



## Complete Streets Policy: Overview and Purpose

**Complete Streets are streets for everyone.** Complete Streets principles contribute to the safety, health, economic vitality, and quality of life in our community. This policy is enacted to promote a multi-modal system that includes motorized and non-motorized transportation in order to provide safe, accessible, and comfortable means of travel between home, school, work, recreation and/or retail destinations. Additionally, the Complete Streets framework supports equity objectives by providing safe forms of transportation for all Woodstock residents.

### Intent and Authority

By adopting a Complete Streets policy, the Town Board will recommend transportation planners, engineers, contractors, highway, maintenance and waste-water departments to incorporate Complete Streets concepts in designing, building, improving, maintaining, and operating the entire right of way to enable safe access for all users, regardless of age, ability, or mode of transportation. This means that anticipated transportation projects can be studied and considered for enhanced safety for drivers, transit users, pedestrians, and bicyclists – making Woodstock a better place to live.

This Policy is adopted in accordance with Articles 9 and 16 of the Town Law of the State of New York which grants the Town of Woodstock the authority to enact local laws for the purpose of promoting the health, safety and welfare of the Town and with Municipal Home Rule Law, Article 2, Section 10, that gives the Town of Woodstock the power to protect and enhance its physical environment.

## **Core Commitment**

The Town of Woodstock recognizes that roadway projects, including new construction, maintenance, upgrades, and reconstruction, are opportunities to apply Complete Streets design principles (<https://www.dot.ny.gov/programs/completestreets/designing>). 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 that is safe, accessible, and comfortable for all users. Complete Streets design recommendations shall be incorporated into all publicly and privately funded projects to the maximum extent practical. All transportation infrastructure and street design projects requiring funding or approval by the Town of Woodstock, as well as projects funded by the County, State and/or Federal government shall adhere to the Town of Woodstock's Complete Streets Policy.

Private housing and commercial developments and related roadway design components shall adhere to Complete Streets principles. In addition, to the extent feasible, state-owned roadways will comply with the Complete Streets Policy, including design, construction, improvement, and maintenance of such roadways within the Town of Woodstock.

## **Context Sensitive Approach**

Woodstock's Complete Streets principles will include the development and implementation of projects in a context sensitive manner where project implementation is sensitive to our community's physical, economic, and social setting. Context sensitive solutions (CSS) design asks questions first about the need and purpose of the transportation project, and then equally addresses safety, mobility, and the preservation of scenic, aesthetic, historic, environmental, and other community values. CSS design involves a collaborative, interdisciplinary approach in which citizens are part of the design team. The Complete Streets Committee will facilitate CSS on all approved Complete Streets Projects.

## **Design Guidance, Standards and Best Practices**

The latest design guidance, standards, best practices, and recommendations available at the time of implementation will be used, including but not limited to the newest version of:

- NACTO Urban Street Design Guide,
- Urban Bikeway Design Guide,
- Global Street Design Guide and/or Transit Street Design Guide
- FHWA Manual on Uniform Traffic Control Devices
- National Complete Streets Coalition Resources
- ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach
- Architectural Access Board 521 CMR Rules and Regulations

- United States Access Board Streets and Sidewalks Guidelines and/or
- AASHTO Guide for Planning, Designing, and Operating Pedestrian Facilities
- AASHTO Guide for the Development of Bicycle Facilities

## **Implementation**

The Town encourages Complete Streets principals to 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. As practicable, recommendations from the Complete Streets Committee for incorporating complete streets elements will occur in project's beginning stages, prior to design, and will continue through design development, implementation phases. The Town of Woodstock 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.

## **Evaluation of Effectiveness**

The Complete Streets Committee will develop performance measures to assess the rate, success, and effectiveness of implementing the Town of Woodstock's Complete Streets Policy on a biannual basis. The team will determine the frequency of assessment and utilize appropriate metrics for analyzing the success of this policy. These performance measures may include: total miles of bike lanes, level of traffic stress, linear feet of pedestrian accommodation, number of new curb ramps installed, and number of crosswalk and intersection improvements. The team may also include other metrics such as: rate of crashes by mode, rate of children walking or cycling to school, and/or number of trips by mode.

