**Complete Streets Decision Document (CSDD)**

1. Is it infeasible to include complete streets improvements because the project is located entirely on a facility where bicyclists and pedestrians are legally prohibited and the project does not involve a shared use path, pedestrian/bicycle structure or work impacting a local road crossing or interchange? (For example, a project including freeway mainline and ramp work, not including the ramp connection with the minor road, where the project freeway segment legally prohibits bicyclists and pedestrians.)

\_\_\_\_\_ NO – Proceed to Question 2

\_\_\_\_\_ YES – Stop here. The project is exempt from further complete streets evaluation. Sign and attach to the Project Initiation Document (PID).

1. Is the scope of the primary project not suitable because the purpose is to address assets that are outside of the roadbed where pedestrian and bicycle travel is not affected, and the proposed project will not affect future pedestrian and bicycle facilities? Examples may include culvert outfalls, storm water treatment facilities, bridge substructure or scour mitigation, planting or vegetation removal, retaining walls, etcetera.

\_\_\_\_\_ NO – Continue to Question 3

\_\_\_\_\_ YES – Stop here. The project is exempt from further complete streets evaluation. Sign and attach to PID.

1. Has a Transportation Planning Scoping Information Sheet (TPSIS) been completed for this project?

\_\_\_\_\_ NO – Proceed to Question 4

\_\_\_\_\_ YES – Skip to Question 5 (Note: TPSIS is attached to the PID)

1. Which of the following planning documents were consulted to determine bicycle, pedestrian or transit needs? Select all that apply and proceed to Question 5.
	1. District Active Transportation Plan
	2. Other Caltrans or local/regional agency bike/ped/transit/safe routes to school plans
	3. ADA Transition Plan/Grievances (consult with the District ADA Coordinator)
	4. Corridor planning documents
	5. Other (list here)
2. Based on the reviews completed in Question 4 or identified in the TPSIS, after a review of the roadway geometrics, or identified by the PDT, are there any bicycle, pedestrian, or transit needs, deficiencies or opportunities for improvement identified for the project location?

\_\_\_\_\_ NO – Provide brief description of findings:

Stop here. The project meets the requirements for consideration of Complete Streets elements. Sign and attach to the PID.

\_\_\_\_\_ YES – Describe them here and proceed to Question 6: \_(*e.g. Close 1.2 mile gap in bike lane;*

*gap in sidewalk on safe route to school, high speed connection between local road and freeway)\_\_\_\_*

1. Based on the needs identified in Question 5, what would be the preferred complete streets elements to address those needs (e.g. road diet, separated bikeway, reconstructed sidewalk, etc.)? Resources include the Complete Streets Elements Toolbox, the Contextual Guidance for Bikeway Facility Selection, the Bikeway Facility Selection Guidance Memorandum, etc. List them in the table below and provide a rough estimated cost to construct preferred project complete streets elements (including right-of-way and support costs) and proceed to Question 7.

|  |  |  |  |
| --- | --- | --- | --- |
| FACILITY TYPE | UNIT | APPROXIMATE QUANTITY | ESTIMATED TOTAL COST |
| *e.g. Class II bike lane- Segment [PM xx.xx- xx.xx]* | *LF* | *2000* | *$4,000,000* |
| *e.g. Sidewalk- Segment [PM xx.xx-xx.xx]* | *LF* | *500* | *$700,000* |
|  |  |  |  |

1. Was there any known public and stakeholder opposition to any preferred complete streets elements identified for the project? Provide response and proceed to Question 8.

\_\_\_\_\_ NO

\_\_\_\_\_ YES – Describe the opposition position here:

1. Does the programmable project alternative/project scope include all the complete streets elements identified in Question 6?

\_\_\_\_\_ NO – Proceed to Question 9

\_\_\_\_\_ YES – Stop here. The project has met the requirements for consideration of complete streets elements. Sign and attach to PID.

1. Does the project include any of the complete streets elements that are identified in Question 6? Or are there any proposed incremental improvements related to the complete streets elements in Question 6? Provide response and proceed to Question 10.

\_\_\_\_\_ NO – The programmable project alternative does not include any complete streets elements, and therefore does not address identified needs for complete streets elements.

\_\_\_\_\_ YES – List them here:

|  |  |  |  |
| --- | --- | --- | --- |
| FACILITY TYPE | UNIT | APPROXIMATE QUANTITY | ESTIMATED TOTAL COST |
| *e.g. Class II bike lane- Segment [PM xx.xx- xx.xx]* | *LF* | *1000* | *$2,000,000* |
| *e.g. Standard 8-foot shoulder- Segment [PM xx.xx- xx.xx]* | *LF* | *400* | *$600,000* |
|  |  |  |  |

1. Does the project funding have constraints that would preclude the ability to incorporate additional complete streets elements into the project (For example, cannot combine funding with other sources.)? Provide response and proceed to Question 11.

\_\_\_\_\_ NO

\_\_\_\_\_ YES – Describe the constraints here:

1. Provide a rationale and justification for not including all the recommended complete streets elements into the project: (Consider the engineering justification, right-of-way constraints, environmental impacts, etc.).

Prepared by:

Name, PID Preparer in responsible charge

Branch/Company

Concurred by:

Name Date

District Complete Streets Coordinator

Name Date

Deputy District Director, Planning

Name Date

Deputy District Director, Design or

Division Chief, Design/Project Development

Name Date

District Director

*Distribution: Attach completed original CSDD to PID and email to HQ Division of Design at CSDD@dot.ca.gov*

**Revalidation or supersession of CSDD at PA&ED**

Does the project scope defined in the project approval document include the complete streets elements identified in Question 6 or 9 of this CSDD and the PID?

\_\_\_\_\_ NO – Prepare a superseding CSDD (answer questions 1 through 11) replacing the original CSDD, certify, and obtain concurrence signatures in sequence. Attach the superseding CSDD to the project approval document. Email superseding CSDD to HQ Division of Design at CSDD@dot.ca.gov.

\_\_\_\_\_ YES – Certify there are no changes to the scope of complete streets elements with only the project engineer certification signature below on the original approved CSDD and attach the CSDD to the project approval document. Email revalidated CSDD to HQ Division of Design at CSDD@dot.ca.gov.

Certified by:

Name, Project Engineer Date

Branch/Company

Concurrence: *(Include concurrence signatures only if a superseding CSDD is prepared.)*

Name, District Complete Streets Coordinator Date

Name, Chief, Office of Complete Streets, Date

Headquarters Division of Design

Name, Deputy District Director, Planning Date

Name, Deputy District Director, Design or Date

Division Chief, Design/Project Development

Name, District Director Date

**Revalidation or supersession of CSDD at PS&E**

Does the project scope designed in the plans, specifications and estimate include the complete streets elements identified in Question 6 or 9 of the revalidated CSDD (or superseding CSDD, if applicable) certified at PA&ED and the project approval document?

\_\_\_\_\_ NO – Prepare a superseding CSDD (answer questions 1 through 11) replacing the CSDD that was revalidated or superseded at PA&ED, certify, and obtain concurrence signatures in sequence. Attach completed superseding CSDD to the supplemental PR. If a supplemental PR is not required, place in the project history file. Email superseding CSDD to HQ Division of Design at CSDD@dot.ca.gov.

\_\_\_\_\_ YES – Certify there are no changes to scope of complete streets elements in the project, and that temporary bike and pedestrian facilities during construction have been considered. Include only the project engineer certification signature below on the CSDD that was completed at PA&ED and place the CSDD in the project history file. Email revalidated CSDD to HQ Division of Design at CSDD@dot.ca.gov.

Certified by:

Name, Project Engineer Date

Branch/Company

Concurrence: *(Include concurrence signatures only if a superseding CSDD is prepared.)*

Name, District Complete Streets Coordinator Date

Name, Chief, Office of Complete Streets, Date

Headquarters Division of Design

Name, Deputy District Director, Planning Date

Name, Deputy District Director, Design or Date

Division Chief, Design/Project Development

Name, District Director Date