

**LIVABLE STREETS ADVISORY BOARD
ACTION LETTER
CITY OF LEE'S SUMMIT**

Tuesday, October 18, 2016
6:30 p.m.

Present at the Meeting Call to Order –

<i>Justin Larson</i>	<i>Absent</i>	<i>Ed Kraemer</i>	<i>Absent</i>
<i>Bob Busby</i>	<i>Present</i>	<i>Molly Wichman</i>	<i>Present</i>
<i>Craig Luebbert</i>	<i>Present</i>	<i>Eric Kratz</i>	<i>Present</i>
<i>*Eric Vaughan</i>	<i>Present</i>	<i>Greg Hunsucker</i>	<i>Present</i>
<i>Jarrold Gravatt</i>	<i>Present</i>	<i>James Ray</i>	<i>Present</i>
<i>Gary Denny</i>	<i>Present</i>		

*City Council Liaison Chris Moreno was Absent and Staff Liaison Michael Park was Present. *Chair*

1. CALL TO ORDER:

Chair Eric Vaughan called the meeting to order at 6:30 p.m.

2. PUBLIC COMMENTS:

None

3. APPROVAL OF AGENDA:

On motion of James Ray, second by Greg Hunsucker, the Board voted unanimously to approve the published agenda.

4. APPROVAL OF September 20, 2016 MEETING MINUTES:

On motion of Gary Denny, second by James Ray, the Board voted unanimously to approve the September 20th, 2016 meeting minutes as written.

Justin Larson Present at 6:32 p.m.

5. PRESENTATION: November 8th No-Tax Increase Bond Issue:

Assistant City Manager, Chrystal Webber, and Assistant Fire Chief, Jim Eden, presented information and addressed questions regarding an upcoming No-Tax Increase Bond Issue. The bond issue would provide funding for the replacement of Fire Station #3, installation/upgrade of the public safety communication system, and fire fighter personnel apparatus.

Ed Kraemer Present at 6:42 p.m.

6. ACTIVITIES, ASSIGNMENTS AND REPORTS:

- Encouragement/Education Committee

Molly Wichman noted last months' articles. She wrote a publication on Bike/Walk to School Day with noted benefits and safety tips. Russ Pulley, Lee's Summit Journal, also wrote a couple articles related to Livable Streets; an article on Bike/Walk to School Activities and another on the approved Sidewalk Ordinance. Ms. Wichman is seeking article ideas and submissions. Several topics were provided for consideration.

- Development Standards/Codes Committee

With regard to Priority 1, Sidewalk Definition to Include Driveway Crossings, Mr. Park advised of City Council approval of the ordinance.

With regard to Priority 2, Sidewalk UDO Requirements - Timing of Sidewalk Construction, this issue was continued to the LSAB meeting next month for further discussion. Mr. Luebbert would like to organize a committee meeting to continue the discussion. Greg Hunsucker agreed to help Craig on this over the next month.

Michael Park shared some potential opportunities for review and recommendations of UDO M-150 Overlay Standards and associated applicability citywide as the Planning Department may consider the same in the near future. When the Planning Department initiates this review, Mr. Park will coordinate interests between the City and LSAB.

- Event/Organizational Champions
 - Bike/Walk to School Day (National Day Oct. 5th)

Greg Hunsucker provided a summary of participation in this year's event. At least 7 elementary schools had activities and at least 5 of those schools registered their participation. In general, it was a good year for Bike/Walk to School Day with positive representation from Lee's Summit and Blue Springs Schools in our community.

- Miscellaneous Topics

Molly Wichman said the Chamber of Commerce is holding its annual health fair at Campbell Middle School in November. Ed Kraemer said the Health Education Advisory Board has initiated its healthy Lee's Summit campaign, beginning with Tobacco 21 Ordinance (passed by City Council). These initiatives are in support of active living and Livable Streets. Eric Vaughan noted partake in a Bike/Trick Walk event (including helmet fittings) through Bike Walk KC. He reported Bike Walk KC has more funding for community education available. Mr. Vaughan indicated bike share in Jackson County is progressing with a new pad constructed at Longview with anticipated opening in Spring 2017. The bike share vendor will start to offer navigation systems and electronic assist on its bicycles (smart bikes). Jarrod and Justin requested Mr. Park send a list of champion topics to them for review and consideration.

7. PROJECT UPDATES/UPCOMING EVENTS:

- Unimproved Road Policy

Michael Park described and gave a brief history of the Unimproved Road Policy, adopted by City Council in 2005, and its use. He shared a pending staff proposal to update the Unimproved Road Policy for City Council consideration in November/December and sought a recommendation for support from the board. In general, the policy update would require paved shoulders in lieu of grass shoulders for interim standard roads, better define unimproved roads and interim standards and the conditions upon which development would be permitted on unimproved roads and interim standard roads with less ambiguity, clarify the applicability of the policy to only arterials as intended in the original policy, and increase the traffic volume threshold for residential development on interim standard roads on the

basis of acceptable traffic operations. These proposed revisions to the policy, particularly the requirement of paved shoulders, are in support of Livable Streets principles. On motion by Ed Kraemer, second by Jarrod Gravatt, the Board voted unanimously to recommend approval of the Unimproved Road Policy changes as presented and attached.