## **Exceptions**

**Although every effort will be taken to accommodate Complete Street practices in project planning, the committee and the Town recognize not all recommendations will be feasible. Exceptions include but are not limited to the following:**

- Roadways where specific users are prohibited by law, such as interstates or pedestrian malls. An effort will be made, in these cases, for Complete Streets accommodations elsewhere.
- Cost or impacts of Complete Streets accommodation are excessively disproportionate to the need or probable future use.

- Demonstrated lack of need as determined by factors including, but not limited to, land use, current and projected traffic volumes, including population density, or clearly demonstrated lack of community support.
- Use of the design features would have an adverse impact on, or be contrary to, public infrastructure beyond the town's borders.
- Other Town policies, regulations, or requirements contradict or preclude implementation of Complete Streets principles.
- Emergency situations/repair and Storm Recovery.

## **Responsibilities of Town Agencies**

**The Town of Woodstock Highway, Maintenance, Wastewater Departments** shall provide a 5-year outlook of anticipated infrastructure projects to the Town Board which will be updated annually and/or as necessary based on need.

**The Town of Woodstock Supervisor/Town Board** shall request a list of all upcoming infrastructure projects within the Town of Woodstock from State, County, Town Highway, Maintenance and Waste Water Departments and other governmental entities including but not limited to Ulster County, NYS, and NYCDEP. This includes an annual updating of a five-year outlook of anticipated projects. This list will be provided to the Woodstock Complete Streets Committee annually. Updates to the list will be provided, as necessary. The Committee can propose to the Town Board design, construction, and maintenance suggestions that will enhance safety, accessibility, and comfort for all users. Complete Streets design recommendations will be incorporated into all publicly and privately funded projects to the maximum extent practical to the best of their ability. The Town Board will review proposals submitted by the Complete Streets Committee and approve prior to advancing to the planning stage. Any exceptions will be documented.

Private housing and commercial developments and related roadway design components may be subject to review by the Complete Streets Committee.

In recognizing that the NYS DOT, Ulster County DPW and The Superintendent of Highways, are their own entities and or "Independent Officer" (Lynch v. Rhinebeck, 210 NY 101 (1913)) the Complete Streets Committee can make recommendations to the Woodstock Town Board for review. The Town Board may engage appropriate agencies to discuss feasibility and the possibility of implementation prior to moving into the planning stages of the project.

## **Complete Streets Committee**

The Complete Streets Committee will meet with representatives from other committees, departments, or organizations, as appropriate. The focus of this committee will be reviewing and/or performing any necessary studies on anticipated projects. This committee will be responsible for making recommendations to the Town Board for

incorporating Complete Streets design principles into upcoming projects. Any recommendations must be made with ample time for incorporation into said project to be considered. The Complete Streets Committee will be responsible for utilizing the CSS Approach by regularly updating and soliciting feedback from the general public on potential projects to ensure that the perspectives of the community are considered and incorporated, as appropriate. Implementation of the Town of Woodstock's Complete Streets Policy will be carried out cooperatively in coordination with federal, state, regional, local, and private entities.

Complete Streets Committee on behalf of the town will:

- Provide, for Town Board review and approval, a proposal of where/how complete streets improvements can be incorporated into anticipated or recommended projects and planning documents. Proposals include preliminary plans and timelines, locations, cost assessments, and possible funding sources.
- Support implementation of the Complete Streets Policy by meeting with the appropriate entities to determine feasibility of proposed projects
- Perform necessary studies on anticipated/proposed projects, including ones that align with the Town of Woodstock Comprehensive Plan 2018.
- Assist the Town in maintaining a comprehensive inventory of pedestrian and bicycle facility infrastructure that will highlight projects that eliminate gaps in the sidewalk and bikeway network
- Regularly solicit and facilitate community input on collective needs and desires regarding safe and equitable roads in Woodstock
- Investigate and recommend training for pertinent Town staff on the technical content of Complete Streets principles, for example ADA Compliance Regulations, and best practices, as well as community engagement methods for implementing the Complete Streets Policy.
- Collaborate and coordinate with other town boards, committees, and organizations to promote Complete Streets vision and implementation.
- Seek out, apply for, and manage, when appropriate, sources of funding and grants for implementation of the Complete Streets Policy
- Educate community members on best safety practices for both motorized and non-motorized modes of transportation.
- Explore options for alternative paths and trails to regional and state linear parks and trails.

This policy will be reviewed periodically by the Town Board and revised as necessary.