TOWN OF MEDFIELD

Office of the
BOARD OF SELECTMEN

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Complete Streets Policy

Vision and Purpose:

Complete Streets are designed and operated to provide safety and accessibility for all users of our roads and sidewalks, including pedestrians, bicyclists, transit riders, motorists, commercial vehicles, and emergency vehicles and for people of all ages and abilities. Complete Streets principles contribute toward safety, health, economic viability, and quality of life in a community. Complete Streets principles can provide accessible and efficient connections between home, school, places of work, recreation, and retail destinations by improving the pedestrian and vehicular environments throughout communities. Complete Streets reduce motor vehicle-related crashes and pedestrian risk, as well as bicyclist risk.

The purpose of the Town Medfield Complete Streets policy is to accommodate all road users by creating a network of facilities that meets the needs of individuals utilizing a variety of transportation modes.

Medfield's Commitment:

The Town of Medfield recognizes that users of our streets, walks and pathways deserve a safe and convenient environment. These users include, but are not limited to pedestrians, bicyclists, motorists, commercial and emergency vehicles, and users of wheelchairs and other power-driven mobility devices.

The Town of Medfield acknowledges that all projects (maintenance, reconstruction, new) are opportunities to apply Complete Streets design principles. The Town will apply Complete Streets principles in the design, construction, maintenance and operations of our streets when deemed practical. Complete Streets design recommendations will be incorporated into both publicly and privately funded projects. Such projects that shall comply with the Medfield Complete Streets Policy include, but are not limited to, infrastructure and street design projects that require approval from the Town of Medfield, federally funded transportation projects, state funded transportation projects (for example, Chapter 90 funding, State Transportation Improvement Grants (STIP), the MassWorks Infrastructure Program), and Town capital funding.

Exceptions:

Exceptions to the Complete Streets Policy may be granted by the Town Administrator, upon recommendation from the Director of Public Works, under the following circumstances:

- Roadways where specific users are prohibited by law. An effort will be made in these cases for accommodations elsewhere.
- Where costs or impacts of accommodation is excessively disproportionate to the need, probable use, or probable future use.
- The existing right-of-way or adjacent land is constrained in a manner that inhibits the addition of transit, bicycle, or pedestrian infrastructure. In this case, the Town shall consider alternatives such as lane reduction, lane narrowing, on-street relocation, shoulders, signage, traffic calming, or traffic enforcement.
- Other Town policies, regulations, or requirements that contradict or preclude the implementation of the Complete Streets Policy.

Best Practices:

The Town will focus on developing a connected, integrated network that serves all road users. Complete Streets principles will be integrated into policies, planning documents, and design of all types of transportation projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of infrastructure on streets and redevelopment projects throughout the Town with an emphasis on areas in a Complete Streets Prioritization Plan, which will be developed after the adoption of this policy.

The Town of Medfield 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 overtime. Complete Streets approaches may incorporate a wide range of elements, such as sidewalks, bicycle lanes, crossing opportunities, median islands, accessible pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments.

The latest design guidance, standards, and recommendations available will be used in the implementation of Complete Streets, including the following:

- The Massachusetts of Department of Transportation Project Design and Development Guidebook: https://www.mass.gov/lists/design-guides-and-manuals
- The latest edition of American Association of State Highway Transportation Officials
- (AASHTO) A Policy on Geometric Design of Highway and Streets: https://safety.fhwa.dot.gov/roadway_dept/countermeasures/reduce_crash_severity/policy_memo/aashto_rdg_120626
- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls. https://mutcd.fhwa.dot.gov/
- The Architectural Access Board (AAB) 521CMR Rules and Regulations https://www.mass.gov/aab-rules-and-regulations

- National Association of City Transportation Officials' Urban Street Design Guide: https://islandpress.org/books/urban-street-design-guide
- Documents and plans created by and for the Town of Medfield, such as bicycle/pedestrian network plans and conservation/recreation trail plans.

Complete Streets implementation and effectiveness should be constantly evaluated for success and opportunities for improvement. The Town will develop performance measures to gauge implementation and effectiveness of the policies.

Implementation:

The Town intends to make Complete Street practices a routine part of everyday operations by approaching every transportation project and program as an opportunity to improve streets and the transportation network for all users, working in coordination with other department, agencies, and jurisdictions to achieve Complete Streets.

Medfield's Highway Department will use its best judgement regarding the feasibility of applying Complete Streets principals for routine roadway maintenance such as roadway resurfacing, pavement markings, sidewalk upgrades and signage.

The Town will review and either revise or develop proposed revisions to all appropriate planning documents such as open space and recreation plans, zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all transportation-oriented projects identified in the Town with an emphasis on those projects as identified in the Prioritization Plan.

The Town Administrator will form a Complete Streets working group, represented by relevant stakeholders (including, the Highway Department, Planning Department, Administration, etc.) which will oversee and implement this initiative with final determination of its applicability on a project-to-project basis made by the Town Administrator.

- The Town will re-evaluate prioritizations of Capital Improvement Plan projects to encourage implementation of this Policy.
- The Town will maintain a priority list of transportation improvement projects including problem intersections and roadways.
- The Town will maintain an inventory of pedestrian and bicycle infrastructure and will prioritize projects that eliminate gaps in the sidewalk and bikeway network.
- The Town will train pertinent town staff on the content of Complete Streets principles and best practices for implementing policy.
- 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

Complete Streets Participant Information

Total Registered Municipalities	Total Policies Approved	Total Prioritization Plans Approved	Total Letters Of Intent	Total Approved Tier 3 Project Applications	Percent Registered Compact Member	Percent Registered Complete Streets Best Practice
278	246	220	3	75	78%	26%

Tier 3 Construction Projects by Fiscal Year (FY) and Round

Fiscal Year and Grant Round	FY17 Round 1	FY17 Round 2	FY18 Round 1	FY18 Round 2	FY19 Round 1	FY19 Round 2
Total Approved	11	15	22	23	24	11
Total Disapproved	-	-	26	18	18	20
Total Applications Submitted	11	15	48	41	42	31

Fiscal Year and Grant Round	FY20 Round 1	FY20 Round 2	FY21 Round 1	FY21 Round 2	FY22 Round 1	FY22 Round 2
Total Approved	18	24	12	12	18	-
Total Disapproved	20	14	-	17	9	-
Total Applications Submitted	38	38	12	29	27	25

MassDOT Complete Streets Policy Scoring Rubric

SUBJECT AREA	ELEMENT	POINTS
Vision & Intent	1. **Vision & Intent** Includes a vision and intention for how and why the community wants to advance Complete Streets infrastructure.	10
Core Commitment	2. **Users & Modes** Specifies that the transportation system serves 'all users' including pedestrians, bicyclists and transit passengers of all ages and abilities, as well as trucks, buses and automobiles.	20
	3. **All Projects & Phases** Specifies that the policy applies to all projects and project phases, including reconstruction, new construction, design, planning, maintenance, and operations, for the entire right-of-way.	15
	4. **Clear, Accountable Phases** Makes any exceptions to the policy specific and sets a clear procedure that requires high-level approval of exceptions.	10
Best Practice	5. **Network** Encourages and aims to create a comprehensive, integrated, connected network for all modes, ages, and abilities.	10
	6. **Jurisdiction** Clarifies which jurisdictions the policy applies to and emphasizes the need for coordination.	5
	7. **Design** Directs the use of the latest and best design criteria and guidelines while recognizing the need for flexibility in balancing user needs.	10
	8. **Context Sensitivity** Specifies that Complete Streets solutions be context sensitive and complement the community.	5
	9. **Performance Measures** Establishes performance standards with measurable outcomes.	5
Implementation	10. **Implementation** Includes specific next steps for implementation and institutionalization of the policy.	10