



DESIGN COMMISSION
MONDAY, APRIL 28, 2014 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ Dean Almy (DA) – Chair	_____ Juan E. Cotera (JC)
_____ Evan Taniguchi (ET) – Vice Chair	_____ James Shieh (JS)
_____ Hope Hasbrouck (HH) – Secretary	_____ Jeannie Wiginton (JW)
	_____ Bart Whatley (BW)
	_____ Jorge E. Rousselin (COA – PDRD) Staff Liaison

AGENDA

Please note: Posted times are for time-keeping purposes only. The Commission may take any item(s) out of order and no express guarantee is given that any item(s) will be taken in order or at the time posted.

	Approx. time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the March 24, 2014 Design Commission meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Briefing on the Complete Streets Policy. (Gordon Derr, COA-ATD); b. Discussion and possible action to provide a recommendation to the City Council on the draft Butler Trail at the Southeast Shore Park Master Plan. (Chris Yanez, COA-PARD); c. Discussion and possible action on recommendations to Staff on an Administrative Rule for Publicly Accessible Plazas as a public benefit under the Downtown Density Bonus Program; and d. Discussion and possible action on recommendations to the City Council regarding Design Commission's role in the Boards and Commissions transition to the 10-1 form of government.	6:20 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060 including discussion on Design Commission's areas of critical concern and engagement with City Staff.	8:20 PM

5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	8:30 PM
6. STAFF BRIEFINGS: None	8:35 PM
7. FUTURE AGENDA ITEMS a. Great Streets Program Update b. Urban Rail Update; and c. TCM Updates.	8:35 PM
8. ANNOUNCEMENTS d. Chair Announcements; e. Items from Commission Members; and f. Items from City Staff.	8:40 PM
ADJOURNMENT	8:45 PM

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 3 days before the meeting date. Please contact Annie Pennie in the Planning and Development Review Department, at annie.pennie@austintexas.gov or (512) 974-1403, for additional information. TTY users route through Relay Texas at 711.

Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Almy (Chair), Taniguchi, Hasbrouck

Working Groups

1. Planning and Urban Design Working Group: Whatley (Chair), Cotera, Shieh
2. Architecture and Development Working Group: Almy (Chair), Taniguchi, Cotera
3. Landscape and Infrastructure Working Group: Hasbrouck (Chair), Wiginton, Almy
4. Public Engagement Working Group: Wiginton (Chair), Taniguchi, Hasbrouck

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

Resources:

1. The Urban Design Guidelines for Austin can be accessed here:
[Urban Design Guidelines for Austin.](#)
2. Design Commission backup may be accessed here: [Design Commission Backup.](#)



DESIGN COMMISSION
MONDAY, MARCH 24, 2014 6:00 PM
AUSTIN CITY HALL, COUNCIL CHAMBERS ROOM 1001
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

☐ P ___ Dean Almy (DA) – Chair
☐ P ___ James Shieh (JS) – Vice Chair
☐ P ___ Evan Taniguchi (ET) – Secretary

☐ A ___ Juan E. Cotera (JC)
☐ P ___ Jeannie Wiginton (JW)
☐ P ___ Bart Whatley (BW)
☐ P ___ Hope Hasbrouck (HH)

☐ P ___ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

Meeting Minutes

Call to order by: Chair D. Almy @ 6:02 pm
Roll Call: [J. Cotera] not present.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

- a. Discussion and possible action on the February 24, 2014 Design Commission meeting minutes.

The motion to approve minutes as drafted made by J. Whatley; second by E. Taniguchi was approved on a vote of [6-0]. [J. Cotera not present]

- b. Discussion and possible action on November 21, 2013 Executive Committee meeting minutes.

The motion to approve the minutes as drafted made by J. Whatley; Second by E. Taniguchi was approved on a vote of [6-0]. [J. Cotera not present]

3. NEW BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on the Design Development submittal of the Town Lake Metropolitan Park – Auditorium Shores Improvements – Off-Leash Area located at 1100 West Riverside Drive seeking support for the project. (Marty Stump, COA-PARD)

Mr. Marty Stump from PARD introduced the item along with other: Justin Lingberger, Bob Egan (PW). Mr. Justin Lingberger provided details of the project.

- Ms. Elizabeth McGreavy spoke on the project being neutral and opposed to small space of dog area. Provide trail to go around site.
- Piper Becker spoke in opposition due to conflict with people and dogs
- Mr. David King spoke in favor of project.
- Cam Magger spoke in opposition to the project.

Commissioner Hasbrouck read the following motion into the record:

I move that the Commission approve the overall intent and organization plan as presented especially the flexibility inherent in the structure of the plan. We request additional seating focusing into the interior of the off leash area and a provision of circulation. It must be noted that it is not the purvue of the Design Commission to comment upon the acreage of off leash area. The commission is concerned that the quality of the dog leash community has been diminished.

The motion to accept H. Hasbrouck's motion as read into record into the record and modified on Dias made by H. Hasbrouck; Second by B. Whatley was approved on a vote of [6-0]. [J. Cotera not present]

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060 including discussion on Design Commission's areas of critical concern and engagement with City Staff.

No action by commission.

- b. Discussion and possible action on Design Commission's Annual Report.

Discussion on draft annual report.

The motion to approve document as amended by D. Almy made by D. Almy; Second by E. Taniguchi was approved on a vote of [6-0]. [J. Cotera not present]

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports:
 - South Shore Waterfront Talkabout this evening.
- d. Liaison Reports: **None**

6. STAFF BRIEFINGS: None

7. FUTURE AGENDA ITEMS: Great Streets Presentation

- Great Streets Update
- Urban Rail Briefing
- TCM Updates

8. ANNOUNCEMENTS

- Chair Announcements: **None**
- Items from Commission Members: **None**
- Items from City Staff: **None**

ADJOURNMENT by consensus at: 7:57 PM

DRAFT

AUSTIN MOBILITY

City of Austin Complete Streets Policy

CREATED FOR THE DESIGN COMMISSION REGULAR MEETING



Austin Mobility

Making mobility better, together.

City of Austin Complete Streets Policy

GOAL

POLICY TO COUNCIL - MAY 22

POLICY DEVELOPMENT

CROSS DEPARTMENTAL INPUT

STEERING COMMITTEE + TECHNICAL ADVISORY TEAM

ADDRESS KNOWN ISSUES

FOCUS

IMPLEMENTATION = CROSS DEPARTMENTAL

BUILDING ON SUCCESS + CHALLENGING OURSELVES

What are Complete Streets?



Complete Streets are streets for everyone, no matter who they are or how they travel.

What are Complete Streets?

Safe Comfortable Convenient



What are Complete Streets?

Safe Comfortable Convenient



Americans want choices

66% of Americans want more options for transportation

73% feel they have no choice but to drive as much as they do.

57% would like to spend less time in the car.

Future of Transportation National Survey (2010)

The tremendous potential

Of all trips:

39%

are less than
3 miles

17%

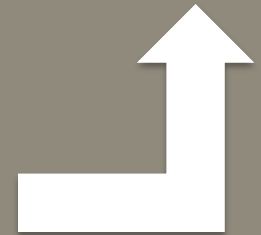
are less than
1 mile

47%

are driven



of these trips...



National Household Travel Survey (2009)

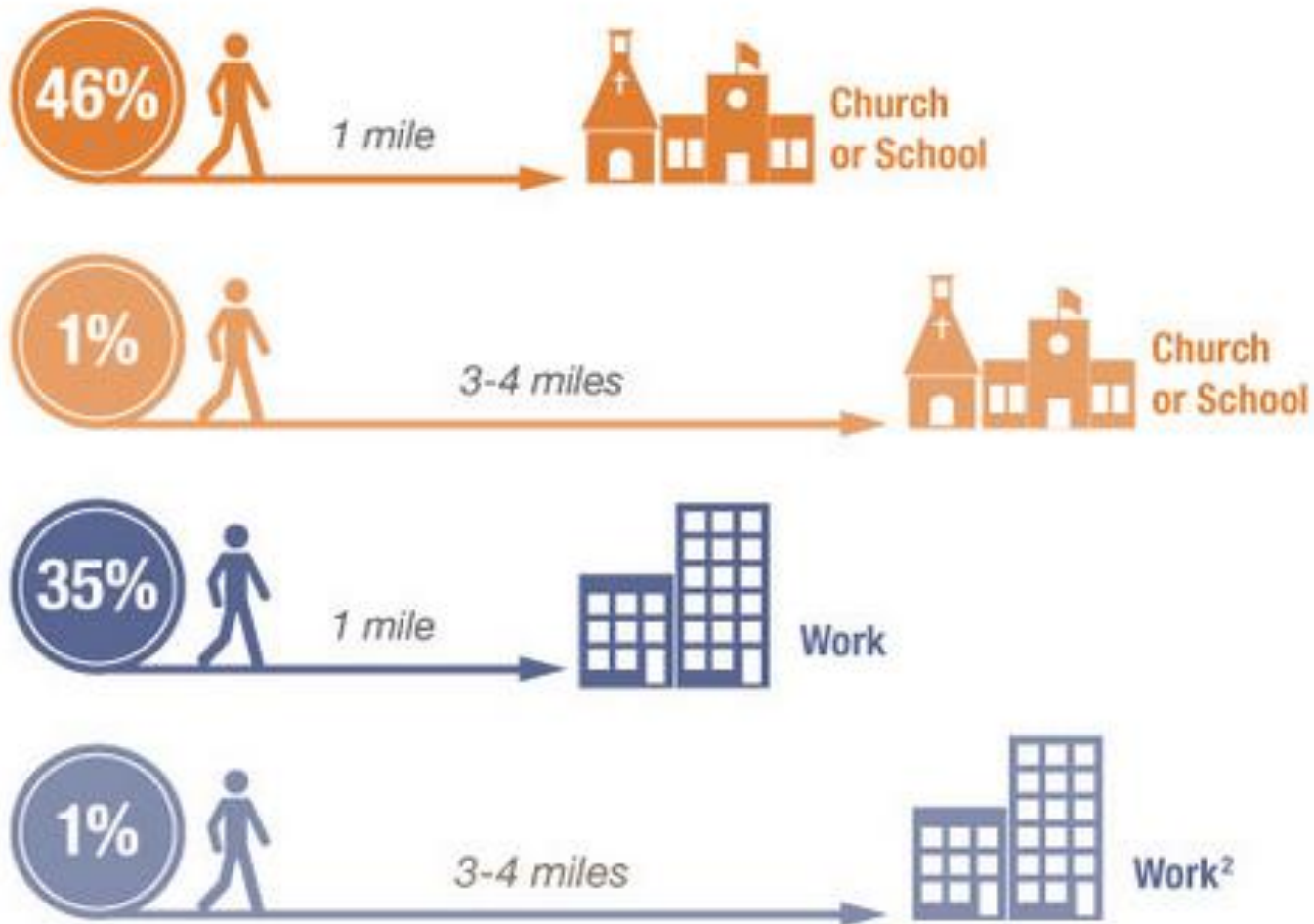


Smart Growth America
Making Neighborhoods Great Together



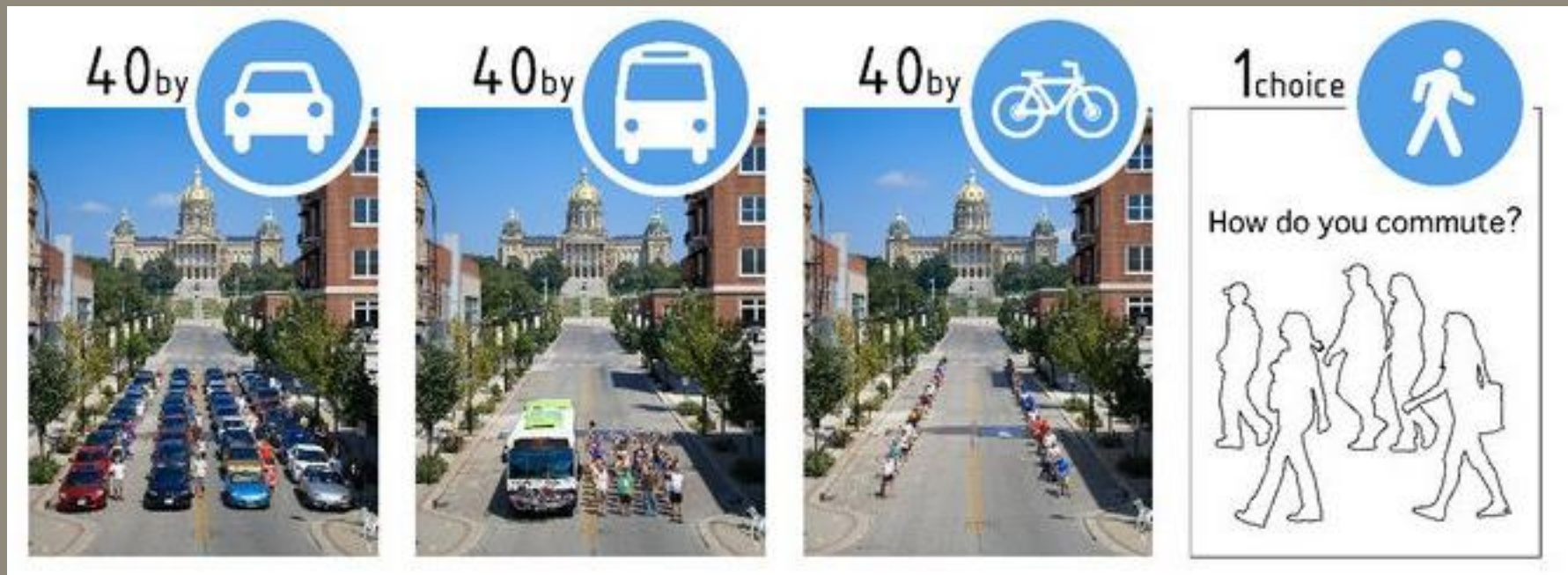
**National Complete
Streets Coalition**

STUDIES SHOW PEOPLE WILL WALK TO DESTINATIONS:



Centers for Disease Control and Prevention 2012, newpublichealth.org

Benefits: Increase Capacity



Benefit: Affordability

Transportation ~18% of family budgets

Low income households can spend up to 55% of budget on transportation.

Complete Streets create real lower-cost choices.



Green Streets



Make Complete Streets 'Green Streets' that improve environmental sustainability.



Smart Growth America
Making Neighborhoods Great Together



**National Complete
Streets Coalition**

City of Austin Complete Streets Policy

POLICY 1ST DRAFT 3-27-14

VISION AND INTENT

Complete Streets are a tool to advance multiple long-term community goals defined by the vision and policies of the Imagine Austin Comprehensive Plan.

The intent of this Complete Streets policy is to enhance Austin's quality of life by advancing mobility, public health and safety, livability, sustainability, equity, affordability, economic activity, climate resilience, green infrastructure, excellence in urban design and community character.

Complete Streets Principles (1/2)

POLICY 1ST DRAFT 3-27-14

- Complete Streets serve all users and modes
- Complete Streets require connected travel networks
- Complete Streets enhance community character
- Complete Streets protect Austin's sustainability and environment

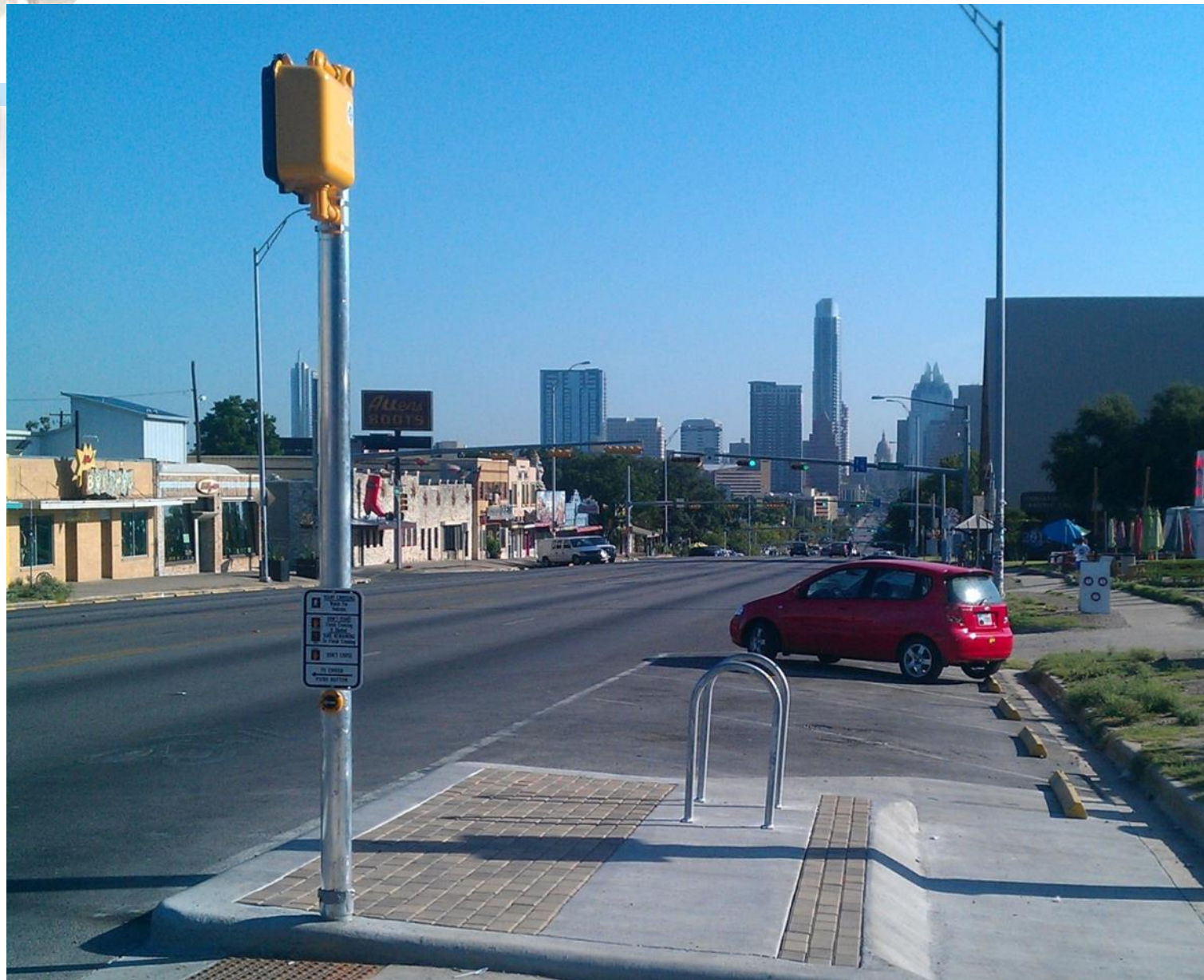
Complete Streets Principles (2/2)

- Complete Streets are the work of all City departments
- Complete Streets include all elements of the transportation system and all projects and phases
- Complete Streets require best-practice design criteria and context- sensitive approaches
- Complete Streets require appropriate performance measures

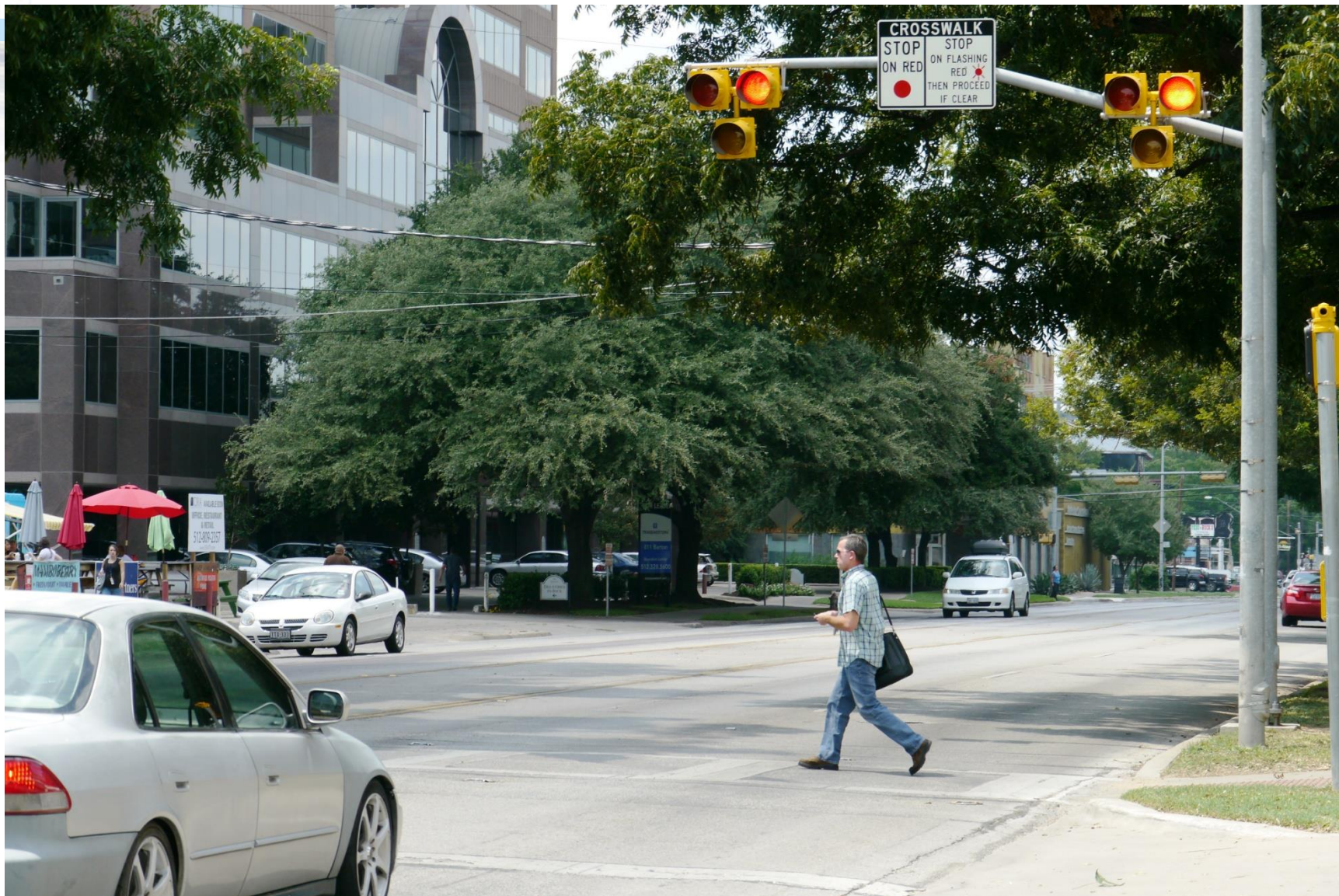


Complete Streets Success Stories in Austin









AUSTIN MOBILITY

Making mobility better, together.

8.5.2013 Comprehensive Transportation & Planning
Subcommittee of the Austin City Council







AUSTIN MOBILITY

Making mobility better, together.

8.5.2013 Comprehensive Transportation & Planning
Subcommittee of the Austin City Council





The Policy Opportunity

- One Citywide Vision & Mission
- More Complete Projects
- More Complete Collaboration
- A Better Austin

Great Cities Do Great + Complete Streets Austin Can Too!



Barcelona – Spain



Austin – USA

Implementation Guidelines

Items in red and/or highlighted need additional research

Additional backup will be provided to City Council, including a Fiscal Note.

Section 1. Policy Goals

Transportation Network and Design Standards

In accordance with the Imagine Austin Comprehensive Plan, best-practice transportation design standards will be implemented to advance a compact and connected city.

As part of its Complete Streets Program the City and Austin Transportation Department shall utilize a multi-modal Level of Service standard.

