

| City of Marlborough<br><b>COMPLETE STREETS POLICY</b> |                                   |
|---|-----------------------------------|
| Effective Date  | Upon approval of the City Council |
| Expiration Date                                       | None                              |
| Date Last Revised                                     |                                   |
| City Council Vote to Adopt Resolution                 |                                   |

## **COMPLETE STREETS POLICY**

### Vision and Purpose:

Complete Streets are designed and operated to provide safety, comfort, and accessibility for all the users of our streets and trails, including pedestrians, bicyclists, motorists, commercial vehicles, and emergency vehicles and for people of all ages, abilities, and income levels. Furthermore, Complete Streets principles benefit the safety, health, economic viability, and quality of life in a community by improving the pedestrian and vehicular environments in order to provide, safe, accessible, and comfortable means of travel between home, school, work, recreation, and retail destinations. Complete Streets also furthers equity objectives by providing safe forms of travel for Marlborough residents of all income levels. The purpose of the City of Marlborough’s Complete Streets Policy, therefore, is to accommodate all road users by creating a roadway network that meets the needs of individuals utilizing a variety of transportation modes. It is the intent of the City of Marlborough to formalize the plan, design, operation, and maintenance of streets so that they are safe for users of all ages, all abilities and all income levels as a matter of routine. This Policy directs decision-makers to consistently plan, design, construct, and maintain streets to accommodate all anticipated users including, but not limited to pedestrians, bicyclists, motorists, emergency vehicles, and freight and commercial vehicles.

### Core Commitment:

The City of Marlborough recognizes that users of various modes of transportation, including, but not limited to, pedestrians, cyclists, bus riders, motorists, delivery and service personnel, freight haulers, and emergency responders are legitimate users of roadways and deserve safe facilities. “All Users” includes users of all ages, abilities, and income levels.

The City recognizes that all roadway projects – including new construction, maintenance and reconstruction – are potential opportunities to apply Complete Streets design principles. The City will, to the maximum extent practical, strive to complete a comprehensive and integrated transportation network of facilities for people of all ages and abilities, and will consider Complete Streets design principles during design, construction, and maintenance of the City’s transportation network.

Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects, as appropriate. All transportation infrastructure and street design projects requiring funding or approval by the City of Marlborough, as well as projects funded by the State and Federal government, including but not limited to Chapter 90 funds, City 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 shall adhere to the City of Marlborough Complete Streets Policy. Private developments and related roadway design components shall adhere to the Complete Streets principles. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets Policy, including the design, construction, and maintenance of such roadways within City boundaries.

City Departments 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 and roadway reconfigurations, may be excluded upon approval by the Commissioner of Public Works or the Mayor when documentation, understanding of local traffic patterns, and data indicate that any of the following apply:

1. Roadways where specific users are prohibited by law, such as interstate freeways or pedestrian malls. An effort will be made, in these cases, for accommodations elsewhere.
2. Roadway reconstruction projects required to make emergency repairs.
3. Cost or impacts of accommodation are excessively disproportionate to the need or probable future use.
4. Other City policies, regulations, or requirements contradict or preclude implementation of Complete Streets principles.

All exclusions, including justification, shall be noted within the annual evaluation of effectiveness described below.

#### Best Practices:

The City of Marlborough Complete Streets policy will focus 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. Private entities proposing development projects within the City of Marlborough will be encouraged to incorporate Complete Streets principles.

Implementation of the City of Marlborough Complete Streets Policy will be carried out cooperatively within all departments in the City of Marlborough and, 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 giving significant consideration to stakeholder and community values. It includes goals related to livability with greater participation of those affected in order to gain project consensus. 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 City of Marlborough 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 most up-to-date versions of:

- The Massachusetts Department of Transportation Project Design and Development Guidebook
- The National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide

- The National Association of City Transportation Officials (NACTO) Urban Streets Design Guide
- Pioneer Valley Planning Commission's Healthy Community Design Toolkit
- 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
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Documents, plans, and studies created for the City of Marlborough

#### Implementation:

The City of Marlborough Department of Public Works will conduct a baseline inventory of pedestrian and bicycle accommodations in the City of Marlborough. This baseline will assist the City to identify priority projects. After the baseline inventory has been completed, the City 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 City 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.

The City of Marlborough Planning Board will review subdivisions for Complete Streets principles, and encourage the implementation of these principles during design.

The City of Marlborough Planning Board, Zoning Board of Appeals, Site Plan Review Committee, the City Council and its various committees shall, during their existing respective review processes, review private development proposals for Complete Streets elements, and encourage their incorporation during design phases of proposed projects. This review will include implementation of Complete Streets practices on the site and mitigation measures required on the public transportation system.

The Department of Public Works shall draft and submit an annual evaluation of effectiveness to the Mayor, the City Council, and the Massachusetts Department of Transportation, as required by MGL c. 90I s. § 1c.

Transportation projects shall be reviewed by the City Engineer and Commissioner of Department of Public Works to ensure Complete Streets principles are being incorporated into public transportation projects, when feasible and appropriate. If Complete Streets principles are not incorporated into a project, except in the case of emergency repairs, the Department of Public Works shall make note of this exception in the annual evaluation explaining the inappropriateness or infeasibility of incorporating the principles on the project.

The City will secure training for pertinent City 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 City will utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public way.

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

Evaluation of Effectiveness:

The Department of Public Works will develop performance measures to annually assess the rate, success, and effectiveness of implementing the Complete Streets Policy. The Department of Public Works will 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. These metrics will be compiled into a report by the Department of Public Works and presented to the Mayor and City Council annually and submitted to the Massachusetts Department of Transportation.