

## **REPORT TO THE CITY OF KINGSTON MAYOR & COMMON COUNCIL ON COMPLETE STREETS ADVISORY COUNCIL ACTIVITIES**

### **I. INTRODUCTION**

On November 9, 2010, the City of Kingston adopted a Complete Streets Policy.<sup>1</sup> Sections 5 and 6 of the Policy established a Complete Streets Advisory Council (“CSAC”), and Section 7 requires the CSAC to report to the Mayor and Common Council “on matters within its purview” within one year of its passage. This report fulfills that requirement. The Complete Streets Policy establishes principles for active transportation and a goal to foster transportation choice. The resolution also sets a CSAC purpose to explore the adoption of Complete Streets practices by forming complementary recommendations and coordinating CSAC activities with City staff and representatives of area non-profits, civil and civic organizations, plus other interested parties.

Complete Streets are accessible, interconnected and safe. They allow people of all ages and abilities to walk, bike, access the bus and less frequently drive to destinations, whether it be school, work, shopping or parks. By enhancing the street environment, and supporting and encouraging active transport, the CSAC envisions that kids and other residents will be active, healthy and feel connected to their neighborhoods.

### **II. THE COMPLETE STREETS ADVISORY COUNCIL (CASC)**

The CSAC grew out of efforts by the Complete Streets Committee of the Healthy Kingston For Kids (HKK) Project coordinated by the Cornell Cooperative Extension of Ulster County.<sup>2</sup> The Complete Streets Committee, with assistance from Gilmour Planning LLC (an HKK subject leader and consultant), provided local assessment and researched complete streets

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1 See also, <http://healthykingston.org/healthy-kingston-for-kids/complete-streets.html>

2 Details about Complete Streets-related activities of HKK may be found in an Addendum A.

legislation and policy in other communities and drafted the resolution that became City's of the Complete Streets Policy, as adopted by the Mayor and Common Council in Resolution #196 of 2010. The CSAC is charged with advising the Common Council and Mayor about methods to implement Complete Streets strategies.

The CSAC's main goal is to suggest policies that the City should adopt to implement Complete Streets. The CSAC's voting membership consists of 11 volunteers. See, Addendum B. Due to limited time and resources, the CSAC chose to focus on activities that will have the greatest impact.

On August 15, 2011, Governor Cuomo signed Complete Streets legislation. The State now has two (2) years to produce a report, basically construed as a toolbox of best practices to implement Complete Streets policies, and showing how it has complied with the law and changed its procedures to institutionalize Complete Streets design features into planning, project scoping, design and implementation of assisted highway and road projects.<sup>3</sup> Similarly, Ulster County adopted a Complete Streets policy in 2009.<sup>4</sup> Because the City approved a Complete Streets policy, it is ahead of the curve; yet, the CSAC believes the City needs to continue to move forward with Complete Streets policies and that the implementation of Complete Streets practices is best way to accomplish this goal.

### **III. COUNCIL ACCOMPLISHMENTS**

After the appointment of members, the CSAC was formed at the Common Council meeting in June 2011.<sup>5</sup> Including the June 8, 2011, CSAC meeting and the CSAC meeting

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<sup>3</sup> See, Addendum C, New York State Complete Streets Law.

<sup>4</sup> See Addendum D, Ulster County Resolution 229

<sup>5</sup> The 11 CSAC members initially appointed by the Mayor on May 25, 2011 are listed in an addendum. These appointees were accepted by unanimous consent of the city legislature at the

scheduled for October 25, 2011, there have been four CSAC public meetings held at City Hall in calendar year 2011 up to the point of this report.<sup>6</sup> In addition to formal CSAC meetings, the CSAC has been active in the community in the following ways:

- Developed a Complete Streets Codes Audit & Diagnosis (2011) identifying ways to prescribe, regulate and incentivize Complete Streets development<sup>7</sup>
- Held a Complete Streets Forum at the Maritime Museum. The event educated and engaged citizens and public officials on approaches to assessing, promoting, and achieving Complete Streets
- Considered a Prospective Complete Streets Benefit-Cost Analysis & Case Study
- Caucused with the Mayor about CSAC appointments, project analysis and assessment, and outreach and education activities
- Met with the Common Council's Public Safety/Audit Committee in June to report on project development
- Through coordination with the City Planner, in September made a presentation on Complete Streets to the Planning Board, at its workshop, to build capacity and explore projects of interest
- Participated in resource planning and scanning of Federal, State and non-profit funding opportunities in order to identify possible sources of support to advance and sustain Complete Streets planning and underwrite capital or planning projects development, design, and implementation. In one instance there was also action to support a City grant application
- Participated in an 'Engaging the Community in Walking and Biking' focus group that explored community stakeholders perspectives about ways to approach outreach on Complete Streets policy and programming
- Drafted a public opinion survey to collect information on community awareness and interests related to Complete Streets<sup>8</sup>
- Crafted a Draft Complete Streets Strategy Recommendations & Sustainability Plan (September 19, 2011) that outlines *suggested* activities over three years in order to

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monthly meeting in June 2011. *See*, Addendum B.

6 See Addendum E for the summaries (minutes) of CSAC meetings that have been approved to this point. There were also two (2) meetings of a group of people interested in Complete Streets prior to the formal establishment of CSAC, including some people who were eventually appointed to serve on this group.

7 The codes audit and diagnosis identifies alternative ways to structure policy to achieve more Complete Streets and support community wellness and complimentary economic development. The study examines City plans and land use laws and the extent that policies may aid or hinder connectivity and circulation. It suggests ways to achieve development that is better configured and more likely to address the needs of all users of the transport system. Addendum F.

8 In near future, the survey will be administered and after data tabulation brief report provided on findings.

enhance the Complete Streets environment.

These activities have been largely due to the contributions of David Gilmour, AICP, Consulting Community Planner and Principal of Gilmour Planning LLC and HKK Complete Streets subject leader. Gilmour Planning is a project partner of HKK, which is funded by Cornell Cooperative Extension of Ulster County and others, including by a grant for the HKK project from the Robert Wood Johnson Foundation. Gilmour Planning has conducted planning, advocacy, research, and outreach, including the organization of public forums and the provision of administrative support and technical assistance and capacity building for the CSAC and others. As the CSAC is a citizen-volunteer committee, it cannot be overemphasized how important the professional guidance and support of Gilmour Planning has been to the success of the CSAC in its first year.

#### **IV. RECOMMENDATIONS AND REQUESTS**

This Section provides various suggestions to municipal elected leaders in order to advance Complete Streets within the City of Kingston. Each recommendation is preceded by some background or explanation of the rationale for action.

1) *City Capital Planning* – At its June meeting, the CSAC consulted City engineering staff and obtained updates on two transportation capital projects: the Greenkill Avenue/ Broadway Bridge Replacement; and the Washington Ave/ Hurley Ave/ Schwenk Drive Replacement of Traffic Signals Equipment.

**RECOMMENDATION #1: The CSAC seeks future participation in the planning, outreach and implementation of these projects and others like them.**

2) *Policy Implementation Focus* – After discussing many possible options and strategies, the CSAC's consensus is that the best course forward is to provide policy recommendations. This

is consistent with City, County, and State policies. Indeed, the authorizing resolution specifically charges the CSAS to “provide recommendations on policies and priorities”. While the City suggested a number of activities for the CSAC when the Complete Streets policy was adopted in November 2010, the CSAC believes that the best use of resources and its time is the analysis and implementation of the policies and priorities. This focus will have the greatest impact. This will also allow the City to implement Complete Streets practices over the long-term as streets are updated, sidewalks are repaired, as development occurs and other physical environmental changes are contemplated. Overall, it will allow the City to implement a proactive, practical and far-reaching Complete Streets goals and a vision for the future.

**RECOMMENDATION #2: In the coming year, the CSAC will identify and focus on City laws, policies and recommendations with a view to providing the City with updated information and priorities for the implementation of Complete Streets in Kingston.**

3) *Comprehensive Plan Development and Zoning Code*— Organizing for the development of a city-wide comprehensive plan has commenced and the CSAC is supportive of the City’s intention to prepare a Comprehensive Plan.<sup>9</sup> A comprehensive plan will provide a vision of how residents wish to see the community evolve, and serve as a guide for decision-making regarding future development. By including “complete streets” language in the comprehensive plan and zoning code, Kingston can achieve street design and land use policies that allow people to get around safely on foot, bicycle, and/ or public transportation. Integrating complete streets practices into planning and operations can be economically and fiscally beneficial and help encourage safe and active transportation, decrease pollution, and reduce the

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9 According to the City Planning Department the City of Kingston Comprehensive Development Plan by Raymond and May Associates (also commonly referred to as the master plan) was adopted by the City in 1961.

incidence of childhood obesity, social isolation, diabetes, and heart disease. The CSAC can provide leadership in order to integrate complete streets approaches and practices into different arenas and encourage interdisciplinary and interagency planning that will help advance and realize the complete streets vision, goals and objectives. There is an opportunity to be proactive in the implementation of Complete Streets policies and practices to ensure that the City complies with its own Complete Streets policy, the County's policy, and the State of New York's policy. The CSAC feels strongly that this opportunity should not be lost. The CSAC will propose policies to implement Complete Streets within the comprehensive planning framework.

**RECOMMENDATION #3: The City adopt a policy to implement Complete Streets within the new Comprehensive Plan and updated zoning code. The CSAC is prepared to assist in every way possible – a draft resolution is attached as a report Addendum G.**

4) *CSAC Service as a Complete Streets Resource & CSAC Liaison* – There are a number of agency representatives that attend CSAC meetings and are informed of CSAC's activities (and there are two Common Council Liaisons to the CSAC). This agency participation has been beneficial to the City and to the CSAC. The CSAC will strive to provide service as a resource on Complete Streets considerations, practices and approaches, to other Boards, Committees and Commissions, to City staff, and to other community and regional partners and collaborators. However, the CSAC needs to have a point of contact established within the municipal administration, meaning a specific designated contact/ city employee, who can answer questions and provide resources if any are needed. In this way, the CSAC will not interfere or burden other city employees with questions and requests.

**RECOMMENDATION #4: That the City formally appoint a liaison between the CSAC and the rest of the City administration.**

5) *Follow-on Public Engagement* – The CSAC and its partners are ready to meet with leaders to discuss this report, to go over resources it expects to have on-hand next year, priorities, plus complimentary grant and technical assistance planning. In addition, the City's Complete Streets Policy requires the Common Council to hold "a hearing or other stakeholder engagement meetings to determine further implementation steps" after receipt of this report.

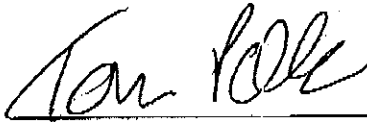
**RECOMMENDATION #5: The CSAC requests to meet with City elected leaders and provide a presentation at this hearing or other forum.**

**V. CONCLUSION**

The CSAC has worked diligently to develop its capacity as a resource and partner for City elected officials, municipal staff and City Boards, Committees and Commissions on matters relating to non-motorized transport and Complete Streets. The CSAC's consensus is that fostering multi-modal access on and around Kingston's streets aids environmental quality and bolsters livability. More fully incorporating Complete Streets approaches into City operations and land use policies will ensure that streets are accessible to all users. It will also facilitate well laid out and versatile streets for all users.

Dated: November 8, 2011

Respectfully Submitted,



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**Tom Polk**  
**Complete Streets Advisory Council Chairman**

**Copy:** Arlene Rion, City Clerk  
City of Kingston Planning Board  
Suzanne Cahill, City Planner



# **ADDENDUM A**

### **Healthy Kingston for Kids Project Information**

Besides underwriting a planning support liaison for the CSAC, the Healthy Kingston for Kids (HKK) project at Cornell Cooperative Extension of Ulster County provided strong support for the Complete Streets initiative. HKK is fostering collaboration and consensus-building, aiding the organization of various projects, and helping generate public support and action. HKK assisted CSAC communications, and public education and advocacy, including through a website, emails and newsletters. It also aided the formation of handouts on key topics to aid public information and provided other outreach to public officials and the broader community. Monthly HKK Steering Committee meetings involving project partners aided project organization and interdisciplinary activities. Moreover, an Advisory Network was formed and has met routinely to help promote a Healthy Kingston and provide a platform for community input on various actions.

HKK also provided specific actions to foster and sustain a healthy street (and path) environment in Kingston and the broader KCSD region through a Safe Routes to Schools and Parks initiative. The CSAC Chair and a CSAC member are active in that HKK project and the City is a formal partner. That aspect of the project also generated outreach and assessment activities that are complimentary to the efforts of the CSAC.

The Safe Routes to Schools and Parks Committee of the Healthy Kingston for Kids project has been working on several projects that relate to the Complete Streets Advisory Council's work.

#### *1) Evaluation*

- A parent survey regarding walking and biking to school and a student travel tally were conducted on a district-wide basis in the fall of 2010. Five hundred and fifty-seven

parents responded to the survey and 26,238 student trips counted to and from school over a three day period. The data has been compiled on a school by school basis, and it can be provided upon request by Cornell Cooperative Extension of Ulster County.

- The City of Kingston Parks and Recreation Department collected baseline data about park usage using in-person interviews in parks and an online survey. The data collection tools included questions about people's travel modes to parks. The data was compiled and a report was completed, which can be provided upon request by the Department.
- Volunteers, interns, and Safe Routes members collected GPS data denoting barriers to walkability on approximately 75% of the City of Kingston's streets focusing on streets within a ½ mile of schools. This data is being used to develop GIS maps of recommended routes to school.

## *2) Encouragement*

- The Safe Routes committee coordinated a district-wide celebration of the International Walk to School Day in 2010 and 2011 on the first Wednesday of October, called Walk, Bike, and Roll to (or at) School Day in Kingston. Eleven schools and 1600 students participated in the first year and 11 schools and approximately 2500 participated in the second year. The event is becoming an annual ritual for the schools, and it is written in the school Health and Wellness policy that the district will celebrate the day on an annual basis.
- One walking school bus was created at the George Washington Elementary school with the support of a Safe Routes volunteer. The bus is led by the principal and parent. It travels down Henry St. from Broadway to GW on a weekly basis. Over 30 children participate, and it has become very popular. The seeds are planted for other walking school buses to start at Edson Elementary, Sophie Finn Elementary, and on another route to GW.

## *3) Engineering*

- The Safe Routes committee hosted a National Safe Routes to School Course at the J.W. Bailey Middle and Edson Elementary Schools in January 2011. A certified Safe Routes instructor led 12 people, including CSAC participants, through a walking tour and mapping exercise to identify barriers to walking and biking. The group identified suggestions for improving walking and biking access to the schools, and an action report with maps was produced. The group met again in the spring of 2011 to advance the actions in the report, and they plan to meet in December 2011.
- A GIS Specialist and Planner, Brian Kehoe, is working with a GIS Community Mapping Team consisting of members of the Safe Routes committee to develop maps of recommended routes to school based on the GPS walkability data, street assets, and input from the city engineers and planners. A database of relevant geospatial data for Kingston has been created, and the team has met with the City engineers to review a draft map of

the Edson/Bailey walking area as well as the methodology we will use to determine recommended routes to school. The Team intends to finalize the methodology and provide a final Bailey/Edson map by the end of 2011. Maps for other City schools could then be produced in the 2012 year using the database and the methodology. The recommended routes to school maps will both provide parents with clear path to their school and assist the city to prioritize pedestrian infrastructure projects on those routes. Team members and city engineers are interested in working with the DPW to institutionalize upgrades to pedestrian infrastructure into the DPW paving schedule, especially at intersections.

