



Public Works, Environment and Transportation Commission Agenda

Tuesday, September 26, 2023

6:30 PM

City Council Chambers

Members of the public who wish speak during public comment or an agenda item during this meeting can do so virtually by registering at www.cityofroseville.com/attendmeeting

(Any times listed are approximate – please note that items may be earlier or later than listed on the agenda)

- 6:30 p.m. **1. Roll Call**
- 6:32 p.m. **2. Swearing in of New Commissioners**
 - a. Swearing in of New Commissioners
- 6:40 p.m. **3. Public Comments**
- 6:34 p.m. **4. Approval of Meeting Minutes**
 - a. Approve August Minutes
- 6:35 p.m. **5. Communication Items**
 - a. Communication Items
- 6:40 p.m. **6. Emerald Ash Borer & City Tree Update**
 - a. Emerald Ash Borer (EAB) and City Tree Update
- 7:25 p.m. **7. AARP Walk Audit**
 - a. AARP Walk Audit
- 7:45 p.m. **8. Bench Ordinance**
 - a. Bench Ordinance
- 8:15 p.m. **9. CEE Programs Update**
 - a. CEE Programs & Revolving Loan Update
- 8:25 p.m. **10. Future Agenda Items**
 - a. Future Agenda Items
- 8:30 p.m. **11. Adjourn**

**Roseville Public Works, Environment and Transportation Commission
Agenda Item**

DATE: September 26, 2023

ITEM: 2.a.

ITEM DESCRIPTION: Swearing in of New Commissioners

Background

At their September 11, 2023 meeting, the City Council appointed Sarah Rudolf and Daniel Fergus to the Public Works, Environment and Transportation Commission. We welcome Sarah and Daniel to the commission.

Recommendation

The Commission Chair will swear in Ms. Rudolf and Mr. Fergus as Commission members.

Attachments

1. Commissioner Oath - Sarah Rudolf
2. Commissioner Oath - Daniel Fergus



OFFICIAL OATH

for

Sarah Rudolf

Public Works, Environment and Transportation Commission

I, Sarah Rudolf, do solemnly swear that I will support the Constitution of the United States of America and the Constitution of the State of Minnesota, and that I will faithfully, justly, and impartially discharge the duties of the Public Works, Environment and Transportation Commission for the City of Roseville, Minnesota, to the best of my judgment and ability.

Sarah Rudolf

Subscribed and sworn to before me this twenty-sixth day of September 2023.



Bryant Ficek, Chair



OFFICIAL OATH

for

Daniel Fergus

Public Works, Environment and Transportation Commission

I, Daniel Fergus, do solemnly swear that I will support the Constitution of the United States of America and the Constitution of the State of Minnesota, and that I will faithfully, justly, and impartially discharge the duties of the Public Works, Environment and Transportation Commission for the City of Roseville, Minnesota, to the best of my judgment and ability.

Daniel Fergus

Subscribed and sworn to before me this twenty-sixth day of September 2023.



Bryant Ficek, Chair

**Roseville Public Works, Environment and Transportation Commission
Agenda Item**

DATE: September 26, 2023

ITEM: 4.a.

ITEM DESCRIPTION: Approve August Minutes

Background

Attached are the minutes from the August 22, 2023 meeting.

Recommendation

Motion approving the minutes of August 22, 2023, subject to any necessary corrections or revision.

Attachments

1. Draft August Minutes

Roseville Public Works, Environment and Transportation Commission Meeting Minutes

Tuesday, August 22, 2023, at 6:30 p.m.
City Council Chambers, 2660 Civic Center Drive
Roseville, Minnesota 55113

1. Introduction / Roll Call

Chair Ficek called the meeting to order at approximately 6:30 p.m. and at his request, Public Works Director Jesse Freihammer called the roll.

Present: Chair Bryant Ficek; and Members Jarrod Cicha, Edwin Hodder, Des Mueller and Allison Luongo

Absent: Member Vice Chair Mike Collins

Staff Present: Public Works Director Jesse Freihammer; Assistant Public Works Director/City Engineer Jennifer Lowry, Sustainability Specialist Noelle Bakken and Environmental Manager Ryan Johnson

2. Public Comments

None

3. Approval of July 25, 2023 Meeting Minutes

Comments and corrections to draft minutes had been submitted by PWETC commissioners prior to tonight's meeting and those revisions incorporated into the draft presented in meeting materials.

Motion

Member Hodder moved, Member Luongo seconded, approval of the July 25, 2023 meeting minutes as presented.

Ayes: 5

Nays: 0

Motion carried.

31 **4. Communication Items**

- 32 5. Assistant Public Works Director/City Engineer Jennifer Lowry provided a brief
33 review and update on projects and maintenance activities listed in the staff report
34 dated August 22, 2023.

35
36 Member Mueller asked regarding the Weir if anything has been done on that.

37
38 Mr. Freihammer indicated a couple of weeks ago the County was out tightening
39 some bolts.

40
41 Member Hodder asked what is the 711 Shryer project.

42
43 Ms. Lowry explained it is a small development called the Villas or Reservoir
44 Woods.

45
46 Member Cicha asked what the tree requirements are when developing a property.

47
48 Mr. Freihammer indicated there are rules, Community Development leads that so
49 he was not sure about the specifics, but the developer has to do a tree inventory,
50 submit a tree preservation plan, and the City has a consultant that reviews it.

51
52 Member Mueller asked if the developer pays a fee for trees does the fee for trees
53 go elsewhere in the community.

54
55 Mr. Freihammer indicated he does not know the details, but the theory is trees
56 would be planted in neighborhoods. He explained next month he will have
57 someone from Community Development review the policy with the Commission.

58
59 Chair Ficek asked for the Ramsey County Bench Grant he wondered how many
60 have applied.

61
62 Ms. Lowry indicated there are seven and it is to establish bench routes that are fifty
63 feet to a quarter mile apart.

64
65 Chair Ficek asked if the benches will all be along Lexington.

66
67 Ms. Lowry explained these will go from County Road C up to Josephine Beach and
68 then two along Woodhill as well.

69
70 **6. Green To Go Introduction and Overview**

71 Sustainability Specialist Noelle Bakken and Environmental Manager Ryan Johnson
72 gave a presentation on the Green To Go history and Ordinance.

73
74 Member Luongo asked how staff defines caterer.

76 Ms. Bakken indicated she would define it as a business that only does catering and
77 does not have an in-house service.

78
79 Member Hodder asked how organics are handled, how are rodents and bugs kept
80 out of it.

81
82 Ms. Bakken explained businesses can have a separate organics waste bin and a lot
83 of commercial haulers will actually do organics pick up for commercial businesses.

84
85 Mr. Johnson noted the commercial organics waste is treated similarly to the City's
86 where it is picked up twice a week and any of the haulers can have that type of
87 service.

88
89 Member Mueller asked if the City could look at a set schedule because she thought
90 it would be helpful for the businesses, so those businesses do not have to try to
91 schedule it on their own.

92
93 Ms. Bakken thought that would be something the business would work with their
94 own haulers on because the business would not be taking things to the drop site that
95 the City has. She indicated it was her understanding that the commercial haulers
96 already do this kind of pick-up service. She did not know if it would necessarily
97 change the hauling schedule in the city that much.

98
99 Mr. Johnson explained the goal is to downsize the trash produced in the businesses,
100 which would help with savings as well.

101
102 Member Mueller explained she is concerned about contamination which they
103 already deal with a lot and she thought maybe the Commission will learn more
104 when the Eureka tour is taken. She thought there is a lot of opportunities and would
105 like to help the residents learn about the recycling, so it does not become
106 overwhelming to them.

107
108 Ms. Bakken indicated the City is going to be doing some educational work to try to
109 ramp up for the curbside food scraps program as well.

110
111 Ms. Mueller wondered how the City can influence the big fast-food chains on how
112 to wrap their food. She wondered if it is doable.

113
114 Ms. Bakker indicated what she has heard is it sounds like material availability is
115 starting to even out and not really an issue anymore. She has also heard mixed
116 experiences with the large chains and the suppliers have been adapting to
117 compostable materials.

118
119 Member Cicha asked what Ramsey County considers high risk.
120

Ms. Bakken indicated she probably should not have included that in the presentation, but it is restaurants, like a sushi restaurant, that has high risk foods that are being served, like undercooked foods and that kind of thing.

Chair Ficek indicated along with the coordination with Ramsey County, Ms. Bakken talked about not wanting to confuse them with multiple agencies, so he thought that was a point that needs to be explored more. In terms of the penalties, a bunch was shown, and he wondered if it was a one-time thing or how does it work.

Ms. Bakken explained that is a great point. She would need to look back at the City Code because she was not sure if there was a specific number of violations where that fee starts to increase for repeat offenders and maybe something to be considered. She honestly did not know how often those fines are enforced and if any restaurants are actually being charged, but she would check with the staff members she has been talking to about it.

Chair Ficek indicated Ms. Bakken talked about caterers and how they would be exempt, he wondered about hospitals and nursing homes and why the City would exempt them.

Ms. Bakken explained because their food systems are pretty highly regulated as far as what is being ordered and where it is being ordered from, staff thought it was a little too burdensome to try to ask them to try to comply with those kinds of things. There is a lot of prepacked food as well that she thought comes from different medical catering companies.

Chair Ficek asked if six months was enough time for staff to gather the input needed.

Ms. Bakken felt it would be enough time to set up two or three focus conversations and maybe online surveys to gather more information and would give staff a lot of information to work from.

Ms. Bakken continued her presentation with the plastic bag ordinance.

Member Mueller agreed with the staff recommendation.

The Commission concurred with staff recommendation.

7. Street Name Change Update

Assistant Public Works Director/City Engineer Jennifer Lowry reviewed the street name change update with the Commission.

Member Cicha indicated the information states “more than fifty percent of owners on the street,” would that mean fifty percent of parcels on the street or property owners.

Mr. Freihammer indicated it would be per parcel, one vote per parcel.

Chair Ficek asked if there should be a spot, replacing A, where the individuals would need to come to the City to talk about it first. He could see someone seeing this information, getting a bunch of signatures before coming to the City and then having the City tell them it will not work. He wondered if having them check in at the very front would be better to either tell the person there is no chance or to provide that guidance. A slight reordering of the information.

Ms. Lowry indicated she was not sure where that would go because this is reviewed by the City Engineer first and then the City Engineer would take it to other agencies.

Chair Ficek asked if the petition would include signatures.

Ms. Lowry thought the last sentence under Item A could be moved up higher in paragraph, “Applicants are encouraged to contact the City Engineer to discuss the process prior to circulating a petition.”

Chair Ficek thought instead of “encouraged” it should read “Applicants need to contact the City Engineer...”

Mr. Freihammer indicated staff could do that.

Motion

Member Mueller moved, Member Hodder seconded, to recommend staff to move forward to the City Council with changes as proposed and adding a process A to contact the City Engineer as the first step for the Street Naming Policy.

Ayes: 5

Nays: 0

Motion carried.

8. Discuss Commission Scope

Public Works Director Jesse Freihammer reviewed previous meeting discussion with the Commission. He noted there are some additional bullet points the Commission should discuss such as the number of meetings per year, number of Commissioners, etc.

The Commission reviewed the proposed changes to the Scope, Duties and Functions. There were no additional changes.

211 The Commission reviewed and discussed the number of members on the
212 Commission.
213
214 Chair Ficek indicated in his time on the Commission he thought it has been a
215 minority that they have actually had a full number of people. There have been
216 vacancies for the majority of the time. He likes the number the Commission has of
217 seven with four being a quorum. What he would like to see is if the Commission
218 could have an alternate member or two to have on the ready if someone leaves the
219 Commission instead of reinterviewing people. He thought this would save a lot of
220 time.
221
222 Member Luongo concurred and thought it would be a good idea to have alternates
223 for the Commission, but she was not sure what the City Code states as far as the
224 process.
225
226 Mr. Freihammer thought the points were valid and was not sure it was in an
227 ordinance but rather how the City Council chooses Commission Members.
228
229 Chair Ficek indicated he would like to keep the Youth Commission Member left in
230 for an option.
231
232 The Commission concurred on the number of Commissioners remaining at seven.
233
234 The Commission felt the number of meetings per year was adequate as well as the
235 two-hour meeting time.
236
237 Chair Ficek asked if the Commission wanted to have discussion on possible name
238 change to the PWETC. He indicated he was okay with changing the name if the
239 Commission was open to that. He noted one idea that was discussed before was on
240 sustainability and infrastructure. He thought that would work if the Commission is
241 open to the acronym SIC.
242
243 Commissioner Hodder wondered what the administrative burden would be if the
244 name were to change.
245
246 Mr. Freihammer thought if the Code was being updated it would get updated and
247 there would not be any real dollar investment involved in a name change.
248
249 The Commission did not care if the name changed or not.
250
251 Chair Ficek suggested the name be kept unless someone comes up with a better
252 name in the next month.
253
254 Mr. Freihammer noted the City Council meeting start at 6pm and the PWETC
255 meeting starts at 6:30pm and he wondered if that time is appropriate or would it be
256 better to start the meeting earlier or later.

Commissioner Hodder thought 6:30pm was good because then a person can actually have dinner before the meeting.

The Commission concurred.

9. Street Design Standards

Assistant Public Works Director/City Engineer Jennifer Lowry reviewed the Street Design Standards with the Commission.

Chair Ficek indicated the minimum width for emergency vehicles is 24 feet, he thought emergency vehicles only needed twenty feet. He wondered where the 24 feet came from.

Ms. Lowry indicated 20 feet is State Statute.

Mr. Freihammer explained 20 feet is the Fire Code, so he was not sure where the 24 feet came from.

Chair Ficek thought 24 feet seemed arbitrarily high. He thought 20 feet would be adequate with room to move around another vehicle if necessary and it matches State Statute.

Ms. Lowry indicated 24 feet includes the gutters. She would not want to build a road where snow storage could not occur. She thought a 16-foot road could be built with gutters to meet the 20-foot State Statute.

Mr. Freihammer indicated staff could check this out.

Chair Ficek asked if there is a maximum width and should there be.

Mr. Freihammer indicated the City does not have a maximum width and there are not any City streets with a width larger than 24 feet, unless it is a State Aid road or a County Road that was turned back to the City.

Chair Ficek asked if the City allows hammer head cul-de-sacs.

Mr. Freihammer indicated the City has a couple of them and those types of cul-de-sacs are allowed. He noted staff takes these on a case-by-case basis and typically is what the Fire Department will approve, and it is looked at from a maintenance perspective.

Chair Ficek indicated there are a lot of standards and it sounds like staff is applying flexibility to them, case by case. He questioned how much of these are needed.

Mr. Freihammer explained City staff follows the basic guidelines of the ordinance. There certainly could be some updates to the ordinance.

Chair Ficek suggested the Commission email staff if there are additional questions.

10. State Fair Parking

Public Works Director Jesse Freihammer updated the Commission on State Fair parking.

11. Items for Next Meeting – September and October 2023

Discussion ensued regarding the September and October PWETC agendas:

- New Commissioner
- Emerald Ash Borer update
- City Tree Ordinance
- CEE Program update
- County Road B update in October
- Envision Roseville update in October
- Utility Rate review in October
- Public Works Plan later in the year
- Recycling RFP later in the year

The Commission discussed the recycling tour date with staff. It was decided to schedule the tour for Monday, September 18, 2023, at 3:30 p.m.

12. Adjourn

Motion

Member Cicha moved, Member Hodder seconded, adjournment of the meeting at approximately 8:51 p.m. to the Eureka Tour on Monday, September 18, 2023 at 3:30 p.m.

Ayes: 5

Nays: 0

Motion carried.

**Roseville Public Works, Environment and Transportation Commission
Agenda Item**

DATE: September 26, 2023

ITEM: 5.a.

ITEM DESCRIPTION: Communication Items

Background

At each commission meeting, City staff provides updates on City activities and projects ongoing within the city that pertain to public works activities.

Recommendation

Receive report and provide feedback.

Attachments

1. Communications Memo
2. 2023 Roseville Project Map
3. August Development Activity Report



Memo

To: Public Works Environmental and Transportation Commission Members
From: Jennifer Lowry, City Engineer
Date: September 26, 2023
Re: Communications Items

The following are updates to projects and other activities happening in Roseville since the last commission meeting:

Staff Updates:

- This month we welcomed Tracey as the new Engineering Technician III in Engineering and Amanda as the new Maintenance Worker II in Utilities this month.

Roseville Public Works Project updates:

- 2023 PMP
 - Construction began July 24 and was completed September 22.
- Long Lake Lift Station
 - Project has been awarded and is awaiting a schedule from the contractor.
- 2023 Pathway Project (Marion St., Lexington Avenue and Cleveland Avenue)
 - Marion St. pathway and street construction is complete.
 - Lexington Avenue and Cleveland Avenue retaining walls and pathways construction is anticipated September 25 through October.
- 2023 Drainage Improvement Project
 - Consists of stormwater improvements at Little Lake Johanna near County Road D, Oakcrest Avenue manhole sump, Aglen Street pipe and Concordia Meadows Atrium Pond maintenance.
 - Construction began September 5 and should wrap up mid-October.
- County Road B reconstruction
 - Neighborhood meeting planned for October 12, 2023, from 5-7:30 at Corpus Chrsi Catholic Church. Construction in summer/fall 2024.
- Snelling & County Road B Pedestrian Study
 - Public engagement underway. Over 400 comments were received at pop up events and via an online survey. Survey will close next Friday, September 29.
- Villa Storm Water Improvements
 - Contractor continues making corrections to weir structure.
- McCarron's Retaining Wall
 - Plan to rebid for 2024 construction. Utility relocation complete and more soil borings occurring soon.
- Willow Pond Outlet Structure Repair
 - Site prep will begin late September and work will be completed this fall.

Projects Led by Others:

- Old Highway 8 Project (Ramsey County)
 - Project is from County Road D going north into New Brighton. During Phase 2, from July 26 to October 27, the road will be closed from County Road E to 1st Street SW in New Brighton.
- Highway 88 (Hennepin County)
 - Roads are open, but Hwy 88 has turn lanes closures.
- Oakcrest Avenue from Fairview Avenue to Snelling Avenue (Xcel gas)
 - Completed work that was coordinated with our PMP project.
- Cleveland Avenue from County Road C to Lydia Avenue (Xcel gas)
 - Still underway with northbound lane shifts in place.
- Victoria Street from County Road C2 to Orchard Lane (private)
 - The Victoria Shores development has road closures on Victoria Street and Orchard Lane scheduled September 25-October 9 to make private sewer and water connections.

