

ENGINEERING DIRECTIVES AND STANDARDS

Volume	Chapter	Section	Directive Number	Effective Date
II	2	1	14	4/9/2016

SUBJECT: COMPLETE STREETS

- PURPOSE:** The purpose of this directive is to implement the complete street policy.
- SCOPE:** This policy applies to the State highway system and to local roads where state or federal funds will be used, as well as to any improvements to the State highway system funded by a private entity, Parish or local government that are constructed by permit.

3. STATE LAWS

- Louisiana Revised Statute RS 32:1 Definitions
- Louisiana Revised Statute RS 48:22.1 Complete Streets, findings, requirements, exceptions
- Louisiana Revised Statute RS 48:163.1 Use of highway funds for bicycle facilities

4. DEFINITIONS

- **Bicycle facility** - any physical facility provided for the exclusive or semi-exclusive use of bicycles. This includes but is not limited to unmarked shared roadways, marked shared roadways, bicycle lanes, shared use paths, and end of trip facilities.
- **Bicycle lane** - the part of the roadway adjacent to the travel lane, designated by official signs or markings for the preferential or exclusive use by bicycles and electric mobility aid users. It is for one-way travel, in the same direction as the adjacent traffic lane.
- **Complete street** — Roadways that are designed and operated to enable safe access and travel for all users, including pedestrians, bicyclists, motorists and transit users of all ages and abilities.
- **Complete street plan** or **Bicycle plan** or **Pedestrian plan** or **Transit Plan** or **Plan** - an adopted plan by local government by formal resolution or signature by Mayor, Parish President or Police Jury that addresses the local community's bicycle, pedestrian and/or transit facilities. At a minimum this plan shall include: 1) a map with the labeled roadways within the local area with the different types of bicycle, pedestrian and transit infrastructure labeled such as a) transportation or recreation, b) bicycle lane, cycle track, sidewalk, on street facility, shelter, shared use path, side path, etc. ; 2) a description of the facility types and how they provide a transportation network for non-motorized traffic; 3) a list of the state and local routes with the proposed infrastructure improvements identified. This plan shall be used to assist the DOTD in determining the appropriate infrastructure for each construction project within the local community.
- **Crosswalk** - (a) That part of a roadway at an intersection included within the connections of the lateral lines of the sidewalks, shoulders, or a combination thereof on opposite sides of the highway measured from the curbs or, in absence of curbs, from the edges of the traversable roadway or if there is neither a sidewalk nor shoulder, a crosswalk is the portion of the roadway at an intersection that would be included within the prolongation of the lateral lines of the sidewalk, shoulder, or both on the opposite side of the street if there were a sidewalk or shoulder. (b) Any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by lines or other markings on the surface.
- **Cycle track** - the part of the roadway separated from the adjacent travel lane by a painted buffer, designated by official signs or markings for the exclusive use by bicycles. It is typically for one-way travel, in the same direction as the adjacent traffic lane.

- **Independent right-of-way** - general term denoting right-of-way outside the boundaries of a conventional highway.
- **Mobility aid** - a device used by individuals to ambulate independently and that is human or electric powered and used in- or outdoors.
- **Pedestrian** - any person afoot or utilizing a mobility aid.
- **Pedestrian and Bicycle Transportation Network** — consists of a series of interconnected facilities that allow non-motorized road users of all ages and abilities to safely and conveniently get where they need to go.
- **Separated Bicycle Lane** — an exclusive facility for bicyclists that is located adjacent to the roadway and that is physically separated from the motor vehicle traffic with a vertical element. A separated bicycle lane will have to be justified for each location since the MUTCD does not recommend vertical elements. Justification will have to consider at a minimum the type of vertical element, the turning movements and number and frequency of right turn lanes. Since there is a vertical element separating the bicycle lane from the roadway a maintenance agreement with a local municipality shall be required.
- **Shared use path or Shared use trail or Multi use path** - a public way separated by open space, or grade from motor traffic, either within the highway right-of-way or within an independent right-of-way that is designated for use by pedestrians, mobility aid users, and persons riding bicycles. May be either one way or two way.
- **Shared Lane** — a lane of a traveled way that is open to both bicycle and motor vehicle travel. This lane may or may not have markings or signs.
- **Shoulder** - the portion of the highway contiguous with the roadway for accommodation of stopped vehicles, for emergency use, pedestrian use, mobility aid use, bicycle use, and for lateral support of base and surface.
- **Sidewalk** - that portion of a highway between the curb lines, or the lateral lines of a highway, and the adjacent property lines, intended for the use of pedestrians. Typically, concrete or asphalt. May be placed on independent right of way.
- **Sidewalk** - a shared use path located immediately adjacent and parallel to a roadway. Allowed on roadways with low driveway density. One way facilities are preferred.
- **Transit facilities** — improvements to roadways and access that help create safe and comfortable transit stops and smooth predictable transit trips.

5. POLICY

- A. DOTD will strive to accommodate pedestrians, bicyclists, and transit users by providing appropriate safe crossings, providing corridor continuity and ensuring transportation projects comply with the current accessibility guidelines. Provisions for all users will be integrated into the project development process for the entirety of all projects through design features, using Context Sensitive Solutions (CSS). All projects shall consider the impact that improvements will have on safety for all users and make reasonable efforts to mitigate negative impacts on non-motorized modes. Restricting non-motorized access should not be considered an appropriate strategy with the exception of those limited access facilities where pedestrians and bicyclists are prohibited.
- B. Facilities, such as interstates, where bicyclists and pedestrians are prohibited by law from using the roadway shall be excluded from this policy.
- C. DOTD Design Guidelines shall include guidance for complete streets facilities appropriate to the context of the roadway.
- D. On all new and reconstruction roadway projects that serve adjacent areas with existing or reasonably foreseeable future development or transit service, DOTD should plan, fund, and design pedestrian, bicycle and transit facilities. The appropriate facility type will be determined by the context of the roadway with local involvement as determined by the DOTD Design Guidelines and the complete street plan.

- E. On projects that are preservation/operations/rehabilitation/replacement only, DOTD will only consider improvements that do not require right-of-way acquisition, utility relocation, relocating or enclosing roadside drainage or major construction to provide bicycle, pedestrian or transit accommodations. These improvements may include narrowing lanes, restriping, road reconfiguration and other means of providing improved bicycle and pedestrian access according to the complete street plan.
- F. This EDSM may not apply to minor projects such as TSM projects, spot replacements, intersection improvements, turn lane projects, etc. if bicycle, pedestrian or transit facilities do not exist.
- G. In assessing the need for a particular facility, the DOTD shall give priority to the connection of pedestrian, transit and/or bicycle traffic generators (e.g., schools, shopping centers, parks and recreational areas, subdivisions). The DOTD shall utilize the Bicycle Planning Tool for bicycle facilities.
- H. Maintenance and liability for sidewalks and bicycle facilities outside the limits of the curb or barrier will be the responsibility of the local jurisdiction. This shall include separated bicycle lanes and any appurtenances in addition to the pavement. Maintenance and liability agreements will be required as a provision of the entire project or these facilities shall be excluded from the project.
- I. The addition of bicycle, pedestrian, and transit facilities should be excluded from the project if the cost of providing such facilities is excessively disproportionate (defined as exceeding 20% of the construction cost of the project) unless the local entity contributes the additional funds for those projects with complete street facilities.
- J. Consideration of complete street facilities for non-motorized access and mobility shall be included in feasibility of project development. Documentation of decisions and appropriate analysis is required in the feasibility report. If this documentation is not provided, then the project shall not move forward.

6. IMPLEMENTATION

- A. All feasibility reports completed after the implementation date of this policy shall include complete streets considerations as required based on project type and scope.
- B. The Project Manager at the feasibility stage shall contact the local government to determine if a complete street plan exists as defined in this document. The Project Manager shall request a written recommendation from the affected local entity concerning the need for complete streets facilities in the project. The entity will also be required to provide a commitment for maintenance and liability for any facilities recommended which are outside the curb or shoulder of the proposed roadway. Upon receipt of the recommendation of facilities and commitment for maintenance and liability, DOTD will consider facilities for inclusion in the project. After any required analysis or alternatives have been reviewed and complete streets facilities have been determined to be feasible for inclusion in the project, the Project Manager shall request an entity agreement be executed Koi the maintenance and liability. The entity agreement shall be executed prior to incorporation of the complete streets facility into the design of the project. If the complete streets facilities are not feasible or cannot be included within compliance of this policy, the local entity will be notified of this decision by the Project Manager.
- C. If no plan exists or the entity chooses not to make a recommendation, the Project Manager shall request a written recommendation from the DOTD District Administrator. At a minimum the consideration shall be given to a minimum 4 foot paved shoulder, if:
 - i. funds allow, and
 - ii. appropriate for the roadway, and
 - iii. all conditions of this policy are met.
- D. For projects that are past the feasibility stage at the time of the revision date, the Project Manager at the current stage shall follow the above implementation.

7. **WAIVERS:** The Project Manager may request a waiver from the Chief Engineer with the proper justification.

8. **APPLICATION OF STANDARDS:** These standards shall apply immediately for all projects not in final plan development at the time of the revision date.

9. OTHER ISSUANCES AFFECTED: All directives, memoranda or instructions issued heretofore in conflict with this directive are hereby rescinded.

10. IMPLEMENTATION: This directive will become effective immediately upon issuance.

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