# **ADDENDUM B**



# City of Kingston

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**James M. Sottile**  
Mayor

Phone (845) 334-3902  
Fax (845) 334-3904

May 25, 2011

Honorable James L. Noble  
President  
Common Council  
City of Kingston  
Kingston, New York 12401

Dear President Noble:

Per the Council's adoption of Resolution #196 of 2010, I am pleased to advise you that I have made the following appointment(s) to the Complete Streets Advisory Council for the City of Kingston:

| <u>Appointee</u> | <u>Address</u>                    | <u>Term Expires</u> |
|------------------|-----------------------------------|---------------------|
| Gerald Berke     | 26 Maiden Lane, Kingston          | 5/31/2013           |
| Anne Cardinale   | 70 Lipton Street, Kingston        | 5/31/2013           |
| Cassandra Dassie | 35 Lindsley Avenue, Kingston      | 5/31/2013           |
| Matthew Dunn     | 159 Main Street, Kingston         | 5/31/2013           |
| Glenn Finley     | 28 Orchard Street, Kingston       | 5/31/2013           |
| Guy Kempe        | 24 Bontecou View Drive, New Paltz | 5/31/2013           |
| Victoria Paul    | 111 Sheehan Court, Kingston       | 5/31/2013           |
| Tom Polk         | 104 Arnold Drive, Kingston        | 5/31/2013           |
| Toni Roser       | P.O. Box 1148, Port Ewen          | 5/31/2013           |
| Gregg Swanzey    | 28 President's Place, Kingston    | 5/31/2013           |
| Rachael Wyncoop  | 21 Delta Place, Kingston          | 5/31/2013           |

Term of appointment commences immediately and members will serve a two-year term.

I am confident that these individuals will serve the City of Kingston with dedication and commitment.

Sincerely,

James M. Sottile  
Mayor

JMS/dkf

cc: Suzanne Cahill, City Planner  
Steve Noble, Environmental Educator  
Julie Noble, Chair, CAC

# **ADDENDUM C**

## A08366 Summary:

BILL NO      A08366

SAME AS      Same as S 5411-A

SPONSOR      Gantt

COSPNSR      Lupardo, Latimer, Paulin, Weisenberg, Peoples-Stokes, Roberts

MLTSPNSR      Abbate, Abinanti, Boyland, Cahill, Dinowitz, Gabryszak, Galef,  
Hooper, Jacobs, McEneny, Meng, Rivera P, Rosenthal, Schimel, Sweeney,  
Thiele

Add S331, Hway L

Enables safe access to public roads for all users by utilizing complete street design principles.

[Go to top](#)

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## A08366 Actions:

BILL NO      A08366

06/14/2011 referred to transportation  
06/17/2011 reported referred to ways and means  
06/17/2011 reported referred to rules  
06/20/2011 reported  
06/20/2011 rules report cal.508  
06/20/2011 substituted by s5411a  
S05411 AMEND=A FUSCHILLO  
05/18/2011 REFERRED TO TRANSPORTATION  
05/24/2011 REPORTED AND COMMITTED TO FINANCE  
06/02/2011 1ST REPORT CAL.966  
06/06/2011 2ND REPORT CAL.  
06/07/2011 ADVANCED TO THIRD READING  
06/14/2011 AMENDED ON THIRD READING 5411A  
06/20/2011 PASSED SENATE  
06/20/2011 DELIVERED TO ASSEMBLY  
06/20/2011 referred to ways and means  
06/20/2011 substituted for a8366  
06/20/2011 ordered to third reading rules cal.508  
06/20/2011 passed assembly  
06/20/2011 returned to senate

[Go to top](#)

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## A08366 Votes:

*There are no votes for this bill in this legislative session.*

[Go to top](#)



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## A08366 Memo:

BILL NUMBER:A8366

### TITLE OF BILL:

An act

to amend the highway law, in relation to enabling safe access to public roads for all users by utilizing complete street design principles

### PURPOSE:

Enable safe access to public roads for all users by utilizing complete street design principles

### SUMMARY OF PROVISIONS:

Section 1 of this bill provides legislative findings.

Section 2 subdivision (a) of this bill would provide for the consideration of complete street design features for projects undertaken by the Department of Transportation or undertaken by municipalities and public authorities that receive both state and federal funding and are subject to department of transportation oversight. Subdivision (b) of this section provides a list of features and elements that may be considered in complete street design. Subdivision (c) of this section provides that if complete street design features are not considered, a publicly available document shall set forth the reason why these features were not considered. This subdivision also lists exceptions that would impede the use of complete street features. Subdivision (d) provides that this section shall not require the department, public authority or municipality to expend any monies for complete street design, other than monies provided by the state and federal governments for complete street features. Subdivision (d) does not preclude the department, public authority or municipality from spending monies from its own budget for complete street design features.

Section 3 of this bill provides that the Department of Transportation shall produce a report within two years of the effective date of this section demonstrating how the Department has complied with this section and changed its procedures to institutionalize complete street design features into the planning, project scoping, design and implementation of projects subject to this section. The report shall include review and guidance regarding certain highway features. The report should also include any best practices identified by the Department, whether created by the department or identified from another source.

### JUSTIFICATION:

Working collaboratively with all interested

stakeholders the Legislature and the Governor have agreed to establish a complete street design policy that safely and cost effectively facilitates access and improved mobility for pedestrians, cyclists, mass transportation riders and motorists of all ages and abilities. Such a policy benefits our environment through improved

air quality, decreased traffic congestion and the preservation of our

natural assets. Our citizens' benefit, not only from the environmental advantages derived from a complete street policy, but from the health benefits associated with active forms of transportation.

This bill establishes a complete street policy that will consider the needs of all users of our roads by encouraging good planning to benefit a variety of citizens and encourage sustainable communities while at the same time recognizing the economic hardship facing our governments today.

This legislation would ensure that complete streets design principles are utilized where they would be most needed, most effective, and most beneficial to improve safety for all who use our roadways

LEGISLATIVE HISTORY:  
New bill.

FISCAL IMPLICATIONS:  
To be determined.

EFFECTIVE DATE:  
One hundred and eightieth day after it shall have become law.

[Go to top](#)

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## **A08366 Text:**

S T A T E   O F   N E W   Y O R K

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8366

2011-2012 Regular Sessions

I N   A S S E M B L Y

June 14, 2011

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Introduced by M. of A. GANTT -- read once and referred to the Committee on Transportation

AN ACT to amend the highway law, in relation to enabling safe access to public roads for all users by utilizing complete street design principles

THE PEOPLE OF THE STATE OF NEW YORK, REPRESENTED IN SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

1     Section 1. Legislative findings. It is hereby found and declared that  
2     to achieve a cleaner, greener transportation system the transportation  
3     plans of New York state should consider the needs of all users of our  
4     roadways including pedestrians, bicyclists, public transportation  
5     riders, motorists and citizens of all ages and abilities, including  
6     children, the elderly and the disabled. By encouraging good planning,

7 more citizens will achieve the health benefits associated with active  
8 forms of transportation while traffic congestion and auto related air  
9 pollution will be reduced. Therefore, it shall be the policy of the  
10 state to consider people of all ages and abilities and all appropriate  
11 forms of transportation when planning roadway projects.

12 S 2. The highway law is amended by adding a new section 331 to read as  
13 follows:

14 S 331. CONSIDERATION OF COMPLETE STREET DESIGN. (A) FOR ALL STATE,  
15 COUNTY AND LOCAL TRANSPORTATION PROJECTS THAT ARE UNDERTAKEN BY THE  
16 DEPARTMENT OR RECEIVE BOTH FEDERAL AND STATE FUNDING AND ARE SUBJECT TO  
17 DEPARTMENT OF TRANSPORTATION OVERSIGHT, THE DEPARTMENT OR AGENCY WITH  
18 JURISDICTION OVER SUCH PROJECTS SHALL CONSIDER THE CONVENIENT ACCESS AND  
19 MOBILITY ON THE ROAD NETWORK BY ALL USERS OF ALL AGES, INCLUDING MOTOR-  
20 ISTS, PEDESTRIANS, BICYCLISTS, AND PUBLIC TRANSPORTATION USERS THROUGH  
21 THE USE OF COMPLETE STREET DESIGN FEATURES IN THE PLANNING, DESIGN,  
22 CONSTRUCTION, RECONSTRUCTION AND REHABILITATION, BUT NOT INCLUDING  
23 RESURFACING, MAINTENANCE, OR PAVEMENT RECYCLING OF SUCH PROJECTS.

EXPLANATION--Matter in ITALICS (underscored) is new; matter in brackets  
[ ] is old law to be omitted.

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A. 8366

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1 (B) COMPLETE STREET DESIGN FEATURES ARE ROADWAY DESIGN FEATURES THAT  
2 ACCOMMODATE AND FACILITATE CONVENIENT ACCESS AND MOBILITY BY ALL USERS,  
3 INCLUDING CURRENT AND PROJECTED USERS, PARTICULARLY PEDESTRIANS, BICY-  
4 CLISTS AND INDIVIDUALS OF ALL AGES AND ABILITIES. THESE FEATURES MAY  
5 INCLUDE, BUT NEED NOT BE LIMITED TO: SIDEWALKS, PAVED SHOULDERS SUITABLE  
6 FOR USE BY BICYCLISTS, LANE STRIPING, BICYCLE LANES, SHARE THE ROAD  
7 SIGNAGE, CROSSWALKS, ROAD DIETS, PEDESTRIAN CONTROL SIGNALIZATION, BUS  
8 PULL OUTS, CURB CUTS, RAISED CROSSWALKS AND RAMPS AND TRAFFIC CALMING  
9 MEASURES; AND RECOGNIZE THAT THE NEEDS OF USERS OF THE ROAD NETWORK VARY  
10 ACCORDING TO A RURAL, URBAN AND SUBURBAN CONTEXT.

11 (C) THIS SECTION SHALL NOT APPLY IF IT HAS BEEN DETERMINED AND SET  
12 FORTH IN PUBLICLY AVAILABLE DOCUMENTS THAT ONE OF THE FOLLOWING EXISTS:

13 (I) USE BY BICYCLISTS AND PEDESTRIANS IS PROHIBITED BY LAW, SUCH AS  
14 WITHIN INTERSTATE HIGHWAY CORRIDORS; OR

15 (II) THE COST WOULD BE DISPROPORTIONATE TO THE NEED AS DETERMINED BY  
16 FACTORS INCLUDING, BUT NOT LIMITED TO, THE FOLLOWING: LAND USE CONTEXT;  
17 CURRENT AND PROJECTED TRAFFIC VOLUMES; AND POPULATION DENSITY; OR

18 (III) DEMONSTRATED LACK OF NEED AS DETERMINED BY FACTORS, INCLUDING,  
19 BUT NOT LIMITED TO, LAND USE, CURRENT AND PROJECTED TRAFFIC VOLUMES,  
20 INCLUDING POPULATION DENSITY, OR DEMONSTRATES LACK OF COMMUNITY SUPPORT;  
21 OR

22 (IV) USE OF THE DESIGN FEATURES WOULD HAVE AN ADVERSE IMPACT ON, OR BE  
23 CONTRARY TO, PUBLIC SAFETY.

24 (D) NOTHING IN THIS SECTION SHALL BE CONSTRUED TO REQUIRE THE DEPART-  
25 MENT OR AGENCY WITH JURISDICTION OVER A PROJECT TO EXPEND MONIES IN  
26 ACCORDANCE WITH SUBDIVISION (A) OF THIS SECTION THAT EXCEED THE AMOUNT  
27 OF STATE AND FEDERAL FUNDING FOR COMPLETE STREET DESIGN FEATURES.

28 S 3. (a) No later than two years after the effective date of this act,  
29 the department of transportation shall publish a report showing how it  
30 has complied with section 331 of the highway law and changed its proce-  
31 dures to institutionalize complete street design features into planning,  
32 project scoping, design and implementation of the required highway and  
33 road projects. The report shall include, but not be limited to, a  
34 discussion of the review of and revisions to various guidance documents  
35 regarding lane width, design speed, average daily traffic thresholds,  
36 level of service and roadway classification. The report shall also show

37 any best practices that the department of transportation utilized in  
38 complying with section 331 of the highway law.

39 (b) In identifying such best practices, consideration shall be given  
40 to the procedures for identifying the needs of the mix of users, includ-  
41 ing primary and secondary users and the identification of barriers. The  
42 department of transportation shall consult with transportation, land-use  
43 and environmental officials, including representatives from:

44 (i) Counties, cities and towns;

45 (ii) Metropolitan planning organizations;

46 (iii) Public transit operators;

47 (iv) Relevant state agencies; and

48 (v) Other relevant stakeholders, including, but not limited to, repre-  
49 sentatives from disability rights groups, aging groups, bicycle and  
50 pedestrian advocates, and developers.

51 S 4. This act and/or any failure to comply with the provisions of this  
52 act shall not be admissible as evidence against the state, any munici-  
53 pality or public authority in any claim for monetary damages against the  
54 state, a municipality or a public authority.

55 S 5. This act shall take effect on the one hundred eightieth day after  
56 it shall have become a law; provided, however, that this act shall not  
A. 8366 3

1 apply to transportation projects undertaken or approved prior to the  
2 date on which this act shall have become a law.

<http://assembly.state.ny.us/leg/?>

default\_fld=&bn=A08366&term=&Summary=Y&Actions=Y&Votes=Y&Memo=Y&Text=Y

# **ADDENDUM D**

**Establishing A Pedestrian And Bicycle Policy**

The Public Works and Capital Projects Committee (Chairman Loughran and Legislators Decker, Hochberg, Sheeley, Fabiano, Felicello and Roberts) and Legislators R.S. Parete and Terrizzi (members of Ulster County Trails Advisory Committee) and Legislator Zimet offer the following:

WHEREAS, bicycling and walking are important forms of transportation and recreation in our community, and walking and bicycling contribute to health, fitness, and economic development, and

WHEREAS, cost effective roadway and facility improvements can be provided as both "stand alone" projects and integrated into projects and programs, and

WHEREAS, the NYS Department of Transportation (NYSDOT) has affirmed the need to integrate pedestrian and bicycle facilities in NYSDOT's policy, planning, implementation, and operations efforts through its Bicycle and Pedestrian Policy adopted October 1996, and

WHEREAS, Ulster County's Non-Motorized Transportation Plan recommended in 2008 that Ulster County adopt a "Complete Streets" program, with "Complete Streets" defined as facilities that are "designed and operated to enable safe access for all users," including pedestrians, bicyclists, transit riders, children, the elderly, and people with disabilities, and

WHEREAS, the Ulster County Trails Advisory Committee recommends that Ulster County adopt a "Complete Streets" program, and

WHEREAS, increased bicycling and walking trips is intended not only to reduce the carbon footprint in Ulster County but also to promote increased exercise among children and adults, especially among the 36% of school-aged children in Ulster County who are overweight or at risk of becoming overweight, as documented by the Healthy Eating And Living survey conducted in 2007 by the Ulster County Department of Health with funding support from the Ulster County Legislature's Health Services Committee; and

WHEREAS, educating the public about safety, health, and mobility are part of being a quality community, and

WHEREAS, development of pedestrian, bicycle, and transit infrastructure offers long term cost savings and opportunities to create safe and convenient non-motorized travel; and designing for universal access may assist in qualifying capital projects for additional funding, and

**Resolution No. 229 July 8, 2009**

**Establishing A Pedestrian And Bicycle Policy**

WHEREAS, the Public Works and Capital Projects Committee has met and reviewed said request with a majority of the members voting approval, now, therefore, be it

RESOLVED, the County of Ulster hereby establishes a Pedestrian and Bicycle Policy **which purpose is to establish appropriate design standards** as follows:

Engineering: The County's infrastructure will include a complete system of bikeways, pedestrian facilities, and shared use paths, bicycle parking, and safe crossings connecting our residences, businesses, and public places.

Designs for bicycle and pedestrian accommodations (e.g., bicycle lanes, sidewalks, off road trails, bicycle racks, shelters, crosswalks, and traffic calming solutions) shall be provided in new construction, reconstruction, and maintenance projects initiated by Ulster County, unless the following condition is met:

- Bicyclists and pedestrians are prohibited by law from using the roadway. In this instance, bicyclists and pedestrians will be accommodated elsewhere within the right of way or within the same transportation corridor.

