

COMPLETE STREETS IMPLEMENTATION

Legislative Update - Spring 2013



Louisiana Department of Transportation and Development



Contents

Acknowledgements iii

Introduction 1

Organizational Structure2

 CS Executive Policy Committee.....2

 CS Technical Committee2

 CS Advisor/Coordinator3

 CS Work Group.....3

Strategic Action Plan 4

 Restructure the Procedures 4

 Rewrite the Design Manuals5

 Retrain the Planners and Engineers.....5

 Retool the Measures to Track Outcomes..... 6

 Other Tools for Advancing Complete Streets 6

Where the Rubber Hits the Road.....7

 LA 42 in Ascension Parish7

 St. Claude Avenue (LA 46) in New Orleans7

 Gentilly Boulevard (US 90) in New Orleans..... 8

Next Steps 9

Appendix A: Strategic Action Plan TableA-1

Appendix B: Criteria for application to serve on Work Group.....B-1

“We are committed to providing Louisiana residents with safe roadways that are accessible to all users. Through this policy, our agency will be able to provide a comprehensive, connected transportation network for Louisiana that balances access, mobility, health and safety needs of motorists, transit users, bicyclists and pedestrians of all ages and abilities.”

DOTD Secretary Sherri H. LeBas



Acknowledgements

This report was prepared by Soll Planning, LLC on behalf of the Louisiana Department of Transportation and Development (LA DOTD) to partially fulfill the request of the state legislature as per House Concurrent Resolution (HCR) 100 of the 2012 legislative session. This is the first semi-annual report to the legislature prepared in response to that resolution.

We would like to thank the following participants for their involvement in the preparation of this document:

Brian Parsons, LA DOTD Bicycle and Pedestrian Coordinator

Dan Jatres, New Orleans Regional Planning Commission Pedestrian and Bicycle Program Manager



Introduction

On July 18, 2010, the Louisiana Department of Transportation and Development (LADOTD) adopted a Complete Streets (CS) Policy. This policy came about through the hard work and determination of many individuals and groups both within and outside of LADOTD.

This policy statement is a commitment to balance the interests of many different kinds of users of the transportation network that LADOTD is responsible for. It has been recognized as one of the ‘strongest’ administrative policies in the United States¹, however, policies that look good on paper are of little value in the real world if they do not lead to tangible outcomes. The 2012 Louisiana Legislature called for a

¹ National Complete Streets Coalition, Complete Streets Policy Analysis 2011: A Story of Growing Strength. <http://www.smartgrowthamerica.org/documents/cs/resources/cs-policyanalysis.pdf>

reconvening of the CS Work Group in HCR 100. This is an opportunity to ask a few key questions:

- What are we doing to change the way we do things?
- What efforts have been made to provide clear design guidance to our engineers?

What is a Complete Street?

Complete Streets are designed and operated to enable safe access for all users. Pedestrians, bicyclists, motorists and transit riders of all ages and abilities must be able to safely move along and across a Complete Street.

- Have we trained our staff and provided opportunities for others to access training?
- How are we measuring and tracking our success?

- What are we doing to participate fully as a partner and resource in advancing Complete Streets beyond LADOTD?

The purpose of this report is to document several of the initial accomplishments of LADOTD in implementing their CS Policy, as well as outline a full “CS Implementation Strategic Action Plan” that will be piloted over the next several years. This Action Plan is based largely on the implementation tasks identified and included in the “CS Work Group Report” (July 2010), but it goes well beyond... assigning responsibility for those tasks, determining whether additional costs will be associated with those tasks, and developing a reasonable timeframe for those tasks to occur within. In doing so, LADOTD will be able to measure its effort to implement the Policy, and then ultimately assess the Policy’s and Plan’s effectiveness through performance measures. The



implementation tasks previously identified will be the foundation of this process, however, it is anticipated that new tasks will be identified while others eliminated and so forth. These changes will be documented in the semi-annual reports to Louisiana Legislature.

Organizational Structure

Implementing the CS Policy is not the job of one person or one Section at LADOTD, because the policy applies to “all transportation projects that involve federal or state funding or approval.” It is everyone’s responsibility to ensure that all aspects of their projects further its goal. One of the fundamental concepts of Complete Streets is that it should be fully integrated into mainstream processes throughout LADOTD.

