



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD
MUNICIPAL BUILDING
195 MAIN STREET
MAYNARD, MASSACHUSETTS 01754

June 8, 2016

To Whom It May Concern:

RE: Maynard Complete Streets Policy Adoption

At the Maynard Board of Selectmen's meeting held on June 7, 2016, the Board approved the Town of Maynard Complete Streets policy as presented. A copy of the adopted policy is attached.

Please contact our Office at (978) 897-1301 if you have any additional questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chris DiSilva", is written over a faint, light blue circular stamp or watermark.

Chris DiSilva
Chairman, Maynard Board of Selectmen

| Town of Maynard COMPLETE STREETS POLICY | |
|---|--------------|
| Selectmen Vote | June 7, 2016 |
| Effective Date | June 7, 2016 |
| Expiration Date | None |
| Date Last Revised | |
| Town Administrator | Kevin Sweet |

Town of Maynard 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. Furthermore, 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 Maynard’s Complete Streets policy is to accommodate all 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 Maynard 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 plan, design, and construct streets to accommodate all anticipated users including, but not limited to pedestrians, bicyclists, transit vehicles, motorists, delivery and service personnel, emergency vehicles, and freight and commercial vehicles.

Core Commitment:

The Town of Maynard (Town) 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 recognizes that all street construction projects: new, maintenance, or reconstruction, are 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.

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 Town, as well as projects funded by the state and federal government, such as with Chapter 90 funds, city improvement grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), town capital funding and other local,

state, and federal funds for street infrastructure design shall adhere to and comply with the Town of Maynard Complete Streets Policy.

Private developments and related street design components or corresponding street-related components shall adhere to and comply with the Complete Streets principles. 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 Town Administrator, where documentation and data indicate that:

1. Facilities 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. Where cost or impacts of accommodation is excessively disproportionate to the need or probable future use.

Best Practices:

The Town of Maynard 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 Maynard Complete Streets Policy will be carried out cooperatively within all departments in the Town of Maynard with multi-jurisdictional cooperation, 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 considering stakeholder and community values on a level plane with the project need. 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 Town of Maynard 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 of 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)
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Documents and plans created for the Town of Maynard, 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 develop performance measures to gauge implementation and effectiveness of the 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.

In 2016 the Maynard Planning Board updated its "Rules and Regulations" to require proposed projects address Complete Streets elements. Although not an unconditional mandate, the Planning Board approval process now requires all projects subject to Site Plan review address "Complete Streets" elements for non-automobile transportation/circulation.

The Town shall review and either revise or develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all Street Projects on streets. A committee of relevant stakeholders designated by the Town Administrator 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 implementation.

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.

(Exhibit "A" – Complete Streets Resolution adopted 11-5-16)

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| | Town of Maynard COMPLETE STREET RESOLUTION |
| Selectmen Vote | November 5, 2013 |
| Effective Date | November 5, 2013 |
| Expiration Date | None |
| Date Last Revised | |
| Town Administrator | Kevin Sweet |

Complete Streets Resolution: Town of Maynard, MA

WHEREAS, the Town of Maynard has established Community Development Principles to preserve and enhance its essential character, including the principle to provide a variety of transportation choices (Principle #6); and

WHEREAS, the objectives of Principle #6 include providing alternate means of transportation, increasing walking and bicycling, increasing mobility for those without access to automobiles, and reducing traffic congestion; and

WHEREAS, Complete Streets are designed and operated to provide safety and accessibility for all the users of our roads, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, commercial and emergency vehicles and for people of all ages and of all abilities; and

WHEREAS, Complete Streets can reduce congestion by providing safe travel choices that encourage non-motorized transportation options, increasing the overall capacity of the transportation network as well as decreasing consumer transportation costs; and

WHEREAS, Complete Streets support economic growth and community stability by providing accessible and efficient connections between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities; and

WHEREAS, Complete Streets enhance safe walking and bicycling options for school-age children, in recognition of the objectives of the national Safe Routes to School program and Physical Activity Guidelines; and

WHEREAS, Complete Streets can help reduce crashes and injuries and their costs; and

NOW, THEREFORE, LET IT BE RESOLVED that the Board of Selectmen of the Town of Maynard hereby recognizes the importance of creating Complete Streets that enable safe travel by all users, including pedestrians, bicyclists, and motorists, and for people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities.

BE IT FURTHER RESOLVED that Complete Streets practices will become a routine part of the everyday operations for Department of Public Works and Department of Planning, and these departments should approach every transportation project and program as an opportunity to improve public and private streets and the transportation network for all users. Transportation

projects may be excluded from application of Complete Streets elements when costs are excessively disproportionate to future use or would be inappropriate in light of the scope of the project, as determined by the Town Administrator in consultation with the Department of Public Works.

BE IT FURTHER RESOLVED that incorporation of Complete Streets design principles will be considered for the planning, design, approval, and implementation of all transportation projects and processes for construction, reconstruction, retrofit, maintenance, alteration, or repair of streets, bridges, or other portions of the transportation network;

BE IT FURTHER RESOLVED that the role of the existing Green Communities Committee be expanded: to recommend short-term and long-term steps, planning, and policy adoption necessary to create a comprehensive and integrated transportation network serving the needs of all users; to assess potential obstacles to implementing Complete Streets in the Town of Maynard and understand the associated costs; to work with MassDOT and MAPC to confirm existing and proposed pedestrian and bicycle facilities infrastructure inventory and gaps, as necessary; and to develop proposed revisions to all appropriate plans, zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, templates, and design manuals in order to integrate, accommodate, and balance the needs of all users in all projects.

BE IT FURTHER RESOLVED that the Town will utilize the latest design guidance and standards available in the implementation of Complete Streets, including:

- The Massachusetts Project Development and Design Guide (2006)
- The American Association of State Highway and Transportation Officials (AASHTO) Guide for the Development of Bicycle Facilities (1999)
- The Architectural Access Board (AAB) 521CMR Rules and Regulations
- Plans created for the Town of Maynard, such as the Assabet River Rail Trail Bicycle/Pedestrian Network Plan (MAPC, 2013)