Bicycle and pedestrian accommodations will be provided and maintained in accordance with guidelines adopted by the United States Department of Transportation, New York State Department of Transportation, and American Association of State Highway and Transportation Officials;

Encouragement: Ulster County will promote bicycling and walking for health, fitness, transportation, and recreation through events, programs, and other activities which benefit residents, businesses, and visitors of all ages and abilities. These activities will be coordinated with local bicycle clubs, schools, health organizations, and other partners; and

Enforcement: Ulster County will provide balance enforcement of the New York State Vehicle and Traffic Law for motorists, pedestrians, and bicyclists. This will include enforcement of pedestrians' right of way in crosswalks, bicyclists riding with traffic, and all modes of sharing the road safely,

Resolution No. 229 July 8, 2009

**Establishing A Pedestrian And Bicycle Policy**

and move its adoption.

ADOPTED AS AMENDED BY THE FOLLOWING VOTE:

AYES: 28 NOES: 0  
(Absent: Legislators Aiello, Decker, Loughran and  
Stoeckeler)  
(Legislator Hansut left at 8:25 PM)

Legislator Fabiano motioned, seconded by Legislator Hochberg to amend the resolution adding to the “RESOLVED” the following language as shown in bold font **“which purpose is to establish appropriate design standards”**, in the body of the resolution.

MOTION ADOPTED BY THE FOLLOWING VOTE:

AYES: 28 NOES: 0  
(Absent: Legislators Aiello, Decker, Loughran and  
Stoeckeler)  
(Legislator Hansut left at 8:25 PM)

FINANCIAL IMPACT:  
UNKNOWN

0726



**Resolution No. 229 July 8, 2009**

**Establishing A Pedestrian And Bicycle Policy**

STATE OF NEW YORK

ss:

COUNTY OF ULSTER

This is to certify that I, the undersigned Deputy Clerk of the Legislature of the County of Ulster have compared the foregoing resolution with the original resolution now on file in the office of said clerk, and which was adopted by said Legislature on the 8<sup>th</sup> Day of July, 2009, and that the same is a true and correct transcript of said resolution and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of the County of Ulster this 10<sup>th</sup> Day of July in the year Two Thousand and Nine.

/s/ Karen L. Binder  
Karen L. Binder, Deputy Clerk  
Ulster County Legislature

Submitted to the County Executive this

10<sup>th</sup> Day of July, 2009.

/s/ Karen L. Binder  
Karen L. Binder, Deputy Clerk  
Ulster County Legislature

Approved by the County Executive this

\_\_\_\_ Day of July, 2009.

\_\_\_\_\_  
Michael P. Hein, County Executive

**Establishing The Ulster County Trails Advisory Committee – Ulster County Legislature**

The Health Services Committee (Chairman R.S. Parete and Legislators Briggs, Stoeckeler, Terpening, Roberti, Petit, and Ronk) and Legislators Kraft, R.A. Parete and Shapiro offer the following:

WHEREAS, the final report of the Ulster & Delaware Railroad Corridor “U & D Rail + Trail” Trail Feasibility Study issued in July 2006 concludes that the Corridor “has the potential to become a unique “Rail + Trail” system providing transportation, economic development, tourism, and recreation benefits for Ulster County and communities along the route”, and

WHEREAS, the development of this and other trails in Ulster County offer important and highly desirable health programs promoting healthy trails and healthy people opportunities, and

WHEREAS, the Ulster County Legislature is devoted to improving conditions for physical activity in our communities and for the general public’s health and well-being, and

WHEREAS, the New York State Department of Health and Ulster County Health Department offer programs aimed at reducing the incidence of childhood obesity, enhancing physical fitness and reduce the risk of chronic diseases, and

WHEREAS, the Rail + Trail Feasibility Study recommends that the County formally establish an ongoing Trails Advisory Committee (TAC), and

WHEREAS, the recently completed Ulster County Non-Motorized Transportation Plan (NMTP) incorporates the vision of a shared use Rail with Trail Corridor extending east to west across the entire County, and

WHEREAS, the NMTP recommends several actions requiring leadership and coordination at the Ulster County Legislature level which will be facilitated by a Trails Advisory Committee, and

WHEREAS, the Rail +Trail Feasibility Study recommends several Phase 1 Trail Projects across the length of the Corridor, and

WHEREAS, the 2008-2013 Capital Projects Plan describes \$13.1 Million of Federally Funded Projects in Ulster County for Phase I and Phase II of the Ulster & Delaware Railroad Corridor for Rail + Trail development, and

**Resolution No. 224 July 9, 2008**

**Establishing The Ulster County Trails Advisory Committee – Ulster County Legislature**

WHEREAS, a Railroad Advisory Committee (RAC) has existed since 1983 to guide operations and funding initiatives for the functions of a railroad in the Corridor, and

WHEREAS, a Trails Advisory Committee will parallel and complement the activities of the RAC, and

WHEREAS, the Health Services Committee has met and reviewed said request with a majority of the members voting approval.

RESOLVED, a Trails Advisory Committee shall consist of not more than Eleven (11) Voting Members to be appointed by the Chairman of the Ulster County Legislature and is hereby created and established for the purposes of i) Advising the Ulster County Legislature on Trail-related issues: ii) Advising the Legislature on the adoption, repeal or amendments to Laws and Regulations as they relate to Ulster County Trails; the members of the Ulster County Trails Advisory Committee to be appointed annually by the Chairman of the Ulster County Legislature shall consist of the following:

- |  |           |
|--|-----------|
| 1) Ulster County Legislature                                   | 3 members |
| 2) Trails Community  | 2 members |
| 3) Historical Community  | 1 member  |
| 4) Hiking & Biking Communities                                 | 2 members |
| 5) Other Non Motorized Transportation Communities              | 1 members |
| 6) Local Government Officials                                  | 2 members |
| 7) New York City Department of Environmental Protection (DEP)* | 1 member  |
| 8) New York State Department of Transportation (DOT)           | 1 member* |

\*denotes non-voting members

, and

FURTHER RESOLVED, representatives from the Ulster County government shall include the Administrator's Office, Planning Department, Department of Public Works and Real Property Tax Service and shall serve as Advisory Members only; other departments may be asked to participate and advise the Trails Advisory Committee at the request of the Trails Advisory Committee, and

**Resolution No. 224 July 9, 2008**

**Establishing The Ulster County Trails Advisory Committee – Ulster County Legislature**

FURTHER RESOLVED, the Ulster County Trails Advisory Committee will update and report to the Ulster County Legislature's Health Services Committee and Economic Development, Housing, Planning and Transit Committee as to its findings, conclusions and recommendations on an annual basis,

and moves its adoption.

ADOPTED BY THE FOLLOWING VOTE:

AYES: 29                      NOES: 0  
(Absent: Legislators Briggs, Dart, Kraft and  
Stoeckeler)

Legislator R.S. Parete motioned, seconded by Legislator Cahill to replace the draft version of this resolution with the resolution as presented herein.

MOTION ADOPTED BY THE FOLLOWING VOTE:

AYES: 29                      NOES: 0  
(Absent: Legislators Briggs, Dart, Kraft and  
Stoeckeler)

FINANCIAL IMPACT:  
NONE

0716

# **ADDENDUM E**

Proposed Agenda  
Complete Streets Advisory Council  
Wednesday, June 8, 2011 at 3:30p.m.  
Kingston City Hall Conference Room #2 (3<sup>rd</sup> Floor, west side of building)

1. Call To Order & Introductions (5 minutes)
2. Presentations (reserve 30 minutes)
  - a) Greenkill Avenue/ Broadway Bridge Replacement – Alan Aidan, Engineering Technician, City Engineering Office
  - b) Washington Ave/ Hurley Ave/ Schwenk Drive Replacement of Traffic Signals Equipment – Alan Aidan, Engineering Technician, City Engineering Office
3. Strategy Formation (60 minutes)
  - a) Survey
  - b) Brainstorming
4. CSAC Organization (20 minutes)
5. Other Administration, Announcements & Communications
  - a) Complete Streets Forum – Thursday, June 30 at 9:30
  - b) Common Council's Public Safety/General Government/Audit Thursday, June 23, 2011 (6:30p.m.?). Assistance requested
  - c) Walking and Biking Focus Group (June 27, 28 or 29). Assistance requested
  - d) Prior Meeting summary
  - e) Correspondence
  - f) Survey – assistance requested
  - g) Other
6. Adjournment

Note: November 1, 2011: As of this date, minutes of this meeting have not yet been provided to the CSAC for approval and filing with the City Clerk.

## Draft Complete Streets Meeting Summary

March 23, 2011, Kingston City Hall Conference Room #1 (3<sup>rd</sup> Floor)

**Attendees:** Alan Adin; Suzanne Cahill; Hayes Clement; Cassandra Dassie; Maryann Donaldson; Matthew Dunn; Glenn Finley; David Gilmour, AICP; Emilie Hauser; Evan Jennings; Harold Jolley; Brian Kafel; Guy Thomas Kempe; Steve Ladin; R. Scott Partridge; Victoria Paul; Gregg Swanzey; Andre Turco-Levin; Kristen Wilson; Rachel Wyncoop.

Mr. Gilmour started the meeting at 3:30. He identified communications received from people who provided regrets they could not make the meeting do to prior commitments: Tom Polk; Ann Cardinale.

Mr. Gilmour introduced the Healthy Kingston for Kids (HKK) project.

Each participant in attendance was asked to introduce themselves. As an icebreaker, everyone was asked to “describe yourself in two words”.

Mr. Gilmour asked attendees to go around the table and identify a “burning question” you have about Complete Streets or the street environment in the area.”

- How is Complete Streets policy implemented, including in the schools? How can the Complete Streets Advisory Council (CSAC) make sure it is effective with ideas it comes up with and give policy effect? Will there be success with Complete Streets goals? (7 responses)
- How will CSAC interact with other boards, committees, commissions, and governing officials and with the HKK's Safe Routes to Schools initiative? Will the initiative involve all stakeholders? What is Complete Streets process? How will the CSAC work with others? How will it all work (the Complete Streets Planning process)/ How would the Complete Streets Advisory Council be instituted/ implemented (6)?
- How will Complete Streets policies and project be funded? Wonder how the economic climate (environment) impacts efforts to finance and implement Complete Streets policy/ how will it influence final implementation? Example: how are sidewalks implemented in a tough budgetary environment (4)
- Would like to know how bring awareness in the community to the needs and plights of walkers and bikers. How is awareness cultivated about Complete Streets, including among faith-based institutions? (3)
- How can universal design and accessibility be fostered/ ensured? (2)
- Would like to learn more about Complete Streets. What are the components/ aspects of Complete Streets? (2)

- Interested in how to advance the preservation of sidewalks/ and heritage awareness (bluestone) (2).
- Interested in how Complete Streets will be developed to intersect with kids health initiatives, so they can be active, but also for seniors, such as consistent with American Association of Retired Persons (AARP) initiatives, such as their campaigns for planning for an aging America and aging in place.
- Will rail network be utilized?
- How can property and business owners be engaged? How can there be interest stimulated for them to improve sidewalks?
- What is desirable community character?
- Often the need for Complete Streets is glossed over, or the concept is seen as a burden. How can Complete Streets type policies be given teeth, so that topics like providing sidewalks and accessibility are not glossed over?
- How can we raise Complete Streets as a priority?
- How can Complete Streets effort integrate with the green infrastructure efforts and funds as well as the Climate Pledge which the City endorsed?
- How can rail trails be fostered?
- How can transport modes other than diesel bus be cultivated?
- Aware of Complete Streets Resolutions adopted by the City and County Legislature. Feels the local policy is strong (no question)

*Review Smart Growth Code and Zoning Audit and Diagnosis.* Mr. Gilmour presented a document prepared in parts in 2010 and 2011. The template used involved taking two elements from a broader tool created by a partnership with the United States Environmental Protection Agency. Last year the code audit was performed. This year prescriptions for possible approaches for policy refinements were drafted. Mr. Gilmour requested people to review and comment and form questions. For example, this group could consider whether it recommends certain items as priorities see challenges with others, or has different perspectives. Ms. Cahill asked whether there would be a focus on any areas of the City? Mr. Gilmour noted that a target area of the HKK project (which funded work) is Mid-town, but the work was formed considering specific areas, and the function of policy like the Broadway design guidelines, as well as that for the City as a whole. Ms. Cahill asked how will important routes be defined? Mr. Gilmour suggested there should be a hierarchy. It was noted that the City's Local Waterfront Revitalization Plan (LWRP) and the Urban Cultural Park Plan are resources. There is Rondout area zoning, as a specific area example. Ms. Cahill noted that the Hudson Landing (project) Regulating Manual



provides potentially transferable design criteria. The group would like quick references to local and regional plans. Mr. Gilmour suggests the County Non-motorized Transportation Plan as a possible document to review, if a person has limited time. Ms. Turco-Levin said City Council is going to look at zoning modifications -- there are deliberations on how to proceed. Ms. Cahill said the Planning is interested in preparing zoning changes. It was noted maybe Complete Streets could be tied in with long-range planning efforts and help align aid. Mr. Swanzezy suggested a comprehensive plan update should inform zoning changes.

*Review Prospective Complete Streets Benefit-Cost Analysis & Case Study for Broadway in Kingston, NY.* Mr. Gilmour presented this document. He suggested it is theoretical and a tool for discussion and examination of topics. The notion for the project which was explored within this prospective case study is in the County Non-motorized Transportation Plan. There were assumptions on growth and change formed to develop the model. An appendix is not completed which will document the factors used. Mr. Gilmour noted other complementary area planning efforts, like the charrette on the future of the Kings Grant Inn conducted by the business association and planning underway for the I-587 interchange at Broadway. Ulster County Traffic Analysis Zone figures were used in forming growth assumptions for households and employment. Ms Paul noted the role of bus transit in Complete Streets and that many people depend on buses to get to work. There was a comment that there should be a careful look at growth assumptions, as there are cases where planning decisions have been based on poor quality assumptions. Ms. Donaldson asked who has responsibility for sidewalks and noted that there is a need for shoveling and maintaining these in winter. Mr. Gilmour noted this work is advisory only.

*CSAC Organization.* Mr Gilmour pointed to the adopted and distributed City Complete Streets resolution, which sets the establishment of this group and informs its work. He said recommendations for assignment to the CSAC and seats were provided to the Mayor. Mr. Gilmour was told to go ahead with the meeting; however, formal appointment process is still underway. Mr. Gilmour sought to explore the comfort of people serving on particular seats. The City Conservation Advisory Council (CAC) specifically recommended a representative. Correspondence from Ms. Cardinale, resident and employee of the Ulster County Office of the Aging, expresses interest in serving. Ms. Donaldson presented an application to serve at the meeting. There was discussion of what it may entail to sit in a seat -- Mr. Gilmour suggested a person could attempt to periodically communicate with a Board, Commission or Committee Chair and as they deliberate CSAC business consider the

perspective of the group they represent in aiding CSAC dialogue and recommendations. The rules and procedures drafted are for consideration. No action can be taken on any matters today. Mr. Gilmour said there were also agency and non-voting seats, noted that City Planning staff expressed that it can not provide staffing for the CSAC (as suggested in the draft rules), and welcomed comments/ questions in the interim. There was a comment that not all seats need to be filled at the start. Mr Gilmour suggested a leader should be assigned at some point. Given potential for more applications than seats, there would be opportunities for volunteers to support HKK efforts. In exploring meeting times, some articulated that afternoon meetings present conflicts with their employment, especially Tuesdays and Wednesdays.

*Strategy Formulation.* Mr. Gilmour introduced this topic briefly. He explained that the adopted City Complete Streets resolution provides for reporting on matters within its purview within a year and there are examples of actions the group may initiate. He suggests that this group form a basic strategy, say five pages, that it would recommend. It could have a purpose, vision, brief description of existing conditions and identification of opportunities and constraints, recommended strategies, perhaps grouped by some subject elements, with short and longer term priority recommendations assigned, with suggestions of pressing resource needs and identification of uncertainties and definition of measurement and evaluation and assessment needs and approaches. He noted that there are many topics that could be considered. For instance, how can the community be involved in active transport and how can interest be stimulated in healthy living? Mr. Gilmour identified that Cornell Cooperative Extension of Ulster County will be advancing a public forum and other outreach that could aid and inform strategy.

