



TOWN OF IPSWICH
Select Board
25 Green Street
IPSWICH, MASSACHUSETTS 01938

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TOWN OF IPSWICH
COMPLETE STREETS POLICY

Adopted by the Select Board on June 4, 2018

Vision and Purpose:

Ipswich has a history of planning, designing and building transportation infrastructure with all users in mind. Goals of Ipswich's 2003 Community Development Plan include providing a variety of transportation choices, including for non-motorized travel options, by developing new paths and trails, connecting existing paths and trails, and making roadways and intersections more pedestrian, bicyclist and motorist friendly, all in ways that are compatible with the Town's character. The Town recognizes the importance of improving its transportation network and embraces the Complete Streets program as a means for achieving this goal. The purpose of this Policy is to articulate how the Town seeks to embrace Complete Streets.

Complete Streets are designed and operated to provide safe and accessible accommodations for all users of the Town's roadways and travel systems. The implementation of Complete Streets principles contributes toward the safety, health, economic viability, and quality of life in Ipswich by improving the pedestrian, bicyclist and vehicular environments and providing accessible and efficient connections between home, school, work, recreation, civic and retail destinations throughout the community. The purpose of the Town's Complete Streets policy, therefore, is to accommodate all users by creating a transportation network that meets the needs of residents and visitors who utilize a variety of transportation modes.

The intent of the Ipswich Select Board is to consider, and to strongly recommend others to consider, as a matter of practice, the implementation of Complete Streets elements during the planning and design of all transportation-related projects. This Policy shall move decision-makers to consistently plan, design, and construct capital projects to accommodate all anticipated users insofar as practicable.

Complete Streets Scope:

The Town recognizes the needs of users of various modes of transportation systems, including, but not limited to, pedestrians, bicyclists, transit riders, horseback riders, and motorists of varying ages and physical and cognitive abilities, users of wheelchairs or other power-driven mobility devices, as well as operators of passenger, commercial and emergency vehicles.

The Town views its transportation capital projects as potential opportunities to apply Complete Streets design principles. The Town will, to the maximum extent practicable, design, construct, maintain, and operate all streets and other travel systems under its jurisdiction to provide for a comprehensive and integrated network of facilities that serve all users. Complete Streets principles and practices will be integrated into policies, planning, and design of all types of public projects, as well as private projects that require Town approval, including new construction, reconstruction, and rehabilitation of transportation facilities, especially those that impact public property.

Complete Streets design recommendations shall be evaluated for all public and privately funded projects, as appropriate and subject to the availability of funds. All transportation infrastructure and capital projects requiring funding or approval by the Town, as well as projects funded by the state and federal government (e.g., Chapter 90 funds, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, and other state and federal funds for infrastructure design), shall consider the Town's Complete Streets Policy. Private developments and related roadway design components or corresponding roadway-related components, requiring approval by the Town, shall implement the Town's Complete Streets principles consistent with this Policy. In addition, to the extent practicable, the Town will work with MassDOT to comply with the Complete Streets Policy on State-owned roadways within Town boundaries.

Exceptions:

Transportation infrastructure may be excluded, based upon the determination of the Director of the Department of Public Works, where documentation and data indicate that:

1. There exist facilities where specific users are prohibited by law, such as interstate freeways or private property. In these cases an effort will be made for accommodations elsewhere in order to achieve Complete Streets goals.
2. Cost or impacts of accommodations is excessively disproportionate to the need, current use or probable future use.
3. Funding is currently unavailable, recognizing that all infrastructure projects are subject to the availability of resources and prioritization. In such cases, efforts will be made to program certain infrastructure improvements at a future date. Costs associated with the maintenance of new infrastructure will also be considered as it affects the Town's future operational budgets.
4. Where topography or other constraints make certain kind of modes impractical.
5. The impact of accommodation would result in the loss of public safety or significant historical, cultural or natural resources whose value outweighs the advantages of the Complete Streets goals.
6. Other Town policies, regulations or requirements that contradict or preclude the implementation of this Policy, even after such policies, regulations and requirements have been examined and updated in an effort to be consistent with this Policy.

In making this determination, the Director of the Department of Public Works will use best judgment regarding the feasibility of applying Complete Streets principles for routine roadway maintenance and transportation projects and shall consult with relevant departments, boards and committees, including but not limited to the Police and Fire Chiefs, Public Shade Tree and Beautification Committee, Historical Commission, Conservation Commission, Planning Board and Select Board.

