



Town of Bolton

Town Hall, 663 Main Street, Bolton, MA 01740
Phone 978-779-2297 Fax 978-779-5461

Town of Bolton COMPLETE STREET POLICY	
Effective Date	
Expiration Date	
Date Last Revised	
Planning Board Vote to Recommend	February 14, 2018
Selectmen Vote to Adopt Policy	February 15, 2018

Vision and Purpose:

Complete Streets are designed and operated to provide safety and accessibility for all the users of our streets, 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. Complete Streets can also reduce the Town's carbon footprint and contribute to a more sustainable built environment. The purpose of the Town of Bolton's Complete Streets Policy, therefore, is to accommodate all street users by creating a network that meets the needs of individuals utilizing a variety of transportation modes. It is the intent of the Town of Bolton to formalize the planning, design, operation, repairs, upgrades, and expansions of streets so that they are safe for all users of all ages and abilities as a matter of routine. This Policy encourages decision-makers to consistently plan, design, construct and maintain streets to accommodate all anticipated users including, but not limited to pedestrians, bicyclists, motorists, emergency vehicles, and freight and commercial vehicles.

Core Commitment:

The Town of Bolton recognizes that users of various modes of transportation, including, but not limited to, pedestrians, cyclists, transit and school bus riders, motorists, users of wheelchairs and other power-driven mobility devices, delivery and service personnel, horse riders, 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 building and infrastructure projects, both new 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 properties over which it has any control to provide for comprehensive and integrated networks of travel consistent with Complete Streets principles and done in a context-sensitive manner.



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Complete Streets design principles shall be incorporated into all publicly and privately funded projects. To the maximum extent practical:

- All transportation infrastructure, and street design and construction projects requiring funding or approval by the Town of Bolton shall adhere to the Town of Bolton Complete Streets Policy.
- Projects funded by the State or Federal government, including but not limited, Chapter 90 funds, Transportation Improvement Program (TIP), MassWorks Infrastructure Program, Community Development Block Grants (CDBG), or other State and Federal funds for street and infrastructure design shall adhere to the Town of Bolton Complete Streets Policy, subject to and as may be modified by funding agency guidelines and standards.
- Private developments and related or corresponding street design and construction components shall adhere to the Town of Bolton Complete Streets Policy.
- State-owned streets shall comply with the Town of Bolton Complete Streets Policy, including the design, construction, and maintenance of such streets within Town boundaries, subject to and as may be modified by MassDOT guidelines and standards.

Context Sensitivity:

The Town of Bolton is a largely rural community and many of its roads are designated as scenic roads under G.L. c. 40, §15C. Complete Streets principles include the development and implementation of projects in a context-sensitive manner keeping in mind the community's physical, economic and social setting. Accordingly, all proposed projects and improvements will be evaluated in the context of Bolton's community and neighborhood character.

Complete Streets Committee:

A Complete Streets Committee shall be designated by the Board of Selectmen to implement this initiative. The Complete Streets Committee will be a multidisciplinary team, with potential input and representation from: Board of Selectmen, Council on Aging, Board of Health, Department of Public Works, Planning Board, Police, Fire, Conservation, Public Ways Safety Committee, and other committees, departments or organizations as applicable.

Project Feasibility:

In determining whether an upgrade for multimodal accommodation is practicable, feasible or otherwise excessively disproportionate to the probable future use, the Complete Streets Committee will consider the following plans, specifications or metrics:

- Continuity or connectivity links to existing pedestrian or bicycle networks.
- Access to significant destinations such as schools, parks/recreation areas, public facilities, and commercial areas.
- Priorities outlined in the Town of Bolton, Massachusetts Master Plan 2006 and Complete



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Streets Prioritization Plan.

- Impacts to wetlands resource areas as defined by Chapter 233, Wetlands, of the Code of the Town of Bolton and the MA Wetlands Protection Act.
- Impacts to open space and its significance as shown in the Bolton Open Space and Recreation Plan.
- Topography.
- Land taking and easements.
- Impact to public shade trees.
- Impact/relocation of stone walls and other historically significant features, buildings or districts.

Project Exclusion:

Transportation infrastructure projects, including but not limited to roadway reconstruction, reconfigurations, rehabilitation, or upgrades may be excluded upon approval by the Board of Selectmen, and/or the Complete Streets Committee as its designee, where documentation and data indicate that any of the below metrics apply. The Bolton Department of Public Works will use best judgment regarding the feasibility of applying Complete Streets principles for routine roadway maintenance and repair projects.

- Roadways where specific users are prohibited by law, such as interstate highways or pedestrian malls. An effort will be made, in these cases, for accommodations elsewhere.
- Cost and/or associated environmental or physical impacts of accommodation for public work are excessively disproportionate to the need or probable future use. In determining whether a pedestrian and bicycle upgrade is excessively disproportionate to the probable future use, the Complete Streets Committee will consider the following plans, specifications or metrics noted under the Project Feasibility section of this Complete Streets Policy.
- Other Town policies, regulations, or requirements which consistently contradict or preclude implementation of Complete Streets principles. In instances in which other town policies, regulations or requirements consistently contradict or preclude implementation, the Complete Streets Committee will assess whether it is practical and/or feasible to recommend amendments to said requirements for consistency with Complete Streets commitments as set forth in this Policy.

Best Practices:

The Town of Bolton Complete Streets Policy will focus on developing a connected, integrated network that serves all street users. The context-sensitive approach to process and design includes a range of goals by considering stakeholder and community values on a level plane with



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the project need. It includes goals related to livability, connectivity and sustainability 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.

Complete Streets principles will be integrated into policies, planning, and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, redevelopment, and repair of transportation facilities on, adjacent to, and related to streets, as allowed by law and regulation.

To the greatest extent possible, implementation of the Town of Bolton Complete Streets Policy will be carried out cooperatively within and between all departments in the Town of Bolton, private developers, and state, regional, and federal agencies.

The Town of Bolton recognizes that Complete Streets principles may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements over time.

The latest design guidance, standards, and recommendations available will be used in the implementation of Complete Streets including the most up-to-date versions of:

- The Massachusetts Department of Transportation's *Project Design and Development Guidebook*.
- The Federal Highway Administration's *Small Town and Rural Design Guide*.
- 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* (MUTCD).
- The Architectural Access Board (AAB) 521CMR Rules and Regulations.
- Documents and plans created by and for the Town of Bolton including Town of Bolton, Massachusetts Master Plan 2006, 2017 Bolton Open Space and Recreation Plan, Town of Bolton Subdivision Rules and Regulations (updated 2015), Town of Bolton Mobility Committee Non-Motorized Transportation Recommendations (2014), and Town of Bolton Route 117 Prioritization Committee Final Report (2016).

Complete Streets implementation and effectiveness should be constantly evaluated for success and opportunities for improvement.

Implementation:

The Town 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.



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The Town shall review and may revise or develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), zoning and subdivision rules and regulations, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles so as to be consistent with the Town of Bolton Complete Streets Policy. The Complete Streets Committee will lead, coordinate or assess the following supporting implementation roles:

- The Town shall maintain a comprehensive map and inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk, bikeway, and conservation/recreation trails network.
- The Town will reevaluate prioritizations of Capital Improvement Projects to encourage implementation of this Policy.
- The Town will train pertinent town staff and decision-makers on the content of the Town of Bolton Complete Streets Policy and best practices for implementing this Policy through workshops and other appropriate means.
- The Town will seek opportunities to educate members of the community on the benefits of complete streets in a rural community.
- The Town will conduct a needs assessment to determine and appropriately plan for future financial costs, capital or otherwise associated with implementation of this Policy.
- The Town will seek out appropriate sources of funding and grants for implementation of Complete Streets policies.

Evaluation:

The Town will develop performance measures to periodically assess the rate, success and effectiveness of implementing the Town of Bolton Complete Streets Policy. The Complete Streets Committee will determine the frequency of assessment and utilize appropriate metrics for analyzing the success of this ordinance. These metrics may include the total number of new bicycle lanes, the linear feet of new pedestrian accommodation, number of retrofitted pedestrian facilities or amenities, number intersection improvements made to improve Level of Service (LOS) and safety for vehicles, pedestrians and bicyclists, rate of crashes by mode, rate of children walking or bicycling to school, and/or number of trips by mode. The Complete Streets Committee will submit their evaluation of the Policy's implementation for publication in the Bolton Annual Report.

Stan Wysocki
Chairman of Board of Selectmen