



**TOWN OF HOLLISTON
SELECT BOARD**

703 Washington Street
Holliston, MA 01746

508-429-0608

MEMORANDUM

TO: Sean Reese, Department of Public Works Director

FROM: Select Board

DATE: January 27, 2020

SUBJECT: Complete Streets Policy – Select Board Support

The Holliston Select Board voted on Monday, January 6, 2020 to adopt the attached “Complete Streets” policy.

After reviewing a draft document and meeting with Select Board member Hein at its meeting of November 14th, the Planning Board voted unanimously to support the proposed Complete Streets Policy as represented.

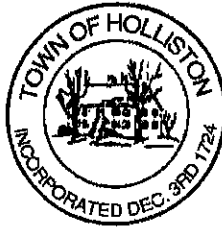
The Select Board understand that adoption of this policy will entail an internal review of the Planning Board Regulations for consistency with goals and standards going forward. Collectively, we look forward to implementing this program for the Town of Holliston.

If you have any questions about the Board’s actions, please let us know.

Mark Ahronian, Chair

Tina Hein, Clerk

John Cronin, Vice Chair



**Town of Holliston
Select Board Policy Statement
Complete Streets**

Vision and Purpose

Holliston's Complete Streets policy shall provide safety and accessibility for all users of all Holliston's roadways, sidewalks, trails and transit systems, and especially vulnerable users. Complete Streets principles shall recognize the unique characteristics of Holliston's historic downtown center with the adjacent school campuses, and The Upper Charles Rail Trail. Complete Streets principles shall recognize the impact of route 16 and 126 which bisect the community. Complete Streets principles must contribute toward the safety, active lifestyles, improved air quality and reduction of greenhouse gas emissions, economic viability, and quality of life in our community. Complete Streets principles must provide equitable, accessible and efficient connections between home, school, work, recreation and retail destinations by improving pedestrian and vehicular environments throughout our community. The purpose of Holliston's Complete Streets 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. 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, and freight and commercial vehicles.

Core Commitment

The Town of Holliston 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 of Holliston recognizes that all projects, new, maintenance, 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 streets to provide for a comprehensive and integrate street network of facilities for people of all ages and abilities.

Complete Streets principles shall be incorporated into all publicly and privately funded projects, as appropriate. Complete Streets principles shall be utilized by the Traffic Advisory Committee. All transportation infrastructure and street design projects requiring funding or approval by the Town of Holliston, as well as projects funded by the state and federal government, such as the Chapter 90 funds, MassWorks Infrastructure Program, MassTrails, Transportation Improvement Program (TIP), Community Development Block Grants (CDBG), Safe Routes to School Grants, capital funding, and other state and federal funds for street and infrastructure design shall adhere to the Town of Holliston Complete Streets policy. Private developments and related street design components or corresponding street-related components shall adhere to the Complete Streets policy. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets policy, including the design, construction, and maintenance of such roadways within Town boundaries.

Special attention should be given to projects which enhance the overall transportation system and its connectivity. Specifically, high priority should be given to:

1. Corridors providing primary access to one or more significant destinations such as parks or recreation areas, schools, shopping/commercial areas, public transportation, or employment or medical centers;
2. Corridors providing important continuity or connectivity links to existing pedestrian or bicycle networks;
3. Corridors demonstrating a high number of vulnerable users or crash data demonstrating safety concerns.
4. Corridors necessitating design speed management

Transportation infrastructure may be excluded, upon approval of the Select Board, 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 use or probable future use;
3. The construction is not practically feasible or cost effective because of unreasonable adverse impacts on the environment, scenic roads or on the neighboring land uses.

Special Terms

- a. "Complete Streets" is the planning, scoping, design, implementation, operation, and maintenance of roads in order to reasonably address the safety and accessibility needs of all ages and abilities, and most especially vulnerable users¹.
- b. "Complete Streets Infrastructure" means physical street features that include but are not limited to features such as: sidewalks, shared use paths; bicycle lanes; automobile lanes; paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; bulb outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown

and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; traffic calming devices such as rotary circles, traffic bumps, and surface treatments such as paving blocks, textured asphalt, and concrete; narrow vehicle lanes; and raised medians.

