



## ***Town of Swansea***

*Office of the Town Administrator*

*Town Hall*

*81 Main Street*

*Swansea, MA 02777*

*TEL. (508) 678-2981*

*FAX (508) 324-6700*

CHRISTOPHER R. CARREIRO, *Chairman*  
DEREK W. HEIM, *Vice Chairman*  
STEVEN H. KITCHIN, *Clerk*

MALLORY E. ARONSTEIN  
*Town Administrator*

### **Town of Swansea Complete Streets Policy Adopted:**

#### **Vision and Purpose:**

Complete Streets are designed and operated to provide for safe, reliable mobility for all the users of our roadways, walkways, trails and transit systems, including but not limited to pedestrians, bicyclists, transit users, motorists, commercial vehicles, emergency vehicles, and any other forms of transportation, and for people of all ages and abilities both along the roadways and crossing the corridors. Furthermore, Complete Streets principles and initiatives contribute towards the general health, safety, economy, and overall quality of life within a community by improving pedestrian and vehicular connectivity as well as accessibility for users of all ages and abilities.

Therefore, the purpose of Swansea's Complete Streets Policy is to accommodate all transportation users by creating a network that meets the need of individuals utilizing a variety of transportation modes. The Town of Swansea's intent is to formalize the planning, design, maintenance, and operation of streets to ensure safety for routine users of all ages and abilities. This Policy directs decision makers to consistently plan, design, and construct streets to accommodate all anticipated users including, but not limited to pedestrians, bicyclists, transit users, motorists, emergency vehicles, and commercial vehicles.

#### **Core Commitment:**

The Town of Swansea is committed to designing, constructing, maintaining, and operating our streets to provide for a comprehensive and integrated street network of facilities for people of all ages and abilities with a commitment to Complete Streets principles.

The Town of Swansea recognizes that all projects, whether they consist of new construction, 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 integrated street network of facilities for people of all ages and abilities. This includes the Town's commitment to working with state partners for state-owned Routes 103 and 6.

Complete streets design recommendations shall be incorporated into all publicly and privately funded projects, where appropriate. The application of Complete Streets principles will remain context sensitive, and will vary depending upon specific needs of the area being analyzed. All



## ***Town of Swansea***

*Office of the Town Administrator*

*Town Hall*

*81 Main Street*

*Swansea, MA 02777*

*TEL. (508) 678-2981*

*FAX (508) 324-6700*

transportation infrastructure and street design projects requiring funding or approval by the Town of Swansea, as well as projects funded by the State and Federal government, such as Chapter 90 Funds, Town improvement grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDGB) Capital Funding, and other state and federal funds for street and infrastructure design shall comply with the Town of Swansea Complete Streets Policy. Private developments and related street design components or corresponding street-related components, including new subdivisions, shall comply with Complete Streets principles. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets resolution and maintenance of such roadways within Town boundaries.

### **Exemptions:**

Exceptions to the Complete Streets policy and exclusion of transportation infrastructure projects may be granted by the appropriate authority, in consultation with the Town Engineer, Police Chief, Fire Chief, and Town Planner, with input from the Complete Streets Committee, where documentation and data indicate that:

1. Specific users are prohibited by law from the facilities, such as interstate highways or pedestrian malls. Alternative accommodations will be identified.
2. Where cost or impacts of accommodation are excessively disproportionate to the need or probable use or probable future use.
3. The constraints of the roadway including limited right of way, buildings, etc., preclude a design that can safely accommodate all users in a cost-effective manner. An effort will be made in these cases to identify alternative accommodations.
4. Where such facilities would potentially constitute a serious threat to public safety.
5. Where activity involved is emergency repairs or ordinary maintenance activities related to roadways to maintain safe passage, public infrastructure and utilities and takes place within the public street right-of-way.

Repair and maintenance projects as defined by Massachusetts Department of Transportation Engineering Directive E-14-006 "Design Criteria for MassDOT Highway Division Projects" may be used by the Town to determine those to be exempt from this policy. (BILL??)

### **Best Practices:**

The Town of Swansea's Complete Streets Program will focus on developing a connected, integrated, and comprehensive transportation network that serves all users. Complete Streets policy and design will be incorporated into all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities and redevelopment projects.



## *Town of Swansea*

*Office of the Town Administrator*

*Town Hall*

*81 Main Street*

*Swansea, MA 02777*

*TEL. (508) 678-2981*

*FAX (508) 324-6700*

Implementation of the Town of Swansea's Complete Streets Policy will be carried out cooperatively within and between all departments in the Town, and, to the greatest extent possible, with multi-jurisdictional cooperation among any other parties, including, but not limited to, private developers, and state, regional, and federal agencies. The Town will do this by establishing a Complete Streets Committee to be comprised of the following membership:

Town Administrator

Police Chief

Town Planner

Parks Commission member

Elder Services Director

Highway Superintendent/Town Engineer

Fire Chief

Conservation Agent

School Superintendent

The Committee will contribute comprehensive and diverse viewpoints of the needs of all users, assist in the development and implementation of the Complete Streets Prioritization Plan, become familiar with best Practices and regularly monitor the effectiveness of the Complete Streets Policy and Prioritization Plan.

Finally, the Town understands the importance of collaboration with neighboring communities to ensure efficient transportation networks for all users, and aims to work collaboratively across community borders to ensure efficient transportation networks on a regional basis, especially cycling trails.

Complete Streets principles include the development and implementation of projects in a context sensitive manner that considers the community's physical, economic, and social setting. The context sensitive approach to process and design includes a range of goals by considering community and stakeholder values on a level plane with the project need. The general goal of this approach is to preserve and enhance scenic, aesthetic, historical, and environmental resources while also improving or maintaining safety, mobility, and infrastructure.

