutions are designed to fit into the surrounding environment or context
- o Complete Streets - A transportation facility that is planned, designed, operated, and maintained to provide safe mobility for all users, including bicyclists, pedestrians, transit riders, movers of freight, and motorists appropriate to the function and context of the facility¹
- o Green infrastructure/streets - The integration of green, low-impact drainage techniques within a street right-of-way. It is an approach to storm water management that is sustainable, cost effective, and environmentally friendly. Green infrastructure management approaches and technologies infiltrate, evapotranspire, capture, and reuse storm water to maintain or restore natural hydrologies
- o Multimodal - The movement of people and goods by more than one method of transportation. For example, a multimodal street may accommodate walking, bicycling, transit, and driving
- o Users - Motorists, bicyclists, transit riders, pedestrians, and others who depend on the transportation system to move people and

¹ Complete Streets definition is adapted from Caltrans.

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goods. (The definition for a user is very broad and may include other types of users at varying skill levels)

B. Evaluation

A meaningful process should be used to evaluate the appropriateness and feasibility of the application of Complete Streets principles. The evaluation process will be transparent and decisions documented.

Exceptions include cases where:

- o Use of a particular highway, roadway, or street by a mode is prohibited by law
- o Costs would be excessively disproportionate to the need or probable use of the particular highway, roadway, or street by a mode
- o Other available means or similar factors indicate an absence of a future need for accommodation of a mode
- o Safety of any mode may be placed at unacceptable risks.

5. REFERENCES

For additional information on Complete Streets best practices and the Complete Streets Task Force and its recommendations, please see the Complete Streets Task Force's Final Legislative Report (November 2010).

6. EXHIBITS

- A. Act 54, Session Laws of Hawaii 2009 and HRS 264-20.5
- B. The Complete Streets Evaluation Process

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EXHIBIT A

Complete Streets Laws

Act 54, Session Laws of Hawaii 2009
Hawaii Revised Statute (HRS) 264-20.5

Report Title:

Complete Streets; Roads and Highways

Description:

Requires the department of transportation and the county transportation departments to seek to reasonably accommodate access and mobility for all users of public highways, including pedestrians, bicyclists, transit users, motorists, and persons of all abilities. Establishes a temporary task force to review certain highway design standards and guidelines. Report to legislature in 2010 and 2011. (SB718 HD1)

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THE SENATE
TWENTY-FIFTH LEGISLATURE, 2009
STATE OF HAWAII

S.B. NO. 718
S.D. 1
H.D. 1

A BILL FOR AN ACT

RELATING TO TRANSPORTATION.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

SECTION 1. Chapter 296, Hawaii Revised Statutes, is amended by adding a new section to be appropriately designated and to read as follows:

"§286- Complete streets. (a) The department of transportation and the county transportation departments shall adopt a complete streets policy that seeks to reasonably accommodate convenient access and mobility for all users of the public highways within their respective jurisdictions as described under section 264-1, including pedestrians, bicyclists, transit users, motorists, and persons of all ages and abilities.

(b) This section shall apply to new construction, reconstruction, and maintenance of highways, roads, streets, ways, and lanes located within urban, suburban, and rural areas, if appropriate for the application of complete streets.

(c) This section shall not apply if:

- (1) Use of a particular highway, road, street, way, or lane by bicyclists or pedestrians is prohibited by law, including within interstate highway corridors;
- (2) The costs would be excessively disproportionate to the need or probable use of the particular highway, road, street, way, or lane;
- (3) There exists a sparseness of population, or there exists other

available means, or similar factors indicating an absence of a future need; or

- (4) The safety of vehicular, pedestrian, or bicycle traffic may be placed at unacceptable risk."

SECTION 2. (a) There is established a temporary task force, exempt from section 26-34, Hawaii Revised Statutes, to review existing state and county highway design standards and guidelines, for the purpose of:

- (1) Determining standards and guidelines that can be established to apply statewide and within each county to provide consistency for all highway users;
- (2) Proposing changes to state and county highway design standards and guidelines; and
- (3) Making recommendations for restructuring procedures, rewriting design manuals, and creating new measures to track success, within one year after implementation of the recommendations under subsection (c).

(b) The members of the task force shall be selected by the director of transportation, and shall include one member representing:

- (1) The department of transportation;
- (2) The department of health;
- (3) Each county's public works department or transportation department;
- (4) Hawaii Bicycling League;
- (5) Peoples Advocacy for Trails Hawai'i;
- (6) AARP Hawaii;
- (7) Hawaii Highway Users Alliance;
- (8) University of Hawaii's department of urban and regional planning or department of civil and environmental engineering;
- (9) Developers;
- (10) Federal Highway Administration; and

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(11) Other interested parties.

(c) The task force shall submit to the legislature, through the department of transportation, the following:

(1) An interim progress report no later than twenty days prior to the convening of the regular session of 2010; and

(2) A final report, including findings, recommendations, and proposed legislation, no later than twenty days prior to the convening of the regular session of 2011.

(d) The task force shall cease to exist upon filing of its final report.

SECTION 3. New statutory material is underscored.

SECTION 4. This Act shall take effect upon its approval; provided that section 1 shall apply to any development for which planning or design commences on or after January 1, 2010.

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[\$264-20.5] Complete streets. (a) The department of transportation and the county transportation departments shall adopt a complete streets policy that seeks to reasonably accommodate convenient access and mobility for all users of the public highways within their respective jurisdictions as described under section 264-1, including pedestrians, bicyclists, transit users, motorists, and persons of all ages and abilities.