Ms Wilson over-viewed the Safe Routes To Schools (SRTS) initiative. They are forming a walkability audits within a half mile of schools; would like to recommend priority routes to schools. Are looking to develop SRTS master plans based on the five 'E's'; there is a SRTS course and strategy forming for Bailey and Edson schools.

Greg Swanzey has participated in earlier Complete Streets efforts. He has helped keep the Common Council Public Safety/Audit Committee abreast of Complete Streets efforts. He was asked to explain efforts of the Kingston Land Trust. He suggested people review their web page. They are advancing a bluestone inventory and have a rail trail committee, the latter which is advancing a Parks and Trails New York grant and others.

It was suggested the next meeting might occur in June. Meeting adjourned at 5:43p.m.

## **Complete Streets Advisory Council (CSAC) Meeting Summary**

August 9, 2011, Kingston City Hall Conference Room #1 (3<sup>rd</sup> Floor)

**CSAC Attendees:** Anne Cardinale; Casandra Dassie; Matthew Dunn; Glen Finley; Guy Kempe; Virginia Paul; Tom Polk; Gregg Swanzey; Rachel Wynkoop. (Ms. Roser provided regrets that she could not attend the meeting)

**Others in Attendance:** Suzanne Cahill, City Planner; Dennis Doyle, County Planning Director; David Gilmour, AICP, Community Planner, Gilmour Planning LLC, and Healthy Kingston for Kids Complete Streets Initiative Leader; Andi Turco-Levin, City Alderperson and Council Liaison; Kristen Wilson, Project Director, Healthy Kingston for Kids; Emilie Hauser; Elana Horvers

The meeting was called to order at 4:05.

At the beginning of the meeting a consensus was achieved that anyone attending was welcome to participate in the discussion during the meeting. It provides for a rich discussion and allow collaborators to participate. People are asked to speak only once until all others who desire to speak have had a turn (see also Rules of Procedure below).

**Draft Complete Streets Strategy Recommendations & Sustainability Plan – Version: 8/6/2011.** Mr. Gilmour facilitated an hour and fifteen minute discussion on the document previously distributed. There were numerous comments and suggestions. A group will meet prior to the next meeting to prepare proposed upgrades. This group includes: Mr Gilmour; Commissioners Ms. Paul and Mr. Swanzey, and Ms. Wilson.

**CSAC Organization (Proposed Rules of Procedure)** – The group considered the Complete Streets Advisory Council **Draft Rules & Procedures** as produced by David Gilmour on March 23, 2011 and revised by Commissioner Dunn on July 20, 2011. There was discussion and the group does not intend to adhere to NYS Open Public Meeting (OPM) Law. Mr. Doyle advised the group that the work of the Commission is established by and under the direction of the City Common Council. He noted that the group could decide to follow OPM at a later point, but once it decides to start following OPM, it must do so thereafter. After discussion, there was a consensus to retain (reinstate) a public comment period from the July 20<sup>th</sup> version. **It was moved by Guy Kempe, seconded by Glen Finley, to accept the July 20, 2011 rules of procedure version of July 20, 2011, with two edits (to retain a public comment**

period with a uniform time increment for commenta set at the discretion of the Commission's Chairperson). The motion passed unanimously, with all nine Commissioners in attendance voting aye. Mr. Gilmour will make the edits and file the rules of procedure with the City Clerk.

Ms. Cahill left the meeting, due to a another obligation.

The floor was opened to nominations for a Chairperson of the CSAC. **Mr. Kempe motioned to nominate Tom Polk, with Mr. Swanzey seconding the motion.** There were no other nominations. **The vote was unanimous to elect Mr. Polk as the Chair.**

The floor was opened for nominations for a Vice-Chairperson of the CSAC. **Mr. Polk nominated Matthew Dunn. Ms. Cardinale seconded it. With no other nominations, the question was called, and the vote was unanimous to elect Mr. Dunn as the Vice-Chair.**

**Mr. Polk requested nominations for Recording Secretary. Mr. Kempe motioned to nominate Ms. Cardinale an Ms. Paul seconded it. There being no other nominations, the motion was called with a unanimous vote in favor of it.**

There was discussion on other items, including a presentation to the Common Council in November – this should be an item the group takes up at its next meeting. The group briefly discussed the June Complete Streets Forum. On another note, Mr Doyle suggested the group ID streets in the City that it considers complete (as well as different types and levels) – this can help in public education and outreach.

Meeting adjourned at 5:55 p.m.

End of document – Approved at CSAC meeting of 9/20/2011.

## Complete Streets Advisory Council (CSAC) Meeting Summary

### MINUTES

SEPTEMBER 20, 2011

**CALL TO ORDER:**  
5:05 PM

KINGSTON CITY HALL CONFERENCE  
ROOM #1

|                    |  |
|--------------------|--|
| <b>FACILITATOR</b> | Tom Polk, Chairman   |
| <b>NOTE TAKER</b>  | Anne Cardinale, Secretary  |
| <b>ATTENDEES</b>   | <b>CSAC Members:</b> Anne Cardinale; Matthew Dunn; Glen Finley; Guy Kempe; Victoria Paul; Tom Polk; Rachel Wynkoop |

Forum Established

### Agenda topics

#### PUBLIC COMMENT

|                     |   |                 |
|---------------------|---|-----------------|
| <b>DISCUSSION</b>   | 1 Accessibility audits & grant partnership with RCAL – would benefit people with mobility deficits; especially important is to consider winter mobility; address unworkable streets. (Mary Ann Donaldson) |                 |
|                     | 1 Flyer introduced for the Walk, Bike or Roll...to school Day; Kingston City School District (PE credit for HS students); discussed redesign of flyer of all school ages (Kristen Wilson)                 |                 |
|                     | 2 Reminder to CSAC to sign book in City Clerk's office  |                 |
| <b>CONCLUSIONS</b>  |   |                 |
|                     |   |                 |
|                     |   |                 |
| <b>ACTION ITEMS</b> | <b>PERSON RESPONSIBLE</b>   | <b>DEADLINE</b> |
|                     |   |                 |
|                     |   |                 |

0.5 HOUR

#### ADMINISTRATIVE MATTERS

[PRESENTER]

|   |  |                 |
|---|--|-----------------|
| <b>DISCUSSION</b>   | 3a Acceptance of 8/9/11 Minutes with present format (Guy, second by Matt).   |                 |
|   | 3b Rules of Procedure (ROP) –<br>i Kingston Planning Department has no resources to send to CSAC project/meetings;   |                 |
|   | 3c Committees Organization: Planning & Policy; Capitol Project & Practice Groups and Programming & Outreach:<br>i. discussion regarding need to set priorities prior to assignment to committees; planning should be first stage |                 |
|   | 3d Required report to Mayor & CC is due in November – discussion to hold until Jan 2012 due to new CC & Mayor ( who provides the report)   |                 |
| <b>CONCLUSIONS</b>  | 3a Dave will confirm minutes with City Clerk (5 days required after CSAC approval & review of CSAC Secretary)  |                 |
|   | 3c All agreed to that Planning & Policy need to be first priority for CSAC   |                 |
|   | 3d All agreed to keep the report requirement for Nov 2011 (10A ROP)  |                 |
| <b>ACTION ITEMS</b>   | <b>PERSON RESPONSIBLE</b>  | <b>DEADLINE</b> |
| 3b i Matt will write letter to CC & Mayor to ask for liaison (CSAC plays an advocacy role in the implantation of CS)  | Matt Dunn<br>David Gilmour<br><br>David Gilmour  |                 |
| 3b ii Remove reference to City Planner from ROP; continue to send notices to Citi Bus & Engineer  |  |                 |
| 3b iii Motion made by Guy & second by Matt to amend #12 to Read: <b>"City Point of Contact – Unless otherwise defined by the Mayor, City Planning staff, as available, will serve as the CSAC's point of municipal contact, agency support &amp; administration."</b> |  |                 |
| 3d By 11/9 a report will be submitted to the Mayor & CC and CSAC will request a date for presentation whenever date would be available after January 2012.  |  |                 |

0.75 HOUR

**OLD BUSINESS**

[PRESENTER]

|                            |  |                    |          |
|----------------------------|--|--------------------|----------|
| DISCUSSION                 | 4a Can CSAC accomplish all requirements CS Strategy Recommendations & Sustainability Plan (CSSSRSP)in first year; is it mandated; will City support this role & embrace the idea |                    |          |
| 4b CS Survey not completed |  |                    |          |
| CONCLUSIONS                |  |                    |          |
|                            |  |                    |          |
| ACTION ITEMS               |  | PERSON RESPONSIBLE | DEADLINE |
| 4b Table Survey results    |  |                    |          |
|                            |  |                    |          |

0.5 HOUR

**NEW BUSINESS**

[PRESENTER]

|   |   |          |
|---|---|----------|
| DISCUSSION  | 5a Actions Items over next 3 months:  |          |
|   |   |          |
|   |   |          |
| CONCLUSIONS   | Increase information to media and community; propose fundraiser to provide for these resources; need a work plan for next phase of CSSRSP; need a grant writer for the next phase (Chamber of Commerce) |          |
|   |   |          |
| ACTION ITEMS  | PERSON RESPONSIBLE  | DEADLINE |
| 5a Contact Will Stoner for possible January meeting and to review CASC plan; AARP know for this initiative                  | Anne Cardinale  | ASAP     |
| 5a Highest priority should be concentration on Year 1   |   |          |
| 5a Recommendation that the CC adopt Complete Streets as part of the City’s comprehensive plan (put this in November Report) |   |          |
|   |   |          |

[TIME ALLOTTED]

[AGENDA TOPIC]

[PRESENTER]

|              |                    |          |
|--------------|--------------------|----------|
| DISCUSSION   |                    |          |
|              |                    |          |
|              |                    |          |
|              |                    |          |
| CONCLUSIONS  |                    |          |
|              |                    |          |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE |
|              |                    |          |
|              |                    |          |

|                         |   |
|-------------------------|---|
| <b>OBSERVERS</b>        | <b>Others:</b> Mary Ann Donaldson,RCAL;r; Kristen Wilson, Project Director, Healthy Kingston for Kids                                     |
| <b>RESOURCE PERSONS</b> | David Gilmour, AICP, Consulting Community Planner (Gilmour Planning LLC) and Healthy Kingston for Kids Complete Streets Initiative leader |
| <b>SPECIAL NOTES</b>    |   |

Proposed Agenda  
Complete Streets Advisory Council  
Tuesday, October 25, 2011 at 7:00 p.m.  
Kingston City Hall – Council Chambers (3<sup>rd</sup> floor)

1. Call To Order
2. Public Comment
3. Administrative Matters (0.75 hour)
  - a) Approval of Prior Meeting Summary – September 20, 2011
  - b) Written Report for Presentation to Common Council this November with discussion of proposed resolution
  - c) Setting Routine Meeting Points and Next Proposed CSAC Meetings
    - Invitation to AARP Complete Streets Advocate Will Stoner
  - d) Member & Volunteer Recruitment
4. Old Business (0.75 hour)
  - a) Action Program for Next Year & Draft Complete Streets Strategy Recommendations & Sustainability Plan: 9/14/2011
  - b) Complete Streets Survey
5. New Business (0.5 hour)
  - a) Information & Outreach – Healthykingston.org; possible Facebook page
6. Announcements & Communications
  - a) Review Safe Routes to Schools Parks & KCSD's Walk, Bike, Roll to School Day
  - b) November 5, 2011 Ulster County Trails Conference @ Suny New Paltz  
( <http://events.r20.constantcontact.com/register/event?llr=u84trydab&oeidk=a07e4zjilca617b0565> )
  - c) Other
7. Other items, as needed
8. Adjournment

# **ADDENDUM F**



# Gilmour Planning LLC

36 Bonticou View Drive

New Paltz, NY 12561

(845) 255 - 6528

[davegilmour@hvc.rr.com](mailto:davegilmour@hvc.rr.com)

To: Complete Street Advisory Council  
From: David Gilmour, AICP, Healthy Kingston for Kids, Complete Streets Initiative Leader  
Date: March 21, 2011  
RE: Complete Streets Codes Audit & Diagnosis

This examination of the City policy environment surrounding non-motorized transportation and connectivity is intended to aid education and advocacy around the potential for Complete Streets in Kingston. The attached codes audit and diagnosis considers the zoning law, subdivision regulations, other City codes, long-range plans, and some regional plans. The purpose is to explore how policies are structured now -- including the extent they may aid or hinder achieving a Complete Street environment that is accessible and enables healthy and active living. The diagnosis shows possible prescriptions and approaches that could be used to achieve more Complete Streets which support non-motorized transportation.

The first part of the analysis, an audit of existing policies, was developed one year ago. It examined municipal codes to identify how existing land use rules and regulations are currently organized to call for and shape active transportation<sup>1</sup>. Codes need scrutiny because they can be unclear, vague or may not match reality well. They may lack direction or incentives to achieve desired development form and performance. It is also possible for codes to provide barriers to physical activity, or they may be misunderstood or applied unevenly. The diagnosis, in column D, is new analysis and it identifies potential ways to advance a multi-modal transportation environment through policy change.

*An objective for the Complete Street Advisory Council could be to identify its suggested priorities from the set of possible actions herein.* In other words, as part of forming Complete Streets strategy recommendations, are there policy upgrades that this group would suggest for consideration by the City Council and Planning Board? Using the analysis, it should also be possible to identify topics around which there may be a need to foster community awareness or dialogue.

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<sup>1</sup> To a lesser extent it examined how these codes foster complimentary land use or desirable community character.

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The question framework is derived from the Smart Growth Code and Zoning Audit, Version 1.0 of 2007, by the Smart Growth Leadership Institute. That tool is a subject-oriented checklist established in cooperation with the U.S. Environmental Protection Agency as an 'implementation' toolkit to help community leaders prepare for and undertake regulatory improvements with the goal of removing barriers and identifying ways to promote smarter growth. A smart growth approach includes goals like:

- Building healthier, safer communities;
- Protecting the environment;
- Improving transportation systems, particularly so that these incorporate and enable all modes, not just single occupancy automobile trips; and
- Providing for sustainable growth.

The base toolkit referenced above has two main segments:

1. 'Connectivity and Circulation'; and
2. 'Land Subdivision, Zoning and Services'.

While the whole toolkit is useful and valid, given the scope and resources available, the audit and diagnosis for this project is tailored to focus on the lines of questions germane to Complete Streets. The checklist created considers aspects of 'connectivity and circulation', including:

- A) Street Network and Plan;
- B) Streetscape Features;
- C) Parking;
- D) Walking, Biking and Multi-Use Trail Facilities; and
- E) Transportation and Transit Zones.

Columns B and C identify the existence or absence of a theme or criterion in local codes. Column D identifies possible improvements. Asked for feedback last April on the audit component (Sections B & C), the Healthy Kingston for Kids Complete Streets working group seemed interested in the possibility of using traffic calming to enhance the street environment and vitality. They were also interested in making streets more universally pedestrian and bicycle friendly.

This regulatory analysis explores code prescriptions, performance, predictability and incentives. In preparing analysis, I consulted other audit tools and have drawn upon

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regulatory diagnostic techniques developed by the American Planning Association (APA), the national organization through which I am accredited. When a policy is considered, the APA suggests considering its affects along the dimensions of ‘impact’, ‘design’ and ‘use’.

The comments on the performance of City codes and possible changes herein are solely the opinion of the author. They are provided as a basis for dialogue about possible ways to advance Complete Streets policies. This audit was not conducted by the City, although the City is a partner in the project and local officials and volunteers were consulted in gathering information. The review is meant to give context to interested persons and decision makers on how policy is and may be structured to achieve more Complete Streets and public safety. The recommendation are meant for guidance purposes only and any possible policy changes should also be reviewed by persons versed in transportation and municipal law.