The Town of Swansea recognizes that Complete Streets principles may be achieved through single elements incorporated into a specific project or incrementally through smaller improvement and maintenance activities over time. In all cases, street design shall be context-sensitive and shall be based on the thoughtful application of current engineering, architecture, and municipal design principles, standards and guidelines. The priority shall be on the safety, needs and comfort of all users, while at the same time considering issues such as street and sidewalk design and width, desired operating speed, mode balance, parking strategies for all modes, landscape design, street lighting, and connectivity. The Town shall promote livability and the integration of low-impact development stormwater management facilities.

In fulfillment of the goals of this Complete Streets policy, the Town will follow the latest design manuals, standards and guidelines including but not limited to those listed below. When good



## ***Town of Swansea***

*Office of the Town Administrator*

*Town Hall*

*81 Main Street*

*Swansea, MA 02777*

*TEL. (508) 678-2981*

*FAX (508) 324-6700*

engineering judgment allows, the Town shall not be precluded from considering innovating and non-traditional design options where a comparable level of safety for all users is provided.

Examples of such manuals and design options include:

- The Massachusetts Department of Transportation Project Design and Development Guidebook
- Massachusetts Department of Transportation Engineering Directives
- The American Association of State Highway Transportation Officials (AASHTO) A Policy on Geometric Design of Highway and Streets as well as the AASHTO Guide for the Development of Bicycle Facilities
- Federal Highway Administration Separated bike Lane Planning and Design Guide
- United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls
- The Architectural Access Board (AAB) Rules and Regulations
- Documents and plans created for the Town of Swansea, such as bicycle and pedestrian network plans

### **Performance Measures and Project Selection Criteria:**

The Town of Swansea will regularly evaluate Complete Streets implementation and effectiveness for success and opportunities for improvements, specifically focusing on public safety, accessibility and enhanced mobility for all users. The Complete Streets Committee will create performance measures to gauge implementation and effectiveness of Complete Streets policies using appropriate measures of effectiveness along the lines of commonly-agreed upon Complete Streets principles. The Committee will rely on recommendations from the Town Planner, Highway Superintendent, and traffic data as compiled by the Police Department to create such performance measures which may include some of the following:

- Linear feet of new or rehabilitated sidewalks, including improved ADA accessibility
- Number of gaps in sidewalk network
- Number of protected pedestrian crossings
- Public participation in bicycle, pedestrian and transit systems
- Removal of impediments in Transportation infrastructure
- Number of ADA compliant ramps installed or built





## ***Town of Swansea***

*Office of the Town Administrator*

*Town Hall*

*81 Main Street*

*Swansea, MA 02777*

*TEL. (508) 678-2981*

*FAX (508) 324-6700*

- Number of public complaints or compliments received
- Number of pedestrian/bicycle related crashes
- Miles of bike lanes and trails built or marked
- Number of the traffic calming projects approved and implemented

As new projects are proposed, the Complete Streets Committee will discuss potential inclusion into the Complete Streets Prioritization Plan and priorities of projects. The key factors in setting priorities include, but are not limited to:

- Ownership (state versus locally owned)
- Location (near schools, recreation areas, or points of interest)
- Project readiness (engineering, permits, easements)
- Potential high pedestrian and bicycle demand areas
- Impacts and complexity of action
- Costs
- Consistency with local plans
- Livability
- Safety and Security (Reduction of number of crashes involving cyclists or pedestrians)
- Improved ADA accessibility
- Mobility

### **Implementation:**

The Town of Swansea shall make Complete Streets policy and practices a routine part of everyday operations. Every transportation project and program will be treated as an opportunity to improve streets and the transportation network for all users. The implementation of Complete Streets Policy will be the responsibility of all town departments. The Town of Swansea shall work in coordination with all other agencies and jurisdictions to achieve the goals of Complete Streets policy. The Town will maintain coordination with outside agencies including but not limited to the Metropolitan Area Planning Council (MAPC), Massachusetts Department of Transportation (MassDOT), and Department of Conservation and Recreation (DCR) in relation to encouraging and evaluating the implementation of this policy and Complete Streets actions.

The Town of Swansea will utilize inter-department coordination to promote the most responsible and efficient use of resources for activities within the public way. Furthermore, the Town will make all efforts to coordinate with adjacent municipalities to ensure a regional approach to an interconnected transportation network for all users.

The Town of Swansea will encourage training of pertinent town staff and decision makers on the content and purpose of Complete Streets principles and best practices for implementation



## *Town of Swansea*

*Office of the Town Administrator  
Town Hall  
81 Main Street  
Swansea, MA 02777  
TEL. (508) 678-2981  
FAX (508) 324-6700*

through staff meetings, trainings offered by the State and Southeastern Regional Planning & Economic Development District, and other appropriate means and shall allow flexibility for staff to be innovative.

The Town of Swansea shall review and revise all appropriate planning documents, such as master plans, open space and recreation plans, livability plans, zoning and subdivision rules and regulations, laws, procedures, rules, regulations, guidelines, programs, and templates to include Complete Streets principles in all street projects, so as to be consistent with the Town of Swansea's Complete Streets Policy.

The Town of Swansea, through its Planning Department, shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in sidewalk, bikeway, and handicap accessibility.

Annually, the Complete Streets Committee will prepare an annual progress report and shall maintain and update the Complete Streets Prioritization Plan as determined appropriate as part of the annual progress report.

Residents and businesses will be updated on Complete Streets projects through a combination of Complete Streets work sessions, communication and public outreach, and updates to the Town's website.

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

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2021.

Board of Selectmen

Derek W. Heim, Chairman

Steven H. Kitchin, Vice Chairman

Christopher R. Carreiro, Clerk