

TOWN OF NORTH BROOKFIELD
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OFFICE OF THE BOARD OF SELECTMEN

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North Brookfield Complete Streets Policy

VISION & PURPOSE

The Town of North Brookfield's Complete Streets Policy aims to accommodate the full range of users of the town's roadways, walkways, trails, and transit systems by creating a transportation network that meets the needs of individuals utilizing a variety of transportation modes. The Town of North Brookfield will, to the maximum extent practical, design, construct, maintain, and operate streets to accommodate all users.

Through the implementation of Complete Streets principles, people of all ages, abilities and income levels will be able to efficiently and safely travel between home, school, work, recreation facilities, and commercial venues. Demonstrated benefits of Complete Streets include cleaner air, promotion of physical exercise, improved access to retail and employment centers, and reduced personal transportation costs.

CORE COMMITMENT

The Town of North Brookfield recognizes that users of various modes of transportation, including but not limited to, pedestrians, cyclists, motorists, transit riders, safety personnel, and freight and commercial haulers are legitimate users of roadways and deserve safe facilities. "All Users" includes users of all ages, abilities and income levels.

The Town recognizes that all transportation projects - including planning, programming, design, right - of-way acquisition, construction, reconstruction, operation, and maintenance - are potential opportunities to apply Complete Street design principles. The Town will, to the maximum extent practical, design, construct, maintain, and operate all streets to create a comprehensive and integrated network of facilities for people of all ages and abilities.

Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects to the maximum extent practical and where appropriate. Applicable projects shall include:

- All transportation infrastructure and street design projects requiring funding or approval by the Town of North Brookfield;

North Brookfield is an equal opportunity provider and employer.

- All transportation infrastructure and street design projects funded by the State and Federal government, including but not limited to Chapter 90, Transportation Improvement Program (TIP), Mass Works Infrastructure Program, Community Development Block Grants (CDBG), or other state and federal funds;
- Private developments and related roadway design and construction components;
- The design, construction and maintenance of State-owned roadways within North Brookfield's town boundaries, subject to and as may be modified by MassDOT guidelines, standards and requirements.

Special attention should be given to projects which enhance the overall transportation system and its connectivity. Specifically, high priority should be given to 1) corridors providing primary access to one or more significant destinations such as parks and recreation areas, schools, shopping/commercial areas, public transportation, or employment centers; 2) corridors providing important continuity and connectivity links to existing pedestrian or bicycle networks.

The Director of the Highway Department will use best judgement regarding the desirability and feasibility of applying Complete Streets principles for routine roadway maintenance projects, such as repaving, restriping, and so forth.

EXEMPTIONS

Transportation infrastructure projects, including but not limited to roadway reconstruction, roadway reconfiguration, or subdivisions may be excluded upon approval of the Complete Streets Committee, the Planning Board and the Board of Selectmen, where documentation and data indicate that any of the following apply:

1. The existing right-of-way does not allow for the accommodation of all users. In this case alternatives may be explored such as obtaining additional right-of-way, use of revised travel lane configurations, paved shoulders, or signage;
2. The application of Complete Streets principles is unnecessary or inappropriate because it would be contrary to public safety and increase the risk of injury or death;
3. Roadways where specific users are prohibited by law, such as interstate freeways, pedestrian malls, and transportation facilities that are limited to non-motorized modes such as rail trails and hiking trails. An effort will be made, in these cases, for accommodation elsewhere;
4. Cost or impacts of accommodation are excessively disproportionate to the need or probable future use;
5. Other local policies, regulations, or requirements contradict or preclude implementation of Complete Streets principles.

BEST MANAGEMENT PRACTICES

Complete Streets principles include the development and implementation of projects in a manner that is context-sensitive: that takes into account the physical, economic and social setting of the site within the broader context of the Town of North Brookfield. This context-sensitive approach enables a balance to be reached between stakeholder/community values and project needs. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical, and natural resources within the community while improving or maintaining safety, mobility and the overall condition of the Town's transportation network.

The Town recognizes that Complete Streets principles may be implemented as part of a single, comprehensive project or incrementally through a series of smaller improvements or maintenance activities over time.

DESIGN STANDARDS

The Town will use the latest design guidance, standards, and policy recommendations available to implement this Complete Streets Policy, including:

- The Massachusetts Department of Transportation Project Design and Development Guidebook
- The Massachusetts Department of Transportation – Separated Bike Lane Design Guide
- The Massachusetts Department of Transportation – Municipal Guide for Walkability
- 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
- The American Planning Association's Complete Streets: Best Policy and Implementation Practices
- Documents and plans created for the Town of North Brookfield, such as the North Brookfield Master Plan, North Brookfield Open Space and Recreation Plan, Town of North Brookfield Zoning Bylaws, and the Town of North Brookfield Rules and Regulations Governing the Subdivision of Land.

IMPLEMENTATION

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

A Complete Streets Committee comprised of stakeholders, including members of relevant Town departments and committees, will be created to implement this initiative. The Complete Streets Committee will be a multi-disciplinary team that includes representation from: The

Board of Selectmen, Highway Department, Department of Planning and Development, Disabilities Commission, and other members as deemed appropriate. The focus of this Committee will be ensuring the implementation of the Complete Streets Policy and, where necessary, recommending revisions to existing practices that present barriers to implementation. The Committee will update and solicit feedback from the public on potential projects to engender buy-in and ensure that perspectives from the community are considered and incorporated where feasible.

The Town shall review and develop proposed revisions to all appropriate planning documents (i.e. master plan, open spaces & recreation plan), zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all street projects.

The Town shall conduct a needs assessment to determine and appropriately plan for future financial/capital costs associated with implementation of this Policy.

The Town shall maintain a comprehensive map and inventory of pedestrian and bicycle facility infrastructure, prioritizing those projects that eliminate gaps in the sidewalk, bikeway and trail network.

The Town shall take into account the Complete Streets Policy when prioritizing Capital Improvement Projects.

The Town shall train pertinent municipal staff and decision-makers on the content of the Complete Streets Policy and best practices for implementing this Policy through attendance at conferences, seminars, workshops, and other appropriate means.

Municipal departments will coordinate efforts to promote the most responsible and efficient use of resources for activities within the public way.

The Town will allocate funding through municipal appropriation and pursue appropriate alternative sources of funding and grants for implementation of this Complete Streets Policy.

EVALUATION

Complete Streets implementation and effectiveness shall be evaluated for success and opportunities for improvement. The Complete Streets Committee will develop metrics to periodically gauge the success and effectiveness of this Policy. The frequency of assessment; and metrics for analyzing the success of this policy will be as determined by the Complete Streets Committee. These metrics may include but are not limited to the total number of new bicycle lanes, the linear feet of new AAS-compliant 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, number of AAS-complaint parking spaces installed, and/or number of trips by mode.

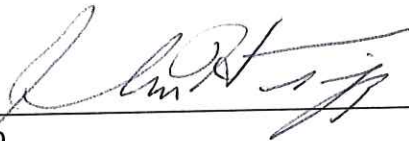
Adopted by the Board of Selectmen
December 11, 2018



Dale R. Kiley, Chairman



Jason M. Petraitis



John H. Tripp