

TOWN OF NAME Complete Streets Policy

Complete Streets provide safety, comfort, mobility, and accessibility for all users of the street network, including pedestrians, cyclists, other nonmotorists, transit riders, school bus riders, motorists, commercial vehicles, and emergency vehicles, and are for people of all ages and abilities. Complete Streets principles contribute to the safety, health, economic vitality, and quality of life in our community by improving the motorized and nonmotorized environments in order to provide safe, accessible, and comfortable means of travel between home, school, work, recreation, and/or retail destinations. The Complete Streets framework also furthers equity objectives by providing safe forms of transportation for all TOWN OF NAME residents.

Vision and Intent

TOWN OF NAME envisions a transportation system where all modes, users, and abilities can move safely and efficiently. The purpose of the TOWN OF NAME's Complete Streets Policy, therefore, is to accommodate all users by creating a roadway network that meets the needs of individuals utilizing a variety of transportation modes. It is the intent of the TOWN OF NAME to ensure the planning, design, operation, and maintenance of streets so they are safe for all ages and abilities and provide a multi-modal transportation network. This Policy directs staff to consistently plan, design, construct, and maintain streets to accommodate a range of multi-modal transportation users including, but not limited to: pedestrians, cyclists, other nonmotorists, transit users, motorists, emergency vehicles, and freight/commercial vehicles.

Core Commitment

The TOWN OF NAME recognizes that users of various modes of transportation, including, but not limited to, pedestrians, cyclists, other nonmotorists, transit and school bus riders, motorists, freight/commercial drivers, and emergency responders are legitimate users of the transportation network and deserve safe facilities. "All users" includes users of all ages and abilities.

The TOWN OF NAME recognizes that all roadway projects, including new construction, maintenance, upgrades, and reconstruction, are opportunities to apply Complete Streets design principles. The Town will, to the maximum extent practical, design, construct, maintain, and operate all streets to provide for a comprehensive and integrated street network of facilities that is safe, accessible, and comfortable for all users.

Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects to the maximum extent practical. All transportation infrastructure and street design projects requiring funding or approval by the TOWN OF NAME, as well as projects funded by the State and/or Federal government, including but not limited to Chapter 90 funds, Town improvement grants, Transportation Improvement Program funds, the MassWorks Infrastructure Program, Community Development Block Grants, and other State and/or Federal funds for transportation improvements shall adhere to the TOWN OF NAME's Complete Streets Policy.

Private developments and related roadway design components shall adhere to Complete Streets principles. In addition, to the extent practical, state owned-roadways will comply with the Complete Streets Policy, including design, construction, and maintenance of such roadways within the **TOWN OF HERE's** boundaries.

Town departments, in consultation with a Complete Streets Committee (described below), will use best judgment regarding the desirability and feasibility of applying Complete Streets principles for routine roadway maintenance and projects, such as repaving, restriping, and so forth. Transportation infrastructure projects, including but not limited to roadway reconstruction, roadway reconfigurations, or subdivisions may be excluded upon approval by the Board of Selectmen, where documentation and data indicate that any of the following apply:

1. Roadways where specific users are prohibited by law, such as interstates or pedestrian malls. An effort will be made, in these cases, for accommodations elsewhere.
2. Cost or impacts of accommodation are excessively disproportionate to the need or probable future use.
3. Other **Town** policies, regulations, or requirements contradict or preclude implementation of Complete Streets principles.

Best Practices

The **TOWN OF HERE's** Complete Streets Policy will focus on developing a connected, integrated transportation network that serves all users. Ensuring the region has a multi-modal transportation system that is well-connected, integrated, and safe is an important part of the development of transportation infrastructure in the Berkshire region. Complete Streets will be integrated into policies, planning, and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities on streets and redevelopment projects. As practicable, recommendations from the Complete Streets Committee for incorporating complete streets elements will occur in project's beginning stages prior to design.

