



# MEMORANDUM

CITY OF WATERTOWN, NEW YORK

PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT

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TO: Planning Board Members

FROM: Michael A. Lumbis, Planning and Community Development Director

SUBJECT: Complete Streets Workshop – Training Credit Opportunity

DATE: July 6, 2023

As Staff has previously communicated via email, the Planning Department has worked to bring to Watertown an *in-person* Active Transportation & Complete Streets Training on **Wednesday, July 19, 2023** here at City Hall (it will include a walk audit in the field). This training is presented by Urban Cycling Solutions (UCS) in association with the New York State Department of Health.

The workshop will address Complete Streets from both the policy and technical perspectives, and why designing complete streets is so important. As you know, the City's adopted Complete Streets Policy applies to private development (not just City projects), so this training will hold value for all of you. Most significant, **you will earn four (4) hours of training credit** toward your required annual total.

The training will last from 12:30 – 4:30 p.m. and will be preceded by an informal networking and sign-in period beginning at noon.

Staff will present a brief preview of the training following the other agenda items at the July 11, 2023 Planning Commission meeting.