



City of Medford

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Complete Streets Policy Medford, Massachusetts May, 2016

Vision and Purpose

Complete Streets are designed and operated to provide safety and accessibility for all the users of our roadways, including pedestrians, bicyclists, school bus riders, motorists, commercial vehicles and freight haulers, emergency vehicles and for people of all ages and 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 via improving the pedestrian and vehicular environments throughout communities. The purpose of Medford's Complete Street's Policy, therefore, is to accommodate all road users by creating a road network that meets the needs of individuals utilizing a variety of transportation modes. The City of Medford will formalize the planning, 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 accommodate all anticipated users including - but not limited to - pedestrians, bicyclists, motorists, emergency vehicles, transit vehicles, and freight and commercial vehicles.

Core Commitment

The City of Medford 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, freight haulers, and emergency responders, are legitimate users of streets and deserve safe facilities. "All Users" includes users of all ages and abilities.

The City recognizes that all projects, both new or reconstruction, large or small (e.g. spot improvement projects), as well as routine maintenance projects, are potential opportunities to apply Complete Streets design principles. The City will, to the maximum extent practical, design, construct, maintain and operate all streets over which it has any control to provide for comprehensive and integrated networks of travel for people of all ages and abilities.

Complete Streets design principles shall be incorporated into all publicly and privately funded projects, as appropriate.

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

Exceptions:

- 1) Interstate 93 through the City of Medford
- 2) All transportation facilities that are limited by law to non-vehicular transportation modes, such as pedestrian paths and malls, and walking and hiking trails.

3) Other transportation infrastructure may be exempt from this Policy, upon approval by the Mayor, where documentation and data indicate that:

A) The cost or impacts of implementing this Policy are excessively disproportionate to the need for this Policy and the benefits derived from its implementation.

B) Other City guidelines, regulations, or requirements contradict or preclude the implementation of this Policy, after such policies, regulations and requirements have been examined and updated to be consistent with the City of Medford Complete Streets Policy.

An effort will be made, in these cases, for accommodations elsewhere, and exceptions will be noted in a log of improvement projects.

Best Practices

The City of Medford Complete Streets Policy will focus on developing a connected, integrated network that serves all street users. 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, repair and maintenance of transportation facilities on, adjacent to, and related to streets, as allowed by law and regulation.

Implementation of the City of Medford Complete Streets Policy will be carried out cooperatively within and between all departments in the City, private developers and State, regional, and Federal agencies.

Complete Streets principles include the development and implementation of projects in a manner that is sensitive to the community's physical, economic, and social setting. This 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, 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.

The City of Medford recognizes that Complete Streets principles 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 Highway Department's Project Design and Development Handbook
- The latest edition of American Association of State Highway Transportation Officials (AASHTO) - A Policy on Geometric Design of Highways and Streets
- The latest edition of the United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Control Devices (MUTCD)
- The National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide, and the NACTO Urban Street Design Guide
- The Massachusetts Department of Transportation Separated Bike Lane Planning and Design Guide
- The Architectural Access Board (AAB) 521 CMR Rules and Regulations
- Documents and Plans created for the City of Medford, such as bicycle and pedestrian network plans

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

Implementation

The City shall make Complete Streets practices a routine part of everyday operations, shall approach every transportation improvement and program as well as user requests, 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.

The City 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 so as to be consistent with the City of Medford Complete Streets Policy.

The City shall develop and maintain a comprehensive map and inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to reduce gaps in the sidewalk and bikeway network.

The City will review and proactively identify crosswalk locations that are believed to be in need of safety improvements, and will develop betterment approaches using the latest and best design criteria and guidelines, as appropriate, while recognizing need for design flexibility.

The City will evaluate Capital Improvement Projects prioritization to encourage implementation of this Policy.

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

The City will train pertinent City staff and decision-makers on the content of the City of Medford's Complete Streets Policy and best practices for implementing this Policy through workshops and other appropriate means.

The City will utilize inter-departmental coordination to promote the most responsible and efficient use of resources for activities within the public way.

A complete streets committee of relevant stakeholders selected by the Mayor or her/his designee will facilitate the implementation of this initiative. This committee will be a multidisciplinary team and members will include representatives from the Department of Public Works (DPW), Board of Health, Community Development, Diversity, Police Department, Bicycle Advisory Commission, and other departments, commissions or organizations as appropriate. The focus of this Committee will be ensuring the implementation of the Complete Streets Policy and, where necessary, altering existing practices and overcoming barriers that may act as impediments to implementation. In addition, the Committee will regularly update and solicit feedback on potential projects with the general public to ensure that the perspectives of the community are considered and incorporated, as appropriate.

Performance Measures and Reporting

The City will develop performance measures to periodically assess the rate, success and effectiveness of implementing the City of Medford Complete Streets Policy. The committee designated by the Mayor will determine the frequency of assessment and utilize appropriate metrics for evaluating the success of this Policy. These metrics may include the percent complete of bicycle and pedestrian networks as envisioned by City plans, the number and type of crosswalk and intersection improvements, the number of new or reconstructed curb ramps, change in satisfaction levels as expressed on customer preference surveys, economic impacts in business districts, and the transportation mode shift, i.e. more people walking, cycling and taking transit.

The City shall maintain a log of proposed improvement projects that identifies the Complete Street approaches considered and the approaches integrated into each project. Projects that do not have a Complete Streets component should include a rationale.

Based on the frequency determined by the committee, the City shall prepare a report summarizing progress on the Complete Streets policy, and provide this report to the Mayor, City Council, Traffic Commission, Bicycle Advisory Commission, city department heads, other interested parties, and on the City's web site.

Handwritten signature of Stephanie M. Burke in cursive script.

Stephanie M. Burke,
Mayor

May 12, 2016