As such, there are an array of participants, some internal to LADOTD and some external, which will play an important role in

facilitating key changes to further that end. The following organizational structure is intended to demonstrate this complex network of participants and their roles.

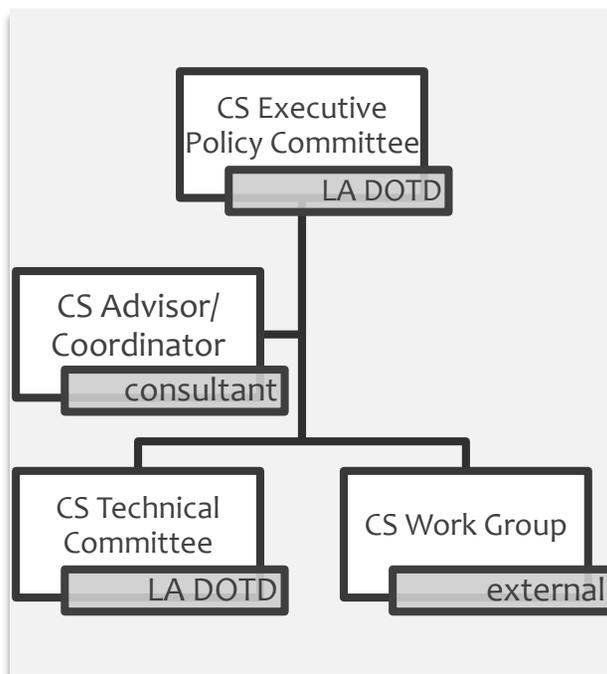
CS Executive Policy Committee

The CS Policy Implementation Executive Committee is comprised of the high-level LADOTD decision

makers who may be periodically consulted on key issues related to policy. This group also represents the authority for the recommended actions and serves as a reminder that the CS Policy is an executive policy and is intended to be fully implemented by all within LADOTD. The group is proposed to be made up of 4-6 executive level staff with decision making authority.

CS Technical Committee

The CS Technical Committee is comprised of LA DOTD staff with expert knowledge of bicycle, pedestrian, transit and ADA issues as well as DOTD division leaders or other designees with expert knowledge of existing division and section requirements and protocols. Many of these individuals participated in the policy development process (four Work Group meetings) which occurred in late 2009. One recent recommended addition will be a representative from the Northern



Districts and one representative from the Southern Districts. These individuals will be critical in implementing the Strategic Action Plan.

CS Work Group

The CS Work Group includes those identified in SCR 110 of the 2009 Louisiana Legislature and HCR 100 of the 2012 Louisiana Legislature. This group is comprised of a diverse group of individuals who advocate for particular populations, outside resource personnel, and affected stakeholders.

While SCR 110 (2009) indicated that the CS Work Group shall meet at least four times, HCR 100 was less specific. DOTD will convene this group twice annually for the next three years (2013-2015). Discussion of maintaining the group beyond the next three years will be part of the Strategic Action Planning Process.

Also part of the discussion will be the role of this entity. Maintaining a relationship with advocates and stakeholders is commonplace for state Departments of Transportation, particularly in matters relating to



Complete Streets or sometimes more specifically to bicycling and/or walking. Often they are referred to as Steering Committees or Advisory Committees. Often these groups provide political support for decisions made, provide resources and technical support, coordinate with

partner agencies, assist with actions outside of the scope of LADOTD, and finally, they may serve as a check and balance to review performance measures.

Two initial changes to the CS Work Group make up are being implemented by LADOTD as part of the Strategic Planning Process. A representative from each Metropolitan Planning Organizations (MPO) across the state (rather than a single representative of all of them) will be invited to participate. The second change will be to establish criteria for additional advocacy groups to apply to participate (see Appendix B).

CS Advisor/Coordinator

The CS Advisor is a consultant whose role it is to facilitate Work Group meetings, coordinate with Technical Committee on the tasks to make up the Strategic Action Plan, document those items as part of a reporting



procedure for the State Legislature, walk items through the Strategic Action Plan. Because one of the fundamental concepts of Complete Streets is for it to transition to a mainstream part of everyday procedures, this position is not intended to be permanent. However, it was determined to be a necessity in the short term to get the ball rolling.

Strategic Action Plan

As noted previously, a series of Implementation Tasks were identified when the CS Policy was adopted. These tasks fell into five main categories of activities:

1. **Restructure** the Procedures
2. **Rewrite** the Design Manuals
3. **Retrain** the Planners and Engineers
4. **Retool** the Measures to Track Outcomes
5. Other Tools for Advancing complete streets

The first four categories identified above (Restructure, Rewrite, Retrain and Retool) are the administrative tasks that fall primarily to the LADOTD. There were 59 tasks identified in these four categories. (See Appendix A). An additional 21 tasks were also identified as “Other tools for advancing Complete Streets.” These include tasks that would primarily fall to groups outside the LADOTD, or partnerships between agencies (such as those on the Work Group).

Restructure the Procedures

“Restructuring the Procedures” to ensure that **all users are fully integrated into all stages of project development** means either integrating or creating new processes by which projects are developed.

Examples of two procedural changes identified at the time of the policy adoption were to develop a formal procedure for exceptions to be approved by the chief engineer and

to adopt a bicycle, transit, and pedestrian checklist for use during appropriate project development stages.

A Bicycle and Pedestrian Checklist was created and has been adopted as part of the Stage 0 Feasibility Study process. The Strategic Action Plan will address the other outstanding procedural recommendations.

Rewrite the Design Manuals

“Rewriting the Design Manuals” means developing new guidance for the design of facilities.

The USDOT encourages a re-write of the primary design manual for every transportation agency, with the creation of a separate bicycle/pedestrian manual as an interim step.

Most of the tasks identified at the time of policy adoption were specific design recommendations, i.e. provide staggered continental marked

crosswalks at all four legs of all signalized intersections. Guidance such as this will need to be incorporated into the Road Design Manual, the Bridge Design Manual, English Design Standards, and the Engineering Directives and Standards when they are updated. As the Strategic Action Plan is developed, key personnel on the Executive Policy Committee and the Technical Committee will provide fundamental insight into the timeline for when these items will be updated.

Implementation task 35 (see Appendix A) included an update to the state’s rumble strip policy to be more bicycle compatible. This policy was updated in July 2012.

Retrain the Planners and Engineers

Retraining staff and providing training opportunities to others is an essential part of developing a mainstream understanding of what it means to implement Complete Streets from both a policy and a

design perspective. These were identified as implementation tasks 48 and 50 (See Appendix A). LADOTD participates in a robust training program that has trained over 470 individuals since 2006. This number includes 113 LADOTD staff², 40 MPO staff, 128 local government employees, 104 consultants, and 86 advocates, students and others who have attended a Complete Streets Workshop, Bicycle and Pedestrian Workshops or Americans with Disabilities Act training provided through LADOTD.

Retool the Measures to Track Outcomes

It has been said that “what gets measured gets done.” The fourth component of the administrative tasks associated with the implementation of the CS Policy is to “Retool the measures to track outcomes.” The LADOTD is already

² As well as Federal Highway Administration (FHWA) staff





responsible for reporting performance back to USDOT and will become increasingly so under the most recent transportation bill, Moving Ahead for Progress in the 21st Century, or MAP-21.

As LADOTD transitions towards the new requirements and guidance issued under MAP-21, they will be able to utilize the opportunity to include new measures which will indicate how well the CS Policy is working to create a “complete and multi-modal network that achieves and sustains mobility, while encouraging and safely accommodating pedestrians, bicyclists, and transit users.”

These new measures may include bicycle and pedestrian crash rates, modal splits, number of miles of various types of bicycle facilities, etc. Some of this data is already collected, and the “retool” may be to establish targets or report the information in a different format.

For example, it is known that between 2008 and 2012, 72 miles of sidewalks have been constructed, 2843 ADA compliant ramps and 74 push button ped-heads have been installed on State highways at a cost of \$17 million. Data like this can be used to track progress from year to year.

Other Tools for Advancing Complete Streets

Finally, the LADOTD cannot do it alone! Some of the tasks to “create a comprehensive, integrated, connected transportation network for Louisiana” fall to others outside the administration. There are groups who have been diligently working to change state laws to be more supportive of Complete Streets and other entities working to provide resources for local governments.

One area where advocates and the state legislature have been working together to make the state law more hospitable to non-motorized

transportation is in recent changes to state law. These items were identified as implementation tasks number 60, 61, 62, 63, and 67 (See Appendix A).

- Act 147 of the 2009 Legislative Session requires motorists to leave three feet when passing a cyclist on a roadway.
- Act 618 of the 2010 Legislative Session addressed a range of items to bring the revised statutes up to date for non-motorized transportation, including additions to the curriculum for drivers education, adding language about improper opening or leaving open of vehicle doors, ceasing the requirement that LADOTD must find and declare that the construction of bicycle facilities is in the public interest, and instead allows for at least one percent of the funds appropriated to the transportation trust fund be

used for non-motorized facilities.

- Act 244 of the 2011 Legislative Session further clarified several definitions related to non-motorized transportation, and changed Louisiana from a “yield” to a “stop” for pedestrians state.

LADOTDs partners have also made strides in increasing the awareness of Complete Streets by providing resources to local governments. The Center for Planning Excellence recently partnered with the University of New Orleans Transportation Institute (UNOTI) and AARP to develop a Complete Streets Policy Manual to introduce the concept of complete streets and provide a framework for enacting policies on the local level.

Another example of an ongoing successful partnership to develop and implement targeted encouragement and education programs that seek to

increase levels of walking and bicycling (see Task 7 in Appendix A), is making available funding of a bicycle and pedestrian program manager at the MPO level. Since 2005, the New Orleans Regional Planning Commission has applied and been granted funds or partial funds from LADOTD’s safety program to advance Complete Streets and develop targeted education and enforcement programs at the regional level. The Capital Regional Planning Commission has also received funds for this purpose.

Where the Rubber Hits the Road

Fully implementing the CS Policy will not happen overnight, nor will the results of each individual task being accomplished be immediately visible to the motoring, bicycling, transit riding or walking public. As each of the identified tasks is completed, the mainstreaming of Complete Streets

into the everyday operations at LADOTD will shift a degree in the new direction. Overtime, measureable outcomes are anticipated, and that complete and multi-modal network will be visible across the state.

To date, there are a few examples of projects that have used a Complete Streets approach, and the list of projects coming on line grows every day.

LA 42 in Ascension Parish

LA 42 in Ascension Parish was one of the first large scale projects to integrate a Complete Streets approach after the policy’s adoption. The conceptual road design includes widening from two to four through lanes, the addition of a shared-use path and sidewalk. The Environmental Assessment (EA) was granted a Finding of No Significant Impact (FONSI) in August 2011, and it is currently proceeding through the later stages of the project development process.

St. Claude Avenue (LA 46) in New Orleans

When St. Claude Avenue (LA 46) in New Orleans was undergoing a basic maintenance “mill and overlay” in 2008, City of New Orleans Department of Public Works approached the LADOTD about making minor changes to the lane widths in order to accommodate bicyclists in a dedicated bicycle lane. Prior to the project, this

urban arterial was typical for New Orleans – with parking on both sides, two through lanes in either direction, a wide neutral ground and wide sidewalks on both sides of the roadway. There were no changes beyond the curbed section of the roadway, and no reduction in through-capacity, but by taking a few feet from each of the existing travel

lanes and parking lanes, they were able to create dedicated bicycle lanes on both sides of the street. One



St. Claude Avenue (LA 46) in New Orleans, LA



Gentilly Boulevard (US 90) in New Orleans, LA

study of the corridor found a 57% increase in ridership after the installation of bicycle lanes.³

Gentilly Boulevard (US 90) in New Orleans

In 2011, Gentilly Boulevard (US 90) was repaved as part of the Submerged Roads Program. It underwent a slight lane reconfiguration, wherein the six lane roadway (no on-street parking) was reduced to four vehicular through lanes. This created ample space for a buffered bicycle lane. One study found an increase in bike ridership on the corridor of 65% following the installation of the bicycle lane.⁴

³ Parker K., Gustat J., Rice J: Installation of bicycle lanes and increased ridership in an urban, mixed-income setting in New Orleans, LA. *J Phys Act Health* 2011, 8:s98-s102.

⁴ Tolford, T. **New Orleans Pedestrian and Bicycle Count Report, 2012**. Prepared for the New Orleans Regional Planning Commission.

Next Steps

The LADOTD has made a tremendous commitment to improving the opportunity to safely walk, bike, ride transit or drive across Louisiana with the adoption of its CS Policy. It will take many years to fully realize the Policy's objectives. In the three years that have passed, LADOTD has begun to make strides in the right

direction and is committed to continuing on this path for the coming years by developing a Strategic Action Plan. Since HCR 100 was introduced in the 2012 state legislature, LADOTD has developed a framework for responsibility and reporting. They have outlined a Strategic Action Plan for the implementation of the CS Policy. Over the coming years, they plan to

work with their advocacy partners on the CS Work Group, convening twice annually to gain insight and feedback. Likewise, they are committed to providing updates to the State Legislature about their progress.

Appendix A: Strategic Action Plan Table (Working Document June 2013)

Task #	Task Description	Completion Timeline				Lead	Worksheet (Y/N)
		2013 or done	2014	2015 and beyond	On-going		
1	Include consideration of appropriate pedestrian and bicycle accommodations during project scoping.						
2	In reconstruction projects, upgrade existing sidewalks and ramps, and include crossing improvements as appropriate.						
3	In preservation projects, upgrade ramps and include crossing treatments, as appropriate.						
4	Develop a program to upgrade pedestrian infrastructure on transit routes to include accessible sidewalks and crossing treatments.						
5	Fund the analysis, planning and design of infrastructure improvements to address problem areas and reduce crashes and injuries.						
6	Adopt Bicycle, Transit, and Pedestrian Checklist for use during appropriate project development stages.	x					
7	Work with partner agencies to develop and implement targeted encouragement and education programs that seek to increase levels of walking and bicycling. Encourage the participation of non-governmental organizations in areas including health care, health insurance providers, and economic development.	x					
8	Ensure all new pedestrian facilities installed by LADOTD will comply with the Americans with Disabilities Act Accessibility Guidelines, specifically the Public Rights-of-Way Accessibility Guidelines issued in 2005.						
9	Existing pedestrian facilities on roadways will be brought into ADA compliance during preservation and reconstruction projects.				x		
10	Develop and implement consistent policies for marking crosswalks and providing pedestrian signals.						
11	Develop Formal Procedure for Exceptions being approved by LDOTD Chief Engineer.						
12	Coordinate with Local Government and MPO for consistency with local planning efforts.						
13	Annually identify corridors and intersections with disproportionate number of pedestrian & bicycle crashes and injuries.						



Task #	Task Description	Completion Timeline				Lead	Worksheet (Y/N)
		2013 or done	2014	2015 and beyond	On-going		
14	Solicit the views of pedestrian and bicycle groups as part of Solicitation of Views during environmental processes.						
15	Utilize bicycle level-of-service analysis techniques to determine the appropriate level of bicycle accommodation on a roadway.						
16	Provide a pedestrian phase at all signalized intersections with high pedestrian volumes. Provide push button activation at all other signals.						
17	Stage o and Environmental Checklists to refer to pedestrian and bicycle accommodation checklist.	x					
18	Include LDOTD Bicycle and Pedestrian coordinator in project initiation meeting, and build staff accordingly. This includes having road design staff at headquarters and at every district office with an expertise in designing on-road bicycle facilities.						
19	On a project specific basis, when improvements are being considered to intersections or corridors, include bicycle and pedestrian counting as part of traffic counting requirements.						
20	When developing project alternatives, include conceptual development of walking, transit, and biking accommodations.						
21	Monitor maintenance needs and program repairs on an annual basis.						
22	Incorporate bicycle and pedestrian safety considerations into other safety projects and ensure that safety projects improve safety for all modes.						
23	Upgrade existing pedestrian and bicycle facilities to meet current standards as part of all reconstruction transportation projects.						
24	Design standards of bikeways and bicycle accommodations will be based on the most current available national guidelines and best practices.						
25	Design standards of sidewalks and pedestrian accommodations will be based on the most current available national guidelines and best practices.						
26	Require the collection and analysis of pedestrian and bicycle related data as a part of the Traffic Impact Analysis requirement in the LDOTD driveway permitting and access management program. Require the provision of appropriate pedestrian bicycle facilities as a condition of approval.						

Task #	Task Description	Completion Timeline				Lead	Worksheet (Y/N)
		2013 or done	2014	2015 and beyond	On-going		
27	New bridges and bridge reconstruction projects shall accommodate bicycles and pedestrians where walking and bicycling is not specifically prohibited. Note: The specific type of accommodation will be determined based on the type of roadway and type of bicycle and pedestrian accommodations provided on the bridge approaches, however the presence of bicycle and pedestrian facilities on the approaches will not be a prerequisite for the provisions of bicycle and pedestrian facilities on the bridge. Accommodations will typically include bike lanes or shoulders, and sidewalks on both sides of the bridge. Bicycle and pedestrian facilities may be separated from the adjacent traffic by a barrier on longer bridges that carry high speed traffic.						
28	Reduce travel speeds on urban and suburban collectors and select arterials that serve pedestrians and bicyclists through setting of appropriate design speed which take into account the needs of all users. Geometric design will be the primary tool to set appropriate speeds.						
29	Provide bike lanes or paved shoulders where adequate space exists, as they are the preferred facilities on major roadways. Bike lanes are preferred on urban and suburban roadways, and paved shoulders are preferred on rural roadways.						
30	Determine appropriate facilities for context (Rural, Suburban, Urban).						
31	Provide staggered continental marked crosswalks at all four legs of signalized intersections.						
32	Provide appropriate crossings at uncontrolled locations that utilize design measures to improve pedestrian safety, particularly those on roadways with three or more travel lanes. Note: In designing these locations, LADOTD will follow guidance issued by the Federal Highway Administration (<i>Safety of Marked and Unmarked Crosswalks at Uncontrolled Intersections</i> , FHWA 2003, and Memorandum regarding <i>Interim Approval for Rectangular Rapid Flashing Beacons</i> dated July 16, 2008).						
33	Provide bicycle detection at actuated traffic signals, where appropriate.						
34	Plans shall include provisions for the protection and maintenance of pedestrian and bicycle traffic during construction.						



Task #	Task Description	Completion Timeline				Lead	Worksheet (Y/N)
		2013 or done	2014	2015 and beyond	On-going		
35	Avoid using rumble strips on shoulders used by bicyclists unless there is a minimum clear path of 4 feet from the rumble strip to the outside edge of the paved shoulder, or 5 feet to the adjacent guardrail, curb or other obstacle. Gaps (12-foot gap every 40 to 60 feet) in the rumble strip should be provided to accommodate left turn and merging movements, and to enable bicyclists to avoid debris in the shoulder and to pass other bicyclists.	x					
36	Avoid chip-sealed surfaces where possible on roadways that are either designated as bicycle routes, or are frequently used by bicyclists.						
37	At T-intersections where a bypass lane is provided to facilitate left turns, provide a minimum 5-foot shoulder in order to facilitate safe bicycle passage.						
38	Provide appropriate pedestrian accommodations on all projects whether or not sidewalks are provided. Note: The absence of a sidewalk is not the determining factor as to whether pedestrians will be present and other pedestrian accommodations, including crossings, landings and accessible ramps, should be provided. Intersection improvement projects in areas with existing or planned development should include pedestrian accommodations whether or not sidewalks are present.						
39	Work with partner agencies to include the appropriate laws and principles for safely sharing the road with pedestrians and bicyclists as a part of driver education manuals, classes and license testing procedures.						
40	Require the provision of appropriate pedestrian bicycle facilities as a condition of approval.						
41	Update the Road Design Manual and English Design Standards to reflect current national guidelines and best practices and provide appropriate guidance to staff.						
42	Provide countdown pedestrian signal heads at signalized intersections. The minimum width of sidewalks installed by LADOTD is to be 5'. Wider sidewalks may be appropriate in areas with higher pedestrian volumes. The assumption is that a minimum of a 5' grass buffer will be provided between the sidewalk and the adjacent roadway, however a wider buffer will be provided where possible on higher speed roadways such as urban arterials.						

