

**AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 2, SUBSECTION
61, PEDESTRIAN SAFETY ADVISORY BOARD OF THE REVISED GENERAL
ORDINANCES OF THE TOWNSHIP OF WEST ORANGE ESTABLISHING A
COMPLETE AND GREEN STREETS ADVISORY COMMITTEE AND CREATING A
COMPLETE AND GREEN STREETS POLICY**

ORDINANCE No. 2025-XX

WHEREAS, safe, convenient, accessible, equitable, healthy, and environmentally and economically beneficial transportation for all users is a priority of the **Township of West Orange** and

WHEREAS, Complete and Green 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 roadway users of all ages and abilities; and

WHEREAS, The **Township of West Orange** established a Complete Streets Policy by adopting Resolution No. 13-02 executed by Planning Board Secretary on the 9th day of July 2013; and

WHEREAS, the Mayor and Council wishes to amend and add to its Complete Streets policy with a new Complete and Green Streets Policy to allow for safe, accessible, and convenient travel, reducing serious injuries and fatalities for all users of the roadway; and

WHEREAS, “all users” include motorists, bicyclists, pedestrians, public transportation vehicles and their passengers, delivery trucks and movers of commercial goods, persons with disabilities, older adults, and residents of Priority Communities; and

WHEREAS, Complete and Green Streets allows for multiple modes of travel, aside from personal automobiles, so that those who are unable to drive, who cannot afford a car, or choose to reduce their car usage may travel by transit, by bicycle, or on foot safely; and

WHEREAS, Complete and Green Street policies support the goals of the **Township of West Orange** master plan and supporting elements; and

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

WHEREAS, traffic crashes are preventable and the only acceptable number of traffic deaths for the **Township of West Orange** is zero; and

WHEREAS, Complete Streets that incorporate sustainable Green Streets design elements, such as green stormwater infrastructure, 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 and Green 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; and

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

WHEREAS, Complete and Green 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, 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 — 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, 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; and

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

WHEREAS, the Complete and Green Streets policy applies to new, reconstruction, retrofit, and resurfacing projects, including design, planning, construction, maintenance and operations, for the entire right-of-way; 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 ORDAINED by the Mayor and Council of the Township of West Orange, State of New Jersey, that Chapter 2-61: “Pedestrian Safety Advisory Board” of the Township’s Revised General Ordinances is hereby amended and supplemented to include “Complete and Green Streets Policy” and adopts the Complete and Green Streets Policy attached hereto, and made part of this Ordinance as follows:

2-61.7-West Orange Complete and Green Streets Policy

Township of West Orange shall develop an integrated and connected multimodal transportation system of Complete and Green Streets that serve all neighborhoods and populations. Towards this end:

1. All transportation projects shall result in Complete and Green 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, pedestrians, public transportation vehicles and their passengers, delivery trucks and movers of commercial goods 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, and improve personal safety through increasing the number of people walking and bicycling.
 - 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 **Mayor**, and the **Municipal Engineer and Planner** shall routinely work in coordination with each other and adjacent jurisdictions, and any relevant advisory committees/teams, to implement Complete and Green Streets and to ensure consistency with the **Municipal** 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 **Council** 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 **Council** 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
 - c. Shade trees and other vegetation
 - d. Rain gardens
 - e. Bioswales
 - f. Permeable pavements — including those made from recycled materials such as rubber, concrete, glass, and plastic.
 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 **Council** 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 **Mayor** shall lead the implementation of this Policy and formally coordinate with the **Director of Planning, Municipal Engineer, Economic Development Commission, Downtown West Orange Alliance, Public Works, Director of Health, etc.** with advice and input from **Planning Board, Zoning Board, Pedestrian Safety Advisory Board, Land Use Committee, Environmental Commission, etc.** to set benchmarks to ensure the successful implementation of the Complete and Green Streets Policy including in Priority Communities consistent with Environmental Justice principals.

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: Environmental justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income, with respect to the development, implementation, and enforcement of environmental laws, regulations, and policies. 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 rights-of-way 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.

Green Street Stormwater Infrastructure Practices: Includes types of green infrastructure techniques used to manage stormwater, including but not limited to:

1. Street tree trenches/boxes: utilize soil, gravel, and plants to infiltrate and filter stormwater runoff from impervious surfaces
2. Bioswales: shallow channels that convey, slow down, and infiltrate stormwater runoff.

3. 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.
4. 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.

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.

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 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 Underserved and Adversely Impacted Populations:
 - 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

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).

Public Participation

1. The **Mayor** shall establish a Complete and Green Streets Advisory Committee to help the **Township of West Orange** comply with the Complete and Green Streets Ordinance and to provide ongoing feedback to the **Municipality** related to the implementation of the Complete and Green Streets Ordinance. The Complete and Green Streets Advisory Committee shall consist of a broad group of stakeholders including:
 - a. **Municipal** 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
 - n. Community Members, including Persons with Disabilities, Senior and Youth Organizations, Persons Representing Priority Communities

- o. EZ Ride, Regional Transportation Management Association
- p. Pedestrian Safety Advisory Board.

Beginning with the planning stage, **Township of West Orange** 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.

Exceptions

1. A transportation project may not be required to accommodate the needs of a particular user group if the ***Council's representative*** 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 and Green Streets Policy significantly outweigh the benefits
 - e. In New Jersey, relatively few roads are closed to bicycle traffic. However, toll roads and some freeways, including interstates, are closed to bicyclists
 - f. Wetlands on both sides of a narrow roadway could pose a significant environmental constraint, preventing the construction of separated and adjacent bicycle facilities. If so, other accommodations should be explored to improve safety for bicyclists, for example, adding "sharrows" or identifying alternative convenient bike routes.
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** to the ***Council*** 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 ***Council***, and the written approval is made publicly available.

Program Reporting

1. The **Land Use Board for Planning and Zoning** shall establish benchmarks reflecting the ability of all users to travel safely and conveniently along highways, roads and streets.
2. Each such **Land Use Board for Planning and Zoning** shall also develop plans and set benchmarks to ensure the successful implementation of the Complete and Green Streets policy in Priority Communities consistent with Environmental Justice principals. On or before of each **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 and Green Streets policy including in Priority Communities.
3. Each such **Land Use Board for Planning and Zoning** shall assign appropriate responsibility to collect and monitor data under municipal jurisdiction, including in Priority Communities, to determine compliance with the **Township's** 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 and existing street trees
 - e. Number of green street practices (e.g., rain gardens, bioswales, permeable pavement)
 - f. Number of new and existing 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
4. All benchmarks established by the **Township of West Orange** shall be disaggregated by race/ethnicity, neighborhood, and vehicle ownership when feasible.
5. Each such **Land Use Board for Planning and Zoning** shall provide a report on an annual basis to the **Council** to allow them 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 and Green 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.

Adoption of Complete and Green Streets Checklists

1. The ***Land Use Board for Planning and Zoning*** shall develop and adopt one or more Complete and Green 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 and Green 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 ***Land Use Board for Planning and Zoning*** shall be responsible for completing the checklists and/or reviewing the checklists.
5. A Complete and Green 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 and Green Street checklists shall be made accessible online and available to the Complete and Green Streets Advisory Body.

Effective Date

The Complete and Green Streets policy shall take effect on **February 11, 2025** provided that it shall not apply to any transportation project for which a preliminary design has been completed on or before **December 31, 2024**.

NOW THEREFORE, BE IT RESOLVED, the **Township of West Orange** adopts the Complete and Green Streets Policy attached hereto, and made part of this Ordinance;

NOW, THEREFORE, be it resolved that the Mayor and Municipal Council adopts the attached Complete Streets Policy, goals and objectives.

BE IT FURTHER ORDAINED, that the remainder of Chapter 2 shall remain unchanged.

BE IT FURTHER ORDAINED, that any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict.

BE IT FURTHER RESOLVED that a copy of this Resolution be published in the West Orange Chronicle within ten (10) days of its approval as required by State Statute.

Karen J. Carnevale, Municipal Clerk

Joe Krakoviak, Council President

Susan McCartney, Mayor

Introduced:

Adopted:

LEGISLATIVE HISTORY

This Ordinance amends and supplements Chapter 2-61: “Pedestrian Safety Advisory Board” of the Township’s Revised General Ordinances to include to create a complete and green streets advisory committee and amending a complete and green streets policy. This policy provides the Township with a strong and effective strategy for achieving Complete and Green Streets.

The complete green streets policy provides the Township the opportunity to meet the criteria needed to gain recognition and apply for grant funds.

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 • Signalized or protected crosswalks • Pedestrian-scale lighting • Multi-use trails • 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?				
	Are there multi-use trails in the area that can be connected to this transit center/bus stop/network/area?				
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?				
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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, high visibility 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 • Local, County and Regional Trail 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)?				
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 the [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)	Have you coordinated with the corresponding transit authority to accommodate transit users in the project design? <u>Transit facilities</u>: transit shelters, bus turnouts <u>Transit amenities</u>: public seating, signage, maps, schedules, trash and recycling receptacles				
BICYCLIST AND PEDESTRIAN OPERATIONS	Is the proposed design consistent with the desired future bicycling, walking and trail 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) – <i>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);</i>				

Preliminary Engineering Checklist

item to be addressed	checklist consideration	yes	no	n/a	required description
DESIGN STANDARDS OR GUIDELINES (continued)	<i>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</i>				
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				
Municipal or County Engineer 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 the [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.			