Public Health & Safety

Green Streets

Economy

Equity

COMPLETE & GREEN STREETS FOR ALL

MODEL COMPLETE STREETS POLICY & GUIDE

MAKING NEW JERSEY'S COMMUNITIES HEALTHY, EQUITABLE, GREEN & PROSPEROUS

JULY 2019

Message from the Commissioner

I am pleased to present *Complete & Green Streets for All, A Model Local Complete Streets Policy & Guide*. This guide is a one-stop resource for New Jersey municipalities, counties, agencies, organizations, and advocates with an interest in implementing Complete Streets in their communities.

Complete Streets improve safety for everyone, no matter how they choose to travel. The guide illustrates how connections to employment, education, residential, recreation, retail centers and public facilities can be strengthened. Promoting healthy lifestyles, economic development, reducing traffic congestion, and creating more livable communities enhances quality of life for all. Enhancing quality of life is a part of the New Jersey Department of Transportation (NJDOT) mission as well as a key benefit of Complete Streets.

The Department has long embraced the benefits of integrating Complete Streets into state improvement work as well as local actions. In December 2009, the state Complete Streets policy was finalized. The policy requires that future NJDOT roadway improvement projects include safe accommodations for all users, including bicyclists, pedestrians, transit riders and the mobility-impaired. Since then, the Department has offered training to local officials, transportation planners and engineers, and ordinary citizens across the state. NJDOT has also published numerous guides to help communities develop and implement Complete Streets policies of their own, as well as design roadways that accommodate everyone who uses them. *Complete & Green Streets for All* supplements the NJDOT's existing guides by serving as a new resource for local best practices in policy language.

Complete & Green Streets for All was developed in collaboration with a wide range of government and nonprofit partners including Tri-State Transportation Campaign, the Bloustein School of Planning and Public Policy of Rutgers University, Sustainable Jersey, New Jersey Future, and many other stakeholder organizations.

With the Department's Commitment to Communities, we want to continue to be a resource for other local partners by offering innovative best practices that can preserve and improve the quality of life for everyone who lives in New Jersey, using the transportation network. We hope that this *Complete & Green Streets for All* guide empowers communities to create travel networks that serve all modes – whether driving, walking, biking, or using transit. I am truly excited to share this new resource as another tool to share the road.

Sincerely,

Diane Gutierrez-Scaccetti,
Commissioner of Transportation

HOW TO USE THE **MODEL POLICY & GUIDE**

- **Complete & Green Streets for All** is a one-stop resource for adopting and implementing Complete Streets policies and practices. The Guide is designed to provide assistance to anyone involved in developing or updating a policy.
- It features a state-of-the-art **Model Complete Streets Resolution and Policy** that can be adopted in full or tailored to meet the needs of municipalities, counties, agencies and other organizations involved with transportation decision-making and implementation.
- A set of four comprehensive **Model Complete Streets Checklists** address Concept Development, Preliminary Engineering, Construction, and Maintenance to ensure that Complete Streets are considered throughout the project development process.
- **Guidance** is included throughout to clarify Resolution and Policy elements and to point the way to further information.
- A **Tools & Resources** section lists Organizations, Guidance Documents, and Benchmarking Tools where help can be found on a wide range of topics related to Complete Streets policies and implementation.

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ACKNOWLEDGEMENTS

This Complete Streets Model Policy & Guide was developed through the collaboration of both public and non-profit organizations dedicated to advancing Complete Streets throughout New Jersey. Members of the New Jersey Complete Streets Working Group, a partnership of advocates, nonprofits, and local and state government representatives formed a Policy & Guide Team to develop this document.

The New Jersey Complete Streets Working Group gives special thanks to:

- **Tri-State Transportation Campaign** for convening the New Jersey Complete Streets Working Group
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Policy & Guide Team

AARP—NJ	India Hayes Larrier/Brian McGuire
American Heart Association–NJ Chapter	Courtney Nelson
Greater Mercer TMA	Jerry Foster
Bicycle Coalition of Greater Philadelphia	John Boyle
New Jersey Future & Jersey Water Works	Kandyce Perry
RideWise TMA, Inc.	Linda Rapacki
Sustainable Jersey	Anne Heasly/Linda Weber
Tri-State Transportation Campaign	Janna Chernetz/Sonia Szczesna
Voorhees Transportation Center, Rutgers University	Leigh Ann Von Hagen

Members and Participants

Agricultural Experiment Station Cooperative Extension Water Resources Program, Rutgers University	Christopher Obropta, PhD
Cross County Connection TMA	Jason Simmons
NJ Conservation Foundation	Julia Raskin/Olivia Glenn (fmr.)
NJ Dept of Community Affairs	Jef Buehler
NJ Dept of Transportation	Elise Bremer-Nei
NJ Bike & Walk Coalition	Cyndi Steiner
NJ Healthy Community Network	Janet Heroux
Passaic County	Mike Lysicatos
Rails-to-Trails Conservancy	Elizabeth Sewell
West Windsor Council	Allison Miller

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Introduction

A MODEL COMPLETE STREETS POLICY FOR NEW JERSEY

This Model Complete Streets Policy and Guide is a one-stop resource for New Jersey municipalities, counties, agencies, organizations and advocates with an interest in implementing Complete Streets in their communities. It is a Complete Streets do-it-yourself guide that includes a ready-to-adopt Resolution of Support, a state-of-the-practice Policy, and implementation Checklists to ensure that every transportation project achieves Complete Streets objectives. The Model Complete Streets Policy and Guide is a straightforward and easily accessible resource that will work in conjunction with existing Complete Streets guides available from the **New Jersey Department of Transportation (NJDOT)** and a growing number of other state and national organizations.

The Model Complete Streets Policy incorporates the latest best practices recommended by the **National Complete Streets Coalition (NCSC)**, a program of Smart Growth America, which updated its policy guidance in 2018 based on decades of research on effective policies and practices. The elements of this Model Complete Streets Policy sharpen the focus on:

- implementing **Complete Streets** policies;
- incorporating **Green Streets and green infrastructure** into Complete Streets projects; and,
- prioritizing **health**, **equity** and **fairness** in transportation expenditures and project selection.

This Model Policy can be adopted by communities considering a Complete Streets policy. However, it is also intended for communities with Complete Streets policies in place. This Model Policy describes concrete steps that all roadway jurisdictions can take to move from policy adoption to implementation.

WHAT ARE COMPLETE STREETS?

Complete Streets are designed and operated with the safety, mobility, and accessibility needs of users of all ages and abilities in mind. Complete Streets also refers to a new approach to making transportation decisions that more and more of New Jersey counties and municipalities are adopting.

The Model Policy's municipal/county "Resolution to Establish and Adopt a Complete Streets Policy" defines Complete Streets as:

> *"...a means to provide a comprehensive, integrated, connected multi-modal network of transportation options through planning, design, construction, maintenance, and operation of new and retrofit transportation facilities along the entire right-of-way for all users of all ages and abilities. "All users" include pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, and transit vehicle users."*

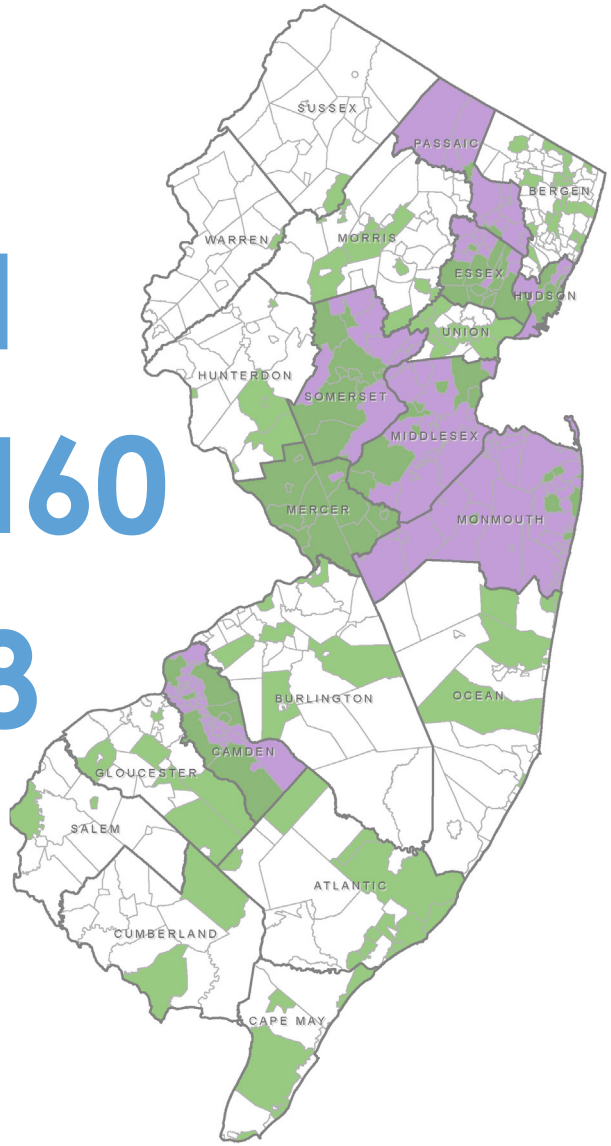
Adopting a Complete Streets policy represents a commitment by a municipality, county, or state to apply Complete Streets principles and goals to all transportation decisions. Instituting a Complete Streets policy means putting into place a process for routinely making transportation investments and decisions that result in Complete Streets on the ground.

Complete Streets in New Jersey

State Policy **1**

Municipal Resolutions **160**

County Resolutions **8**



SOURCE: New Jersey Bicycle and Pedestrian Resource Center, July, 2019

NEW JERSEY DEPARTMENT OF TRANSPORTATION AND COMPLETE STREETS

NJDOT adopted a Complete Streets policy in 2009, which the National Complete Streets Coalition ranked as one of the strongest in the nation[1]. However, NJDOT has jurisdiction over less than 10% of roadway lane-miles in New Jersey. The vision of a statewide "comprehensive, integrated, connected multi-modal network of transportation options" requires that counties and municipalities also adopt and institute Complete Streets policies.

Having been classified by the Federal Highway Administration (FHWA) as a **Pedestrian-Bicycle Focus State**[2] due to the much higher than national average number of pedestrians killed on our roads, NJDOT is committed to improving safety for all users of state roadways by making Complete Streets integral to the planning and design of state roads. As stated in the 2016 *New Jersey Bicycle and Pedestrian Master Plan*, pedestrian fatalities account for 31% of fatal crashes in the state, averaging about 150 per year from 2005 to 2014.[3]

NJDOT has taken many steps to improve walking and bicycling accommodations and safety, and the Department's **Office of Bicycle and Pedestrian Programs (OBPP)** has played a leading role. OBPP's Local Technical Assistance Program has provided many New Jersey municipalities and counties with technical support to develop bicycle and pedestrian plans and programs tailored to their specific Complete Streets needs and network opportunities.

OBPP funds the Voorhees Transportation Center (VTC) of Rutgers University to manage the **New Jersey Bicycle and Pedestrian Resource Center (BPRC)** and the **New Jersey Safe Routes to School Resource Center (NJSRTS)** to assist communities in creating a safer and more accessible walking and bicycling environment through outreach, education and research. The Resource Center and the Safe Routes to School websites are excellent sources for information and guidance on advancing Complete Streets in New Jersey. OBPP also funds New Jersey's 8 Transportation Management Associations (TMAs) to provide technical assistance to communities throughout the state.