In designing city streets and the transportation system, the City shall follow the most recent edition of design guidelines recognized by Austin City Council:

- *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*, Institute of Transportation Engineers and Congress for the New Urbanism
- *Urban Street Design Guide* and *Urban Bikeway Design Guide*, National Association of City Transportation Officials

In less urban contexts, and on low-volume local streets, the City recognizes that dedicated facilities for pedestrians and bicyclists may not be necessary for safe travel and may not be justified by a cost-benefit analysis.

The City of Austin Transportation Criteria Manual and Subdivision Regulations shall be updated to be consistent with these design guidelines.

As best practices evolve, the Austin Transportation Department Director will provide briefings on updated design guidelines to the City Manager and Austin City Council.

In applying Design Standards, the City will strive to achieve the following goals:

Multi-modal Transportation System. The City of Austin will design, operate and maintain a transportation system that provides a connected network of streets and facilities that accommodate all modes of travel.

Multi-modal Connectivity. The City will actively seek opportunities to repurpose or enhance right-of-way areas to enhance connectivity for pedestrians,

bicyclists and transit users in addition to motorists. Connectivity may be enhanced through alleys, pedestrian paseos, and dedicated facilities for pedestrians and cyclists. Protected bicycle facilities and urban trails provide special opportunities to enhance non-motorized uses and connections.

Destinations. The City will focus resources on enhancing pedestrian, bicycle, and disabled persons' access and safe travel routes to schools, retail destinations, services, parks, civic uses, and business districts.

Block size. The City will encourage new subdivisions, and large new developments and redevelopment projects to provide interconnected street networks with small blocks and non-motorized connections. **This principle shall be reflected in the Land Development Code.**

Regional connectivity. The City will work with agencies and neighboring communities to incorporate Complete Streets principles into regional transportation networks.

Urban Design and Streetscapes

The City shall design streets with a strong sense of place. A goal of this Complete Streets policy is to enhance the beauty, livability, unique character and attractiveness of Austin through the creation of a handsome and inviting public realm. Toward this end, streetscape elements and all City infrastructure in the right of way shall be held to a high standard for urban design.

As part of the public realm, all Austin streets shall be approached as open space – with natural amenities that include view corridors and green space – to be equitably shared by all.

In Downtown, projects in the right-of-way shall be guided by urban design standards developed by the Design Commission **[document name?]** and, where applicable, the Great Streets Master Plan. For designated Great Streets projects, established Great Streets Design Standards shall apply.

In all business districts, along mixed-use corridors and in activity centers, all City projects and right-of-way improvements shall prioritize the creation of a public realm that is safe, attractive, and inviting for pedestrians.

Streetscape and right-of-way projects planned by City departments and utilities shall be coordinated and combined wherever possible, from the earliest planning stages, to provide “completeness” in streetscape design, achieve cost savings, and deliver multiple benefits from public investment.

Each City project in the right of way shall contribute to a safe, inviting, and functional travel experience for all users. Urban design elements include

quality architecture, improved sidewalks, planting strips with native plants and street trees, lighting, wayfinding systems and other signage, street furniture, public art, lamppost banners, and unique decorative/historic elements that reflect and enhance neighborhood character.

City buildings and facilities also shall provide bicycle parking and, where feasible, shower and changing areas for cyclists.

Context Sensitivity

In planning, designing and implementing Complete Streets projects, the City of Austin will take a context-sensitive approach. This collaborative and multi-disciplinary process will invite stakeholder input on neighborhood and district contexts and deliver solutions appropriate to each setting and roadway.

Context sensitive solutions for City streets shall reflect community objectives and values reflected in the Imagine Austin Comprehensive Plan as they relate to livability, mobility, sense of place, urban design, environmental protection, activity centers, and neighborhood and district character. The City will coordinate street improvements with businesses along retail and commercial corridors to develop or enhance economic activity within vibrant and livable districts.

The City recognizes that different design solutions and degrees of multimodal accommodation and investment are appropriate to urban, suburban, and exurban/rural settings. Streetscape and roadway designs shall reflect individual roadway settings (residential, mixed-use, commercial, industrial, special) and transportation roles (Downtown, throughway/ boulevard, neighborhood, business district).

In all contexts, the City of Austin will maximize opportunities to accommodate and support all users and modes – including pedestrians, bicyclists, transit users and motorists – as funding and feasibility allows. Reflecting the specific street context and the built and natural environment, the needs of various users will be balanced in a flexible manner.

Green Streets and Sustainability

Austin's streets and trails will be approached as a green network, enhancing the City's long-term ecological functioning.

The City will adopt sustainable "Green Infrastructure" and "Green Street" principles and practices for the building of all new streets and for retrofits of existing streets where feasible. As other agencies build and/or maintain roadways, the City will actively encourage Green Street practices.

Context sensitive and sustainable stormwater management techniques that also beautify the public realm, such as rain gardens and vegetated bioswales and buffers, will be integrated into City street projects. In the design of projects, features that advance the goal of improved water quality shall be integrated with other Complete Streets principles and environmental goals.

To reduce the Urban Heat Island Effect, enhance Austin's climate resiliency, and provide shade for pedestrians in order to enhance walkability, native shade trees will be planted and prioritized as a standard element of new and retrofitted streetscapes in key corridors and districts.

The City shall **require or recommend** the integration of existing natural features, such as topography, drainage, existing trees and native plants into the design of streets and right of way.

Roadways, bridges, surface parking lots and parking structures shall be approached as opportunities to develop innovative practices that improve the sustainability of Austin and its transportation system; reduce negative impacts to the environment and public health, including air and water quality; reduce greenhouse gas emissions and improve climate resiliency; and improve Austin's quality of life.

The City's commitment to Green Streets includes roadway construction and reconstruction materials and practices, and related infrastructure construction projects. The "greening" of roadway components shall be a priority. The City will encourage the use of recycled materials, pervious materials where appropriate, approaches that extend the life cycle and carbon footprint of materials and projects, and low-energy technologies for transportation system components.

To provide opportunities for Austinites to experience "nature in the city," the City will develop urban trails and roadways with trees and other plant and natural materials. In areas with natural open space, wildlife habitat and crossings shall be considered. Where feasible, linear parks, conservation areas, wildlife movement corridors and greenways with trails may be created or preserved along highways, roadways, and rail lines. Where new roadways are developed in natural areas, the City shall **require** minimal disturbance in the right-of-way and preservation of visual character and sustainable ecosystems.

As technologies evolve, alternative energy systems and other emerging features that advance Central Texas sustainability also may be incorporated along streets and other roadways and within parking lots and structures.

Section 2. Code and Legal Compliance

All projects shall be compliant with the Americans with Disabilities Act. **The needs of persons with disabilities shall be incorporated into the design of all pedestrian and multi-use facilities and all roadway corridor designs.**

The City of Austin Land Development Code and its subchapters require specific elements consistent with Complete Streets policies, for specific contexts. As applicable, all new and redevelopment projects shall comply fully with the relevant street design and right-of-way requirements of the following City regulations (and their updates): **[correct all document names]**

- Transportation Criteria Manual
- Subdivision Regulations
- Subchapter E – Commercial Design Standards / Vertical Mixed Use
- Transit Oriented Development Station Area Plans
- Bicycle and Urban Trail Master Plan
- Small-area plans
- **Other?**

In cases where applicants request exceptions on individual development projects, **development review staff shall use their discretion to require full implementation of the City's Complete Streets policy.**

Alternative Equivalent Compliance. Due to unique site constraints and project conditions, flexible and creative design and engineering solutions to achieve Complete Street goals may be proposed for individual projects.

To ensure optimal Complete Street outcomes, requests for alternative equivalent compliance for streetscape elements shall be subject to a multidisciplinary review process:

- 1) Site plan reviewers shall provide an initial multidisciplinary, cross-departmental review, to include reviews for street tree, green streets, stormwater, vehicle travel lane, pedestrian, bicycle, and transit issues.
- 2) The **[Appropriate Board/Commission]** shall be briefed and invited to provide a recommendation.
- 3) The City Traffic Engineer and Urban Design Division Manager shall provide a subsequent review and recommendation.
- 4) A final determination shall be made by **[Appropriate Director]**.

Use of Right-of-Way. Streetscape infrastructure (e.g. street trees and permanent planters) shall be provided on private property and shall not be permitted in the right of way where they would interfere with future transportation accommodations (e.g. bicycle facilities for a corridor). **In cases where applicants request partial or full use of the right of way to fulfill City urban design requirements, the request must be reviewed and approved by the City Traffic Engineer or his designee.**

Section 3. Implementation Framework

Austin Transportation Department shall be responsible for implementation of this plan, with multidisciplinary support from other relevant City departments.

Other agencies responsible for roadway construction, maintenance and roadway within the City of Austin's jurisdiction, and the regional transportation network, also shall be engaged in implementation of Complete Streets as defined by this policy.

Steering Committee, Reporting and Metrics.

The City will maintain an interdepartmental Complete Streets Steering Committee to oversee the implementation of this policy, supported by a technical advisory group.

To provide coordination with Imagine Austin implementation, the Compact and Connected Priority Program Team will provide interdepartmental support and reviews. The Green Infrastructure Priority Program Team will be consulted on relevant issues.

Austin Transportation Department will report annually on Complete Streets implementation to the City Manager. Through 2017, this report will be delivered to the Imagine Austin Comprehensive Plan implementation team on a schedule that allows inclusion of key achievements and Complete Street needs in the Imagine Austin Annual Report and the five-year IACP update.

To avoid duplication of staff efforts, performance metrics reflecting the progress of Complete Streets implementation will be integrated with the tracking of metrics for Imagine Austin Comprehensive Plan implementation.

In addition, the City will track and report on relevant metrics to include:

- Measures for improving traffic safety, such as the percentage of streets with lower posted/design speeds of streets, local area traffic management, pedestrian signals and other measures
- Streetscape improvements (e.g. street trees planted)
- The development of Complete Streets in locations that serve Imagine Austin Activity Centers, and are co-located with long-range City capital investments and economic development initiatives.

Bi-annually, the **Urban Transportation Commission? Council subcommittee?** shall conduct a conformance review for implementation of the Complete Streets Policy.

Manuals and Guidelines

Complete Street Design Guidelines shall be developed and implemented, consistent with this policy.

A comprehensive **Right of Way Improvements Manual** for the City of Austin shall be developed and provided or **updated**, consistent with the policy.

The Public Works Department will maintain a comprehensive inventory of all City **sidewalk, bicycle, and transit** infrastructure related to this Complete Streets policy and make this data available for the tracking of metrics and the Annual Report.

Master Plans

Implementation of the City of Austin Bicycle and Urban Trails Master Plan and Sidewalk Master Plan will be integrated with the implementation of this policy, and updated as needed to reflect its principles. As needed, those Master Plans will be updated and to fully reflect the intent of this policy the Complete Streets Design Guidelines.

The City will develop and implement a **Pedestrian Master Plan** to support implementation of this policy. Funding sources will be identified for this project.

The City will develop and implement a **Green Streets Master Plan?** to support implementation of this policy.

Other relevant City Master Plans will be reviewed against the Complete Streets Policy, and updated as needed.

Training and Education

Training related to this Complete Streets policy for affected City staff across departments will be provided within six months of policy adoption. Continuing education on Complete Streets best practices will be offered annually. Participants shall include all staff responsible for related policy, planning, and/or development review. In coordination with initial training, development review practices at the City of Austin shall be updated to support implementation of this policy.

The City will seek community partners to provide public information and education about Complete Streets principles, benefits, and this policy.

The City of Austin website, and major Complete Streets projects, will include an educational component to assist all users of the transportation system in understanding how to safely utilize Complete Streets project elements.

Section 4. City Investments

Capital Improvement Projects. For all Capital Improvement Projects, early project planning and development will include a review of opportunities to implement this Complete Streets policy. This includes review of the land use and transportation context of the project, identification of gaps or deficiencies in the network for all user groups (pedestrian, bicycle, transit, motorists) that could be addressed by the project, and an assessment of the tradeoffs to balance the needs of all users. For these reviews and assessments, Austin Transportation Department shall provide transportation planning staff support to other City Departments.

