

Executive Order 2016-1

Creation of a Review Process for Road and Sidewalk Projects and Complying with the City's Complete Streets Resolution

March 16, 2016

WHEREAS, the Bicycle and Pedestrian Advisory Commission exists to serve as the advisory body to the City on matters pertaining to bicycling and walking in the City, to examine the need for enhanced bicycle and pedestrian amenities, to educate and inform the public and local officials on bicycle and pedestrian issues, and to facilitate citizen participation in consideration of matters involving bicycle and pedestrian questions; and

WHEREAS, Providence is committed to the principle of "Complete Streets" and has passed a Resolution in Support of the Use of Complete Streets in the City of Providence; and

WHEREAS, Complete Streets are those that provide safe and convenient access for pedestrians, bicyclists, transit riders, and motorists of all ages and abilities, and

WHEREAS, Providence seeks to implement changes to the project development process for streets and sidewalks that will improve the consideration of "Complete Streets" policies during the project scoping and design phases and incorporate best design practices; and

NOW THEREFORE, do I, Jorge O. Elorza, Mayor of the City of Providence, order the following, effective immediately:

1. The Department of Public Works and the Department of Planning and Development shall present all significant street, sidewalk, or trail repair or construction projects to the Providence Bicycle and Pedestrian Commission for review during both the project's initial scoping phase and preliminary design phase.
 - (a) "Street, sidewalk, or trail repair or construction project" shall include any project that changes the curb line, curb cuts, or traffic geometry, any project that includes restriping of traffic geometry, or any new construction or improvement of off-road bicycle paths or multi-use trails.
 - (b) "Significant" shall mean any project that involves any streets or paths designated as needing improvements in the City's Bicycle Master Plan, any street categorized as an arterial or collector road, or any project within 300 feet of a school or City recreation center.
2. All applicable projects that involve the Department of Public Works or the Department of Planning and Development in the decision-making process, including projects brought forth by the Rhode Island Department of Transportation or any other third party that require the approval or input of either the Department of Public Works or the Department of Planning and Development, shall go through review by the Commission.
3. The Commission's role in reviewing projects shall be advisory.
4. As part of such review, the Commission members shall consider the project's level of compliance with the components of a Complete Street to ensure that the design improves facilities for all road users to the extent possible, and that it implements the elements of the City's Bicycle Master Plan and other planning and policy documents created by the City, where applicable.
5. The Department of Public Works shall supply the staff of the Commission in the Department of Planning and Development with all documents and plans to be presented to the Commission at least fourteen (14) calendar days in advance of the regularly scheduled Commission meeting at which the project is intended to be reviewed. Documents and plans shall be submitted to the staff of the Commission in an electronic format and all submissions shall be accompanied by all documentation reasonably necessary to evaluate the project.

IN CITY COUNCIL
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RECEIVED THAT
Jorge O. Elorza
CLERK

6. Once documents and plans for a project have accepted by the staff of the Commission, the Commission shall either review the project or decline to review the project within forty-five (45) calendar days of receipt of the documents and plans. Failure of the Commission to act within the prescribed period shall constitute a decline to review the project and a letter documenting this decline shall be issued from the staff of the Commission to the Director of the Department of Public Works.
7. All decisions relating to recommendations regarding projects by the Commission shall be made available in writing to the Director of Department of Public Works and the Director of Planning and Development no less than fourteen (14) calendar days from the date of the Commission meeting at which the decision was made.
8. The Director of Public Works shall document and communicate the reasons for any deviations from the written recommendations of the Commission to the staff of the Commission.
9. Projects may be exempted from the requirements of this Executive Order based upon one of the following circumstances:
 - (a) Repair and construction projects on an affected roadway that prohibits by law use of the roadway by specific users. (Example I-95).
 - (b) As of the effective date of this Order, projects that have been approved by the Department of Public Works as Final are exempt.
10. In addition to the membership terms for the Bicycle and Pedestrian Advisory Commission that are outlined in Section 2 of Executive Order 2012-1, two alternate public members shall be appointed by the Mayor to serve a term of four (4) years, or until their successors are appointed. Appointments for alternate members may vary between one (1) and four (4) years as the Mayor may decide to establish staggering terms. Where a regular member is unable to serve, the first alternate member may vote in his/her absence; the second alternate shall vote if two regular members are unable to serve.



Jorge O. Elorza
Mayor

Dated: March 16, 2016