Introduction

To encourage municipalities and counties to adopt and implement Complete Streets policies, OBPP has sponsored Complete Streets workshops around the state and has also published a number of Complete Streets policy and implementation guides:

- *Making Complete Streets a Reality: A Guide to Policy Development* (2011)
- *A Guide to Creating a Complete Streets Implementation Plan* (2012)
- *New Jersey Pedestrian Safety Action Plan & Toolbox* (2014)
- *New Jersey School Zone Design Guide* (2014)
- *New Jersey Bicycle Safety Action Plan & Toolbox* (2016)
- *New Jersey Bicycle & Pedestrian Master Plan* (2016)
- *New Jersey Complete Streets Design Guide* (2017)

NEW JERSEY AND COMPLETE STREETS

New Jersey has made great strides in advancing Complete Streets. In addition to the New Jersey municipalities and counties that have adopted Complete Streets resolutions, New Jersey's 3 **Metropolitan Planning Organizations (MPOs)**, which allocate transportation funding to counties and municipalities, have funded many Complete Streets projects.

Many nonprofit organizations in New Jersey provide communities with Complete Streets support and technical assistance. These include New Jersey's **Transportation Management Associations (TMAs)** and **Sustainable Jersey**, which recognizes Complete Streets as an important sustainability measure in its highly-regarded certification program for municipalities. In addition, **New Jersey Future** recently launched a new program, *Mainstreaming Green Infrastructure*. The website features a Green Infrastructure Municipal Toolkit, along with other publications and resources that provide guidance for integrating green infrastructure into Complete Streets projects.

The Model Policy's **Tools & Resources** section includes Information about these and other helpful national and state organizations.

TOOLS & RESOURCES—ORGANIZATIONS

NATIONAL

- Changelab Solutions
- National Complete Streets Coalition (NCSC)
- Vision Zero Network

STATE

- AARP
- American Heart Association
- Bicycle Coalition of Greater Philadelphia
- Jersey Water Works
- Metropolitan Planning Organizations
- New Jersey Bike & Walk Coalition
- New Jersey Conservation Foundation
- New Jersey Future
- New Jersey Healthy Communities Network
- New Jersey Transportation Management Organizations
- Passaic County
- Rails to-Trails-Conservancy
- Rutgers University – Voorhees Transportation Center (VTC)
  - NJ Bicycle & Pedestrian Resource Center
  - NJ Land Use & Transit Oriented Development
  - NJ Safe Routes to School Resource Center
- Rutgers University – Water Resources Program
- Sustainable Jersey
- Tri-State Transportation Campaign

STATE GOVERNMENT

- New Jersey Department of Community Affairs (DCA)
- New Jersey Department of Environmental Protection (NJDEP)
- New Jersey Department of Transportation (NJDOT)
- New Jersey Transit (NJ TRANSIT)
- New Jersey Department of Health (NJDOH)
- New Jersey Department of Law and Public Safety (NJL&PS)

COMPLETE STREETS ARE AT THE HEART OF VIBRANT COMMUNITIES

Complete Streets policies change how transportation investments and decisions are made; the result is a transportation infrastructure designed for the safety and mobility of pedestrians and bicyclists of all ages and abilities, and not just for automobiles, trucks, and other motorized vehicles. Transportation projects that build Complete Streets networks make community-wide benefits possible:

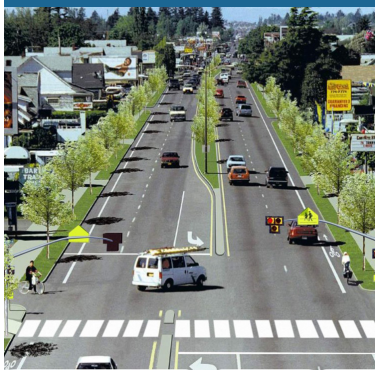
- The ability to safely and efficiently access community destinations like workplaces, schools, train and bus stops, parks, and shopping centers without the need for automobiles promotes active lifestyles and improves the quality of life for all residents.
- People can choose walking and bicycling to local destinations when Complete Streets networks are in place, reducing the use of vehicles that contribute to greenhouse gas emissions.
- Less reliance on cars for routine trips brings community-wide benefits such as reduced traffic congestion, cleaner air and water, improved public health and safety, greater social equity, and economic vitality.

WHERE DO COMPLETE STREETS BELONG?

Complete Streets belong in urban, suburban and rural communities, but their design will vary to "fit" the context. Each street's surrounding land use patterns, destinations, anticipated users, and function within a Complete Streets network will determine how it is designed; there is no "one-size-fits-all" Complete Streets design.

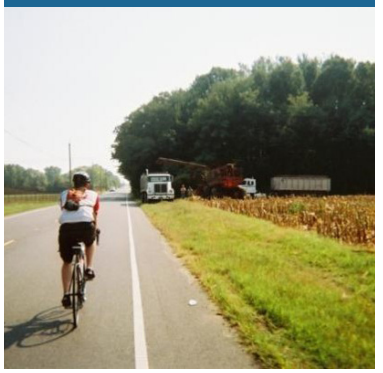
URBAN

STATE HIGHWAY CORRIDOR



SUBURBAN

RURAL



THE MANY BENEFITS OF COMPLETE STREETS

PUBLIC HEALTH & SAFETY

Historically, transportation decision-making has prioritized the movement of cars, trucks and other motorized vehicles. This has led to a transportation system that often lacks design features and facilities for walking and bicycling, which are easy and excellent ways to maintain an active lifestyle. Inactivity is a factor in many chronic diseases, including diabetes, heart disease, cancer and stroke.

Complete Streets make it possible for people to routinely choose walking, bicycling and transit to access community destinations such as supermarkets, bus stops and transit stations, leading to greater physical activity and social connectivity. Improving walkability, bikeability, and transit access helps to solve urgent public health problems by improving safety and sociability, and by reducing air pollution.

The Office of the Surgeon General of the US Department of Health and Human Services released ***Step It Up! The Surgeon General's Call to Action to Promote Walking and Walkable Communities***,[4] a science-based mission calling for multiple sectors of society (transportation, land use, design, recreation, education, business, health, faith-based, etc.) to promote walkable communities through improved access to safe and convenient places to walk and wheelchair roll for people of all ages and abilities.

By making streets safer for pedestrians and bicyclists, Complete Streets also help to reduce traffic injuries and fatalities. According to NJDOT crash data from 2005 through 2014, pedestrian fatalities represented 31% of all fatal crashes.[5] New Jersey's vision is to achieve zero deaths on all public roads, with the goal of halving traffic deaths by 2030; pedestrians and bicyclists are a 1st priority safety emphasis area.[6] Complete Streets is one of NJDOT's important safety programs to help New Jersey achieve that vision.

GREEN STREETS

Green Streets use green infrastructure practices installed within the public right-of-way to manage stormwater while preserving the primary function of a street as a conduit for vehicles, pedestrians, bicyclists, and transit riders. Green infrastructure practices enable stormwater and melting snow to soak into soils near where they fall, keeping polluted runoff out of the storm and sewer system to improve water quality while minimizing localized flooding. Permeable pavements, stormwater planters and tree pits, bioswales, and rain gardens are examples of Green Street practices. These features can be placed along sidewalks, bike lanes, vehicle lanes, road shoulders, curb extensions and in parking spaces.

Green Streets and Complete Streets can complement each other by:

- Creating an inviting and comfortable walking and bicycling environment by incorporating green infrastructure elements, such as street trees and rain gardens that provide shade and remove pollutants from the air
- Minimizing flooding along streets and sidewalks that interferes with and discourages walking and bicycling
- Achieving efficiencies and cost savings when improvements are designed and constructed concurrently
- Aiding in pedestrian safety by using green infrastructure installations to slow down traffic

Introduction

THE MANY BENEFITS OF COMPLETE STREETS

ECONOMIC VITALITY

Complete Streets can stimulate local economies in a number of ways by making it easier to walk, bike or take transit to downtowns, shopping centers and businesses. There is a growing number of studies and data from around the nation that document the economic benefits of Complete Streets. A study published by the Voorhees Transportation Center, Rutgers University, concludes that active transportation infrastructure, and related businesses and events added an estimated $497 million to the New Jersey economy in 2011, supporting jobs and generating tax revenues in communities throughout the state.[7]

Complete Streets can also spur economic activity in communities. For example, bicycle and pedestrian improvements along Park Street in Montclair attracted new businesses and helped to revitalize the downtown. Economic benefits also extend to individuals by lowering costs related to car-ownership, from vehicle purchase and repairs to gasoline and parking.

TRANSPORTATION EQUITY

Fair and equitable distribution of transportation investments is a fundamental principle of Complete Streets. All users of the transportation system are intended to benefit from Complete Streets implementation regardless of income, ethnicity, ability, or other differences. For those whose transportation choices are limited by circumstance or location, pedestrian and bicycling access to essential services and community destinations such as hospitals and health clinics, senior centers, schools, employment centers, bus routes and transit stops can be life-changing.

Implementing Complete Streets policies equitably can help communities achieve social equity objectives and mitigate disproportionate impacts of incomplete transportation networks on seniors, people with disabilities, households in poverty and others who depend on walking and biking as their primary means of transportation. The term **Priority Communities** is used to refer to categories of underserved and adversely impacted populations, and is further described in **Key Terms & Definitions**.

S PARK STREET, MONTCLAIR, NJ
Photo Credit: Arterial

Introduction

WHY ADOPT THIS MODEL POLICY?

Not all Complete Streets policies are equal. Complete Streets principles, policies and practices have continued to evolve and improve as the national Complete Streets movement expands. In the last few years the National Complete Streets Coalition, a national advocacy and support program of Smart Growth America, recognized equity as an important Complete Streets objective. The National Association of City Transportation Officials (NACTO) provides Green Street guidance that complements Complete Streets improvements and brings added benefits. **This Model Policy aligns with national guidance and includes both equity and Green Streets elements.**

Some of the Complete Streets policies adopted by New Jersey communities lack strategies to make Complete Streets a part of routine transportation decision-making. Although the policies assert support for Complete Streets, they have not resulted in Complete Streets projects on the ground. **This Model Policy includes best practices and project checklists that help move policy to Complete Streets projects on the ground.**

Sustainable Jersey is a nonprofit organization with a prestigious, voluntary certification program that recognizes communities pursuing sustainability initiatives, including Complete Streets. **This Model Policy meets Sustainable Jersey's high standards and scoring measures for adopting and instituting Complete Streets.**

The Complete Streets resolutions by New Jersey's counties and municipalities vary widely in quality and effectiveness. **This Model Policy represents a new Complete Streets standard for New Jersey communities and promotes statewide consistency.**

Transportation decision-making will continue to change with new technologies and social innovations. Transportation planning and design is already anticipating the use of autonomous vehicles, electric vehicle infrastructure, and Smart Street technologies. Regardless of what innovations the future will bring, the need for Complete Streets that benefit all users will remain the same. Counties and municipalities that adopt and institute comprehensive Complete Street policies will be well-prepared to ensure that Complete Streets principles guide all transportation decisions both now and in the future.