Model Practices:

Recognizing that a successful Complete Streets program requires interdepartmental involvement, this Complete Streets policy will be implemented throughout the Town and, to the greatest extent presently possible, be applied to private developers as well as state, regional, and federal agencies. Complete Streets principles include the development and implementation of projects in a context sensitive manner in which project implementation is sensitive to the community's physical, economic, and social setting. This context sensitive approach to process and design includes a range of goals in consideration of stakeholder values and community livability in addition to the project need. The overall goal of this approach is to preserve and enhance scenic, aesthetic, historical, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions.

The Town recognizes that Complete Streets may be achieved through multiple elements incorporated into a particular project or incrementally through a series of smaller improvements or activities over time.

The latest design guidance, standards, and practices available will be used in the implementation of Complete Streets including:

- The Massachusetts Department of Transportation Project Design and Development Guidebook;
- The latest edition of the American Association of State Highway Transportation Officials; (AASHTO) A Policy on Geometric Design of Highway and Streets;
- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls (2009);
- The Architectural Access Board (AAB) 521 CMR Rules and Regulations;
- Proposed and any future adopted versions of the United States Access Board's Public Right-Of-Way Access Guidelines (PROWAG);
- The latest editions of the National Association of City Transportation Officials (NACTO) Urban Street, Bikeway, and Transit Design Guides;
- Local traffic, parking and other relevant regulations; and
- Documents and plans created for the Town of Ipswich, such as Community Development Plans, bicycle and pedestrian network plans, and economic development plans.

The Town shall annually evaluate its Complete Streets implementation and effectiveness for success and opportunities for improvement by the Police Chief, Director of Public Works, Director of Planning and Community Development, and the Town Manager, in consultation with other relevant departments, boards and committees. In addition, the Town will work towards developing performance measures to gauge implementation and effectiveness of this Policy. Complete Streets initiatives will be highlighted in the Annual Report.

Implementation:

The Town shall apply the principles of Complete Streets design into practice for all transportation projects and programs, as these provide an opportunity to improve streets and the transportation network for all users. The Department of Public Works will review all capital transportation and related projects for Complete Streets opportunities.

Town staff, working with relevant committees and elected officials, shall review and develop proposed revisions to all appropriate planning documents (community development plans, open space and

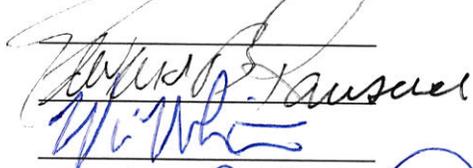
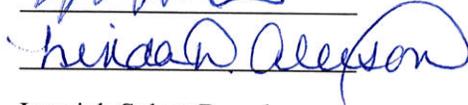
recreation, economic development, etc.), zoning and subdivision codes, bylaws, procedures, regulations, guidelines, programs and templates to integrate Complete Streets principles in all transportation projects.

To assist in establishing Complete Streets priorities, the Town will use existing infrastructure planning tools including a pavement management plan (covering all streets in Town under its jurisdiction), a pedestrian facility condition index, a five-year capital plan, various GIS transit related maps, MAPC planning documents and traffic volume data. Further, the Town shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure to assist in prioritizing proposed projects, helping to eliminate gaps in the Town's sidewalk, bikeway, and conservation/recreation trail network.

The Town will consider the cost-benefit of capital projects when prioritizing the implementation of proposed Complete Streets projects.

The Town will inform and train pertinent Town staff and decision makers on the content of Complete Streets principles and best practices through workshops and other appropriate means. The Town will seek out appropriate sources of funding and grants for implementation of Complete Streets policies.