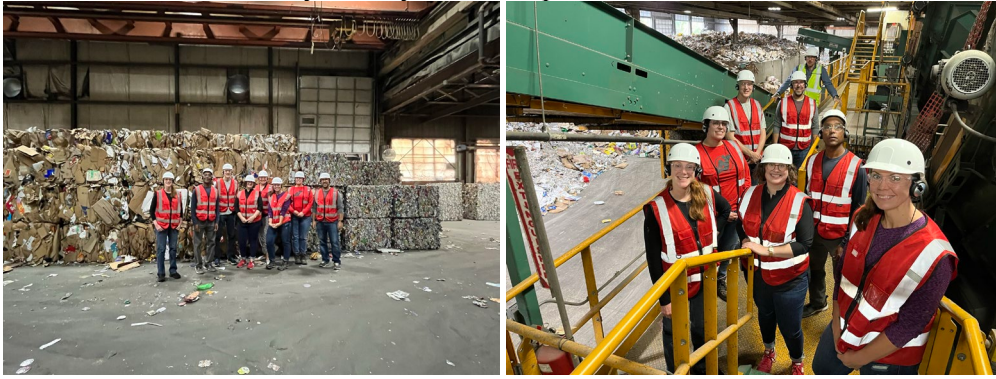
Council Update:

- Below is a highlight of items recently presented to and/or acted on by the City Council. More information can be found in the agenda packets and minutes for the referenced Council meetings:
 - September 11
 - Considered Appointments to Various City Commissions (incl. PWET).
 - September 18
 - MnDOT Presentation on the Hwy 36 Transportation Study.
 - September 25 – planned
 - Accept Public Improvements Related to the Lexington Plaza Project Agreement.
 - Approve Quote for 2023 Sewer Televising.
 - Approve Construction Cooperation Agreement with Arden Hills for Hamile Avenue Watermain.
 - Accept Public Improvements Related to the Midland Legacy Estate Public Improvement Contract.
 - Approve Street Name Change Policy.

Sustainability Updates:

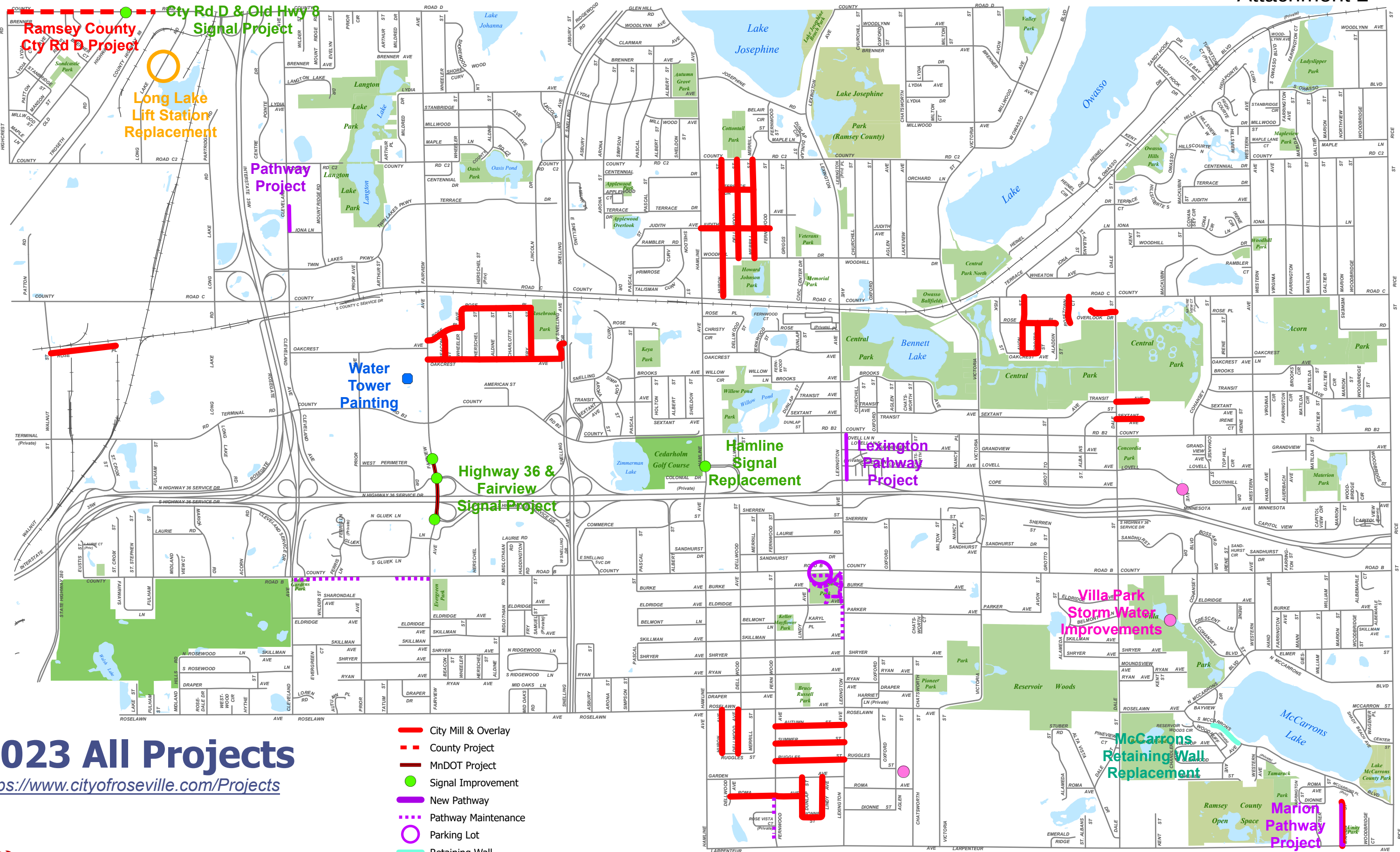
- Staff attended the Falcon Heights Environmental Commission meeting on 9/11 and the Lauderdale City Council meeting on 9/12 to present on and discuss our sustainability work, Partners in Energy program, and potential ways for our cities to collaborate on sustainability in the future.
- Staff attended the Wild Rice Festival at the Harriet Alexander Nature Center on 9/18 with an interactive game about recycling and solid waste, and multiple prizes/giveaways including LED light bulbs, LED night lights, and pollinator and herb seed packets. Over 450 attendees interacted with the sustainability table.
- Staff collaborated with Friends of Roseville Parks to make Tapped & Uncorked on 9/22 a zero waste event for the second year in a row, coordinating volunteers, food truck vendors, waste stations, and food service materials to ensure most waste produced by the event was either recyclable or compostable.

- Staff and PWET commission members attended a tour of Eureka Recycling's Material Recovery Facility in Minneapolis:



Major Maintenance Activities:

- Street and Storm
 - Replaced path on the south side of County Road B from Cleveland Avenue to Fairview Avenue.
 - Installed and removed temporary no parking signs for the GREAT MN State Fair!
 - Completed 4th mowing of right-of-way areas.
 - Completed the annual crack sealing maintenance project.
 - Ongoing compost site maintenance. Friday deliveries continue.
 - Ongoing storm sewer maintenance, sign work, and asphalt patching for streets and pathways.
- Water and Sanitary Sewer
 - Completed inspection of private hydrants and notified owners of needed repairs.
 - SCADA PLC replacement is nearing completion.
 - Repaired one hydrant.
 - Completed annual service of generators and HVAC software upgrades.
 - Continued jetting, underground locates, weekly lift station inspections, collection of water samples, and replacing water meters and MIUs.



2023 All Projects

<https://www.cityofroseville.com/Projects>



Prepared by: Engineering Department
8/11/2023

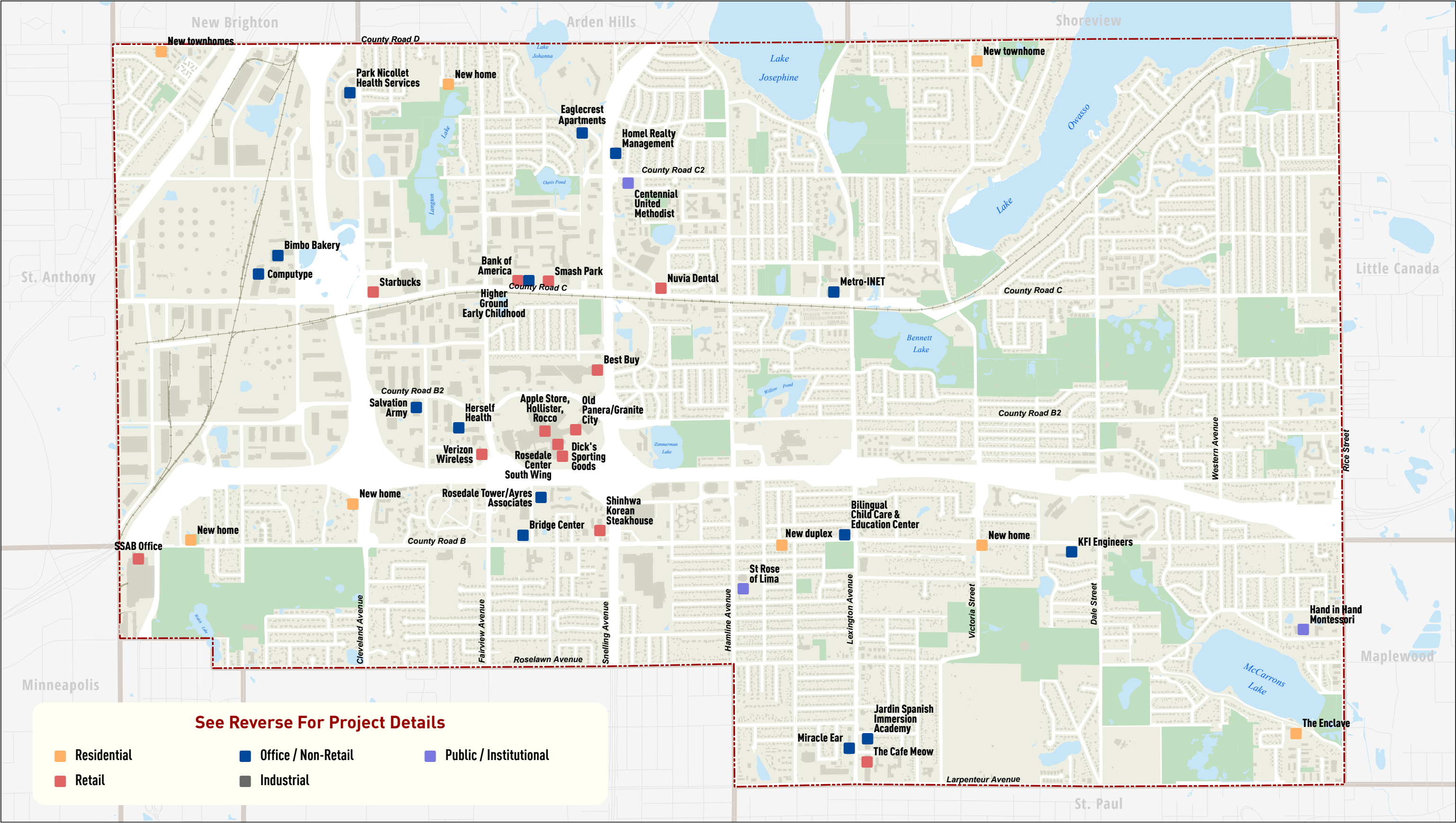
- City Mill & Overlay
- - - County Project
- MnDOT Project
- Signal Improvement
- New Pathway
- - - Pathway Maintenance
- Parking Lot
- Retaining Wall
- Sanitary Sewer Project
- Storm Project
- Water Tower Project

Data Sources
 * Ramsey County GIS (8/1/2023)
 * City of Roseville Community Development
 * City of Roseville Finance Department

DISCLAIMER:
 This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.

0 700 1000 2000 3000 Feet
 Proposed2023_AllProjectsLabels





Development Projects: August 2023

ROSEVILLE COMMUNITY DEVELOPMENT DEPARTMENT					
Updated: Aug 24, 2023					
	Project Name	Address	Project Description	Applicant/Owner Information	Starting
RESIDENTIAL	The Enclave	201-261 McCarrons Pl	20 detached townhomes	Ovation Homes	Summer 2021
	Residential New Construction	2239 Cleveland Ave	New single family home	Bald Eagle Builders Inc	Fall 2022
	Residential New Construction	1882 Brenner Ave	New single family home	O’Meara Custom Building Inc	Fall 2022
	Residential New Construction	3092-3094 Victoria St	New townhome	Twin Cities Habitat for Humanity	Summer 2023
	Residential New Construction	858 County Road B	New single family home	Lee Homes Inc	Summer 2023
	Residential New Construction	2387 County Road B	New single family home	Creative Homes	Summer 2023
	Residential New Construction	2444-2454 County Road D	New townhome	JT MEZZ Construction LLC	Summer 2023
	Residential New Construction	1254 County Road B	New duplex	Restoration Professionals	Summer 2023
RETAIL	Mall Retaining Wall	1595 Highway 36	Retaining Wall	Hardscape Construction	Spring 2022
	Shinhwa Korean Steakhouse	2181 Snelling Ave	Interior Remodel	Chans Consulting	Summer 2022
	Rosedale Center South Wing	1595 Highway 36	Demo of South Wing Entry	VCC LLC	Fall 2022
	Bank of America	1761 County Road C	New Construction	Leopardo Companies Inc	Fall 2022
	Smash Park	1721 County Road C	New Construction	Rochon Corp	Spring 2023
	Apple Store	1595 Highway 36	Interior Remodel and Expansion	Gardner Builders	Spring 2023
	Mall Entry and Corridor	1595 Highway 36	New Mall entry and Corridor	VCC LCC	Spring 2023
	Old Panera Bread	1595 Highway 36	Interior Demo	P.R.M. Contracting	Summer 2023
	Old Granite City	1595 Highway 36	Interior Demo	VCC LLC	Summer 2023
	Nuvia Dental	2680 Snelling Ave	Interior Demo & Remodel	Gardner Builders	Summer 2023
	Rocco	1595 Highway 36	Interior Remodel	P.R.M. Contracting	Summer 2023
	SSAB Office	2500 County Road B	Interior Remodel	RAK Construction Inc	Summer 2023
	Dicks Sporting Goods	1675 Highway 36	Footing & Foundation	VCC LCC	Summer 2023
	The Café Meow	1718 Lexington Ave	Tenant Remodel	Welsh Construction	Summer 2023
	Verizon Wireless	2325 Fairview Ave	Tenant Remodel	Summit Properties and Development	Summer 2023
	Starbucks	2020 Twin Lakes Pkwy	Exterior Remodel	B2 Builders LLC	Summer 2023
	Best Buy	1643 County Road B2	Interior Remodel	St. Croix Kitchen & Bath Inc	Summer 2023
NON-RETAIL/OFFICE	Park Nicollet Health Services	3050 Centre Pointe Dr #200	Interior Remodel	RJM Construction	Winter 2022
	Hand in Hand Montessori	211 North McCarrons Blvd	Interior Build-Out	Vanguard Builders Inc	Summer 2022
	Computype	2285 County Road C	Interior Demo	Prime General Contractors	Summer 2022
	KFI Engineers	670 County Road B	Interior Remodel	McGough Construction	Winter 2022
	Homel Realty Management	2924 Snelling Ave	Demo Swimming Pool and Sauna	Home Improvement Shop	Spring 2023
	Jardin Spanish Immersion Academy	1754 Lexington Ave	Tenant Improvement	Protech Enterprises Inc	Spring 2023
	Centennial United Methodist Church	1524 County Road C2	Tenant Remodel	Langer Construction Company	Spring 2023
	Rosedale Tower	1700 Highway 36	Common Area Remodel	Encompass Properties LLC	Summer 2023
	Miracle Ear	1745 Lexington Ave	Interior Remodel	Crawford Merz LLC	Summer 2023
	Bridge Center	1751 County Road B	Interior Remodel	St. Paul Construction Company	Summer 2023
	Ayres Associates	1700 Highway 36	Interior Remodel	Mission Construction	Summer 2023
	Salvation Army	2445 Prior Ave	Interior Remodel	Green Construction Services	Summer 2023
	St. Rose of Lima	2072 Hamline Ave	Interior Demo & Remodel	Right Construction	Summer 2023
	Bilingual Child Care & Education Center	1125 County Road B	Tenant Remodel	Sullivanday Construction	Summer 2023
	Higher Ground Early Childhood	1751 County Road C	New Build	B2 Builders LLC	Summer 2023
	Metro-INET	2660 Civic Center Dr	Interior Remodel	Braun Built Corp	Summer 2023
	Eaglecrest Apartments	2945 Lincoln Dr	Remodel	Window World	Summer 2023
	Bimbo’s Bakery	2745 Long Lake Rd	Interior Remodel	Montgomery Brinkman	Summer 2023
	Herself Health	2401 Fairview Ave	Interior Demo	EFH Co	Summer 2023

**Roseville Public Works, Environment and Transportation Commission
Agenda Item**

DATE: September 26, 2023

ITEM: 6.a.

ITEM DESCRIPTION: Emerald Ash Borer (EAB) and City Tree Update

Background

Over the past year, the Commission has had numerous questions about trees and how they are managed by the City. To help provide some feedback, Jim Taylor, Parks and Recreation Superintendent, will be at the meeting to give updates on how the Parks Department manages trees on City property, including in parks and right-of-way. Some of the topics he will focus on will be the following:

- EAB update
- City tree maintenance
- City Forestry Planning
- City tree ordinance and regulations
- City tree programs
- Trees and climate change

Additionally, staff will give a brief update on the Tree Preservation requirement that is required as part of the zoning code that Community Development administers. Section 1011.04: TREE PRESERVATION AND RESTORATION IN ALL DISTRICTS is City Code that regulates tree removals and replacements for development projects in the city. Staff will give background on the ordinance and how it is administered.

Recommendation

Receive report and provide feedback on potential ordinance changes.

Attachments

1. Tree Preservation Ordinance (1011.04)
2. Boulevard Tree Trimming History Map

3. All islands shall contain a minimum of 160 square feet and a minimum dimension shall be 5 feet.

4. At least 1 canopy tree shall be provided in each island, in addition to assorted shrubs, perennials, to assorted ornamental grass.

5. Islands shall be prepared with clean soil to a depth of 5 feet and amended to ensure adequate drainage and nutrient and moisture-retention levels for the establishment of plantings.

D. All perimeter and interior landscaped areas in parking lots shall be equipped with a permanent irrigation system, unless drought-tolerant plant materials are used exclusively. Where drought-tolerant plant materials are used, irrigation shall be required only for the two-year period following plant installation and may be accomplished using hoses, water trucks, or other nonpermanent means.

1011.04: TREE PRESERVATION AND RESTORATION IN ALL DISTRICTS:

A. Intent and Purpose. The City of Roseville recognizes that trees are a significant element of the community given their beauty (adding color and interest to the urban landscape, and being a source of joy and spiritual renewal for many), their importance to the environment (purifying air and water, helping to conserve soil and energy, reduction of noise and energy consumption, and providing valuable habitat for all kinds of wildlife), and their positive impact on property values (by providing buffering, protection of privacy, and a unique sense of place within neighborhoods). The purpose of this section is to protect and promote this important resource by:

1. Ensuring trees are protected when they are most vulnerable: during times of development;
2. Establishing reasonable requirements for replacement of significant trees lost due to development;
3. Incentivizing the protection and planting of trees at all times for the benefits they provide;
4. Instituting plan requirements to ensure tree losses can be identified prior to development, and that adequate replacement plantings will occur following land disturbances;
5. Providing for fair, effective, and consistent enforcement of the regulations contained herein.

B. Applicability

1. The regulations in this section shall apply to any individual, business or entity that applies for one of the below permits or approvals.

- a. An application for platting, re-platting, or any lot division application that does not qualify as a minor lot subdivision; or
- b. A building permit application to construct a new principal structure or seeking to expand the footprint of an existing principal structure by more than 50%; or
- c. A demolition permit seeking to remove more than 50% of a principal structure in anticipation of immediate or future redevelopment; or
- d. A grading permit seeking to add, move, or relocate 50 cubic yards or more in all non-Shoreland Management Districts; or 10 cubic yards with the Shoreland Management District.

