# Instructions

* *Purpose of this form is to serve as cue to include Complete Streets items and to document agency practices and decisions. VTA will post completed forms online.*
* *Submit form when requesting 2016 Measure B Local Streets and Roads (LSR) funding for pavement management programs.*
* *Attach separately an initial list of street segments for which funding is requested.*

🡺 **NOTE**:

* *Electronic signatures are preferred. If the signature is hand-written, please convert the signature page with optical character recognition and tag the signature appropriately. Follow the steps in* [*https://biblio.csusm.edu/sites/default/files/signature\_page\_ada\_accessibility.pdf*](https://biblio.csusm.edu/sites/default/files/signature_page_ada_accessibility.pdf)
* *After completing the form in Microsoft Word, please: Go to “File” and “Save as Adobe PDF”. Click on “Options” and make sure “Enable Accessibility and Reflow with Tagged Adobe PDF” is on. Do not print to PDF because it will not preserve the document’s accessibility.*
* *All attachments should be made accessible and have optical character recognition.*

# Part A: Local Agency Information

## Jurisdiction:

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## Date of submittal:

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## Person to contact with questions about this form:

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| Name:  |  |
| Email:  |   |
| Phone:  |  |

# Part B: General Funding Request Information

## Fiscal year for which funding is requested:

*Example format: Use FY24 for fiscal year spanning July 1, 2023 through June 30, 2024.*

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|  **FY24** |

## Is your pavement condition index (PCI) 70 or higher?

[ ]  No [ ]  Yes

## What types of projects will be built using this LSR funding request?

*Check all that apply.*

[ ]  Pavement management/maintenance (repair)

 ⮡ If checked, [ ]  check here to confirm list of street segments is attached

[ ]  Roadway congestion relief project

🡺 **NOTE**: *Only jurisdictions with PCIs of 70 or higher may use LSR funds for roadway congestion relief projects. If you are using LSR funds for these projects, you must complete a 2016 Measure B Capital Project Complete Streets Checklist for each roadway congestion relief project and submit with your funding request.*

## What type of pavement maintenance or rehabilitation/repair will be built using this LSR funding request?

*Example: slurry seal, microsurfacing, cold in-place recycling, reconstruction, etc…*

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## How may the public comment on your agency’s pavement program?

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# Part C: Street Segment Selection

## What criteria were used to determine which street segments to include in the current pavement funding request?

*Check all that apply.*

[ ]  Pavement Condition Index

[ ]  Geographic proximity of the segments

[ ]  Future utility work

[ ]  Type of pavement work required

[ ]  Future capital projects

[ ]  Designation as bikeway

[ ]  Other. Please describe:

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# Part D: Striping Plans

**🡺 NOTE**: *The following questions refer to your agency’s general process for developing striping plans and determining any additional civil work to include in pavement management programs.*

## What design standards, guidelines, and manuals do you follow or consult?

*Check all that apply.*

[ ]  Caltrans Highway Design Manual and associated Deputy Directives and Design Information Bulletins

[ ]  California Manual of Uniform Traffic Control Devices

[ ]  Local street standards

[ ]  AASHTO Highway Safety Manual

[ ]  AASHTO Policy on Geometric Design of Streets and Highways

[ ]  AASHTO Guide for the Development of Bicycle Facilities

[ ]  AASHTO Guide for the Planning, Design, and Operation of Pedestrian Facilities

[ ]  ITE Recommended Design Guidelines to Accommodate Pedestrians and Bicyclists at Interchanges

[ ]  NACTO Urban Bikeway Design Guide

[ ]  NACTO Urban Street Design Guide

[ ]  NACTO Transit Street Design Guide

[ ]  NACTO Urban Street Stormwater Guide

[ ]  Handbooks from the Santa Clara Valley Urban Runoff Pollution Prevention Program

[ ]  VTA Bicycle Technical Guidelines

[ ]  VTA Pedestrian Technical Guidelines

[ ]  VTA Community Design and Transportation Manual

[ ]  Other:

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## What documents and data sources do you typically consult when developing striping plans for pavement maintenance or rehabilitation/repair?

*Check all that apply*

[ ]  Collision data

[ ]  Local general plan

[ ]  Local pedestrian plan

[ ]  Local bicycle plan

[ ]  Local active transportation plan

[ ]  Other local plans or design guidelines

[ ]  VTA Countywide Bicycle Plan (2018)

[ ]  VTA Pedestrian Access to Transit Plan (2017)

[ ]  Other VTA/Countywide/Regional Plans

[ ]  Replace in kind

*If you checked “other local” or “other VTA” plans, please list the consulted plan name(s), year of adoption, and URL (if available):*

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## What sources of public input do you typically consider when developing striping plans for pavement maintenance or rehabilitation/repair?

*Check all that apply.*

[ ]  Public requests

[ ]  Comments from local Bicycle and Pedestrian Advisory Committee or similar

[ ]  Comments from other local committees

[ ]  Comments from City/Town Council

[ ]  School-related outreach

[ ]  Other:

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# Part E: Anticipated Complete Streets Infrastructure

**🡺 NOTE**: *The following questions refer to the current funding request- specifically the attached list of street segments.*

**🡺 NOTE**: *The Complete Streets infrastructure listed below demonstrates options a local jurisdiction should consider integrating into pavement management programs.*

* *If it is unknown whether particular infrastructure will be provided, note in the “additional details” field.*
* *If only some street segments will include the checked items, clarify in the “additional details” field.*

## What ADA improvements do you anticipate providing as part of the current funding request?

*Check all that apply.*

**🡺 NOTE**: *ADA improvements may not be required for certain pavement maintenance treatments.*

[ ]  Bring existing curb ramps into compliance with current ADA design standards

[ ]  Install new curb ramps

[ ]  Fill in sidewalk gaps

[ ]  Install ADA compliant pedestrian signals

[ ]  Relocate utility poles

[ ]  Upgrade driveway aprons

[ ]  None anticipated

*Provide additional details, if appropriate:*

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## What pedestrian improvements do you anticipate providing as part of the current funding request?

*Check all that apply.*

[ ]  Replace existing striping and signage with no changes

[ ]  Upgrade existing striping and signage per local plans or best practices

[ ]  Stripe new marked crosswalks and install associated signage

[ ]  Stripe new painted curb extensions or other similar treatment that calms traffic

[ ]  Maintain landscaping/vegetation to improve pedestrian access

[ ]  Civil work such as curb extensions, median islands, speed humps, or traffic signals

[ ]  Install new sidewalks

[ ]  None anticipated

*Provide additional details, if appropriate:*

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1. **What bicycle improvements do you do you anticipate providing as part of the current funding request?**

*Check all that apply.*

[ ]  Replace existing striping and signage with no changes

[ ]  Upgrade existing striping and signage, per local plans or best practices.

[ ]  Stripe new Class II bicycle lanes or bicycle lanes with painted buffer

[ ]  Install shared lane markings or Class III bicycle route signage

[ ]  Construct new Class IV separated bikeways

[ ]  Construct new Class I bicycle path

[ ]  Maintain landscaping/vegetation to improve bicycle access

[ ]  Bicycle parking

[ ]  Intersection treatments

[ ]  None anticipated

*Provide additional details, if appropriate:*

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## What transit improvements do you do you anticipate providing as part of the current funding request?

*Check all that apply.*

[ ]  Add/replace bus stop pavement pad

[ ]  Repair/replace curb at bus stop

[ ]  Minor ADA-related infrastructure at bus stop

[ ]  Modifications to striping and signage to support transit

[ ]  Modifications to signal operations to support transit

[ ]  None anticipated

*Provide additional details, if appropriate:*

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## What Intelligent Transportation System (ITS) improvements do you anticipate providing as part of the current funding request?

*Check all that apply.*

[ ]  Replacing aging or broken bicycle, pedestrian, or vehicle detection systems

[ ]  Replacing aging or broken traffic signal equipment, communication links

[ ]  Adding pedestrian or bicycle safety technology enhancements

[ ]  Optimizing signal timing to current standards and current traffic conditions

[ ]  Installing technologies to improve energy efficiency of traffic signals and/or streetlights

[ ]  Installing innovative technologies to support connected or autonomous vehicles

[ ]  None anticipated

*Provide additional details, if appropriate:*

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## What green infrastructure and stormwater improvements do you anticipate providing as part of the current funding request?

*Check all that apply.*

[ ]  Install permeable pavement

[ ]  Install bioswales or other biotreatment devices

[ ]  Upgrade stormwater management systems

[ ]  None anticipated

*Provide additional details, if appropriate:*

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# Part F: Exceptions

## For the list of roadway segments attached to this form, describe any exceptions you anticipate which would prevent you from installing pedestrian, bicycle, or transit related striping and signage that is included in local, regional, or countywide adopted planning documents. Explain why you do not anticipate providing the signing and striping.

**🡺 NOTE**: *Generally, the following are reasonable explanations for omitting specific Complete Streets infrastructure from a pavement maintenance or rehabilitation/repair project:*

* *The cost of providing the Complete Streets elements is disproportionate to the overall cost of the project, as set forth in the Federal Highway Administration’s* [*Accommodating Bicycle and Pedestrian Travel*](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design.cfm)*.*
* *A roadway user is legally prohibited from using the transportation facility.*
* *There is an absence of existing and future need.*

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# Part G: Signatures

*Form must be signed by Public Works Director or equivalent senior staff or their designee. Signature indicates that the signee has reviewed the document and approved the content. Electronic signatures are acceptable.*

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| Signature | Name/Title | Date |

**🡺 NOTE**: *After completing the form, go to “File” and “Save As…” and select PDF from the choices provided. Please do not print to PDF because it will not preserve the document’s accessibility.*