Task #	Task Description	Completion Timeline				Lead	Worksheet (Y/N)
		2013 or done	2014	2015 and beyond	On-going		
43	Allow greater flexibility to design projects that better meet the needs of all travelers.						
44	Use the following methods to retrofit bike lanes (or paved shoulders) on urban and suburban roadways (road diet techniques): Reducing travel lane widths – lane widths may be reduced per the flexibility defined in AASHTO’s Policy on the Geometric Design of Highways and Streets and based on engineering judgment, Reducing the number of travel lanes – a traffic analysis may be done on roadways with excess capacity to determine if they are candidates for this treatment. Reconfiguring or reducing on-street parking – this method is a last resort, as changes to parking are often opposed by adjacent landowners.						
45	Provide appropriate bicycle compatible features (i.e. bicycle safe drainage grates, placement of rumble strips, type of expansion joints, etc) on all projects whether or not officially designated as bikeways.						
46	Ensure crosswalks that are marked at uncontrolled locations be staggered continental crosswalk markings.						
47	Assign a pedestrian and bicycle liaison at each district office to help ensure that the recommendations of this plan are fully implemented in each district.						
48	Train staff and consultants to plan and design for walking and bicycling.	x			x		
49	Require training in Complete Streets as pre-requisite or requirement of design contracts.						
50	Provide training opportunities to MPO staff, parishes and municipalities in Complete Streets.	x			x		
51	Monitor pedestrian and bicycle crash data on an annual basis.						
52	Annually identify the following measures during routine inventory process: Portion of streets dedicated to non-motorized traffic, Road crossing width, Functional width of sidewalk, Distance between travel lane and sidewalk						
53	LADOTD’s bicycle and pedestrian coordinator will collect and disseminate an annual report of bicycle and pedestrian activities, including activities of LADOTD’s District Offices and addressing progress toward the goals of this plan.						



Task #	Task Description	Completion Timeline				Lead	Worksheet (Y/N)
		2013 or done	2014	2015 and beyond	On-going		
54	Require the collection and analysis of pedestrian and bicycle related data as a part of the Traffic Impact Analysis (TIA) requirement in the LDOTD driveway permitting and access management program. Require the provision of appropriate pedestrian bicycle facilities as a condition of approval.						
55	Develop an action plan to that identifies deficiencies in current pedestrian and bicycle facilities and programs improvements.						
56	Annually report on the data to measure progress towards achieving the goals of the Complete Streets Policy. Note: Data should include walking and bicycling mode splits and crash and injury rates.						
57	Confirm evidence of Complete Streets application in all state and federally funded projects included in MPO TIPS and Plans for urbanized areas.						
58	Monitor the frequency and quality of non-motorized education and training programs.						
59	Include identification of walking and bicycling needs when developing statement of Purpose and Need.						
60	Cease the requirement for the LDOTD to “find and declare construction is necessary in the public interest and will contribute to the safety of bicyclists and the motoring public” before constructing a bicycle path by revising Louisiana revised statute (RS) 48:21.	x					
61	Add a penalty for improper opening or leaving open of vehicle door that can interfere with other roadway users.	x					
62	Require lighting devices for mobility aids after dark rather than banning their use after dark by revising RS 32:197.						
63	Require questions about sharing the road with all modes of transportation, including transit and non-motorized modes (pedestrians and bicycles), on the drivers exam by revising RS 17:270.	x					
64	Promote Complete Streets Program as a means of helping MPOs meet regional Air Quality Conformity Objectives by allowing CMAQ funds to be used to fund non-motorized transportation projects.						
65	Work with legislature to create funding stream for local Complete Streets Policy/Plan development.						

Task #	Task Description	Completion Timeline				Lead	Worksheet (Y/N)
		2013 or done	2014	2015 and beyond	On-going		
66	Work with partner agencies and jurisdictions to actively promote land use and development principles that contribute to a safe and comfortable walking and bicycling environment.						
67	Work with Legislature to remove any language from state statutes that conflict with Complete Streets, and to develop language that is more supportive of Complete Streets.	x			x		
68	Work with Legislature to establish formal state bicycle and pedestrian advisory committee.						
70	Identify organization to develop comprehensive effort to fund and administer public education programs. Ex. Donation on state tax form, Share the Road License Plate						
71	Secure and program safety spending for pedestrians and bicyclists at a level recognizing the high percentage of fatalities and serious injuries that these modes comprise.						
72	Work with local governments and private developers to ensure that sidewalk and pedestrian accommodations are provided.						
73	Where appropriate, work with local governments to ensure future maintenance of sidewalk network.						
74	Encourage local and partner agencies and jurisdictions to use or adopt Complete Streets Policies.						
75	Work with partner agencies, including MPOs and local governments to support the use of innovative and state of the art bicycle facilities when appropriate.						
76	Identify Complete Streets Liaisons to walk projects through project development as examples while comprehensive training program commences.						
77	Work with Department of Public Safety and legislature to mandate vehicular responsibilities pertaining to interactions with bicyclists and pedestrians in Drivers Education and Drivers License training.						
78	Work with partners to identify common behavioral and environmental factors that contribute to crashes and injuries and educate the public on increasing bicycling and pedestrian safety.						



