

Town of Ayer COMPLETE STREET POLICY	
Effective Date	February 17, 2016
Expiration Date	None
Date Last Revised	February 16, 2016
Selectmen vote to adopt policy	February 16, 2016

COMPLETE STREETS POLICY

Vision and Purpose:

The purpose of the Town of Ayer'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. Complete Streets principles contribute toward the safety, health, economic viability, and quality of life in a community by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities.

It is the intent of the Town of Ayer to formalize the planning, design, construction, operation and maintenance of streets and to guide decisions so that they are safe for all users of all ages and abilities as a matter of routine. By incorporating this Complete Streets Policy, the Town of Ayer will advance its efforts to provide safety and accessibility for all the users of our roadways, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial vehicles, and emergency vehicles and for people of all ages and of all abilities. The Town of Ayer aims to improve the health of its residents and acknowledges that Complete Streets can increase everyday physical activity by enabling additional walking and bicycling by its residents and visitors.

Core Commitment:

The Town of Ayer recognizes that users of various modes of transportation, including, but not limited to, pedestrians, cyclists, transit 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 Ayer recognizes that all roadway projects, whether 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 Ayer, as well as projects funded by the state and federal government, such as the 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. 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.

The Department of Public Works will use best judgment regarding the feasibility of applying complete streets principles for routine roadway maintenance and repair projects. Other transportation infrastructure projects, including but not limited to roadway reconstruction, roadway reconfigurations, or subdivisions, transportation infrastructure may be excluded, upon approval by the Board of Selectmen and/or its designee, where documentation and data indicate that:

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

Best Practices:

The Town of Ayer Complete Streets policy will focus on developing a connected, integrated network that serves all users of roads and pedestrian ways. 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 Ayer Complete Streets Policy will be carried out cooperatively within all departments in the Town of Ayer 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 that consider 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, with consideration as to reasonableness.

The Town of Ayer recognizes that "Complete Streets" objectives 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
- Documents and plans created for the Town of Ayer, such as:
 - Town of Ayer Open Space and Recreation Plan (2015 Update)

- The 2016 Montachusett Regional Transportation Plan, MPO Endorsed July 30, 2015
- 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 will be constantly evaluated for success and opportunities for improvement. The Town will utilize performance measures to gauge implementation and effectiveness of the Complete Streets Policy using, as a minimum, the following performance measures:

- Total miles of on-street bicycle routes defined by streets with clearly marked or signed bicycle accommodation
- Linear feet of new pedestrian accommodation
- Number of new curb ramps installed along town streets

Performance will be measured on an annual basis and reported in the Town Report.

Implementation:

The Town will make Complete Streets practices a routine part of everyday operations, will 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.

Town will 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 in all projects on streets, as well as potential off-road trails and paths. The Public Works Superintendent and the Town Engineer will be responsible for implementing and managing this initiative.

The Town will maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk and bikeway network and provide opportunities for expansion and extensions.

The Town will reevaluate Capital Improvement Projects prioritization to encourage implementation of Complete Streets implementation.

The Town will make its best effort, as resources allow, to 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 and will make a best faith effort to coordinate with adjacent municipalities to ensure a seamless network of facilities for all users of the roadway.

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