By Chairman

Ipswich Select Board



Complete Streets Funding Program Project Prioritization Plan

| Municipality | | Ipswich | Date | 9/14/2018 | | Name/Title | | Ethan Parsons / Town Planner | | | | | | | | | | | | | |
|------------------|---|--|----------------------------------|--|--|--|---|--|------------------------|-------------------|---------------------|------------------|----------------------------------|----------------------|--------------------|--|------------------------------|------------------------------------|--|--|--|
| MassDOT District | | 4 | | | | | | | | | | | | | | | | | | | |
| Project Details | | | EJ | Complete Streets Location | | | Project Origin and Type | | Complete Streets Needs | | | | Complete Streets Funding Request | | | Construction Schedule | | | | | |
| Rank | Project Name | Project Description | Environmental Justice Population | Project Limits | Project Start Location: X,Y Coordinates (MA State Plane meter) | Project End Location: X,Y Coordinates (MA State Plane meter) | Complete Streets Project Origin (planning documentation or supporting analysis) | Complete Streets Project Type (refer to the Eligible Projects Worksheet) | Safety | ADA Accessibility | Pedestrian Mobility | Bicycle Mobility | Transit Operations and Access | Vehicular Operations | Freight Operations | Will this project be in Coordination with other Communities? (list, if applicable) | Total Estimated Project Cost | Complete Streets Funding Requested | Other Funding Source(s) and Amount (if applicable) | Anticipated Construction Duration (number of months) | Desired Construction Start Date (month/year) |
| 1 | Middle School / High School Crosswalk Safety | Install pedestrian warning beacons (i.e. RRFBs) at the two existing crosswalks across High Street along the Ipswich Middle School / Ipswich High School frontage. Stripe a crosswalk across the Currier Park approach to connect the existing ADA ramps. | No | At Middle School & High School | 253,200m; 937,865m | 253,283m; 937,807m | CS Needs Assessment | S1, P9, P12 | X | X | | | | | | No | \$40,000 | \$40,000 | N/A | 0.5 | Jul-19 |
| 2 | School Street ADA Ramp Construction | Construct ADA ramps at all nine crosswalks along School Street and at the school driveways to provide improved pedestrian accessibility to and from the Ipswich Middle School and Ipswich High School. | No | Approximately 0.5 miles along School Street | 252,865m; 937,322m | 253,257m; 937,811m | CS Needs Assessment | P2, P3 | X | X | | | | | | No | \$50,000 | \$50,000 | N/A | 1 | Jul-19 |
| 3 | Little Neck Road Pedestrian Accommodations | Extend the existing sidewalk on the north side of Little Neck Road from the Pirate Park playground to the existing crosswalk across Little Neck Road. Construct 5-foot wide sidewalk with roadway curbing along the south side of Little Neck Road from the existing crosswalk to the far side of the beach parking lot to manage access by defining the two parking lot driveways. Construct ADA ramps at the existing crosswalk and at the parking lot driveways; stripe crossings at each set of ramps. Install advance pedestrian warning signage along Little Neck Road & Bayview Road. Install bike racks (non-proprietary item) at the beach parking lot to provide bicycle accommodations. | No | Approximately 400' along Little Neck Road from Pirate Park playground to Hillside Road | 257,879m; 938,909m | 257,960m; 938,979m | CS Needs Assessment | S7, S14, B3, P2, P3, P5, P9 | X | X | X | X | | | | No | \$90,000 | \$90,000 | N/A | 1.5 | TBD |
| 4 | Linebrook Road Pedestrian Accommodations | Construct sidewalk with roadway curbing on the north side of Linebrook Road from the crosswalk at the Lord Square intersection to the crosswalk 100 feet west of Maple Avenue. This new sidewalk will provide direct pedestrian access to the baseball fields and playground at Bialek Park as well as fill an existing sidewalk network gap. Construct ADA ramps with striped crosswalks to define the parking lot entrances to manage vehicular access and ensure safer pedestrian crossing. Install bike racks (non-proprietary item) at the parking lot to provide bicycle accommodations. Ensure ADA compliance at the railroad crossing using guidance from AASHTO Bike Guide Section 4.12.1 and the FHWA Achieving Multimodal Networks design topic on Transit Conflicts. | No | Approximately 750' along Linebrook Road | 253,718m; 937,293m | 253,498m; 937,258m | CS Needs Assessment | S14, B3, P2, P3, P5, P9, T6 | X | X | X | X | X | | | No | \$110,000 | \$110,000 | N/A | 1.5 | TBD |
| 5 | High Street / Lord Square Intersection Pedestrian Accommodations | Construct a pedestrian refuge island and new ADA ramps on the Lord Square approach. Stripe crosswalks between each ramp pair. Reconstruct sidewalk adjacent to the new ramps. Extend the existing channelizing island along High Street into Lord Square to create more separation between the two conflicting turning movements and improve freight vehicle clearance. | No | High Street / Lord Square intersection | 253,776m; 937,366m | N/A | CS Needs Assessment | P1, P2, P3, P7, P9, P16 | X | X | X | | | X | X | No | \$45,000 | \$45,000 | N/A | 1 | TBD |
| 6 | High Street / Short Street Intersection Pedestrian Accommodations | Construct a pedestrian bumpout on Short Street to reduce the roadway width and shorten the pedestrian crossing distance. Construct ADA ramps at both crosswalks at the intersection (across Short Street & across High Street) and restripe the crosswalks. Reconstruct sidewalk adjacent to the new ramps. Install advance pedestrian warning signage along High Street. The repositioned STOP bar (as a result of the new crosswalk location) will improve motorist sight lines. | No | High Street / Short Street intersection | 253,828m; 937,334m | N/A | CS Needs Assessment | S7, P1, P2, P3, P8, P9 | X | X | X | | | X | | No | \$65,000 | \$65,000 | N/A | 1 | TBD |
| 7 | Topsfield Road Bike Accommodations - 1 | Restripe Topsfield Road within the project limits to include 10-foot travel lanes and 5-foot bicycle lanes in each direction. Install bike route signs along the corridor. Existing drainage grates will be replaced with bicycle-safe drainage grates (as needed). Minor pavement resurfacing to be conducted along the existing edge of pavement (as necessary) to address crumbling shoulders and potholes. | No | Approximately 1.2 miles along Topsfield Road from Market Street to Mill Road | 254,089m; 936,635m | 252,603m; 935,422m | Bicycle/Pedestrian Audit | S1, S12, B2, B5, B9 | X | | | X | | X | | No | \$215,000 | \$215,000 | N/A | 1 | TBD |



Complete Streets Funding Program Project Prioritization Plan

| | | | |
|------------------|---------|------------|------------------------------|
| Municipality | Ipswich | Date | 9/14/2018 |
| MassDOT District | 4 | Name/Title | Ethan Parsons / Town Planner |

| Rank | Project Name | Project Description | EJ | Complete Streets Location | | Project Origin and Type | Complete Streets Project Origin (planning documentation or supporting analysis) | Complete Streets Project Type (refer to the Eligible Projects Worksheet) | Complete Streets Needs | | | | | Complete Streets Funding Request | | | Construction Schedule | | | |
|------|--|---|----|---|--|-------------------------|---|--|--|--------|-------------------|---------------------|------------------|----------------------------------|----------------------|--------------------|--|------------------------------|------------------------------------|--|
| | | | | Project Limits | Project Start Location: X,Y Coordinates (MA State Plane meter) | | | | Project End Location: X,Y Coordinates (MA State Plane meter) | Safety | ADA Accessibility | Pedestrian Mobility | Bicycle Mobility | Transit Operations and Access | Vehicular Operations | Freight Operations | Will this project be in Coordination with other Communities? (list, if applicable) | Total Estimated Project Cost | Complete Streets Funding Requested | Other Funding Source(s) and Amount (if applicable) |
| 18A | High Street Bike Accommodations | Restripe High Street within the project limits to include 10-foot travel lanes and 5-foot bicycle lanes in each direction. Install bike route signs along the corridor. Existing drainage grates will be replaced with bicycle-safe drainage grates (as needed). [Prior to the Tier 3 application, the Town of Ipswich will decide whether to choose alternative 18A or 18B.] | No | Approximately 0.6 miles along High Street from 275 feet east of Town Farm Road to East Street | 253,600m; 937,533m | 254,455m; 937,212m | Bicycle/Pedestrian Audit | S1, B2, B5, B9 | X | | X | X | | | No | \$125,000 | \$125,000 | N/A | 0.75 | TBD |
| 18B | High Street Bike Accommodations | Restripe High Street within the project limits to include 10-foot travel lanes and an 8-foot parking lane on the north side of High Street. Bicycle sharrow markings will be added along High Street in both directions. Install bike route signs along the corridor. Existing drainage grates will be replaced with bicycle-safe drainage grates (as needed). [Prior to the Tier 3 application, the Town of Ipswich will decide whether to choose alternative 18A or 18B.] | No | Approximately 0.6 miles along High Street from 275 feet east of Town Farm Road to East Street | 253,600m; 937,533m | 254,455m; 937,212m | Bicycle/Pedestrian Audit | B5, B8, B9 | X | | X | X | | | No | \$85,000 | \$85,000 | N/A | 0.75 | TBD |
| 19 | Topsfield Road / Mill Road Intersection Reconstruction | Realign the Mill Road approach at the Topsfield Road / Mill Road intersection to form a standard T-intersection. Ensure the curb radii can accommodate horse trailers accessing and egressing Topsfield Road from either direction. The realignment will slow vehicle turning speeds significantly and improve motorist sight lines. The project will tie into the bike lane striping project on Topsfield Road (see projects #7 & #8). While not a bicycle facility, the tightened curb radii will improve the operating and safety conditions for bicyclists at the intersection. | No | Topsfield Road / Mill Road intersection | 252,605m; 935,424m | N/A | CS Needs Assessment | S6 | X | | | | X | | No | \$30,000 | \$30,000 | N/A | 1 | TBD |
| 20 | Downtown Pedestrian Wayfinding Installations | Install MUTCD-compliant pedestrian wayfinding signs throughout downtown Ipswich (Market Street, Central Street, South Main Street) to provide tourists with clarity of direction. | No | