

## Exhibit A

This Complete Streets Policy was adopted by Resolution No. \_\_\_\_\_ by the City Council of the City of Hayward on \_\_\_\_\_, 2013.

### COMPLETE STREETS POLICY OF CITY OF HAYWARD

#### A. Complete Streets Commitments.

1. **Complete Streets Serving All Users.** The City of Hayward expresses its commitment to creating and maintaining Complete Streets that provide safe, comfortable, and convenient travel along and across streets (including streets, roads, highways, bridges, and other portions of the transportation system) through a comprehensive, integrated transportation network that serves all categories of users, including pedestrians, bicyclists, persons with disabilities, motorists, emergency vehicles, movers of commercial goods, users and operators of public transportation, seniors, children, youth, and families.
2. **Complete Streets Infrastructure.** The City of Hayward recognizes the importance of Complete Streets infrastructure and modifications that enable safe, convenient, and comfortable travel for all categories of users, including but not limited to sidewalks, shared use paths, bicycle lanes, bicycle routes, paved shoulders, street trees and landscaping, planting strips, accessible curb ramps, crosswalks, refuge islands, pedestrian signals, signs, street furniture, bicycle parking facilities, public transportation stops and facilities, transit priority signalization, and other features assisting in the provision of safe travel for all users, such as traffic calming circles, raised medians, dedicated transit lanes, transit bulb outs, and road diets.
3. **Context Sensitivity.** In planning and implementing street projects, departments of the City shall maintain sensitivity to local conditions in both residential and business districts as well as urban, suburban, and rural areas, and shall work with residents, merchants, and other stakeholders to ensure that a strong sense of place ensues.

#### B. Safe Travel Requirements.

1. **Complete Streets Routinely Addressed by All Departments.** All relevant departments of the City shall work towards making Complete Streets practices a routine part of everyday operations, approach every relevant project, program, and practice as an opportunity to improve streets and the transportation network for all categories of users, and work in coordination with other departments, agencies, and jurisdictions to maximize opportunities for Complete Streets, connectivity, and cooperation.

## 2. Complete Streets Required.

- a. **All Projects and Phases.** Complete Streets infrastructure sufficient to enable reasonably safe travel along and across the right of way for each category of users shall be incorporated into all planning, funding, design, approval, and implementation processes for any construction, reconstruction, retrofit, maintenance, operations, alteration, or repair of streets (including streets, roads, highways, bridges, and other portions of the transportation system), except that specific infrastructure for a given category of users may be excluded if an exemption is approved via the process set forth in section B.3 of this policy.
- b. **Complete Streets in Routine Work and Projects.** Relevant departments shall improve Complete Streets and street functionality for all categories of users as part of routine work or projects involving pavement resurfacing, restriping, accessing above and underground utilities, signalization operations, or maintenance of landscaping or other features, unless an exemption is approved via the process set forth in section B.3 of this policy.
- c. **Plan Consultation and Consistency.** Maintenance, planning, and design of projects affecting the transportation system shall be consistent with local bicycle, pedestrian, transit, multimodal, and other relevant plans, except that where such consistency cannot be achieved without negative consequences, consistency shall not be required if the Director of Public Works - Engineering and Transportation provides written approval explaining the basis of such deviation.

## 3. Leadership Approval for Exemptions.

Specific infrastructure for a given category of users may be excluded where all of the following conditions are met:

- a. Supporting data and documentation are assembled indicating one of the following bases for the exemption:
  1. Use by a specific category of users is prohibited by law;
  2. The cost for specific infrastructure would be excessively disproportionate to the need and probable future use over the long term (costs in excess of 20% of project total may be regarded as evidence that cost is excessively disproportionate, as set forth by the United States Department of Transportation in its policy statement on accommodating bicycle and pedestrian travel);
  3. There is an absence not only of current need, but also of future need (absence of future need may be shown via demographic, school, employment, and public transportation route data that demonstrate a low likelihood of bicycle, pedestrian, or transit activity in an area over the next 10 to 20 years); or
  4. Significant adverse impacts outweigh the positive effects of the infrastructure; and

- b. The proposed exemption, as well as the supporting data and documentation, is made publicly available prior to approval of the project design by the Director of Public Works – Engineering and Transportation; and
  - c. The proposed exemption is approved by the City Council; and
4. **Street Network/Connectivity.** As feasible, the City shall incorporate Complete Streets infrastructure into existing streets to improve the safety and convenience of users and to create employment, with the particular goal of creating a connected network of facilities accommodating each category of users, and increasing connectivity across jurisdictional boundaries and for existing and anticipated future areas of travel origination or destination.

**C. Policies, Plans, and Studies.**

- 1. **Revising Policies and Plans.** All relevant departments are hereby directed to assess additional steps and potential obstacles to implementing Complete Streets in the City of Hayward and to recommend proposed revisions to all appropriate plans, zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, templates, and design manuals to integrate, accommodate, and balance the needs of all categories of users in all projects.
- 2. **Studies.** All initial planning and design studies, health impact assessments, environmental reviews, and other project reviews for projects requiring funding or approval by the City Council shall: (1) evaluate the effect of the proposed project on safe, comfortable, and convenient travel by all categories of users, and (2) identify measures to mitigate any adverse impacts on such travel that are detected.

**D. Performance Standards, Evaluation, and Reporting.** The following steps shall be taken to support implementation of Complete Streets goals:

- 1. **Performance Standards.** All relevant agencies or departments shall put into place performance standards with measurable outcomes to assess safety, comfort, actual use, and functionality, particularly with regard to the development of a bicycle and pedestrian network, for each category of users.
- 2. **Evaluation.** All relevant departments shall perform evaluations of how well the streets and transportation network of the City are serving each category of users by collecting baseline data in 2013 and collecting follow-up data on a biannual basis, including data that:
  - a. Track performance standards, including new miles of bicycle lanes, sidewalks, and street trees or plantings, number of new curb ramps, improved crossings, and signage;
  - b. Measure latent demand and existing levels of service for different modes of transport and categories of users, including public transportation ridership;

- c. Track collision statistics by neighborhood and mode of transportation, and bicycle and pedestrian injuries and fatalities;
  - d. Assess the safety, functionality, and actual use of the neighborhoods and areas within the City of Hayward by each category of users.
  - e. Assess the number of bicycle, pedestrian and transit users and how this changes over time as more infrastructures are built to create a network.
3. **Reporting.** The Director of Public Works – Engineering and Transportation shall provide an annual report to the City Council summarizing how well the City is implementing Complete Streets, with the report including: the performance standards and goals from section D.1 of this policy; the evaluations from section D.2 of this policy, with an assessment of the evaluation data; and a list and map of street projects undertaken in the past year, with a brief summary of the Complete Streets infrastructure used in those projects and, if applicable, the basis for excluding Complete Streets infrastructure from any projects.

## COMPLETE STREETS POLICY OF THE CITY OF HAYWARD

**Vision:** To create and maintain a safe and efficient transportation system that promotes the health and mobility of the City of Hayward citizens and visitors, support better access to businesses and neighborhoods and foster new opportunities.

### A. Complete Streets Principles

**1. Complete Streets Serving All Users and Modes.** The City of Hayward expresses its commitment to creating and maintaining Complete Streets that provide safe, comfortable, and convenient travel along and across streets (including streets, roads, highways, bridges, and other portions of the transportation system) through a comprehensive, integrated transportation network that serves all categories of users, including pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, users and operators of public transportation, emergency responders, seniors, children, youth, and families.