The Capital Improvement Project **prioritization matrix (?)** will be updated to encourage implementation of pedestrian, bicycle, and transit-related improvements. The City will prioritize projects that serve to eliminate gaps in the sidewalk and bikeways networks.

For all projects that include elements within the public right of way, the Capital Planning Office will provide support for early planning and coordination across departments to promote the most responsible and efficient use of fiscal resources. This will include consideration of funding sources.

Funding and Costs. The City will actively seek out and leverage resources from multiple agencies to achieve Complete Streets. Funding opportunities and partners that will be considered include federal agencies; Capital Area Metropolitan Planning Organization; county governments; Texas Department of Transportation, Texas Department of State Health Services, and other State Agencies; Capital Metro; school districts; and universities, including Texas Transportation Institute and Center for Transportation Research.

The Public Works Infrastructure Management Group shall review costs for recent City projects to achieve Complete Streets objectives. Based in this data, Public Works shall issue an advisory memorandum on current cost averages for constructing complete streets accommodations and on options for achieving Complete Streets goals within the “20% Budget Rule.” Where high-cost accommodations (e.g. wider sidewalks, buffered bicycle lanes, cycle tracks) are desired, additional funding sources may be required.

Funding sources and financing mechanisms for Complete Streets and streetscape projects that may be considered and developed include, but are not limited to:

- General Obligation Voter Approved Bonds

- Public Improvement Districts, and similar mechanisms
- Tax Increment Financing Districts

Funding for resolution of utility conflicts. Conflicts with existing utility infrastructure in the right of way typically increase the costs and complexity of Complete Streets projects in developed areas of the city. The City shall seek to establish a citywide funding source for the costs of moving or altering utility infrastructure, where such changes are necessary to implement this policy.

Right Of Way Infrastructure Coordination. Directors of City Departments will lead interdepartmental coordination as necessary to harmoniously accommodate infrastructure in the right of way for transportation, street tree, utility, public safety and other community needs.

The City will advance practices for right-of-way management that allow it to implement this Complete Streets policy while also providing sufficient space for water, sewer, electricity, street lighting, traffic signals and other utilities, both above and beneath the street surface. The City will encourage public and private design and engineering professionals to propose innovative and creative solutions, which can result in better quality projects, cost savings, or better outcomes across multiple sets of objectives for the public realm. In balancing needs, the policies and priorities established by the Imagine Austin Comprehensive Plan will provide overarching guidance.

Complete Streets require a high level of coordination. The Long-range Capital Improvement Projects Strategic Plan will be utilized as a tool to consider the impacts and opportunities for all City Departments and partners at the earliest stages of project planning.

Where a final determination of priorities or resolution of conflicts is required for a right-of way project, it shall be made jointly by the City Traffic Engineer and Public Works Director.

The **Director of Public Works and City Traffic Engineer** jointly shall provide ultimate approval of deviations to Complete Streets street design standards and criteria in the right of way.

APPENDIX: DEFINITIONS

Complete Street: A roadway and its associated right of way designed to promote safe, comfortable and convenient access and travel for people of all ages and abilities and for all modes of travel and categories of users.

Users: All people who use streets, for all purposes and travel modes. Children, seniors, and persons with disabilities or other special needs are users who require accommodation within Complete Streets.

Street: Any roadway and its associated right of way, public or private, and all elements of the transportation network.

Multi-modal: Inclusive of the travel needs of people using all travel modes, including walking, bicycling, transit and driving.

Complete Streets Infrastructure: Design features that contribute to a safe, convenient, or comfortable travel experience for users. Complete Streets Infrastructure includes: vehicle travel lanes; sidewalks; shared-use paths; bicycle lanes and dedicated bicycle facilities; paved shoulders; street trees, landscaping and planting strips; curbs and accessible curb ramps; crosswalks; pedestrian and traffic signals; signage, including pedestrian-oriented signs; pedestrian-scale lighting; street furniture and benches; vehicle and bicycle parking facilities; transit stations, stops and facilities; transit priority signalization; traffic calming devices; and other infrastructure that supports complete and multimodal access.

Green Street:

[ADD “WHEREAS” PORTION]

Items highlighted need additional research

VISION AND INTENT

Complete Streets are a tool to advance multiple long-term community goals defined by the vision and policies of the Imagine Austin Comprehensive Plan.

The intent of this Complete Streets policy is to enhance Austin’s quality of life by advancing mobility, public health and safety, livability, sustainability, equity, affordability, economic activity, climate resilience, green infrastructure, excellence in urban design and community character.

Specifically, this Complete Streets Policy is a tool to implement a core Imagine Austin Priority Program: “Invest in a compact and connected Austin.” As part of this program, the City of Austin commits to making improvements within the right of way that support making pedestrian, bicycle, and transit travel as safe and convenient as vehicle travel. Complete Streets support compact development patterns and expand everyone’s mobility choices for safe and convenient travel by different modes between destinations throughout Austin. They are designed to balance safety and convenience for everyone using the road.

To improve community health, Austin seeks to transform its street network from a barrier to an asset for more active lifestyles. Complete Streets encourage active transportation choices associated with improved health outcomes for people at all stages of life. Safety, including reducing injuries and deaths for pedestrians and bicyclists on Austin roadways, is a fundamental goal of this Complete Streets policy. The City recognizes the multiple public health benefits of reducing the air and climate pollution caused by vehicles.

The City of Austin recognizes that the design of streets and the right of way provides a unique opportunity to thoughtfully integrate and advance multiple objectives for our community while delivering maximum benefits from City investments.

A. COMPLETE STREETS PRINCIPLES

- 1. Complete Streets serve all users and modes.** This City of Austin policy represents a commitment to design, operate and maintain the community’s streets and right of way so as to promote safe, comfortable and convenient access and travel for people of all ages and abilities. All streets within the city shall be

accessible to people traveling as pedestrians and by bicycle, transit, or vehicle. Complete Streets shall accommodate emergency responders and freight needs as well. Every street shall provide basic safe access for all categories of users. The City recognizes that children, seniors, and persons with disabilities may require special accommodations.

- 2. Complete Streets require connected travel networks.** The City of Austin shall prioritize opportunities to create a complete transportation network that provides connected facilities to serve all users and modes of travel. Streets shall be connected to create complete street networks that provide travelers with multiple choices of travel routes and that help to reduce congestion on major roadways. In providing a complete transportation network that prioritizes connectivity, the City shall develop safe and convenient travel routes and networks optimized for people traveling by bicycle and on foot.
- 3. Complete Streets enhance community character.** As part of Austin’s public realm, streets shall be held to a high standard for urban design. Multi-modal accommodations and all City projects in the right of way shall be approached as opportunities to enhance the beauty of Austin and its public realm. Wherever feasible, streetscapes shall include street trees, plantings and aesthetic elements that enhance the attractiveness of Austin and foster healthy economic development.
- 4. Complete Streets protect Austin’s sustainability and environment.** In the design, operation, and maintenance of its transportation system, the City shall seek opportunities to integrate best-practice “Green Street” principles and goals. This shall include stormwater management, urban tree canopy, climate protection and resiliency, accessible and integrated parks and natural areas, and other sustainability goals. Projects in the public right of way shall advance sustainable management and conservation practices for water, energy, materials and other resources.
- 5. Complete Streets are the work of all City departments.** The City shall approach every project, program, and practice that affects the transportation network or occurs in the right of way as an opportunity to improve travel conditions for all categories of users. City departments, inclusive of utilities, shall work in coordination and collaborate with other entities to maximize opportunities for Complete Streets, street connectivity, and cooperation.
- 6. Complete Streets include all elements of the transportation system and all projects and phases.** The City shall require public and private roadways, as well as park roads, to comply with this policy. It shall be applied to all City facilities and capital improvement projects, including the construction, reconstruction, retrofit, resurfacing, alteration and major repair of streets.

7. Complete Streets require best-practice design criteria and context-sensitive approaches. The City will align land use and transportation goals, policies and code provisions to create Complete Streets solutions appropriate to individual contexts. The City will take a flexible, innovative, and balanced approach to creating context-sensitive Complete Streets that meet or exceed national best-practice design standards.

8. Complete Streets require appropriate performance measures. The City will track and report performance measures for the transportation system that measure how well the street network is serving safe travel by four categories of users – motorists, bicyclists, transit riders and pedestrians.

B. APPLICABILITY AND JURISDICTION

This policy is applicable to all development and redevelopment in the public domain within the City of Austin and its extra-territorial jurisdiction. It applies to the work of all City Departments and entities and to all private development that affects streets, the transportation system and the right of way, including private roadways.

Where new streets and subdivisions are constructed, this policy shall be fully and consistently applied.

In existing developed areas of the City, Complete Streets improvements shall be achieved as individual sites and corridors are developed and improved.

For activity centers and corridors identified in the Imagine Austin Comprehensive Plan, and areas with high levels of pedestrian activity, the City shall seek and prioritize funding sources for strategic Complete Streets improvements and elimination of gaps.

The City of Austin requires all agencies over which it has permitting authority to comply with this policy. These include, but are not limited to, water agencies, electric utilities, gas and petroleum utilities, communications utilities **and franchises**, and service contractors.

For all transportation projects by other agencies requiring funding or approval by the City, the City Traffic Engineer shall: (1) evaluate the effect of the proposed project on safe, comfortable, and convenient travel by all users and modes, and (2) identify and recommend required measures to mitigate any adverse impacts on such travel.

The City of Austin encourages agencies not under its jurisdiction to satisfy this policy, including school districts, counties, and State of Texas agencies with facilities

in the City of Austin and its extra-territorial jurisdiction. Partner agencies are encouraged to adopt this Complete Streets Policy or an adapted version.

For regional transportation projects, the City will promote compliance with this Complete Streets Policy by its partners, including Capital Area Metropolitan Planning Organization (CAMPO), Capital Metropolitan Transit Authority (Capital Metro), Texas Department of Transportation (TxDOT), and Central Texas Regional Mobility Authority (CTRMA), neighboring cities, counties and other agencies as applicable.

C. IMPLEMENTATION AND FUNDING

City Departments shall restructure ordinary procedures to accommodate all users on all roadways and reflect the Complete Streets Principles of this policy. The City shall make Complete Streets practices a routine part of everyday operations and, as needed, develop or utilize updated design policies, guides and manuals. Complete Streets principles shall inform all transportation planning, design, maintenance, and funding decisions.

The City will actively seek sources of appropriate funding to implement this policy.

For additional guidance on implementation, please see Exhibit A, “Complete Streets Policy Implementation Guidelines.”

1. **20% Budget Rule.** This policy extends and updates the 2002 policy established by Austin City Council Resolution No. 020418-40.
 - a. All City roadway and facility projects are required to include an appropriate budget for construction of sidewalk and bicycle facilities, and for access to transit where appropriate, where such facilities are absent or insufficient on-site and in the right-of-way. Roadway projects include all construction, reconstruction and major rehabilitation projects of more than XX s.f. or \$XXX budget.
 - b. Standard pedestrian facilities are defined as sidewalks on both sides of a local street or arterial roadway and at least one side of a collector roadway. Standard bicycle facilities are defined as a bicycle lane on both sides of a roadway, or a dedicated two-way cycle track or multi-use trail. Standard transit facilities are defined as ... Standard streetscape facilities are defined as ...
 - c. Where cost estimates for the addition of standard sidewalk and bicycle facilities add transit and streetscape? (including right-of-way acquisition) exceed 20% of the total project cost estimate, alternate facilities may be constructed to limit costs for these facilities to no more than 20% of the total project budget.
 - d. Where cost-limited alternate facilities are proposed, priority shall be given to constructing at least one sidewalk and at least one bicycle facility. To

contain costs in developed areas of the city, solutions are encouraged that place improvements in the existing right of way (e.g. multi-use trails for both pedestrians and cyclists, marked shared lanes).