WHAT'S INSIDE **THE COMPLETE STREETS MODEL POLICY?**

- **The Model Resolution:** cites and officially adopts the Model Policy
- **The Model Complete Streets Policy** describes in detail how the policy will be implemented and institutes a Complete Streets process for transportation investment:
  - **Public Participation:** establishes a Complete Streets Advisory Body composed of diverse stakeholders to provide ongoing support and feedback on Complete Streets implementation
  - **Exceptions:** identifies specific conditions and a process for exempting transportation projects from Complete Streets procedures and guidelines
  - **Program Reporting:** establishes performance measures, benchmarks, and procedures for tracking progress
  - **Adoption of Complete Streets Checklists:** recommends use of implementation checklists in concept development, engineering, construction and maintenance to ensure that Complete Streets objectives are part of all transportation projects and activities
  - **Effective Date:** states when policy goes into effect
- **Key Terms & Definitions:** defines terms used in the Resolution and Policy
- **Recommended Complete Streets Checklists** include:
  - Concept Development
  - Preliminary Engineering
  - Construction
  - Maintenance

Adopting the Model Policy

HOW TO ADOPT THE MODEL COMPLETE STREETS RESOLUTION AND POLICY

Municipalities and counties without a Complete Streets resolution or policy in place can adopt both the Model Resolution and Policy in total. The language is consistent throughout and the parts work together to form a comprehensive and effective policy. However, there is not a one-size-fits-all Complete Street policy; jurisdictions should also customize the Model Resolution and Policy to align with their specific community goals and objectives.

For example, some communities may want to become more walkable and bikeable as public transit is unavailable; rural communities without sidewalks may envision a network of sidepaths and greenways for walking and bicycling. Associating Complete Streets implementation with recognized community objectives will help to grow public support and guide investments in Complete Streets initiatives. The policy sections and adoption process will remain the same, but the finished product may look different in each jurisdiction.

WHAT IF YOUR JURISDICTION ALREADY HAS A COMPLETE STREETS POLICY?

Jurisdictions with existing Complete Streets policies should consider incorporating "missing" elements into their policies and practices, especially those that establish the internal mechanisms and best practices that ensure that day-to-day transportation decisions result in real on-the-ground Complete Streets networks.

THE NUTS AND BOLTS OF ADOPTING THE MODEL COMPLETE STREETS RESOLUTION AND POLICY

Municipal councils and county boards of chosen freeholders are encouraged to adopt the Model Complete Street Resolution as well as the Model Complete Streets Policy and Checklists. The Model Resolution as written assumes that a policy document will be adopted that outlines the specific actions that will be taken to implement Complete Streets. The Model Policy describes how adopting the Resolution will change the way transportation decisions are made to include consideration of all modes. Adoption of a Complete Streets Ordinance can further codify a Complete Streets Policy.

Model Complete Streets Resolution

Adopting the Model Resolution is the first step. The Resolution is an official statement of support for considering the needs of all users in transportation planning and projects. The Model Resolution includes a Complete Streets vision and defines objectives, benefits, scope, and applications; cites the benefits of Green Streets; and, emphasizes the need for transportation equity, especially with regard to Priority Communities.

The Model Resolution includes "WHEREAS" statements that outline the steps that will be taken to achieve on-the-ground transportation improvements and community-wide benefits. The Resolution concludes by citing and officially adopting the Model Complete Streets Policy.

Model Complete Streets Policy

Adopting the Complete Streets Policy is the next step. The Complete Streets Policy can be a separate document, or included as an attachment to the Resolution. The Complete Streets Policy details an effective process and specific actions designed to ensure that Complete Streets are routinely considered in all transportation decisions. The Model Policy includes a number of sections, each prescribing the mechanisms and best practices that will facilitate Complete Streets implementation, such as:

- Establishing a Complete Streets Advisory Committee
- Conducting Complete Streets audits of official guidance documents
- Identifying benchmarks for annually evaluating progress
- Adopting project implementation checklists

It is recommended to consult municipal or county legal counsel before adopting the Model Complete Streets Policy, to ensure that it is in compliance with local ordinances and requirements.

Adopting the Model Policy

Complete Streets Ordinances

Complete Streets ordinances are an excellent vehicle for codifying Complete Streets policies. An ordinance is a law that can be enforced, which makes it a very strong and effective strategy for achieving Complete Streets. Nationally there are many examples of Complete Streets ordinances, including several in New Jersey.

Whereas the Model Resolution expresses support for Complete Streets and establishes a process for a more rigorous policy, an ordinance assists communities in ensuring strong implementation in follow-up actions prescribed by the policy, A jurisdiction that has passed a resolution may follow with an ordinance, but passage of an ordinance does not require a resolution.

Although an ordinance may requires a more lengthy and involved process than a resolution, municipalities and counties are encouraged to consider passing Complete Streets ordinances. Not only are they enforceable by law, ordinances also ensure that subsequent administrations will continue to follow the Complete Streets policy procedures. Regardless, Complete Streets ordinances should include all of the elements of the Model Policy to ensure that they result in Complete Streets implementation.

EIGHT GOOD REASONS **TO ADOPT A COMPLETE STREETS POLICY**

1. Provide an equitable transportation system that serves all residents.
2. Reduce rates of injury and death from traffic crashes and improve road safety for all users.
3. Shift transportation investments to safer, better-functioning streets, gradually creating Complete Streets networks and saving money by reducing the need for costly retrofits.
4. Provide more transportation options and reduce traffic congestion, increasing transportation network capacity.
5. Improve air quality and reduce localized flooding by installing green stormwater infrastructure, street trees, and other vegetation.
6. Reduce rates of asthma and other respiratory issues by improving air quality through reduced traffic congestion and emissions.
7. Encourage walking and bicycling, healthy habits that reduce rates of chronic diseases such as diabetes, heart disease, cancer and stroke through increased physical activity.
8. Promote health equity by providing people who typically face significant barriers to better health with more opportunities to live healthier lives.

TRENTON WELLNESS LOOP
Photo Credit: D&R Greenway Land Trust

Model Complete Streets Resolution

A RESOLUTION OF THE [Municipal Council/Board of Freeholders]

ESTABLISHING AND ADOPTING A COMPLETE STREETS POLICY

Resolution No. _____

WHEREAS, safe, convenient, accessible, equitable, healthy, and environmentally and economically beneficial transportation for all users is a priority of [municipality/county]; and

WHEREAS, Complete Streets is a means to provide a comprehensive, integrated, connected multi-modal network of transportation options through planning, design, construction, maintenance, and operation of new and retrofit transportation facilities along the entire right-of-way for all users of all ages and abilities. "All users" include pedestrians, bicyclists, persons with disabilities, motorists, movers of commercial goods, and transit vehicle users; and

WHEREAS, Complete Street policies support the goals of the [*municipality/county*] master plan and supporting elements; and

WHEREAS, Complete Streets allow for safe, accessible, and convenient travel, reducing serious injuries and fatalities for all users of the roadway,[8] including pedestrians, bicyclists, children, older adults, people with disabilities, non-drivers, transit riders, residents of Priority Communities, and those who cannot afford a car or choose to reduce their car usage; and

WHEREAS, New Jersey is federally designated as a **Pedestrian and Bicycle Safety Focus State**[9] due to high numbers of pedestrian/bicycle-involved fatalities, and New Jersey's pedestrian fatality rate continues to significantly exceed the national average;[10] and

WHEREAS, traffic crashes are preventable and the only acceptable number of traffic deaths for [*municipality/county*] is zero;[11] and

WHEREAS, Complete Streets that incorporate sustainable Green Streets design elements, such as green stormwater infrastructure,[12] traffic calming treatments, shade trees, and the use of recycled materials, protect and create a healthier natural and social environment, improve air and water quality, and reduce localized flooding; and

WHEREAS, Complete Streets implementation enhances access to local businesses, encourages reinvestment, increases property values and employment, and stimulates private investment, especially in retail districts, downtowns, and tourist areas;[13] and

Model Resolution

WHEREAS, Complete Streets encourage an active lifestyle through increased physical activity, social connectivity,[14] and sense of community belonging, thereby lowering risk of obesity, reducing chronic disease, improving mental health, and promoting wellness; and

WHEREAS, Complete Streets implementation provides the opportunity to enhance the historic character of our communities and our understanding of our shared history in a way that promotes the economic and social vitality of our communities and should be considered in the design of infrastructure improvements; and

WHEREAS, procedures should be implemented that ensure fair treatment, equitable funding and resource distribution,[15] and meaningful involvement of all communities in all phases from selection, planning, and design to construction and long-term maintenance; and

WHEREAS, a balanced and flexible transportation system where all people can easily and safely walk and bicycle to everyday destinations[16] — such as schools, shops, restaurants, businesses, parks, transit, and jobs — enhances neighborhood economic vitality and livability; and

WHEREAS, low- and moderate-income areas, whether in rural, urban, or suburban communities, are typically the least safe for pedestrians and bicyclists,[17] especially for children walking and biking to school, due to long-standing infrastructure disparities and higher concentration of streets with faster-moving and higher-volume traffic;[18] and

WHEREAS, implementation of the Complete Streets policy should not negatively impact the affordability of the neighborhood for current residents;[19] and

WHEREAS, the Complete Streets policy applies to new, reconstruction, retrofit, and resurfacing projects, including design, planning, construction, maintenance and operations, for the entire right-of-way;[20] and

WHEREAS requests for all exceptions must be submitted in writing, with supporting documentation, and made publicly available with a minimum of 30 days allowed for public input; and

WHEREAS, all initial planning, concept and design studies of infrastructure projects consider design elements that improve public health, environment, economy, equity, and safety.

NOW THEREFORE, BE IT RESOLVED, by the [*municipality/county*], the [*municipality/county*] adopts the Complete Streets Policy attached hereto, and made part of this Resolution;

BE IT FURTHER RESOLVED, that copies of this Resolution shall be forwarded to all [*county/municipal*] departments within thirty (30) days of the adoption of this Resolution.

RESOLUTION OR ORDINANCE?

Both resolutions and ordinances are issued by a legislative body, such as a municipal council or board of chosen freeholders. Resolutions are official statements of support for a position or policy. Ordinances are laws, which make them strong vehicles for achieving Complete Streets. Jurisdictions should consider the advantages of passing Complete Streets ordinances. Regardless, all the elements of this Model Resolution and Policy should be included.

AN IDEAL COMPLETE STREETS POLICY

Includes a vision describing how and why the community wants to complete its streets, and mentioning the benefits that Complete Streets bring.

Benefits all users equitably, particularly vulnerable users and the most underinvested and underserved communities.

Applies to all projects — new, retrofit/reconstruction, maintenance and operations.

Sets clear and accountable procedures for exceptions, requiring high-level written approval and public notice.

Requires coordination between government departments and partner agencies.

Directs the use of the latest and best design criteria, guidelines, and checklists; sets a time frame for implementation.

Considers the surrounding community's current and expected **land use and transportation needs**.

Establishes performance standards that are specific, equitable and available to the public.

Provides criteria for prioritizing and implementing Complete Streets.

Includes specific next steps for policy implementation.

Adapted from "The Elements of Complete Streets Policy," 2018 National Complete Streets Coalition

Model Complete Streets Policy

[*Municipality/County*] shall develop an integrated and connected multimodal transportation system of Complete Streets that serve all neighborhoods and populations. Towards this end:

1. All **transportation projects** shall result in Complete Streets that allow safe, environmentally healthy, economically sound, equitable, accessible, and convenient travel along and across streets for users of all ages and abilities and for all modes of transportation, including motorists, bicyclists, public transportation vehicles and their passengers, and pedestrians and strive to meet the following goals:
   a. **Environment**: Improve air and water quality;reduce flooding; mitigate traffic congestion.
   b. **Safety**: Eliminate all road fatalities, significantly reduce crash severity and injury, eliminate all road fatalities, significantly reduce crash severity and injury, and improve personal safety through increasing the number of people of walking and bicycling.[21] [22]
   c. **Economic**: Stimulate economic prosperity.
   d. **Health**: Increase physical activity and social connectivity with the goal of lowering the risk of obesity, reducing chronic disease and promoting wellness.
   e. **Equity**: Implement policies and distribute funding and other resources equitably and responsibly in all neighborhoods, particularly in Priority Communities; improve non-motor vehicle transportation systems.
2. This section shall apply to all public and/or private transportation projects, including those using funds awarded by, federal, state, regional, county, municipal, or any other public agency. This shall include new construction, reconstruction, resurfacing, restoration, repaving, rehabilitation, private development projects, and maintenance of highways, roads, and streets.
3. The [*Director/decision-making body, and the municipal/county Planner and Engineer*] shall routinely work in coordination with each other and adjacent jurisdictions, and any relevant advisory committees/teams, to create Complete and Green Streets and to ensure consistency with the [*Municipal/County*] **Master Plan and Elements*** and any other existing Pedestrian/Bicycle/Multimodal Plans, Stormwater Management Plans, Pollution Prevention Plans, and Historic Preservation Plans.
4. Within two years of the effective date of this Policy, the [*decision-making body*] shall **inventory and audit*** procedures, policies, plans, documents, training programs, performance measures and other guidance documents to be consistent with this policy. The purpose of this audit is to identify areas where tenets of this policy will need to be incorporated. This includes, but is not limited to, funding, planning, designing, operating, and maintaining transportation infrastructure. The [*decision-making body*] will use this audit to incorporate this policy as updates to its procedures, plans, policies, etc. as they are scheduled.
5. Transportation projects and Master and Capital Plans shall include, when appropriate, sustainable design elements, including, but not limited to:
   a. Green stormwater infrastructure practices
   b. Traffic Calming
   f. Shade trees and other vegetation
   c. Permeable pavements — including those made from recycled materials such as rubber, concrete, glass, and plastic.

*see text box

MUNICIPAL/COUNTY **PLANS, POLICIES/ PRACTICES REVIEW**

MASTER PLAN & ELEMENTS

3. Complete Streets concepts should be included in the Master Plan and Master Plan Elements to ensure that land use and transportation decisions are considered together in a way that encourages walking, bicycling and public transportation use and connectivity, and makes these transportation options safe and convenient.

INVENTORY & AUDIT

4. This may include, but is not limited to:

- Master Plan
- Capital Plan
- Bicycle/Pedestrian Element
- Circulation Element
- Stormwater Management Element
- Green Buildings and Sustainability Element
- Ordinances
- Project Selection Criteria
- Design Guideline

Model Complete Streets Policy

6. Transportation projects and Master and Capital Plans shall include, where appropriate, pedestrian and bicycle design elements and transit amenities, including but not limited to: curb extensions, sidewalks, radar feedback signs, pedestrian countdown signals, pedestrian refuge islands, road diets, lane width reductions, chicanes, roundabouts, bike lanes, protected bike lanes, bike parking, lighting, wayfinding, seating, trash receptacles, transit amenities, etc.

7. The [*decision-making body*] shall utilize the most current editions of **guides**, **manuals**, and **best practices*** on street design, historic preservation construction, operations, and maintenance that apply to bicycle, pedestrian, transit, stormwater and highway facilities. All manuals, standards, and guidelines shall be made publicly available online.

8. The [*municipality/county administrator or department head*] shall lead the implementation of this Policy and formally coordinate with [planner, engineer, economic development, public works, health, etc.] with advice and input from [*Planning Board, Complete Streets Advisory Body, Land Use Committee, Green Team, etc.*] to set measurable goals to ensure the successful implementation of the Complete Streets Policy in Priority Communities.

**see text box*

GUIDES, MANUALS & **BEST PRACTICES REVIEW**

SELECTED RESOURCES

7. Best practices for Complete Street planning, design, and construction continue to evolve. Agencies and organizations typically publish updated guides to reflect state-of-the-art innovations and new standards. Design decisions should align with current guidelines and best practices, and should also consider the specific context to ensure that outcomes meet Complete Street objectives. The Tools & Resources section lists selected reference documents that are readily available online, and includes both National and New Jersey sources. Check the organizations' websites for the latest guidance and additional resources.

Public Participation

1. The [*decision-making body*] shall establish a **Complete Streets Advisory Body*** to help the [*department/municipality/county*] comply with the Complete Streets policy/ordinance and to provide **ongoing feedback*** to the [*department/municipality/county*] related to the implementation of the Complete Streets Policy/ Ordinance. The Complete Streets advisory body shall consist of a broad group of stakeholders including:
    a. (*Municipal/County*) Elected Officials
    b. Law Enforcement
    c. Public Works
    d. Planners
    e. Engineers
    f. Emergency Medical Services (EMS)
    g. Appointed Municipal or County Commissioners
    h. Fire
    i. Schools
    j. Business and Developer Community
    k. Civic And Advocacy Groups
    l. Public Health Professionals
    m. Transit Professionals
    a. Community Members, including Persons with Disabilities, Senior and Youth Organizations, Persons Representing Priority Communities
2. Beginning with the planning stage, [*department/municipality/county*] shall identify an existing process or develop a new process that allows for public participation in decision-making concerning the planning, design, and use of streets and roadways covered by this Policy.

**see text box*

COMPLETE STREETS **ADVISORY BODY**

1. A Complete Streets Advisory Body should reflect the community's demographic profile. Membership considerations should include but not be limited to race, ethnicity, socioeconomic status, age, political beliefs, physical ability.

Not every community will have every recommended group represented. However, including low and moderate income representation is important to ensure an equitable distribution of resources.

Existing advisory bodies might meet these tenets by including Environmental or Historic Preservation commissions, transportation advisory boards or other groups with a related mission.

ONGOING FEEDBACK

Ongoing feedback from the Advisory Board can include:

- Short, medium, and long-term goals for incorporating this policy into projects, programs, plans, policies, events, etc.
- Periodic policy review, policy checklists review
- Monitoring implementation of projects and programs
- Pursuing grant opportunities
- Program reporting
- Exceptions input

COMPLETE STREETS ADVISORY BODY: A PARTNERSHIP

Public participation is the process by which interested and affected individuals, organizations, agencies, and government entities are consulted and included in the decision-making process. Public participation affords stakeholders with the opportunity to influence decisions that affect their lives.

A Complete Streets Advisory Body establishes an important partnership with local government that benefits both the public and the municipality or county. Advisory Body activities provide a mechanism for ongoing public input into transportation decision-making based on the insights and local knowledge of community representatives. Public participation is not simply a polite gesture or requirement; it actually results in better outcomes and improved governance. Meaningful and effective public participation brings significant benefits:

- Decisions more accurately reflect public interests and values, and the public will better understand issues and benefits.
- Decisions are more easily implemented and sustained over time, because the decision considers the needs and interests of all stakeholders, including Priority Communities.
- Builds trust between communities and government, strengthens the public's capacity to participate in community decision-making, and helps to overcome longstanding differences and misunderstandings.

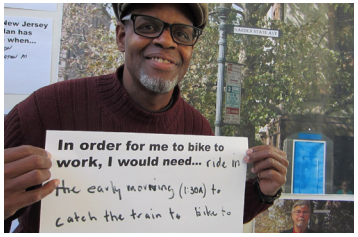
ENVIRONMENTAL JUSTICE[23]

"The U.S. Department of Transportation is committed to following the principles of Environmental Justice (EJ), which include:

- To avoid, minimize, or mitigate disproportionately high and adverse human health or environmental effects, including social and economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in the receipt of benefits by minority populations and low-income populations.

These goals of EJ should be considered throughout transportation planning and project development, and through all public outreach and participation efforts conducted by the U.S. DOT and their grantees."

The American Association of State Highway and Transportation Officials (AASHTO) publishes online guidance on environmental justice describing a range of programs, policies, case studies, resources, and tools (see Tools & Resources).





ESTABLISHING THE COMPLETE STREETS ADVISORY BODY

When selecting members and defining the group's roles, responsibilities, and processes, consider the following questions:

- ***Who should be included?*** The selection process must be fair, inclusive, and result in an Advisory Body that reflects the diversity of the community.
- ***What information must all parties understand?*** The Advisory Body's purpose, roles, responsibilities, and the procedures for engaging the public should be well-defined, documented, and understood by all members.

PUBLIC PARTICIPATION TOOLS & TECHNIQUES

These include in-person tools that involve face-to-face interaction (e.g. meetings, workshops, design charrettes, and walkability audits) and remote tools (e.g. written surveys, websites, and social media campaigns). Outreach techniques should be selected with specific audiences in mind. Extensive guidance on public outreach techniques and useful tools are available from national and state sources. For example, the North Jersey Transportation Planning Authority (NJTPA) website offers an extensive Public Engagement Toolkit with step-by-step planning worksheets for all types of outreach techniques effective for specific audiences, including a worksheet for *Organizing a Citizen Advisory Group*. See the Tools & Resources section for other helpful organizations.

INCLUSIONARY PUBLIC PARTICIPATION

All community groups should have meaningful involvement in public policy and decision-making. Certain populations, particularly low income and people of color, have historically been underrepresented in planning processes. Once they have been identified, the approach can be tailored to remove obstacles to participation.

Barriers may include language, access to transportation, or the need for special services.

Examples of Barriers to Participation:

- Limited English proficiency; need for translated or assisted conversations
- Limited or no web access; need for distribution of printed invitations, materials and face-to-face meetings
- Lack of transportation: need for walkable or transit-accessible meeting locations
- Lack of child care: need for babysitting services

Accommodations may simply require holding a number of meetings in neighborhoods and at community gathering places such as churches or schools, or in conjunction with community events that are already planned.

Consider reaching out to community-based institutions that work with underrepresented and disenfranchised groups to better understand how to reach these populations. There may be community groups willing to help with translations or youth organizations that can provide babysitting or other support services.

Exceptions

1. A transportation project may not be required to accommodate the needs of a particular user group if the [*Director/Senior Management Personnel*] determines in writing that:
   a. The use of the transportation facility by the particular user group is prohibited by law;*
   b. Regulatory compliance requirements preclude accommodations.
   c. There is a demonstrated absence of both a current and future need to accommodate the category of user (absence of future need may be shown via demographic, school, employment, and public transportation route data that demonstrate, for example, a low likelihood of bicycle, pedestrian, or transit activity in an area over the next 20 years); and
   d. The adverse impacts of implementing this Complete Streets Policy significantly outweigh the benefits.
2. However, every effort to work within the flexibility allowed should be made, including Design Exceptions for roadway projects.
3. An exception shall be granted only if:
   a. Request for an exception is submitted **in writing**, with supporting documentation, and made publicly available with a minimum of 30 days allowed for public input; and
   b. The exception is approved **in writing** by the [*identifying governing body, e.g., City Council or head of lead agency, e.g., Director of the Department of Public Works*], and the written approval is made publicly available.

**see text box*

A CAUTIONARY NOTE

1. Complete Streets should always be considered feasible except in the limited circumstances listed. Be advised that language like "where feasible," "when possible," and "if practical" could be used to weaken a Complete Streets policy.

SOME EXAMPLES

1.a In New Jersey, relatively few roads are closed to bicycle traffic. However, toll roads and some freeways, including interstates, are closed to bicyclists.

1.c Wetlands on both sides of the narrow roadway could pose a significant environmental constraint, preventing construction of separated and adjacent bicycle facilities. If so, other accommodations should be explored to improve safety for bicyclists, for example, adding "sharrows" (see above) or identifying alternative convenient routes.

Program Reporting

1. The [*governing body, agency, and/or advisory body that plans or implements transportation projects*] shall establish **benchmarks*** reflecting the ability of all users to travel safely and conveniently along highways, roads and streets within the agency's jurisdiction
2. Each such [*governing body, agency, and/or advisory body that plans or implements transportation projects*] shall also develop plans and set goals to ensure the successful implementation of the Complete Streets Policy in Priority Communities. On or before [end of the fiscal year] each such agency shall prepare an initial report to identify barriers, and propose solutions to successful implementation of the Complete Streets policy in Priority Communities.
3. Each such agency shall provide a report on an annual basis to the [*governing body*] to allow the [*department/governing body*] to evaluate implementation of the Complete Street policy. Each annual report shall include the data collected pursuant to **Program Reporting**, as well as a list of ongoing and completed transportation projects during that fiscal year. If any exceptions are applied to transportation projects pursuant to **Exceptions to Complete Streets Requirements** herein, such projects and the relevant exceptions should be identified in the annual report. All benchmarks and reports shall be made publicly available online.
4. Each such [*governing body, agency, and/or advisory body that plans or implements transportation projects*] shall assign appropriate responsibility to collect and monitor **data*** under [*department/municipality/county*] jurisdiction and Priority Communities to determine compliance with the [*department/municipality/county*] benchmarks.* Benchmarks shall include but are not limited to:
    a. Mileage of new and existing bicycle infrastructure, including in Priority Communities (e.g., bicycle lanes, bike parking, paths, and boulevards)
    b. Linear feet (or mileage) of new and existing pedestrian infrastructure (e.g., sidewalks, trails, transit amenities)
    c. Number of new and existing ADA-compliant infrastructure (e.g., curb ramps, pedestrian buttons)
    d. Number of new street trees
    e. Number of green street practices (e.g., rain gardens, bioswales, permeable pavement)
    f. Number of pedestrian and bicycle lighting improvements
    g. Bicycle and pedestrian counts
    h. Commute mode percentages (e.g., drive alone, carpool, transit, bicycle, walk)
    i. The number and percentage of designated transit stops accessible via sidewalks and curb ramps
    j. The number, locations, and causes of collisions, injuries, and fatalities by each mode of transportation
    k. The percentage of children walking or bicycling to school
5. All **benchmarks*** established by the (*department/municipal/county*) shall be disaggregated by race/ethnicity, neighborhood, and vehicle ownership when feasible.

**see text box*

BENCHMARKS AND DATA SOURCES

1. It is important to report clear progress for constituents and allow for agencies to track progress, make necessary adjustments, maintain transparency and accountability.

4. a.–k. Data can be gathered through:

- Census (American Community Survey)
- Metropolitan Planning Organizations (MPOs)
- Center for Disease Control (CDC)
- New Jersey Department of Transportation (NJDOT)
- New Jersey Department of Health (NJDOH)
- New Jersey Department of Environmental Protection (NJDEP)
- Safe Routes To School Resource Center

5. All benchmarks are dependent on the availability and accessibility of the appropriate data.

The benchmarks listed are the baseline standards. The ideal policy would require benchmarks to be disaggregated by race/ethnicity, neighborhoods, vehicle ownership, etc., where feasible to highlight inequities and disproportionate impacts.

Adoption of Complete Streets Checklists

1. The [*governing body*] shall develop and adopt one or more Complete Streets Checklists to be used during the project selection, planning, designing, construction, funding and maintenance of all transportation projects.
2. Each item in the checklist must include an area to provide a brief description for how the item is addressed, not addressed, or not applicable to the Complete Streets policy.
3. The checklist shall explain the process for granting exceptions and indicate who is responsible for approving any exceptions before they are granted.
4. The [*Director/Project Manager*] shall be responsible for completing the checklists and/or reviewing the checklists.
5. A complete streets checklist shall entail but is not limited to:
    a. Existing pedestrian, bicycle, transit, motor vehicle, and truck/freight accommodations (facilities) and operations
    b. Traffic volumes
    c. Existing safety and/or access issues, and Americans with Disabilities Act (ADA) compliance
    d. Land use within the study area, including trip generators
    e. Existing and proposed streetscape elements including furniture, trees or other environmental and stormwater enhancements
    f. Review of existing plans
    g. Proposed pedestrian, bicycle, transit, motor vehicle, and truck/freight accommodations (facilities) and desired future operations
    h. ADA compliance of the proposed design
    i. Compatibility with the surrounding land use and density
    j. Consistency with applicable design standards and guidelines
    k. Opportunities to improve public health through physical activity and mobility options
    l. Opportunities to manage stormwater through green infrastructure
6. All Complete Streets checklists shall be made accessible online and available to the Complete Streets Advisory Body.

Effective Date

The Complete Streets Act shall take effect on [*date*], provided that it shall not apply to any transportation project for which a preliminary design has been completed on or before [*date*].

Key Terms & Definitions

COMPLETE STREETS:

An integrated transportation network designed to enable safe and convenient travel and access along and across streets for all users of all ages and abilities, including pedestrians, bicyclists, motorists, movers of commercial goods, and transit riders.

ENVIRONMENTAL JUSTICE:[24]

Fair treatment means that no group of people should bear a disproportionate share of the negative environmental consequences resulting from industrial, governmental and commercial operations or policies.

Meaningful involvement means that:

1. People have an opportunity to participate in decisions about activities that may affect their environment and/or health.
2. The public's contribution can influence the regulatory agency's decision.
3. Community concerns will be considered in the decision-making process; and
4. Decision makers will seek out and facilitate the involvement of those potentially affected.

GREEN STREETS:

Streets with landscaped features installed in the right-of-ways that capture and allow stormwater runoff to soak into the ground, while still preserving the primary function of a street as a conduit for pedestrians, bicyclists, motorists, and transit riders. Stormwater runoff is excess water generated from rain and snowmelt events that flow over impervious surfaces, such as paved streets, parking lots, and building rooftops, and does not soak into the ground.

1. Green Stormwater Infrastructure
   An approach to managing stormwater by infiltrating it in the ground where it is generated using vegetation or porous surfaces, or by capturing it for later reuse. Infiltration is when water falls to the earth as precipitation and seeps into the soil.
2. Green Street Stormwater Infrastructure Practices
   Includes types of green infrastructure techniques used to manage stormwater, including but not limited to:
   a. Street tree trenches/boxes: utilize soil, gravel, and plants to infiltrate and filter stormwater runoff from impervious surfaces.
   b. Bioswales: shallow channels that convey, slow down, and infiltrate stormwater runoff.
   c. Vegetated curb bump outs: a vegetated curb extension that protrudes into the street either mid-block or at an intersection, creating a new curb some distance from the existing curb.
   d. Permeable pavement: a stormwater drainage system that allows rainwater and runoff to move through the pavement's surface to a storage layer below, with water eventually seeping into underlying soil. Types of permeable pavement include pervious concrete, porous asphalt, interlocking concrete pavers, and grid pavers.

The New Jersey Department of Environmental Protection's (NJDEP) New Jersey Stormwater Best Management Practices Manual (BMP manual) provides guidance to address the standards in the Stormwater Management Rules, N.J.A.C. 7:8 (see Tools & Resources, Guidance Documents). The BMP manual has been drafted to assist review agencies and the regulated community. It is developed by NJDEP in coordination with the New Jersey Department of Agriculture, the New Jersey Department of Community Affairs, the New Jersey Department of Transportation, municipal engineers, county engineers, consulting firms, contractors, and environmental organizations.

MILLBURN, NJ CURB BUMP OUT
Photo Credit: New Jersey Future

Key Terms & Definitions

PRIORITY COMMUNITIES:

The term **Priority Communities** refers to categories of underserved and adversely impacted populations. There is a wide range of definitions used to quantify and locate underserved populations developed by agencies and organizations dedicated to social equity by law or mission.

Each county or municipality should evaluate who and where there are concentrations of underserved or marginalized populations based on available data. Below are some of the categories to consider when defining Priority Communities:

1. Minority Concentrations
2. Low-Income Concentrations
3. Other Indicators of Disadvantage:
    a. Female Head of Household with Children
    b. Persons with Limited English Proficiency
    c. Carless Households
    d. Elderly Populations/Children
    e. Persons with Disabilities
    f. Hispanic Populations
    g. Other Ethnic Minorities
    h. Families in Poverty with Children

TRAFFIC CALMING:

The combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior, and improve conditions for non-motorized street users. Traffic calming objectives include:

1. Achieving slow speeds for motor vehicles
2. Reducing collision frequency and severity
3. Increasing the safety and the perception of safety for non-motorized users of the street(s)
4. Reducing the need for police enforcement
5. Enhancing the street environment (e.g., streetscaping)
6. Encouraging water infiltration into the ground using Green Street stormwater infrastructure practices
7. Increasing access for all modes of transportation, and reducing cut-through motor vehicle traffic[25]

TRANSIT AMENITIES:

Include seating, shelter and shade, wayfinding signage, trash and recycling cans, lighting, route information, bike infrastructure (lockers, racks, fix-it stations, depots, bikeshare, etc.).

TRANSPORTATION FACILITY:

A facility consisting of the means and equipment necessary for the movement of people or goods; any road, bridge, tunnel, overpass, ferry, airport, mass transit facility, vehicle parking facility, port facility or similar commercial facility used for the transportation of persons or goods together with any buildings, structures, parking areas, appurtenances, and other property needed to operate such facility; however, a commercial or retail use or enterprise not essential to the transportation of people or goods shall not be considered a transportation facility.

TRANSPORTATION PROJECT:

Any public and/or private land development, project, program, or practice that affects the transportation network or occurs in the public right-of-way, including any construction, reconstruction, retrofit, signalization operations, resurfacing, restriping, rehabilitation, maintenance (excluding routine maintenance that does not change the roadway geometry or operations, such as mowing, sweeping, and spot repair), operations, alteration, and repair of any public street or roadway within a jurisdiction (including alleys, bridges, frontage roads, and other elements of the transportation system).

Complete Streets Checklists

CONCEPT DEVELOPMENT

PRELIMINARY ENGINEERING

CONSTRUCTION

MAINTENANCE

COMPLETE STREETS CHECKLIST **INTRODUCTION**

Ready-to-use checklists are provided for the following:

1. **Concept Development** (municipal/county planner sign-off)
2. **Preliminary Engineering** (municipal/county engineer sign-off)
3. **Construction** (construction official sign-off)
4. **Maintenance** (public works sign-off)

The checklists are practical tools to assist with the implementation of the Complete Streets Policy and should be adopted by the county or municipality either concurrently with the Complete Streets policy or as a separate action within a reasonable timeframe. They have been developed to assist in project selection, project planning, design and development of proposed alternatives, as well as construction and maintenance of publicly funded projects in adherence to the policy. The checklists also include provisions for evaluation of Planning Board, Board of Adjustment and Redevelopment applications, as well as inclusion of green stormwater infrastructure best management practices.

Being in compliance with the policy means that project managers and designers plan for, design, and construct all projects to provide appropriate accommodation for Priority Communities, bicyclists, pedestrians, and transit users of all ages and abilities on roadways, including local, county and state roads.

The checklists apply to all roadway and development projects, and are intended for use during the earliest stages of the Concept Development or Preliminary Engineering phases so that any pedestrian, bicycle, transit accessible, and Green Streets considerations are included in the project budget.

Evaluation of privately funded transportation and development projects should consider the incorporation of Complete Streets facilities, although strict adherence to the policy is not required.

The Project Manager is responsible for completing the Project Development checklist and must work to ensure that the checklist has been completed prior to advancement of a project to Final Design. Each item in the checklist must include an area to provide a brief description for how the item is addressed, not addressed, or not applicable to the Complete Streets policy. Checklists should rearticulate the process for granting exceptions and indicate who is responsible for approving any exceptions before they are granted.

Communities are encouraged to adopt the attached checklists or use them as a guide to create their own. The community should include the language of Adoption of Complete Streets Checklist in its policy to provide a baseline for any future checklists the community may feel the need to create.

USING THE COMPLETE STREETS CHECKLISTS

When completing the checklist, a brief description is required for each "Item to be Addressed" as a means to document that the item has been considered and can include supporting documentation.

Public involvement in Concept Development and transparency throughout project implementation are important to ensure that each project results in Complete Streets on the ground. Checklists should be accessible online and made available to the Complete Streets Advisory Body.

Concept Development Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
EXISTING BICYCLE, PEDESTRIAN AND TRANSIT ACCOMMODATIONS	Are there accommodations for bicyclists, pedestrians (including ADA compliance) and transit users included on or crossing the current facility? **Examples include (but are not limited to):** • Sidewalks • Public seating • Bike racks • Transit shelters				
EXISTING BICYCLE AND PEDESTRIAN OPERATIONS	Has the existing bicycle level of traffic stress and pedestrian suitability on the current transportation facility been identified?				
	Have the bicycle and pedestrian conditions within the study area, including pedestrian and/or bicyclist treatments, volumes, important connections and lighting been identified?				
	Do bicyclists/pedestrians regularly use the transportation facility for commuting or recreation?				
	Are there physical or perceived impediments to bicyclist or pedestrian use of the transportation facility?				

Concept Development Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
EXISTING BICYCLE AND PEDESTRIAN OPERATIONS (CONTINUED)	Have the existing volumes of pedestrian and/or bicyclist crossing activity at intersections including midblock and nighttime crossing been collected/provided?				
EXISTING TRANSIT OPERATIONS	Are there existing transit facilities within the project area, including bus and train stops/stations?				
	Is the transportation facility on a transit route?				
	Is the transportation facility within two miles of "park and ride" or "kiss and go" lots?				
	Are there existing or proposed amenities including pedestrian seating/shelters, bicycle racks or parking available at these lots or transit stations? Are there bike racks on buses that travel along the facility?				
PUBLIC PARTICIPATION	Has there been a clear process for public participation?				
	Are project Concept Development Checklists currently available on-line?				
EXISTING MOTOR VEHICLE OPERATIONS	Are there existing concerns within the study area, regarding motor vehicle safety, traffic volumes/ congestion or access?				

Concept Development Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
EXISTING TRUCK/ FREIGHT OPERATIONS	Are there existing concerns within the study area, regarding truck/ freight safety, volumes, or access?				
EXISTING ACCESS AND MOBILITY	Are there any existing access or mobility considerations, including ADA compliance?				
	Are there any schools, hospitals, senior care facilities, educational buildings, community centers, residences or businesses of persons with disabilities within or proximate to the study area?				
LAND USE	Have you identified the predominant land uses and densities within the study area, including any main street, historic districts or special zoning districts?				
	Is the transportation facility in a high-density land use area that has pedestrian/bicycle/motor vehicle and transit traffic?				
MAJOR SITES	Have you identified the major sites, destinations, and trip generators within or proximate to the study area, including prominent landmarks, employment centers, recreation, commercial, cultural and civic institutions, schools, and public spaces?				

Concept Development Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
EXISTING STREETSCAPE	Are there existing or planned street trees, planters, buffer strips, or other environmental enhancements such as drainage swales within the study area?				
RESURFACING	Can additional road uses be supported and/or safety improved by reconfiguring lanes within the same roadway width? Examples include but not limited to, lane narrowing, lane reconfiguration, lane reduction (road diet), on-street bicycle parking, hi-viz crosswalks, painted curb extension, etc.				
EXISTING PLANS	Are there any comprehensive planning documents that address bicyclist, pedestrian or transit user conditions within or proximate to the study area? **Examples include (but are not limited to):** • School Travel Plans • Municipal or County Master or Redevelopment Plan • Local, County and Statewide Bicycle and Pedestrian Plans • Sidewalk Inventories • MPO Transportation Plan • NJDOT Designated Transit Village				
IMPERVIOUS COVER	Is there an opportunity to remove impervious surface as part of this project?				

Concept Development Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
PRIORITY COMMUNITIES	Does the project area include Priority Communities (as defined by Complete Streets policy)?				
SAFETY	Does the crash history of the study area include injuries and fatalities of all road users?				
STORMWATER MANAGEMENT	Does the project area have a history of flooding? Is the project area in a combined sewer system and subject to combined sewer overflows?				
	Does nonpoint source pollution from the project area generate runoff that flows into a critical water body?				
PUBLIC HEALTH	Does the Community Health Needs Assessment (CHNA) or Community Health Improvement Plan (County Health Department) identify need for health improvements in the project area? Examples include health in safe zones, increases in number/length of walking/ bicycling paths.				

Municipal or County Planner Sign-Off

STATEMENT OF COMPLIANCE	YES	NO	If **NO**, please describe why (refer to Exemptions Clause)
The plan or roadway improvement accommodates bicyclists, pedestrians, transit users of all ages and abilities, and addresses the related public health, Priority Communities, and environmental goals as set forth in [municipality/ county] Complete Streets Policy.			

Preliminary Engineering Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
BICYCLIST, PEDESTRIAN, AND TRANSIT ACCOMMODATIONS	Does the proposed project design include accommodations for bicyclists described in the NJDOT Complete Streets Design Guide? **Examples include (but are not limited to):** **Bicycle facilities:** • Bicycle path/bicycle lane/ bicycle route/bicycle boulevard • Bicycle actuation at signals (loop detectors and stencil or other means) • Signs, signals and pavement markings specifically related to bicycle operation on roadways or shared-use facilities • Bicycle safe inlet grates **Bicycle amenities:** • Call boxes (for trail or bridge projects) • Drinking fountains (also for trail projects) • Secure long term bicycle parking (e.g., for commuters and residents) • Secure short-term bicycle parking				

Preliminary Engineering Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
BICYCLIST, PEDESTRIAN, AND TRANSIT ACCOMMODATIONS (CONTINUED)	Does the proposed project design address accommodations for pedestrians? **Examples include (but are not limited to):** **Pedestrian facilities:** Sidewalks (preferably on both sides of the street); mid-block crosswalks; striped crosswalks; geometric modifications to reduce crossing distances such as curb extensions (bulb-outs); pedestrian-actuated traffic signals such as High Intensity Activated Crosswalk Beacons, Rapid Rectangular Flashing Beacons; dedicated pedestrian phase; pedestrian signal heads and pushbuttons; pedestrian signs for crossing and wayfinding, lead pedestrian intervals; high visibility crosswalks (e.g., ladder or zebra); pedestrian-level lighting; in-road warning lights; pedestrian safety fencing; pedestrian detection system; pedestrian overpass/ underpass; and median safety islands for roadways with (two or more traffic lanes in each direction) **Pedestrian amenities:** Shade trees; public seating; drinking fountains				

Preliminary Engineering Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
BICYCLIST, PEDESTRIAN, AND TRANSIT ACCOMMODATIONS (CONTINUED)	Have you coordinated with the corresponding transit authority to accommodate transit users in the project design? Transit facilities: Transit shelters, bus turnouts Transit amenities: public seating, signage, maps, schedules, trash and recycling receptacles				
BICYCLIST AND PEDESTRIAN OPERATIONS	Is the proposed design consistent with the desired future bicyclist and walking plans (e.g., Master Plan/ Elements) within the project area including safety, volumes, comfort and convenience of movement, important walking and/or bicycling connections, and the quality of the walking environment and/or availability of bicycle parking?				
TRANSIT OPERATIONS	Does the proposed design address the desired/anticipated future transit conditions within the project area, including bus routes and operations and transit station access to support transit usage and users?				

Preliminary Engineering Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
MOTOR VEHICLE OPERATIONS	Does the proposed design address the desired future motor vehicle conditions within the project area, including volumes, access, important motor vehicle connections, appropriateness of motor vehicle traffic to the particular street (e.g., local versus through traffic) and the reduction of the negative impacts of motor vehicle traffic?				
TRUCK/FREIGHT OPERATIONS	Does the proposed design address the desired future truck conditions within the project area, including truck routes, volumes, access, mobility and the reduction of the negative impacts of truck traffic?				
ACCESS AND MOBILITY	Does the proposed design address accommodations for those with access or mobility challenges such as the disabled, elderly, and children, including ADA compliance? **Examples include (but are not limited to):** Curb ramps, including detectable warning surface; accessible signal actuation; adequate sidewalk or paved path (length & width or linear feet); acceptable slope and cross-slope (particularly for driveway ramps over sidewalks, over crossings and trails); and adequate green signal crossing time				

Preliminary Engineering Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
LAND USE	Is the proposed design compatible with the predominant land uses and densities within the project area, including any historic districts, main streets, or special zoning districts?				
MAJOR SITES	Can the proposed design support the major sites, destinations, and trip generators within or proximate to the project area, including prominent landmarks, commercial, cultural and civic institutions, and schools, public spaces?				
STREETSCAPE	Does the proposed design include landscaping, street trees, planters, buffer strips, or other environmental enhancements such as drainage swales?				
DESIGN STANDARDS OR GUIDELINES	Does the proposed design follow all applicable design standards or guidelines appropriate for bicycle and/or pedestrian facilities? **Examples include (but are not limited to):** American Association of State Highway and Transportation Officials (AASHTO) – *A Policy on Geometric Design of Highway and Streets*, *Guide for the Development of Bicycle Facilities*, *Guide for the Planning, Design, and Operation of Pedestrian Facilities*; *Public Right-of-Way Accessibility Guide* (PROWAG);				

Preliminary Engineering Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
DESIGN STANDARDS OR GUIDELINES (CONTINUED)	*Manual on Uniform Traffic Control Devices* (MUTCD); *Americans with Disabilities Act Accessibility Guidelines* (ADAAG); National Association of City Transportation Officials (NACTO) — *Urban Bikeway Design Guide; Urban Streets Stormwater Guide*; New Jersey Department of Transportation (NJDOT) — *Complete Streets Design Guide; Roadway Design Manual; Smart Transportation Guidebook*. Rutgers University — *Green Infrastructure Guidance Manual*; ITE — *Designing Walkable Urban Thoroughfares*				
SAFETY	Does the proposed project design include elements from the FHWA Proven Safety Countermeasures? Examples include, but are not limited to, road diets, medians and pedestrian islands, lead pedestrian intervals, etc.				
STORMWATER MANAGEMENT	Has an impervious cover assessment been performed and have impervious surface areas been minimized while meeting engineering standards and guidelines?				

Preliminary Engineering Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
STORMWATER MANAGEMENT (CONTINUED)	Has an impervious cover reduction action plan been completed for the project area, and does the project design include elements to reduce the impacts of stormwater runoff from impervious surfaces? **Examples include (but are not limited to):** • Bioretention and rain gardens • Bioswales • Stormwater planters • Tree filter boxes				

Preliminary Engineering Sign-Off

STATEMENT OF COMPLIANCE	YES	NO	If **NO**, please describe why (refer to Exemptions Clause)
The plan or roadway improvement accommodates bicyclists, pedestrians, transit users of all ages and abilities, and addresses the related public health, Priority Communities, and environmental goals as set forth in [municipality/ county] Complete Streets Policy.			

Construction Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
MAINTENANCE OF TRAFFIC	During construction, will safe access be maintained for all users, including pedestrians, bicyclists, transit users, and delivery vehicles?				
DETOURS	Will detour routes for all users on site or nearby be provided and clearly marked, including advanced warning signs?				

Construction Official Sign-Off

STATEMENT OF COMPLIANCE	YES	NO	If **NO**, please describe why (refer to Exemptions Clause)
The plan or roadway improvement accommodates bicyclists, pedestrians, transit users of all ages and abilities, and addresses the related public health, Priority Communities, and environmental goals as set forth in [municipality/ county] Complete Streets Policy.			

Maintenance Checklist

ITEM TO BE ADDRESSED	CHECKLIST CONSIDERATION	YES	NO	N/A	REQUIRED DESCRIPTION
STREET CLEANING	Does the street cleaning include the shoulder or roadway to the curb?				
	Are the sidewalks cleaned on a regular basis?				
SNOW REMOVAL	Does snow plowing block or push snow into crosswalks, blocking clear access?				
	Does the Municipality or County shovel out crosswalks or enforce residential requirements to clean snow from the crosswalk right of way?				
RE-STRIPING	Can additional road uses be supported and/or safety improved by reconfiguring lanes within the same roadway width? **Examples include (but are not limited to):** • Lane narrowing • Lane reconfiguration • Lane reduction (road diet) • On-street bicycle parking • High-visibility crosswalks • painted curb extension, etc.				
STORMWATER MANAGEMENT	Does the maintenance plan include procedures to unobstruct drainage (e.g., inlets, curb-cuts, grates, etc.) into the green infrastructure facility? Has landscaping been maintained?				

Maintenance/Public Works Sign-Off

STATEMENT OF COMPLIANCE	YES	NO	If **NO**, please describe why (refer to Exemptions Clause)
The Municipality or County roadway maintenance and snow removal plan accommodates bicyclists, pedestrians, and stormwater management installations as set forth in [municipality/county] Complete Streets Policy.			

Tools & Resources

ORGANIZATIONS

GUIDANCE DOCUMENTS

BENCHMARKING TOOLS

TOOLS & RESOURCES INTRODUCTION

The Tools & Resources section is intended to provide a sampling of information and data sources useful in both policy development and implementation. Although important national resources are included, the lists features many New Jersey government and nonprofit sources. The lists are not intended to be exhaustive, but represent a set of trusted sources that will be helpful to municipal and county governments in advancing Complete Streets.

Tools & Resources has three sections:

- **Organizations**

  These organizations are excellent Complete Streets resources for additional information and supporting materials, fact sheets, plans and reports, as well as programs, training, technical assistance and funding. The list includes both national and state government agencies and nonprofit organizations, along with a brief description of each. It also includes organizations represented in the Complete Streets Working Group. The descriptions include only a sampling of the programs and materials offered. Visit each organization's website to see the full range of resources offered.

- **Guidance Documents**

  Guidance documents include the engineering and design guides referenced in the Complete Streets Policy & Guide and Checklists, as well as additional sources of information on Complete Streets and Green Streets. Be sure to visit the organizations' and agencies' websites for additional resources.

- **Benchmarking Tools**

  This section lists examples of trusted resources and tools that can be used to aid in decision-making. track progress, and maintain transparency and accountability. This is not an exhaustive list, but a few easy-to-use New Jersey and national resources to help with benchmarking.

ORGANIZATIONS

NATIONAL

- ChangeLab Solutions

  ChangeLab Solutions creates innovative laws and policies to ensure everyday health for all, whether that's providing access to affordable, healthy food and beverages, creating safe opportunities for physical activity, or ensuring the freedom to enjoy smoke-free air and clean water.

- National Complete Streets Coalition (NCSC)

  NCSC, a program of Smart Growth America, is a non-profit, non-partisan alliance of public interest organizations and transportation professionals committed to the development and implementation of Complete Streets policies and practices, offering a wealth of useful resources.

- Vision Zero Network

  The Vision Zero Network is a collaborative campaign helping communities reach their goals of Vision Zero — eliminating all traffic fatalities and severe injuries — while increasing safe, healthy, equitable mobility for all.

STATE

- AARP New Jersey

  AARP New Jersey recognizes the importance of Complete Streets for seniors. New Jersey's website highlights AARP happenings, events, and volunteer opportunities in New Jersey's towns.

  — Livable Communities Initiative

- American Heart Association

  The American Heart Association is a leading force for a world of longer, healthier lives. With nearly a century of lifesaving work, the Dallas-based association is dedicated to ensuring equitable health for all. We are a trustworthy source empowering people to improve their heart health, brain health and well-being. We collaborate with numerous organizations and millions of volunteers to fund innovative research, advocate for stronger public health policies and share lifesaving resources and information.

- Bicycle Coalition of Greater Philadelphia

  Through advocacy and education, the Bicycle Coalition leads the movement to make bicycling a safe and fun way for anyone to get around in Greater Philadelphia, and provides a model for effective advocacy and innovation.

- New Jersey Bike & Walk Coalition (NJBWC)

  NJBWC is the only state-wide advocacy organization for bicyclists and pedestrians in New Jersey. The Coalition's website includes an NJBWC Blog, which features news and informative articles about bicycle and pedestrian issues, achievements, events, and legislation in New Jersey.

  — NJBWC Blog

- New Jersey Conservation Foundation (NJCF)

  The NJCF is a private not-for-profit organization with a mission to preserve land and natural resources throughout New Jersey for the benefit of all.

- Jersey Water Works

  Jersey Water Works is a collaborative effort of many diverse organizations and individuals who embrace the common purpose of transforming New Jersey's inadequate water infrastructure by investing in sustainable, cost-effective solutions that provide communities with clean water and waterways, healthier, safer neighborhoods, local jobs, flood and climate resilience, and economic growth.

- New Jersey Future

  Founded in 1987, New Jersey Future is a nonprofit, nonpartisan organization that promotes sensible growth, redevelopment and infrastructure investments to foster vibrant cities and towns, protect natural lands and waterways, enhance transportation choices, provide access to safe, affordable and aging-friendly neighborhoods and fuel a strong economy. The organization does this through original research, innovative policy development, coalition-building, advocacy, and hands-on strategic assistance.

  — Mainstreaming Green Infrastructure Program

ORGANIZATIONS

- New Jersey Healthy Communities Network (NJHCN)

  The NJHCN Community Grants Program brings together local, regional and statewide leaders to support communities in developing healthy environments for people to live, work, learn and play.

- Metropolitan Planning Organizations (MPOs)

  MPOs are federally-mandated and federally-funded transportation organizations that plan transportation improvements from a regional and local perspective, oversee investment of federal funds, and serve as a forum for achieving regional consensus. New Jersey has three MPOs:

  — North Jersey Transportation Planning Authority (NJTPA)

  NJTPA serves the 13-county northern New Jersey region, including Bergen, Essex, Hudson, Hunterdon, Middlesex, Monmouth, Ocean, Morris, Passaic, Somerset, Sussex, Union, and Warren.

  — Delaware Valley Regional Planning Commission (DVRPC)

  DVRPC serves as the regional planning agency for the 9-county, bi-state Greater Philadelphia region, including Burlington, Camden, Gloucester, and Mercer.

  — South Jersey Transportation Planning Authority (SJTPO)

  SJTPO is the Metropolitan Planning Organization covering Atlantic, Cape May, Cumberland, and Salem Counties in southern New Jersey.

- Passaic County

  The Green Stormwater Infrastructure Element of the Passaic County Master Plan is designed to enable the County to implement a comprehensive strategy for stormwater management based on widespread application of Green Stormwater Infrastructure (GSI) and Low Impact Development (LID) strategies.

- Rails-to-Trails Conservancy

  Rails-to-Trails Conservancy is a nonprofit organization dedicated to creating a nationwide network of trails from former rail lines and connecting corridors to build healthier places for healthier people.

  — New Jersey Rails-to-Trails

- Rutgers University — Voorhees Transportation Center (VTC), Bloustein School of Planning & Public Policy

  VTC is a national leader in the research and development of innovative transportation policy and is located within the Edward J. Bloustein School of Planning and Public Policy at Rutgers University. VTC's programs are a primary source of information.

  — New Jersey Bicycle & Pedestrian Resource Center (BPRC)

  The BPRC assists public officials, transportation and health professionals, and the public in creating a safer and more accessible walking and bicycling environment through primary research, education, and dissemination of information about Best Practices in policy and design.

  — New Jersey Safe Routes to School Resource Center (NJSRTS)

  NJSRTS is a statewide initiative to enable and encourage students to safely walk and bicycle to school. The NJSRTS website has extensive resources about Best Practices in policy and design, training and educational programs and much more.

  — New Jersey Land Use and Transit Oriented Development (NJTOD)

  The NJTOD Newsletter is designed to keep municipal officials, planners, and advocates up-to-date on the potential for development and redevelopment around transit stations.

ORGANIZATIONS

- Rutgers University — Water Resources Program, Agricultural Experiment Station Cooperative Extension

  The Water Resources Program is an award-winning. state-wide program dedicated to solving New Jersey's water resources issues.

- Sustainable Jersey

  Sustainable Jersey is a nonprofit organization that provides tools, training and financial incentives to support communities as they pursue sustainability programs.

  — Municipal Certification Program

  — Sustainable Jersey for Schools Program

- New Jersey Transportation Management Organizations (TMAs)

  TMAs are non-profit organizations that work with businesses, commuters, county and local governments, Metropolitan Planning Organizations, and state agencies to implement programs that reduce traffic congestion, improve walking and bicyling environments, and air quality. There are 8 TMAs that cover New Jersey:

  — Cross County Connection TMA

  — EZ Ride TMA

  — goHunterdon TMA

  — Greater Mercer TMA

  — Hudson TMA

  — Keep Middlesex Moving TMA

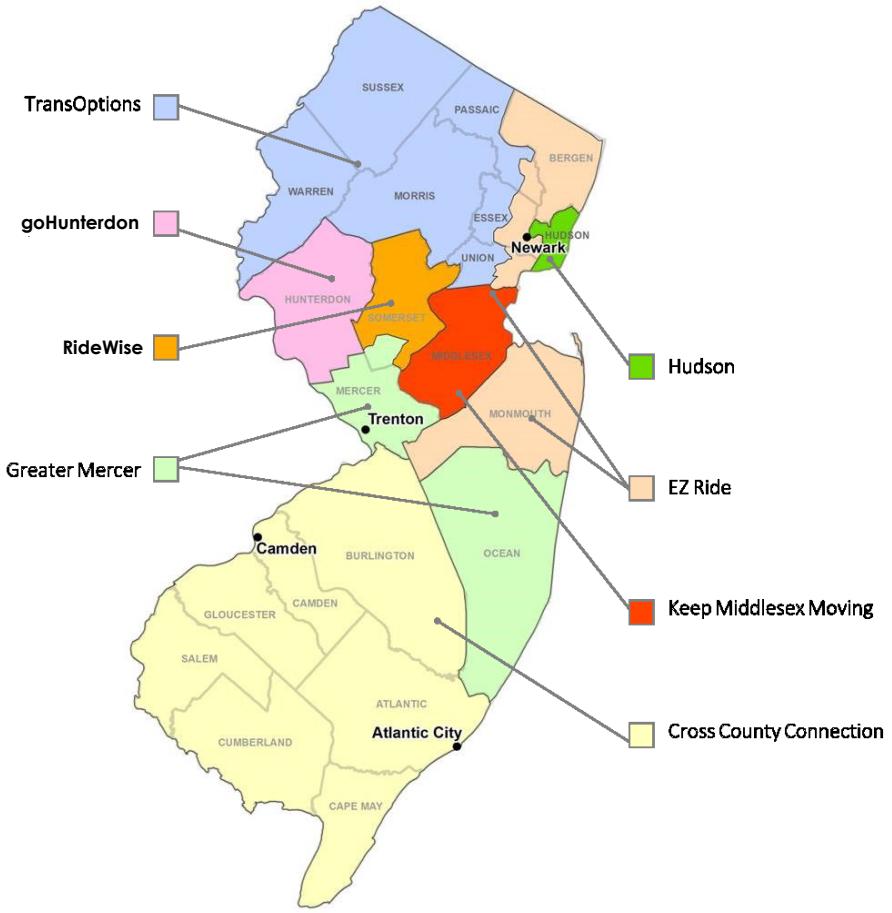
  — RideWise TMA

  — TransOptions TMA

- Tri-State Transportation Campaign (TSTC)

  TSTC is an advocacy organization dedicated to reducing dependency on automobiles by improving the quality of public transportation, decreasing greenhouse gas emissions caused by transportation, and advocating for safer, greener, equitable street design in New Jersey, New York, and Connecticut.

Map of TMA Locations Throughout NJ



ORGANIZATIONS

STATE GOVERNMENT

- New Jersey Department of Community Affairs (DCA)

  The DCA is a state agency created to provide administrative guidance, financial support, and technical assistance to local governments, community development organizations, businesses, and individuals to improve the quality of life in New Jersey.

  — Main Street New Jersey

- New Jersey Department of Environmental Protection (NJDEP)

  NJDEP administers a wide range of environmental, historic and natural resource protection and conservation programs. The Agency is responsible for overseeing compliance with land use, historic preservation, and other environmental regulations; manages state parks, forests and natural areas; and, provides funding for land acquisition and other initiatives related to conservation, farmland preservation, environmental and historic resource protection, and recreation.

- New Jersey Department of Transportation (NJDOT)

  NJDOT has been recognized as a national leader for advancing Complete Streets policies, which promote safety for pedestrians, bicyclists and other users of New Jersey roadways.

  — Complete Streets

  — Highway Safety – Pedestrian and Bicycle Safety

  — Local Aid and Economic Development – State Aid Programs

  Municipalities with Complete Streets Policies are given extra points on grant applications

  — Transit Village Initiative

- New Jersey Transit (NJ TRANSIT)

  NJ TRANSIT is New Jersey's public transportation corporation. Its mission is to provide safe, reliable, convenient and cost-effective transit service, and plays a key role in the creation and maintenance of livable and sustainable communities in New Jersey.

  — Transit Friendly Land Use

- New Jersey Department of Health (NJDOH)

  The NJDOH is a state agency with a mission to foster accessible and high-quality health and senior services to help all people in New Jersey achieve optimal health, dignity, and independence.

  — Nutrition and Fitness

  — New Jersey State Health Assessment Data (NJSHAD) (See Benchmarks)

- New Jersey Department of Law and Public Safety (NJL&PS)

  The NJL&PS, under the Office of the Attorney General, is a state agency that houses the Division of Highway Traffic Safety (DHTS). DHTS develops state highway safety plans and coordinates the funding for state and local projects to reduce the incidence of traffic crashes and their resulting deaths and injuries.

  — Division of Highway Traffic Safety (DHTS), Pedestrian/Bicycle Safety

GUIDANCE DOCUMENTS

NATIONAL

- American Association of State Highway and Transportation Officials (AASHTO)
  - Center for Environmental Excellence by AASHTO: Environmental Justice

  The following guides are available for purchase from the AASHTO store:
  - A Policy on Geometric Design of Highways and Streets, 7th Edition, 2018
  - Guide for the Development of Bicycle Facilities, 4th Edition, 2012 (scheduled for update in 2019)
  - Guide for the Planning, Design, and Operation of Pedestrian Facilities, 1st Edition, 2004
- Government Alliance on Race and Equity
  - Racial Equity Toolkit, An Opportunity to Operationalize Equity, 2016
- Institute of Transportation Engineers (ITE)
  - Curbside Management Practitioner's Guide, 2018
  - Designing Walkable Urban Thoroughfares: A Context Sensitive Approach, 2010
- National Association of City Transportation Officials (NACTO)

  The following NACTO guides are available from their website:
  - Transit Street Design Guide, 2016
  - Urban Bikeway Design Guide, 2011
  - Urban Street Design Guide, 2013
  - Urban Street Stormwater Guide, 2017
- National Complete Streets Coalition
  - Dangerous By Design, 2019
- National Park Service
  - Historic Preservation Standards and Guidelines
- U.S. Department of Transportation, Federal Highway Administration (FHWA)
  - Bicycle Safety Guide and Countermeasure Selection System, 2014
  - Incorporating On-Road Bicycle Networks into Resurfacing Projects, 2015
  - Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) 2009 Edition
  - Pedestrian Safety Guide and Countermeasure Selection System, 2013
  - Proven Safety Countermeasures, 2017
  - Separated Bike Lane Planning and Design Guide, 2015
- U.S. Access Board
  - Proposed Public Rights-of-Way Accessibility Guideline (PROWAG), 2011
- U.S. Department of Justice
  - ADA Standards for Accessible Design, 2010

STATE

- New Jersey Department of Transportation (NJDOT)
  - Bicycle & Pedestrian Master Plan, 2016
  - Bicycle Safety Action Plan & Toolbox, 2016
  - Complete Streets Design Guide, 2017
  - Guide to Creating a Complete Streets Implementation Plan, 2012
  - Making Complete Streets a Reality: A Guide to Policy Development, 2011
  - Pedestrian Safety Action Plan & Toolbox, 2014

GUIDANCE DOCUMENTS

- Roadway Design Manual, 2015
- School Zone Design Guide, 2014
- Smart Transportation Guidebook, 2008

- New Jersey Department of Environmental Protection
  - Stormwater Best Management Practices

- New Jersey Future
  - Green Infrastructure Municipal Toolkit, 2018
  - Developers' Green Infrastructure Guide, 2017

- North Jersey Transportation Planning Authority (NJTPA)
  - Public Engagement Toolkit

- Passaic County
  - Green Stormwater Infrastructure Element of the Passaic County Master Plan, June 2018

- Rutgers University
  - Green Infrastructure Guidance Manual, 2015

- Tri-State Transportation Campaign (TSTC)
  - New Jersey Complete Streets Liability Primer

BENCHMARKING TOOLS

Health, Equity and Environment

- Conservation Blueprint provides maps detailing land priorities for farms, habitat, water, and people. Hosted by the NJ Conservation Foundation and displayed on Rowan University's NJ MAP site, the tool provides a living blueprint of lands to be protected in the next few decades.
- EJSRCREEN: Environmental Justice Screening and Mapping Tool is an approach that combines environmental and demographic indicators in maps and reports, comparing environmental and human health risks borne by populations identified by race, national origin or income. Hosted by the U.S. Environmental Protection Agency, the tool provides user-friendly screening-level information and high-quality data.
- NJ State Health Assessment Data (NJSHAD) system provides on-demand access to public health datasets, statistics, and information on communities and the health status of New Jerseyans. Housed at the NJDOH, information includes data on air and water quality, injury, obesity, physical activity, heat-related illness, mental health, etc. Website tools include building Community Health Profiles and Health Indicator Reports.
- Opportunity 360 uses cross-sector data, community engagement, and measurement tools to offer a wide range of data about the opportunity pathways and outcomes of a neighborhood. Hosted by the national non-profit Enterprise Community Partners, Inc., the tools allow users to enter an address to instantly see where a neighborhood ranks on key measures of opportunity, including affordable housing, education, access to jobs, transportation, healthy food, and safe green spaces for kids to play, as well as air quality.
- Equity Through Access (ETA) is a project of the Delaware Valley Regional Planning Commission (DVRPC) that engaged stakeholders to identify unmet needs and service gaps and recommend innovative transportation access solutions. As part of the ETA project DVRPC created an interactive web-based toolkit for users to explore relationships between transportation access, opportunity, and equity.

Demographics and Land Use

- American Fact-Finder provides access to data from several censuses and surveys, including the Decennial Census, the American Community Survey, the American Housing Survey, and the Economic Census. Hosted by the U.S. Census Bureau, the fact-finder tool offers an easy way to access and use key demographic and economic data at the county, city, zip code, and tract levels.
- New Jersey Land Use + Transit Data Application allows users to map, report, and download a range of land use, travel, public transit, demographic, and real estate development data. The Data Application was developed by the Voorhees Transportation Center and Office of Research Analytics at Rutgers University, in partnership with NJTRANSIT and the North Jersey Transportation Planning Authority.

Economic

- Transportation Cost-Savings Calculators on the Mobility Lab website include Return on Investment and Trip Reduction Impacts calculators to help evaluate specific worksite or area-wide programs.

Crash Data

- NJ Department of Transportation (NJDOT) Crash Statistics, Crash Rates, and Crash Summary Reports can be retrieved from the NJDOT website. NJDOT captures data from the New Jersey Police Crash Investigation Report forms (NJTR-1). Raw crash records can also be retrieved in comma-delimited format from the website.
- NJ State Police Fatal Accident Statistics provides statistics about Fatal Accidents in the state of New Jersey, as recorded by the New Jersey State Police.
- Safety Voyager is a software application designed to provide a quick and easy visual perspective of crash data. Hosted by NJDOT, the tool shows a comparative view of crashes within a defined area, municipality or county. A password is required and can be obtained by staff of federal, state and local government agencies only.

BENCHMARKING TOOLS

Data Collection

- National Bicycle and Pedestrian Documentation Project is an annual bicycle and pedestrian count and survey effort sponsored by the Institute of Transportation Engineers in order to provide a consistent data collection for use by planners, governments, and bicycle and pedestrian professionals. Forms with detailed instructions on conducting bicycle and pedestrian counts are available and data can be shared on a national database.
- Student Arrival and Departure Tallies track the number of children walking and biking to and from school. The results provide valuable information such as estimating traffic congestion and environmental issues, understanding school traffic patterns, etc. Through federal funding by the NJDOT, the NJ Safe Routes Resource Center will tabulate and return tally results for all New Jersey schools.
- Travel Monitoring, Pedestrian and Bicycle Counts is an ongoing program to collect bicycle and pedestrian counts on roadways and trails throughout the Delaware Valley Regional Planning Commission region, which includes both New Jersey and Pennsylvania.

BLOOMFIELD AVE, MONTCLAIR, NJ
Photo Credit: saferoutesnj.org

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COMPLETE STREETS WORKING GROUP