Besides existing codes, we looked at planning documents like the Ulster County Transportation Council’s 2009 Nonmotorized Transportation Plan. While I did review the 1961 comprehensive plan, I did not cite it in detail, but rather focused on the existing implementing laws.

The City has taken the initiative to improve its street environment. Yet, a vision of Complete Streets is unrealized. This regulatory audit and diagnosis aids understanding about how municipal plans and codes foster desired development and affect residents’ and others’ ability to safely navigate thoroughfares on foot or on bicycles or as they make transit connections. The analysis is of utility in understanding opportunities to promote change to achieve and enhance Complete Streets that are a benefit to the whole community.

Attachment: City Codes Audit & Diagnosis -- March 21, 2011

*End of document.*



# Smart Growth Code & Zoning Audit & Diagnosis

Base Version 1.0 of December 1, 2007 – [Annotated \(Abbreviated\) for Use in Kingston, NY](#)

[Healthy Kingston for Kids Project: Complete Streets Initiative](#)

[City Codes Audit & Diagnosis -- March 21, 2011](#)

*[Developed for Connectivity & Circulation Component \(Entire Section: Numbers 1-5\)  
of the Smart Growth Implementation Toolkit](#)*

## Growing Smarter

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Communities across the country are facing tremendous opportunities to shape their future and provide solutions to the most pressing local, national and global challenges of our time. Community leaders, serving as stewards of the future, have the power to change previous patterns of unsustainable growth and realize the benefits of smarter growth.

A growing number of local political, civic and business leaders understand that with smarter patterns of growth and development, our towns, counties and cities can enjoy the fruits of growth without the costs of poorly planned development. They understand that smart growth strategies can help communities to generate more jobs, enjoy a more stable tax base, provide more choice in the location and cost of housing and build a healthy economy while reducing our impact on the environment, securing our energy independence and creating safe and healthy neighborhoods for our children, our seniors and our families. They understand that communities that choose to grow smarter are also improving their ability to compete in the global marketplace for investments and talent.

While the challenge of building healthier and safer communities has not changed, the opportunities to move away from previous unsustainable patterns have increased. These opportunities are driven by dramatic demographic changes and shifting lifestyle preferences in our population and by a growing understanding of our shared responsibility for the future of our planet. At the same time, the prospect of ever lengthening commutes and rising gas prices is leading growing numbers of people to seek locations where they are not completely automobile-dependent. More and more people prefer neighborhoods where they can improve their

health by choosing to walk or bike to the grocery store or shrink their “carbon footprint” (reduce their greenhouse gas emissions) by taking public transit to work or to school. They want to live where they can still be active citizens as they age and where their children and grandchildren can enjoy healthy physical activity everyday.

Shortsighted planning sacrifices the long-term fiscal health of our communities — starving our established downtown businesses, overlooking existing investments in our older communities, eating up our farms and open spaces and damaging our environment. Many communities are envisioning an alternative future. They want to rebuild our existing communities and design new ones to better respond to the needs and preferences of their citizens

Getting there from where we are today can look like an overwhelming task because it asks community leaders to overhaul outdated plans. It requires rewriting laws and regulations to transform the existing development patterns.

The good news is that we can take advantage of the opportunities simply by allowing walkable, mixed-use development to happen in our communities. The tools in the Smart Growth Implementation Toolkit can help community leaders take the first step of removing the regulatory obstacles to smarter growth. The tools can help your community level the playing field to encourage development that meets your community’s goals and your citizens' aspirations.

*If you are new to the ideas of Smart Growth,  
visit [smartgrowthtoolkit.net](http://smartgrowthtoolkit.net)  
to find more resources available for download  
as well as links to other helpful sites.*

## The Goals of Smart Growth

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Smart growth can help communities achieve their shared vision by building on these goals:

### ***Healthier, Safer Communities***

The central goal of any smart growth plan or project is to improve the quality of the neighborhoods where we live. Our efforts should make our communities healthier, safer, more convenient, more attractive and more affordable.

### ***Protecting the Environment***

Neighborhoods designed to reduce our dependence on automobiles also reduce our impact on the environment. By creating streetscapes that encourage walking or biking, we create opportunities for individuals to reduce their carbon footprint.

### ***Better Access, Less Traffic***

Mixing land uses, clustering development, and providing multiple transportation choices helps us to encourage healthier lifestyles, manage congestion, pollute less and save energy.

### ***Thriving Cities, Suburbs And Towns***

By guiding development to existing towns and cities, we maximize our investments in transportation, schools, libraries and other public services. Our public dollars can serve the communities where people live today.

### ***Shared Benefits***

Building a comprehensive transportation system and locating jobs and accessible housing within reach of each other expands opportunities for all income levels.

### ***Lower Costs, Lower Taxes***

Taking advantage of existing infrastructure keeps taxes down. Convenient transportation choices also reduce our household transportation costs, leaving our families with more money for other needs.

### ***Keeping Open Space Open***

Protecting our natural resources creates healthier air and cleaner drinking water. From forests and farms to wetlands and wildlife, let us pass on to our children the landscapes we love.

In practice, smart growth implementation is shaped by ten principles:

1. Provide a Variety of Transportation Choices
2. Mix Land Uses
3. Create a Range of Housing Opportunities and Choices
4. Create Walkable Neighborhoods
5. Encourage Community and Stakeholder Collaboration
6. Foster Distinctive, Attractive Communities with a Strong Sense of Place
7. Make Development Decisions Predictable, Fair and Cost Effective
8. Preserve Open Space, Farmland, Natural Beauty and Critical Environmental Areas
9. Strengthen and Direct Development Towards Existing Communities
10. Take Advantage of Compact Building Design and Efficient Infrastructure Design

# The Smart Growth Implementation Toolkit

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The **Smart Growth Implementation Toolkit** is a set of practical tools to help your community grow smarter. It will help you untangle the thicket of policies and procedures that get in the way of smarter growth and sustainable development. The **Smart Growth Leadership Institute** developed the tools through a four-year technical assistance program funded by the **U.S. Environmental Protection Agency**.

The tools are designed to help communities that are committed to (or are exploring) smart growth but struggle with implementation, with building support, with identifying the most problematic policies and with other issues that typically accompany a major change in development practice.

The tools will check if your community's policies and regulations are creating safer, healthier, more livable neighborhoods. They will examine whether the policies, codes, zoning and development requirements are helping your community to protect the environment and reduce energy consumption and if they are expanding housing options, lowering household expenses and making full use of existing community investments. The tools can help the community reach its goals, its vision for the future, and help leaders discuss how to retain the great parts of the community while improving other parts.

Each tool may be used independently or in combination with others. Each user should customize the tools appropriately for local or regional use. The tools are intended to be templates. The tools include:

## ***Quick Diagnostic***

The Quick Diagnostic is a simple flowchart that will help you to understand which of the Smart Growth Implementation Tools can best help your community.

## ***Policy Audit***

The Smart Growth Policy Audit will help you assess whether existing

land use and development policies align with your community's aspirations for its future.

## ***Code and Zoning Audit***

The Smart Growth Code and Zoning Audit will help you check if the zoning codes and regulations in your community implement your vision for smarter growth.

## ***Audit Summary***

The Smart Growth Audit Summary will help you summarize the findings from the Smart Growth Policy Audit and the Smart Growth Code and Zoning Audit, and help you to begin to prioritize the opportunities that are ripe for action.

## ***Project Scorecard***

The Smart Growth Project Scorecard will help you to evaluate how closely a proposed development project adheres to your community's vision for smarter growth.

## ***Incentives Matrix***

The Incentives Matrix for Smart Growth Projects will help you mobilize available incentives to encourage specific smart growth projects in your communities.

## ***Strategy Builder***

The Smart Growth Strategy Builder will help you implement smart growth in your community by identifying the most promising avenues to lasting change. It will help you map the strengths, weaknesses, opportunities and challenges facing smart growth implementation in your community.

*You can download all these tools from  
[www.smartgrowthtoolkit.net](http://www.smartgrowthtoolkit.net)*

## About the Smart Growth Code and Zoning Audit

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The **Smart Growth Code and Zoning Audit** will help you review the land use (zoning) codes and regulations in your community to see if they help your community achieve its vision for smarter growth.

This Tool will help you identify the rules and regulations in your community that support or block smart growth. It will also show the gaps in the regulations where a lack of standards may be hindering smart growth development.

### About its use

Depending on what your community needs, you can *use the whole audit* or you can *use segments of the audit*.

- You can use this tool as a ***guide to understanding*** your community's codes and zoning regulations. It will help you appreciate which regulations are critical to achieving smart growth and how standards imposed by regulation can enable or hinder smart growth.
- You can use this tool to ***learn more about a how each smart growth principle is expressed in regulations*** and to understand what kind of regulations support the principle.
- You can use it to ***audit one specific topic*** (such as street connectivity) of your codes and zoning regulations.
- You can ***conduct a full audit of all your community's codes and zoning regulations***.
- You can also use this tool ***to review proposed changes*** in your community's codes and zoning regulations

### About the documents

Your community's codes and zoning regulations are usually set out in the following types of documents:

- The Land Use Code
- The Zoning Code and Zoning Regulations
- Subdivision Regulations and Ordinances
- Overlay District Regulations
- Special Use District Regulations

They may also be in your transportation policies, street standards, parking, design guidelines, parks and open space plans, etc.

### Some caveats

This Tool is not intended to "grade" your community's performance. Don't use the tool expecting to measure how well your community (and its leadership) is doing in implementing smart growth. Use it instead to identify areas for improvement.

Undertaking a complete audit is a time-consuming process. You should be prepared to spend several hours (and several sittings) if you are using the tool for this purpose.

This is an audit tool, and though it does list some suggested standards that help to implement smart growth, it does not provide an extensive list or actual code language you can adopt. You will find more materials about actual standards in publications like EPA's ***Getting to Smart Growth: 100 Policies for Implementation***, and ***Getting to Smart Growth II: 100 More Policies for Implementation***.

Visit the [www.smartgrowthtoolkit.net](http://www.smartgrowthtoolkit.net)  
to find more resources and links to other helpful sites.



## How to use the Smart Growth Code and Zoning Audit

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### Preparation

You will need copies (and we recommend paper copies) of all the code and zoning documents you are reviewing (see the list above).

If you are unfamiliar with the documents, take the time to read each one at least twice. Read it the first time to get a general understanding of the scope of the regulatory document. Read it a second time, and this time mark or highlight any section or statement that may have answers to the questions below. (Consider whether the regulations are positive –they allow for smart growth; or are negative –that they prevent smart growth.)

What does the document say...

*...about **connectivity**? Does it require an interconnected street pattern? Does it require pedestrian connectivity between zones and neighborhoods?*

*...about **circulation**? Does it prescribe street widths and streetscapes that encourage people to walk or bike? Does it protect pedestrians and require pedestrian friendly environments? Does it make sure open spaces and recreation areas are accessible to the public?*

*...about **parking**? How does it treat parking lots and parking spaces? Does it prescribe a particular relationship between parking, street and buildings? Does it vary the parking requirements so that areas that are served by transit can reduce the amount of parking they have to provide?*

*...about **land subdivision and land use**? Does it allow for a mix of land uses so people can live, work and shop within the same or nearby neighborhoods? Does it allow for areas where people*

*can run businesses from their homes?*

*...about **housing**? Does it require a mix of lot sizes to encourage a mix of housing options? Does it allow or prevent accessory units or apartments, town homes and condominiums?*

*...about **special land use zones and special districts**? Does it provide protections for historic districts? Are there special design and architecture requirements for certain districts?*

### Organization

This audit is organized into two general sections: Section A, **Connectivity and Circulation**, looks at how your community's regulations shape your community's street network and streetscapes; parking; walking, biking and multi-use trails; and, transportation and transit zones.

Section B, **Land Subdivision, Zoning and Services**, looks at the way your community regulates the subdivision of land; at how the regulations allocate land use; and, at how the community connects services to development.

There is a third section, Section C, **Special Use Districts and Zones**, that looks specifically at any special zoning districts in your community. These special zoning districts usually provide exceptions to the general rules (e.g. – *special land use districts*, or *historic overlay districts*, or *planned unit development districts*.) Use this section to review each special use district. You will need to replicate the section for each special use district in your community.

The next pages show the steps you need to take as you use this tool.

## STEP 1: ANSWER THE QUESTION

The first column will ask if your community has regulations that specifically address the question. (e.g. – *Is the width of sidewalks regulated?*) Each question focuses on a particular dimension of development that supports smarter growth.

Go through each of the regulatory documents you are auditing and note the articles which actually address each question.

If there are regulations which address a question, highlight or markup the document and list the article address (e.g. – "*Zoning Code 12J.6.9.10*"). This is why having paper copies of the actual documents makes it easier to conduct the audit.

Put a mark under the Y column if your community's regulations address that question. Put a mark under the N column if the regulation actually *prohibits* or *does not address* the question.

Most of the questions are phrased so that answering "yes" means that the regulations are implementing smart growth principles.

## STEP 2: LIST THE IMPLEMENTING CODE

Copy the text of the regulations in the next column, marked "**From Local Code and Zoning Regulations.**" Be sure to identify the document address (e.g. – "*Zoning Code 12J.6.9.10*") where the regulation comes from.

Go through each document you are auditing, making sure you capture all the relevant regulations.

Mark up the document you are auditing to keep track of which regulations you have already listed.

If the documents you are auditing contain no regulations or standards that address the question, then put down "**Not Addressed**" in this column.

## STEP 3: LIST POSSIBLE IMPROVEMENTS

List possible improvements to the code in the last column. You can refer to the *Suggested Standards* at the end of most sub-sections of the audit.

The *Suggested Standards* are some measures your community can take to implement smart growth. It is not an extensive list and the standards are also listed as general approaches rather than specific code language you can adopt.

### WHERE TO FIND MODEL CODES

You will find more standards you can use in publications such as the U.S. Environmental Protection Agency's *Getting to Smart Growth: 100 Policies for Implementation*, and *Getting to Smart Growth II: 100 More Policies for Implementation*.

For examples of code language you can adopt, refer to:

- The American Planning Association's *Model Smart Growth Codes* ([www.planning.org/smartgrowthcodes/](http://www.planning.org/smartgrowthcodes/)).
- "*Smart Growth Zoning Codes: A Resource Guide*," by Steve Tracy, published by the Local Government Commission. (Available from the LGC website: [www2.lgc.org/bookstore/](http://www2.lgc.org/bookstore/))
- The resources section of **Envision Utah**'s website ([www.envisionutah.org](http://www.envisionutah.org)) provides sample ordinances for various aspects of smart growth (pdf documents).

You can also visit **[www.smartgrowtoolkit.net](http://www.smartgrowtoolkit.net)** for updated resources on model codes and ordinances.

## Example

Here's is an example of how you might fill out this Tool:

| 1. EXAMPLE                                     | Y                                   | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes  |
|--|-------------------------------------|-------------------------------------|--|--|
| <i>EXAMPLES</i>                                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <i>EXAMPLES</i>  | <i>EXAMPLES</i>  |
| 1.1. Are standards set for curb cut frequency? | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>(ZONING 12J.6.9.10) Curb cuts are not allowed on community boulevards or community avenues when access may be provided from a side or rear street located immediately adjacent to a contiguous property.</li> <li>(ZONING 12J.6.9.12) Properties with more than 1 curb cut must space them a minimum of 100' apart</li> </ul> | <ul style="list-style-type: none"> <li>none</li> </ul>   |
| 1.2. Is a minimum sidewalk width established?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>(ZONING 8Q.1.5.3) Min=5' on neighborhood streets, min=8' on collector roads; min=10' on business district boulevards;</li> <li>Not addressed for arterials</li> </ul>   | <ul style="list-style-type: none"> <li>Require sidewalks on arterials.</li> </ul>  |
| 1.3. Are crosswalks allowed                    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Not addressed.</li> </ul>   | <ul style="list-style-type: none"> <li>Revise to allow crosswalks on long blocks, especially in business and commercial districts</li> </ul> |

## A. CONNECTIVITY AND CIRCULATION

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Your community's codes and zoning regulations about connectivity and circulation determine whether your community is pedestrian friendly and whether it provides people with the option of not having to drive everywhere they need to go.