- e. Proposed alternate cost-limited facilities shall be submitted for review to the Director of Public Works and City Traffic Engineer during initial project planning and budgeting.
- f. Deviations from this “20% Budget Rule” must be approved by the Public Works Director and the City Traffic Engineer; **for projects over \$XX million deviations** must be approved by Austin City Council.

- 2. **Right of Way Acquisition.** It is the responsibility of the project to budget for right of way and/or easement acquisition. The City shall actively seek a dedicated funding source to assist with the acquisition of right of way and/or easements, where it is necessary to add or expand Complete Streets elements (e.g. sidewalks, bicycle facilities, and/or planting strips and street trees).
- 3. **Dedicated Funding.** Sources of funding will be sought for the development of Complete Streets projects that are needed to complete transportation networks and eliminate gaps.
- 4. **Capital Improvement Projects.** Facilities to extend and connect the pedestrian, bicycle, and/or transit travel network shall be incorporated into the planning, scoping, budgeting, funding, design, approval and implementation process for all City facilities and roadways. For transportation planning guidance on such projects, City Departments shall consult the Austin Transportation Department, Bicycle and Urban Trails Master Plan, and Sidewalk Master Plan. Departments also shall consult the Long-range Capital Improvement Program Strategic Plan and the Imagine Austin Comprehensive Plan for relevant guidance.
- 5. **Complete Streets Program.** The City will implement this policy through a Complete Streets Plan and Program based in Austin Transportation Department. The Program will integrate transportation planning for all modes of travel, and include a Bicycle Program and a Pedestrian Program. The Complete Streets Program will be structured as an element of Imagine Austin Comprehensive Plan implementation and be inclusive of all relevant City Departments.
- 6. **Training.** The City will provide information and training on this Complete Streets policy and its principles, and best practices for implementation, to relevant City staff across departments within 120 days of policy adoption. Continuing education shall be provided on an annual basis. Green Streets principles and urban design principles, including principles of the Great Streets Program, shall be included.

7. **Outreach and Education.** The City and partner organizations will provide ongoing public information and education about Complete Streets to Austin residents, community groups and leaders, and transportation, planning, engineering and real estate professionals. The City will meet at least annually with representatives of Capital Metropolitan Transit Authority, Travis County, and TxDOT to review best practices in Complete Streets Implementation and evaluate cross-agency efforts.
8. **Metrics for Evaluation.** Performance metrics reflecting the progress of Complete Streets implementation for all travel modes will be tracked and reported in coordination with metrics established for Imagine Austin implementation. Metrics will include miles of new and improved sidewalks and bicycle facilities, number of accessible transit stops, percentage of trips made by biking and walking, number and health of street trees, blocks of Great Streets improvements, miles of streets with low travel speeds, and other relevant measures. An annual report that includes these metrics and documents progress will be issued and distributed.

C. EXCEPTIONS

The Director of Public Works Director, Director of Austin Transportation Department, and Director of Planning and Development Review (or their designees and successors) shall jointly review and approve any exception to this policy. Requests for exceptions shall be provided to a multidisciplinary team of City staff for review and comment before a final determination is made.

Final approval of exceptions for project elements constructed in the City right of way shall reside with the Director of Public Works.

Exceptions for a specific project may be requested and considered for approval when:

- Use of the roadway is prohibited by law for a specified category of users (e.g. pedestrians on an interstate freeway, or vehicles on a pedestrian or transit mall);
- The costs of providing accommodation are excessively disproportionate to the need or probable use
- An absence of current and future need to serve a category of users is documented, in a rural or other low-density area.
- The application of Complete Streets principles would be contrary to public safety

In determining future need, the request for exception will be submitted for review to the appropriate City staff responsible for implementing long-range pedestrian, bicycle, transit, roadway network and related land-use master plans.

Exceptions granted must be documented with supporting data that indicates the basis for the decision. Where exceptions are granted, parallel accommodations for the category of users excluded shall be sought on alternate routes within the transportation system.

The City Traffic Engineer shall oversee the posting online of all Exceptions requested and granted. These reports shall be posted within 14 days and be made publicly available on the City of Austin website. Annually a summary report on Exceptions shall be provided to Austin City Council.

E. CODE AMENDMENTS

All City of Austin criteria manuals referenced in the City Code that affect the design of roadways and facilities sited in the right of way shall be reviewed and updated to make them consistent with this Complete Streets Policy. The City's Subdivision Regulations and Transportation Criteria Manual shall be updated concurrently by **December 31, 2014**. The City's Utility Criteria Manual, Environmental Criteria Manual and Drainage Criteria Manual shall be updated by **December 31, 2015**.

The City of Austin Land Development Code shall be updated to incorporate the principles of this Complete Streets Policy.

Upon adoption of a major revision to the Land Development Code by Austin City Council, an **update memorandum** on this policy shall be issued to create consistency with all Land Development Code provisions and language related to roadways, right of way, street classifications, character districts, and other applicable elements.

[Amendments needed to other sections of City Code?]

Butler Trail at Lady Bird Lake Southeast Shore Draft Master Plan

2014

Presentation to Boards and Commissions

Prepared by McCann Adams Studio



mccann adams studio

Why master plan the Southeast Shore?

- The new Boardwalk will drop thousands of users into this stretch of the Trail and parkland that are both in poor shape.
- Thousands of new residents and Trail users are emerging along Lakeshore Blvd. and Riverside Dr.
- This is the final segment of the 10-mile Butler Trail loop that needs a plan.
- A Council-adopted Master Plan will set the stage for funding the improvements recommended in the Plan.



Master Plan Goals

Key goals for the park design as expressed by the community are:

- **Conserve and enhance the Trail and park as a tranquil refuge.**
- **Better connect this part of the Trail and park to adjacent areas and parks.**
- **Create shaded trails that respond to different users - including bicyclists, joggers and walkers.**
- **Restore and protect the water's edge to increase wildlife habitat, reduce erosion, improve water quality and increase the urban forest.**
- **Calm adjacent streets - Lakeshore and Pleasant Valley - so it's easier for bikes and peds to move along and across them.**
- **Create a park that all kinds of people of all ages may enjoy.**



Overall Draft Master Plan



Five Character Zones of the Southeast Shore:

Boardwalk Landing Zone

Hostel Zone

Peninsula Zone

Basin Zone

Longhorn Shores Zone



Boardwalk Landing and Hostel Zones



1 View of boardwalk landing looking toward downtown



2 View of existing field along Lakeview Blvd.



3 View of existing green wetland



4 View of Lakeview Blvd looking east



5 View of existing connection road to hostel

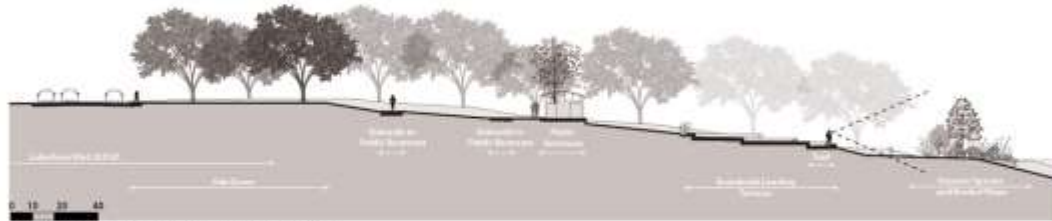


6 View of Hostel entrance



7 View of Hostel shoreline between Hostel and Lady Bird Lake

Boardwalk Landing and Hostel Zones



Existing Section at Lakeshore Blvd. (Looking West)



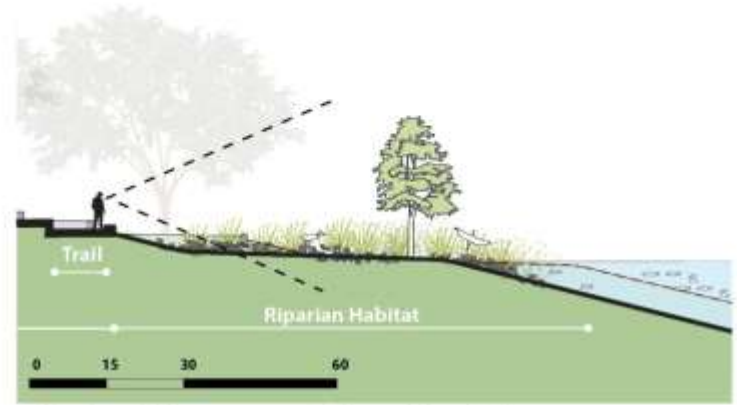
Proposed Section at Boardwalk Landing (Looking West)



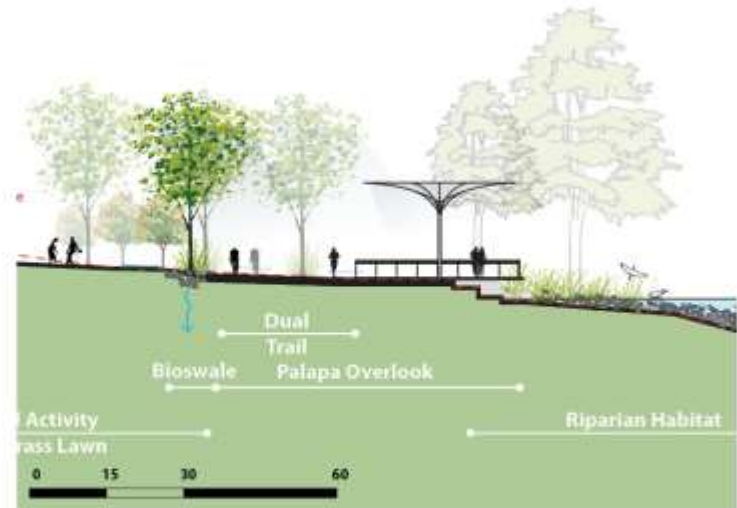
Existing Section at Stormwater Outlet (Looking West)



Proposed Section at Palapa Overlook (Looking West)



Typical Treatment of Shoreline Edge



"Palapa" Shade Structure & Overlook

Peninsula and Basin Zones



1 View of existing overlook on Peninsula

2 Existing trail and overlook along Lake Shore Blvd looking east

3 View of habitat island from existing gazebo

4 View of habitat island looking north

5 View of habitat zone

6 View looking toward Pleasant Valley Rd and Lake Shore Blvd intersection

7 View from trail looking toward the Basin

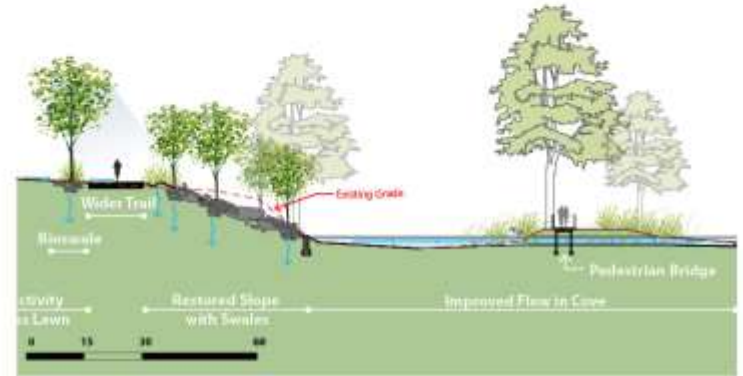
Peninsula and Basin Zones



Existing Section at Habitat Cove (Looking Northwest)



Proposed Section at Habitat Cove (Looking Northwest)



Habitat Cove Improvements



Existing Section at Lakeshore Blvd. and Pleasant Valley Rd. Intersection Trailhead (Looking West)



Proposed Section at Lakeshore Blvd. and Pleasant Valley Rd. Intersection Trailhead (Looking West)



Rocky Spring Overlook

Longhorn Shores Zone



Longhorn Shores Zone



Existing Section at Longhorn Shores (Looking South)



