

**ADOPTION OF A COMPLETE STREETS POLICY FOR THE TOWN OF BRUTUS IN
CAYUGA COUNTY, NEW YORK**

WHEREAS, the term “Complete Streets” describes a comprehensive, integrated transportation network with infrastructure and design that accommodates safe, convenient, and comfortable travel along and across streets for all categories of users, including pedestrians, bicyclists, motor vehicle drivers, public transportation riders and drivers, agricultural vehicles, freight, and emergency vehicles; and by people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities; and

WHEREAS, the Town of Brutus wishes to encourage walking and bicycling as safe, convenient, environmentally friendly, and economical modes of transportation that promote health and independence for all people; and

WHEREAS, Complete Streets can improve health by providing more opportunities for people to integrate walking, bicycling, and other forms of exercise into their daily activities, thereby reducing the risk of obesity and numerous correlated adverse consequences, such as diabetes, heart disease, stroke, high blood pressure, high cholesterol, certain cancers, asthma, low self-esteem, reduced academic performance, depression, and other debilitating diseases; and

WHEREAS, Complete Streets can improve safety by reducing the number of traffic crashes involving pedestrians or bicyclists and by reducing the severity of those crashes; and

WHEREAS, Complete Streets can improve the environment by increasing the capacity and efficiency of the road network, reducing traffic congestion, and limiting particulate matter pollution and greenhouse gas emissions from motor vehicles; and

WHEREAS, Complete Streets can support economic development and help preserve community character by creating walkable, vibrant main streets where businesses can thrive and walkable neighborhoods where people desire to live; and

WHEREAS, the Town of Brutus Comprehensive Plan recognizes the need for Complete Streets in the Town and encourages the adoption of a Complete Streets policy; and

WHEREAS, Complete Streets has been recognized and adopted as law in New York state; and over 300 Complete Streets policies and laws have been adopted at the state, county, town, village and city levels across the country for the purpose of improving multi-modal transportation options, safety, and accessibility for all users; and now therefore, be it

RESOLVED, that the Town of Brutus hereby recognizes the importance of creating Complete Streets that accommodates safe, convenient, and comfortable travel by all categories of users, including pedestrians, bicyclists, motor vehicle drivers, public transportation riders and drivers, agricultural vehicles, freight, and emergency vehicles; and by people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities; and be it further

RESOLVED, that the Town of Brutus hereby adopts the attached Complete Streets Policy as a guide for Town activities and projects; and be it further

RESOLVED, that this resolution shall take effect immediately.

Passed by the following vote of a quorum of Town Board members:

Affirmative: # 5

Negative: # 0

Abstain: # 0

I HEREBY CERTIFY, THAT I HAVE COMPARED THE FOREGOING COPY OF A RESOLUTION DULY PASSED AND ADOPTED BY THE TOWN OF BRUTUS TOWN BOARD AT A MEETING HELD ON THE 8TH DAY OF DECEMBER, 2014 WITH THE ORIGINAL RESOLUTION, AND THAT THE SAME IS A TRUE AND CORRECT COPY AND TRANSCRIPT THEREOF, AND THE WHOLE THEREOF.

Angela M. Kellogg
Clerk, Town of Brutus

DATED: 12/19/14

Town of Brutus Complete Streets Policy

Town of Brutus shall work to create Complete Streets that accommodate safe, convenient, and comfortable travel by all categories of users, including pedestrians, bicyclists, motor vehicle drivers, public transportation riders and drivers, agricultural vehicles, freight, and emergency vehicles; and by people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities where practical and feasible within the Town through the following standards and measures:

1. *Town Roads*. All public street and road projects, including any new construction, reconstruction, rehabilitation, resurfacing, alteration, maintenance, and operations, undertaken by the Town of Brutus shall be designed and constructed as Complete Streets whenever feasible in order to safely accommodate travel for all categories of users. The needs of pedestrians and bicyclists, with particular attention to the safety of children and people with disabilities, shall be accommodated as a priority that is equal to or higher than the facilitation of motor vehicle movement. The specific designs and infrastructure necessary to achieve Complete Streets shall be guided by the following:
 - a. *Complete Streets Facilities*. Infrastructure and modifications that accommodate safe, convenient, and comfortable travel for all categories of users include but are not limited to sidewalks, shared use paths, bicycle lanes, bicycle routes, paved shoulders, street trees, landscaping, planting strips, lighting, accessible curb ramps, crosswalks, refuge islands, pedestrian signals, wayfinding signs, benches, bicycle parking facilities, bus pull-outs, bus stop shelters, and traffic calming measures such as curb bump-outs, center islands, and pavement markings.
 - b. *Context Sensitivity*. The design, construction and maintenance of Complete Streets shall be sensitive to the context and character of the surrounding built and natural environments. All streets are different and user needs must be balanced and fit into the context of the community.
 - c. *Network*. Streets and roads shall be designed, constructed, and maintained to create a comprehensive, integrated, connected multi-modal network by providing connections to bicycling and walking trip generators such as employers, retail businesses, schools, parks and recreational facilities, and public facilities.
 - d. *Guidance*. Facilities necessary to implement this policy shall be constructed and maintained in accordance with best practices, guidelines, and standards including but not limited to the latest editions of:
 - American Association of State Highway Transportation Officials (AASHTO), *A Policy on Geometric Design of Highways and Streets* (“Green Book”)
 - AASHTO, *Guide for Planning, Designing, and Operating Pedestrian Facilities*
 - AASHTO, *Guide for the Development of Bicycle Facilities*
 - New York State Department of Transportation (NYS DOT), *Highway Design Manual*
 - U.S. Access Board, *Americans with Disabilities Act Accessibility Guidelines* (ADAAG)

- Institute of Transportation Engineers (ITE), *Designing Walkable Urban Thoroughfares: A Context Sensitive Approach*
 - National Association of City Transportation Officials (NACTO), *Urban Bikeway Design Guide*
- e. *Determinations.* The Town Highway Department shall presume that Complete Streets facilities, including but not limited to sidewalks, bicycle lanes, and bus stop shelters, will be included in each road project unless the Highway Superintendent determines that inclusion is not justified. The Highway Superintendent's determination shall be based on this policy and supported by evidence in publicly available documents. The Highway Superintendent shall provide said determination in writing, with supporting documentation, to the Town Board for their information.
- f. *Transit Facilities.* Bus stops or other transit facilities shall not be required on roads with no current school bus service or other transit service and no plans to provide transit service at a specific later date. Even where there is no current justification for transit facilities, roads shall be designed and constructed whenever feasible so as to not preclude the future addition of transit facilities.
- g. *Low-Volume Roads.* The Town of Brutus recognizes that local Town streets and roads with low vehicle volumes, slow travel speeds, and low intensity of development already safely and efficiently accommodate pedestrians and bicyclists. Sidewalks, bicycle lanes, or other bicycle and pedestrian facilities shall not be required on roadways with documented average annual daily traffic (AADT) less than 500 vehicles or other roadways designated as low-volume, slow-speed routes by the Town Board.
- h. *Paved shoulders.* In rural areas where sidewalks and bicycle lanes are not justified, paved shoulders at least four feet wide on each side shall be included in all projects on roadways with estimated AADT greater than 1,000 vehicles and other roadways designated as important bicycle routes by the Town Board, unless a reasonable equivalent bicycle route is available or planned as an alternative.
- i. *Non-motorized uses prohibited.* Bicycle and pedestrian facilities shall not be required along roadways where non-motorized uses are prohibited by law, such as within interstate highway corridors. Even where non-motorized uses are prohibited on the roadway, projects shall address the need for bicyclists and pedestrians to cross the corridor where appropriate and feasible.
- j. *Other exceptions.* Complete Streets facilities shall not be required where the Town Highway Superintendent makes a determination under section 1.e. above that one of the following conditions exists:
- The cost of accommodations is excessively disproportionate to the cost of the project, comprising more than 20% of total cost; or
 - There is insufficient space to safely accommodate new facilities; or
 - A reasonable equivalent facility, such as an adequate pedestrian path on a parallel route, is already available or is planned as an alternative; or
 - Detrimental environmental or social impacts outweigh the need of these accommodations

2. *Other Public Roads.* The Town, along with elected and appointed officials of the Town, shall advocate to the New York State Department of Transportation, the Cayuga County Highway Department, and other agencies that undertake road projects to incorporate Complete Streets facilities into their road projects. The Town shall advocate that all public street and road projects undertaken by these agencies within the Town of Brutus, including any new construction, reconstruction, rehabilitation, resurfacing, alteration, maintenance, and operations, be designed and constructed as Complete Streets whenever feasible in order to safely accommodate travel for all categories of users.
3. *Private Roads.* The Town Planning Board shall require, as a condition of subdivision approval, that all private roads in proposed subdivision plats be designed and constructed as Complete Streets whenever feasible in order to safely accommodate travel for all categories of users. When determining compliance with this policy, the Town Planning Board shall apply the guidelines established above for Town roads and shall recognize that local streets and roads with low vehicle volumes, slow travel speeds, or low intensity of development may not require additional bicycle and pedestrian facilities to be considered Complete streets.
4. *Local Laws and Regulations.* All future Town laws, ordinances or regulations and all future revisions to existing laws, ordinances, and regulations, including but not limited to regulations for zoning, subdivision, sidewalk maintenance, site plan, and design standards, shall incorporate Complete Streets principles to safely accommodate travel for all categories of road users.
5. *Traffic Enforcement.* The Town shall provide a balanced enforcement of the New York State Vehicle and Traffic Law for motor vehicle drivers, bicyclists, and pedestrians. This will include enforcement of pedestrian's right of way in crosswalks, bicyclists riding with traffic, and all users sharing roads safely.
6. *Local Plans.* All future Town plans, including the Comprehensive Plan, other town-wide plans, area plans, and specific project plans, shall address the need for safe travel by all categories of road users, as appropriate within the scope of the plan.
7. *Capital Improvement and Maintenance Project Prioritization.* When creating capital improvement plans and scheduling maintenance projects, the Town shall prioritize projects that advance the purpose of this policy by accommodating safe travel for all categories of road users. Particular priority shall be given to projects that eliminate gaps in the network of bikeways and pedestrian walkways.
8. *Funding.* The Town shall actively seek sources of appropriate funding for Complete Streets facilities to implement this policy, including federal transportation funds, state grants, Consolidated Local Street and Highway Improvement Program (CHIPS) funds, and local funds.
9. *Performance Measures.* The Town Highway Superintendent shall collect and maintain data from appropriate sources on the following within the Town of Brutus:
 - Sidewalks: linear feet of existing sidewalks and other pedestrian walkways categorized by condition; linear feet of new or improved sidewalks and walkways by year
 - Curb ramps: number, location, and condition of existing pedestrian curb ramps; number and location of new or improved pedestrian curb ramps by year

- Crosswalks: number, location, and condition of existing pedestrian crosswalks; number and location of new or improved pedestrian crosswalks by year
- Bikeways: miles of existing on-street bicycle lanes categorized by condition; miles of new or improved on-street bicycle lanes by year; miles of existing trails and other off-street bikeways categorized by condition; miles of new or improved trails and other off-street bikeways by year
- Transit Shelters: number, location, and condition of existing transit shelters; number and location of new or improved transit shelters by year
- Street furniture: number, location, and condition of existing lighting fixtures; number and location of new or improved lighting fixtures by year; number, location, and condition of existing benches; number and location of new or improved benches by year; number, location, and condition of existing trash receptacles; number and location of new and improved trash receptacles
- Safety: number and location of traffic collisions categorized by mode of transportation; number of injuries to bicyclists and pedestrians

10. Advisory Committee. The Town Board shall appoint a Complete Streets Advisory Committee to oversee the implementation of this policy. The committee shall reflect the diverse categories of road users in the Town of Brutus, including bicyclists, people with disabilities, youth, and older adults. The Committee shall include representatives from the Town Planning Board and Town Highway Department and may include representatives from other Town boards or committees, related County departments, the New York State Department of Transportation, or any other organizations as deemed relevant. The Committee shall report on its activities at least once a year to the Town Board.

11. Evaluation. The Complete Streets Advisory Committee, Highway Superintendent, Planning Board and other involved agencies shall report on their progress in implementing this policy during regular reporting to the Town Board at least once a year. The Highway Superintendent's report shall include a summary of all determinations described in section 1.e. above as well as the performance standards listed in section 9. above. Based on an evaluation of these reports, the Town Board shall make modifications to this policy and to the Town's practices in order to advance the purpose of this policy and accommodate safe travel for all categories of road users.