Implementation of the **TOWN OF HERE's** Complete Streets Policy will be carried out cooperatively within all relevant departments in the **TOWN** and, to the greatest extent possible, in coordination with regional, state, and federal partners.

Complete Streets principles include the development and implementation of projects in a context-sensitive manner where project implementation is sensitive to the community's physical, economic, and social setting. The context-sensitive approach to process and design includes a range of goals by giving significant consideration to stakeholder and community values. It includes goals related to livability with greater participation of those affected in order to gain consensus. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historic, and environmental resources while improving or maintaining safety, mobility, and infrastructure condition.

The **TOWN OF HERE** recognizes that Complete Streets may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time.

The latest design guidance, standards, best practices, and recommendations available at the time of implementation will be used, including but not limited to the newest version of:

- MassDOT Project Development and Design Guide,¹
- NACTO Urban Street Design Guide,² and/or Urban Bikeway Design Guide³
- FHWA Manual on Uniform Traffic Control Devices,⁴
- National Complete Streets Coalition Resources,⁵
- ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach,⁶
- United States Access Board Streets and Sidewalks Guidelines,⁷ and/or
- AASHTO Guide for Planning, Designing, and Operating Pedestrian Facilities.⁸

In recognition of context sensitivity, public input and the needs of many users, a flexible, innovative, and balanced approach that follows other appropriate design standards may be considered, provided that a comparable level of safety for all users is present.

Implementation and Next Steps

A Complete Streets Committee comprised of stakeholders, including members of relevant **Town** representatives, will be created to implement and monitor this initiative. The Complete Streets Committee will be a multidisciplinary team and members will include representation from: Public Works (DPW), Public Health, Planning, **Town** Administrator's office and other committees, departments or organizations, as appropriate. The focus of this Committee will be ensuring the implementation of the Complete Streets Policy and, where necessary, altering existing practices and overcoming barriers that may act as impediments to implementation. In addition, this Committee will regularly update and solicit feedback on potential projects with the general public to ensure that the perspectives of the community are considered and incorporated, as appropriate.

The **Town** shall make Complete Streets practices a routine part of everyday operations, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets in **TOWN OF NAME**.

The **Town**, with input from the Complete Streets Committee shall review and either revise or

¹ <https://www.massdot.state.ma.us/highway/DoingBusinessWithUs/ManualsPublicationsForms.aspx>

² <http://nacto.org/publication/urban-street-design-guide/>

³ <http://nacto.org/publication/urban-bikeway-design-guide/>

⁴ <http://mutcd.fhwa.dot.gov/>

⁵ <http://www.smartgrowthamerica.org/complete-streets>

⁶ <http://www.ite.org/css/>

⁷ <http://www.access-board.gov/guidelines-and-standards/streets-sidewalks>

⁸ http://www.fhwa.dot.gov/environment/bicycle_pedestrian/guidance/design_flexibility.cfm

develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all roadway projects.

The **Town** shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will highlight projects that eliminate gaps in the sidewalk and bikeway network.

The **Town** will evaluate projects within the Capital Improvement Program to ensure compliance with this Policy.

The **Town** will secure training for pertinent **Town** staff and decision-makers on both the technical content of Complete Streets principles and best practices, as well as community engagement methods for implementing the Complete Streets Policy. Training may be accomplished through workshops and other appropriate means. The **Town** will utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public way.

The **Town** will seek out appropriate sources of funding and grants for implementation of the Complete Streets Policy.

Evaluation of Effectiveness

The Complete Streets Committee will develop performance measures to assess the rate, success, and effectiveness of implementing the **TOWN OF NAME** Complete Streets Policy on an annual basis. The Committee will determine the frequency of assessment and utilize appropriate metrics for analyzing the success of this policy. These performance measures shall include: total miles of bike lanes, linear feet of pedestrian accommodation, number of new curb ramps installed, and number of crosswalk and intersection improvements. The Committee may also include metrics like: rate of crashes by mode, rate of children walking or cycling to school, and/or number of trips by mode.