2. If the Community Development Department determines that pre-application tree removal occurred in order to circumvent the regulations in this section, the Department may require

equivalent tree replacement as if a tree preservation plan had been submitted prior to removal. Pre-application tree removal shall be considered removed within two years of application. Any costs to estimate the removal may be charged to the applicant. Said determinations may be appealed to the Board of Adjustment and Appeals under Section 1009.08 of this Title.

3. Activities subject to the provisions of Chapter 1017, Shoreland, Wetland, and Storm Wastewater Management, may require tree preservation beyond that which is required by this section. In all such instances, the more restrictive preservation standard shall apply.

4. In all instances in which submissions by a degreed forester or certified arborist are required, such submissions shall be reviewed and approved by City Staff or contractors with equivalent credentials.

C. Exemptions. The following activities are exempt from the requirements of this section:

1. Tree removal related to city public improvements projects or repairs;

2. Emergency removal of a tree or trees to protect public health

D. Trees Required to be Inventoried. All deciduous trees measuring a minimum of six (6) inches at Diameter Breast Height (DBH), and all coniferous trees that are twelve (12) feet or more in height, shall be identified on the tree preservation plan sets required by this section.

E. Tree Classifications. All trees required to be inventoried shall be assigned a classification as follows:

1. Heritage Trees:

a. All deciduous trees measuring equal to or greater than twenty-seven (27) inches at DBH, and all coniferous trees measuring equal to or greater than fifty (50) feet in height.

b. A smaller tree can be considered a heritage tree if:

i. A degreed forester or certified arborist determines it is a rare or unusual species or of exceptional quality, or

ii. If it is specifically used by a developer as a focal point in a development project, and the Community Development Department concurs with the designation given the tree's location, species, and/or likelihood to become a prominent feature of the development.

2. Significant Trees:

a. All deciduous trees with DBH measurements of twelve (12) inches or greater, but less than twenty-seven (27) inches.

b. All coniferous trees that are twenty-five (25) feet or greater, but less than fifty- (50) feet in height.

3. Common Trees:

a. All deciduous trees with DBH measurements of six (6) inches or greater, but less than twelve (12) inches.

b. All coniferous trees that are twelve (12) feet tall or greater, but less than twenty- five (25) feet in height.

4. Exempt: In lieu of one of the above classifications, an inventoried tree may be classified as “Exempt” if a degreed forester or certified arborist certifies that one or more of the following conditions are met:
- a. The tree is identified as an Invasive Species and must be removed;
 - b. The tree suffers from a major insect or pathological problem that cannot be resolved;
 - c. The tree is experiencing extensive decay or hollow; or
 - d. The tree has suffered damage or is in poor condition such that it has a life expectancy of less than ten (10) years.
 - e. The tree must be removed to accommodate the installation of public streets, utilities, or storm water ponding areas. Trees classified as exempt based only on this condition shall be clearly identified on plan sets and within the required matrix.
- F. Incentive Multipliers. To incentivize the protection and preservation of the most important trees within the community, the following incentive multipliers are to be used against the net preservation or loss shown on a tree preservation plan as required in Section 1011.04(G)
1. Heritage Trees 2.0
 2. Significant Trees 1.0
 3. Common Trees: 0.5
- G. Tree Preservation Plan Set Required. At the time of application for preliminary plat, grading permit, demolition permit or building permit which includes the demolition of a principal structure; a tree preservation plan meeting the following requirements, or a simplified plan set out as outlined in 1011.04(H), shall be submitted by the applicant (failure to provide a complete tree preservation plan set shall be grounds to deem an application incomplete):
1. The tree preservation plans shall be prepared and signed by a degreed forester or certified arborist.
 2. The preparation date of all tree preservation plan components shall not precede the date of application by more than two (2) years.
 3. The tree preservation plan set shall consist of four (4) components.
 - a. An overall tree inventory including the following information:
 - i. Location, diameter, unique identifier, and species of all trees on the site;
 - ii. Location, diameter, unique identifier, and species of all adjacent significant trees on adjacent property whose typical root protection zone extends on to the subject property.
 - iii. Trees on the subject property shall be tagged and numbered with the unique identifier assigned to the tree as part of the overall tree inventory.
 - b. A disturbance plan showing the overall tree inventory in relation to the following and including:
 - i. Identification of which inventoried trees are:

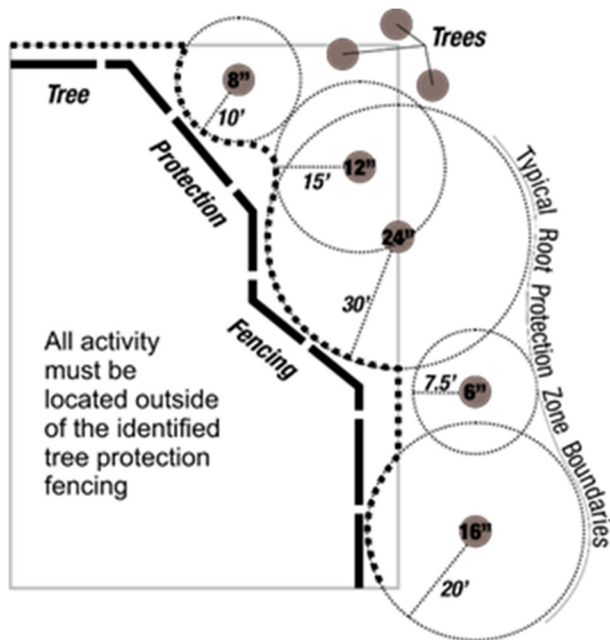
- 3763 A. Protected, preserved, or undisturbed
- 3764 B. Removed or disturbed (the typical root protection zone will be impacted); and
- 3765 C. Exempt [per Section 1011.04(E)(4)]
- 3766 ii. Proposed grading contours of the site.
- 3767 iii. Proposed location of building pads and other impervious surfaces being installed.
- 3768 iv. Proposed disturbance zones (due to construction, grading, utility installations and other
- 3769 development activities) as identified by cross-hatching or gray- colored shading on the
- 3770 plan.
- 3771 v. Identification of tree protection zones:
- 3772 A. At a minimum, plans must identify the typical root protection zone for all inventoried
- 3773 trees except those proposed for removal.
- 3774 B. At the discretion of the applicant, greater protection may be provided to individual
- 3775 trees by identifying a tree's unique dripline as the protection zone; in no instance
- 3776 shall a dripline provide less protection than a typical root protection zone.
- 3777 vi. Proposed locations and details of tree protection fencing to be installed for all trees to be
- 3778 preserved.
- 3779 c. A final planting plan showing:
- 3780 i. The final inventory of existing trees to remain on-site following completion of all
- 3781 development activities.
- 3782 ii. Location, diameter, and species of all proposed replacement trees in conformance with
- 3783 Section 1011.04(J).
- 3784 iii. Location, diameter, and species of all required landscaping as required by Section
- 3785 1011.03.
- 3786 d. A matrix of inventoried trees that meets the following specifications:
- 3787 i. Data for each tree shall include:
- 3788 A. A unique identification number assigned to each tree that identifies the tree on the
- 3789 preservation plan sets;
- 3790 B. The tree's classification as defined in Section 1011.04(E);
- 3791 C. The tree's species or common name;
- 3792 D. The actual size of deciduous trees at diameter breast height (noting if a tree is a multi-
- 3793 stemmed tree and how many stems exist); and for coniferous trees, the following
- 3794 diameter breast heights based on their classification:
- 3795 a. Heritage Coniferous Tree: 18 inches
- 3796 b. Significant Coniferous Tree: 12 inches
- 3797 c. Common Coniferous Tree: 6 inches

- E. An indication as to whether the tree is intended for removal, intended to be preserved, or is exempt due to the condition of the tree or the location of the tree in an allowed removal area.
- ii. A summary table shall be provided which includes the following:
- A. The total number of inventoried trees on the site broken down by Heritage trees, Significant Trees, Common Trees, and Exempt Trees;
 - B. The total number of diameter breast height inches on the site broken down into Heritage Trees, Significant Trees, Common Trees, and Exempt Trees;
 - C. The total number of allowed diameter breast height inches that can be removed without replacement per Section 1011.04(I)
 - D. The total number of trees in each category being removed;
 - E. The total number of diameter breast height inches planned for removal broken down by Heritage Trees, Significant Trees, Common Trees, and Exempt Trees;
 - F. The net diameter breast height inches being preserved or removed in relation to allowed removal of reach tree type;
 - G. A denotation of the incentive multiplier for each tree type; Heritage Trees (x2), Significant Trees (x1), Common Trees (x0.5) and Exempt Trees (x0).
 - H. The final product of diameter breast height inches being preserved or removed multiplied by the incentive multiplier;
 - I. The final sum of removals and credits following consideration of the incentive multiplier. Final numbers reflect caliper inches.

Example Summary Table

	Number of Trees	Number Of Diameter Inches	Allowed Removal %	Allowed Removal in Inches	Number of Trees Removed	Actual Removal in Inches	Net Removal or Net Preservation	Incentive Multiplier	Final Caliper Inches
Heritage	3	120	15%	18	0	0	18	2	36
Significant	5	60	35%	21	2	-30	-9	1	-9
Common	8	48	35%	17	8	-48	-31	0.5	-16
Exempt	12	64	100%	64	12	-64	0	0	0
Total	28	292		120	22	-142	-22		11

H. Tree Preservation Simplified Plan Set



1. At the discretion of the Community Development Department, a simplified Tree Preservation Plan may be submitted when trees do not exist on the site or when no activity is planned within the typical root protection zone of existing trees. Simplified plans, when pre-approved for submittal, shall include the following information:
 - a. Location of trees (both on and adjacent to the property) showing required protection zones.
 - i. At a minimum, plans must identify the typical root protection zones for each tree which forms the boundary of vegetation being protected during the proposed activity.
 - ii. At the discretion of the applicant, greater protection may be provided to individual trees by identifying a tree's unique dripline as the protection zone; in no instance shall a dripline provide less projection than a typical root protection zone.
 - b. Proposed grading contours of the site (if applicable):
 - c. Proposed location of building pads and other impervious surfaces being installed;
 - d. Proposed locations and details of tree protection fencing to be installed for all treed areas to be protected.
2. At the discretion of the Community Development Department, a simplified Tree Preservation Plan may also be submitted when a significant majority of trees will be preserved on a site, and the few trees to be impacted within the area of activity will clearly not exceed allowed removal thresholds.
3. An escrow as required by 1011.04(M) shall still be required for any activity which can be permitted with a simplified Tree Preservation plan set.

I. Allowable Tree Removal

1. In conjunction with platting, re-platting, or any lot division that requires a tree preservation plan, the approved plan shall dictate tree preservation requirements on all new lots until such time as the lots have been developed for their intended purpose.
 - a. Inventoried trees within right-of-way(s) or easement(s) that are being used for the installation of public streets, utilities, or storm water ponding areas may be removed without required replacement.
 - b. Of all remaining inventoried trees not exempt per Section 1011.04(I)(1)(a) above, up to 15% of the total DBH-inches of all Heritage trees, up to 35% of the total DBH-inches of all Significant trees, and up to 35% of the total DBH-inches of all Common trees may be removed without tree replacement or restitution subject to the incentive multipliers listed in Section 1011.04(F);
 - c. The required final planting plan shall identify the final allowed tree removal for each lot within the proposed development.
2. Properties that are subject to the Tree Preservation requirements of Section 1011.04 due to a requested building permit, demolition permit, or grading permit shall determine allowable removal based on the following:
 - a. If a tree preservation plan set was previously approved for the site within two (2) years of the application date and the proposed activity is in substantial conformance with the approved plan as determined by the Community Development Department, then the approved plan set shall dictate allowed removals on the lot.
 - b. If a tree preservation plan was previously approved for the site within two (2) years of the application date, but the proposed activity was not authorized by the approved plan as determined by the Community Development Department, then the approved plan shall be updated.
 - i. The updated plan set shall be administratively reviewed and finalized in conjunction with the triggering permit application;
 - ii. Additional tree replacement, if deemed necessary, shall become a condition of approval for the application being requested.
 - iii. The City shall not be responsible to reimburse any party for replanting which has already occurred if the updated plan preserves more trees than initially anticipated.
 - c. If the subject lot is not party to a previously approved tree preservation plan set, then a new tree preservation plan in conformance with Section 1011.04(F) (G) or (H) shall be submitted, administratively reviewed, and finalized in conjunction with the triggering permit application.

J. Replacement Tree Specifications

1. The minimum size for Deciduous replacement trees shall be 3-inch caliper, with each caliper inch counting towards one (1) diameter breast height inch required for replacement.
2. The minimum height for Coniferous replacement trees shall be six (6) feet with credits for each replacement tree being in accordance with the following table:

Height Range (min 6')	Credit Against Required DBH Replacement Inches
Less than 8 feet	1 inch
8 feet to less than 12 feet	2 inches
12 feet or greater	3 inches

3. Replacement trees shall be from balled and burlapped, certified nursery stock as defined and controlled by MN Stat. 18.44 through 18.61, the Plant Pest Act, as may be amended from time to time. Replacement trees may also be from bare root stock, provided the trees are planted no later than May 15th in any year, and the planting is inspected by the City Forester or other degreed forester or certified arborist as assigned by the Community Development Department.
4. Replacement trees shall be covered by a minimum 2-year guarantee in accordance with Section 1011.04(M).
5. When heritage trees are removed, replacement trees options shall be as determined by the City Forester or other degreed forester or certified arborist as assigned by the Community Development Department.
6. Replacement trees for significant and common trees may be selected by the applicant, but all final planting plans shall be subject to review and approval by the City Forester or other degreed forester or certified arborist as assigned by the Community Development Department, who will determine whether the proposed trees are suitable to the site, are well placed, and accomplish local diversity goals.
7. Replacement trees may be utilized to meet landscaping and screening requirements if placement, species, and location are consistent with those requirements.
8. Replacement Tree Locations. Required replacement trees shall be planted on the site being developed unless doing so is deemed to be impractical (i.e. due to lack of space), inappropriate (available planting areas are not ideal for new plantings or would do little to enhance the site), or counterproductive to a property's intent (i.e. would entail too much screening for a retail business) as determined by the City Forester or other degreed forester or certified arborist as assigned by the Community Development Department. When such a determination is made, the applicant shall comply with replacement requirements in one of three ways in the following manner:
 - a. As directed by the City , required replacement trees may be located on private property within 1000 feet of the subject development site with the consent of the property owner(s), on public improvement project sites that are not greater than 1000 feet from the development site, or on other public and private lands that are not greater than 1000 feet from the development site if such lands are deemed to be available, with priority given to locations near the affected area; or

- 3913 b. The City may accept a cash-in-lieu tree replacement payment in accordance with the required
3914 fee listed in the City Fee Schedule. In no instance shall a cash-in- lieu of payment exceed
3915 10% of the Fair Market Value of the development site; or
- 3916 c. The City may approve a combination of tree replacement in accordance with “a” above and a
3917 payment consistent with “b” above to fulfill this requirement. (Ord. 1503 07-11-16)
- 3918 K. Tree Protection Required. All trees which are to be retained on a site shall be marked and physically
3919 protected from harm or destruction caused by soil compaction, equipment and material storage within
3920 a tree’s identified protection zone, bark abrasions, changes in soil chemistry, out- of-season pruning,
3921 and root damage during construction.
- 3922 1. Before any construction or grading of any development project occurs, a “safety fence” per the
3923 approved tree preservation plan shall be erected meeting the following requirements:
- 3924 a. Must be at least 4 feet in height and staked with posts no less than every 5 feet.
- 3925 b. Shall be placed around the identified protection zone(s) of trees to be preserved per the
3926 approved tree preservation plan.
- 3927 c. Signs shall be placed along the fence line identifying the area as a tree protection area, and
3928 prohibiting development activities beyond the fence line.
- 3929 2. The tree protection fencing shall remain in place until all grading and construction activity is
3930 terminated; failure to maintain tree protection fencing shall be grounds for issuance of a stop
3931 work order.
- 3932 3. No equipment, construction materials, or soil may be stored within the identified protection zone
3933 of any inventoried tree to be preserved.
- 3934 4. Care must be taken to prevent a change in soil chemistry due to concrete washout and leakage or
3935 spillage of toxic materials such as fuels or paints.
- 3936 5. Drainage patterns on the site shall not change considerably causing drastic environmental changes
3937 in the soil moisture content where trees are intended to be preserved.
- 3938 6. Pruning of oak trees and elm trees shall be subject to the following requirements:
- 3939 a. Pruning of Oak trees shall not occur from March 15th through July 1st.
- 3940 b. Pruning of Elm trees shall not occur from April 1st through August 31st.
- 3941 c. On a year to year basis, the City Council may alleviate or extend the above seasonal
3942 restrictions by resolution if, in its opinion, the same is necessary for the betterment of city
3943 wide oak and elm tree populations.
- 3944 d. If pruning of either tree type is absolutely necessary during prohibited timeframes, the city
3945 shall be notified before work begins, and the landowner shall be required to seal all wounds
3946 with a proper wound sealing paint authorized by the City Forester or other degreed forester or
3947 certified arborist as assigned by the Community Development Department.
- 3948 7. Unplanned Loss of Trees

- a. Any tree, not previously identified for removal, that is determined by the City Forester or other degreed forester or certified arborist as assigned by the Community Development Department to be destroyed or damaged as a result of development activity shall be replaced at the following rates:

Category	Replacement Rate
Heritage Trees	2.5
Significant Trees	1.5
Common Trees	1.0

- b. Unauthorized tree removal which results in mandatory replacement shall require the applicant to prepare or update a final planting plan as required by Section 1011.04(G)(3)(c). Replacement plantings shall only occur once authorized by the City Forester or other degreed forester or certified arborist as assigned by the Community Development Department.

- L. Certification of Compliance with Approved Landscape Plan. Upon completion of construction activity and/or required landscaping, the Developer shall notify the City and request an inspection of the work. Following the inspection, the City shall notify the Developer that additional work is still required, or issue a letter finding that all plantings have been satisfactorily completed. The required warranty period for plantings shall begin on the date of the issued satisfactory completion letter.

M. Warranty Requirement

1. New Development Sites: The Developer shall provide a financial guarantee, in a form satisfactory to the City, prior to the approval or issuance of any permit for land alteration.

- a. The amount of the guarantee shall be 125% of the estimated cost to furnish and plant replacement trees. The estimated cost shall be provided by the Developer subject to approval by the City. The estimated cost shall be at least as much as the reasonable amount charged by nurseries for the furnishing and planting of replacement trees. The City reserves the right in its sole discretion to determine the estimated cost in the event the Developer's estimated cost is not approved.

- b. The security shall be maintained for at least 2 years after the date that the last replacement tree has been planted. Upon a showing by the Developer and such inspection as may be made by the City, that portion of the security may be released by the City equal to 125% of the estimated cost of the replacement trees which are alive and healthy at the end of such year. Any portion of the security not entitled to be released at the end of the year shall be maintained and shall secure the Developer's obligation to remove and replant replacement trees which are not alive or are unhealthy at the end of such year and to replant missing trees. Upon completion of the replanting of such trees the entire security may be released.

2. Development or Redevelopment of Existing Lots: The developer shall provide a cash escrow in the amount of \$500.00 to guarantee compliance with the requirements of this Ordinance. Said security shall be released upon compliance by the developer to the satisfaction of the City. Notwithstanding the foregoing, no portion of the security shall be released while there are

3983 unsatisfied Developer's obligations to indemnify the City for any expenses in enforcing this
3984 requirement.

3985 3. The City may retain from the security required above as reimbursement an amount expended by
3986 the City to enforce the provisions of this Section.

3987 N. Entry on Private Property and Interference with Inspection. The Community Development
3988 Department may enter upon private premises as any reasonable time for the purposes of enforcing the
3989 regulations set forth in this Section. No person shall unreasonably hinder, prevent, delay, or interfere
3990 with the Community Development Department while engaged in the enforcement of this Section.
3991 (Ord. 1490, 12/7/2015)

3992 **1011.05: LOT CONTROLS IN ALL DISTRICTS:**

3993 A. Purpose: Lot controls are established to provide for the orderly development and use of land, and to
3994 provide for adequate light, air, open space, and separation of uses.

3995 B. Use of Lots: All lots shall be used in a manner consistent with the requirements of this Title and the
3996 zoning district in which the property is located. No part of any existing lot shall be used as a separate
3997 lot or for the use of another lot, except as may be otherwise provided in the City Code.

3998 C. Lots of Record:

3999 1. A lot of record shall be deemed a buildable lot provided it has frontage on a public right-of-way
4000 and meets the setback and size requirements for the district in which it is located.

4001 2. Exception: An LDR- or LMDR-zoned lot of record as of January 1, 2011, which does not meet
4002 the requirements of this Title as to area or width, may be utilized for one-family detached
4003 dwelling purposes provided the measurements of such lot meets 100% of the front yard, side yard
4004 and rear yard setback requirements for the district in which it is located and at least 60% of the
4005 minimum lot area and lot width requirements for the district in which it is located.

4006 D. Principal Buildings in LDR and LMDR Districts: No LDR- or LMDR-zoned lot shall include more
4007 than 1 principal building.

4008 E. Principal Buildings in Non-LDR or LMDR Districts: Lots in non-LDR or LMDR districts may
4009 include more than 1 principal building, provided each building meets all of the requirements,
4010 including setbacks, of the district in which it is located.

4011 F. Required Yards: Yard requirements shall be as specified for the zoning district in which the lot is
4012 located.

4013 G. Yard Encroachments: The following improvements shall not be considered as encroachments into
4014 required yards, provided they conform to the pertinent limitations.

4015 1. Cornices, canopies, awnings, eaves, gutters, bay windows, and other ornamental features which
4016 do not extend more than 3 feet into the required yard.

4017 2. Chimneys, air conditioning units, fire escapes, uncovered stairs, ramps, and necessary landings
4018 which do not extend more than 3 feet into the required yard.

Tree Trimming History



Prepared by: Engineering Department
1/26/2023

- 2010-2011 (0.9 miles)
- 2012-2013 (14.5 miles)
- 2013-2014 (0.4 miles)
- 2015-2016 (11.1 miles)
- 2016-2017 (10.2 miles)
- 2017-2018 (10.7 miles)
- 2018-2019 (9.6 miles)
- 2019-2020 (16.8 miles)
- 2020-2021 (21.0 miles)
- 2021-2022 (28.5 miles)
- 2022-2023 (21.2 miles)

Data Sources

- * Ramsey County GIS (1/4/2023)
- * City of Roseville Community Development
- * City of Roseville Finance Department

DISCLAIMER:

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



TreeTrimHistory

**Roseville Public Works, Environment and Transportation Commission
Agenda Item**

DATE: September 26, 2023

ITEM: 7.a.

ITEM DESCRIPTION: AARP Walk Audit

Background

City staff is coordinating with resident, Bob Bierscheid, who is interested in conducting a community-wide walk audit to assess pedestrian safety within Roseville and identify possible areas of opportunity. Bob would like to use the AARP Walk Audit Toolkit to guide the assessment process and is looking for other interested community members to participate.

Recommendation

Receive presentation and provide feedback.

Attachments

1. Walk Audit presentation
2. AARP Walk Audit toolkit



AARP Walk Audit

A self-service guide for assessing
a community's walkability

WHO CAN USE IT

- The AARP Walk Audit Tool Kit has been created for use by individuals, local leaders, large groups and teams of just two people.
- In other words, the information in it can be used by anyone who is concerned about the safety and walkability of a street, neighborhood or community

WHY A WALK AUDIT

Too many communities in the United States are designed exclusively or almost exclusively for automobile travel, with very little consideration given to the needs of pedestrians.



- Among the factors that discourage or outright prevent people from walking:
 - ❖ multilane roadways
 - ❖ high-speed corridors that are unsafe to cross
 - ❖ a lack of street maintenance
 - ❖ a scarcity of sidewalks
- According to Smart Growth America's 2021 Dangerous by Design report, from 2010 to 2019, drivers in the U.S. struck and killed 53,435 pedestrians — an average of more than 14 people each day.
- In 2017, an estimated 137,000 pedestrians were treated in emergency rooms for nonfatal crash-related injuries, according to the Centers for Disease Control and Prevention.
- To ensure that walking is a safe, accessible and convenient alternative for people who cannot or choose not to drive — and to reverse the trends in pedestrian fatalities and injuries — it is critical for communities to become more pedestrian-friendly.

A WALK AUDIT IS ... an activity in which participants observe and evaluate the walkability of a location to identify and document if and how pedestrians can safely travel along a street, navigate an intersection and get from Point A to B and C and so on.



A WALK AUDIT CAN ...

- Gather input about community infrastructure needs and investments
- Educate residents about design elements that support safety
- Empower community members and local leaders to become agents of change



A WALK AUDIT CAN LEAD TO ...

- Reduced traffic congestion and pollution
- Healthier, more active lifestyles
- Increased property values
- Safer streets for people of all ages



WHO CAN DO A WALK AUDIT?

- Everyone and anyone!

PROCESS



- WHERE-IDENTIFY THE WALK AUDIT LOCATION
 - Visit and map an area where people need or want to walk. The audit location can cover just one spot — such as an intersection or block — or it can take place along an entire route covering several streets and intersections.
- WHAT-DECIDE ON A TYPE OF WALK AUDIT
 - Will the walk audit take place in one location?
 - Or will the audit occur along a route?
- WHO-INVITE PEOPLE TO PARTICIPATE
 - Will the walk audit be conducted by one person or several? If several, how will people of different abilities, ages and life experiences be included?
 - The tool kit contains worksheets suitable for a solo auditor or a team made up of neighbors, colleagues, community members and, ideally, elected officials or others with influence.
 - **DO GOOD ROSEVILLE, ROSEVILLE SR. PROGRAM, ROSEVILLE HIGH SCHOOL**
- WHEN-CHOOSE A DATE AND TIME

BENEFITS

- Enable people to get around without having to drive
- Help reduce traffic congestion and pollution
- Inspire the development of pedestrian-friendly streets
- Increase exercise opportunities for people of all ages
- Gather input about community infrastructure needs
- Educate residents about street designs that support safety
- Encourage social interactions among neighbors
- Give a boost to property values
- Empower community leaders and residents to be the agents of needed change



QUESTIONS





Walk Audit Tool Kit

A self-service guide for assessing
a community's walkability



Worksheets available at
[AARP.org/WalkAudit](https://www.aarp.org/WalkAudit)



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AARP Livable Communities

The AARP Livable Communities initiative supports the efforts of local leaders and residents throughout the nation to make their communities more livable and age-friendly.

Web: *AARP.org/Livable* and *AARP.org/WalkAudit*

Newsletter: *AARP.org/LivableSubscribe*

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HOW TO USE THE AARP Walk Audit Tool Kit

The **AARP Walk Audit Tool Kit** has been created for use by individuals, local leaders, large groups and teams of just two people. In other words, the information in it can be used by anyone who is concerned about the safety and walkability of a street, neighborhood or community.

This walk audit booklet is organized into three parts, and the print edition contains a back cover pocket for storing the tool kit’s worksheets, which are listed below and can be viewed and downloaded for printing at **AARP.org/WalkAudit**. (Photocopying the worksheets for sharing is encouraged!)

As new materials — such as additional worksheets or translations into other languages — are added to the tool kit, we’ll spread the news through the free, weekly **AARP Livable Communities e-Newsletter**. Sign up at **AARP.org/LivableSubscribe**.

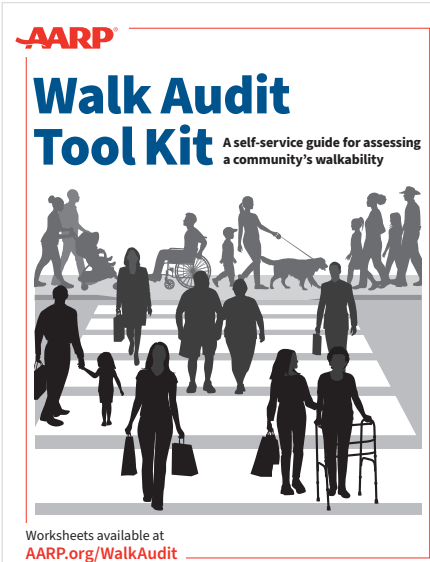


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Walk Audit Worksheets

- 1. Make a Map**
- 2. Who’s Using the Street — and Why?**
- 3. Sidewalks, Streets and Crossings**
(Single-Location Audit)
- 4. Sidewalks, Streets and Crossings**
(Walking Audit)
- 5. Sidewalks**
- 6. Streets and Crossings**
- 7. Street Safety and Appeal**
- 8. Public Transit Access**
- 9. Build a Better Block**
- 10. Winter Weather**
- 11. Summary**

Visit **AARP.org/WalkAudit** to download or order this publication (in English or Spanish) and access the **AARP Walk Audit Tool Kit** worksheet collection.

Introduction

THE PROBLEM

Too many communities in the United States are designed exclusively or almost exclusively for automobile travel, with very little consideration given to the needs of pedestrians.

Among the factors that discourage or outright prevent people from walking: multilane roadways, high-speed corridors that are unsafe to cross, a lack of street maintenance, a scarcity of sidewalks.

According to Smart Growth America's 2021 *Dangerous by Design* report, from 2010 to 2019, drivers in the U.S. struck and killed 53,435 pedestrians — an average of more than 14 people each day.

In 2017, an estimated 137,000 pedestrians were treated in emergency rooms for nonfatal crash-related injuries, according to the Centers for Disease Control and Prevention.

To ensure that walking is a safe, accessible and convenient alternative for people who cannot or choose not to drive — and to reverse the trends in pedestrian fatalities and injuries — it is critical for communities to become more pedestrian-friendly.

A SOLUTION

Local leaders and residents can help make the nation's neighborhoods more walkable by conducting a "walk audit" to identify the roads and intersections that should be walkable and crossable but are instead dangerous (by design) for pedestrians.

A walk audit can help inform local decision-making by prioritizing areas in need of improvement and educating community members about the importance of street and sidewalk design. Participating in a walk audit can help people become better champions for local change.

THE TIME COMMITMENT

It can take less than an hour to complete a targeted, single-location walk audit. Or an audit can become a multi-hour event. The amount of time involved is entirely up to the "auditor" or audit team. ■



▲ Multilane, two-way roadways are common throughout the United States. Unlike most, this thoroughfare actually has pedestrian-supportive features, including sidewalks, crosswalks, traffic lights and pedestrian-controlled Walk/Don't Walk signals. But is this a nice place to walk? Is it even possible to cross the entire expanse at once?

A WALK AUDIT IS ... an activity in which participants observe and evaluate the walkability of a location to identify and document if and how pedestrians can safely travel along a street, navigate an intersection and get from Point A to B and C and so on.

A WALK AUDIT CAN ...

- Gather input about community infrastructure needs and investments
- Educate residents about design elements that support safety
- Empower community members and local leaders to become agents of change

A WALK AUDIT CAN LEAD TO ...

- Reduced traffic congestion and pollution
- Healthier, more active lifestyles
- Increased property values
- Safer streets for people of all ages

WHO CAN DO A WALK AUDIT?

- *Everyone and anyone!*

AARP and Walkability

In a livable community, people of *all* ages can safely walk for fitness and to get where they need or want to go. However:

- A community without sidewalks — or with sidewalks that suddenly end — is not walkable
- Streets that are too wide, have multiple lanes or lack traffic lights are uncrossable
- Public transit stops that pedestrians can't safely access are essentially useless

Because the vast majority of the nation's roadways were designed to move cars *fast*, far too many streets are simply unwalkable.

Walkability is an important issue to AARP because older adults — along with people of color and residents of low-income communities — are disproportionately the victims of fatal motor vehicle crashes involving pedestrians.

In fact, according to the Insurance Institute for Highway Safety, the rates of pedestrian deaths in vehicle crashes per 100,000 people are highest for those age 70 or older.

The **AARP Walk Audit Tool Kit** provides community leaders and residents with a way to identify unsafe streets, gather and document needed information and observations, and then advocate for solutions to make streets safer for all users. ■

Walk This Way — or Any Which Way

The words “walking” and “pedestrians” are used in this tool kit as inclusive terms.

To quote the *Inclusive Walk Audit Facilitator's Guide*, published in 2020 by the Minnesota Department of Health, walking “includes both ambulatory and non-ambulatory modes. Walking encompasses all forms of mobility devices, including using a wheelchair, cane, walker or other mobility device that allows the user to travel at human speed.”

Inclusivity is important to the walk audit process since streets should be usable by people of all ages, experiences and abilities.

For that reason, walk audits done by groups or teams are best when they include auditors who walk at different speeds, who “roll” rather than walk, who have vision or hearing impairments, or other differences that impact them as pedestrians.

After all, when a street is safe and accessible for someone with a disability or mobility difference, it is safe and accessible for everyone.



Frederick, Maryland

Creative Solutions

◀ There are two ways to reach the pedestrian bridge that crosses a small canal in the center of town. Option 1: Take the stairs. Option 2: Use the ramp.

▶ A portable beach access mat makes the shore accessible — and walking or rolling on the sand easier — for all visitors.



Hilton Head Island, South Carolina

GETTING STARTED

Step 1: Get *READY***1 WHERE**
IDENTIFY THE WALK AUDIT LOCATION

Visit and map an area where people need or want to walk. The audit location can cover just one spot — such as an intersection or block — or it can take place along an entire route covering several streets and intersections.

Keep in mind:

- The smaller the area, the easier it is to conduct an audit, identify problems and advocate for solutions to get results.
- The larger the audit area, the larger the potential impact.

WALK AUDIT TYPE:**Single-Location Audit**

▼ A person on foot usually can't cover the full expanse of this multilane, two-way roadway all at once. (Look closely. A pedestrian is waiting on the small median until the light changes and it's possible to cross.) This intersection is adjacent to apartments, medical offices, restaurants and several shops, but because walking is both unpleasant and unsafe, people generally drive to destinations in the area.

**2 WHAT**
DECIDE ON A TYPE OF WALK AUDIT

Will the walk audit take place in one location? Or will the audit occur along a route?

This tool kit contains worksheets suitable for an observational single-location audit or a walking audit in which the participants experience an area's walkability (or, more likely, nonwalkability).

Keep in mind:

- A single-location audit allows for observing a specific area at different times of the day. It's also a good activity for people who are unable to remain on their feet for long stretches of time.
- A single-location audit is also a great way to include very young and much older participants in the activity since the auditors can sit in a safe and comfortable spot (such as on a building patio or beneath the shade of a nearby tree) while counting people or cars or whatever their assigned task might be.
- A walking audit assesses the walkability of a larger area, such as between key destinations, and is a useful activity for people who can and want to walk longer distances and can be active for longer amounts of time.

Learn the Lingo

Study up by examining the illustrations and vocabulary words on page 10. Knowing the elements of a streetscape will be very helpful when you write a report (see page 16) and describe to local leaders or transportation officials what's wrong and what needs to be fixed.

3 WHO INVITE PEOPLE TO PARTICIPATE

Will the walk audit be conducted by one person or several? If several, how will people of different abilities, ages and life experiences be included?

The tool kit contains worksheets suitable for a solo auditor or a team made up of neighbors, colleagues, community members and, ideally, elected officials or others with influence.

(Having local leaders see and experience the location and pedestrian safety problems firsthand can be a fast track to achieving needed change.)

Keep in mind:

- If the walk audit is conducted by one person, multiple visits might be needed in order to perform all of the desired observations (or to evaluate the street activity at various times of the day) and document them accordingly.
- If the audit is done by two or more people, individual assignments can be made. Train the auditors ahead of time so everyone counts and documents their observations in the same way.
- After a team audit, someone will need to gather and tally the collective results.

4 WHEN CHOOSE A DATE AND TIME

The volume and type of traffic (cars, buses, bikes, pedestrians) will likely vary depending on the day of the week or time of day.

Is the walk audit being done because of concerns about the safety of particular pedestrians, such as schoolchildren, workers, shoppers or retirees? If so, conduct the audit when those people will be present.

If observations are needed during multiple times of the day (including after dark), schedule auditors to work in shifts.

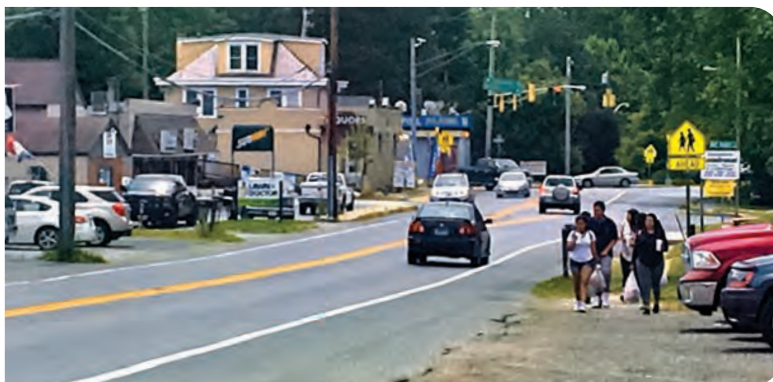
Keep in mind:

- Check the weather forecast! There's no need for walk auditors to endure extreme temperatures, precipitation or wind.
- To be more comprehensive in the audit and secure about the observations, consider repeating the audit in the same spot, in the same way but on a different day.
- Once the audit is done, start preparing the report. (See page 16.) The findings can be shared with the community and presented to local leaders who may be able to solve or help solve the documented problems. ■

WALK AUDIT TYPE:

Walking Audit

► The young people in this photograph are walking home from school along a 1½-mile route dotted with houses, stores, eateries and other businesses — but no sidewalks, crosswalks or mid-block crossings. Due to early school starting times and late-ending extracurricular activities, teenagers often walk to or from school in the dark.



GETTING STARTED

Step 2: Get *SET* ...**1 PRINT THE WALK AUDIT WORKSHEETS**

The **AARP Walk Audit Tool Kit**'s worksheets can be downloaded at [AARP.org/WalkAudit](https://www.aarp.org/WalkAudit) for printing, photocopying and sharing. Some of the worksheets are suitable for a solo auditor. Others are helpful for group efforts. There are options for observational audits that take place in one location, as well as for audits that document the walkability between destinations.

The collection is listed on page 1, and the printed edition of this guide contains a pocket for storing the worksheets.

2 GATHER THE WALK AUDIT SUPPLIES

In addition to the selected worksheets, each walk auditor will need a:

- clipboard
- notebook, pen or pencil, tape measure
- digital or smartphone camera
- printed or online street map

It can also be important to have:

- comfortable footwear
- weather-suitable clothing
- insect repellent
- portable seating
- a beverage and snack
- a hat, sunscreen and sunglasses
- a flashlight or headlamp
- a brightly colored shirt, jacket or safety vest for visibility (preferably one with pockets for holding supplies)



A. Children can't safely cross this street to travel between their homes (in a development on the left) and the elementary school (seen on the right).



B. The street lacks sidewalks and crosswalks.



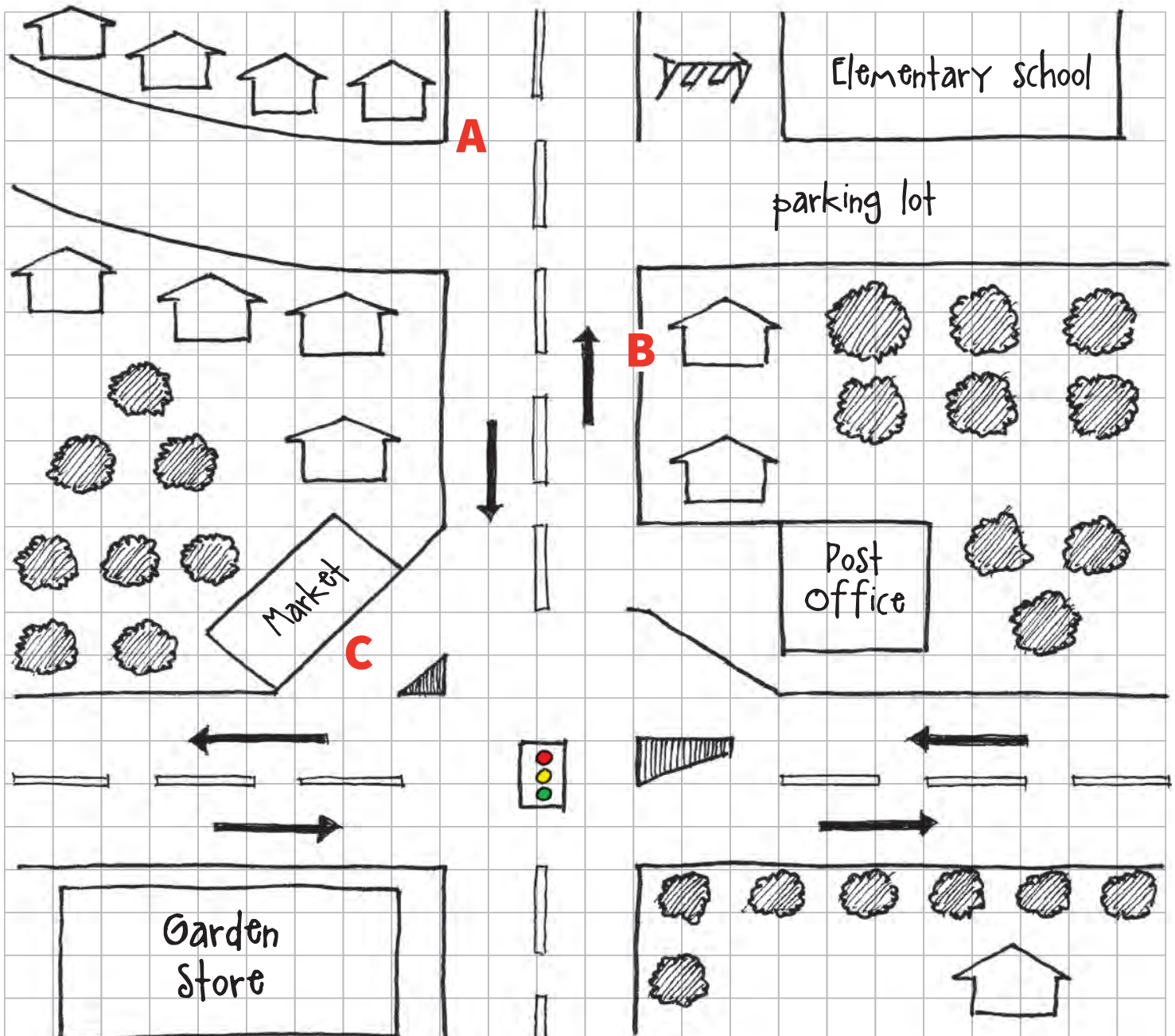
C. With such a large intersection and no crosswalks or pedestrian beacons (described on page 11), walking to the market is difficult and dangerous.

Sample

3 MAKE A MAP

Use a mapping website to capture and print a bird's-eye-view image of the walk audit area, or use our Make a Map worksheet (which can be downloaded and printed from [AARP.org/WalkAudit](https://www.aarp.org/WalkAudit)) to draw a simple map.

- Label the streets and make note of any key features, such as stores, schools and (if they exist) sidewalks.
- Take photographs and/or video of the area so others can see the challenges and strengths.
- Match and mark the photographs and/or video location(s) on the map.
- Indicate any other problem spots or areas of opportunity (e.g., a bus stop with no seating or shelter). ■



STEP 3: GO do the Walk Audit!

1 LOOK AND LEARN

With clipboards and worksheets in hand, go to the audit site. When a walk audit is staffed by many workers or volunteers, the tasks can be divvied up among them.

Audit activities can include:

- Counting cars that pass the location
- Counting pedestrians who walk along and/or cross the street
- Noting demographic characteristics of the pedestrians (e.g., age, physical ability)
- Timing how long the traffic light stops vehicles so pedestrians can cross
- Assessing why people are walking in the location (exercising, commuting, shopping, dog walking, etc.)

Creative Solutions



Washington, D.C.



Lewes, Delaware

Bicycles shouldn't be used on sidewalks, and bikes and stairs are not a good mix. But cyclists sometimes do need to navigate one or both. ▲ A narrow, metal ramp helps cyclists move bikes along steps. ◀ A message stenciled on a sidewalk serves as a safety reminder.

Understanding the “Why”

Although a walk audit needn't involve stopping pedestrians for interviews, it's important to have a sense of why people are walking in a particular area. Doing so can help pinpoint problems and solutions.

Look for clues:

- Pedestrian traffic that picks up around lunchtime might indicate nearby workers are traveling from their jobs to area shops and restaurants. (If so, can they move about safely? Are there crosswalks? Do the traffic lights allow pedestrians enough time to cross the street?)
- Are people driving to eateries, shops and businesses near their homes or workplaces because there's no safe way for them to walk?
- The lack of pedestrians can also provide clues. What could be done to encourage more walking and less driving?

A true example:

A housing development is located next to a public library and a community center.

The residents routinely drive to both destinations. Why?

Conversations with some of the neighbors reveal the (fixable) reason: The sidewalk connecting the neighborhood to the community buildings ends abruptly, forcing pedestrians to either walk in the roadway or follow an uneven dirt path through a wooded area.

Get Inspired!

The AARP Walk Audit Tool Kit gets results!

- Jermaine Mitchell, an assistant professor of exercise and nutrition science at the University of Montevallo in **Montevallo, Alabama**, has his students use the *AARP Walk Audit Tool Kit* to assess the walkability of local neighborhoods. Sidewalks have been fixed and crosswalks added as a result of their work.
- Working with AARP, older residents in **South Austin, Texas**, conducted a walk audit to document the dangers of crossing a busy four-lane roadway that separated a bus stop and the local senior center. With their observations in hand (documented by a video and a detailed report about the results), the auditors delivered their findings to their city council member. A pedestrian hybrid beacon (see page 11 to learn what that is) was installed.
- In **Edgewater, Maryland**, a retirement community was built just three-tenths of a mile from two shopping centers. To get to the retail areas by foot, however, residents needed to cross four lanes of traffic with cars often coming, sometimes dangerously fast, from both directions. Two neighbors joined forces to lobby the county transportation department for a safer street. The result: A pedestrian island (pictured) was installed to provide walkers with a safe place to stand when they can't cross all four lanes at once. In addition, a sensor-operated beacon with flashing lights alerts drivers when a pedestrian enters the crosswalk.



Edgewater, Maryland

▲ This walk audit duo succeeded in getting their county's transportation department to install a pedestrian island.

2 PRODUCE THE PROOF

Although a summary report will be created based on the information in the worksheets, taking photographs and video of the audit location will help clarify what's working and what isn't.

Use the photographs and video (along with the audio if traffic noise is among the concerns) to document and show the overall area as well as the problem spots.

Since many walk audits reveal both bad features and good ones, be sure to photograph the location's positive attributes as well. ■

Details to focus on include:

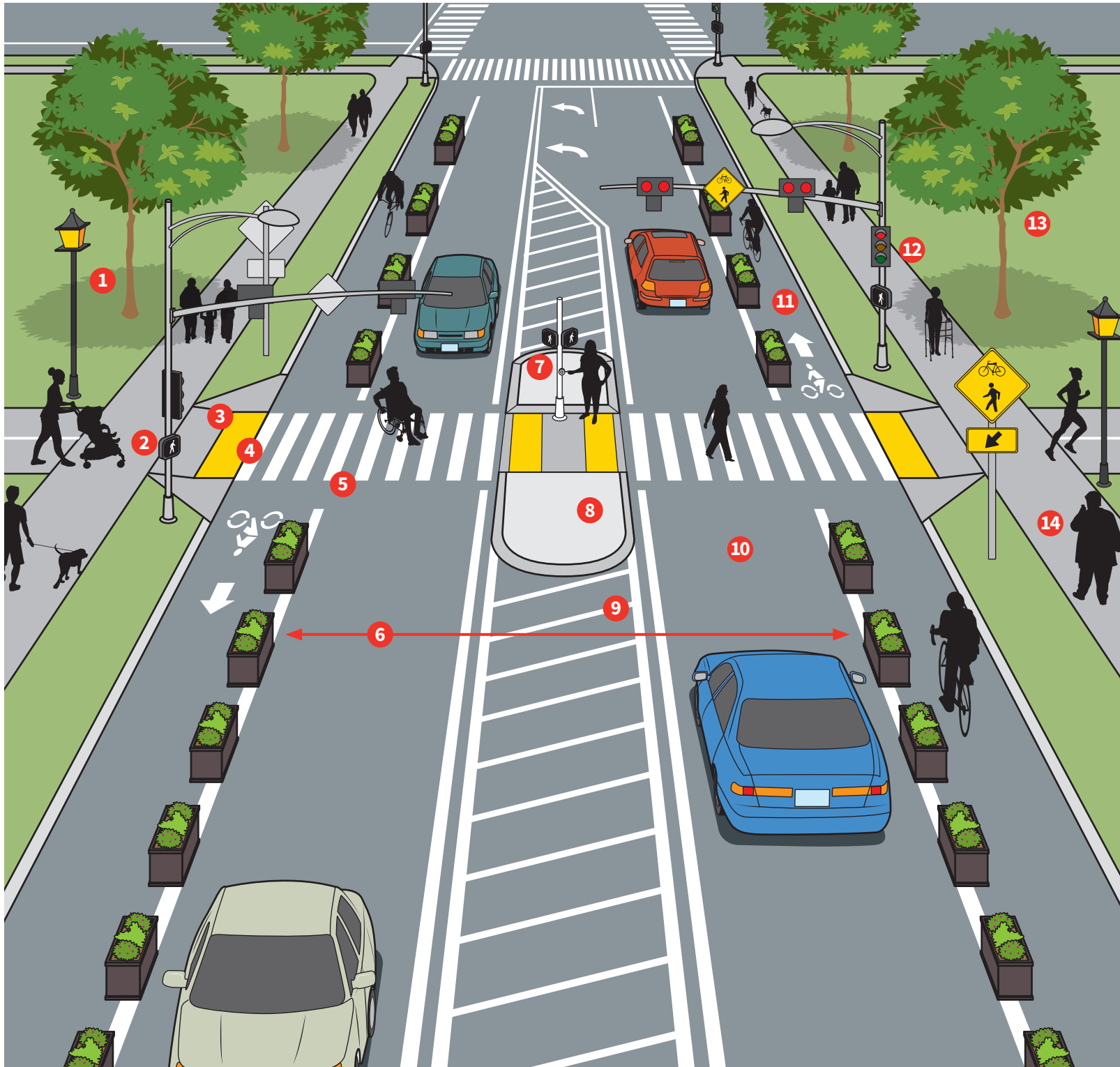
- crossing signals
- overhead traffic lights
- turning lanes
- curb cuts
- sidewalks
- crosswalks and vehicle stop lines
- lighting

Photographs can be taken to show where such safety and pedestrian-friendly features *should* exist.

INFORMATION AND INSTRUCTIONS

A Streetscape Vocabulary List

Transportation planners, engineers and advocates speak in a language that is sometimes incomprehensible to the average reader or resident. Employing terminology used by these professionals in the walk audit report will show that the auditor or auditors have done the necessary homework. Herewith some words and terms for talking the talk.



1 Pedestrian-Scaled Lighting

These light fixtures are positioned lower (about 12 to 14 feet above the sidewalk) than typical roadway or highway lights, are placed more closely together and are directed toward where people walk or bicycle.

2 Signalized Pedestrian Crossing

Properly timed Walk/Don't Walk devices enable pedestrians to complete a crossing before the signal changes and the vehicles move again.

3 Curb Cut (or Curb Ramp)

A solid ramp graded down from the top of a sidewalk to the surface of an adjoining street allows smooth passage for wheelchairs, bicycles and baby strollers.

4 Tactile Ground Surface Indicators

Installed in sidewalks, roadways and other surfaces, the indicators are raised stubs or bumps that warn pedestrians who are blind or have impaired vision that they're about to step into a street.

5 Crosswalk

Marked crosswalks show pedestrians where to cross and signify to motorists that they must yield. Crosswalks are usually indicated by white or yellow painted lines that are about 12 inches wide and extend from curb to curb.

6 Lane Width

When vehicle lanes or roadways are overly wide, pedestrians are forced to walk farther to cross streets. Highways generally have 12-foot-wide lanes. Streets in city and suburban neighborhoods can range from 9 to 15 feet wide.

7 Pedestrian Hybrid Beacon

Unlike a pretimed traffic signal or Walk/Don't Walk sign, this device is activated by pedestrians when needed. (Note: A real streetscape like the one at left likely wouldn't need this type of beacon since the traffic lights and walk signs would be synchronized to enable the crossings.)

8 Pedestrian Island

Also referred to as a crossing island or refuge island, a pedestrian island protects people who are crossing a multilane roadway. An island allows pedestrians to focus on one direction of traffic at a time as they cross, and it provides a place to wait for a gap in oncoming traffic. Another benefit: drivers typically slow down due to a narrowing of the vehicle lanes.

9 Median Strip

A portion of the roadway that separates opposing traffic. The area may be paved, planted, painted (as shown) or raised.

10 Travel Lane

The dedicated space on the roadbed for motorized vehicles to drive on.

11 Bicycle Lane

A designated (ideally barrier-protected) bike lane is safest for cyclists, drivers and pedestrians. On very wide streets, a dedicated bicycle lane can be created by placing an ancillary lane for parked cars directly next to the roadway, and then using the space between the parked cars and the sidewalk as a bike lane. See an example on page 13.

12 Signal Timing

Traffic signal (aka traffic light) timing involves assigning "green time" to the vehicles and pedestrians entering an intersection.

13 Tree Canopy

Street trees provide shade and cooling — and safer streets! In a 2018 study, University of Colorado Denver researchers found that "increased tree canopy coverage was significantly associated with fewer crashes."

14 Sidewalk

If set back from the curb, a sidewalk needs to be at least 5 feet wide — or 6 feet if extended to the curb. For two people to walk together, 5 feet is the minimum suitable width. ■

INFORMATION AND INSTRUCTIONS

What Is a ‘Complete Street’?

A “Complete Street” is designed for all roadway users, whether they’re driving, riding, walking, bicycling or rolling (e.g., pushing a baby stroller, using a wheelchair).

Since not every street can or should be “complete,” Complete Streets policies simply require that the needs of all users be *considered* and, when appropriate, met.

During a demonstration project in Fort Wayne, Indiana, the urban planners of the firm Team Better Block worked with AARP to complete an existing street with a temporary makeover that transformed it from a street for cars into (as seen at right) one for all users.

Designing streets for pedestrians isn’t a new concept. In fact, until the 20th century, people walked *in* the street. Once automobiles arrived en masse, speed and efficiency became the point of street design and transportation planning.

When congestion slowed traffic, roads were widened, traffic signals and stop signs were removed, crosswalks faded away. In many places, being able to safely cross a street on foot or by bicycle is the exception rather than the rule.

Complete Streets policies — also referred to as Safe Streets policies — are being implemented by city, county and state governments nationwide. (See page 23 to learn more.) ■

Streets, Roads and ‘Stroads’

As explained by Charles L. Marohn, Jr., a transportation engineer and founder of the nonprofit organization Strong Towns, “Roads connect places, streets are the framework for building a place.”

According to Marohn, streets support *destinations* — homes, businesses, shops, attractions.

Roads create “the greatest value by providing the *fastest connection*” between two places where people want to be.

The problem, he says, is that too many communities are filled with “stroads,” which are multilane roadways designed to move cars quickly — yet they are populated with businesses, shops, attractions and even homes.

“Stroads are the most dangerous environment we routinely build in our cities,” Marohn declares in his 2021 book *Confessions of a Recovering Engineer*. “A person on a sidewalk has no defense at all if a vehicle leaves the roadway at stroad speeds. The person crossing the stroad is even more exposed and vulnerable. That is true even when they cross at designated places and at specified times.”

A stroad, Marohn emphasizes, “contains the elements of both [a] road and street but fails to provide the benefits of either.”



Fort Wayne, Indiana

- 1** This residential block's Complete Streets demonstration created a one-way roadway with on-street curb parking.
- 2** Landscaping (represented here by potted plants) serves as a "swale," or pervious surface for capturing stormwater.
- 3** A floating parking lane located away from the curb becomes a safety buffer for pedestrians and cyclists.
- 4** A "limitless lane," which is wider and slower than a traditional bike lane, is a shared-use path for bicyclists, people in wheelchairs, joggers and others.
- 5** Pedestrians are provided a very visible crosswalk.
- 6** An existing sidewalk (which includes a curb cut for access by wheelchair users and people pushing baby strollers) is safely away from the vehicle and bicycle lanes.

INFORMATION AND INSTRUCTIONS

The Scorecard

Walk auditors can use whichever worksheets, measurements or rating system they want — so long as an explanation of the chosen method is provided. Letter grades, numerical rankings or words can be used to score the audited streets and spaces.

It's not unusual for an audit location to have a mix of positive and negative features. For example, the sidewalks might be perfect for walking, but the intersections are difficult to cross. If an overall rating is desired, one can be provided that encompasses the observations as a whole.

Several worksheets in the *AARP Walk Audit Tool Kit* ask the auditor to select an adjective that best describes the street or location's safe walkability. The following words and definitions are provided as an example.

Great: The area is very pedestrian-friendly and safe

Acceptable: The area is mostly pedestrian-friendly and safe

Mixed: The area is somewhat pedestrian-friendly and safe

Poor: The area is absolutely not pedestrian-friendly or safe

Included among our worksheets is a summary sheet (opposite) for tallying, calculating and listing the scores of different audit observations. ■

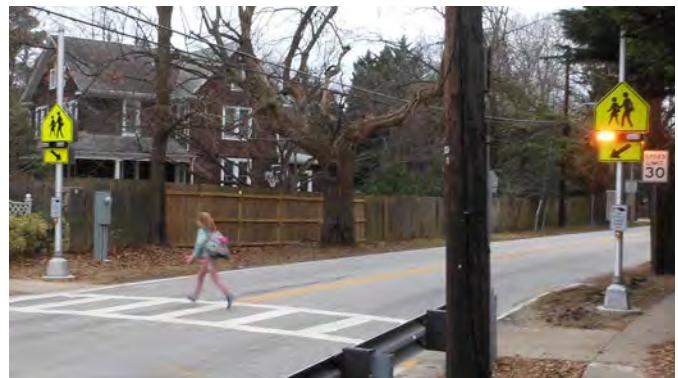
Creative Solutions

▼ A pedestrian island, bold crosswalk, landscaped median and raised brick-curbs (to prevent cars from parking and impeding visibility near the crosswalk) help make San Pablo Avenue safer for people walking between the small city's schools, senior center and community center.



Emeryville, California

▼ Guardrails and planting strips between a sidewalk and street help protect pedestrians. The pictured location has both as well as a visible crosswalk, school crossing signage, arrows and a flashing pedestrian-activated beacon that provide a collective alert to drivers.



Severna Park, Maryland

Summary

Sample

Record the score totals for each observation type

- Record the total number of yes responses for the category
- Record the total number of no responses for the category
- Record the one-word rating for the category

This information — as well as all notes, photographs, videos and observation discussions — will be helpful for writing a short report and/or preparing a PowerPoint presentation.

Community Name: Anytown

Street/Intersection Observed: Main between Elm Street and Walnut Street

Audit Date: September 23

WORKSHEET	YES RESPONSES	NO RESPONSES	RATING Great Acceptable Mixed Poor
Sidewalks, Streets and Crossings (Single-Location Audit)	9	0	Great
Sidewalks, Streets and Crossings (Walking Audit)	9	2	Acceptable
Sidewalks	10	9	Mixed
Streets and Crossings	2	8	Poor
Street Safety and Appeal	8	8	Mixed
Public Transit Access	2	4	Mixed

NOTES OR OTHER OBSERVATIONS:

Also see the "Who's Using the Street – and Why?"
and "Build a Better Block" worksheets.

TAKING ACTION

Reporting Results, Proposing Solutions

It's not easy to persuade local leaders to make transportation and roadway improvements. Obstacles abound: politics, costs, past practices and, very often, overlapping jurisdictions, such as when a road is managed by the state rather than the county or municipality that it passes through. But individuals and community groups can get the ball rolling — and inspire and achieve needed change — by identifying problems and calling attention to them. Some next steps:

1 PREPARE A REPORT

Summarize the walk audit's findings in a short, easy-to-read and easy-to-share report, handout, PowerPoint presentation and/or video.

As tempting as it may be to share every observation from the audit, elected officials, other local leaders and municipal staff might be put off and overwhelmed by a dense and lengthy document.

Share the most compelling highlights in the summary report. The deep details can be provided later if needed or requested.

A suggested outline of what to include:

- 1. Opener:** This top sheet or introductory slide or video clip should attract the attention of the intended recipient(s), so include a photograph or other visuals that show the location; the name of the community, street(s), route and/or destinations; and a brief statement describing the auditing group or participants.
- 2. Explanation of the Problem:** Provide information about the location, such as why it was chosen. If crash data exists for the location (from, perhaps, the local police, a government agency or advocacy group) include those details, including the time of day, speeds involved, likely causes and outcomes.
- 3. Map:** Download a map from the internet or use our map worksheet to draw one. Add labels and street names as needed.
- 4. Observations and Findings:** Provide a list or short narrative detailing what was observed.

5. The Need: Answer the potential question “Why does this street or location even *need* to be walkable?”

6. Proposed Solutions: No one wants to be handed a problem and simply told to fix it. Share ideas and suggestions for how the observed problems can be solved.

7. Contact Information: The recipients or target audience should know how to reach the audit team to ask questions, collaborate or, ideally, share news that the problems are being addressed and how.

2 SHARE THE RESULTS

If no local leader with the power to pursue a solution participated in the audit, send the report to those who *can* implement the desired changes or advocate for them. Consider sharing the report with local media as well.

- Research the submission options before starting the report — or even better, before the walk audit. That way the information can be gathered and provided in a format that will be the most useful. (Also, many government offices and community groups have an email address, online form or phone number for reporting street and sidewalk problems.)
- Keep a record of who the report was sent to, how and when. If there's no response, follow up.
- Talk to neighbors, friends and family about the results. Encourage them to do their own walk audit or join the continuing advocacy work.

Continued on page 18 ►

Sample Report

The following example slides show how a presentation can be organized and what it could look like

1

Community Walk Audit of Center Street



Between The Villas and The Towne Shopping Center

Conducted by residents of The Villas and several surrounding neighborhoods

5

Why the Street Should Be Pedestrian-Friendly

- People of all ages are getting too little exercise and are spending too much time driving or being driven in cars
- Residents who don't drive and/or don't have access to a car should be able to safely walk to the stores and businesses near their homes
- If residents can safely walk to the shopping center — and in doing so walk to the post office, library, grocery store, bank, hair salon, restaurants and medical offices located within it — the community will have fewer cars on the road, which will mean less vehicle traffic and less pollution
- If residents can safely and easily walk to the shopping center, they will be more likely to frequent the local businesses

2

The Problem

In The Villas, a community for older adults, residents can't safely walk to or from The Towne Shopping Center, located across Center Street.

- There's no traffic light or even a stop sign
- Pedestrians need to cross four lanes of fast-moving traffic
- The street has two lanes of traffic moving in each direction but no median
- There's no pedestrian island
- The painted crosswalk isn't readily visible to drivers
- The area isn't lit at night

6

Possible Solutions

The crossing location on Center Street can and should be made safer. Ways this can be achieved include:

- Adding a pedestrian-controlled traffic signal
- Timing the traffic light and Walk/Don't Walk signs so slower pedestrians have enough time to cross
- Painting a crosswalk that is more visible to drivers
- Narrowing the roadway to one lane in each direction at the spot pedestrians will cross
- Placing a pedestrian island between the lanes of opposite-moving traffic
- Installing pedestrian-scaled lighting

3

The Location Map



7

Contact Us

We want to work with the local government to make Center Street safer.



Reach us by:

- Email: pedestrians@email
- Telephone: 555-555-5555

4

Our Observations

Residents of The Villas and several surrounding neighborhoods audited the street and crossing location.

- Pedestrians had to wait up to 7 minutes to cross all four lanes of traffic
- Pedestrians needed 20 to 40 seconds to cross all four lanes
- Several pedestrians had to wait in the middle of the street to complete their crossing
- Nearly all the pedestrians we observed appeared to be in their 20s or 30s
- The older adults and parents with children we saw drove from the residential areas to the shopping center, even when their destination was the closest business

A report can also include:

- Testimonials (or quotes) from walk audit participants and area residents
- A brief history of the location, if known and if useful in explaining the problems
- A summary of the worksheet results
- Lots of photographs — of both the problems and examples of potential solutions (see page 20)

TAKING ACTION

Reporting Results, Proposing Solutions

3 ASK FOR A MEETING — AND ASK QUESTIONS

If distributing the report doesn't result in the desired action, seek a meeting with local leaders and organizations. In preparation for a scheduled meeting:

- Determine the preferred format for presenting the walk audit findings. For instance, does the local leader want a PowerPoint presentation, a single-page handout, a written report? Should the materials be provided before the meeting or during it?
- Meeting durations are often limited and may be cut short, so be ready to address the top priorities or most egregious problems first.
- Visit Smart Growth America's *Complete Streets Policy Atlas* to identify whether the community already has a Complete Streets policy. If a policy doesn't exist, encourage local leaders to adopt one.
- First implemented in Sweden in the 1990s, "Vision Zero" is a multi-national strategy to, as stated by the Vision Zero Network, "eliminate traffic fatalities and severe injuries among all road users, and to ensure safe, healthy, equitable mobility for all." Check out the network's *Vision Zero Communities Map*. If your community isn't on the list, encourage local leaders to set Vision Zero goals.
- Learn whether the community has attained certification as a *Walk Friendly Community* (from Walk Friendly Communities) and/or a *Bicycle Friendly Community* (from The League of American Bicyclists).
- If the town, city or county is enrolled in the AARP Network of Age-Friendly States and Communities, examine its age-friendly action plan to see if walkability is among its age-friendly goals.

4 TESTIFY!

Another way to pursue solutions — especially if distributing the report doesn't result in the desired outcome or if local officials are unwilling to meet — is to testify in person at a public meeting or hearing.

Unlike courtroom testimony, testifying at a public meeting of a city, town or county council usually occurs during a portion of the meeting when members of the public are invited to speak about a topic of concern.

Testimony rules vary greatly by community and organization. Some meetings require speakers to register and submit materials in advance. Many have time limits (2 minutes, 3 minutes, 4 minutes) per speaker.

A TIP: If more time is needed for explaining and presenting the walk audit findings, bring along others to testify about the topic. Each person can handle a portion of the report or presentation, so instead of a 2-minute airing, the walk audit can be discussed and more comprehensively explained over several minutes from several speakers.

5 PROPOSE SOLUTIONS

Elected officials constantly hear about problems. What isn't as common is for them to hear about a problem *and* a solution.

Strategies, plans and proposals can come from the community. In fact, the chances of achieving positive change increase when knowledgeable community members inform, work with and assist the local leaders and transportation officials who will need to implement solutions. ■

Seeking Solutions

The Types of Elected Officials Who May Be of Help

Outreach should begin at the local level. State representatives can be contacted later if needed or if the roadway in question is within their jurisdiction.

- **Local:** Mayor, County Executive, City Council Member, County Council Member, Town Council Member, Alderperson, District or Ward Liaison, Homeowner Association Board Members
- **State:** Delegate, Senator, Assembly Member, Governor

The Types of Government Departments That Might Have Jurisdiction

- **Local:** Department of Public Works, Department of Streets and Sidewalks, Department of Transportation, Regional Planning Commission
- **State:** Department of Transportation
- **Federal:** Department of Transportation

The Types of Organizations That Can Help Advocate for Change

- Area Agencies on Aging
- Businesses and business advocacy groups
- Civic associations
- Homeowner associations
- Local advocacy organizations (e.g., AARP)
- Local media (newspapers, websites, TV)
- Schools
- Nonprofits
- Walking and bicycling groups

An Aside About Sidewalks

Getting a sidewalk added can be complicated. Among the challenges and considerations:

- Unless the land where a sidewalk will be placed is owned by the municipality, or is an easement area that allows the local government to use of a strip of private property for public use, access for adding a sidewalk could require negotiating with the respective property owners. That might involve buying or taking (through eminent domain) land from a homeowner or business.
- Installing a sidewalk where one doesn't already exist is easier if the work involves filling a gap in an otherwise continuous sidewalk.
- In many areas, the local department of public works or transportation will need to be involved in any decisions about the placement and width of sidewalks.
- Although the responsibility for maintaining publicly owned sidewalks officially falls to the local government, homeowner association or public works department, maintenance of many if not most sidewalks is the property owner's responsibility. (That includes the need to shovel snow and salt or chip away ice.) Some owners fulfill that responsibility, some don't.
- Caring for trees and bushes that intrude upon a sidewalk is usually the responsibility of the property's owner. A local government or homeowner association can send a notice asking the owner to perform the maintenance. If the property owner does not comply, a public works or contracted landscape crew might trim the greenery and bill the property owner.
- Some communities or neighborhoods have ordinances restricting the installation of sidewalks or curbs for aesthetic reasons. Advocating for sidewalks in these areas can be challenging. If adding sidewalks is not possible, the local government can still make the streets safer for pedestrians by employing traffic-calming measures (such as those described in the next section).

TAKING ACTION

Strategies for Safer Streets

Elected officials and other local leaders don't know everything about every aspect of managing or planning for a community's needs. After all, in many communities, local government is a part-time — and unpaid — job. The daily life grind of immediate needs often prevent community leaders from addressing complicated or long-term problems, learning about new and improved best practices, or staying updated about innovative ideas and solutions.

Following are some traffic-calming methods that make streets safer for all roadway users, especially pedestrians. Many local leaders aren't even aware of these terms, definitions and solutions.



Fargo, North Dakota



Bath, Maine

◀ Unlike the towering, “high-mast” lighting used on highways, **PEDESTRIAN-SCALED LIGHTING** brightens sidewalks, crosswalks and any dark spots where people might walk at night. Street lamps also enhance a location's appeal, help pedestrians see potential hazards and make them visible to drivers.



Edgewater, Maryland



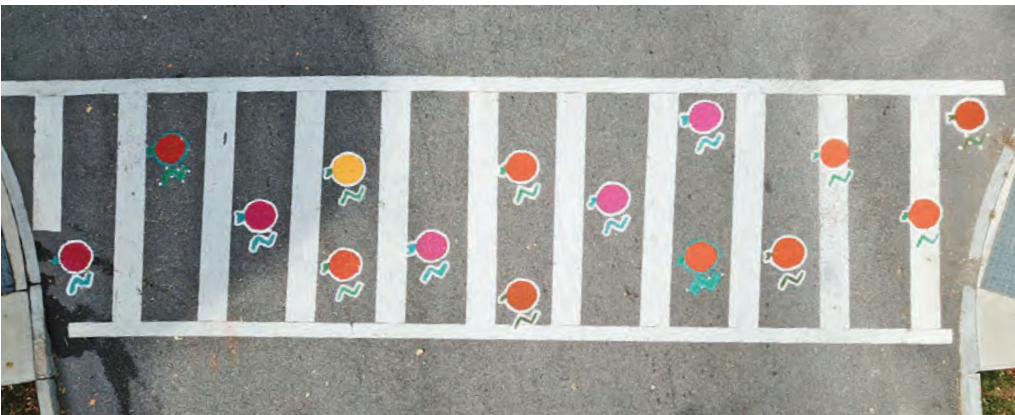
Wayne, Maine

◀ A **PEDESTRIAN ISLAND** provides a safe place for pedestrians to stop and stand at a wide roadway's mid-point. **FLASHING TRAFFIC SIGNS** can (among other benefits) alert drivers to congested areas or to pedestrians crossing the roadway.



Arlington, Virginia

- ◀ By extending the sidewalk, a **CURB EXTENSION** or **BULB-OUT** narrows a roadway to reduce pedestrian crossing distances as well as driving speeds.



Buffalo, New York

- ◀ Artistic **CROSSWALKS** are fun and attractive and draw the attention of pedestrians *and* drivers. Another option (not shown) is a **RAISED CROSSWALK**, which, by being flush with the height of the sidewalk, increases the visibility of pedestrians and serves as a speed hump for vehicles.



Hilton Head, South Carolina

- ◀ When temperatures rise, the shade provided by a **TREE CANOPY** helps cool down streets, sidewalks and entire neighborhoods. According to the Environmental Protection Agency, a dense tree canopy can provide a cooling temperature difference of up to 45 degrees Fahrenheit.



Charlotte, North Carolina

- ◀ A **ROAD DIET** is a solution that reduces the number of lanes and/or the width of a street to help control traffic speeds. (In this example, the road was narrowed by turning the center lanes into a landscaped median.)

Continued ▶



New York, New York

◀ **PROTECTED BICYCLE LANES** and **SIDEWALKS** help organize street traffic and enhance the safety of all users by providing designated travel lanes for vehicles, bicycles and pedestrians.



Washington, D.C.

◀ Another way to make a street more people-friendly is to convert parking spots into **PARKLETS**, which are essentially custom-designed on-street patios that provide parking for people rather than cars. Parklets became a very popular public-spaces solution for restaurants and other businesses during the COVID-19 pandemic.



Chino Valley, Arizona

▲ Outdoor, street-level furnishings are usable and needed by people of all ages. For locations with bus stops or other public transit waiting areas, **SEATING** and **SHELTER** from the elements (rain, snow, a blazing sun) are important — in fact, essential — streetscape features. ■

More Strategies

- If a traffic signal already exists, ask that the **TRAFFIC-SIGNAL TIMING** be adjusted to accommodate slower moving pedestrians, such as children, older adults and people with disabilities.
- A **NEIGHBORHOOD WATCH** group can keep an eye out for speeders, criminal activity and other conditions or activities that prevent people from being able to safely walk.
- The tactics in this section can be introduced to a community through a **POP-UP DEMONSTRATION**, which is a temporary installation (lasting for a few hours, days or weeks) that allows a solution to be tested and tweaked before making a permanent change.

TAKING ACTION

Learn More

ONCE ALL THAT'S DONE, DO IT AGAIN!

- Invite local leaders and decision-makers to join the next walk audit!
- Choose a different street, or several, to learn whether conditions similar to those in the first walk audit exist.
- Get involved to help address the barriers that are keeping the community's streets and sidewalks from being safe and welcoming for all users.
- Download and print the needed worksheets at AARP.org/WalkAudit. If you have the printed edition of the tool kit, store them in the back cover pocket. ■

The Walking College

Established in 2015, the Walking College is a competitive, six-month, remote-learning fellowship offered by America Walks, with support from AARP and the Centers for Disease Control and Prevention.



Participants complete a series of modules covering topics including the basics of walkable design, navigating the public policy process, effectively engaging decision-makers and fostering a local advocacy movement.

By the end of the program, fellows develop a walking action plan that lays out a series of short- and long-term strategies for tackling an identified problem in their communities.

WAYS TO LEARN MORE

The following organizations are advocates for walkability and safer streets for all users. Each has useful resources. Search online for their websites.

Active People, Healthy Nation

America Walks

How I Walk: A Campaign to Rebrand Walking

Institute of Transportation Engineers

National Association of City Transportation Officials

National Complete Streets Coalition

Smart Growth America's Complete Streets Policy Atlas

The League of American Bicyclists

Vision Zero Network's Vision Zero Communities Map

Walk Friendly Communities Recognition Program

Creative Solutions



Bucksport, Maine

▲ Bucksport's Golden Shovel Award is given to the business that does the best job of keeping its sidewalks free of snow. The winner's name is written on the shovel. Much like Miss America's tiara, the prize is handed down to the next champion. BookStacks owner Andy Lacher (shown in 2015) is a repeat winner.

Visit [AARP.org/WalkAudit](https://www.aarp.org/WalkAudit) to view, download and print what you need from our complete collection, which includes worksheets in large-type and in Spanish, as well as a set of worksheets for assessing the safety of multiuse paths and trails.

[illegible]

4. Sidewalks, Streets and Crossings (Walking Audit)

[illegible]

8. Public Transit Access



AARP

Summary

Record the score totals for each observation type

- Record the total number of yes responses for the category
- Record the total number of no responses for the category
- Record the raw score rating for the category

This information – as well as all notes, photographs, videos and observation discussions – will be helpful in writing a short report and/or preparing a PowerPoint presentation.

Community Name: _____

Street/Intersection Observed: _____ **and** _____

Adult Driver: _____

WORKSHEET	YES RESPONSES	NO RESPONSES	RATING (Yes/No/Partial/Other)
Seatbelts, Drivers and Co-Drivers (High-Speed Audio)			
Seatbelts, Drivers and Co-Drivers (Walking Audio)			
Seatbelts			
Drivers and Co-Drivers			
Driver Safety and Appeal			
Public Transit Access			

NOTES OR OTHER OBSERVATIONS:

As new materials are added to the tool kit we'll spread the news through the free, weekly **AARP Livable Communities e-Newsletter**. Sign up at **[AARP.org/LivableSubscribe](https://www.aarp.org/LivableSubscribe)**. ■

AARP Walk Audit Tool Kit

A SELF-SERVICE GUIDE FOR ASSESSING A COMMUNITY'S WALKABILITY

WRITER/EDITOR: Melissa Stanton, AARP Livable Communities

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Page 23: Charles Eichacker, *The Ellsworth American* (Bucksport, Maine)

Back Cover: Melissa Stanton, AARP

Download the worksheets at
AARP.org/WalkAudit
and store them in this pocket.

Get In Touch!

We want to hear about your walk audit. What worked? What didn't? Do you have suggestions for how to improve this tool kit? If the *AARP Walk Audit Tool Kit* helped achieve needed change, please tell us about your success! Email: Livable@AARP.org | Twitter: [@AARPLivable](https://twitter.com/AARPLivable)

Walk Audit Tool Kit

A self-service guide for assessing a community's walkability



Pedestrian and Cyclist Crosswalks
Washington, D.C.



Road Diet, Bulb-Outs, Curb Ramps and more
Cape May, New Jersey



Dedicated Bike Lane
Pittsburgh, Pennsylvania

In too many communities, people can't safely walk to where they need or want to go due to a lack sidewalks, crosswalks or other safety features that make streets safe for pedestrians *and* drivers.

A walk audit is a simple activity in which an individual or a team observes and evaluates the walkability of a location to document how and if pedestrians can safely travel along a street, navigate an intersection and get from point A to B, C and so on.

Who can conduct a walk audit? Anyone!

The **AARP Walk Audit Tool Kit** can be used by local leaders, advocates, community organizations and residents to ...

- enable people to get around without having to drive
- help reduce traffic congestion and pollution
- inspire the development of pedestrian-friendly streets
- increase exercise opportunities for people of all ages
- gather input about community infrastructure needs
- educate residents about street design elements that support safety
- encourage social interactions among neighbors
- give a boost to property values
- empower community leaders and residents to be the agents of needed change

The **AARP Walk Audit Tool Kit** is free and available for download or order.

Visit [AARP.org/WalkAudit](https://www.aarp.org/WalkAudit).

Roseville Public Works, Environment and Transportation Commission
Agenda Item

DATE: September 26, 2023

ITEM: 8.a.

ITEM DESCRIPTION: Bench Ordinance

Background

The City of Roseville has an existing bench ordinance (Attachment 1) that regulates benches in City right-of-way. There are currently 51 benches that are installed by one company that are permitted (Attachment 2). The ordinance was last updated in 2008. After looking at other City ordinances and consulting with our attorney, the current ordinance could use some updates to be clearer on some items and to add some additional language. Attached are three other cities' ordinances regulating courtesy benches (Attachments 3 through 5).

Below are some items in the ordinance that staff would like feedback on before a new ordinance is drafted.

- Change from a permit to a license?
 - Should a 2-year license be allowed?
- Change the name to courtesy bench?
- Should benches be limited to transit stops? (currently only allowed at transit stops)
- Should there be a maximum number of benches in the city? (currently no maximum)
- Should the distance between benches be regulated? (currently 500 feet)
- Should there be other regulations or changes?

The current fee for the permit for each bench is \$50/year. This is very similar to most cities, so we would recommend that this remain the same even if it changes to a license.

Recommendation

Receive report and provide feedback on potential ordinance changes.

Attachments

1. Existing Bench Ordinance 703.05
2. Existing Bench Map
3. Brooklyn Park Ordinance
4. Maplewood Ordinance
5. Robbinsdale Ordinance
6. ADA Bench Regulations

6. Driveway Approaches: Driveway approaches between the curb and the property line shall be constructed of concrete, asphalt, brick pavers, a strength capable of handling the weight of cars and trucks (generally stamped on bottom of paver) or other hard surface pavement approved by the Public Works Director.

If concrete is used for the driveway, where there is no concrete curb or gutter, the concrete driveway shall be held back two feet from the edge of the roadway. The remaining two feet shall be surfaced with hot mixed bituminous material. Prior to starting work, the owner or builder shall obtain a permit from the Community Development Director or designee.

7. Driveways: Driveways shall be constructed of concrete, asphalt, brick pavers or other hard surface pavement approved by the Public Works Director.

8. Driveway Elevation: The driveway elevation at the property line shall not be more than ten inches nor less than four inches above the centerline of the abutting street with a maximum slope to gutter lines of 10%+ and a minimum slope of 2%+.

9. Driveways on Private Property: Residential driveways, shall be constructed so that the edge of the driveway nearest to the side lot line shall be a minimum of five feet from the side lot line.

10. Driveways On County Or State Roads: Where new principal structures are constructed on lots contiguous to roadways designated as major thoroughfares in the city's comprehensive plan, driveways servicing such lots shall be designed and constructed so as to provide a vehicle turnaround facility within the lot.

- C. Access to County or State Roads: On properties having frontage on both major and minor roads, access shall be provided via the minor road wherever feasible in order to reduce the number of curb cuts on major thoroughfares.
- D. Traffic Control: Where commercial land uses are adjacent to residential districts, ingress and egress from the commercial properties on streets leading to or through the residential zones shall not be permitted unless it can be demonstrated that adequate access to public rights of way is thereby denied. Traffic control is exercised so as to ensure that the location of driveways shall not constitute a hazard nor be injurious to adjacent residential uses.
- E. State and County Highway Requirements: Where the proposed driveway is to be constructed so that it opens into any street designated as either a Minnesota state, Ramsey County or U.S. trunk highway, all additional specifications of the appropriate highway departments will apply. (Ord. 1172, 9-23-1996)

703.05: BUS BENCHES IN RIGHT OF WAY:

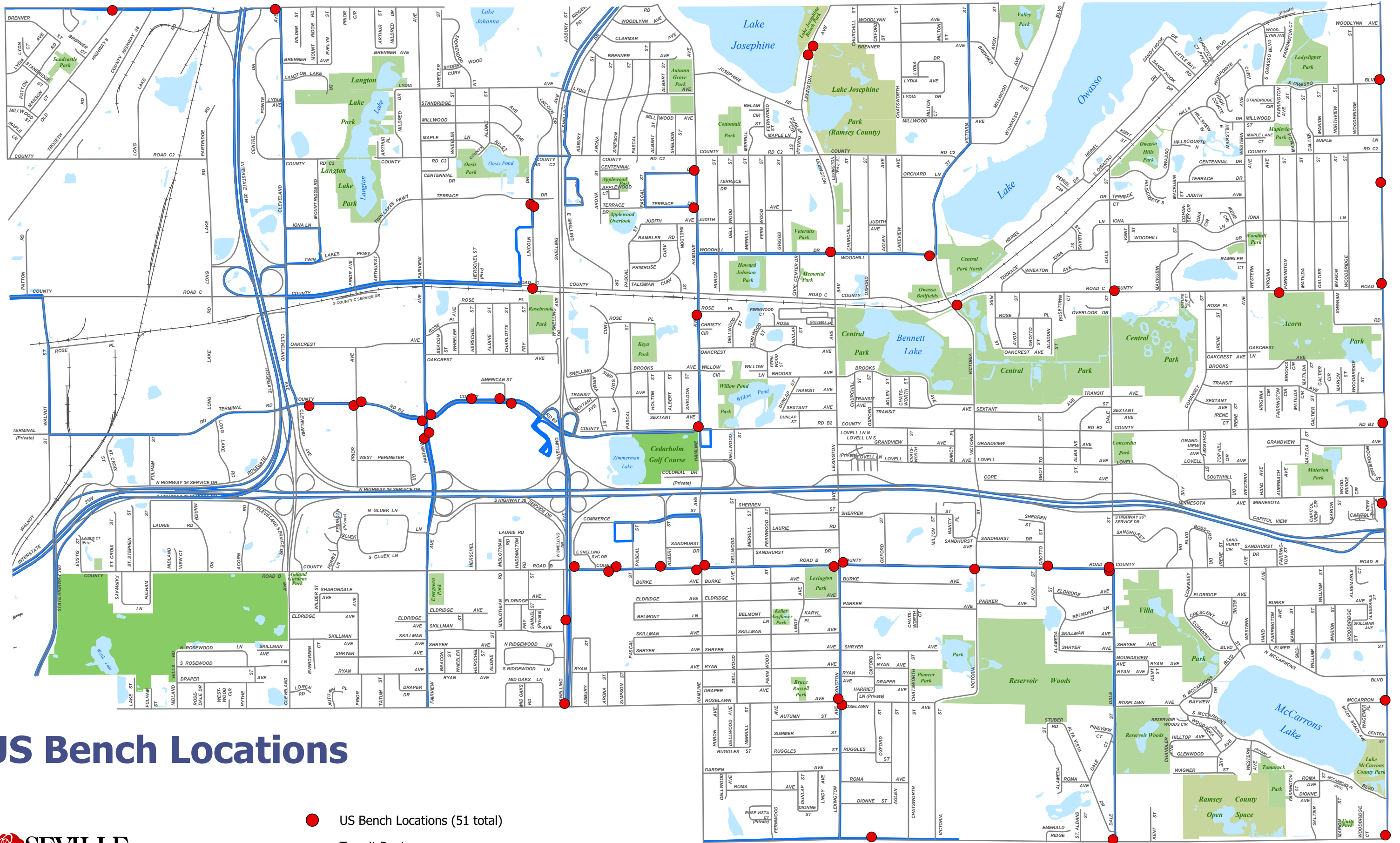
No bench may be placed or maintained in a public right of way without securing a permit from the Public Works Director and the payment of an annual license fee as established in Section 314.05. The number, size, and locations of all benches shall be in accordance with the City of Roseville/Metro Transit bus route plan. The Public Works and Transportation Commission will review the annual site application for input regarding the siting application. A permit shall not be issued unless the bench and its placement comply with the following conditions:
(Ord. 1379A, 11-17-2008)

- A. Bus Stops: A bench shall only be placed at a bus stop on an established bus route.

- B. Location: A bench shall be placed parallel to and no nearer than four feet from the roadway curb or the edge of the roadway where no curb exists and shall not obstruct a pathway.
- C. Number: No more than one bus bench may be placed at a roadway intersection in the direction of traffic flow, unless the Public Works Director authorizes more benches in writing after finding that the passenger load justifies more than one bench at a bus stop. All bus benches shall bear the local telephone number at which the permittee may be reached concerning issues with the bench.
- D. Proximity to Other Benches: No bus bench may be placed within 500 feet of any other bench or within 15 feet of an existing one on a roadway, unless the Public Works Director authorizes more benches in writing after finding that the passenger load justifies more than one bench at a bus stop or closer proximity.
- E. Size: The maximum size of a bench shall be three and one-half feet high, seven feet long and three feet wide erected upon a concrete pad of maximum eight foot length and four foot width. The maximum amount of advertising on a bus bench shall not exceed eleven square feet.
- F. Color: A bench shall be of a single color except a multicolored advertising sign. The bench signage may be affixed to or may be used as the backrest of the bench. Signage shall be affixed only to the street-side portion of the bench backrest
- G. Structure Maintenance: When directed by the Public Works Director as necessary to address refuse and litter issues, bench sites shall be equipped with an architecturally complementary trash receptacle. Benches shall be maintained a minimum of once per week with such maintenance to include picking-up litter/debris about the bench, removing graffiti/stickers, removal of ice and snow in a manner such that each bench shall be fully accessible within 72 hours of a snow fall or other weather event. Benches shall be inspected weekly for any damaged or broken parts and shall repair or replace damaged or broken parts within 48 hours after damage or breakage is discovered or reported.
- H. Liability Insurance: A certificate of liability insurance shall be filed with the city covering claims for damages which might arise out of the use or placement of a bench in the public right of way naming the city as an additional insured. The minimum limit of liability shall be six hundred thousand dollars (\$600,000.00).
- I. Removal: At the request of the Public Works Director, a bench shall be removed at the permittee's sole expense in order to permit right of way improvements or maintenance. If the location of the bench is a safety hazard or if it interferes with pedestrian or vehicular traffic on the right of way, or if the bus route changes, the provider shall incur the cost of removal within 30 days of the route change.
- J. State or County Permission: If the bench placement is in a Minnesota Department of Transportation or county right of way, written permission must be secured from the Minnesota department of transportation or the county and filed with the city. (Ord. 1267, 7-15-2002)
- K. Applicants and permittees must meet all local, state, and federal requirements applicable to bus benches, their placement, and their use for public transit services.
(Ord. 1294, 9-15-2003)

703.06: NEWSPAPER VENDING MACHINES:

- A. Notification to City: No newspaper vending machine may be placed or



US Bench Locations

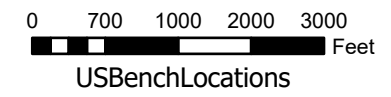


Prepared by: Engineering Department
9/22/2023

- US Bench Locations (51 total)
- Transit Route

Data Sources
* Ramsey County GIS (8/6/2023)
* City of Roseville Community Development
* City of Roseville Finance Department

DISCLAIMER:
This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only. The City does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and the City does not represent that the GIS Data can be used for navigational, tracking or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. If errors or discrepancies are found please contact 651-792-7075. The preceding disclaimer is provided pursuant to Minnesota Statutes §466.03, Subd. 21 (2000), and the user of this map acknowledges that the City shall not be liable for any damages, and expressly waives all claims, and agrees to defend, indemnify, and hold harmless the City from any and all claims brought by User, its employees or agents, or third parties which arise out of the user's access or use of data provided.



USBenchLocations

COURTESY BENCHES

§ 125.30 DEFINITIONS.

COURTESY BENCH. A bench for the convenience and comfort of persons waiting for buses placed and maintained near public rights-of-way.

(Ord. 2021-1263, passed 5-10-21)

§ 125.31 LICENSE REQUIRED.

Any person placing or maintaining any courtesy bench on any public sidewalk or any public right-of-way along a street or thoroughfare, or any private property, for public use within the city shall first apply for and obtain a license from the City Manager or designee for such courtesy bench. Courtesy benches must conform to the provisions provided in this section.

(A) *Application.* An application for a license must be made on a form provided by the city. The application must contain all information deemed necessary pursuant to this chapter. If the city determines that an application is incomplete, they will return the application to the applicant with notice of the information necessary to make the application complete.

(B) *Issuance.* All new licenses must be approved by the City Council.

(C) *Term.* A license term shall be for two years and the City Council shall set the license fee as part of the annual fee schedule.

(D) *Transfers.* All licenses issued under this chapter are valid only for the person or business to whom the license was issued.

(E) *Renewals.* The renewal of a license may be approved by the City Manager or designated official provided that the licensee meets all of the requirements for renewal. If the renewal of a license is denied by the City Manager or designated official, the licensee has the right to appeal that decision to the City Council. The issuance of a license under this chapter is considered a privilege and not an absolute right of the applicant and does not entitle the holder to an automatic renewal of the license.

(Ord. 2021-1263, passed 5-10-21)

§ 125.32 REQUIREMENTS.

(A) The courtesy bench license applicant shall submit a current list of the requested locations of the courtesy bench to be licensed with the initial license application. A single license shall be issued to the applicant for multiple courtesy bench locations.

(B) A maximum of 100 courtesy bench locations shall be allowed within the city.

(C) The courtesy bench licensee must receive approval from the city before any courtesy bench location may be changed. The request for a location change must be made in writing and include a license fee that shall be set by the city at a schedule that is listed in the Appendix to this code.

(D) For any courtesy bench to be located partially or fully on private property for public use, the courtesy bench license applicant must submit with the application the signed approval from the property owner or a copy of the signed agreement between the applicant and the property owner for the location and public use of the courtesy bench. Courtesy benches on private property must follow the site requirements listed in § 125.35.

(Ord. 2021-1263, passed 5-10-21)

§ 125.33 HOLD HARMLESS AND INDEMNITY AGREEMENT.

The courtesy bench license applicant must enter into a hold harmless and indemnity agreement with the city, in a form acceptable to the city, in which the applicant agrees to hold harmless and indemnify the city from any claims, losses, judgments, damages or costs incurred, including attorney's fees, resulting from the issuance of the courtesy bench license, or arising out or in connection with the licensee's location of the courtesy bench on city property.

(Ord. 2021-1263, passed 5-10-21)

§ 125.34 INSURANCE.

(A) The courtesy bench license applicant must maintain comprehensive general liability insurance in an amount not less than a minimum set by the city and at such insurance rates listed in the fee schedule in the Appendix to this code, including liability for personal injury, death and property damage, for all courtesy bench locations during the term of the courtesy bench license.

(B) The applicant must submit a certificate of insurance that includes the city as an additional insured and provides that the city must be given 30 days' advance written notice of the cancellation or substantial modification of any insurance described in the certificate of insurance.

(Ord. 2021-1263, passed 5-10-21)

§ 125.35 LOCATION, CONSTRUCTION AND MAINTENANCE.

- (A) A courtesy bench shall be located parallel to the nearest curb and no less than 30 inches behind the face of the curb at its closest point.
- (B) A courtesy bench may be located on a concrete sidewalk, provided there remains a minimum continuous width of six feet, including the top of the curb or unobstructed sidewalk.
- (C) A courtesy bench must not be located within the two-foot clear zone of a bituminous multi-use path.
- (D) A courtesy bench shall be installed and maintained on a durable, level surface, including, but not limited to, concrete or decorative brick or block pavers. Such courtesy bench shall be of sufficient weight or shall be secured in a manner to minimize the potential of accidental tipping or vandalism. No courtesy bench shall be fastened, secured or anchored to any city property, including, but not limited to, city sidewalks, utility poles and signposts, without the approval of the city.
- (E) A courtesy bench shall have a minimum paved clearance of three feet on at least one end of the courtesy bench.
- (F) A courtesy bench placed on a boulevard shall have a durable surface provided under and around the courtesy bench with the durable surface extending from the curb to the sidewalk. A courtesy bench placed behind a sidewalk shall have a durable surface under and around the courtesy bench with the durable surface extending to the sidewalk and then to the curb. The durable surface shall extend at least two feet beyond the ends of the courtesy bench when the courtesy bench is located in front of a sidewalk. The durable surface shall extend at least six inches beyond the ends of the courtesy bench when the courtesy bench is not located in front of a sidewalk. A courtesy bench placed at a location where no sidewalk exists shall have a durable surface extending from the edge of the roadway to the courtesy bench, including clearance areas required in this division. A right-of-way permit may be required when permanent structures, surfaces or similar uses are proposed per § 102.28
- (G) A courtesy bench shall not be located within five feet of a fire hydrant, driveway, or marked crosswalk.
- (H) A courtesy bench shall be constructed of durable materials, including, but not limited to, concrete, wood, steel, plastic or a combination thereof, with colors limited to earth tones of subdued greens, grays, browns, reddish-browns, and golds.
- (I) No courtesy bench shall be more than 44 inches high, 30 inches wide, or more than seven feet long, overall.
- (J) A courtesy bench shall be located only at a designated metro transit bus stop, school bus stop, or in areas with significant rideshare pick-ups. No more than one courtesy bench is allowed at a bus stop.
- (K) It shall be the duty of the courtesy bench licensee to maintain each courtesy bench, at all times, in a safe condition at its approved location, and to inspect each courtesy bench periodically in order that such courtesy bench may be properly maintained including the removal of snow and trash left in the immediate vicinity.
- (L) No license shall be granted within a light rail transit corridor or where publicly owned benches are provided.
- (M) The courtesy bench license application shall be denied if the city determines that the maintenance of the courtesy bench at the proposed location would tend to obstruct passage along any public sidewalk or public way, or tend to create a hazard, or otherwise tend to be detrimental to the public safety, convenience or welfare.
- (N) If the owner or lessee of any property on which a courtesy bench is located shall, by writing filed with the city on or before December 1 preceding the expiration of a courtesy bench license, withdraw consent to the renewal of such courtesy bench license, after such expiration, the city shall promptly notify the courtesy bench licensee of the filing of such writing, and shall deny the renewal of such license unless and until such owner or person in possession or control of the property on which the courtesy bench is located shall in writing consent to such renewal courtesy bench license being issued.
- (O) In the event the license holder is not performing the maintenance duties and the city abates trash, snow removal, repairs, and other maintenance activities, the costs of the abatement must be paid for by the license holder at the time of license renewal.
- (P) All existing privately-owned courtesy benches within the city limits at the time of adoption of this chapter shall have one year to comply with the standards in this section.

(Ord. 2021-1263, passed 5-10-21)

§ 125.36 REMOVAL.

- (A) The courtesy bench licensee shall remove all courtesy benches authorized under a courtesy bench license, including any durable surface installed under the courtesy bench, and shall restore the affected ground area to the condition it was in prior to installation of the courtesy bench within ten days following revocation of the courtesy bench license. If the licensee fails to remove any courtesy bench as provided in this section, the city may, at the licensee's cost, remove all courtesy benches authorized under a courtesy bench license and underlying durable surface, complete any necessary restoration and dispose of the courtesy benches and durable surfaces by any means it deems appropriate after providing ten business days' written notice, by certified mail, to the licensee of the city's intent to remove the courtesy benches. If the licensee fails to pay for the costs incurred by the city in the removal, restoration and disposal process within 15 days after the city's demand for payment addressed to the licensee and sent by certified mail, the city may draw on the surety provided by the licensee to reimburse the city for its costs.
- (B) The city may remove any courtesy bench authorized under a courtesy bench license in the manner set forth in § 125.30 of this chapter when the courtesy bench licensee fails to adequately repair or maintain a courtesy bench, as

determined by the city. The city must provide the licensee with ten days' written notice, by certified mail, of the condition of the courtesy bench and the need for appropriate repair or maintenance, and the city's intent to remove the courtesy bench and underlying durable surface.

(Ord. 2021-1263, passed 5-10-21)

§ 125.37 ADVERTISING ALLOWED.

Advertising may be displayed only on the front (i.e., the roadway side) surface of the backrest of a courtesy bench, shall not exceed 12 square feet in surface area, and not be for tobacco or alcohol products.

(Ord. 2021-1263, passed 5-10-21)

§ 125.38 ENFORCEMENT.

In addition to any other remedy available at equity or law, failure to comply with the provisions of this section, or with the terms of any license issued pursuant hereto, may result in license termination, suspension or cancellation, administrative fines, restrictions, or other penalties.

(Ord. 2021-1263, passed 5-10-21)

- CODE OF ORDINANCES
Chapter 14 - BUSINESSES AND LICENSING
ARTICLE V. COURTESY BENCHES

ARTICLE V. COURTESY BENCHES

DIVISION 1. GENERALLY

Sec. 14-226. Purpose.

The city council finds that the placement of benches at or near mass-transit stops in the city provides a necessary service to the persons waiting for buses. The placement of such benches typically is on or near the public right-of-way and can affect the safe flow of traffic. The city council also finds that the location of such benches in residential districts can potentially interfere with the quiet enjoyment of adjoining property owners and residents. In light of these findings, the city council enacts this article to regulate and license courtesy benches in the city.

Cross reference(s)—Definitions generally, § 1-2.

Sec. 14-227. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Courtesy bench means any bench or similar structure placed in the city on or adjacent to the public rights-of-way at or near mass-transit stops for the use of the general public.

Issuing authority means the city clerk.

Cross reference(s)—Definitions generally, § 1-2.

Secs. 14-228—14-255. Reserved.

DIVISION 2. LICENSE

Sec. 14-256. Required.

No person shall place or maintain any courtesy bench in the city without first obtaining a license pursuant to this division.

Sec. 14-257. Application.

An application for a license required pursuant to this division shall request the following information:

- (1) The name of the applicant.
- (2) Whether the applicant is a natural person, partnership, corporation, or other association.
- (3) The address and telephone number of the applicant.
- (4) A detailed list showing the exact requested location of each proposed courtesy bench.

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- (5) Evidence of the consent of the adjoining property owners or lessees within 100 feet of the proposed location of the courtesy bench if any of the adjoining property within 100 feet of the bench is zoned residential under chapter 44, including but not limited to R-1A, R-1, R-4, RS-1, RM-12, RM-24, and RM-50.

Sec. 14-258. Fee.

Upon the filing of an application for the issuance of a license under this division, the applicant must pay to the city clerk, in full, the amount of the license fee imposed, set, established and fixed by the city council by resolution from time to time. The city clerk must give the applicant a receipt for the payment.

Sec. 14-259. Application verification and consideration; issuance or denial.

- (a) An application for a license required pursuant to this division shall be submitted to the city clerk who shall verify the information on the application form. The city clerk shall then route the application to the public works department, which shall determine if the location of proposed benches would interfere with the traffic safety. If the public works department finds no such traffic safety problems with the proposed locations, the city clerk shall grant the license in accordance with this division.
- (b) If the application is denied, the city clerk shall notify the applicant of the determination in writing. The notice shall be mailed by certified and regular mail to the applicant at the address provided in the application, and it shall inform the applicant of the applicant's right, within 20 days after receipt of the notice by the applicant, to request an appeal of the issuing authority's determination to the city council. If an appeal is timely received by the issuing authority, the hearing before the city council shall take place within a reasonable period of receipt of the appeal by the issuing authority.

Sec. 14-260. Restrictions.

- (a) *Transfer prohibited.* The license issued pursuant to this division is for the person named on the approved license application. No transfer of a license shall be permitted from person to person without complying with the requirements of an original application.
- (b) *Location of benches.* When a location is approved for a courtesy bench, the bench shall be installed parallel with the street and set back at a distance recommended by the public works department.
- (c) *Number of benches at one location.* There shall be no more than one courtesy bench located at each approved site or within one city block.
- (d) *Name on benches.* Each bench shall contain the name of the licensee and date of installation.
- (e) *Maintenance of benches.* It shall be the duty of the licensee to maintain each bench at all times in a safe condition at its proper location. The licensee shall periodically inspect each bench in order that it is properly maintained. Courtesy benches shall be kept at all times in a neat, clean and usable condition. Snow and ice shall be removed from the benches and the vicinity thereof during the winter so as to be accessible at all times during the year.
- (f) *Location of advertising.* No advertising shall be displayed on any courtesy bench except upon the front and rear surfaces of the backrest. No advertising shall display the terms "stop," "look," "danger" or any other word, phrase or symbol that might interfere with or distract traffic.
- (g) *Relocation of benches.* The licensee shall notify the public works department of any benches moved from an approved location. Prior to any relocation to a new location, the licensee shall obtain the approval of the public works department and notify the issuing authority.

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- (h) *Size of bench.* No bench shall be more than 42 inches high nor more than 30 inches wide or seven feet long overall.

Sec. 14-261. Indemnity bond or liability insurance.

- (a) Before a license shall be issued pursuant to this division, the applicant shall post or maintain with the issuing authority a bond or policy of public liability insurance approved by the city attorney and conditioned substantially as follows:
- (1) The licensee will indemnify and save harmless the city, its officers, agents, and employees from any and all loss, costs, damages, expenses, or liability which may result from or arise out of the granting of such license or the installation or maintenance of such bench for which a license is issued, regardless of the point to which the bench may be moved within the city, with or without the consent of the licensee; and
 - (2) The licensee will pay any and all loss or damage that may be sustained by any person as a result of or which may be caused by or arise out of such installation or maintenance.
- (b) Such bond or policy of insurance shall be maintained in its original amount by the licensee at the licensee's expense and at all times during the period for which the license is in effect.
- (c) If the applicant is issued a license for two or more benches, one such bond or policy of insurance may be furnished to cover all of the applicant's benches, and each bond or policy shall be of the type for which coverage shall automatically be restored immediately after the occurrence of any accident or loss from which liability may thereafter accrue.
- (d) The limit of liability upon any bond or policy of insurance so posted shall in no case be less than \$300,000.00 for a loss, bodily injuries or death occurring to any one person or arising out of any one accident, and no less than \$100,000.00 for property damage.

(Council Amend. of 9-28-2015)

Sec. 14-262. Renewal.

- (a) At least 30 days prior to the expiration of any license issued pursuant to this division, the licensee may make written application for renewal thereof, accompanied by the applicable license fee. Such application for renewal shall contain the information required in the original application.
- (b) If the owner of the land or the lessee upon the premises abutting that portion of the street where the bench is located granted to the license holder the continuing right to maintain such bench, the application must so state, and renewed consent shall not be required.

Sec. 14-263. Sanctions for violations.

- (a) *Suspension or revocation of license.* The city council may suspend or revoke a license issued pursuant to this division for a violation of the following:
- (1) Fraud, misrepresentation, or false statement contained in a license application or a renewal application.
 - (2) Fraud, misrepresentation, or false statement made in the course of carrying on the licensed occupation or business.
 - (3) Any violation of this article or state law.

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- (4) A licensee's criminal conviction that is directly related to the occupation or business licensed as defined by Minn. Stats. § 364.03, subd. 2, provided that the licensee cannot show competent evidence of sufficient rehabilitation and present fitness to perform the duties of the licensed occupation or business as defined by Minn. Stats. § 364.03, subd. 3.
 - (5) Conducting the licensed business or occupation in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or general welfare of the community.
- (b) *Notice and hearing on revocation or suspension of license.* A revocation or suspension by the city council shall be preceded by written notice to the licensee and a hearing. The notice shall give at least eight days' notice of the time and place of the hearing and shall state the nature of the charges against the licensee. The notice shall be mailed by regular and certified mail to the licensee at the most recent address listed on the license application.
 - (c) *Bench removal.* Upon the revocation or expiration of any license without renewal, if the licensee fails to promptly remove a bench, the city traffic engineer may do so on the expiration of ten days after giving of such notice. At such time the licensee's rights to the bench shall be forfeited, but such forfeiture shall not excuse the licensee from the payment of the cost of removal and storage of the bench.

Secs. 14-264—14-290. Reserved.

Section 840 - Courtesy Benches

840.01. License required.

Subdivision 1. General rule.

A person desiring to place and maintain one or more courtesy benches for the convenience of persons waiting for buses upon public property of the city, may be granted a license therefor upon compliance with this section.

Subd. 2. Application.

The person desiring a license must make written application to the city clerk, showing the requested location and detailed plans and specifications of each proposed bench, the name and address of the applicant, and such other information as may be required by the clerk.

Subd. 3. Consent.

The consent of the abutting property owners or lessees is required where the proposed location of a bench is in an area where the abutting property is zoned residential or multiple dwelling. In such cases each application must be accompanied by a writing signed by the owners or lessees of the property abutting the proposed location of the bench, showing the owners' or lessees' consent to the installation and maintenance of such bench.

Subd. 4. Fees.

The application must be accompanied by a license fee set by Appendix B.

Subd. 5. Term.

Licenses expire annually on December 31. Applications for licenses are considered by the council, and, if approved by the council, are issued by the clerk. Licenses are not transferable. License renewal is subject to the license provisions described in section 1005 Licensing Procedure. (Amended, Ord. No. 02-05)

Subd. 6. Renewal.

If plans and specifications of the bench, or advertising matter, or location of the bench, are not to be changed, the application for renewal need contain only the name and address of the applicant, and the location and number of the bench for which renewal license is desired. If the original consent of the owner of the land or lessee upon the premises abutting that portion of the street where the bench is located granted to the license holder the continuing right to maintain such bench, the application may so state, and renewed consent will not be required.

Subd. 7. Change of ownership or control.

If a bench for which a license has been issued is sold or title or control thereof transferred or assigned, a new license is required.

Subd. 8. Multiple locations.

If the application is for licenses for more than one bench at the same or different locations, a separate number and license will, when issued, be assigned and granted for each bench authorized to be installed, but each license issued is valid only for the location designated in the license.

840.03. Approval of application.

A license will not be issued for the installation or maintenance of a bench until approved by the clerk, the engineer, and the council.

840.05. Denial or revocation of license.

Subdivision 1. Denial.

The application for installation or maintenance of a bench will be denied if it would tend unduly to obstruct passage along any public sidewalk or public way or to create a hazard, or otherwise to be detrimental to the public safety, convenience, welfare, or aesthetics, or if any alternate bench has been provided by the city. (Amended, Ord. No. 93-14)

Subd. 2. Revocation.

A license may be revoked, or the application for renewal thereof denied, for failure to comply with the provisions of this section, or for misrepresentation of any material facts in the application, or for any reason which would have been grounds for denial of the original application, or where in the judgment of the City Council, maintenance has become inappropriate.

Subd. 3. Consent withdrawn.

If the abutting owner, or lessee, by writing filed with the city clerk on or before the first day of April preceding the expiration of any license, withdraws consent to the renewal thereof after such expiration, the clerk must promptly notify the licensee of the filing of such writing and the renewal of the license will be denied unless and until such owner, or person in possession or control, consents in writing to the renewal.

840.07. Specifications and maintenance.

Subdivision 1. Set back.

A courtesy bench must be installed parallel with the curb and set back behind the far edge of the sidewalk away from the curb.

Subd. 2. Dimensions.

A bench may not be more than 42 inches high nor more than 30 inches wide or seven feet long.

Subd. 3. Display.

Each bench must have the license number displayed thereon, in a conspicuous place.

Subd. 4. Maintenance.

The licensee must maintain each bench in a safe condition at its proper location and to inspect each bench periodically in order that it may be properly maintained. Benches must be kept in a neat, clean and usable condition. Ice and snow must be removed from the benches and the immediate vicinity thereof so that each bench is accessible at all times.

840.09. Advertising.

Subdivision 1. Location.

Advertising matter or signs may not be displayed upon a bench except only upon the front and rear surfaces of the backrest. Liquor, beer, or obscene, immoral or indecent advertising, or political advertising is not permitted. Advertising is subject to the approval of the City Council.

Subd. 2. Traffic.

Advertising matter or signs on a bench may not display the words, "STOP", "LOOK", "DRIVE IN", or any other word, phrase or symbol which might interfere with, mislead or distract traffic.

840.11. Bench removal.

Upon the revocation or expiration of a license without renewal, if the licensee fails promptly to remove a bench, the city engineer may do so within ten days after written notice given by mail directed to the address of the licensee of file. If the licensee fails to pay the cost of removal and storage thereof within a period of 60 days after the giving of such notice, the licensee's rights in the bench shall be forfeited, but such forfeiture does not excuse the licensee from the payment of the cost of removal and storage of the bench.

840.13. Insurance.

Subdivision 1. Type.

Before a license is issued, the applicant must post or maintain with the clerk a policy of public liability insurance conditioned substantially as follows: that the licensee will indemnify and save harmless the city, its officers, agents and employees from any and all loss, costs, including defense costs, damages, expenses, or liability which may result from or arise out of the granting of the license, or the installation or maintenance of the bench for which a license is issued, regardless of the point to which such bench or benches may be moved within the city with or without the consent of the licensee, and that the licensee will pay any and all loss or damage that may be sustained by any person as a result of, or which may be caused by, or arise out of, the installation or maintenance. The policy of insurance must be maintained in its original amount by the licensee during the period for which the license is in effect. If two or more licenses are issued to one licensee, one such bond or policy of insurance may be furnished to cover two or more benches. (Amended, Ord. No. 96-03, Sec. 2; Ord. No. 03-22)

Subd. 2. Limits.

The limit of liability upon any policy of insurance may not be less than \$1,000,000 combined single limit issued by an insurance company authorized to do business in the state of Minnesota. (Amended, Ord. No. 96-03, Sec. 2; Ord. No. 03-22)

840.15. Council action.

Applications for licenses, when approved by the city clerk and the director of public works/engineer are presented to the council, which may grant or deny any one or more of the applications made.

ADA Regulation Benches

903 Benches

903.1 General

Benches shall comply with 903.

903.2 Clear Floor or Ground Space

Clear floor or ground space complying with 305 shall be provided and shall be positioned at the end of the bench seat and parallel to the short axis of the bench.

903.3 Size

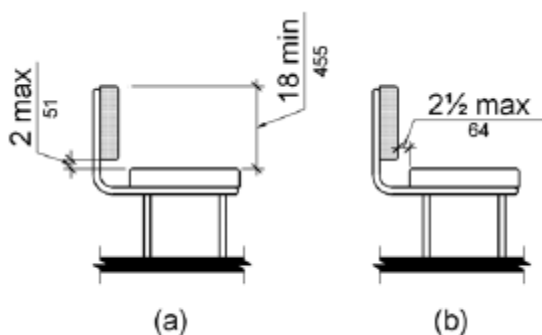
Benches shall have seats that are 42 inches (1065 mm) long minimum and 20 inches (510 mm) deep minimum and 24 inches (610 mm) deep maximum.

903.4 Back Support

The bench shall provide for back support or shall be affixed to a wall. Back support shall be 42 inches (1065 mm) long minimum and shall extend from a point 2 inches (51 mm) maximum above the seat surface to a point 18 inches (455 mm) minimum above the seat surface. Back support shall be 2½ inches (64 mm) maximum from the rear edge of the seat measured horizontally.

Advisory 903.4 Back Support. To assist in transferring to the bench, consider providing grab bars on a wall adjacent to the bench, but not on the seat back. If provided, grab bars cannot obstruct transfer to the bench.

Figure 903.4 Bench Back Support



Height

The top of the bench seat surface shall be 17 inches (430 mm) minimum and 19 inches (485 mm) maximum above the finish floor or ground.

903.6 Structural Strength

Allowable stresses shall not be exceeded for materials used when a vertical or horizontal force of 250 pounds (1112 N) is applied at any point on the seat, fastener, mounting device, or supporting structure.

903.7 Wet Locations

Where installed in wet locations, the surface of the seat shall be slip resistant and shall not accumulate water.

Roseville Public Works, Environment and Transportation Commission
Agenda Item

DATE: September 26, 2023

ITEM: 9.a.

ITEM DESCRIPTION: CEE Programs & Revolving Loan Update

Background

At the July Joint Council/PWETC meeting, it was discussed whether or not a revolving loan fund should be established that private property owners could utilize to make repairs to their water and sewer services. Council mentioned that there are existing programs set up through Community Development. Staff discussed the programs with Community Development staff and learned there are various programs administered by the Center for Energy and Environment (CEE). <https://www.mncee.org/programs-roseville-residents>. CEE offers 5 specific programs just for Roseville residents. They also offer other programs that apply to the whole county or state as well.

The three programs for Roseville residents only, that could be used for private water and sewer repairs, are as follows:

1. Roseville Home Improvement Loan
2. Roseville Senior Deferred Loan
3. Roseville Emergency Deferred Loan

Staff will give a brief overview of CEE and the Roseville specific programs, and how residents can utilize CEE if they have a need.

Recommendation

Receive presentation and provide feedback.

Attachments

None

**Roseville Public Works, Environment and Transportation Commission
Agenda Item**

DATE: September 26, 2023

ITEM: 10.a.

ITEM DESCRIPTION: Future Agenda Items

Background

Recommendation

Set preliminary agenda items for the October 24, 2023 Public Works, Environment & Transportation Commission meeting.

Attachments

1. Future Agenda Items



Memo

To: Public Works Environmental and Transportation Commission Members

From: Jesse Freihammer, Public Works Director

Date: September 26, 2023

Re: Look Ahead Agenda Items/Next Meeting October 24, 2023

Suggested Items:

Looking Ahead:

- October 24, 2023
 - County Road B Update
 - Envision Roseville Update
 - Utility Rates
- November 28
 - Public Works – 2024 Work Plan
 - Recycling RFP
 -
- December – No Meeting