**2. Context Sensitivity.** In planning and implementing street projects, the City of Hayward will maintain sensitivity to local conditions in both residential and business districts as well as urban, suburban, and rural areas, and will work with residents, merchants, and other stakeholders to ensure that a strong sense of place ensues. Improvements that will be considered include sidewalks, shared use paths, bicycle lanes, bicycle routes, paved shoulders, street trees and landscaping, planting strips, accessible curb ramps, crosswalks, refuge islands, pedestrian signals, signs, street furniture, bicycle parking facilities, public transportation stops and facilities, transit priority signalization, and other features assisting in the provision of safe travel for all users, such as those features identified in the Bicycle Master Plan, General Plan, Form Based Code, etc.

**3. Complete Streets Routinely Addressed by All Departments.** All relevant departments and agencies of the City of Hayward will work towards making Complete Streets practices a routine part of everyday operations, approach every relevant project, program, and practice as an opportunity to improve streets and the transportation network for all categories of users, and work in coordination with other departments, agencies, and jurisdictions to maximize opportunities for Complete Streets, connectivity, and cooperation.

**4. All Projects and Phases.** Complete Streets infrastructure sufficient to enable reasonably safe travel along and across the right of way for each category of users will be incorporated into all planning, funding, design, approval, and implementation processes for any construction, reconstruction, retrofit, maintenance, operations, alteration, or repair of streets (including streets, roads, highways, bridges, and other portions of the transportation system), except that specific infrastructure for a given category of users may be excluded if an exception is approved via the process set forth in section C.1 of this policy.

### B. Implementation

**1. Design.** The City of Hayward will generally follow its own accepted or adopted design standards, including the General Plan, Specific Plans, Form Based Code and Standard Details and will also evaluate using the latest design standards and innovative design options, with a goal of balancing user needs.

**2. Network/Connectivity.** The City of Hayward will incorporate Complete Streets infrastructure into existing streets to improve the safety and convenience of all users, with the particular goal of creating a connected network of facilities accommodating each category of users, and increasing connectivity across jurisdictional boundaries and for anticipated future transportation investments.

**3. Implementation.** The City of Hayward will take the following specific next steps to implement this Complete Streets Policy:

- A. Plan Consultation and Consistency: Maintenance, planning, and design of projects affecting the transportation system will be consistent with the City of Hayward Bicycle Master Plan, General Plan, Specific Plans, Form Based Codes, and other appropriate plans.
- B. Stakeholder Consultation: The City of Hayward will utilize its existing stakeholder notification process to allow for stakeholder involvement on projects and to support implementation of this Complete Streets policy.
- C. Developers and landowners will be encouraged to implement complete streets in their developments through consistent application of this complete streets policy/

**4. Performance Measures.** All relevant departments will perform evaluations of how well the streets and transportation network of the City of Hayward are serving each category of users by collecting baseline data and collecting follow-up data on a regular basis. Examples will include the linear feet of sidewalk constructed, miles of bicycle lanes constructed, roadway miles maintained, etc.

### C. Exceptions

**1. Exception Approvals.** A process will be developed for approving exceptions that require deviation from existing plans. Written findings for exceptions will be included in the staff report approving the projects to Council, signed off by the Public Works Director. Exceptions will explain why accommodations for all users and modes were not included in the plan or project.

**2. Specific Exceptions:** Accommodation under the complete streets policy for the City of Hayward may not be necessary on transportation corridors where:

- A. Specific users are prohibited.
- B. The cost of establishing Complete Streets features would be excessively disproportionate to the need or probable use.
- C. Documented absence of current and likely future need as determined by the local and/or regional planning documents.
- D. No existing or planned transit service.
- E. Routine maintenance of the transportation network that does not change the roadway geometry or operations such as, sweeping, spot repair, and slurry seal.
- F. A reasonable and equivalent project is already planned and/or programmed in the future to provide the necessary facilities, such as a sidewalk.
- G. Accommodations are physically impossible to construct or implement.
- H. Accommodations would provide gaps in the existing transportation network, such as requiring a bike lane on a street that would not connect to other bike facilities.
- I. Accommodations would require right-of-way acquisition beyond what is required for the base project.