Task #	Task Description	Completion Timeline				Lead	Worksheet (Y/N)
		2013 or done	2014	2015 and beyond	On-going		
79	Develop comprehensive publicity campaign to heighten awareness of Complete Streets efforts by Department, both internally and externally. Examples of publicity strategies include: Website overhaul, Distribution of documents, Reports on progress.						
80	Convene a statewide pedestrian and bicycle advisory committee to provide advice and recommendations on an ongoing basis. Note: The committee should include individuals and/or organizations representing public health, persons with disabilities, transit providers and riders, children, senior citizens, parks and recreation, schools, the environment, tourism and the business community.						
81	Identify key transit locations which would benefit from Complete Streets improvements. Work with MPOs, transit agencies and local governments to develop and identify funding sources for the projects.						

Appendix B: Louisiana Complete Streets Work Group Composition

Participation on the Complete Streets Work Group has, to date, been limited to those agencies or institutions identified originally in SCR 110 of the 2009 Legislative Session and then again in HCR 100 of the 2012 Legislative Session. This group is comprised of a diverse group of individuals who advocate for particular populations, outside resource personnel, and affected stakeholders. The identified parties are as follows:

1. Louisiana Department of Transportation and Development
2. AARP
3. American Society of Landscape Architecture
4. American Planning Association Louisiana Chapter
5. Center for Planning Excellence
6. University of New Orleans, Center for Urban and Public Affairs
7. Louisiana Municipal Association
8. Louisiana Police Jury Association
9. Pennington Biomedical Research Center
10. Louisiana Department of Public Health
11. Tulane University Prevention Research Center
12. Louisiana Engineering Society
13. Louisiana Realtor's Association
14. Department of Education
15. Louisiana Public Health Institute
16. The Advocacy Center
17. Office of the Lieutenant Governor
18. Governor's Office of Elderly Affairs
19. Office of Aging and Adult Services
20. Louisiana Health Care Quality Forum
21. Louisiana Council on Obesity Prevention and Management
22. A member appointed by the majority of the Metropolitan Planning Organizations participating in the member's selection as determined by the secretary of LADOTD of Transportation and Development (see below)
23. A member appointed by a majority of bicycle advocacy groups participating in the member's selection as determined by



the Secretary of LADOTD of Transportation and Development (see below)

Since the passage of HCR 100, the LADOTD has been working to develop a Strategic Action Plan Framework and an Organizational Structure for reporting and responsibility. Throughout that process, it has become clear that it is important that Metropolitan Planning Organizations are given the opportunity to participate more fully. Henceforth, one representative from each of the MPOs in the state will be invited to participate:

22. New Orleans Regional Planning Commission
23. Capital Regional Planning Commission
24. South Central Planning and Development Commission
25. Lafayette Consolidated Government
26. Imperial Calcasieu Planning and Development Commission
27. Rapides Area Planning Commission
28. Northwest Louisiana Council of Government
29. North Delta Planning and Development District

In order to fulfill a goal of using this body as a means of coordinating with non-motorized transportation advocates across the state, the LADOTD will broaden the geographic and modal spread of advocates on the Work Group beyond the single bicycle advocacy organization representing all across the state. Non-motorized transportation advocacy groups meeting certain criteria will be invited to apply to be a member of the Complete Streets Work Group by submitting a letter of interest and demonstrating their eligibility. Criteria may include:

- The primary focus of the organization must be on transportation advocacy (education, encouragement, engagement in transportation decision making process). **Racing groups, recreational “social ride” groups, running groups, walking groups will not be considered**, unless the primary activity can be shown to be transportation advocacy.
- Must be legally organized/registered in Louisiana.
- Must provide evidence of operating procedures, such as membership information, board composition, and staff (if applicable).
- Must be able to demonstrate professionalism, knowledge of national best practices, and a commitment to participating as a partner in the implementation of the state Complete Streets Policy.

Selection will be based on a combination of geographic representation, modal diversity and institutional capacity. Additional details will be made available by web one month in advance of deadline for application. Appointments will be at the discretion of the Secretary of Transportation and will be reviewed every two years.