

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AUTHORIZING THE MAYOR AND CITY TREASURER TO EXECUTE AN FY 2016-2019 TRANSPORTATION IMPROVEMENT PROGRAM SURFACE TRANSPORTATION PROGRAM-SUBALLOCATED FUNDS (STP-S) NEW PROJECT APPLICATION WITH EAST-WEST GATEWAY COORDINATING COUNCIL FOR FINANCING OF THE ADA COMPLIANT RAMP AND SIDEWALK CONNECTIONS AND RECONSTRUCTION PROJECT AND AUTHORIZING AN EXPENDITURE FOR THE APPLICATION FEE FOR SAME

WHEREAS, the Board of Aldermen of the City of Dardenne Prairie has approved an improvement project for the improvement of and reconstruction of sidewalk ramps and connections for sidewalks for the City of Dardenne Prairie to comply with requirements of the Americans with Disabilities Act (the “ADA Compliant Ramp and Sidewalk Connections and Reconstruction Project”); and

WHEREAS, the total cost of the ADA Compliant Ramp and Sidewalk Connections and Reconstruction Project is estimated to be \$984,852.00 (the “Project Cost”); and

WHEREAS, the Board of Aldermen desires to submit an FY 2016-2019 Transportation Improvement Program Surface Transportation Program-Suballocated Funds (STP-S) New Project Application (the “STP-S Application”) with East-West Gateway Coordinating Council (“East-West Gateway”) for receipt of federal funds to offset the cost of the ADA Compliant Ramp and Sidewalk Connections and Reconstruction Project; and

WHEREAS, the Board of Aldermen desires to submit an STP-S Application requesting federal funds equal to \$787,880.00 for the ADA Compliant Ramp and Sidewalk Connections and Reconstruction Project (the “Requested Funds”); and

WHEREAS, a project application fee of ½% of the Requested Funds equaling \$3,939.40 (the “Application Fee”) must be submitted with the STP-S Application; and

WHEREAS, if the STP-S Application is approved, East-West Gateway will retain the application fee, but if the STP-S Application is denied, the Application Fee will be returned to the City;

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. That upon completion by the City Engineer, the Mayor and the City Treasurer be and they are hereby authorized and directed to execute the STP-S Application, a copy of which is attached hereto as **Exhibit A** and incorporated by reference herein, requesting funds for the ADA Compliant Ramp and Sidewalk Connections and Reconstruction Project.

SECTION 2. That Board of Aldermen hereby authorizes an expenditure in the amount of Three Thousand Nine Hundred Thirty-Nine and 40/100 Dollars (\$3,939.40) for the Application Fee for the STP-S Application and directs the City Treasurer to amend the budget accordingly to reflect said expenditure.

SECTION 3. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 4. Effective Date: This Ordinance shall be in full force and take effect from and after its final passage and approval.

SECTION 5. Savings: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

Read two times and passed this _____ day of _____, 2015.

As Presiding officer and as Mayor

Approved this _____ day of _____, 2015.

Mayor

Attest: _____
City Clerk

"Exhibit A"

FY 2016-2019 TRANSPORTATION IMPROVEMENT PROGRAM
SURFACE TRANSPORTATION PROGRAM - SUBALLOCATED FUNDS (STP-S)
NEW PROJECT APPLICATION

Clear Form and Create New Project	Retrieve Existing Project	Update/Save Project
PROJECT RECORD NUMBER 18423757	Clear All Fields	

Before starting new applications, select "Clear Form and Create New Project". Applications with no record number cannot be saved. The project number will be needed if you wish to retrieve/edit/print the application at a later time.

Select one:

- Application withdrawn
 - Preliminary complete (ready for comments)- Due January 15, 2015 - Optional
 - Final complete - Due February 19, 2015
- Signatures, Supplemental Information, and Application Fee - Due February 19, 2015

A. SPONSOR INFORMATION

Sponsoring Agency: City of Dardenne Prairie

Chief Elected Official: Mayor Pamela Fogarty

Address: 2032 Hanley Road

City: Dardenne Prairie State: MO Zip: 63368

E-Mail: mayor@dardenneprairie.org

Project Contact: Pamela Fogarty Title: Mayor

Address: 2032 Hanley Road

City: Dardenne Prairie State: MO Zip: 63368

Phone: (636) 561-1718 Fax: (636) 625-0077

E-mail: mayor@dardenneprairie.org

Application Contact: Luke R. Kehoe, P.E.

E-Mail: engineer@dardenneprairie.org Phone: (636) 561-1718

B. PROJECT INFORMATION

Project Title: ADA Compliant Ramp and Sidewalk Connections and Reconstruction

Project Limits (i.e., Taylor Ave to Moss St or over Moss Creek - include map):

Attached is a spreadsheet showing over 500 ramp and sidewalk locations that require modification in order to meet current ADA standards.

Is this project a continuation of, or is it otherwise related to, another project that previously was programmed in the TIP? If so, explain this relationship.

No

Has your agency previously competed for funds for this specific project? If so, when?

No

Does your agency own and maintain this facility? Yes If no, a letter of support is required from the facility owner.

Project Priority Area:

Type of Improvement:

Type of project:

Project Length (Miles):

Estimated date of completion (MO/YEAR):

Usage (Average Daily Traffic, Ridership, etc.):	Currently	Proposed
ADT	<input type="text" value="0.00"/>	<input type="text" value="0.00"/>
Year	<input type="text" value="2015.00"/>	<input type="text" value="2030.00"/>

Vehicle Occupancy Rate (Regional Average=1.25): Currently Proposed

Federal Functional Roadway Classification (per East-West Gateway):

BRIDGE PROJECTS ONLY - Complete next four questions

Bridge Identification Number (Per state inventory):

Bridge Sufficiency Rating (Per state inventory):

Is bridge listed on state inventory as deficient?

Will there be any realignment of the connecting roadway (vertical or horizontal) as part of the bridge replacement? If yes, include sketch of proposed bridge replacement and realigned road.

Number of through traffic lanes: Currently Proposed

Number of turn lanes: Currently Proposed

Are two-way left turn lanes proposed as part of this project? If yes, give details below:

Is the terrain flat or rolling?

If the terrain is rolling, describe what measures have been taken to maximize the sight distance where the two-way left turn lanes are proposed:

Speed limit: Currently Proposed

Lane width: Currently Proposed

Shoulder width: Currently Proposed

Bridge width (gutterline to gutterline): Currently Proposed

Curb & gutter?: Currently Proposed

Sidewalks?: Currently Proposed

Sidewalk Width: Currently Proposed

Parking allowed: Currently Proposed

Will additional right of way, TSCL or easement be acquired?

If yes,

- Estimated additional right of way (in acres) needed:

- Estimated permanent easements (in acres) needed:

- Estimated temporary easements (in acres) needed:

- Any residential or commercial displacements anticipated? If yes, give details on how many and if they are residential and/or commercial.

None

Right of way acquisition by:

Right of way condemnation by:

Please attach the following items, if available.

- Traffic Flow diagram for more than 2 lane improvement
- Scope of engineering services

UTILITY COORDINATION

Will coordination with utilities be required? If yes, check the appropriate box to select the type of utility. Then give the names of the utility companies. Utilities must be notified of proposed improvements early in the design process.

- Electric
- Phone
- Gas
- Water
- Cable TV
- Storm Sewer
- Sanitary Sewer
- Other

Please give detail concerning potential utility conflicts / problems / issues:

There should not be any utility conflicts because this project will be a replacment of the existing sidewalk ramps, but coordination will be made with all utilities in the area using the "One Call" system.

Utility coordination completed by:

Designed by:

Inspection by:

BICYCLE AND PEDESTRIAN FACILITIES

All applicants are required to comply with the Americans with Disabilities Act of 1990. 23 USC 217 (g) states:

“Bicycle transportation facilities and pedestrian walkways shall be considered, where appropriate, in conjunction with all new construction and reconstruction of transportation facilities, except where bicycle and pedestrian use are not permitted....Transportation plans and projects shall provide due consideration for safety and contiguous routes for bicyclists and pedestrians.

The Gateway Bike Plan provides a long-term vision for a connected system of on road bicycle routes between communities, transit, greenways, and trails. Information is available at StLBikePlan.com

If any bicycle and/or pedestrian elements are included in this project, what are they? Is this project proposing new sidewalks where non exist, replacing segments of damaged sidewalk, installing ADA compliant curb ramps? If yes, where are facilities being built and indicate width. What strategies or recommendations from the Gateway Bike Plan are being implemented? (If applicable)

The entire project is a pedestrian enhancement project. Non-ADA compliant sidewalk ramps in the City will be modified or replaced. We will also replace sections of sidewalk that are cracked, missing, heaved or sunken to alleviate tripping hazards and provide access.

If bicycle and/or pedestrian elements are not included, WHY NOT (required)?: Failure to include bicycle and/or pedestrian accomodations may result in project not being funded.

Provided.

C. PROJECT JUSTIFICATION/DESCRIPTION

Please describe 1.) the proposed improvement, 2.) the transportation problem the improvement will address, 3.) the effect the improvement will have on the problem, and 4.) any Transportation System Management or Transportation Demand Management strategies (as described in Appendix A included in the workbook).

If the project is proposing to add capacity for single-occupant vehicles by adding lanes or by constructing a new facility, a Congestion Management Study (CMS) report may be required. The CMS requirements are described in Appendix A included in the workbook. If you are unsure if a CMS is needed, please contact Jason Lange at MO: (314) 421-4220 or IL: (618) 274-1750.

Projects must be based upon the ten principles/strategies of RTP 2040, the St. Louis region's Long Range Transportation Plan. **See page 7-9 of the STP-S workbook for more information.**

Be as specific as possible. Attach additional sheets as needed.

The City of Dardenne Prairie completed an inventory of all the sidewalk ramps in the City in 2014. Deficiencies were noted and a plan to repave over 500 nonconforming ramps has been formulated. Major deficiencies include no curb cut, ramp slope greater than allowable, nonperpendicular ramp, noncompliant/missing ramp landing. Other deficiencies include no truncated dome, lip at ramp, cross slope at top and/or bottom of ramp greater than allowable.

This project will also include the replacement of deficient sidewalk sections and the adoption of ADA-compliant standard construction detail drawings.

GREAT STREETS (This section is intended to be completed only for projects that are utilizing concepts from the Great Streets Initiative)

Road construction does not just apply to moving cars and trucks faster. It's really about accommodating people, which can include such things as: traffic calming, bicycle/pedestrian accommodations, compliance with the Americans with Disabilities Act, landscaping, access management, architectural design standards, and zoning changes to encourage specified land uses and promote economic development. East-West Gateway's Great Streets Initiative helps local sponsors create a complete street. A toolbox has been created that guides sponsors to use the Great Streets template that applies to their place. Place types include: downtown main street, mixed-use district, small town downtown, residential neighborhood, office employment area, civic/educational corridor, neighborhood shops, and commercial/service corridor.

Detailed information can be found at: <http://www.ewgateway.org/greatstreets/greatstreets.htm>. If you have any questions about Great Streets, contact Paul Hubbman at: MO: (314) 421-4220 or IL: (618) 274-2750.