- Development Activity and Capital Project Updates

Michael Park generally shared information and addressed questions regarding current capital improvement projects (e.g. Ward Road, Tudor Road, Blackwell Livability Improvements, Blackwell Interchange, M-291/US50 Interchange, and Jefferson Street) and recent development activity (e.g. Paragon Star, New Longview, Grove Development, 3rd and View High Development, QT, and M-150/Echelon). He mentioned progress on design selection for the recently approved capital projects (e.g. paved shoulders, 5th Street, Jefferson Street, 3rd Street, Commerce Drive, and Gateway Drive).

8. ROUNDTABLE:

Michael Park discussed the pending staff and Transit Study recommendations to consolidate OATS and MetroFlex Transit services in Lee's Summit that will be presented to the City Council in November/December. Eric Vaughan noted the upcoming Tweed Ride and Christmas in the Park Ride.

9. NEXT MEETING: November 15, 2016

10. ADJOURN:

There being no further business, on motion by Jarrod Gravatt, second by Greg Hunsucker, the Board voted unanimously to adjourn the meeting. The October 18, 2016 Livable Streets Advisory Board meeting was **ADJOURNED** at 8:22 p.m.

Michael Park
City Traffic Engineer



LEE'S SUMMIT

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Unimproved Road Policy

This policy, adopted by City Council, provides direction for staff to use in consideration of proposed development. The following criteria and design standards are intended to guide development activity impacting roadways constructed to unimproved and/or interim standards. It should be noted, however, that deviations are permitted by the City Engineer at his or her discretion and each development should be judged on its own merit.

Unimproved Roads:

- Unimproved roads are those roadways which are generally defined as narrow in width (<22 feet of pavement) consistent with a rural character.
- No residential subdivision (preliminary plat or major plat), industrial or commercial developments will be permitted on unimproved roads.
- Residential development processed without a preliminary plat or major plat (i.e. minor plat) may be permitted on unimproved roads so long as two paved travel lanes are provided continuously along the roadway (i.e. more than 20 feet in road width) except where subsequent traffic volume limits have been surpassed. Narrow one-lane sections, culverts and/or bridges that reduce the roadway to one-way traffic will need to be improved to the interim road standard.
- Permitted development may occur until the unimproved roadway reaches approximately 50% of its capacity, or 5,000 vehicles per day, at which time the roadway requires an interim road standard for any development activity.
- The physical condition of the roadway will also be taken into consideration for development impacting unimproved roads, including pavement and drainage issues.

Examples of unimproved roads include portions of Chipman Road, Sampson Road (south of Scherer Road), and Stuart Road.

Interim Roads:

- The interim standard is generally defined as a minimum of two 12-foot travel lanes with six-foot paved shoulders. The paved shoulder may have a cross slope that matches the cross slope of adjacent vehicular lanes (but no more than 2%).
- Development may be permitted on roadways improved to the interim standard until the roadway reaches approximately 80% of capacity or 11,000 vehicles per day, a theoretical level of service (LOS) D and capacity based on two-lane rural roadways with limited access consistent with the City's Access Management Code for Arterial roads. The urban standard provides a more mature community context with typical elements of curb, sidewalk, shared-use path, street lighting, and other commonly planned infrastructure networks and systems.
- Development that is non-residential and adjacent to an interim roadway shall require improvements of the adjacent interim standard road, both sides, to an urban standard.
- Where the capacity limit of the interim road is exceeded the entire length of roadway adjacent to development and extending in both directions of travel to the nearest urban arterial street intersections where development related trips have a projected impact shall be improved to an urban standard having a capacity identified in the Thoroughfare Master Plan.
- Local Streets and Collectors shall be constructed to, or improved to, an urban standard for any development; there should be no interim standard Local or Collector associated with development activity.

Examples of interim roads include portions of Pryor Road, Hook Road, Todd George Parkway, and Strother Road.



CITY OF LEE'S SUMMIT

PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION

Unimproved Road Policy

On September 8, 2005, City Council provided direction to staff on the interpretation of adequate infrastructure, in particular how it relates to unimproved roads and proposed developments. The following guidelines were developed for staff to use in discussions with the development community. It should be pointed out, however, that these are guidelines only and that each development should be judged on its own merit.

- Unimproved roads are those roadways which are generally defined as narrow in width (18-20 feet), with drainage ditches adjacent to the roadway.
- Residential development may be permitted on unimproved roads so long as two lanes are provided continuously along the roadway. Narrow culverts and/or bridges that reduce the roadway to one-way (16 feet or less in width) will need to be improved to accommodate two-way traffic. Development may occur until the roadway reaches approximately 50% of the capacity, or 5,000 vehicles per day.
- No industrial or commercial developments will be permitted on unimproved roads.
- All development may be permitted on roadways improved to the interim standard until the roadway reaches approximately 80% or capacity, or 8,000 vehicles per day. The interim standard is generally defined as a minimum of two 12-foot lanes with six-foot grass shoulders.
- The physical condition of the roadway will also be taken into consideration with developments on unimproved roads, including pavement conditions and drainage issues.
- Staff will continue to evaluate each project on an individual basis.

Examples of unimproved roads include portions of Chipman Road, Sampson Road, Pryor Road, Hamblen Road, Scherer Road, Ranson Road, Hook Road, Jefferson Street, Stuart Road, and Ward Road.