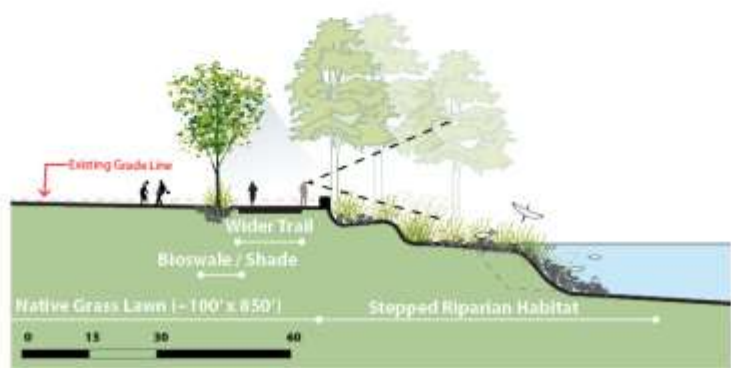
Proposed Section at Longhorn Shores (Looking South)



Proposed Section at Pleasant Valley Rd. Pedestrian Underpass (Looking East)



Proposed Section at Pleasant Valley Rd. Pedestrian Underpass (Looking North)



Riparian Edge Promenade

Overall Draft Master Plan



Budget Estimate

	Boardwalk Landing Zone	Hostel Zone	Peninsula Zone	Basin Zone	Longhorn Shores Zone	TOTAL
ENVIRONMENTAL CONTROLS	\$26,600	\$20,600	\$13,700	\$51,300	\$45,900	\$157,900
SITE WORK	\$633,200	\$339,000	\$79,700	\$1,387,400	\$2,604,300	\$5,043,300
IMPROVEMENTS & LANDSCAPE	\$1,005,000	\$4,224,900	\$405,900	\$2,211,100	\$4,208,900	\$12,055,500
SOFT COSTS	\$539,400	\$1,299,700	\$161,800	\$1,182,500	\$2,464,700	\$5,647,900
20% CONTINGENCY TOTAL	\$2,536,900	\$6,113,200	\$760,800	\$5,562,100	\$11,592,800	\$26,565,700



Public Outreach: 3 Community Meetings and Small Group Meetings



Community Meeting #1 October 2013



Community Meeting #2 January 2014



On-Trail Input January 2014



Community Meeting #3 March 2014

Public Outreach: Ideas & Comments Map and Online Survey



Survey: Butler Trail at Lady Bird Lake: Southeast Shore

The Trail Foundation greatly appreciates your help with this survey.

The Southeast Shore of Lady Bird Lake is the 1.5-mile segment of the Trail and adjacent parkland extending east from the Boardwalk landing to the Pleasant Valley Road bridge crossing at Longhorn Dam.

1. How were you invited to take this survey?

- ☐ I subscribe to The Trail Foundation (TTF) newsletter.
- ☐ Someone forwarded TTF newsletter to me.
- ☐ Someone sent me the survey link.
- ☐ I attended a public meeting.
- ☐ I accessed it through the TTF website.
- ☐ I accessed it through the City's Parks and Recreation Dept. website.

2. How long have you lived in the Austin area?



What was the process?

June 2013

- Project kick-off meeting and site tour with TTF, APF and PARD staff

July – August 2013

- Existing Conditions & Opportunities Analysis
- City of Austin Technical Advisory Group meeting
- Adjacent property owner focus group meeting
- Initial City-Wide Stakeholders Meeting

October 2013

- Community Workshop #1 to understand issues and opportunities

January 2014

- Project briefing to Parks & Recreation Board's Land & Facilities Committee
- Launch of public and media outreach (Speak Up Austin, FB, interviews, media coverage, etc.)
- On-Trail outreach input received
- Community Workshop #2 to consider master plan concepts

February - March 2014

- Consultant develops master plan draft with recommended improvements
- City of Austin Technical Advisory Group meeting
- Adjacent property owner focus group meeting



Public Review Schedule

**April 14th: Land & Facilities Committee
of Parks & Recreation
Board**

April 16th: Environmental Board

April 28th: Design Commission

May 12th: Waterfront Planning Board

May 13th: Planning Commission

May 27th: Parks & Recreation Board

June 12th: City Council





Request to Boards & Commissions

1. Conduct a public hearing and discussion on the master plan.
2. Provide a recommendation to City Council on master plan elements.



Dear Downtown Stakeholder,

City Staff will be holding public input sessions on the [Administrative Rule for Public Plaza Standards](#) as a public benefit under the [Downtown Density Bonus Program \(DDBP\)](#) at the Downtown Commission and Design Commission as detailed below. Although the standards have been posted via an [emergency rule adoption](#) process, public input will be considered prior to final **administrative** adoption.

Any interested stakeholder is invited to review the posted rule linked above and provide Staff comments using the [public input sheet](#). Comments collected at the meetings or via e-mail will be considered by Staff in preparation for final **administrative** adoption in the fall of 2014. Once approved, the rules will amend the [Building Criteria Manual](#) by adding public plaza design standards for projects seeking additional floor-to-area entitlements via the DDBP.

Please submit comments by **July 21, 2014** to the e-mail address below.

Meeting details are as follows:

Meeting details are as follows:

Downtown Commission

Wednesday, April 16, 2014 at 5:30 PM

Boards and Commissions Room 1101 at City Hall

301 W. Second Street, Austin, TX 78701

Parking will be validated for attendees

Transit: [Capital Metro Trip Planner](#)

Design Commission

Monday, April 28, 2014 at 6 PM

Boards and Commissions Room 1101 at City Hall

301 W. Second Street, Austin, TX 78701

Parking will be validated for attendees

Transit: [Capital Metro Trip Planner](#)

Background:

On February 27, 2014 the City Council approved modifications to the DDBP via [Ordinance No. 20140227-054](#). The Ordinance details community benefits for which a project can achieve bonus floor-to-area (FAR) as outlined in 25-2-586(E). One such benefit is a *Publicly Accessible On-Site Plaza* as described in 25-2-586(E) (9) and as adopted by Administrative Rule.

The Administrative Rules process requires public input and Staff is using the Downtown and Design Commissions meetings as outlined above to collect public comment. Therefore, please use the public comment sheet linked above to provide Staff your comments about any portion of the Rule. Once comments have been collected via the commissions and by e-mail, changes to the rule may be considered.

If you need additional information about these meetings, about the Administrative Rule process, or to return comments, please contact Jorge Rousselin, at jorge.rousselin@austintexas.gov or at (512) 974-2975.



Downtown Density Bonus Program
Publicly Accessible On-site Plaza Community Benefit
Administrative Rule Public Input

On February 27, 2014 the City Council approved modifications to the Downtown Density Bonus Program via [Ordinance No. 20140227-054](#). The Ordinance details community benefits for which a project can achieve bonus floor-to-area (FAR) as outlined in 25-2-586(E). One such benefit is a *Publicly Accessible On-Site Plaza* as described in 25-2-586(E)(9) and as adopted by Emergency Administrative Rule. The Rule for publicly accessible on-site plaza as a community benefit can be accessed here: [Publicly Accessible On-site Plaza](#).

The Administrative Rules process requires public input and Staff is using the Downtown and Design Commissions meetings to inform the public about the Rule posting. Therefore, please use this public comment sheet to provide Staff your comments about any portion of the Rule. Once comments have been collected via the commissions and by e-mail, changes to the rule may be considered. **Please use "Save Document As" or print to PDF when sending as an e-mail attachment.**

Once approved administratively, the rules will amend the [Building Criteria Manual](#) by adding public plaza design standards for projects seeking additional floor-to-area via the DDBP.

Name:

Phone number (optional):

E-mail (optional):

I have reviewed the Publicly Accessible On-Site Plaza Standards found [here](#).

Yes

No

Please state your position on the proposed rule as written.

Favor

Against

Neutral

(Continued)

Specific Comments (please attach additional pages as necessary):

Please return this comment sheet by **July 21, 2014** to: Jorge.rousselin@austintexas.gov

Downtown Austin Plan (DAP) - Density Bonus Program
Public Plaza Standards

1. Dimensions

- a. To ensure spaces of adequate size are provided to serve the public and accommodate the required amenities, the minimum area for public plazas is 1,200 square feet; and
- b. No dimension of any portion of the plaza shall be less than 15 feet.

2. Configuration

- a. Public plazas should generally be regular in shape (i.e., rectangular, square, etc). However, to allow articulation of building facades facing onto plaza and flexibility in landscape design, the plaza regulations allow for small areas of the plaza to take the form of alcoves or niches adjacent to the main portion of the plaza. If so designed, the main portion of the plaza is termed the “major portion” of the public plaza and must account for at least 75% of the plaza area;
- b. The smaller areas are then considered to be “minor portions” and are limited to no more than 25% of the plaza area;
- c. At least 25% of the plaza shall be open to the sky and such space provides adequate solar access and shade; and
- d. A minimum vertical clear dimension of 30 feet is required for any portion of the plaza that is not open to the sky.

3. Visibility

Visibility into and throughout the public plaza is of paramount importance in promoting a sense of openness and safety. Consequently, public plazas are required to be completely visible when viewed from any adjacent street frontage. Any portion of the plaza not visible from a public Right-of-Way shall not count towards bonus application.

4. Elevation

Plazas with dramatic differences in elevation between sidewalks and plazas lessen their usability, attractiveness, and perception of safety. Public plazas should generally be located at the same level of adjoining sidewalks and streets. Minor changes in elevation, not to exceed 18 inches above or below the level of the adjacent sidewalk, are permitted as recommended by the DAP.

5. Circulation Paths

- a. To ensure sufficient accessibility into and within public plazas, circulation paths are required that are at least 8 feet in width and extend to at least 80% of the depth of the plaza;

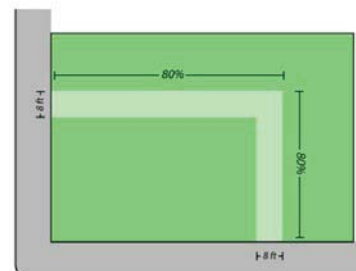


Diagram illustrating minimum circulation path requirements

- b. Circulation paths are required to connect each of the street frontages on which the plaza fronts as well as all plaza and building entrances and major design features of the public plaza, including seating areas and open air cafés; and
- c. Trees planted flush-to-grade, light poles, public space signage, and trash receptacles are permitted within circulation paths.

6. **Prohibitions**

Certain obstructions are generally prohibited from all public plazas due to their detrimental impact on usability and enjoyment of the public space. Garage entrances, driveways, parking spaces, loading berths, exhaust vents, mechanical equipment, and building trash storage facilities are prohibited within all public plazas.

- a. Any such uses located adjacent to a public plaza are required to be screened or concealed from view;
- b. Vents and mechanical equipment are prohibited on any adjacent building walls within 15 feet of the level of the public plaza; and
- c. Air intake vents and intake shafts, such as those to serve underground facilities, are permitted within public plazas if they are incorporated into plaza design features and do not impair visibility within the plaza.

7. **Seating**

Plaza designers should carefully consider the variety, dimensions, location, and configuration of seating with the intent to maximize opportunities for comfortable and convenient seating that emphasizes social interaction. Fifty percent (50%) of seating shall be permanent.

- a. **Variety:** There are six types of seating that may be used to satisfy the seating requirements for public plazas: moveable seating, fixed individual seats, fixed benches, seat walls, planter ledges, and seating steps;
- b. **Location:** To ensure that adequate seating is provided throughout the public plaza, a portion of the required seating in the public plaza must be located within 15 feet of the sidewalk;
- c. **Minimum amount:** The minimum amount of permanent seating required in the sidewalk frontage shall be 25%; and
- d. **Prohibitions:** Deterrents to seating, such as spikes, rails, or deliberately uncomfortable materials or shapes, placed on surfaces that would otherwise be suitable for seating are prohibited within public plazas.

8. **Trees and other Plantings**

Trees and other planted areas are essential components of successful and enjoyable public spaces. A balance must be struck between abundant, lush, and generous planting and the need for adequate openness in the public plaza.