The regulations (or the absence of regulations) shape the way a district connects to the next district; how a neighborhood connects to the next neighborhood; how the whole community is interconnected; and, how people can get around the community (on foot, or by cars, bikes, or public transportation). They determine what your roads look like and what your sidewalks look like. They prescribe where cars should park and how much parking is required for each type of development. They either allow bikes and bike lanes or prevent them (making streets more dangerous for would-be bikers). They also determine whether your land uses align with your transportation policies so that your community makes the most out of its investments.

Regulations that define connectivity and circulation encourage smart growth if they follow the following principles:

### **Provide A Variety of Transportation Choices** (SMART GROWTH PRINCIPLE #1)

Providing a variety of transportation options – like safe and reliable public transportation, sidewalks, bike paths and walking trails –promotes and improves our health, conserves energy and safeguards the environment.

There are also many members of our communities who can't drive or don't have access to a car. Providing transportation options

creates more inclusive communities, where our seniors, young people below driving age, and the disabled can all live comfortably.

### **Create Walkable Neighborhoods** (SMART GROWTH PRINCIPLE #4)

A compact, walkable neighborhood encourages physical activity and protects the environment while saving energy by reducing the miles we drive. Walkable neighborhoods are also safer neighborhoods for our children, allowing them to walk or bike to school or the local park and not have to dodge high-speed traffic. They are healthier environments for our seniors who can get their daily exercise by walking to their friends' homes or to a nearby restaurant.

Walkable neighborhoods also create more opportunities to get to know our neighbors when we meet them on the sidewalk.

There are six sub-sections that define your community's connectivity and circulation:

- 1. Street Network and Plan**
- 2. Streetscape Features**
- 3. Parking**
- 4. Walking, Biking and Multi-Use Trail Facilities**
- 5. Transportation and Transit Zones**

# CONNECTIVITY and CIRCULATION

| COLUMN A  | B                                   |                                     | COLUMN C   | COLUMN D  |
|---|-------------------------------------|-------------------------------------|--|---|
| 1. Street Network and Plan  | Y                                   | N                                   | From Local Code, Zoning, Plans, Etc.   | Indicate Possible Improvements to Codes   |
| <i>1.1. Is there a prescribed street hierarchy in place? (List hierarchy)</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Subdivision Review Regulations (hereafter SRR); Principal (undefined); Dead end; Major collector; Arterial; (undefined) Minor; Superblock</li> <li>Alleyways are also allowed.</li> <li>Continuation/connectivity (not required; see SRR Section 2.E p.15)</li> <li>Zoning is silent.</li> <li>The 'Draft Hudson Landing Regulating Design Manual', part of Hudson Landing project has a street hierarchy with multiple levels /types.</li> </ul> | <ul style="list-style-type: none"> <li>Codify and define a community 'greenway', to highlight a non-motorized network (on- and off-road) in relation to the rest of the street hierarchy.</li> <li>Require street and trails connectivity and prohibit or severely restrict dead end streets.</li> <li>Build a fuller definition of the hierarchy and its parts and describe goals and interests including through design guidelines, and descriptions of smart-growth oriented approaches to multi-modal on-site circulation.</li> </ul> |
| <i>1.2. Do street widths vary by type of zone? (Identify each zone)</i>       | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Zoning is mainly silent and there is not much guidance in the SRR.</li> </ul>   | <ul style="list-style-type: none"> <li>Establish right-of-way widths and maximum street widths in conjunction with the street hierarchy.</li> <li>Strive for narrow residential streets.</li> <li>Also, to ensure there is not 'over-paving', provide for maximum pavement width for roads and non-residential driveways (latter as part of site plans).</li> </ul>   |
| <i>1.3. Are design speed standards used?</i>                                  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>City Engineering specifications are not on-line</li> </ul>  | <ul style="list-style-type: none"> <li>As allowed by New York State law, compel lower design speeds and couple this with traffic calming standards and guidelines and the assignment of low-order streets with low speed limits (adjust speeds on other roads according to hierarchy with goal for lower speeds).</li> </ul>  |

| COLUMN A   | B                                   |                                     | COLUMN C   | COLUMN D  |
|--|-------------------------------------|-------------------------------------|--|---|
| 1. Street Network and Plan   | Y                                   | N                                   | From Local Code, Zoning, Plans, Etc.   | Indicate Possible Improvements to Codes   |
| 1.4. <i>Are standards set for width, intersection and corner radii for <b>neighborhood access</b> streets? (List standards)</i>    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Editor's note: There are right-of-way widths for three tiers of streets in the SRR: major streets (80ft), collector streets (60ft), and minor streets (50ft). No street pavement widths have been identified, although this may be in hard to access the City engineering standards. However, there may not be different pavement widths corresponding with the different right-of-way widths.</li> </ul> | <ul style="list-style-type: none"> <li>In general, standard curb radius for neighborhood intersections should be 20 feet.</li> <li>There might be instances where there is heavy pedestrian traffic and it is desirable to provide very tight radii that in conjunction with stop sign controls and crosswalks compel motorists to stop (or slow dramatically). This bullet may apply to 1.5 also.</li> </ul>   |
| 1.5. <i>Are standards set for width, intersection and corner radii for <b>neighborhood connector</b> streets? (List standards)</i> | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Editor's note: 'Connector' street is the smart growth equivalent of the conventional 'collector' street. But a connector has no collector function (i.e. it connects neighborhoods to village/town centers rather than arterials alone).</li> </ul>   | <ul style="list-style-type: none"> <li>The general standard curb radius for neighborhood connectors street is 20 feet and should not exceed 30 feet.</li> </ul>   |
| 1.6. <i>Are standards set for width, intersection, and corner radii for <b>regional access</b> streets? (List standards)</i>       | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Zoning and SRR mostly silent. There is one standard curve radii at street intersections – SRR Article IV, Section 3.G -- applicable to all cases.</li> </ul>  | <ul style="list-style-type: none"> <li>While the feasibility and appropriateness of this recommendation should be checked with a traffic engineer, it seems that for intersections not controlled by a signal, it is desirable to provide for the minimum practicable radii.</li> <li>Also see discussion on curb bulb-outs at intersections.</li> <li>With wider streets, require center medians to maintain a pedestrian-friendly environment. Provide design guidelines for their establishment, as opportunities present themselves.</li> </ul> |
| 1.7. <i>Block perimeter lengths prescribed?</i>  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>See SRR Article IV, Section 2.G, 'Block Size'; this is a flexible standard.</li> </ul>  | --  |
| 1.8. <i>Block face lengths prescribed?</i>   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>See SRR Article IV, Section 2.G, 'Block Size'</li> </ul>  | --  |

| COLUMN A  | B                                   |                                     | COLUMN C  | COLUMN D  |
|---|-------------------------------------|-------------------------------------|---|---|
| 1. Street Network and Plan  | Y                                   | N                                   | From Local Code, Zoning, Plans, Etc.  | Indicate Possible Improvements to Codes   |
| 1.9. Do prescribed block lengths differ by zone? (List block perimeter and face lengths by zone)    | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Minimum block width is defined based on prevailing lot widths (SRR Art. IV, Sect. 2.G Block Size)</li> </ul>   | <ul style="list-style-type: none"> <li>In cases of blocks 500 feet or more, require mid-block pedestrian passages in commercial and mixed-use zones (e.g. at 250' intervals maximum).</li> </ul>  |
| 1.10. Are standards set for curb cut frequency?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Undefined in zoning. There is no section on driveways. There are some district-specific standards, such as RF-R Zoning District.</li> <li>Indirect links in SRR, including: Art.IV, Sect.1B. 'Conformity to Official Map...'; D 'Special treatment along arterial streets'; etc.</li> <li>Could check if Ulster Co. Access Management Guidelines (2003) are formally adopted.</li> </ul> | <ul style="list-style-type: none"> <li>Curb Cuts should be limited to no more than one per 200 feet on streets within non-residential and mixed use districts; greater if possible. Lower order minor roads and collectors generally have higher incidences of curb cuts than Major Collectors and Arterials.</li> </ul>  |
| 1.11. Are cul-de-sacs discouraged?  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>There is not outright discouragement.</li> </ul>   | <ul style="list-style-type: none"> <li>These should be discouraged or outright prohibited. There should be mitigation in exchange for waivers or variances.</li> </ul>  |
| 1.12. Are the length and size of cul-de-sacs regulated?   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>There are SRR limits on length and number of units served (Art. IV, Sect.3 'Street Design' I. 'Dead end Streets'.</li> <li>Zoning is silent.</li> </ul>  | <ul style="list-style-type: none"> <li>Street connectivity is strongly encouraged. Cul-de-sacs shall only be permitted if they are: less than three hundred fifty (350) feet in length and there are natural resource constraints, such as a river or regulated wetland inhibiting through-connection.</li> <li>Always strive for a dedicated pedestrian connection from the end of a dead end street to another street.</li> </ul> |
| 1.13. Are there provisions to ensure both pedestrian and street connectivity between neighborhoods? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |   | <ul style="list-style-type: none"> <li>This intent should be elaborated (and required) with descriptions of form of connection, physical improvements and legal codification.</li> </ul>  |

| COLUMN A                                       | B                                   |                                     | COLUMN C   | COLUMN D  |
|--|-------------------------------------|-------------------------------------|--|---|
| 1. Street Network and Plan                     | Y                                   | N                                   | From Local Code, Zoning, Plans, Etc.   | Indicate Possible Improvements to Codes   |
| 1.14. Are alleyways allowed?                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>• Zoning definition (405.3): A narrow service way providing a secondary means of access to abutting properties.</li> <li>• City code CH.355 'Streets and sidewalks' is silent.</li> </ul> | <ul style="list-style-type: none"> <li>• Add to definition: Alleys may provide access to parking. Where an alley is not constructed at the time of development, the developer is required to dedicate such right of way within or at the rear of the lot.</li> </ul>  |
| 1.15. Are there restrictions on their use?     | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>• The code performance focus is on 'service' and access.</li> <li>• City code CH.376 'Trucks, Parking of' is also silent.</li> </ul>  | <ul style="list-style-type: none"> <li>• Alleys shall be kept clear of debris, stored materials, and vehicles. In site plans there should be requirements to mark the separate footprints for garbage, recycling, deliveries, etc. so it can be confirmed these are outside alley ROWs.</li> </ul>  |
| 1.16. Are there width standards for alleyways? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>•</li> </ul>  | <ul style="list-style-type: none"> <li>• Suggestion: alleys with a minimum right-of-way width of twenty (20) feet may be required in any districts. Unless otherwise specified, there shall be a part of the alley right of way area provided with a wearing course a minimum of twelve (12) to fifteen (15) feet wide with the improvement complying with established minimum specifications, standards and materials of construction, such as approved by the City Engineer.</li> </ul> |
| Y = Yes, N = No                                |                                     | Indicate if <b>Not Addressed</b>    |  | Refer to <b>Suggested Standards</b>   |



*SUGGESTED STANDARDS:*

- *Divisions within categories will permit a finer grained street system (e.g. different widths in commercial and residential areas).*
- *Use design speed standards to establish pedestrian and bicycle friendly environments. Designing streets for higher speeds encourages speeding even through lower speed limits are set and often necessitates retrofitting traffic-calming features.*
- *Vary required Right of Way (R.O.W.) to reflect the nature of each district.*
  - *Major arterials - 110' with center median*
  - *Town center streets - 88' to 60' depending on whether center median, bike lanes, and/or angled parking are included in design.*
- *Consider using design speeds of 25 mph for **neighborhood access** streets.*
- *With wider streets, require center medians to maintain a pedestrian-friendly environment. Provide design guidelines for their establishment, as opportunities present themselves.*
- *Tighten curb radii to shorten pedestrian crossings and force vehicles to make turns at lower speeds.*
- *Limit curb radii and require a 25' clear zone to accommodate the wider turning radii required by emergency vehicles.*
- *Consider using lower design speeds for **neighborhood connectors** and streets in commercial and industrial zones.*
- *Excessively long blocks discourage pedestrian traffic.*
  - *Limit block perimeters (e.g. 1600 ft.).*
  - *Limit block face lengths (e.g. 500 ft.)*
- *Limit use of cul-de-sacs. When used, require pedestrian or bike connections to surrounding neighborhoods.*
- *Require mid-block pedestrian passages in commercial and mixed-use zones (e.g. at 250' intervals maximum).*

| 2. Streetscape Features  | Y                                   | N                                   | From Local Code and Zoning Regulations  | Indicate Possible Improvements to Codes   |
|--|-------------------------------------|-------------------------------------|---|---|
| 2.1. Are different streetscape features applied to different districts/zones? (List requirements by district/zone) | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>There are instances, although not extensive. See for example City Code CH.264 'Historic and architectural design districts.'</li> <li>Zoning §405-27.2 Traditional Neighborhood Development Overlay District (TNDOD) G. (b)i. (general guidance)</li> <li>§405-19RT Rondout District B(1) Broadway/West Strand facades</li> <li>§405.31.2 Broadway Overlay District Design Standards: multiple cases of standards</li> <li>See provisions for area treatment in the Uptown Stockade Area Transportation Plan.</li> </ul> | <ul style="list-style-type: none"> <li>Developing design guidelines with illustrations is a practical way to approach this.</li> <li>Develop one or some prototype/test cases, such as with landscaping and stormwater (green infrastructure) enhancements.</li> <li>Establish a hierarchy or crosswalk treatments.</li> <li>Provide for street trees types by neighborhood, district and street.</li> <li>Provide for sidewalk treatments by neighborhood and district.</li> </ul> |
| 2.2. Are there provisions for traffic calming? <sup>1</sup>  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>See Zoning §405-27.2 TNDOD G.6.h. This is a general standard which does not elaborate on desired impact or design.</li> </ul>  | <ul style="list-style-type: none"> <li>Develop typical and desired neighborhood (residential area) traffic calming techniques/applications.</li> </ul>  |
| 2.3. Are crosswalks required? (List if conditions vary by district/zone)   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |   | <ul style="list-style-type: none"> <li>Provide design guidelines and standards (and graphic depictions) for desired and required crosswalk types (including internal to sites) and define approaches for widened sidewalks at corners (bulb outs), such as in areas with high levels of traffic and sidewalk use.</li> </ul>  |
| 2.4. Are crosswalks allowed? List if conditions vary by district/zone)   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>No express prohibition or encouragement identified – code is silent.</li> </ul>  | <ul style="list-style-type: none"> <li>Provide thresholds for including mid-block crosswalks and define desired specifications.</li> </ul>  |
| 2.5. Do pedestrians have the right-of-way at crosswalks? (List if condition varies by district/zone)               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>This is a New York State law; have not found express indication in city code.</li> </ul>   | <ul style="list-style-type: none"> <li>Develop protocol for identifying priority intersections where this is a problem and develop standards for using barrels and implementing medians and other pedestrian enhancements.</li> </ul>   |
| 2.6. Are provisions made to ensure pedestrian right-of-way and safety in crosswalks?                               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>The Uptown Stockade Area Transportation Plan provides for walkability/bikeability improvements (See for example pg. viii)</li> </ul>   | <ul style="list-style-type: none"> <li>Based on the identification of problem locations by the community, request the police to temporarily put in electronic warning systems and then follow-up with enforcement.</li> </ul>   |

<sup>1</sup> Traffic calming should be a last resort and roads should be designed for speed safe for pedestrians.

