



**City of Colleyville
Sidewalks Ad Hoc Committee
Agenda**

City Hall
100 Main Street
Colleyville, Texas 76034
817. 503.1000
www.colleyville.com

Monday, October 30, 2017
6:00 p.m.

City Manager's Conference Room
Third Floor – City Hall

1. CALL TO ORDER

2. APPROVAL OF MINUTES

October 16, 2017

3. REGULAR AGENDA ITEMS

3a Sidewalk policy discussion and development

4. ADJOURNMENT

I hereby certify this agenda was posted on City Hall bulletin boards Friday, October 27, 2017 by 5:00 p.m.

Ben Bryner
Community Development Director

A quorum of the Colleyville City Council and/or any other Colleyville Board, Commission, or Committee may be in attendance at this meeting.

Any matter on this agenda may, at the discretion of the governing body, be opened for public comment and discussion.

If you plan to attend this public meeting and have a disability that requires special accommodations, please advise the City Secretary at least 48 hours in advance at 817.503.1133, and reasonable accommodations will be made to assist you.



City of Colleyville Sidewalks Ad Hoc Committee DRAFT MINUTES

City Hall
100 Main Street
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Monday, October 16, 2017
6:00 p.m.

City Manager's Conference
Room

CALL TO ORDER

The Sidewalks Ad Hoc Committee meeting of the City of Colleyville was called to order by Chair John Zeitlin on October 16, 2017 at 6:05 p.m.

ROLL CALL

Present: Committee members John Zeitlin – Chair, Steve Waltens – Vice Chair, Mark Brooks, Tonia Goin, Joy Fulton-Lee, Leonna Nichols, Julie Schurman and James Dove.

Staff Present: Ben Bryner, Director of Community Development

2. APPROVAL OF MINUTES

Committee member Brooks made a motion to approve the October 2, 2017 meeting minutes. The motion was seconded by committee member Goin and unanimously approved.

3. PUBLIC HEARING AGENDA ITEMS

3a Sidewalk policy discussion and development

The Committee spent the meeting time on a continuation of drafting an outline and details for its recommended sidewalk policy. The committee reviewed the purpose statement and asked that the language include the statement 'fiscally responsible' within the statement. The committee also agreed that the installation of sidewalks should consider the natural conditions of the area.

The committee considered situations where sidewalks may not make sense and therefore should not be required. The discussion included neighborhoods where sidewalks are not present, large lots, and new streets with lots on one side only.

The committee discussed roadways listed on the CIP (Capital Improvement Plan) 5-year list. The committee agreed that roadways planned for full reconstruction should be installed by the City as part of the CIP project.

The committee reiterated their desire to create relief mechanisms (waivers) to the sidewalk requirements for special circumstances. Mr. Bryner described a potential 3-tier process where waivers can be reviewed. A request would first be reviewed by the Community Development Director and the Public Works Director. If denied, the request would then be reviewed by the City Manager's Office. If denied again, the applicant could appeal to the City Council. Staff was directed to draft possible language for review at the next meeting.

The proposed remediation program policy language was acceptable to the committee. The committee recommended adding an applicability statement for areas where less than 25% of the lots have a sidewalk.

4. ADJOURNMENT

The meeting was adjourned at 7:57 p.m.

The minutes were written and prepared by:



Ben Bryner
Director of Community Development

The meeting minutes were approved on _____ by a vote of _____.



City of Colleyville Sidewalks Ad Hoc Committee Agenda Briefing

City Hall
100 Main Street
Colleyville, Texas 76034
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Agenda Number 3a	Agenda Date 10/30/2017	Number
Type Regular Agenda Items		
Department Community Development		
Title		
Sidewalk policy discussion and development		

Strategic Plan

Explanation

Attached is the draft copy of the sidewalk policy language. The policy includes updated language discussed by the committee as well as new language for further discussion.

Attachments

1. Draft Sidewalk Policy Language

Purpose

The purpose of this policy is to provide for the **logical** construction of sidewalks within the City in order to promote the health, safety and general welfare of the community. **The policy will take a fiscally responsible approach while taking into account the natural conditions of the area where sidewalks will be constructed.**

Background

For the purposes of this policy the Master Thoroughfare Plan (MTP) refers to the plan adopted by Ordinance O-15-1972. *Non-local Streets* refer to all streets indicated as Minor Collectors and larger.

Sidewalk Requirements

New Development: requiring a new roadway

Residential: both sides of roadway; Exception = single-loaded roadway

Commercial: both sides of roadway

New Development: adjacent to existing roadway

*Residential: (1) required if fronting a roadway designated on the Master Thoroughfare Plan as a non-local street; (2) **sidewalks exist on the block face**; 3) or within neighborhood with more than **50%** of homes with existing sidewalk; Exception = large lot with more than 300' of frontage*

Alternative #1: Required on both sides of all public and private streets; Exception = A single lot plat unless: 1) sidewalks are on both sides of the lot; or 2) located within 1,500 feet of a school and is on the same side of the street

Commercial: along frontage of all roadways

Existing Development/Single Family Home Construction

*Residential: (1) required if fronting a roadway designated on the Master Thoroughfare Plan as a non-local street (2) **sidewalks exist on the block face**; 3) or within neighborhood with more than **50%** of homes with existing sidewalk; Exception = large lot with more than 300' of frontage*

Alternative #1: Required on both sides of all public and private streets; Exception = A single lot plat unless: 1) sidewalks are on both sides of the lot; or 2) located within 1,500 feet of a school and is on the same side of the street

Commercial: along frontage of all roadways

Master Thoroughfare Plan

Sidewalks required on both sides of roadway on non-local streets; Exception = Roadway project listed on CIP 5-year list and planned for full reconstruction, must be installed by city

City Capital Improvement Roadway Complete Reconstruction Projects

Non-local streets: Sidewalks to be constructed with project

Local streets: citizen/neighborhood engagement (TBD)

Prioritization (Development driven vs. City initiated)

~~Developers pay for their project~~

Repairs/Replacement/Maintenance

The City shall be responsible for the maintenance and replacement of sidewalk segments congruent with this policy. This is to ensure a safe and well connected network. In the event a sidewalk segment is damaged by misuse or neglect the adjacent property owner shall be responsible for the cost of appropriate maintenance or replacement.

Design Standards

All sidewalks shall be a minimum of four (4') feet in width, except a sidewalk located within or abutting a collector street, or larger, as shown on the Master Thoroughfare Plan, which shall not be less than five (5) feet in width. All sidewalks and pathways shall be constructed in the area between the curb or grade line of the public street and the abutting property line unless the pathway is situated within a dedicated pathway easement or right-of-way. The edge of the sidewalk or pathway shall generally be parallel with the curb line and be situated no more than one (1') foot from the abutting property line. The Director of Public Works may approve a plan to alter the location of a sidewalk to preserve a tree or for aesthetic purposes. One additional foot of width shall be added to a sidewalk that abuts a street curb.

Waivers/Variances/Escrow

A complete waiver of the requirement for sidewalks should be rare and allowed only where there are unusual factors. The waiver must be approved by both the Director of Community Development and the Director of Public Works to be granted and their decision shall be documented with supporting data that states the basis for the decision. However, in the event of a split decision, the City Manager or designee shall also make a determination as to whether or not the waiver should be granted, and document that determination with supporting data that states the basis for the decision. Unusual factors include:

- (1) Projects where the cost of establishing sidewalks or walkways would be unreasonably disproportionate to the cost of the associated roadway construction or overall project costs (however a partial waiver may be granted in lieu of a full waiver to reduce the cost of required sidewalks such that the costs will not be unreasonably disproportionate),
- (2) Areas with severe topography or other natural constraints that will constrain proper implementation of this plan,
- (3) Situations inherently adverse to pedestrian activity, such as harmful noise, dust creation, and high volume truck traffic, in certain areas, such as agricultural, heavy commercial, and industrial developments, or
- (4) Situations where an applicant can show other factors or circumstances amounting to reasonably justifiable good cause to support such waiver.

A denial of a request for a waiver of these requirements may be appealed to the City Council.

- (1) A written appeal must be filed with the Director of Public Works within 10 days of the denial.
- (2) The appeal must provide justification for the requested waiver based on the criteria described in (a), (b), and (c) above.
- (3) The Council must make findings based on these criteria in order to approve a waiver. If substantial new information, not provided as part of the original request, is provided by the applicant within 14 days of the City Council meeting, or during the City Council meeting, the item shall be referred back to the Director of Community Development and Director of Public Works for reconsideration prior to a decision by the City Council.

Remediation (local streets only)

The City recognizes the existence of disjointed/disconnected sidewalk segments throughout the city that serve little purpose in furthering the welfare or walkability of the community. Property owners may request removal of these sidewalk segments should the removal be in the spirit of this policy. Considerations for remediation approval and assistance shall include proximity of area sidewalk sections and feasibility of connection to existing network.

Should the City deem the citizen request to be aligned with the spirit of this policy, the City will provide the labor and equipment to remove and haul away the sidewalk. The property owner shall be required to make all other repairs necessary to the property to establish a safe and aesthetically pleasing site. This may require, but is not limited to, dirt work, grading, irrigation system modifications, and turf establishment.

Applicability: Areas with less than 25% of lots with sidewalks (area = subdivision/neighborhood or properties within 1,000 feet)

Funding

The City Council must allocate sidewalk funds annually through the general funds budgeting process. The City Council will fund \$____ per year.

(Note: The group needs discussion around this item. Based on historic numbers the city has been funded as much as \$500k per year. We also know that \$500k is not enough to build out many sidewalks. There are less than 7,000 households in the whole city. To keep the current funding rate the city would need to allocate \$71.43 per homeowner per year. That seems like a large sum from the GF.)

The help off-set the impact on the general fund, a monthly opt-in “city accessibility fee” will be available and shown on the water bills that directs 100% of the funds towards “new” sidewalk construction. The suggested donation amount is \$____.

(Note: A \$5 and \$10 donation was initially suggested, but not agreed upon by the group. If 20% of homeowners opted in at an average of \$6 per month we would generate \$8,400 per month = \$100,800 per year. This would reduce the GF liability by \$14.40 per household in order to get to \$500k.)