



Board of Selectmen

Town of North Reading COMPLETE STREETS POLICY	
Effective Date	May 23, 2016
Public Hearing	Opened March 7, 2016; closed May 23, 2016
Selectmen vote to approve first reading	March 7, 2016
Selectmen vote to approve second reading/adopt policy	May 23, 2016

Vision and Purpose:

The purpose of the Town of North Reading's Complete Streets Policy is to accommodate a wide range of road users by creating a road network that meets the needs of individuals utilizing a variety of transportation modes. The policy will be applied as a guide in decision-making in related infrastructure planning and construction. The Town of North Reading recognizes the health, safety, economic viability, and numerous other benefits that can be achieved through application of Complete Streets principles. By incorporating Complete Streets as a guide, the Town of North Reading will advance its efforts to provide safety and accessibility for all the users of our roadways, trails and other transportation systems, for people of all ages and abilities.

The Town of North Reading aims to improve the health, safety and mobility of its residents and acknowledges that Complete Streets can increase everyday physical activity by enabling walking and bicycling, as well as enhance the town's livability. It is the intent of the Town of North Reading to formalize the plan, design, operation and maintenance of streets so that they are safe for all users of all ages and abilities as a matter of routine. This policy guides decision makers in consistently planning, designing, and constructing streets to reasonably accommodate all users, including pedestrians, bicyclists, motorists, delivery and service personnel, emergency vehicle, and freight and commercial vehicles.

Core Commitment:

The Town of North Reading recognizes that users of various modes of transportation, including, but not limited to, pedestrians, cyclists, transit (if future plans for transit are realized) and school bus riders, motorists, delivery and service personnel, freight haulers, and emergency responders, are legitimate users of streets and deserve safe facilities. "All Users" includes users of all ages and abilities.

The Town of North Reading recognizes that all projects – new, maintenance, or reconstruction – are potential 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 for people of all ages and abilities.

Where feasible, Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects. This includes transportation infrastructure and street design projects requiring funding or approval by the Town of North Reading, as well as projects funded by the state and federal government, including but not limited to Chapter 90 funds, town improvement grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), Capital Funding and other state and federal funds for street and infrastructure design. The same will be applied to private developments and related street design components or corresponding street-related components or corresponding street-related components. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets resolution, including the design, construction, and maintenance of such roadways within town boundaries.

Exclusions:

1. Private and unaccepted ways.
2. Facilities where specific users are prohibited by law, such as interstate freeways or pedestrian malls. An effort will be made, in these cases, for accommodation elsewhere.
3. Other transportation infrastructure may be excluded, upon approval by the Complete Streets Advisory Committee, or in the case of a Community Planning Commission approved project, by the Community Planning Commission, where documentation and data indicate that cost or impacts of accommodation is excessively disproportionate to the need or probable use or probable future use, or where funds are not available to implement the desired Complete Streets elements. Necessary road construction or repair work shall not be delayed or canceled because Complete Streets enhancements are desired but cannot be funded.

The Town Engineer, in consultation with the Director of Public Works and/or the Complete Streets Advisory Committee as needed, will use best judgment regarding the feasibility of applying Complete Streets principles for routine roadway maintenance and projects.

Best Practices:

The Town of North Reading Complete Streets policy focuses on developing a connected, integrated network that serves all road users. 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.

Implementation of the Town of North Reading Complete Streets Policy will be carried out cooperatively within all departments in the Town of North Reading with multi-jurisdictional cooperation, to the greatest extent possible, among private developers, and state, regional, and federal agencies.

Complete Streets principles include the development and implementation of projects in a context-sensitive manner in which 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 considering stakeholder and community values on a level plane with the project need. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions.

The Town of North Reading 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, and recommendations available will be used in the implementation of Complete Streets including:

- The Massachusetts Department of Transportation Project Design and Development Guidebook
- The latest edition of American Association of State Highway Transportation Officials (AASHTO), A Policy on Geometric Design of Highway and Streets
- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls (2009)
- The Architectural Access Board (AAB) 521CMR Rules and Regulations

Complete Streets implementation and effectiveness should be constantly evaluated for success and opportunities for improvement. The town will develop performance measures to gauge implementation and effectiveness of the policies.

Implementation:

The Town shall make Complete Streets practices a routine part of transportation planning and construction, 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.

Upon adoption of this policy, the Town Administrator will appoint a Complete Streets Advisory Committee of relevant stakeholders to facilitate implementation of this initiative. The Advisory Committee may consist of representatives from relevant Town departments, including but not limited to the DPW/Engineering, Planning, Health and the Police Departments, as well as the Commission on Disabilities and other boards or commissions. The town shall review and either revise or 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 so as to be consistent with the Town of North Reading Complete Streets Policy. The Advisory Committee, working collaboratively with relevant town departments, will facilitate this review, with the Advisory Committee making recommendations to the departments as needed.

The Town shall create and maintain a comprehensive map and inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk, bikeway, and conservation/recreation trails network. These projects will include not only new roadways and expansion projects, but retrofits to existing routes wherever possible.

The Town will reevaluate prioritization of Capital Improvement Projects to encourage implementation of this policy. The Complete Streets Advisory Committee will work cooperatively with the Department of Public Works to prioritize the items requested for capital funding within the town's pavement management plan. Final decisions regarding requests from the DPW to the Capital Improvement Planning Committee for project funding are to be made by the DPW director or his/her designee.

The Town will train pertinent town staff and decision-makers on the content of Complete Streets principles and best practices for implementing policy 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, balancing the needs of all users.

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

Evaluation

The town will develop performance measures to periodically assess the rate, success and effectiveness of implementing the Complete Streets Policy. The advisory group of relevant stakeholders designated by the Town Administrator will determine the frequency of assessment and utilize appropriate metrics for analyzing the success of this policy. These metrics may include the total number of new bicycle lanes, the linear feet of new pedestrian accommodation, number of retrofitted pedestrian facilities or amenities, number of intersection improvements made to improve Level of Service (LOS) and safety for

vehicles, pedestrians and bicyclists, rate of crashes by mode, rate of children walking or bicycling to school, and/or number of trips by mode.

Enacted by the North Reading Board of Selectmen on May 23, 2016



Robert J. Mauceri, Chair