| 2. Streetscape Features   | Y                                   | N                                   | From Local Code and Zoning Regulations  | Indicate Possible Improvements to Codes   |
|---|-------------------------------------|-------------------------------------|---|---|
| 2.7. Are sidewalks allowed?   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Yes</li> </ul>   | -   |
| 2.8. Are sidewalks required?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Zoning – Ex. §405-31.1 ‘RF-R Development Standards’ B. ‘Site Planning &amp; Landscaping Standards’ (5)</li> <li>SRR Article IV, Section 3 ‘Street Design’ B. ‘Improvements’ (quite general)</li> </ul> | <ul style="list-style-type: none"> <li>Always require sidewalks.</li> <li>Explore establishing a sidewalk improvement trust fund.</li> </ul>  |
| 2.9. Are complete sidewalk networks required within one mile of any school? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |   | <ul style="list-style-type: none"> <li>HKK Safe Routes to Schools initiative is promoting Kingston City School District policy upgrades, including establishing Safe Routes to School Master Plans. These plans identify actions to improve walkability and bikeability to schools and recommended or preferred walking and biking routes to school. In conjunction with such planning the City could be requested to prioritize the build out and investment in an accessible and connected pedestrian network near and by schools (schools are pedestrian oriented land uses and can become even more pedestrian-oriented through education and advocacy).</li> </ul> |
| 2.10. Are sidewalks required on both sides of the street?                   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>SRR not clear</li> <li>Not in zoning</li> <li>Did not access Engineering specifications</li> </ul>   | <ul style="list-style-type: none"> <li>Make it a requirement within the zoning law, subdivision regulations, and sidewalk standards to require sidewalks on both sides of streets.</li> <li>Identify desired mitigation when this standard is not met.</li> <li>Articulate site development plan standards for the provision of sidewalks and other pedestrian and bicycle facilities internal to sites.</li> <li>An issue in Kingston is private property owner neglect of sidewalk repairs and maintenance. There is a need for partnership and incentives to improve this situation.</li> </ul>  |

| 2. Streetscape Features                        | Y                        | N                                   | From Local Code and Zoning Regulations  | Indicate Possible Improvements to Codes   |
|--|--------------------------|-------------------------------------|---|---|
|  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |   | <ul style="list-style-type: none"> <li>• Provided there is consistency with ADA requirements, establish a standard minimum design width of six (6) feet with a waiver allowance for five (5) feet where road/right of way or other defined constraints exist and set larger prescriptions and minimum requirements for higher-order zones where high levels of pedestrian use are likely. Six feet provides for moderate two-way traffic and handicap accessibility, but also consider the 'effective width', meaning how people actually use the sidewalk based on the characteristics of the built environment, such as building facades.</li> </ul>  |
| 2.11. Is a minimum sidewalk width established? |                          | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>• Not in Zoning, except an incentive link in RF-R &amp; -H respectively for 6 and 10 foot sidewalks</li> <li>• CH. 355. STREETS &amp; SIDEWALKS is silent</li> <li>• Engineering standards not accessed</li> </ul> |   |
|  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |   | <ul style="list-style-type: none"> <li>• Consider bolstering criteria to define goals and objectives for the establishment of wider sidewalks, including open-air plazas that are part of the sidewalk/streetscape environment. As part of this, establish criteria for public sidewalk use by private business. Refrain from setting a maximum width to allow for high volume foot traffic or amenities, such as public open spaces (that serve a variety of purposes or uses). For instance provide definitions for public plazas and open space and vest pocket parks that comprise the community's public street realm. Also provide process and criteria to evaluate locations where there may be surplus capacity and whether it can be possible to provide for conditional private use or disposition, such as for outdoor restaurant seating, in select areas.</li> </ul> |
| 2.12. Is a maximum sidewalk width established? |                          |                                     | <ul style="list-style-type: none"> <li>• Zoning and other codes are silent.</li> </ul>  | <ul style="list-style-type: none"> <li>• Sidewalk width should be in direct proportion to the projected volume of users, with attention given to those with special needs.</li> </ul>   |

| 2. Streetscape Features  | Y                                   | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes   |
|--|-------------------------------------|-------------------------------------|--|---|
|  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>Similar to §405-31 development incentives, consider establishing an overlay zone and/or a density and/or unit bonus allowance by designated parks and open space that would provide for contributing sidewalk improvements or funds for this purpose.</li> <li>Provide for this objective in City recreation and development plans.</li> <li>Set higher density by parks and explore using Tax Increment financing to achieve infrastructure enhancements.</li> </ul>  |
| 2.13. Are sidewalks required to provide access to amenities such as parks and open space?  |                                     |                                     | <ul style="list-style-type: none"> <li>See 2.11 above and 2.17 below</li> </ul>  |   |
|  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |  | <ul style="list-style-type: none"> <li>Consider stronger enforcement measures to get property owners to maintain their sidewalks in adequate physical condition (including providing a precise definition of what constitutes compliance).</li> <li>Increase fines for delayed or neglected clearing.</li> <li>Consider special districts or assessments to cover the cost of sidewalk plowing and repair.</li> </ul>   |
| 2.14. Are ADA <sup>2</sup> access standards strictly enforced or improved upon?  |                                     |                                     |  |   |
|  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>No district-specific vending allowances mentioned in city code. §318, 'Peddling and soliciting', specifically §318-12 ('Restrictions and requirements') restricts soliciting, peddling or hawking in many public spaces.</li> <li>CH. 355. STREETS &amp; SIDEWALKS is silent</li> </ul> | <ul style="list-style-type: none"> <li>Establish a general law allowing street merchants and markets in specific districts, for instance commercial, office or multiple residence zones. <u>Zoning for Public Markets and Street Vendors</u> (2009 Morales &amp; Kettles) suggests addressing: 1. vending locations, 2. exemptions, 3. permit caps, 4. vending area, 5. space allocation, 6. restrictions on certain goods, 7. cart or display design, 8. fees and taxes. Such an ordinance could contribute to enhancing street life and access to healthy foods within walking and biking distance</li> </ul> |
| 2.15. Are there regulations that allow street vendors in specific district? (e.g.- main street, commercial zones or the central business district) |                                     |                                     |  |   |

| 2. Streetscape Features   | Y                        | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes  |
|---|--------------------------|-------------------------------------|--|--|
|   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>• This should be defined as a zoning principle, for aesthetic enhancement and to achieve better stormwater management.</li> <li>• Protocol for landscaping medians should be defined separate from those set for curbside requirements</li> <li>• Consider potential for public-private partnership, such as garden club or neighborhood association stewardship of plantings, or other innovative approaches to maintenance</li> </ul> |
| 2.16. <i>Is the landscaping of medians or curbsides required?</i> |                          |                                     | <ul style="list-style-type: none"> <li>• Not in public streets (there are some standards for median landscaping for private parking).</li> </ul> |  |

| 2. Streetscape Features                            | Y                        | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes   |
|--|--------------------------|-------------------------------------|--|---|
|  | <input type="checkbox"/> | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>Provide design guidelines and standards that apply to the streets hierarchy and internal sites. This can facilitate public awareness of and access to City Engineering specifications. It can elaborate guidelines and standards under different conditions as well as help describe landscaping goals and requirements for open space, including adjacent to street (right of way) edges. For example: <ol style="list-style-type: none"> <li>Provide definitions and depictions for features like street 'shy distance' and prescribe design standards for desired landscaping characteristics and buffers adjacent to curbs and sidewalks, including through definitions, goals and standards for 'planting areas' and 'tree boxes' (fit this with street hierarchy and site plan standards). Provide a high standard and require mitigation for waivers.</li> <li>Increase the diameter of breast height of new street trees.</li> <li>Promote tree planting (establish standards) on non-residential access drives as a way to enhance site character and mitigate heat island effect.</li> </ol> </li> <li>Evaluate standards adopted for Broadway in 2008 to determine if these are working as anticipated or should be refined to provide clarity or achieve landscaping goals.</li> <li>Monitor adopted regulating design manuals to confirm compliance and evaluate whether and how these contribute to street landscaping and tree canopy enhancement.</li> </ul> |
| 2.17. Are street trees, street plantings required? |                          |                                     | <ul style="list-style-type: none"> <li>Zoning is mostly silent.</li> <li>Zoning §405.27.1 'Mixed Use Overlay District' notes importance of shade trees G(4) and there are basic standards in §405-31.1 RFR along waterfront access paths</li> <li>There is not a street tree standard in SRR.</li> </ul> |   |

| 2. Streetscape Features   | Y | N | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes  |
|---|---|---|--|--|
| <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>2.18. <i>Is street furniture required? (Benches, waiting sheds, etc.) Are they required to be weather protected?</i></p> |   |   | <ul style="list-style-type: none"> <li>In a small number of zone cases, such as RF-R (see §405-31.1 B. 'Site planning and landscaping standards'. B.(2)(f))</li> <li>The Uptown Stockade Area Transportation Plan promotes 'Transportation System Enhancement Plan Improvements' (See for example page viii)</li> </ul>  | <ul style="list-style-type: none"> <li>Provide design standards and guidelines, including bus shelters.</li> <li>Provide more zoning prescriptions outside of the Rondout that define how to establish and enhance a linear greenway and take advantage of opportunities within and adjacent to the Streetscape, large and small, to create formal and informal spaces.</li> <li>Also consider art installation standards.</li> </ul>                |
| <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>2.19. <i>Is pedestrian street lighting required?</i></p>   |   |   | <ul style="list-style-type: none"> <li>Yes; standard somewhat limited. See for example Zoning §405-27 'Waterfront design overlay district' G.(5) calls for human-scale lighting; §405-31.1 B(2)(g.); and Broadway Overlay. Also available as incentive.</li> <li>Uptown Stockade Area Transportation Plan promotes pedestrian scale lighting (See for example pg.54).</li> </ul> | <ul style="list-style-type: none"> <li>ID typical types</li> <li>Provide for consistency with County illumination standards and explain how to achieve goals for street lighting (hierarchy) and pedestrian lighting. Providing definitions and height specifications may help. May need to do this more actively for areas outside uptown and Rondout.</li> </ul>   |
| <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>2.20. <i>Are provisions made for low-voltage street lighting?</i></p>  |   |   | <ul style="list-style-type: none"> <li>The focus is more on pedestrian scale, such as in the Broadway overlay zone.</li> </ul>   | <ul style="list-style-type: none"> <li>Make energy conservation and explicit objective within all site planning and establish standards for energy efficient street lighting. See <a href="#">NYSERDA How-to Guide to Effective Energy-Efficient Street Lighting for Municipal Elected/ Appointed Officials</a> (2002), although this reference may be outdated. Could check specifications used in recent Town of Huntington, NY project</li> </ul> |
| Y = Yes, N = No   |   |   | Indicate if <b>Not Addressed</b>   | Refer to <b>Suggested Standards</b>  |



*SOME SUGGESTED STANDARDS:*

- *Crosswalks should not only be allowed but required on long blocks to provide access to commercial areas, schools, places of worship, transportation and recreation facilities.*
- *Crosswalk signals increase pedestrian safety and encourage walking.*
- *Landscaping softens the street environment and makes it more attractive to pedestrians.*
- *Sidewalks promote walking and contribute to pedestrian safety.*
- *Sidewalks should be required in urban and suburban areas to provide for pedestrian safety.*
- *Sidewalks should be provided on both sides of the street in commercial and industrial zones, and on at least one side of internal residential subdivision streets.*
- *Sidewalk minimums should take into account the nature of the street and the anticipated volume of pedestrian traffic.*
- *Pedestrian facilities should provide uninterrupted routes to public amenities such as parks, libraries, schools, etc.*
- *Limiting curb cuts reduces potential conflict between pedestrians and vehicles, and increases pedestrian safety.*
- *Where street design speeds encourage speeding, traffic calming features should be allowed to create conditions conducive to walking and bicycling, and to discourage the routine use of local residential streets by through traffic.*
- *Require alleys and limit number of curb cuts allowed on streets.*
- *Use should dictate width. In commercial zones, alleys can function as drive aisles for off-street parking lots and as fire lanes.*

| 3. Parking  | Y                                   | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes  |
|---|-------------------------------------|-------------------------------------|--|--|
| 3.1. Are minimum parking space requirements set?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Zoning §405-34 'Off-Street Parking and loading'</li> </ul>  | <ul style="list-style-type: none"> <li>Develop a non-residential, mixed-use, and waterfront zones parking plan that presents a comprehensive parking strategy. The Uptown Stockade Area Transport Plan recommends a parking management strategy and coordinating strategy for that area with other projects and future capital programs (p58). Forging parking strategy should occur in conjunction with advancing mixed-use feasibility in different areas and enables examination of context.</li> </ul> |
| 3.2. Are maximum parking space requirements set?  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>No</li> </ul>   | <ul style="list-style-type: none"> <li>Consider setting a maximum allowable off-street (auto) parking rate and a maximum amount of lot coverage that can consist of surface parking.</li> </ul>  |
| 3.3. Is <b>Land Use</b> used as a basis to establish parking requirements??                   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Yes</li> </ul>  | <ul style="list-style-type: none"> <li>Consider changing the minimum parking ratios so that more building area is required to trigger a threshold for providing an additional parking space.</li> </ul>  |
| 3.4. Is <b>District Type</b> used as a basis to establish parking requirements?               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Yes (partial) – the Broadway Overlay Zone, Mixed Use Overlay and Rondout District refer to §405-34</li> </ul> | <ul style="list-style-type: none"> <li>Continue to explore the utilization of requirements as a way to promote land use efficiency and to ensure there is not an over-supply of parking.</li> </ul>  |
| 3.5. Is <b>Building Type</b> used as a basis to establish parking requirements?               | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>Provide for shared parking at mixed use sites.</li> <li>Consider simplifying and standardizing based on form and type.</li> </ul>   |
| 3.6. Are there provisions that allow reductions in parking requirements along transit routes? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>There should be incentives for decreased parking within one quarter mile of transit stops.</li> </ul>   |

| 3. Parking   | Y                                   | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes   |
|--|-------------------------------------|-------------------------------------|--|---|
| 3.7. Are reductions in parking requirements allowed in exchange for bike parking?              | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>This is not a suggested approach; rather, it is recommended to provide requirements for the mandatory provision of short and long-term bike parking. It is suggested to have standards in the form of parking ratios as well as design guidelines. (It should still be a goal to ensure that codes don't force over-supply of auto parking.</li> </ul> |
| 3.8. Is on street parking allowed? Does it count for meeting parking requirements?             | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>On-street parking should be counted. Establish a city-wide parking plan and Require development applications to forecast the impact upon this supply. Provide incentives for upgrading on street parking in front of and by developments, and allow this as a form of mitigation.</li> </ul>   |
| 3.9. Are there provisions for <b>shared parking</b> ? <sup>3</sup>                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>See for example, Zoning §405-31.2 'Broadway overlay district design standards' B.(10).</li> </ul> | <ul style="list-style-type: none"> <li>Consider making the shared parking standard stricter with mitigation when it can not be achieved.</li> <li>Determine how to prescribe and require shared parking in other zones</li> </ul>   |
| 3.10. Are there provisions for <b>joint parking</b> ? <sup>4</sup>                             | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Zoning §405.34.D</li> </ul>   | <ul style="list-style-type: none"> <li>Explore how to enhance and enable joint parking. Explore using this as an incentive. Allow for contributions to a trust fund for the purpose of developing municipal facilities.</li> </ul>  |
| 3.11. Are there prescriptions defining the relationship between parking spaces and the street? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li></li> </ul>   | –   |
| 3.12. Are there prescriptions defining the relationship between parking spaces and buildings?  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li></li> </ul>   | –   |

<sup>3</sup> **Shared parking** – a parking facility use of which is allowed to two or more users based on different peak hours (e.g. businesses with peak patronage during the day, theaters and restaurants with peak patronage at night); promotes efficient use of space.

