

**Town of Cape Elizabeth**  
**Complete Streets Policy**  
Adopted 1-9-2017

**1. Vision and Purpose**

Complete Streets are designed and operated to provide safety and accessibility for all current and future transportation users whether they are pedestrians, bicyclists, transit riders or vehicular motorists, regardless of age or ability. 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 commercial centers. Ultimately, the town envisions a well-connected multimodal network of transportation facilities that appropriately relates to the existing built environment in capacity and scale, recognizing that all streets are different and that the needs of various users will need to be balanced in a flexible manner.

This Complete Streets Policy supports the goals outlined in the town's comprehensive plan, and the Town Center Plan by creating a safer, cost effective, equitable, and fully accessible transportation network that supports walkable, attractive neighborhoods and safe connections from those neighborhoods to local businesses. It also contributes to the town's livability goals by encouraging energy and environmental sustainability.

**2. Project Considerations**

Early consideration of all modes for all users will be important to the success of this policy. Plan and design of projects that affect public streets shall include due consideration to all roadway users from the very start of planning and design work. This will apply to all roadway projects, including those involving new construction, reconstruction, repaving/ rehabilitation or roadway retrofits. Roadway retrofits may include changes in the allocation of the right-of-way and pavement space on an existing roadway, such as changes to the number and use of lanes, changes in lane widths, and/or the addition or reconfiguration of on-street parking.

When applying for and reviewing projects for funding purposes regardless of funding source, Complete Street practices and principles will be included, as appropriate and reasonable, for all projects that affect the public right-of-way.

**3. Exceptions**

Bicyclist and pedestrian transportation users shall be included in street construction, re-construction, re-paving, and re-habilitation projects, except under one or more of the following conditions:

- a. The project involves only ordinary maintenance activities designed to keep assets in serviceable condition, such as mowing, cleaning, sweeping, spot repair, concrete joint repair, or pothole filling, overlay paving projects or when interim measures are implemented on temporary detour routes.
- b. The town staff determines there is insufficient space to safely accommodate new facilities and a parallel or nearby facility provides a reasonable level of similar accessibility to destinations.
- c. The town staff determines there are relatively high safety risks.
- d. The town staff or Town Council exempts a project due to the excessive and disproportionate cost of establishing a bikeway, walkway or transit enhancement as part of a project in relation to the anticipated number of users.
- e. As part of its development review process, the Planning Board may waive a sidewalk on one side of the road based upon its waiver provisions.
- f. The Town Engineer, Public Works Director and Town Planner collectively determine that the construction is not practically feasible or cost-effective because of significant or adverse environmental impacts to historic resources, streams, flood plains, remnants of native vegetation, wetlands, steep slopes or other critical areas, or due to impacts on neighboring land uses, including impact from right of way acquisition.
- g. The town staff determines that a future bus transit route is not likely.

#### **4. Network**

Complete streets are planned, designed, maintained and operated to enable safe, convenient, appealing and continuous travel networks for all users. The goal is to formalize the planning, design, operation, and maintenance of streets so that pedestrians, bicyclists, motorists and bus riders of all ages and abilities are able to safely move from destination to destination along and across the street network. Complete Streets can be achieved through network level improvements, through integration into single location projects, or incrementally, through a series of small improvements or maintenance activities.

Transportation improvements will include facilities and amenities, as appropriate, that are recognized as contributing to Complete Streets, which may include pavement markings and signs; street and sidewalk lighting; sidewalks and pedestrian safety improvements such as medians/pedestrian refuges, curb extensions and crosswalk improvements; improvements that provide ADA (Americans with Disabilities Act)

compliance and full accessibility such as curb ramps and accessible pedestrian signals; transit accommodations including bus shelters and improved pedestrian access to transit stops and centers; bicycle detection at intersections and bicycle accommodations including, shared use lanes, paved shoulders, wide travel lanes or bike lanes as appropriate; bicycle parking; and street trees, landscaping, street furniture and adequate drainage facilities, including opportunities for 'green' stormwater management facilities and practices.

## **5. All Agencies and All Roads**

The design of new, rehabilitated or reconstructed facilities should anticipate likely future demand for bicycling, walking, transit and motorist use and should not preclude the provision of future improvements.

The Town of Cape Elizabeth will coordinate and collaborate with other transportation agencies including PACTS and the Maine DOT, and other users of the public right-of-way, such as utilities and public transportation providers, to ensure that the principles and practices of Complete Streets are embedded within their planning, design, construction, and maintenance activities.

## **6. Design Standards and Guidelines**

The Town shall update, develop and adopt inter- departmental policies, zoning and performance standards and other guidelines as applicable, using resources identifying best practices in pedestrian friendly design, street design, construction, operations and maintenance. These resources may include, but are not limited to: the AASHTO Green Book; AASHTO Guide for the Planning, Designing and Operating Pedestrian Facilities; AASHTO Guide for the Development of Bicycle Facilities; ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach; NACTO Urban Bikeway Design Guide; Manual on Uniform Traffic Control Devices; US Access Board Public Right-of-Way Accessibility Guidelines; and the PACTS Regional Bicycle and Pedestrian Facility Design Guidance for the PACTS Metropolitan Planning Area.

When fulfilling this Complete Streets policy, the town will generally follow the design manuals, standards and guidelines above, as applicable, but should not be precluded from considering innovative or non- traditional design options where a comparable level of safety for users is present or provided.

## **7. Community Context**

It is important to the success of the Cape Elizabeth Complete Streets Policy to ensure that the project development process includes early consideration of the land use and transportation context of the project, the identification of gaps or deficiencies in the network for various user groups that could be addressed by the project, and an assessment of the tradeoffs to balance the needs of all users. The context factors that

should be given high priority include the following: Whether the corridor provides a primary access to one or more significant destinations such as a community or regional park or recreational area, a school, a shopping/commercial area, a local transportation center or other multimodal center, or an employment center.

- a. Whether the corridor provides access across a natural or man-made barrier such as a river or arterial.
- b. Whether the corridor is in an area where a relatively high number of users of non-motorized transportation modes can be anticipated.
- c. Whether a road corridor provides, or could provide, continuity or connectivity links for an existing trail or path network.
- d. Whether nearby and/or parallel routes provide a similar Level of Service, convenience and connectivity already exists.

## **8. Performance Measures**

The Town will define performance measures to track the progress of implementation of this policy. Such measures shall include, but not be limited to: improvements in safety for all roadway users; increased capacity and connectivity for all modes of transportation; usage (such as mode share) of biking, walking and transit; miles of bicycle and pedestrian facilities; and attainment of ADA compliance. Such measures shall be incorporated into relevant plans, manuals, policies, processes and programs. The Town shall work with the state and other agencies such as the regional planning organization (GPCOG) to track such performance measures, as appropriate.

## **9. Implementation**

The Town will develop implementation strategies that will include, but are not limited to:

- a. Evaluate and revise standards and practices.
- b. Develop project checklists for the incorporation of Complete Streets elements into projects, plans and other activities affecting streets and the public-right-of way.
- c. Work with governmental agencies such as PACTS and the Maine DOT to encourage incorporation of the Town's Complete Street Policy into
- d. Develop Level/Quality of Service indicators for motor vehicle, pedestrian, bicycle and other travel modes.

- e. Continue education of staff and public officials on the principles and practices of Complete Streets.
- f. Develop tracking measures such as safety, facility use and modal shifts to gauge success.