- 1. **Trees:** A minimum of four trees are required within every public plaza. For every 1,000 square feet of plaza, five caliper inches of additional trees are required. The use of caliper inches, rather than an absolute number of additional trees, allows for additional flexibility in planting design. The

requirement can be met by either providing fewer trees with larger diameter trunks or a greater number of smaller, single-stemmed species.

- a. Shade trees shall comply with criteria as specified in the Great Streets Master Plan and coordinated through the Great Streets Coordinator in the Urban Design Division of the Planning and Development Review Department.

2. **Additional plantings:** Public plazas are required, in addition to the tree requirements described above, to provide at least one additional planted amenity within the public plaza area in the form of additional trees or planted area. To encourage greater landscaping variety and to prevent plazas from being excessively hard-surfaced, 20% of the plaza is to be ground-level planting.

9. Sun Control Devices

Sun control devices may be located within a public plaza, provided that all such devices:

- a. Shall be located above the level of the first story ceiling;
- b. Shall be limited to a maximum projection of 2 feet, 6 inches; and
- c. May have solid surfaces that, in aggregate, cover an area no more than 20 percent of the area of the building wall (as viewed in elevation) from which they project.

10. Lighting and Electrical Power

Abundant and well-designed lighting can transform a plaza from a dim, foreboding space into a desirable amenity. All public plazas are required to maintain two horizontal foot candles of illumination across all walkable and seating areas in the plaza and sidewalks adjacent to the public plaza. The minimum hours of illumination are from at least one hour before sunset to one hour after sunrise.

11. Public Space Signage

The provision of clear, visible, and readable signage is essential to identify plazas as public spaces, to provide a list of required amenities provided within the plaza, and to identify hours of access and those responsible for the upkeep and maintenance of the plaza space.

1. **Permanent Entrance Plaque:** A maximum of one sign is permitted to be freestanding and must include the public space logo as defined by the Downtown Wayfinding program as well as the words “Open to the public from 6 AM - Midnight”;
2. **Accessory signs:** Signage accessory to a building or tenants of a building associated with a public plaza can add a sense of identity to a plaza, as well as ensuring that the quality and upkeep of the plaza are tied to the identity of the tenant.

- a. One accessory sign not to exceed four square feet located on the building wall is permitted;
- b. The freestanding sign is limited to a maximum width of one-and-a-half feet facing the street and a maximum height of three feet;
- c. The content of the signs would be limited to the building or tenant name and address;
- d. Signs in a public plaza may not be internally illuminated; and
- e. Accessory signage located on permitted canopies or awnings is limited to one foot in height.

12. Operational Standards

- a. Hours of access and nighttime closings:
 - 1. By default, all privately owned public plazas are open to the public at a minimum from 6 AM – Midnight except for temporary closures as described below.
- b. Temporary Closures for Special Events
 - 1. Public plaza temporary closings for special events shall be limited to thirty days per calendar year. Notice shall be given to the Office of Special Events;
 - 2. Signs posting the temporary closure of the public plaza for a special event shall be placed within view of the public right-of-way at least 24 hours prior to the event and include days and times of closures;
 - 3. When temporarily closed for a special event, barriers are permitted to be up to three feet six inches in height, provided that the barriers are fully removed from the plaza area during opening hours and within 24 hours of the conclusion of the special event. If the special event is to take place during the plaza's non-operating hours, the barrier may be up to five feet in height;
 - 4. If the barrier is limited to no more than three feet six inches in height, posts or supports less than six inches in width are permitted to remain within the plaza area during hours of operation; and
 - 5. Cabinets for barrier storage are not permitted within the plaza area.

13. Standards of accessibility for persons with disabilities

To ensure that plazas are accessible and enjoyable for all users regardless of ability, compliance with all applicable building code standards for access for persons with disabilities is required for all publicly-accessible plazas.

14. Uses fronting on public plazas

- a. The vibrancy and vitality of a plaza is directly related to the uses in buildings directly adjacent to the space. Active uses with visual transparency activate and enliven a plaza by providing physical and visual amenities for plaza users.

1. **Retail and services:** At least 60% of a building's frontage on a public plaza must be occupied by retail or service establishments allowed under the applicable underlying zoning district. These uses may include retail and commercial uses such as restaurants, supermarkets and clothing stores. To ensure that valuable retail spaces are provided, each such establishment is required to be at least 24 feet in depth.
 - a. **The following uses are permitted:**
 - i. Commercial Uses: Art Gallery, Art Workshop, Cocktail Lounge, Consumer Convenience Services, Food Sales, General Retail Sales, Hotel-Motel, Liquor Sales, Personal Services, Restaurant, and Theater; and
 - ii. Civic Uses: Cultural Services.
2. **Building entrances:** Some of the most successful and well-maintained spaces are those that have principal building entrances located on or very near to the plaza.
 - a. Principal building entrances are required be located on the plaza itself or within 10 feet of the plaza.

15. Alternative Equivalent Compliance

Alternative Equivalent Compliance may be granted by the Director of Planning upon finding of the following criteria:

- a. The requested modification is in general conformity with the stated purposes of these recommendations;
- b. The requested modification meets all other applicable zoning, building, drainage, water quality, and safety code requirements;
- c. The requested modification will have no significant adverse impact on the health, safety, or general welfare of surrounding property owners or the general public, or such impacts will be substantially mitigated; and
- d. The requested modification is necessary to compensate for some practical difficulty or some unusual aspect of the site of the proposed development not shared by landowners in general.



**PLANNING AND DEVELOPMENT REVIEW
MEMORANDUM**

To: Design Commissioners

From: Jorge E. Rousselin, Staff Liaison

Date: April 2 , 2014

Re: Boards and Commissions Transition Taskforce (the taskforce) Recommendations

On November of 2013, via [Resolution](#), Council directed the City Clerk to form a [Taskforce](#) of current Board and Commission members to provide recommendations on a 10-1 transition plan addressing appointments and process including:

1. Review the number of members per Board/Commission;
2. Ways to redistribute board responsibilities; and
3. Updates to Chapter 2-1 of the code.

The Taskforce is not merging any board or commission but rather, providing Council with recommendations. Council will make the final decision on recommendations presented to them.

As part of backup to this item, please find the Resolution directing the Clerk to form a taskforce and the mid-term report presented to Council on April 8, 2014. The entire meeting backup for the Council work session (including video and transcript) may be found [here](#).

Furthermore, on December 4, 2013, the City Clerk sent a memo (also attached as backup) to all Board and Commission Chairs as well as members providing a copy of the Council Resolution and requesting comments as well as volunteers for the Taskforce.

The Taskforce will next meet on the dates below and any interested party, including current Board/Commission members may attend and provide feedback directly to the Taskforce.

- April 28: City Hall
- April 30: City Hall

If you have any questions about this process, please contact [Ms. Jannette Goodall](#) or [Ms. Myrna Rios](#) at the City Clerk's office.

Boards and Commissions Transition Taskforce

April 8, 2014

Austin City Council Work Session

Austin City Hall, Boards and Commissions Room

Taskforce Members

- 
- Victor Martinez (Chair)
 - Angela-Jo Touza-Medina (Vice Chair)
 - Dave Anderson
 - Bernie Bernfeld
 - Scott Daigle
 - Babette Ellis
 - Dale Gray
 - Jeff Jack
 - Norman Kieke
 - Peggy Maceo
 - Mary Gay Maxwell
 - Lori Cervenak-Renteria
 - Gabriel Rojas
 - Dave Sullivan
 - Olga Wise

Agenda

- **Task and Scope**
- **Methodology**
- **Transition Workgroup Recommendations**
- **Planning and Development Review
Workgroup Recommendations**
- **Additional Discussion Items**

Task and Scope

- Resolution 20131121-056 directed the City Clerk to form a taskforce of current Boards and Commissions members
- 15 Taskforce members were selected by the Clerk's office and composed of members that currently serve on a Board or Commission (B&C)
 - Average length of service for Taskforce is 8 years
 - Combined more than 130 years of experience

Task and Scope

- **Provide recommendations on:**
 - A transition plan for appointments
 - The number of members per B&C
 - The appointment process
 - Redistributing board responsibilities
 - Updates to Chapter 2-1

Methodology

- **Survey**

- Current B&C Chairs and Vice Chairs received a survey to gauge their input regarding various matters around the transition to 10-1
 - Value added to the City
 - Recommendations on merger and membership size
 - Appointment by district or at-large
 - Skills and expertise for membership
 - Diversity, recruitment and quorum issues
 - Meeting frequency
 - Staff support
- 22 of 60 B&C responded

Methodology

- **Workgroups**

- Taskforce created several work groups to undertake specific topics and streamline progress
 - Transition
 - Planning & Development Review
 - Survey Workgroup
 - Diversity and Recruitment

Methodology

- **Peer Cities**

- City Clerk staff benchmarked board and commission process from various cities including any who have completed a similar transition
 - Seattle
 - San Antonio
 - Chicago
 - Portland
 - Dallas
- Results were taken into consideration during discussions on the transition plan

- **Imagine Austin**

- Greg Guernsey, Director of PDR gave a presentation on Imagine Austin to the Taskforce

Transition Workgroup

- **Goal of the Workgroup**
 - Minimize disruption in the work of the B&C while affording the new Mayor and Council the best opportunity to find, interview, nominate and train new members
- **Transition Workgroup**
 - Dale Gray and Mary Gay Maxwell

Transition Workgroup

- **Transition Plan for Boards & Commissions**
 - Establish a Board Transition Period beginning January 6, 2015 and ending June 30, 2015 (approx. 6 months)
 - Boards & Commissions remain as described in Chapter 2-1
 - Members, Officers, Committees, Working Groups, etc. remain through transition period
 - Quorum and Action: Majority of appointed members
 - Vacancies during Board Transition Period: New Mayor to nominate with majority Council approval
 - Members filling vacancies may receive administrative waiver from City Clerk for certain training requirements

Transition Workgroup

- Transition Process
 - Notification to existing B&C members of transition plan. Ask for commitment through June 30, 2015.
 - Application process for new B&C appointments begins January 6, 2015.
 - New Mayor & Council can nominate, approve, and train new members during the Board Transition Period.
 - New member terms begin on July 1, 2015 and run concurrently with the council member that appointed them.

Planning & Development Review (PDR)

- **Goal of PDR Workgroup**
 - To analyze positive/negative impacts that may be realized by integrating, separating, or re-defining the roles and responsibilities of each B&C associated with PDR

Planning & Development Review

- **PDR Workgroup**

- Dave Anderson, Jeff Jack, Gabriel Rojas and Dave Sullivan
- Met March 10, 17, 22, 24, 28 and 31
- Continuing to meet

- **Discussions focused on:**

- Understanding B&C roles and membership requirements
- Analyzing how the number of appointees to each B&C impacts the ability of that entity to operate effectively

Planning & Development Review

- **Boards & Commissions Analyzed**

- Board of Adjustment
- Bond Oversight Commission
- Building and Fire Code Board of Appeals
- Building and Standards Commission
- CodeNEXT Citizens Advisory Group
- Construction Advisory Commission
- Design Commission
- Downtown Commission

Planning & Development Review

- **Boards & Commissions Analyzed**

- Electric Board
- Mechanical, Plumbing & Solar Board
- Historic Landmark Commission
- Planning Commission
- Residential Design & Compatibility Commission
- Sign Review Board
- Waterfront Planning Advisory Board
- Zoning and Platting Commission

Planning & Development Review

Discussion to Date

Board/Commission	Recommended Action	Recommended # Members	Notes
Board of Adjustment	Keep	11	Incorporate Sign Review Board
Life Safety Board of Appeals	Integrates 3 Boards	11	Incorporates Building & Fire Code, Electric, and Mechanical, Plumbing, & Solar Boards. Will require specific technical expertise
Design Commission	Keep	11	Incorporate Residential Design Compatibility Commission.
Construction Advisory	Keep	11	This Commission does not meet regularly, but it is the only Commission with oversight of construction issues.
Building & Standards	Keep	11	No changes envisioned.
CodeNEXT CAG	Keep	As is	No changes envisioned, but this entity will only exist to 2015 unless re-appointed by Council.