<sup>4</sup> **Joint parking**- a common parking facility designed for simultaneous use by two or more uses (e.g. municipal structures or lots; privately developed structures or lots); allows for off-site provision of parking.

| 3. Parking  | Y                                   | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes  |
|---|-------------------------------------|-------------------------------------|--|--|
| 3.13. Are there prescriptions for the location of parking lots?   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>See Zoning §405 Attachment 5, Appendix A: Broadway Overlay Design District Standards, Figure 1.</li> </ul>  | <ul style="list-style-type: none"> <li>Provide stronger standards that promote smaller lots, not on corner lots, and behind building facades.</li> </ul>   |
| 3.14. Is street parking metered?                                  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Yes</li> </ul>  | <ul style="list-style-type: none"> <li>Explore opportunities to site more meters so that parking turnover is promoted and so that parking pays for its costs and impacts.</li> </ul>                               |
| 3.15. Do street parking rates vary with time of day/ day of week? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>This should be considered as a way to achieve efficiencies in parking space utilization and to increase city revenue.</li> </ul>  |
| 3.16. Are there landscaping requirements for large parking lots?  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>Yes</li> </ul>  | —  |
| 3.17. Are impervious surfaces minimized?                          | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Off-street parking and similar paved areas must be designed in regular, rectangular shapes which efficiently minimize the amount of impervious surface area.</li> <li>Zoning §405-31.1 B(6)(d) RFR District Development Standards.</li> <li>(Note: Did not check <u>City Stormwater Management Plan</u>)</li> </ul> | <ul style="list-style-type: none"> <li>Specify previous payments in design guidelines and in non-residential site development.</li> <li>Promote higher rates of compacts car parking stall utilization.</li> </ul> |
| Y = Yes, N = No   |                                     |                                     | Indicate if <b>Not Addressed</b>   | Refer to <b>Suggested Standards</b>  |

*SOME SUGGESTED STANDARDS:*

- Among other benefits, on-street parking encourages pedestrian traffic, and can act as a buffer between pedestrians and moving vehicles.
- Shared parking should be encouraged.
- Joint parking should be considered where conditions warrant.
- On street parking should count towards fulfilling parking requirements
- Building by building parking requirements should not be used, instead encourage neighborhood parking within ¼ mile distance from the destination (using shared or joint parking)
- Parking fees should be demand driven.
- Zone and use specific parking requirements and take transit facilities into consideration.
- Reductions for transit availability should be allowed.

| 4. Walking, Biking and Multi-Use Trail Facilities  | Y                                   | N                                   | From Local Code and Zoning Regulations  | Indicate Possible Improvements to Codes  |
|--|-------------------------------------|-------------------------------------|---|--|
| 4.1. Are there walkway, greenway or hiking trails?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | •   | <ul style="list-style-type: none"> <li>Two tools that can aid the development of active transport and a 'greenway' network are: 1) design guidelines; 2) an overlay zone which provides specific standards to enhance and protect linear corridors for recreational and conservation.</li> </ul>   |
| 4.2. Are all new developments required to connect to existing or planned walkway, greenway or hiking trails? | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | •   | <ul style="list-style-type: none"> <li>There is strong rationale for requiring new building and redevelopment to provide physical ped/ bike connections with adjacent 'greenways', such as when these abut lots. The intent would be to easily access non-motorized facilities and link diverse land uses, parks, etc., whenever practical. Yet, it makes sense to define desired performance and to base standards on this to ensure a good fit. Consider adding a definition for 'Spur trails': short linear trails that connect an adjacent land use, street, or area with main multi-use trail or bikeway and which help users access points of interest.</li> </ul> |
| 4.3. Are safe pedestrian routes to school required?  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | •   | <ul style="list-style-type: none"> <li>The HKK partnership, specifically the Safe Routes to School Partnership Committee, is working with KCSD's Health and Nutrition Committee to revise Health and Wellness policy.</li> </ul>   |
| 4.4. Are safe biking routes to schools required?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | •   | <ul style="list-style-type: none"> <li>See 4.3 -- it does not appear that there is an effort to foster two categories, but on forming recommended safe routes overall.</li> </ul>  |
| 4.5. Is a multi-use trail provided for or planned?   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            | <ul style="list-style-type: none"> <li>See Ulster County Non-motorized Transportation Plan (Hereafter UCNMTP)</li> </ul>                | <ul style="list-style-type: none"> <li>Underway and picking up pace. Articulating the vision and concept for an inter-connected greenway network could be a next step.</li> </ul>  |
| 4.6. Are there requirements for open space connectivity?   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Importance of this objective identified and precedent set in SEQRA for Hudson Landing</li> </ul> | <ul style="list-style-type: none"> <li>Require open space design within the subdivision code for more than four lots. Develop rationale, objectives and standards. Promote the development of a community Open Space Plan and a city-wide habitat analysis.</li> </ul>   |

| 4. Walking, Biking and Multi-Use Trail Facilities         | Y                        | N                                   | From Local Code and Zoning Regulations  | Indicate Possible Improvements to Codes   |
|---|--------------------------|-------------------------------------|---|---|
| 4.7. Are bicycle lanes required?                          | <input type="checkbox"/> | <input checked="" type="checkbox"/> | •   | <ul style="list-style-type: none"> <li>Require bike lanes within subdivision code require for higher order streets and require enhanced (increased) paved shoulders for minor streets.</li> <li>Require that infrastructure, such as grates or other potential surface impediments, be outside/offset from these shoulders in order to provide smooth, non-slippery surfaces. Within the site plan section, establish wider shoulder and/or bike lane requirements for on-site circulation.</li> <li>Define the parts of the city greenway that are designated bike routes and develop shoulder and bike lane plans, standards and guidelines for these.</li> </ul> |
| 4.8. Are bicycle lanes accommodated?                      | <input type="checkbox"/> | <input checked="" type="checkbox"/> | •   | <ul style="list-style-type: none"> <li>Consistent with area plans, formulate design guidelines to accommodate bike lanes, sidewalks, rest parks and landscaped areas within front setbacks or on adjacent frontage, with landscaping planting buffers adjacent to the road and on the other side adjacent to the building facades.</li> </ul>   |
| 4.9. Is bicycle parking required?                         | <input type="checkbox"/> | <input checked="" type="checkbox"/> | •   | <ul style="list-style-type: none"> <li>Establish a set of standards that prescribe how to layout short and long-term facilities that comprehensively enable this form of transport in the community and integrate this type of infrastructure into specific land uses and sites. LEED Neighborhood Development has standards. Ensure that these facilities are not an after-thought and shoehorned in, including where snow is not cleared or where it is dumped and indoor facilities for parking and/or commuter needs.</li> </ul>  |
| 4.10. Are standards established for bicycle lane width?   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>See UCNMTP 'Design Guidelines' section.</li> </ul>   | <ul style="list-style-type: none"> <li>This is an important topic and requires technical analysis and dialogue. Given community interest in a greenway bike network that could involve multiple multi-use trail segments (separated from autos), consider defining a hierarchy and then forming design standards for each class or type.</li> </ul>   |
| 4.11. Are standards established for bicycle lane surface? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Projects in UCNMTP, such as the Hudson River Legacy Trail; Route 9W Bikeway; and Kingston Broadway Non-motorized Access provide some planning-level standards</li> </ul> | <ul style="list-style-type: none"> <li>Consider whether multiple objectives are attainable – for instance, during road reconstruction or non-motorized enhancement projects specify porous pavements that have different textures to achieve stormwater management (absorption) plus other objectives, such as skid resistance or visual demarcation of lanes.</li> </ul>   |

| 4. Walking, Biking and Multi-Use Trail Facilities   | Y                        | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes   |
|---|--------------------------|-------------------------------------|--|---|
| 4.12. Are standards established for separation of bike lanes from motorized vehicle lanes?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>See design guidelines in UCNMTP (see CH.6)</li> </ul>   | <ul style="list-style-type: none"> <li>An important topic that requires technical analysis. See 4.10. given old lot and right of way alignments, shared arrangements may be more feasible and there needs to be exploration of whether and when lane placement can be on the passenger side of parked cars and when it can be completely separated.</li> </ul>  |
| 4.13. Are all new developments required to connect to existing or planned multi-use trails? | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Zoning is silent (also SRR)</li> <li>UCNMTP advocates for this (its focus is projects that connect municipalities or projects of regional significance).</li> </ul> | <ul style="list-style-type: none"> <li>See 4.2 above. A threshold could be a triggering of this requirement for any project identified in a local or county plan, and any non-residential use development. A local recreation master plan could specify the rationale and strategy, as well as identify possible requirements to meet in exchange for higher development density like public access to a greenway, granting easements, or providing related amenities, or requiring construction of greenway segments as a condition of site development</li> </ul> |
| Y = Yes, N = No   |                          | Indicate if <b>Not Addressed</b>    |  | Refer to <b>Suggested Standards</b>   |

*SOME SUGGESTED STANDARDS:*

- Provide for a network of bicycle routes, lanes, or shared-use trails to promote bicycle use in all zones.
- Retrofit bicycle lanes into roads by changing on-street parking configuration.
- Require bike-parking facilities in commercial and industrial projects to encourage the use of bikes as alternative transportation.
- Provide for both short and secured long-term parking within convenient distances of building entrances, varying standards with use type.
- On new roads, a minimum lane width of 6' is suggested. A minimum width of 5' is suggested for retrofits.
- Where a shared lane for bikes and parking is provided, a minimum total lane width of 12' (7' for parking and 5' for bikes) is suggested.
- Grade differences between gutter pans and street surface should be eliminated. Uniform, smooth surfaces should be specified.

| 5. Transportation and Transit Zones  | Y                        | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes   |
|--|--------------------------|-------------------------------------|--|---|
| 5.1. Are multi-modal transit centers identified? (e.g. – from train to bus, or water to land transport)          | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Local and regional planning continues. See <i>City of Kingston Intermodal Facility Site Location and Conceptual Design Analysis</i> <a href="http://www.co.ulster.ny.us/planning/intermodal.html">www.co.ulster.ny.us/planning/intermodal.html</a></li> </ul> | <ul style="list-style-type: none"> <li>The establishment of a facility should be set as a high priority for the City and region</li> </ul>  |
| 5.2. Is development encouraged around multi-modal transit centers?   | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Certain types of mass transit are allowed by special permit (so transit centers are permissible there) in the Rondout &amp; Hudson Riverfront Zones and there is a density incentive there (§405-31.B.).</li> </ul>   | <ul style="list-style-type: none"> <li>With the approval of Intermodal Facility funding, or as a commitment to secure funding, the city should commence with rezoning around the selected site</li> </ul> |
| 5.3. Are transit zones specifically established?   | <input type="checkbox"/> | <input checked="" type="checkbox"/> |  | <ul style="list-style-type: none"> <li>Consider how to advance transit-oriented density and design. Ask the MPO to aid the identification of alternative footprints of transit zones</li> </ul>           |
| 5.4. Are there standards that determine the locations of transit zones?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>Does not occur locally, such in zoning or city codes.</li> </ul>  | <ul style="list-style-type: none"> <li>Inquire of the MPO whether this type of study and planning can be assisted by them</li> </ul>  |
| 5.5. Is a systems-approach used to identify transit zones? (i.e. transit corridors)?                             | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>The intermodal study is rational and thorough. Systems planning is a planning emphasis area for regional transit decision-making (source: Unified Planning Work Program (UPWO)).</li> </ul>   | –   |
| 5.6. Is a nodal-approach used to identify transit zones? (i.e. transit oriented development)                     | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>A city/county Transit Development Plan is being formulated, led by the U.C. Transportation Council Transit Advisory Committee.</li> </ul>   | –   |
| 5.7. Are level-of-service (LOS) standards moderated or modified for roads in transit zones? (List modifications) | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>NA</li> </ul>   | –   |
| 5.8. Are higher densities permitted in transit zones?  | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <ul style="list-style-type: none"> <li>NA</li> </ul>   | <ul style="list-style-type: none"> <li>Consider how to advance transit-oriented density and design</li> </ul>   |



| 5. Transportation and Transit Zones                                       | Y                                   | N                                   | From Local Code and Zoning Regulations   | Indicate Possible Improvements to Codes  |
|---|-------------------------------------|-------------------------------------|--|--|
|   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  |  |
| 5.9. Are public transit facilities (e.g. –bus waiting stations) required? |                                     |                                     | <ul style="list-style-type: none"> <li>The UCNMTP does have an on-street facility on the project list (Table 7) plus the ‘Next Phase’ Broadway project.</li> </ul> | <ul style="list-style-type: none"> <li>Establish a design standard or set of standards for typical installations and prescribe criteria for when shelters should be provided and their frequency along routes and corridors and</li> <li>Identify the provision of these as an allowable type of transportation mitigation.</li> </ul>   |
|   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |  |  |
| 5.10. Are park-and-ride facilities provided?                              |                                     |                                     | <ul style="list-style-type: none"> <li>These are MPO facilitated, such as by Washington Street/587 rotary</li> </ul>   | <ul style="list-style-type: none"> <li>There may be a demand for an increased supply by the existing facility if the 587 area enhancement articulated in the MPO's 2010 plan are implemented.</li> <li>Consider needs and opportunities (as defined by current existing parking and levels of utilization) by existing or planned trails/ greenway nodes</li> <li>Explore opportunities at edge of City, where lost or poor quality space may be used and enhanced, such as by 9W or Route 32</li> </ul> |
| 5.11. Are high-occupancy vehicle (HOV) lanes in use or planned?           | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |  | –  |
| Y = Yes, N = No   |                                     | Indicate if <b>Not Addressed</b>    |  | Refer to <b>Suggested Standards</b>  |

*SOME SUGGESTED STANDARDS:*

- Plan and provide for multi-modal transit centers to make public transit more efficient and attractive as an alternative. Include bus stops and weather protected benches and waiting sheds.
- Encourage development around transit centers (and at higher densities) to maximize municipal investments (e.g.- bringing more potential users closer to the transit options).
- Transit corridors and transit oriented development tie land use to transportation investments.
- Modifying the level of service (LOS) around transit zones moderates traffic in the area to encourage more walking and taking public transport.
- HOV lanes and park-and-ride facilities encourage car pooling and more efficient road use.

# **ADDENDUM G**

## **RESOLUTION ADVANCING CITY OF KINGSTON** **COMPLETE STREETS PLANNING**

**WHEREAS**, on November 9, 2010 the City of Kingston Common Council adopted a Complete Streets Policy<sup>1</sup>, the Mayor enacted it, and following-on from that point the Mayor in partnership with the Common Council established a Complete Streets Advisory Council (“CSAC”), which has met regularly and deliberated;

**WHEREAS**, according to the Complete Streets policy the CSAC reported to the Mayor and Common Council “on matters within its purview” within one year of the policy's passage;

**WHEREAS**, New York State and Ulster County have adopted Complete Streets policies intended to promote and bolster safe and accessible multimodal transportation and beneficial investment in the development and redevelopment of street environments as a way to further public safety, welfare, economic development and environmental well-being;

**WHEREAS**, streets and trails are key spaces that influence and shape the activities and the experiences of City of Kingston 's residents, its workforce and visitors, and provide a critical framework for current and future development;

**WHEREAS**, with the adoption of the 2010 Complete Streets Policy, the City of Kingston acknowledges the community development benefits and the substantial value to the public health and welfare of an active and sustained effort to enhance the street environment and aid the potential for individuals and the whole community to be mobile and achieve safe and accessible transportation through walking, bicycling, and public transportation, as well as the potential to improve the health, safety, and mental well-being of residents by creating convenient and safe opportunities for physical activity;

**WHEREAS**, the City of Kingston recognizes that careful planning and coordinated development of Complete Streets infrastructure and transport policies offers long-term cost savings for the local government and provides financial benefits to property owners,

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1 Resolution 196

businesses, and investors, while yielding a safe, convenient, and integrated transportation network for all users;

**WHEREAS**, the City of Kingston intends to build upon and upgrade its existing policies that recognize the importance of addressing the transportation needs of pedestrians, bicyclists, and public transportation riders;

**WHEREAS**, the Complete Streets Advisory Council recommended that the City of Kingston implement Complete Streets objectives and practices into the comprehensive plan and zoning code.

**WHEREAS**, the City of Kingston recognizes that by including “complete streets” objectives and practices in the comprehensive plan and zoning code, the City of Kingston can achieve street design and land use policies that allow people to get around safely on foot, bicycle, or public transportation. Integrating complete streets practices into planning and operations can be economically and fiscally beneficial and help encourage safe and active transportation, decrease pollution, and reduce the incidence of childhood obesity, social isolation, diabetes, and heart disease.

**BE IT RESOLVED**, that the City of Kingston shall implement Complete Streets objectives and practices in the Comprehensive Plan and Zoning Code.

End of document.