(b) This section shall apply to new construction, reconstruction, and maintenance of highways, roads, streets, ways, and lanes located within urban, suburban, and rural areas, if appropriate for the application of complete streets.

(c) This section shall not apply if:

- (1) Use of a particular highway, road, street, way, or lane by bicyclists or pedestrians is prohibited by law, including within interstate highway corridors;
- (2) The costs would be excessively disproportionate to the need or probable use of the particular highway, road, street, way, or lane;
- (3) There exists a sparseness of population, or there exists other available means, or similar factors indicating an absence of a future need; or
- (4) The safety of vehicular, pedestrian, or bicycle traffic may be placed at unacceptable risk. [L 2009, c 54, §1]

Note

Applies to development for which planning or design commences on or after January 1, 2010. L 2009, c 54, §4.

Revision Note

Section was enacted as an addition to chapter 286 but is renumbered to this chapter pursuant to §23G-15.

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EXHIBIT B

Complete Streets Evaluation Documentation

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Complete Streets Evaluation

The Highways Division will plan, design, construct, and maintain its transportation facilities according to Complete Streets principles to provide safe mobility for all users, including bicyclists, pedestrians, transit riders, movers of freight, and motorists, appropriate to the function and context of the facility. Complete Streets principles shall be considered on:

- o all public highways, roadways, and streets statewide
- o all planning efforts and project alternatives, as well as development, capital improvement, and maintenance projects

This Complete Streets Evaluation will help provide an evaluation process and documentation for the application of Complete Streets principles for the HDOT's efforts.

For more information on the Highways Division's Complete Streets Procedures, please see Highways Division Procedures No. 06-12-01.

Project Information:

Project title: _____
Project manager: _____
Contact number: _____

Complete Streets Principles:

Complete Streets principles serve as a framework for implementing complete streets throughout Hawaii to incorporate a more comprehensive approach to roadway facilities and to allow the HDOT to better serve all transportation users. The below questions will help evaluate a project's consideration of these Complete Streets principles as appropriate to the function and context of the transportation facility.

Principle	Consideration	Yes/No
<p><u>Safety</u> Plan, design, and construct transportation facilities and land developments to create an environment that reduces risk and supports the safe movement of people and goods by all modes</p>	<p>1. Does the project ensure the safety of all modes of transportation, including bicyclists, pedestrians, transit riders, movers of freight, and motorists?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><u>Flexible design (Context Sensitive Solutions [CSS])</u> Design transportation facilities using best practices that integrate community values and recognize the importance of the surrounding context and environment</p>	<p>2. Did the project development process utilize CSS techniques?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><u>Accessibility and mobility for all</u> Plan and design transportation facilities for ease of use and access to destinations by providing an appropriate path of travel for all users and enhance the ability to move people and goods throughout the state</p>	<p>3. Does the project provide multimodal accommodations for users including bicyclists, pedestrians, transit riders, movers of freight, and motorists?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><u>Use and comfort of all users</u> Ensure all users of all abilities including bicyclists, pedestrians, transit riders, and drivers feel comfortable and safe using the transportation system</p>	<p>4. Same as Consideration Number 3.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><u>Consistency of design standards and guidelines</u> Encourage consistent use of national best practices to generate consistency in the application of striping and pavement markings for all users on all islands. References of national best practices include the Manual on Uniform Traffic Control Devices (MUTCD) and A Policy on Geometric Design of Highways and Streets (American Association of State Highway and Transportation Officials [AASHTO] Green Book)</p>	<p>5a. Does the project implement striping and pavement markings that reinforce the consistent application of striping and pavement markings statewide? 5b. Did the project development process reference national best practices?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

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Principle	Consideration	Yes/No
<p><u>Energy efficiency</u> Plan, design, and construct a transportation system that offers transportation choices for residents and visitors and reduces reliance on single-occupant vehicles to improve energy efficiency in travel, and mitigates vehicle emissions</p>	<p>6. Same as Consideration Number 3.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><u>Health</u> Recognize the health benefits in providing alternative mode choices, while acknowledging that some routes may be healthier than others</p>	<p>7. Same as Consideration Number 3.</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><u>Appropriate funding</u> Support a jurisdiction's ability to secure funding for multimodal facilities and provide a framework to consider and pursue funding sources and opportunities</p>	<p>8. Not applicable to the project delivery process.</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>
<p><u>Build partnerships with organizations statewide</u> Build partnerships among the HDOT, the Counties, other governmental agencies, and stakeholders to implement complete streets throughout the state</p>	<p>9. Did the project development process include coordination between the HDOT, the Counties, other government agencies, stakeholders, and/or the public?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p><u>Green infrastructure/streets</u> Use trees and landscaping as integral components of a Complete Street to provide both human and ecosystem benefits, such as shade, reduction in the urban heat island effect, vegetation for carbon sequestration, reduction/filtration of non-point source pollution and sediments, retention of storm water, increased groundwater recharge, and provisions of wildlife habitat.</p>	<p>10. Does the project utilize green infrastructure/streets practices?</p>	<p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>

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Please indicate if any of the below exceptions are applicable to the project:

- Use of a particular highway, roadway, or street by a mode is prohibited by law
- Costs would be excessively disproportionate to the need or probable use of the particular highway, roadway, or street by a mode
- Other available means or similar factors indicate an absence of a future need for accommodation of a mode
- Safety of any mode may be placed at unacceptable risks.

If "No" was checked for any of the above considerations or exceptions, please provide a brief explanation:

Other comments:

