

THIS MODEL POLICY FOR COMPLETE STREETS INCORPORATES:

- (1) Pertinent information from the 2006 Massachusetts Highway Department’s “Project Development and Design Guide”
- (2) Data and Language from the following sources:
 - a. The National Policy and Legal Analysis Network to Prevent Childhood Obesity’s “Model Local Ordinance on Complete Streets”;
 - b. San Francisco Transit-First Policy (1999); and
 - c. St. Louis City Ordinance #68663 (2010).

INSTRUCTIONS FOR USE

- (1) This document is intended to serve as a template for use by any Massachusetts city or town. Complete the bracketed fields in bold to pertain to your particular community and circumstances. All other language is generic and may be retained.
- (2) Fill in [city/town] - 11 instances (one in title).
- (3) Choose between [ordinance/bylaw] – 7 instances (one in title).
- (4) Fill in [adopting body] – 3 instances.
- (5) Fill in [city/town agency] – 3 instances.
- (6) Fill in, if applicable [including Title of your Master Plan] – 1 instance.
- (7) Fill in effective date.

CITY/TOWN OF [CITY/TOWN]
COMPLETE STREETS [ORDINANCE/BYLAW]

SECTION I: FINDINGS

WHEREAS, The Massachusetts Project Development and Design Guidebook (2006) includes the goal of setting multi-modal accommodation and using appropriate traffic calming measures as a guiding principle to ensure that the needs of bicyclists, pedestrians, transit users, and disabled people are integrated into the design, operation and maintenance of streets to promote safe and convenient access and travel for all users including pedestrians, bicyclists, motorists, transit riders and people of all abilities.; and

WHEREAS, The Massachusetts Project Development & Design Guide (2006) determines that a fundamental expectation in roadway design is that all users will be accommodated safely; and

WHEREAS, Complete Streets are designed and operated to assure safety and accessibility for all the users of our roads, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial vehicles, emergency vehicles and for people of all ages and of all abilities.; and

WHEREAS, The Massachusetts Project Development & Design Guide (2006) finds that traffic calming measures are physical elements intended to reduce vehicle speeds and improve driver attentiveness and are most often applied to existing streets where vehicle operating speeds are in conflict with pedestrian activity. Traffic calming measures can be used to help reduce the operating speed of the street (i.e. the speed which most motorists intuitively choose) to a more desirable speed (i.e. the target speed). (The Guide lists traffic calming techniques for pedestrians and bicyclists in Chapter 16.); and

WHEREAS, Complete Streets enhance safe walking and bicycling options for school-age children, in recognition of the objectives of the national Safe Routes to School program and the U.S. Centers for Disease Control and Prevention’s “Physical Activity Guidelines”; and

WHEREAS, 21% of Americans over the age of 65 do not drive according to the National Household Transportation Survey (2001) and 20% of Massachusetts residents are too young to drive; and

WHEREAS, Complete Streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities; and

WHEREAS, Complete Streets will help **[city/town]** to reduce greenhouse gas emissions as more people choose an alternative to the single occupant vehicle, thereby improving air quality and alleviating public health concerns such as asthma; and

WHEREAS, Complete Streets reduce vehicular crashes and injuries and their associated costs; and

WHEREAS, A Complete Streets **[ordinance/bylaw]** for **[city/town]** will integrate Complete Streets planning into all types of projects, including new construction, reconstruction, rehabilitation, repair, and maintenance where such are practicable during the construction, reconstruction or other changes of transportation facilities on streets and redevelopment projects.

BE IT RESOLVED, that in order to develop and maintain a safe, efficient, balanced and environmentally sound transportation system for people of all ages and abilities, all transportation and development projects shall incorporate a Complete Streets philosophy that expands transportation choices; and

NOW, THEREFORE, it is the intent of the **[adopting body]** in enacting this **[ordinance/bylaw]** to encourage healthy, active living, reduce traffic congestion and fossil fuel use, and improve the safety and quality of life of its residents by providing safe, convenient and comfortable routes for walking, bicycling and public transportation.

SECTION II: PURPOSE

The purpose of this [ordinance/bylaw] is to enable [city/town] to provide safe, convenient and comfortable routes for walking, bicycling and public transportation that encourage increased use of these modes of transportation, enable convenient travel as part of daily activities, improve the public welfare by addressing a wide array of health and environmental problems, and meet the needs of all users of streets, including children, older adults and people with disabilities.

SECTION III: DEFINITIONS

The following words and phrases, whenever used in this [ordinance/bylaw], shall have the meanings defined in this section unless the context clearly requires otherwise:

"Complete Streets" is the planning, scoping, design, implementation, operation, and maintenance of roads in order to reasonably address the safety and accessibility needs of users of all ages and abilities. Complete Streets considers the needs of motorists, pedestrians, transit users and vehicles, bicyclists, and commercial and emergency vehicles moving along and across roads, intersections, and crossings in a manner that is sensitive to the local context and recognizes that the needs vary in urban, suburban, and rural settings.

“Complete Streets Infrastructure” means physical street features that contribute to a safe, convenient, or comfortable travel experience for users, including but not limited to features such as: sidewalks; shared use paths; bicycle lanes; automobile lanes; paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; bulb outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; transit priority signalization; traffic calming devices such as rotary circles, traffic bumps, and surface treatments such as paving blocks, textured asphalt, and concrete; narrow vehicle lanes; raised medians; and dedicated transit lanes.

“Street” means any right of way, public or private, including arterials, connectors, alleys, ways, lanes, and roadways by any other designation, as well as bridges, tunnels, and any other portions of the transportation network.

“Street Project” means the construction, reconstruction, retrofit, maintenance, alteration, or repair of any Street, and includes the planning, design, approval, and implementation processes, except that “Street Project” does not include minor routine upkeep such as cleaning, sweeping, mowing, spot repair, or interim measures on detour routes.

SECTION IV: IMPLEMENTATION

NOW, THEREFORE, BE IT RESOLVED that **[city/town]** establishes a Complete Streets **[ordinance/bylaw]** that provides:

(1) The **[city/town agency]** 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.

(2) As feasible, **[city/town]** shall incorporate Complete Streets Infrastructure into existing streets to improve the safety and convenience of users, construct and enhance the transportation network for each category of users, and create employment. Complete Streets may include street and sidewalk lighting; sidewalks and pedestrian safety improvements such as median refuges or crosswalk improvements; improvements that provide ADA (Americans with Disabilities Act) compliant accessibility; transit accommodations including improved pedestrian access to transit stops and bus shelters; bicycle accommodations including bicycle storage, bicycle parking, bicycle routes, shared-use lanes, wide travel lanes or bike lanes as appropriate; street trees, boulevard landscaping, street furniture and adequate drainage facilities; and reduction in the number of travel lanes or removal of on-street parking.

(3) If the safety and convenience of users can be improved within the scope of pavement resurfacing, restriping, or signalization operations on streets, such projects shall implement Complete Streets Infrastructure to increase safety for users.

(4) The **[city/town]** will incorporate, where practicable, one or more "Complete Street" elements into public transportation projects in order to provide appropriate accommodation for bicyclists, pedestrians, transit users and persons of all abilities, while promoting safe operation for all users, in comprehensive and connected networks in a manner consistent with, and supportive of, the surrounding community.

(5) The **[city/town]** 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.

(6) **[City/Town]** shall enhance the safety, access, convenience and comfort of all users of all ages and abilities, including pedestrians (including people requiring mobility aids), bicyclists, transit users, motorists and freight drivers, through the design, operation and maintenance of the transportation network so as to create a connected network of facilities accommodating each mode of travel that is consistent with and supportive of the local community, recognizing that all streets are different and that the needs of various users will need to be balanced in a flexible manner.

(7) Bicycle, pedestrian, and transit facilities shall be included in Street Projects, reconstruction, re-paving, and re-habilitation projects.

(8) **[City/Town]** shall follow The Massachusetts Project Development & Design Guide (2006) that:

- A. Provides guidance on basic design controls.
- B. In developed areas, continuous sidewalks should be provided on both sides of a roadway, minimizing the number of pedestrian crossings required. [If sidewalks are only on one side], the sidewalk should be provided on the side that minimizes the number of pedestrian crossings.
- C. Pedestrian requirements must be fully considered in the design of intersections [including taking into consideration the following concerns:] crossings and pedestrian curb cut ramp locations; walking speed, pedestrian flow capacity, traffic control, yielding and delays.
- D. All new and reconstructed sidewalks must be accessible to and usable by person with disabilities in accordance with the Americans with Disabilities Act and the Massachusetts Architectural Access Board.
- E. Along roadway segments, greater separation of motor vehicle and non-motorized users can be provided by including shoulders, bicycle lanes, or buffered sidewalks.

(9) All initial planning and design studies, health impact assessments, environmental reviews, and other project reviews for projects requiring funding or approval by **[city/town]** shall: (1) evaluate the effect of the proposed project on safe travel by all users, and (2) identify measures to mitigate any adverse impacts on such travel that are identified.

(10) **[City/Town agency]** shall review and either revise or develop proposed revisions to all appropriate plans, zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, templates, and design manuals, **[including Title of your Master Plan]** to integrate Complete Streets principles in all Street Projects on streets.

(11) In design guidelines, **[city/town agency]** shall coordinate templates with street classifications and revise them to include Complete Streets Infrastructure, such as bicycle lanes, sidewalks, street crossings, and planting strips. The design of new or reconstructed facilities should anticipate likely future demand for bicycling, walking and transit facilities.

(12) Trainings in how to integrate, accommodate, and balance the needs of each category of users may be provided, when appropriate, for planners, civil and traffic engineers, project managers, plan reviewers, inspectors, and other personnel responsible for the design and construction of Streets.

SECTION V: REPORTING

The head of each affected agency or department shall report annually to the [**Adopting body**] regarding:

- A. the steps taken to implement this [**ordinance/bylaw**];
- B. additional steps planned; and
- C. any desired actions that would need to be taken by [**Adopting body**] or other agencies or departments to implement the steps taken or planned.

SECTION VI: SEVERABILITY

In the event that a court or agency of competent jurisdiction holds that a federal or state law, rule, or regulation invalidates any clause, sentence, paragraph, or section of this Ordinance or the application thereof to any person or circumstances, it is the intent of the Ordinance that the court or agency sever such clause, sentence, paragraph, or section so that the remainder of this Ordinance remains in effect.

SECTION VII: EFFECTIVE DATE