

MEMO



TO: City of Wichita
Metropolitan Area Planning Department

DATE: January 5, 2015

PROJECT NO.: 32-13676

ATTENTION: Scott Wadle, AICP

PROJECT: Routine Accommodation Policy and Street Design Guidance

FROM: Scott A. Dunakey, AICP *Scott*

REFERENCE: Final Recommendations for Implementation and Institutionalization

COPIES TO: Joe Surmeier (PEC Principal), Project File

Please advise immediately of any misconceptions or omissions you believe to be contained herein.

On December 2, 2014, Wichita City Council endorsed by resolution the Multi-Modal Accommodation Policy and Street Design Guidelines. One of the project work tasks was to provide recommendations for implementing and institutionalizing the Policy and Guidelines. The following recommendations were developed by PEC during the project after extensive coordination with City staff. They are provided for the City's consideration beyond the actions or provisions of the City Council endorsed documents.

1. The primary means of implementation and institutionalization is the Multi-Modal Committee described in the Multi-Modal Accommodation Policy. However, neither the Policy nor the City Council Resolution actually convene the Committee. The City should adopt an Administrative Regulation or other appropriate measure be instituted to formally establish the committee and define its parameters including:
 - a. Identification of City staff assigned to the Committee. The following City staff positions are recommended as the standing committee membership:
 - i. Director of Public Works & Utilities
 - ii. Director of Planning (Wichita-Sedgwick County Metropolitan Area Planning Department)
 - iii. Director of Wichita Transit
 - iv. City Engineer
 - v. City Maintenance Engineer
 - vi. Other departmental representation as deemed appropriate from Finance/Budget, Park & Recreation, Planning, etc.
 - b. Definition of the Committee's level of authority, specific responsibilities and roles in City processes (capital improvement programming, maintenance programming, design review, etc.).
 - c. Establishment of the rules or bylaws whereby the Committee will conduct business.
2. Once officially recognized, the Multi-Modal Committee should develop a set of written policies to guide its activities and decisions. Details are included in the Final Street Design Guidelines, but this should include specific evaluation criteria for projects/programs and Committee reporting requirements.
3. The Wichita-Sedgwick County Subdivision Regulations should be updated to improve consistency with the Multi-Modal Accommodation Policy, Street Design Guidelines, Bicycle Master Plan, Pedestrian Master Plan and Transit Vision Plan. The following suggested changes [to the Subdivision Regulations] would provide additional clarification without increasing developer dedication requirements:
 - a. Update the terminology used for the street design standards found in Article 7. Names and definitions of the street components described in Article 7 do not match those in the referenced documents.
 - b. Right-of-way dedication requirements are sufficient to implement the referenced documents. However, the regulations do not mention bicycle lanes or shared-use sidepaths as improvements that may be required (or the City might help fund). These street components should be added to the street components listed on page 7-4 of the Subdivision Regulations to help ensure implementation.
 - c. Add transit stops to the design requirements of the Subdivision Regulations.

(List continued on next page.)

(List continued from previous page.)

4. Neighborhood and district plans should be updated as appropriate to help implement the Street Design Guidelines, Bicycle Master Plan, Pedestrian Master Plan and Transit Vision Plan. Going forward, new plans should be developed in consistency with the referenced documents and incorporate their recommendations as deemed appropriate.
5. While the scope of work for this project was focused on multi-modal transportation improvements, City staff expressed the critical need for a comprehensive solution to infrastructure maintenance planning and programming. With this in mind, it is recommended that the City develop a citywide Comprehensive Infrastructure & Facilities Maintenance Plan that clearly identifies:
 - a. The targeted levels of service for various maintenance activities related to City infrastructure and facilities.
 - b. The cost implications of different level of service scenarios to help guide maintenance funding and programming decisions.
 - c. The fiscal and operational considerations of reactive and complaint-based maintenance activities along with their impact on scheduled routine and preventative maintenance activities.
 - d. A policy for routinely dealing with incremental increases in maintenance costs as a result of new infrastructure/facilities added to the inventory, and market-based cost increases that are unpredictable and uncontrollable.