- c. “Vulnerable User” is a pedestrian, including a person actually engaged in work upon a way or upon utility facilities along a way or engaged in the provision of emergency services within the way; or a person operating a bicycle, handcycle, tricycle, skateboard, roller skates, in-line skates, non-motorized scooter, wheelchair, electric personal assistive mobility device, horse, horse-drawn carriage, motorized bicycle, motorized scooter or farm tractor or similar vehicle designed primarily for farm use, or other such categories that the registrar may designate by regulation².
- d. “Speed management” is the use of a variety of traffic calming measures, including but not limited to Complete Streets Infrastructure, to protect all roadway users³.

Best Practices

The Town of Holliston’s 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 Holliston’s Complete Streets policy will be carried out cooperatively within all departments in the Town of Holliston with multi-jurisdictional cooperation, to the greatest extent possible, among private developers, and state, regional, and federal agencies.

The Town of Holliston 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, laws, and recommendations available will be used in the implementation of Complete Streets including:

- Massachusetts General Law, chapter 90, section 17C
- Massachusetts General Law, chapter 90, section 18B
- Latest edition of VisionZero Networks’ Vision, Strategies, Action: Guidelines for an Effective Vision Zero Action Plan
- Latest edition of American Association of State Highway Transportation Officials (AASHTO) A Policy on Geometric Design of Highway and Streets
- Latest edition of The United States Department of Transportation’s Federal Highway Administration’s Manual on Uniform Traffic Design Controls
- The Architectural Access Board (AAB) 521 CMR Rules and Regulations

- Holliston Open Space and Recreation Area Plan, Zoning maps and Zoning By-law, Planning Board Subdivision Regulations, Planning Board Special Permit and Site Plan Review Regulations

Performance Measures

Complete Streets implementation and effectiveness shall be consistently evaluated for success and opportunities for improvement. The Select Board will ensure the upcoming year's road projects meet the Complete Streets principles. The Select Board will work with town departments of which the Board has oversight each year to ensure the upcoming year's road projects meet the Complete Streets principles to the most practical extent possible.

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.

The Town shall review and either revise or develop proposed revisions to all appropriate planning documents, zoning and subdivision codes, laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles in all street projects.

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 must evaluate project prioritization to encourage implementation of the Complete Streets policy.

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.

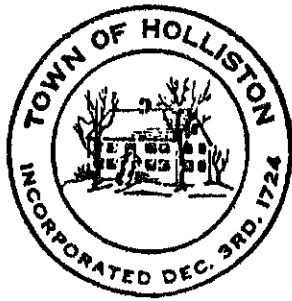
The Town will seek out appropriate sources of funding and grants for implementation of Complete Streets policies.

References

'Town of Framingham. Policy on Complete Streets (January, 2015). Retrieved from <https://www.framinghamma.gov/DocumentCenter/View/18411/Complete-Streets-Community-Background-Information?bidId=>

²Commonwealth of Massachusetts. An Act to Reduce Traffic Fatalities (2019). Retrieved from <https://malegislature.gov/Bills/191/S2042>

³Federal Highway Administration. Speed Management Safety (April, 2019). Retrieved from <https://safety.fhwa.dot.gov/speedmgt/>



**TOWN OF HOLLISTON
PLANNING BOARD**

703 Washington Street
Holliston, MA 01746
(508)429-0635

MEMORANDUM

TO: Board of Selectmen
Sean Reese, DPW Director

FROM: Karen Sherman, Town Planner

DATE: December 5, 2019

RE: Complete Streets Policy - Planning Board Support

After reviewing a draft document and meeting with Select Board member Hein at its meeting of November 14th, the Planning Board voted unanimously to support the proposed Complete Streets Policy as represented. The members understand that adoption of this policy will entail an internal review of the Planning Board Regulations for consistency with goals and standards going forward. Collectively, we look forward to implementing this program for the Town of Holliston.

If you have any questions about the board's actions, please let me know.