A Great Streets project is required to address these eight characteristics:

1. Great Streets are great places
2. Great Streets integrate land use and transportation planning
3. Great Streets are economically vibrant
4. Great Streets accommodate all users and all modes
5. Great Streets are environmentally responsible
6. Great Streets rely on current thinking
7. Great Streets are measurable
8. Great Streets develop collaboratively

Please describe below how this project incorporates each of the seven criteria. Attach additional sheets as needed.

Not applicable.

D. PROJECT COMPOSITION

Please indicate the approximate percentage of the project that covers each of the elements below:

MODAL ELEMENTS	Total Cost	
Roadway elements	<input type="text" value="0.00"/>	%
Transit elements	<input type="text" value="0.00"/>	%
Bicycle and Pedestrian elements	<input type="text" value="100.00"/>	%
Port and Freight Facility elements	<input type="text" value="0.00"/>	%
<i>TOTAL (100%)</i>	<input type="text" value="100.00"/>	%

ACTIVITY TYPE	Total Cost	
Replace/Rehabilitation of existing facilities	<input type="text" value="100.00"/>	%
Expansion/Enhancement - new or expanded facilities and assets (not replacement)	<input type="text" value="0.00"/>	%
Planning Studies - such as general program evaluation, corridor studies, MTIA or environmental analysis (not preliminary or construction engineering)	<input type="text" value="0.00"/>	%
<i>TOTAL (100%)</i>	<input type="text" value="100.00"/>	%

PROJECT FUNCTIONS	Total Cost	
Preservation elements	<input type="text" value="20.00"/>	%
Safety elements	<input type="text" value="50.00"/>	%
Congestion elements	<input type="text" value="0.00"/>	%
Access to Opportunity elements	<input type="text" value="30.00"/>	%
Sustainable Development elements	<input type="text" value="0.00"/>	%
Goods Movement elements	<input type="text" value="0.00"/>	%
<i>TOTAL (100%)</i>	<input type="text" value="100.00"/>	%

E. IMPROVEMENT EVALUATION CRITERIA

Select a priority condition that is based on the primary focus area of the project. The priority condition should be the same for each focus area on pages 9-14 of this application. Pages 7-10 of the STP-S workbook details what is required supporting information for each condition.

PRESERVATION

Preservation of the existing infrastructure will be achieved by managing and maintaining current roadway, bridge, transit and intermodal assets. Check the one priority condition box, using the measures described below, that best represents the project being considered. Attach relevant documentation, calculations, photos or additional information. Points will be assigned only if project will improve deficient condition and documentation of condition is provided with project application.

Priority Condition

System Condition (describe condition and measure used)

PRESERVATION MEASURES	High Priority Condition	Medium Priority Condition	Lower Priority Condition
Road	Pavement Condition 20-56 on Scale of 100 or equivalent AND project will improve deficient condition.	Pavement Condition less than 20 or 57-75 on scale of 100 or equivalent AND project will improve deficient condition.	Pavement Condition greater than 75 on Scale of 100 or equivalent AND project will improve deficient condition.
Bridge	Bridge Sufficiency Rating less than 40 on Scale of 100 AND project will improve deficient condition.	Bridge Sufficiency Rating of 40-79.9 on Scale of 100 AND project will improve deficient condition.	Bridge Sufficiency Rating greater than 80 on Scale of 100 AND project will improve deficient condition.
Signal	Project will replace equipment older than 20 years, and equipment is outdated, not repairable	Project will replace equipment 10 to 20 years old and not compatible with coordinated systems	Project will replace equipment in good condition, as per industry standard
Transit	Project will replace equipment at normal replacement cycle age in FTA Circular 9030	Project will replace equipment that is non-operational /unreliable/beyond normal replacement cycle age in FTA Circular 9030	Project will replace equipment earlier than normal replacement cycle age in FTA Circular 9030
Port/Freight	Poor condition as per standard AND project will improve deficient condition.	Very poor or fair condition as per standard AND project will improve deficient condition.	Good condition as per standard AND project will improve deficient condition.
Bike/Ped	Average PSR rating of sidewalk 0-1 (see App F or workbook for how to rate) AND project located within ½ mile of PUI grid 3-5	Average PSR rating of sidewalk 1-2 (see App F or workbook for how to rate) AND project located within ½ mile of PUI grid 3-5	Average PSR rating of sidewalk 0-3 (see App F or workbook for how to rate) AND project located in any area

***NOTE:** Only projects that propose to replace, rehabilitate, or repair a facility or equipment can receive points in this category. Projects that propose to construct an entirely new facility receive 0 points (N/A). Systematic preventive maintenance activities (i.e., activities that are part of a planned strategy or program) intended to extend the life of the facility are eligible for funding, provided the DOT has approved the systematic strategy or program.

SAFETY

Safety and Security in Travel will be achieved by decreasing the risk of personal injury and property damage on, in, and around transportation facilities. Check the one priority condition box, using the measures described below, that best represents the project being considered. Attach relevant documentation, calculations, photos or additional information.

Include a summary of police reports for crashes that occurred within the project limits including how proposed improvement to the facility would reduce crashes.

Total number of crashes over last 3 years:

Number of crashes by type: Fatal Serious Injury Property Damage Only

Crash Rate for the proposed project location (use formula below):

To compute crashes per million vehicle miles use the formula:

$$\frac{\text{Average Number of Crashes per year over last 3 years} \times 1,000,000}{\text{Average Daily Traffic} \times 365 \times \text{length of project in miles}} = \text{Crash Rate}$$

Priority Condition

System Condition / Problem Addressed

<i>SAFETY MEASURES</i>	<i>High Priority Condition</i>	<i>Medium Priority Condition</i>	<i>Lower Priority Condition</i>
Road/ Intersection	Crash rate per million vehicle miles is 6.0 or higher AND project addresses specific safety issues(s)related to crashes * OR improves problems identified in road safety audit OR addresses fatal/serious injury crash(es)	Crash rate per million vehicle miles is 3.0 to 5.9 AND project addresses specific safety issues(s)related to crashes *	Accident rate per million vehicle miles is less than 3.0 AND project addresses specific safety issue(s)*
Bridge	Bridge sufficiency rating less than 20 on scale of 100 AND project will improve deficient condition.	Bridge sufficiency rating 20-49.9 on scale of 100 AND project will improve deficient condition.	Bridge sufficiency rating greater than 50 on scale of 100 AND project will improve deficient condition.
Transit/Other	Poor condition as per standard AND project addresses specific safety or security issues (e.g., improves security for facility users, addresses bicycle or pedestrian safety concerns, etc.)	Fair condition as per standard AND project addresses specific safety or security issues (e.g., improves security for facility users, addresses bicycle or pedestrian safety concerns, etc.)	Good condition as per standard AND project addresses specific safety or security issues (e.g., improves security for facility users, addresses bicycle or pedestrian safety concerns, etc.)
Bike/Ped	New bike/ped facility: Sidewalks on both side of road (at least 5' wide) or dedicated multi-use path (at least 10' wide)	New bike/ped facility: Sidewalk on one side of road (at least 5' wide) or on-road bike lane OR new bike/ped facility: Sidewalks on both side of road (4' to 5' wide) or dedicated multi-use path (8'-10' wide)	Improvements to existing facility or shared lane traffic markers

* e.g., paved shoulder, new pedestrian or bicycle facility, revisions to horizontal or vertical alignment, intersection improvements, guardrail or median barrier.

CONGESTION

Congestion Management will be achieved by ensuring that congestion of the region's roadways does not reach levels which compromise economic competitiveness. Check the one priority condition box, using the measures described below, that best represents the project being considered. Attach relevant documentation, calculations, photos or additional information.

Does this project increase capacity for Single-Occupant Vehicles (SOV)?

If yes, an evaluation of the impact to SOV capacity* of reasonable demand strategies that fit in the corridor must be completed. This evaluation must follow the framework of the St. Louis Region Congestion Management Process Mitigation Handbook and included with the application. See Section VI (page 12 of workbook) for more information.

Priority Condition

System Condition (describe condition and measure used)

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CONGESTION MEASURES	High Priority Condition	Medium Priority Condition	Lower Priority Condition
Road/Bridge Intersection	Peak hour Level of Service E or F AND project includes features to increase vehicle mobility (e.g., ITS features, traffic signal coordination, turn lane, intersection improvements)	Peak hour Level of Service D AND project includes features to increase vehicle mobility (e.g., ITS features, traffic signal coordination, turn lane, intersection improvements)	Peak hour Level of Service A, B or C AND project includes features to increase vehicle mobility (e.g., ITS features, traffic signal coordination, turn lane, intersection improvements)
Transit	Introduction of peak-hour transit service in a new market	Expansion of peak-hour transit service or new transit facility in an existing market	Improved transit facility
Education, Rideshare and/or Bike-Ped	Program intended to encourage use of other modes or alternatives (e.g., transit, ridesharing, carpooling)	New pedestrian or bicycle facility (non-recreational)	Improved pedestrian or bicycle facility (non-recreational)

Note:

- Calculate Level of Service (LOS) per method outlined in the *Highway Capacity Manual*, Transportation Research Board, National Research Council, Washington, D.C. 2000.
- If the project is a bicycle/pedestrian or transit improvement designed primarily to relieve parallel corridor (roadway) congestion - indicate peak average corresponding roadway LOS.
- Projects must comply with the Regional ITS Standards set forth in the document titled *Bi-State St. Louis Regional ITS Architecture*, April 2005

*A study is required if the project proposes to add one or more lanes for a length of at least 1 mile (or the entire distance between major intersections) on a roadway functionally classified as an arterial or above.

ACCESS TO OPPORTUNITY

Access to Opportunity will be achieved by addressing the complex mobility needs of persons living in low-income communities and persons with disabilities. Check the one priority condition box, using the measures described below, that best represents the project being considered. Attach relevant documentation, calculations, photos or additional information such as transit lines or stops on or within 1/4 mile of proposed improvements.

Priority Condition

Access to Opportunity Measures / Problem Addressed

The intent of this project is to bring non-ADA compliant sidewalk facilities into ADA compliance.

<i>ACCESS TO OPPORTUNITY MEASURES</i>	<i>Priority Condition</i>
(1) Project is located within an environmental justice census tract or block, AND (2) project provides direct access to opportunity for disadvantaged individuals (e.g., paratransit service, ride service for elderly, job access program, new transit stop at major employment or activity center, pedestrian or bicycle facility to enable direct access to transit) (5pts)	
Project either provides direct access to opportunity for disadvantaged individuals (e.g., paratransit service, ride service for elderly, job access program, new transit stop at major employment or activity center, pedestrian or bicycle facility to enable direct access to transit) AND includes measures to eliminate accessibility barriers and bring a non-ADA-compliant facility into ADA compliance. (3pts)	
Includes measures to eliminate accessibility barriers and bring a non-ADA compliant facility into ADA compliance. (1pt)	

*A map of environmental justice areas is included in Appendix F of the project workbook.

SUSTAINABLE DEVELOPMENT

Sustainable Development will be achieved by coordinating transportation, land use, economic development, environmental quality, and community aesthetics. Check the one priority condition box, using the measures described below, that best represents the project being considered. Attach relevant documentation, calculations, photos or additional information.

Does the project conform with community, subarea, or corridor level needs as identified in an adopted local and/or regional land use plan, development plan, or economic development plan?

Cite adopted plan(s) that the project is identified in:

None

Priority Condition

Sustainable Development Measures (e.g., measures to integrate Great Streets Initiative design techniques, enhance connectivity across or between modes, promote transportation and development actions that reduce the need for travel, avoid impacts to sensitive environmental or cultural resources, etc.)

N/A

SUSTAINABLE DEVELOPMENT MEASURES	Priority Condition
Project (1) conforms to the plan(s) identified above, AND (2) is located within 1/2 mile of a PUI grid 3 or higher or major activity center, AND (3) improves access to, and supports the redevelopment of an underutilized commercial, industrial, or brownfield area. <i>(5pts)</i>	
Project (1) conforms to the plan(s) identified above, AND (2) is located within 1/2 mile of a PUI grid 3 or higher or major activity center, AND (3) improves access to, and supports the continued development of an established commercial or industrial area <i>(3pts)</i>	
Project (1) conforms to the plan(s) identified above, AND (2) improves access to, and supports the development of a commercial or industrial area or established residential area <i>(1pt)</i>	

*PUI = Project Utilization Index is a measure of landuse (i.e. population, employment, and retail) and transit (i.e. MetroLink stations, bus stops, transit centers). See Appendix F for more information.

GOODS MOVEMENT

Efficient movement of goods will be achieved by improving the movement of freight within and through the region by rail, water, air, and surface transportation modes. Check the one priority condition box, using the measures described below, that best represents the project being considered. Attach relevant documentation, calculations, photos or additional information.

Commercial truck volume as percentage of ADT:

Priority Condition

System Condition

N/A

GOODS MOVEMENT MEASURES	Priority Condition
(1) Commercial truck volumes are greater than 15% of ADT on the route/site AND (2) project either provides or improved intermodal connections OR addresses a unique need of commercial trucks or freight rail (e.g., increases load capacity of bridge for trucks or rail, raises overhead clearance for trucks or rail, improves turning radius for trucks). <i>(5 pts)</i>	
(1) Commercial truck volumes are 7% - 14.9% of ADT on the route/site AND (2) project either provides or improves a direct connection to a freight or intermodal facility OR addresses a unique need of commercial trucks or freight rail (e.g., increases load capacity of bridge for trucks or rail, raises overhead clearance for trucks or rail, improves turning radius for trucks). <i>(3 pts)</i>	
(1) Commercial truck volumes are less than 7% of ADT on the route/site AND (2) project either provides or improves a direct connection to a freight or intermodal facility OR addresses a unique need of commercial trucks or freight rail (e.g., increases load capacity of bridge for trucks or rail, raises overhead clearance for trucks or rail, improves turning radius for trucks). <i>(1 pts)</i>	

F. FINANCIAL PLAN

Please complete the following expenditure tables and attach a detailed cost estimate (an example is included in Appendix B).

Fiscal years are federal fiscal years (October 1 through September 30). See page 3 of STP-S Workbook for information regarding what phases of work may use federal funds and the years that federal funds are available. Federal participation for a phase may not exceed 80% in Missouri and 75% in Illinois. Each phase using federal funds must be at the same percentage. To delete a number in the table below, enter '0'. Pressing the delete button or backspace will not save onto EWG servers.

PROJECT BUDGET	FY 2016	FY 2017	FY 2018	TOTAL
PE/Planning/ Environ. Studies	149220.00			149220.00
Right-Of-Way				0.00
Implementation		746100.00		746100.00
Construction Engineering		89532.00		89532.00
Total	0.00	835632.00	0.00	835632.00
TOTAL	149220.00	835632.00	0.00	984852.00

SOURCE OF FUNDS	FY 2016	FY 2017	FY 2018	TOTAL
STP-S/BRM Funds	119376.00	334252.00	334252.00	787880.00
Other Fed. Funds* Source:				0.00
Other State Funds* Source:				0.00
Local Match Funds* Source:	29844.00	83563.00	83563.00	196970.00
Other Funds* Source:				0.00
TOTAL	149220.00	417815.00	417815.00	984850.00

*Will any other individual, business, local public agency or other third party provide matching funds or be requested to provide matching funds in the future for this project? If yes, include a letter of support for this project from the third party that confirms their commitment to provide match or acknowledges that the sponsor may seek matching funds from the third party in the future. The letter must also document the third party's support of the proposed scope of work of the project as it is listed in the project application.

Standard TIP Project Development Schedule Form (many stages can occur concurrently)

Activity Description	Start Date (MM/YYYY)	Finish Date* (MM/YYYY)	Time Frame (Months)
Receive Notification Letter	09/2015	10/2015	2.0
Execute Agreement (Project sponsor & DOT)	11/2015	12/2015	2.0
Engineering Services Contract Submitted & Approved ¹	12/2015	12/2015	1.0
Obtain Environmental Clearances (106, CE-2, etc.)	01/2016	03/2016	3.0
Public Meeting/Hearing			
Develop and Submit Preliminary Plans	01/2016	12/2016	12.0
Preliminary Plans Approved			
Develop and Submit Right-of-Way Plans			
Review and Approval of Right-of-Way Plans			
Submit & Receive Approval for Notice to Proceed for Right-of-Way Acquisition (A-Date) ²			
Right-of-Way Acquisition			
Utility Coordination	01/2016	12/2016	12.0
Develop and Submit PS&E	01/2016	12/2016	12.0
District Approval of PS&E/Advertise for Bids ³	12/2016	12/2016	1.0
Submit and Receive Bids for Review and Approval	01/2017	02/2017	3.0
Project Implementation/Construction	03/2017	11/2018	23.0

*Finish date must match fiscal year for each for each milestone listed below:

1. Preliminary engineering obligated - PE/Planning/Environ. Studies
2. Right of way obligated - Right-Of-Way
3. Construction/implementation funds obligated - Implementation/Construction Engineering

FY 2016 = 10/2015 - 09/2016

FY 2017 = 10/2016 - 09/2017

FY 2018 = 10/2017 - 09/2018

FY 2019 = 10/2018 - 09/2019

Financial Certification of Matching Funds

This is to assure sufficient funds are available to pay the non-federal share of project expenditures for the following projects to be funded under the provisions of MAP-21. Only one certification per sponsoring agency is necessary.

<u>Project Title</u>	<u>Non-federal Amount</u>
ADA Compliant Ramp and Sidewalk Connections and Reconstruction	196970.00

Sponsoring Agency:

Chief Elected Official (or Chief Executive Officer):

Name (Print):

Signature: _____

Date: _____

Chief Financial Officer:

Name (Print):

Signature: _____

Date: _____

G. Person of Responsible Charge Certification

The key regulatory provision, 23 CFR 635.105 – *Supervising Agency*, provides that the State Transportation Agency (STA) is responsible for construction of Federal-aid projects, whether it or a local public agency (LPA) performs the work. The regulation provides that the STA and LPA must provide its full-time employee to be in “responsible charge” of the project.

The undersigned employees(s) of the Project Sponsor will act as person of responsible charge. If at any point the employee leaves the LPA, the LPA is responsible for finding a suitable replacement and notifying East-West Gateway. If the person of responsible charge is found to not be a full-time employee of the LPA, it will result in the loss of federal funds for this project. One employee can act as person of responsible charge for all three phases. A signature is required for each phase.

Person of responsible charge – design phase

Name:

Title: E-mail:

Signature: _____

Person of responsible charge – right of way acquisition phase

Name:

Title: E-mail:

Signature: _____

Person of responsible charge – construction phase

Name:

Title: E-mail:

Signature: _____

H. NOTIFICATION OF TITLE VI REQUIREMENTS

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. §§ 2000d *et seq.*
- All requirements imposed by or pursuant to the Code of Federal Regulations, Title 49: Transportation, Subtitle A: Office of the Secretary of Transportation, Part 21: *Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964*

As part of federal requirements, a recipient of funds from DOT must ensure that it has written policies and procedures in place to ensure nondiscrimination in its programs, up to and including, developing a Title VI Plan.

By submitting its application as part of the TIP process, the Project Sponsor certifies that it has reviewed the federal requirements regarding nondiscrimination in federally assisted programs and believes that the Project Sponsor complies with the required policies and procedures.

Nondiscrimination Notification

A recipient of any federal funds from the U.S. Department of Transportation (“DOT”) must comply with federal statutes, regulations, executive orders, and other pertinent directives that govern nondiscrimination in federally assisted programs. Below is a list of the statutes and regulations that may apply to a recipient’s program; however, other federal requirements regarding nondiscrimination may be imposed by DOT.

- Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d, and implementing regulations at 49 CFR Part 21 – *Nondiscrimination in Federally Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act*;
- The equal employment opportunity provisions of 49 U.S.C. § 5332 and Title VII of the Civil Rights Act of 1964, 42 U.S.C. §§ 2000e *et seq.*, and implementing regulations;
- Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 *et seq.*, and implementing regulations at 49 CFR Part 25 – *Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance*;
- Section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, and the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. §§ 12101 *et seq.*, and implementing regulations, including:
 - 49 CFR Part 37—*Transportation Services for Individuals with Disabilities (ADA)*;
 - 49 CFR Part 27—*Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance*;
 - 36 CFR Part 1192 and 49 CFR Part 38—*Americans with Disabilities (ADA) Accessibility Specifications for Transportation Vehicles*;

- 28 CFR Part 35—*Nondiscrimination on the Basis of Disability in State and Local Government Services*;
- 28 CFR Part 36—*Nondiscrimination on the Basis of Disability by Public Accommodations and in Commercial Facilities*;
- 41 CFR Subpart 101 – 119—*Accommodations for the Physically Handicapped*;
- 29 CFR Part 1630—*Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act*;
- 47 CFR Part 64, Subpart F—*Telecommunications Relay Services and Related Customer Premises Equipment for the Hearing and Speech Disabled*;
- 36 CFR Part 1194—*Electronic and Information Technology Accessibility Standards*;
- 49 CFR Part 609—*Transportation for Elderly and Handicapped Persons*; and
- Federal civil rights and nondiscrimination directives implementing those federal laws and regulations, unless the federal government determines otherwise in writing.
- The Age Discrimination Act of 1975, as amended, 42 U.S.C. §§ 6101 *et seq.*, and implementing regulations at 49 CFR Part 90 – *Nondiscrimination on the Basis of Age in Programs or Activities Receiving Federal Financial Assistance*;
- The Age Discrimination in Employment Act, 29 U.S.C. §§ 621 through 634, and implement regulations of the U.S. Equal Employment Opportunity Commission 29 CFR Part 1625—*Age Discrimination in Employment Act*;
- The Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. §§ 1101 *et seq.*, the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, as amended, 42 U.S.C. §§ 4541 *et seq.*, and the Public Health Service Act of 1912, as amended, 42 U.S.C. §§ 290dd through 290dd-2;
- Executive Order 12898—*Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*, 42 U.S.C. § 4321 note, and DOT Order 5620.3 at Federal Register Vol. 62 No. 18377—*Department of Transportation Actions to Address Environmental Justice in Minority Populations and Low-Income Populations*;
- Executive Order 13166 – *Improving Access to Services for Persons with Limited English Proficiency*, 42 U.S.C. § 2000d – 1 note, and implementing policy guidance at Federal Register Vo. 70 No. 74087—*DOT Policy Guidance Concerning Recipients’ Responsibilities to Limited English Proficiency (LEP) Person*; and

By submitting its application as part of the TIP process, the Project Sponsor certifies that it has reviewed the federal requirements regarding nondiscrimination in federally assisted programs and understands that if the Project Sponsor does not have the required policies and procedures in place prior to federal funds being obligated, then the Project Sponsor’s project may become ineligible for federal funding.

Certification Signature

I. Right-of-Way Acquisition Certification Statement

To be completed by Missouri project sponsors only.

The Missouri Department of Transportation (MoDOT) and the Federal Highway Administration (FHWA) have the right and responsibility to review and monitor the acquisition procedures of any federally funded transportation project for adherence to "The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970." Those projects found in non-compliance may jeopardize all or part of their federal funding.

A. The Project Sponsor hereby certifies that ANY right of way, and/or permanent or temporary easements necessary for this project, obtained prior to this application, were acquired in accordance with The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

B. The Project Sponsor also certifies that any additional right of way, and/or permanent or temporary easements, subsequently required to complete the project, will be acquired according to The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

Certification Signature

J. Reasonable Progress

To be completed by Missouri project sponsors only.

Attached is a copy of the reasonable progress policy adopted by the East-West Gateway COG Board of Directors.

The undersigned representative of the Project Sponsor hereby certifies that he/she has read this policy and understands its requirements. The representative acknowledges that failure to meet all of the reasonable progress requirements could result in federal funds being revoked and returned to the regional funding pool, as dictated by the policy.

Certification Signature: _____



EAST-WEST GATEWAY
Council of Governments
Creating Solutions Across Jurisdictional Boundaries

Policy on Reasonable Progress

Reasonable Progress

For projects or programs included in the Transportation Improvement Program, “reasonable progress” will have been made if the project has advanced to the point of obligating all federal funds programmed for that project in the current fiscal year, regardless of the phase of work (i.e., Preliminary Engineering (PE), Right of Way Acquisition (ROW), or Plans Specifications and Estimates (PSE)/Construction). If a project fails to obligate the programmed federal funds by September 30 of the current year, the funding will be forfeited and returned to the regional funding pot. Actual progress toward implementation is measured against the schedule submitted by the project sponsor in the project application.

Policy Procedures and Enforcement

Projects that do not obligate all federal funds by the September 30 suspense date will be removed from the TIP, and the federal funds associated with those projects will be returned to the regional funding pool for redistribution. The removal of projects from the TIP will require no further Board action and the sponsor would have to repay any federal funds already spent if the funding is forfeited.

If a project is realizing delays that will put the federal funding at risk of forfeiture (i.e., not meet a September 30 deadline), the project sponsor will have the opportunity to ask for consideration of a “one-time extension” in their project schedule. The one-time extension can only be requested for the implementation/construction phase of the project. The extension request will only be considered once a year, and has to be made before June 1 of the current fiscal year of the TIP.

To be considered for this extension the sponsor has to demonstrate on all counts: a.) The delay is beyond their control and the sponsor has done diligence in progressing the project; b.) Federal funds have already been obligated on the project or in cases that no federal funds are used for PE and/or ROW acquisition, there has been significant progress toward final plan preparation; c.) There is a realistic strategy in place to obligate all funds.

One-time extensions of up to three (3) months may be granted by East-West Gateway staff and one-time extensions greater than three (3) months, but not more than nine (9) months, will go to the Board of Directors for their consideration and approval. Projects requesting schedule advancements will be handled on a case-by-case basis (subject to available funding) and are subject to the Board adopted rules for TIP modifications.



EAST-WEST GATEWAY
Council of Governments

Creating Solutions Across Jurisdictional Boundaries

Policy on Reasonable Progress

Project Monitoring

An extensive monitoring program has been developed to help track programmed projects and ensure that funding commitments and plans are met. Monthly reports are developed and posted on the East-West Gateway website, utilizing project information provided by the IDOT and MoDOT District offices. Additionally, project sponsors are contacted, at least every three months, by EWGCOG staff for project status interviews.

BILL NO. 15-12

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE,
MISSOURI, ACCEPTING THE PROPOSAL FROM BILL'S
SERVICE CENTER, INC., AND AUTHORIZING THE
MAYOR TO EXECUTE AN AGREEMENT WITH BILL'S
SERVICE CENTER, INC., FOR THE PURCHASE OF A
COMMERCIAL LAWN MOWER**

WHEREAS, the City solicited proposals for the purchase of a commercial lawn mower;
and

WHEREAS, Bill's Service Center, Inc., submitted the lowest and best proposal; and

WHEREAS, the Board of Aldermen finds and determines that it is in the best interest of the residents of the City of Dardenne Prairie to accept the proposal from Bill's Service Center, Inc., for the purchase of a commercial lawn mower;

**NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF
THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:**

SECTION 1. That the Proposal provided by Bill's Service Center, Inc., a copy of which is attached hereto as **Exhibit A** and incorporated by reference herein, be and is hereby accepted by the Board of Alderman of the City of Dardenne Prairie, Missouri as the apparent lowest and best proposal for the purchase of a lawn mower.

SECTION 2. That the form, terms, and provisions of the Agreement, marked as **Exhibit A**, attached hereto and incorporated by reference herein, by and between the City of Dardenne Prairie, Missouri, and Bill's Service Center, Inc., be and they hereby are approved and the Mayor is hereby authorized, empowered and directed to further negotiate, execute, acknowledge, deliver and administer on behalf of the City such Agreement in substantially the form attached hereto. The City Clerk is hereby authorized and directed to attest to the Agreement and other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of the Agreement and this Ordinance.

SECTION 3. Savings Clause: Nothing contained herein shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in any manner connected with the subject matter hereof, unless expressly set forth herein.

SECTION 4. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of

the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer invalid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

SECTION 5. Effective Date: This Ordinance shall take effect and be in force from and after its passage by the Board of Aldermen and its approval by the Mayor of the City of Dardenne Prairie, Missouri.

Read two (2) times, passed, and approved this _____ day of _____, 2015.

As Presiding Officer and as Mayor

Attest:

City Clerk

Approved this _____ day of _____, 2015.

Mayor

Attest:

City Clerk

EXHIBIT A

<p align="center">HOURS</p> <p>MON 7:30am - 5:00pm TUE 7:30am - 5:00pm WED 7:30am - 5:00pm THU 7:30am - 5:00pm FRI 7:30am - 5:00pm SAT 8:00am - 5:00pm SUN C L O S E D</p>	<p><i>Bill's</i> Service Center I N C</p> <p>SALES - RENTAL - SERVICE</p> <p>509 SONDEREN, O'FALLON, MO 63366-2632</p> <p>636-240-1255</p> <p>www.BillsParts.com - Info@billsparts.com</p>	<p>TERMS: CASH IN ADVANCE ESTABLISHED OPEN ACCOUNTS ARE DUE AND PAYABLE NET 10th OF MONTH. PAST DUE ACCOUNTS BEAR LATE PAYMENT PENALTIES AT 1 1/2% PER MONTH.</p> <p>CHECKED OUT BY _____ CHECKED IN BY _____</p>
<p>THERE ARE NO WARRANTIES OF MERCHANTABILITY OR FITNESS EITHER EXPRESS OR IMPLIED ON ANY RENTAL EQUIPMENT. DEALER ACCEPTS NO LIABILITY FOR INJURIES TO THIRD PARTIES OR DAMAGE TO THEIR PROPERTY.</p>		

-----0000042127----- PAGE NO. 1--

CITY OF DARDENNE PRAIRIE ROY 0596788 **QUOTE**

2032 HANLEY ROAD PHONE: 636-561-1718 01/29/2015 1:04 pm

DARDENNE PRAIRIE, MO 63368 LICENSE: PO:

JOB:

QTY	ITEM # / DESCRIPTION	BASIS/UNIT PRICE	EXT. PRICE
1	HUS 934281 HUSTLER SUPER Z 35hp KAW 72" GRAMMAR	13806.000 10075.000	13806.000 10075.000
1	HUS 934349 HUSTLER SUPER Z HYPERDRIVE 35hp KAW 72"	15533.000 11335.000	15533.000 11335.000
1	HUS 934356 HUSTLER SUPER Z HYPERDRIVE 37hp DFI KAW	16383.000 11950.000	11950.000

37 hp (Heavy Duty)

<p>MDSE: 33360.00</p>	<p>EST. RENT: .00 EST. TAX: .00 EST. DUE: 33360.00</p>	<p>BAL. DUE: 33360.00</p>
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NO RETURNS ACCEPTED ON ELECTRICAL COMPONENTS, SPECIAL ORDER ITEMS, OR SALES OVER 30 DAYS! INSTRUCTIONS GIVEN.

THIS AGREEMENT TERMINATES: 01/30/2015 1:02 pm

I HAVE READ AND I AGREE TO THE CONTRACT TERMS ON THE BACK OF THIS CONTRACT. THOSE TERMS CONSIST OF OUR STANDARD AGREEMENT. NO ONE HAS MADE ANY ORAL OR OTHER WRITTEN REPRESENTATIONS OR PROMISES NOT INCLUDED IN THIS CONTRACT. I HEREBY ACKNOWLEDGE RECEIPT OF A COPY OF THIS CONTRACT.

X _____
SIGNATURE

BOB EASLEY

WE SELL TIME, YOUR PROMPT RETURN SAVES YOU MONEY. WE SELL EVERYTHING WE RENT.	WE CHARGE FOR ALL TIME OUT INCLUDING SATURDAYS, SUNDAYS, AND HOLIDAYS.	A CLEANING CHARGE IS MADE ON ITEMS RETURNED UNCLEAN.
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ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, APPROVING AN AMENDED UPTOWN SIGN DESIGN MANUAL; AND PROVIDING FOR REGULATIONS PERTAINING TO SIGNAGE IN THE UPTOWN ZONING DISTRICT

WHEREAS, pursuant to Ordinance No. 1333, the Board of Aldermen of the City of Dardenne Prairie, amended Article 5, Sections 5.12.4 and 5.12.5 of the Dardenne Prairie SmartCode (the "SmartCode"), and provided regulations pertaining to signage in the Uptown Zoning District in the City; and

WHEREAS, Section 5.12.5 of the SmartCode provides as follows:

"The Town Architect be and is hereby authorized and directed to create and establish the Uptown Sign Design Manual Consistent with the requirements of this Article 5. A copy of the Uptown Sign Design Manual shall be kept in the office of the City Clerk. The Uptown Sign Design Manual, upon approval by the Board of Aldermen, shall be incorporated within this Article 5 as though fully set forth herein"; and

WHEREAS, the Town Architect created and established an amended Uptown Sign Design Manual; and

WHEREAS, the Town Architect submitted the amended Uptown Sign Design Manual to the Planning and Zoning Commission for their consideration and recommendation, and, after conducting a public hearing, the Planning and Zoning Commission recommended approval of the amended Uptown Sign Design Manual.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF DARDENNE PRAIRIE, MISSOURI, AS FOLLOWS:

SECTION 1. Pursuant to Section 5.12.5 of the SmartCode of the City of Dardenne Prairie, Missouri, the Uptown Sign Design Manual, attached hereto as Exhibit A and incorporated by reference herein, is hereby approved and incorporated within Article 5 of the SmartCode of the City of Dardenne Prairie, Missouri, as the Uptown Sign Design Manual.

SECTION 2. The City Clerk is hereby directed to maintain a copy of the Uptown Sign Design Manual in the office of the City Clerk.

SECTION 3. Effective Date: This Ordinance shall be in full force and take effect from and after the date of its final passage and approval.

SECTION 4. Savings: Except as expressly set forth herein, nothing contained in this Ordinance shall in any manner be deemed or construed to alter, modify, supersede, supplant or otherwise nullify any other Ordinance of the City or the requirements thereof whether or not relating to or in a manner connected with the subject matter hereof.

SECTION 5. Severability Clause: If any term, condition, or provision of this Ordinance shall, to any extent, be held to be invalid or unenforceable, the remainder hereof shall be valid in all other respects and continue to be effective and each and every remaining provision hereof shall be valid and shall be enforced to the fullest extent permitted by law, it being the intent of the Board of Aldermen that it would have enacted this Ordinance without the invalid or unenforceable provisions. In the event of a subsequent change in applicable law so that the provision which had been held invalid is no longer valid, said provision shall thereupon return to full force and effect without further action by the City and shall thereafter be binding.

Read two times, passed, and approved this _____ day of _____, 2015.

As Presiding Officer and as Mayor

Attest:

City Clerk

Approved this _____ day of _____, 2015.

Mayor

Attest:

City Clerk

"Exhibit A"

UPTOWN SIGN DESIGN MANUAL

FOR THE
CITY OF DARDENNE PRAIRIE, MISSOURI



February 2015

Pursuant to Ordinance No. 1333, this manual is a supplement to the Dardenne Prairie SmartCode.

5.12.4 Specific to Zones T3, T4, T5 and T6

A. Definitions. The following definitions shall apply in interpretation and enforcement of this Section, unless otherwise specifically stated:

AWNING: Any structure entirely supported by the wall to which it is attached and which has a frame covered by canvas, cloth or other similar temporary material and/or which can be retracted or rolled to the structure by which it is supported.

AWNING SIGNS: Any sign attached to or illustrated on an awning.

BANNER SIGNS: A sign of lightweight fabric, plastic or similar material mounted either with or without a frame, usually rectangular in shape, which allows slight movement by air and contains characters, letters, illustrations or ornamentation.

BLADE SIGN: A sign located below a marquee or awning and attached to a wall, marquee, or awning with the exposed face of the sign in a plane perpendicular to the plane of the building wall and with a total surface area of less than 4 feet.

BUILDING FACE OR WALL: All window and wall area of a building in one (1) plane or elevation.

CANOPY: Any structure attached to a building at the inner end and supported on the other end or a freestanding structure with one (1) or more supports meant to provide shelter from weather elements onto which signs may be affixed or incorporated.

CONSTRUCTION SIGN: A temporary sign used during construction of new buildings or reconstruction of or additions to existing buildings such as those identifying the project and denoting the owner, architect, engineer, contractor and/or financing institutions for the project.

COPY: The wording or graphics on a sign surface.

DIRECTIONAL SIGNS: A sign which indicates a direction for vehicular or pedestrian traffic or other movement.

FACE OF A SIGN: The entire area of a sign on which copy could be placed. The area of a sign which is visible from one (1) direction as projected on a plane.

FRONTAGE: The length of the lot along the street side. The front of a lot bordering more than one (1) street is considered separate from each street.

GOVERNMENT FLAG: Any fabric, plastic or similar material containing distinctive colors, patterns, symbols or emblems that are used to identify or designate a nation, organization of nations, State, or City.

GROUND LEVEL: Immediate surrounding grade.

GROUND SIGN: Any detached sign on the same lot or parcel as the use it advertises which has its bottom portion erected upon or supported by the ground, a ground planter box or other similar supports.

HEIGHT OF SIGN: The vertical distance measured from the surrounding grade to the highest point of sign.

INSTITUTIONAL OR GOVERNMENT SIGN: A sign identifying an institutional or governmental facility, including, but not necessarily limited to, municipal buildings and facilities, public or private schools, recreation centers, parks, churches, community theaters, etc.

MEMORIAL OR TABLET SIGNS: The permanent part of a building which denotes the name of the building, date of erection, historical significance, dedication or other similar information.

NON-CONFORMING SIGN: Any advertising structure or sign which was lawfully erected and maintained prior to such time as it came within the purview of this Section and any amendments thereto and which fails to conform to all applicable regulations and restrictions of this Section or a non-conforming sign for which a variance has been issued.

PENNANT SIGNS: A sign made of fabric, plastic or similar material which may or may not contain distinctive colors, patterns or symbols of a corporation or business, often in series and usually mounted without a frame and hung from poles and structures to allow movement by air. Such attention-getting displays not specifically defined as a flag or banner are considered pennants.

PERMANENT WINDOW SIGN: A sign that is permanently affixed to either side of the glass of an exterior door or window. For the purpose of this section, a glass block wall shall be deemed a window.

REAL ESTATE SIGNS: A sign pertaining only to the prospective rental, lease or sale of the property on which it is located. Real estate signs shall be excluded from the definition of pole signs.

RESIDENTIAL NEIGHBORHOOD IDENTIFICATION SIGN: A permanent ground sign identifying entry into a neighborhood or subdivision.

SIGN: Any identification, description, illustration or device illuminated or non-illuminated, which is visible from any public place or is located on private property and exposed to the public and which directs attention to a product, service, place, activity, person, institution, business or solicitation, including, but not limited to, any permanently installed or situated merchandise, or any emblem, painting, banner, pennant or placard designed to advertise, identify or convey information. For the purpose of removal, signs shall also include all sign structures. For the purposes of this Section, this definition shall include those signs painted directly upon a building or other structure.

SPECIAL DISPLAY OR TEMPORARY SIGNS: Any temporary sign intended for a limited or intermittent period of display intended for a specific activity or in celebration of holidays or other special events that does not meet any other definition contained within this section.

UPTOWN SIGN DESIGN MANUAL: The manual for sign design for the Uptown Zoning District prepared by the Town Architect, consistent with the requirements of this SmartCode, and on file with the City Clerk.

B. All signs shall be maintained in good repair and be properly anchored so as to be kept in a sound condition. When required, all exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating materials, such as paint or similar surface treatment.

1. Residential Neighborhood Identification Signs shall be made out of stone, metal, cast iron or masonry, shall meet the specifications (color, size, mounting height, etc.) identified in Figure A of the Uptown Sign Design Manual, on file with the City Clerk and incorporated by reference herein, and must be located within and on the property of the development to which they pertain.

Notwithstanding the foregoing, signs made of stone, metal, cast iron or masonry that do not exceed 3 square feet per sign face, that are consistent with the intent of this SmartCode and consistent with or complimentary of the architecture of the buildings within the subdivision may be approved by the Town Architect.

2. Institutional or Government Signs shall meet the specifications (color, size, mounting height, etc.) identified in Figure B of the Uptown Sign Design Manual, on file with the City Clerk and incorporated by reference herein, and must meet the following requirements:
 - a. One (1) sign per street frontage not exceeding thirty-two (32) square feet in size per face.
 - b. No sign shall be more than six (6) feet in height from the surrounding grade to the highest point on the sign.

3. Construction Signs must be located within the development to which they pertain and must meet the following requirements:
 - a. Not more than one (1) sign per street frontage per lot not exceeding thirty-two (32) square feet in size per face.
 - b. Signs identifying mechanics, painters, architects, engineers and similar artisans and workmen which are attached to or on trailers on the site of construction shall be permitted, provided that the trailer must be removed within one (1) week upon completion of the project or upon the developer's failure to diligently pursue completion of the project for a period of ninety (90) days, whichever occurs first. These trailers shall not be located closer than fifteen (15) feet of street right-of-way and not located within the sight triangle. Signs on trailers may not be lit or otherwise illuminated.
 - c. Signs identifying mechanics, painters, architects, engineers and similar artisans and workmen attached to trailers exceeding 30 feet in length must be approved by the Board of Aldermen. Signs on trailers may not be lit or otherwise illuminated.
 - d. All such signs shall be removed when the project has received a final inspection or upon the developer's failure to diligently pursue completion of the project for a period of ninety (90) days, whichever occurs first.
4. Blade Signs.
 - a. For properties zoned T3 or T4, one blade sign for each business may be permanently installed perpendicular to the Facade within the first Layer. Such a sign shall not exceed a total of 4 square feet and shall clear 8 feet above the Sidewalk.
 - b. For properties zoned T5 or T6, one blade sign, not to exceed 6 square feet for each separate business entrance, may be attached to and should be perpendicular to the Facade, and shall clear 8 feet above the Sidewalk.
 - c. All blade signs shall be made of metal, polymers (except acrylic glass), finished grade wood suitable for outdoor use, etched glass or stone.
5. Property Real Estate Signs. One (1) sign per lot frontage located on the lot and not exceeding six (6) square feet per face and shall be removed within ten (10) days following the date of closing or lease initiation.
6. Special Displays and Other Temporary Signs. The following temporary signs may be approved by the Code Enforcement Officer for up to a thirty (30) day time period. Such signs may be extended beyond the thirty (30) day time period but only upon review and approval by the Board of Aldermen.
 - a. Only two (2) temporary sign permits will be issued during a calendar year to the same entity for the same purpose/location.
 - b. The following types of special displays and promotional signs are permitted subject to the following guidelines. In all cases they are to be maintained in good condition and if found otherwise, they are subject to immediate removal by order of the City Engineer, or his designee.

- i. Banners. Special displays using banners for promotional purposes will be permitted for a thirty (30) day time period per promotion. Banners must be hung from or attached to a permanent structure and any such banner may not exceed 6 feet in height and three feet in width.
 - ii. Flags in front of display homes. Will only be permitted until the home is no longer used for display purposes.
 - iii. Seasonal promotional signs. One (1) sign no greater than six (6) square feet. These signs shall be displayed only during the hours of operation of the business. The sign shall be placed inside at the close of each business day.
7. Official Government Flags. Shall meet acceptable flag etiquette pursuant to the United States "Flag Code" as found in Title 4 of the United States Code, and shall meet height limitations as set forth in the SmartCode.
8. Awnings Signs. In lieu of an attached sign, awnings advertising the business on the premises only will be permitted. Such awnings shall be in accordance with the architectural standards of the SmartCode, and awning signs must meet the following criteria:
 - a. Copy shall only be printed on the vertical face of the awning, and any text in the copy shall run parallel to the ground;
 - b. Copy shall not exceed one (1) foot in height;
 - c. Copy shall not cover more than fifty percent (50%) of the vertical face of an awning in an area measured twenty linear feet, said twenty foot area (or areas for awnings measuring in excess of 20 linear feet) being measured by drawing a straight line beginning at one end of the awning to the next, or from the beginning of the first awning to the end of last awning when multiple awnings continuously extend across any expanse of a building frontage; and
 - d. Copy shall not be neon or fluorescent in color.
9. Directional Signs shall meet the specifications (size, mounting height, etc.) identified in Figure C of the Uptown Sign Design Manual, on file with the City Clerk and incorporated by reference herein.
 - a. Directional signs shall not exceed two (2) square feet per face.
 - b. Directional signs shall only be permitted on the site of a developed parcel of land. The placement and number of signs shall be approved along with the plan approvals for the development of the site. The number and frequency of directional signs shall be limited to that number, as determined by the Town Architect, to be the least number of signs necessary to effectively control traffic through a given site and provide for the safety and security of the vehicles and pedestrians traveling onto, away from or on the site.
 - c. Directional signs shall not exceed thirty-two (32) inches in height.

10. Multi-story Building Signs shall be permitted on any building that is four (4) stories in height or more. No more than one (1) Multi-story Building Sign is allowed per building face. Such Multi-story Building Signs shall be in accordance with the architectural standards of the SmartCode, and shall meet the specifications (color, size, illumination, mounting height, etc.) identified in Figure D or E of the Uptown Sign Design Manual, on file with the City Clerk and incorporated by reference herein.

11. Permanent Window Signs.

- a. No more than one permanent window sign shall be allowed for each separate business.
- b. Shall not cover more than twenty percent (20%) of the total window area or door to which they are applied.
- c. Decals, numerals, names, addresses, hours, credit information, etc., attached door or windows and all of which occupy a total area of one (1) square foot or less are excluded from this provision.
- d. Such signs may be attached to either the interior or exterior of a Window or glass door and shall be maintained in good repair.

12. Recessed or Demountable Menu Boards shall meet the specifications (color, size, mounting height, etc.) identified in Figure F or G of the Uptown Sign Design Manual, on file with the City Clerk and incorporated by reference herein, respectively, and shall meet the following requirements:.

- a. Two (2) signs are allowed per site.
- b. All menu items, promotions, pictures, or other displays related to the menu sign(s) must be contained within the permanent structure of the menu sign(s).
- c. Shall not exceed six (6) square feet per sign face.
- d. The bottom of any recessed menu board shall be no less than forty-eight (48) inches above ground level.

5.12.5 Uptown Design Manual

The Town Architect be and is hereby authorized and directed to create and establish the Uptown Sign Design Manual consistent with the requirements of Article 5 of the SmartCode. A copy of the Uptown Sign Design Manual shall be kept in the office of the City Clerk. The Uptown Sign Design Manual, upon approval by the Board of Aldermen, shall be incorporated within Article 5 of the SmartCode as though fully set forth therein.

5.12.6 Miscellaneous Sign Regulations

A. Non-Conforming Signs

Any sign legally existing prior to enactment of this Section, but which shall violate any provision of this Section, may continue to be maintained and used after passage of this Section subject to the following provisions:

1. **Enlargement.** No non-conforming sign shall be enlarged, expanded or extended to occupy a greater square footage or height than was occupied on the date of adoption or amendment of this Section of the SmartCode.
2. **Relocation.** No non-conforming sign shall be moved in whole or in part to any other portion of the lot, parcel or building not so occupied on the date of adoption of this Section, except that any such sign which is hereafter required to be moved by a governmental body for the purpose of construction, relocation, widening or improvement of a street, highway or other public purpose may be relocated once and allowed to be maintained and used as before.
3. **Discontinuance.** If the business or service advertised or identified by a non-conforming sign ceases to be conducted for a period exceeding thirty (30) calendar days, the non-conforming sign shall be classified as "abandoned sign" and removed by the owner, agent or person having beneficial use of the premises or lot upon which the sign is located within ten (10) days following written notice by the Town Architect concerning its removal.
4. **Destruction.** Should any non-conforming sign be destroyed by any means to an extent of up to fifty percent (50%) of its surface area or structure, it shall not be reconstructed, except in conformance with the requirements of this Section.

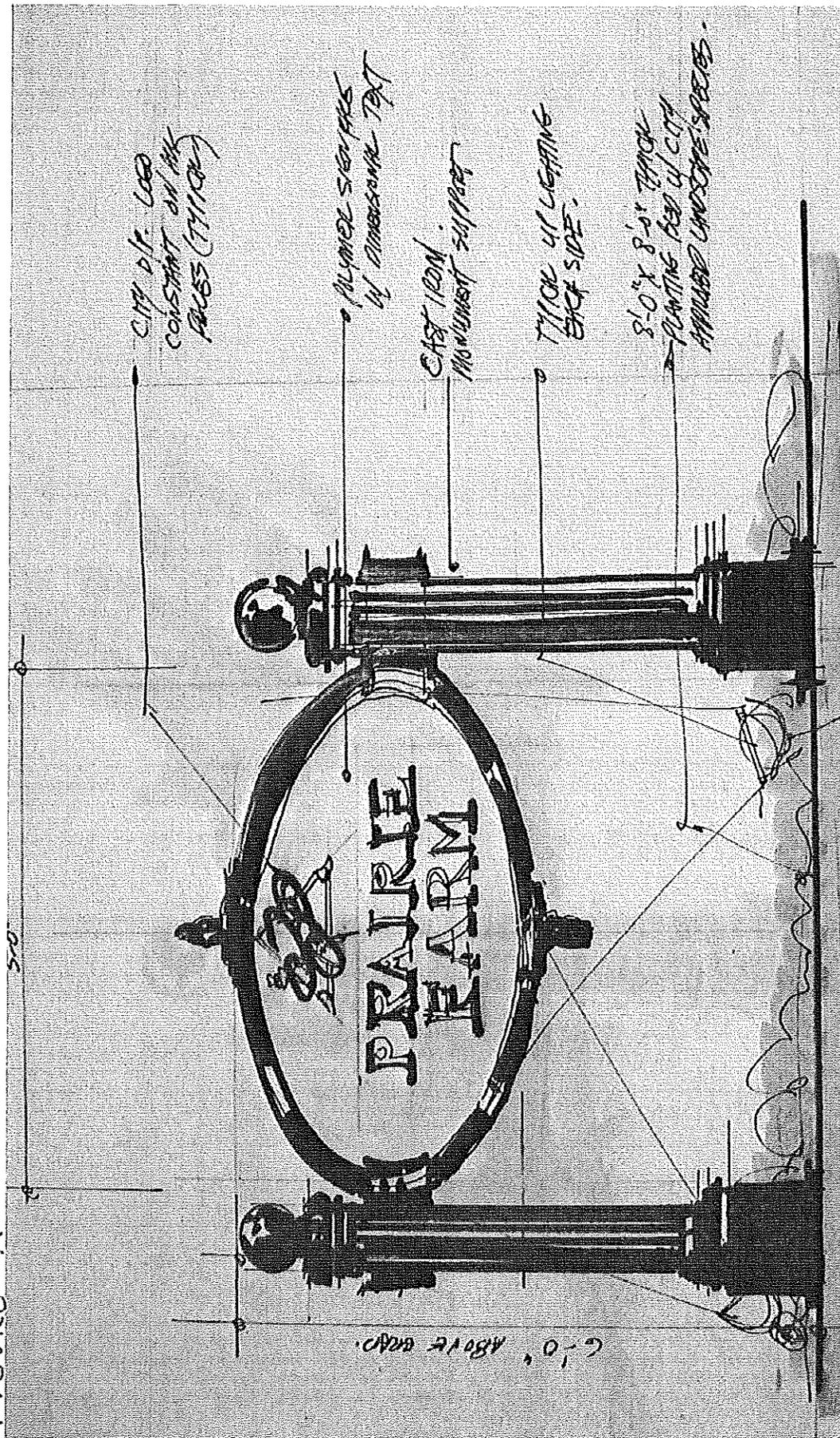
B. Signs Exempt from Permit Requirements. The following types of signs are exempt from the permit requirements of this Section:

1. Memorial signs or tablets, names of buildings and date of erection when cut into any masonry surface or when constructed of bronze or other incombustible materials.
2. Traffic or other municipal signs, legal notices, railroad crossing signs, danger and such temporary, emergency or non-advertising signs as may be approved by the Board of Aldermen.
3. Political signs.
4. Signs erected inside a building and not visible through windows.

FIGURES

- A. Residential Neighborhood Sign
- B. Church, Public, Semi-Public Buildings Sign
- C. Directional Sign
- D. Highway Sign – 4 to 6 Story Building (Type A)
- E. Highway Sign – 4 to 6 Story Building (Type A)
- F. Menu Board at Shop Sign
- G. Menu Board – Removable Sign
- H. Traffic Control Signs

FIGURE A



CITY OF LOS ANGELES
CONSTANT ON ALL
FACES (7/11/04)

MILNER SIGNAGE
IN DIMENSIONAL TEXT

CAST IRON
MONUMENT SUPPORT

THICK UP LIGHTING
BACK SIDE

3'-0" x 8'-0" THICK
PLANTING BED w/ COFF
APPROVED LANDSCAPE SPECIES

6'-0" ABOVE GROUND

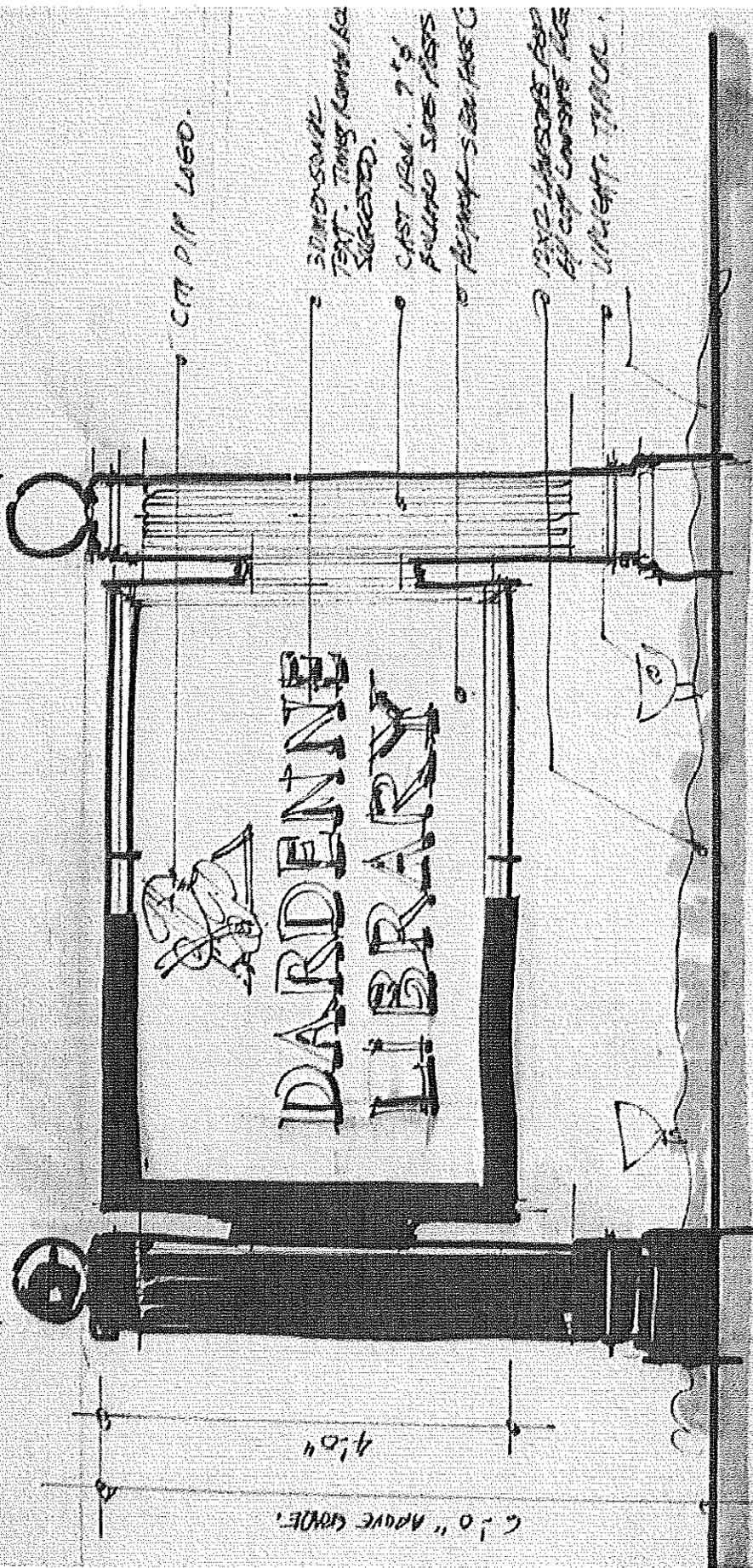
RESIDENTIAL NEIGHBORHOOD SIGNAGE: PROTOTYPE

NOTE: ALL DIMENSIONS USE STANDARD US FEET CHANGES ONLY.

1/2/04

BY: [Signature]

FIGURE B



CHURCH, PUBLIC, SEMI-PUBLIC BUILDINGS.

NOTE: THIS FRAMEWORK IS CONSTRUCTED WITH CONCRETE BLOCKS.
1-1-10
BY CITY ARCHITECT 1-2005 NITZSC

CITY OF LENO.

4'0"

6'0" ABOVE GRADE.

30 MINUTE
TEXT. THIS SIGN IS
SUGGESTED.

COPY FROM 7' x
FOLLOW THE
REQUIREMENTS

THESE SIGNAGE
BY CITY ARCHITECT
URGENT. TRACE.

FIGURE C

Maximum
2 Square
Feet of
Sign Face

Colors
shall be
related to
company
branding

Land scape
bedding with
City approved
plant species

**CHAPEL
ENTRANCE**
Chapel Parking
School
Parish Office Center
7707 Highway N

Sign material to
complement
building architecture

Maximum
52' 11" Ht
Height

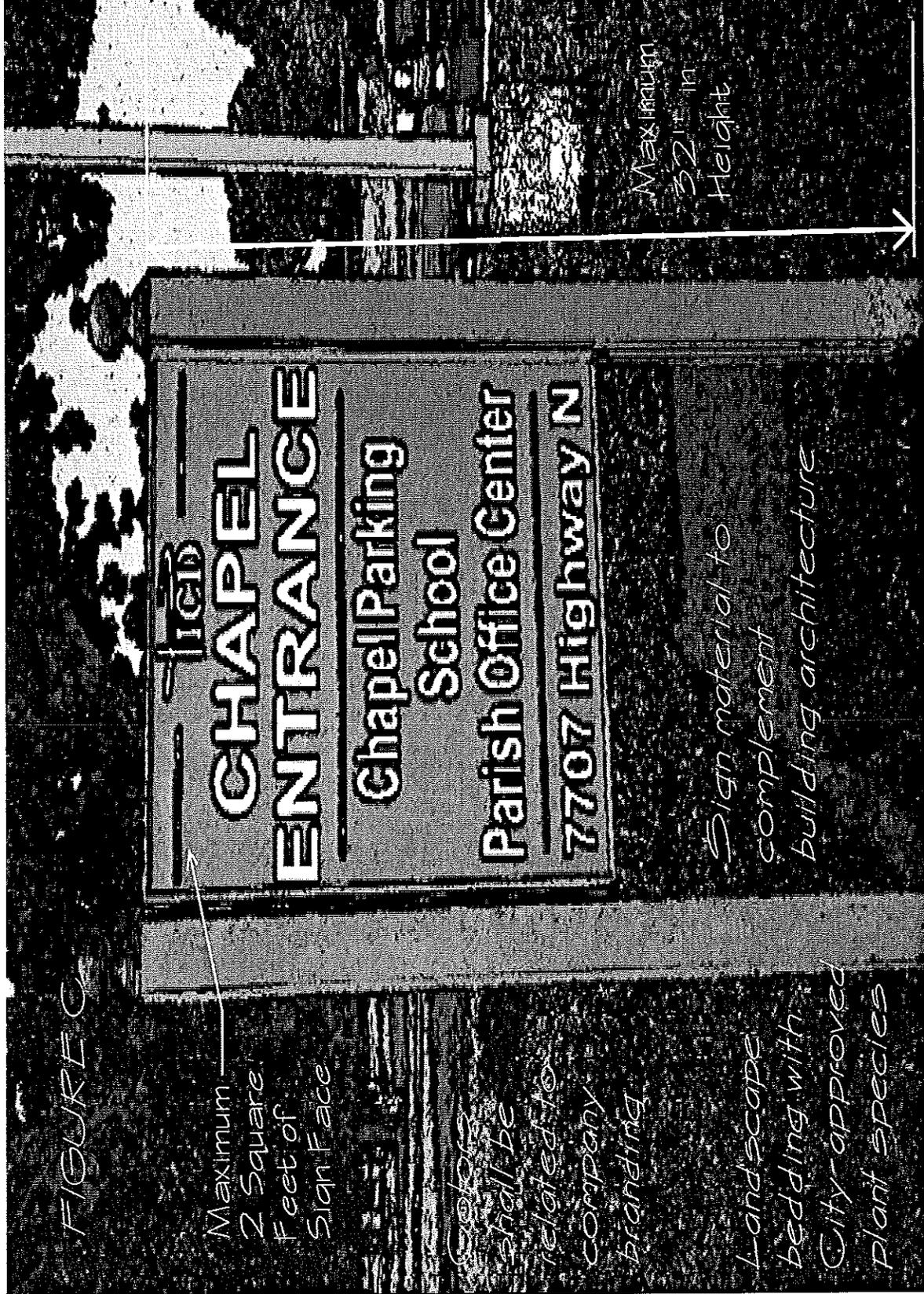


FIGURE E

TOP OF ROAD. PARALLEL.

POLISHED METAL, CHROME, BRASS
STAINLESS STEEL. PROJECTIONS FACE
MOUNT LETTERS.

4'-0" MAX

3'-6" MAX

MINIMUM

PROJECTIONS LETTERS.

BACKLIT SIGN

NOTE: COLORS SHALL RELATE TO
SIGN IMAGES.

TRANSPARENCY OR SIMILAR MATERIAL.

Highway sign 4-6 JURY LOG.
TYPE 'B'

FIGURE F

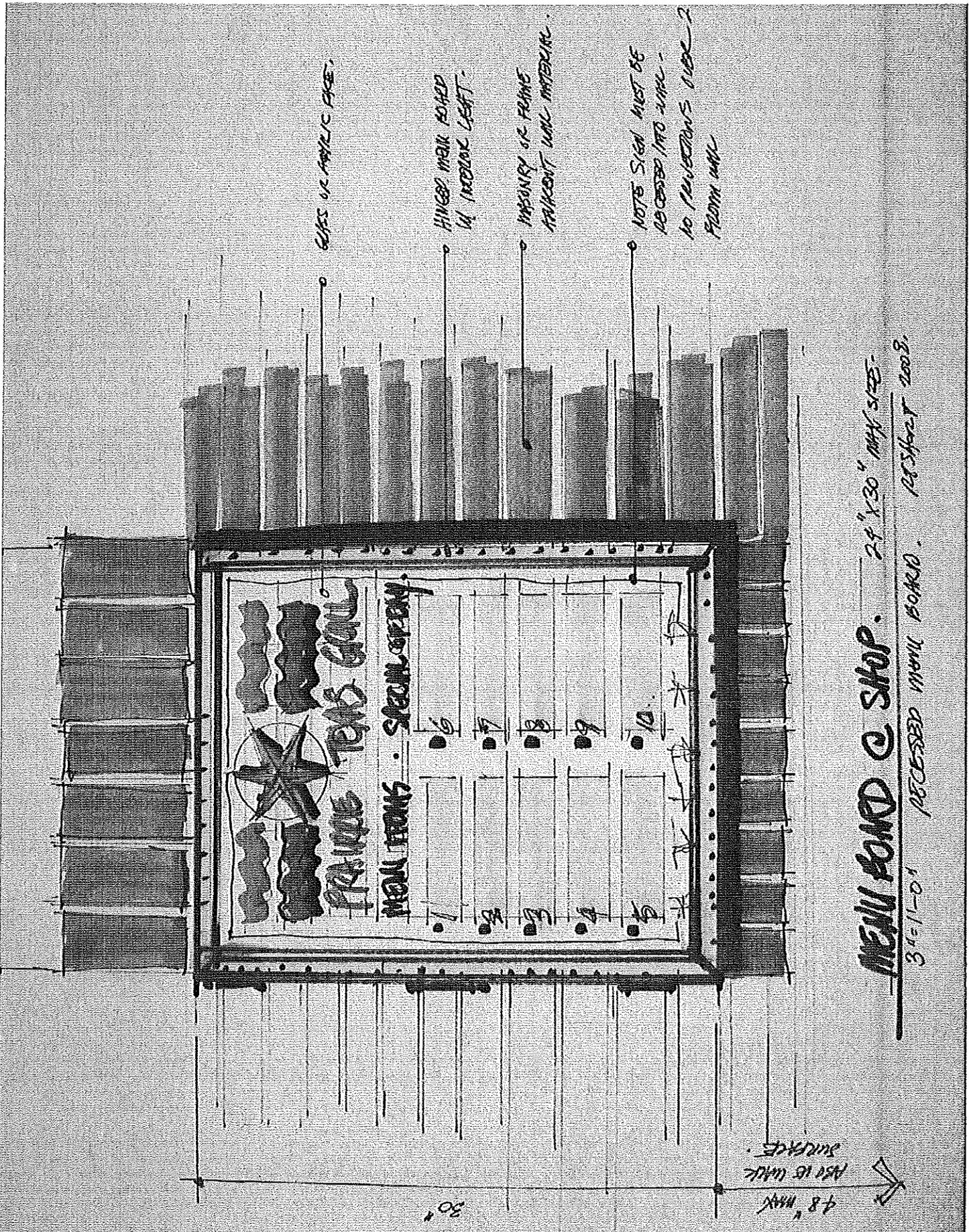


FIGURE 6

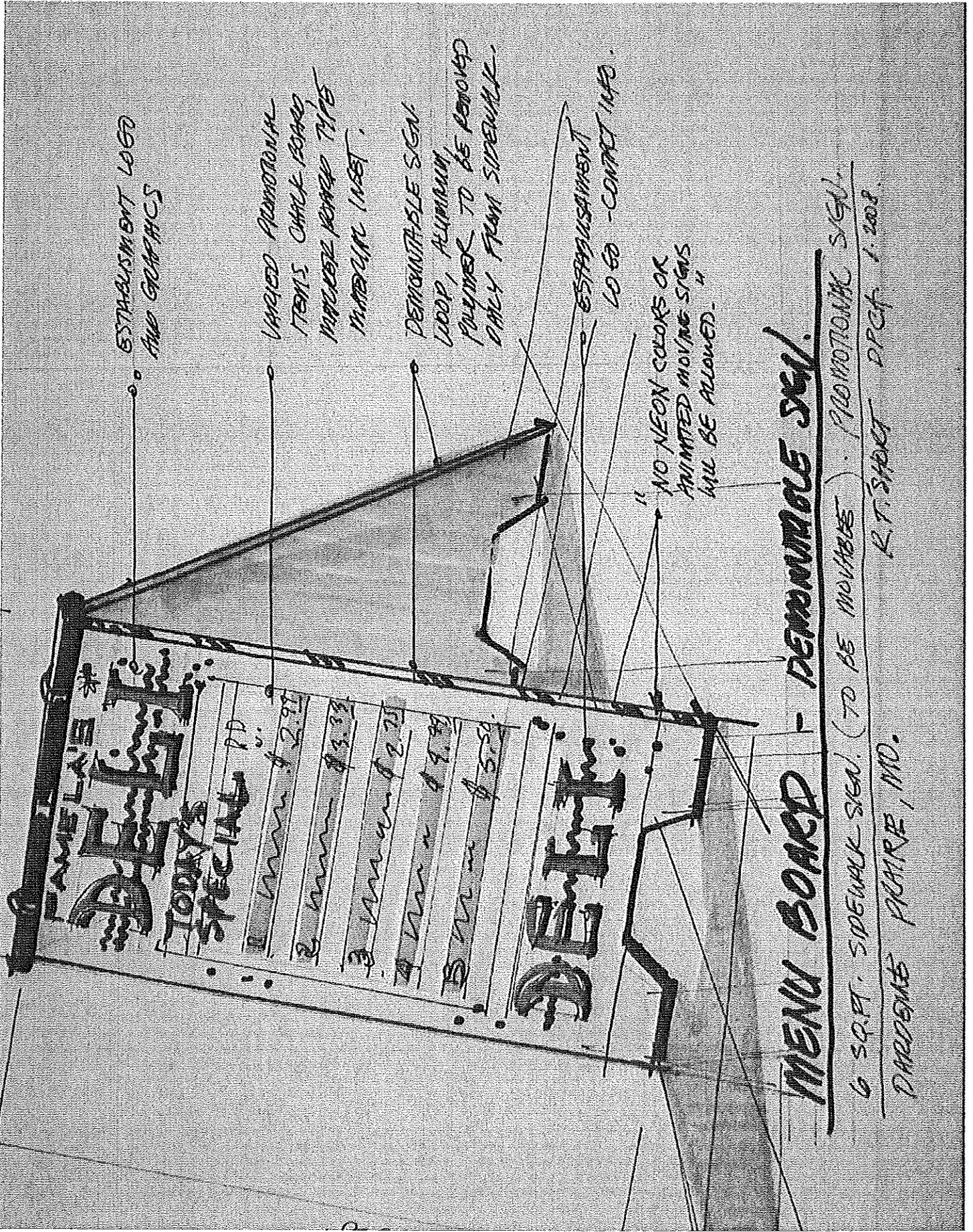
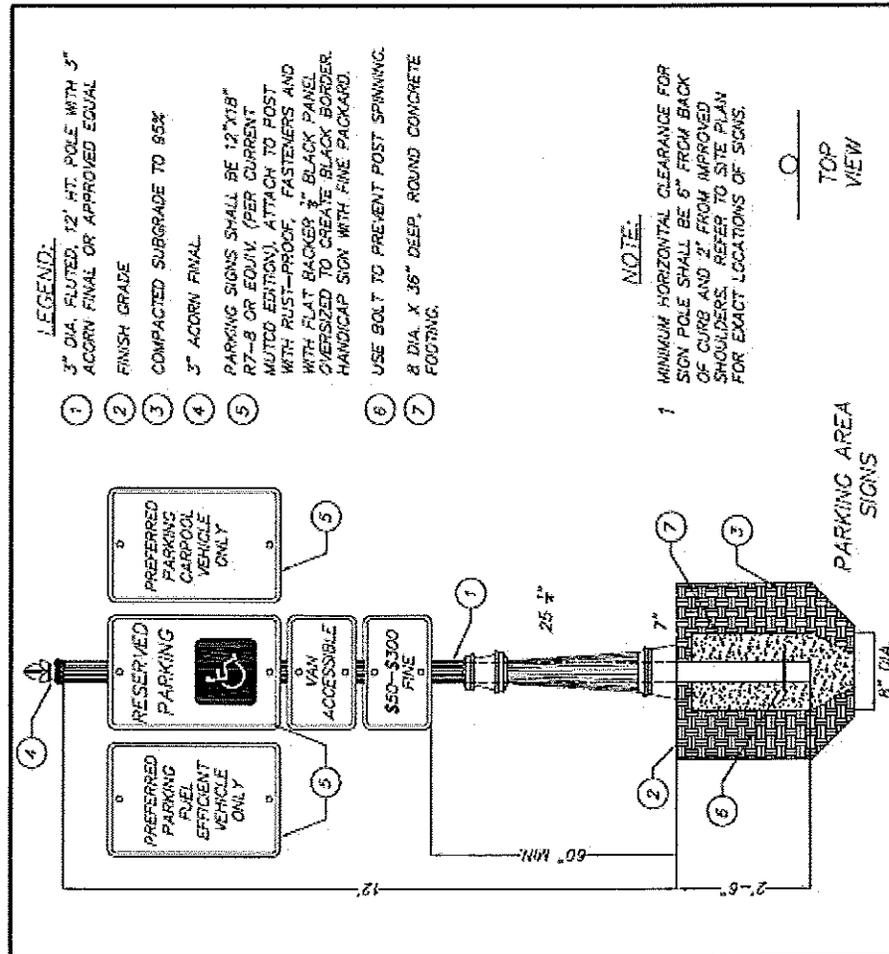
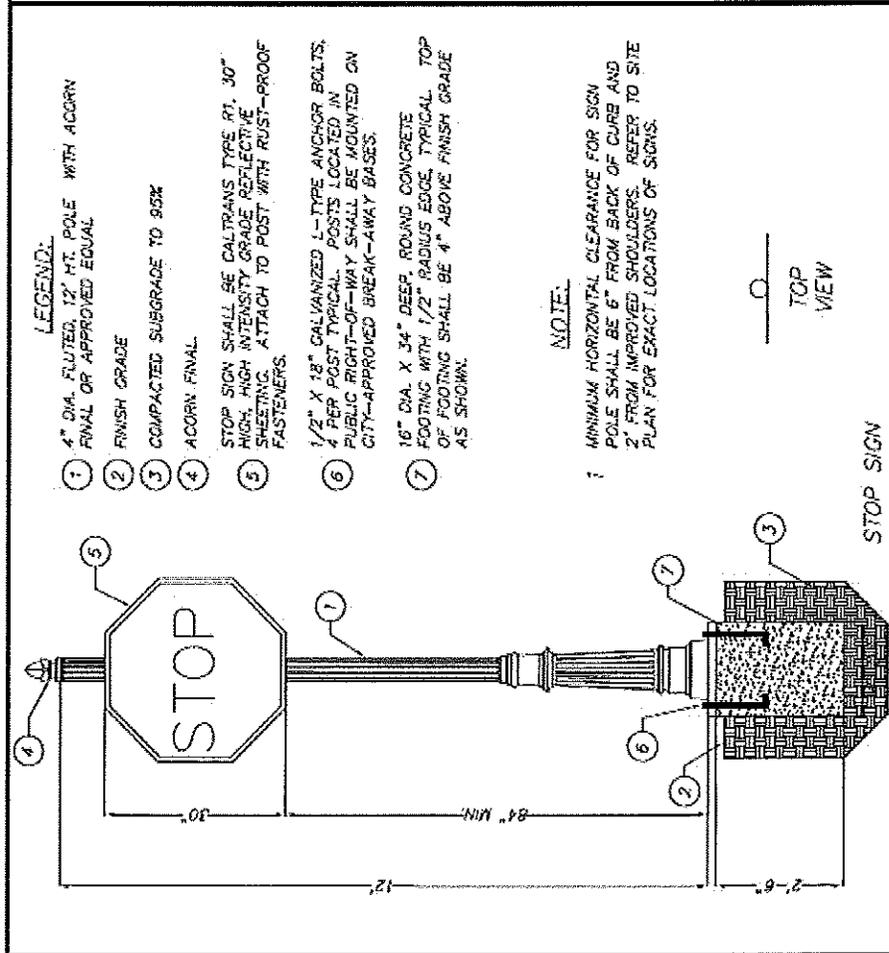


Exhibit H





City Hall
2032 Hanley Road
Dardenne Prairie, MO 63368
Phone 636.561.1718
Fax 636.625.0077

UPTOWN ZONING DISTRICT - SIGN PERMIT APPLICATION

CITY OF DARDENNE PRAIRIE, MISSOURI

www.DardennePrairie.org

To the Town Architect:

Application for permit to erect sign at: _____

Surface Area: _____ Application Fee: _____

Location of property _____

Type of Sign:

- Residential Neighborhood Sign
- Church, Public, Semi-Public Buildings Sign
- Directional Sign
- Highway Sign – 4 to 6 Story Building (Type A)
- Highway Sign – 4 to 6 Story Building (Type A)
- Menu Board at Shop Sign
- Menu Board – Removable Sign
- Non-Conforming Sign

Business Name of Erector of Sign: _____

Structural Information: _____ Height of Top above Ground: _____

Electrical Information: _____ Surface Area: _____

OWNER

APPLICANT

Authorized Signature _____ Date _____

Authorized Signature _____ Date _____

Printed Name _____

Printed Name, Title _____

Street Address _____

Street Address _____

City/State/Zip Code _____

City/State/Zip Code _____

Telephone _____ Facsimile _____

Telephone _____ Facsimile _____

Email Address _____

Email Address _____

Provide a sketch of the proposed sign showing dimensions and proposed materials and a site plan showing the proposed location of the sign on the property.

NOTE: By affixing signatures to this application form, the Applicant and Owner hereby verify that: they have reviewed the applicable sign and zoning regulations; they are familiar with the specific requirements relative to this application; and they take full responsibility for this application. The above signatures further indicate that the information provided on this form and on any additional data attached hereto is true, complete, and accurate.

This permit to erect a sign expires 6 months after approval date unless otherwise extended. A building permit may need to be obtained from the City of Dardenne Prairie before construction of the sign begins. Any business occupying the site requires approval of a Business License.

Approved Disapproved By Town Architect

Name

Date