Planning & Development Review

Discussion to Date

Board/Commission	Recommended Action	Recommended # Members	Notes
Planning Commission	Keep, but modify responsibilities	11+2	Change focus to deal with planning oriented activities, including the Comprehensive Plan, neighborhood plans, area plans, codes & ordinances, etc.
Zoning & Platting Commission	Keep, but modify responsibilities	11	Change focus to deal with zoning and platting oriented activities, including re-zoning, site plans, conditional overlays, etc. The final list of responsibilities has yet to be decided upon.
Joint Subcommittee Structure	Subcommittees filled by members of both PC & ZAP	7-11	Four joint subcommittees envisioned: 1. Codes & Ordinances: Charge stays as is 2. Area Planning: Neighborhood Plans, Area Plans, Downtown Plan, Waterfront Plan, TODs, Corridors 3. Economics & CIP: CIP, Long Range Plan, Bond Oversight, Economic Planning 4. Comprehensive Plan: Charge stays as is

Planning & Development Review

- **Potential New PDR Boards & Commissions Roster**

- Board of Adjustment
- Building and Standards Commission
- CodeNEXT Citizen Advisory Group
- Design Commission
- Historic Landmark Commission
- Life Safety Code of Appeals
- Planning Commission
- Zoning and Platting Commission

Planning & Development Review

- **Remaining items**

- How do Planning Commission and Zoning & Platting Commission balance workload?
- How do Planning Commission and Zoning & Platting ensure zoning decisions match planning decisions?
- Do we open Joint Committee membership to community at large?
- How best to handle Historic Landmark Commission?
- Do the duties of the Downtown Commission and the Waterfront Planning Advisory Board belong as duties of a Joint Area Planning Committee?
- Need for better coordination between Planning Commission, Urban Transportation Commission and others

Additional Discussion Items

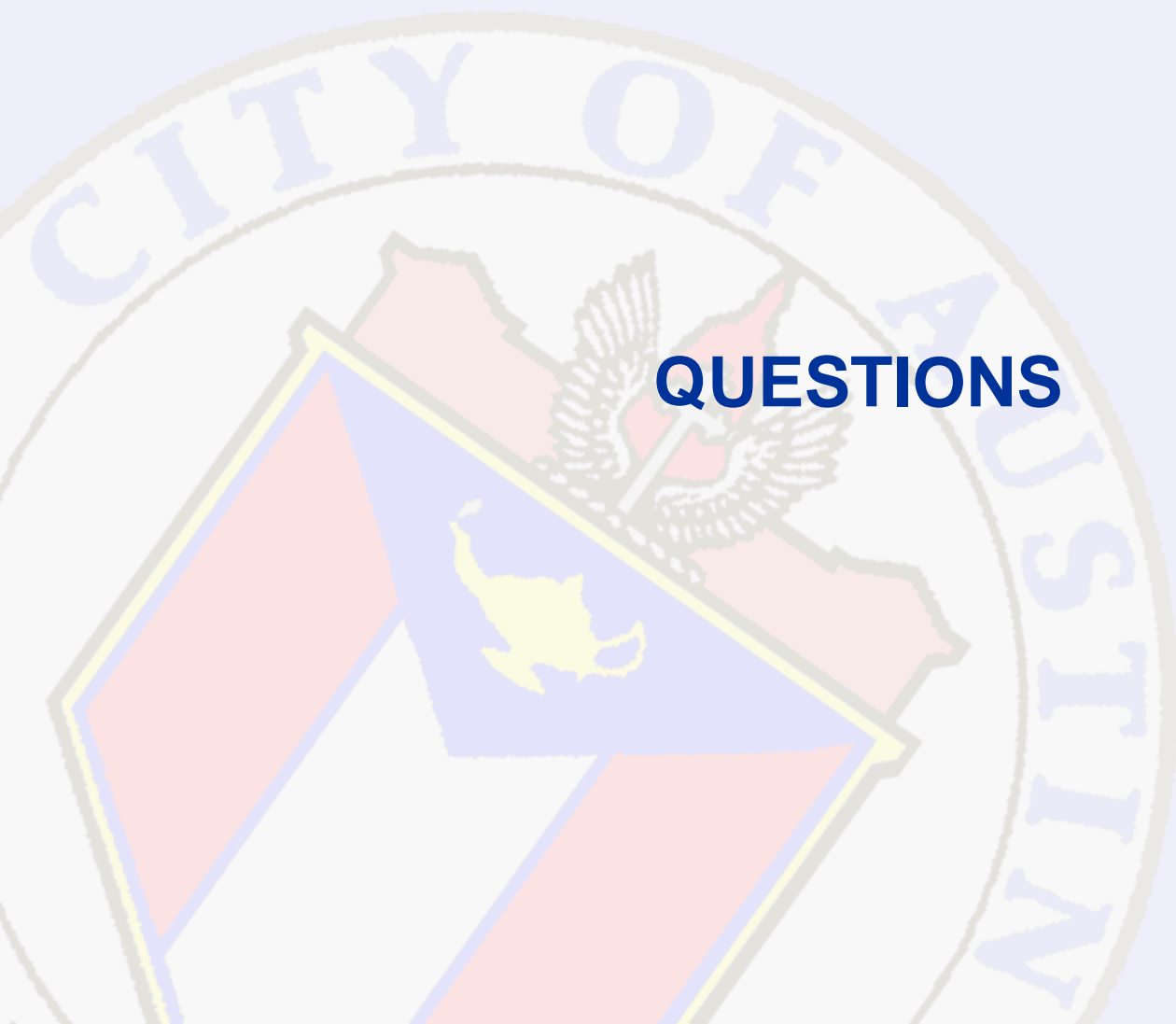
- **Board and Commission Mergers**
 - Improve communication by removing silos
 - Make it easier for the community to participate in their government
 - Optimize limited resources supporting the B&C
 - Align B&C with Imagine Austin where ever possible

Additional Discussion Items

- **Recommend an Annual Board & Commission Conference**
 - Annual Saturday beginning in September 2015
 - Speakers
 - Mayor
 - City Manager
 - Leadership Austin
 - Various Commission Chairs
 - Topics
 - Leadership
 - Parliamentary procedures
 - Communication

Additional Discussion Items

- Incorporate Council feedback into preliminary recommendations
- Finalize transition plan
- Finalize list of proposed B&C mergers
- Finalize recommendations for Chapter 2-1 updates
- Submit final recommendations to Council
- Post the recommendations to the Board and Commission Information Center
- Distribute recommendations to all boards and commissions



QUESTIONS

RESOLUTION NO. 20131121-056

WHEREAS, the City of Austin has nearly 60 boards and commissions that advise the City Council on a variety of topics; and

WHEREAS, some of these boards and commissions are required by Texas law or the City Charter, such as the Planning Commission, and the Board of Adjustment among others, while others were created under City Council authority; and

WHEREAS, most of these boards and commissions currently have one appointee per Council Member and Mayor, for a total of seven members; and

WHEREAS, in November 2012, citizens approved single member district representation (also referred to as "10-1") and starting in December 2014, the City of Austin will have ten Council Members elected from different geographic districts and a Mayor elected at large; and

WHEREAS, each current council seat and the Mayor will be up for election in November in 2014; and

WHEREAS, the City Council currently appoints over 400 members to nearly 60 boards and commissions; and

WHEREAS, if the Council changes neither the number of boards and commissions nor the method of appointment, the 10-1 Council will need to appoint over 600 members soon after inauguration; and

WHEREAS, boards and commissions face many challenges throughout the year including vacant seats, constraints on meeting space and staff support, recruitment of members and completion of training requirements; and

WHEREAS, the current number of boards and commissions encourages specialized, “siloed” thinking, rather than systematic thinking across traditional boundaries; and

WHEREAS, this new governance structure and turnover will require a transition plan for boards and commissions; and

WHEREAS, the current board and commission members have significant expertise and experience and can provide insight into how a new system may operate; **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AUSTIN:

The City Clerk is directed to form a task force of current board and commission members that will recommend a boards and commissions transition plan to Council by April 2014, with an update report in March 2014. This Task Force shall:

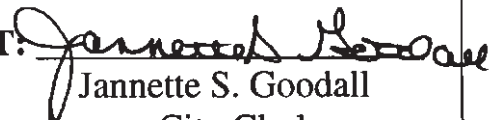
- be composed of 10-15 members that have served on a board or commission for one year or longer. The City Clerk shall convene the first meeting and serve as the Chair until the Task Force appoints a Chair.
- include no more than two members from the same board or commission.
- follow the Open Meetings Act and provide an opportunity for public comment.
- provide recommendations on the following items including, but not limited to:

- o Transition plan for board and commission appointments.
- o The number of members per board and commission, including the potential for fewer than eleven members per each board.
- o Appointment process for boards and commissions under the 10-1 system, including how the vetting and selection process may work if the process shifts away from one appointee per Council Member.
- o Potential for redistributing board responsibilities among a smaller number of boards.
- o Potential updates to Chapter 2-1 of the City Code.

The City Clerk shall ask for current eligible board and commission members to indicate interest in serving on this Task Force. If the number of volunteers exceeds 15, the City Clerk shall attempt to include geographic diversity and a broad representation of Austin's community in the makeup of the Task Force.

ADOPTED: November 21, 2013

ATTEST:


Jannette S. Goodall
City Clerk



To: Board and Commission Members

From: Jannette Goodall, City Clerk

Date: December 4, 2013

RE: Resolution 20131121-056

In response to Council Resolution 20131121-056, the City Clerk has been directed to form a task force of 10-15 current board and commission members to provide recommendations to Council on a transition plan for the boards and commissions as impacted by the implementation of Council districts. Attached is a copy of the Resolution for your reference.

The task force will be responsible for providing recommendations to Council on:

- Transition plan for board and commission appointments;
- The number of members per board and commission;
- Appointment process for boards and commission under the 10-1 system;
- Potential for redistributing board responsibilities among a smaller number of boards; and
- Potential updates to Chapter 2-1 of the City Code.

The task force will begin meeting in January at City Hall. Meeting notices will be sent to all task force members and will be posted as an open meeting for the public to attend. The task force is responsible for providing their recommendations in April 2014 which is a fairly short turn-around time. Our goal is to reduce your time commitment as much as possible. We are estimating meeting 2-3 times per month with the City Clerk's Office providing administrative support including drafting any required documents from the task force and distributing those in advance of each meeting.

If you are interested in serving on the task force please let Mary Lamoreaux (mary.lamoreaux@austintexas.gov), in the Clerk's Office know by December 20th, 2013. Based on the number of interested members, the City Clerk will ensure the task force consist of a geographic diversity and a broad representation of Austin and notify all interested parties by January 3, 2014. We expect the first meeting to be scheduled for the week of January 12th.

If you are unable to volunteer for the task force but have suggestions, you may forward those to me at jannette.goodall@austintexas.gov and I will ensure they are provided to the task force.

DRAFT

MEMORANDUM

Date: 12.12.2013

To: Design Commissioners

From: Landscape and Infrastructure Workgroup

Re: Items for review and discussion with Design Commission on December 16th, 2013

Proposed questions for City Departments:

1. What city codes govern your work?
2. What components of those codes can be considered obstructions to you achieving integration?
3. What Criteria Manuals do you use and have developed?
4. In what ways can the Infrastructure Design Guidelines (IDG) be integrated into you Criteria Manuals?
5. What departments do you regularly collaborate with?
6. What is the process you implement when collaborating with other city departments?
7. What else do we need to know in order to craft critical parts that refer to developing infrastructure projects?
8. What have we overlooked in regards to codes, criteria manuals and interdepartmental collaboration?
9. How do you include community outreach in your projects?
10. What are your expectations in regards to working with the Design Commission?
11. What critical components of your jurisdiction related to performance should be included in the IDG?
12. What criteria do you use to determine what projects should come to the Design Commission?