



Town of Winchester

Lance R. Grenzeback, Chairman
E. James Whitehead, Vice Chairman
Stephen L. Powers
Michael Bettencourt
David P. Errico

Board of Selectmen
71 Mt. Vernon Street
Winchester, MA 01890
Phone: 781-721-7133
Fax: 781-756-0505
townmanager@winchester.us

| Town of Winchester Complete Street Policy | |
|--|----------------|
| Effective Date | April 25, 2016 |
| Expiration Date | April 25, 2021 |
| Date Last Revised | April 25, 2016 |
| Planning Board vote to recommend | April 12, 2016 |
| Selectmen vote to adopt policy | April 25, 2016 |

COMPLETE STREETS POLICY

Vision and Purpose:

Complete Streets are designed and operated 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 Winchester recognizes that 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. The purpose of Winchester's Complete Streets policy, therefore, 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. It is the intent of the Town of Winchester to formalize the plan, design, operation and maintenance of streets so that they are safe for all users of all ages and abilities as a matter of routine. This policy directs decision-makers to consistently plan, design, and construct streets to reasonably accommodate all anticipated users including, but not limited to pedestrians, bicyclists, motorists, emergency vehicles, and freight and commercial vehicles.

Core Commitment:

The Town of Winchester 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 Winchester recognizes that 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 Winchester, as well as projects funded by the state and federal government, such as 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.

Transportation infrastructure may be excluded, upon approval by the Board of Selectmen and/or its designee, where documentation and data indicate that:

- (1) Specific uses are prohibited by law, such as interstate freeways or pedestrian malls. In these cases, an effort will be made for accommodations elsewhere.
- (2) The cost or impact of the application is excessively disproportionate to the need, probable use, or probable future use.
- (3) Other Town policies, regulations, or requirements contradict or preclude implementation of complete streets principles.

Best Practices:

The Town of Winchester 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. Implementation of the Town of Winchester Complete Streets Policy will be carried out cooperatively between all departments, and to the greatest extent possible, with multi-jurisdictional cooperation among other parties, including but limited to 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 considerate of the community's physical, economic, and social setting. The context-sensitive approach to process and design includes a range of goals by considering stakeholder and community values on a level plane with the project need. It includes goals related to livability with participation by those affected in order to gain project consensus and design flexibility in the balance of user needs. The overall goal of this approach is to preserve and enhance Winchester's scenic,

aesthetic, historical, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions, with considerations as to reasonableness.

The Town of Winchester 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 Massachusetts Department of Transportation "Project Design and Development Guidebook";
- 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, as amended);
- The Architectural Access Board (AAB) 521CMR Rules and Regulations; and
- Documents and plans created for the Town of Winchester, such as bicycle and pedestrian network plans.

Complete Streets implementation and effectiveness should be constantly evaluated for success and opportunities for improvement. The Town will produce an annual inventory of new infrastructure projects utilizing complete street elements, and will develop additional performance measures to better gauge implementation and effectiveness of these policies.

Implementation:

The Town 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.

Town shall review and either revise or develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), as well as review any applicable zoning bylaws, subdivision regulations, and other bylaws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all Street Projects on streets. A committee designated by the Town Manager will be created to implement this initiative. The Town shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk and bikeway network.

The Town will reevaluate Capital Improvement Projects prioritization to encourage implementation of Complete Streets principles. Municipal road repairs, upgrades, and expansion projects on the public right-of-way will be reviewed for the incorporation of complete street elements.

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


Lance Grenzback
Chair, Winchester Board of Selectmen