

Pursuant to the Complete Streets Policy adopted by the Select Board, the town's bylaws, and consistent with the MassDOT Municipal Resource Guide for Walkability, the TTAC recommends that following sidewalk policies be incorporated into Winchester's Traffic and Transportation Program:

SIDEWALK POLICIES TOWN OF WINCHESTER

Purpose: The purpose of this policy is to make pedestrian use of the sidewalk portion of the public way practical, safe and comfortable year-round.

Responsibility:

Notice of and Enforcement of Town Bylaws Pertaining to Snow Removal and Vegetation Control

- 1) The Select Board direct the Town Manager to enclose with all tax bills or separately mail semi-annually, starting with the next quarterly billing, notice of applicable bylaws urging all parties to cooperate in the town wide effort to improve walking conditions and reduce the perceived need to drive to destinations and stating that
 - a) Residents may not pile snow or permit a snow plowing service to pile in the sidewalk portion of the public right of way whether or not they clear the sidewalk as a neighborly practice.(Chapter 3 Section 3.8 (b), Chapter 8 Sections 10, 23)
 - b) No one (including residents, guests, contractors, delivery services, etc.) may, without an exemption provided by Select Board, park on sidewalks including the allowing the front or back of a vehicle to overhang into the sidewalk. (Chapter 8 Section 30.3 (a))
 - c) Property owners or persons controlling real estate may not block the sidewalk in any way or allow shrubbery to overhang the sidewalk so as to impede its use and maintenance.(Chapter 8 Sections 10, 23)
 - d) Commercial owners or persons controlling commercial real estate must clear the sidewalks abutting their enterprise within five hours of the sidewalks being covered between sunrise and sunset on any business day. Any person who shall violate this provision may be punished by a fine of not more than ten dollars (\$10) for each offense. For the purposes of this section, each successive day during which any violation is committed or continued shall be deemed a separate offense. (Sections 28 & 29)
 - e) Parking and snow clearing violations be reported to the Police Department
 - f) Shrubby, retaining wall and similar problems be reported to the DPW.
- 2) Such notice shall be posted on the town web site, made available to media, and circulated as broadly as possible.

- 3) The Select Board instruct the Building Department to attach notice of applicable bylaws to all building permits
- 4) The Town Manager instruct the Police Department to develop a protocol for enforcing the applicable regulation such that a condition lasting more than 5 hours generate a notice and fine and follow-ups at daily intervals generating additional fines until the problem is corrected.
- 5) The Town Manager instruct the DPW to develop a protocol whereby the property owner would be warned to fix the problem within a reasonable period or pay for the cost of DPW performing the work.
- 6) The Town Manager develop a means of identifying and notifying snow removal and lawn services of applicable bylaws.

Achievement of actually usable sidewalks on all sidewalks cleared by the town

- 1) The Tricommunity Bike Path shall be included as a town cleared walkway henceforth.
- 2) The Town Manager shall instruct the DPW to develop protocols of snow clearing to achieve the following results on town cleared walkways:
 - a. Town-cleared walkways be bare to pavement surface for a width of at least 32 inches or sufficiently treated such that any person would feel safe walking on the surface within 48 hours of session of snowfall
 - b. Roadway crossings of town cleared walkways be unobstructed by snow banks
 - c. Narrow passages e.g. between phone poles and retaining walls on Swanton St., which require hand shoveling or narrow equipment are not exempt from the above standard.
- 3) These results are to be achieved by improved coordination, efficiencies and rebalancing of resources and are not intended to add cost to total snow and ice spending.

Clearing of Train and Bus Stops

- 1) The Town Manager shall instruct the DPW to develop protocols of snow clearing to achieve the following results on transit stops:
 - a. Snowbanks at curbs closest to ramps at Waterfield street and at the Quill Rotary will be removed within 48 hours and periodically during events
 - b. Snowbanks at curbs at all bus stops on Main Street will be cleared for 50 feet or the distance marked as bus stops within 48 hours and periodically during events.
 - c. The above will be done before any operations to remove snow for parking along any roadways.

- 2) To the degree such operations have not been part of routine snow and ice operations, the snow and ice budget should be adjusted to reflect these priorities.

Filling in gaps in the course of any repavement

- 1) When any roadway or section of roadway is repaved the sidewalks in the same public right of way should also be refurbished as needed.
- 2) Any missing segment of sidewalk, on public ways which have sidewalks, shall be completed as part of the project.
- 3) When a street which lacks sidewalks on one or both sides of the street for the majority of the street is repaved the DPW will consider adding the missing sidewalk as part of the project; such sidewalk(s) may be paved asphalt if concrete is deemed prohibitive for any particular project.
- 4) The above policy shall be implemented by rebalancing of expenditures regardless of total resources allocated.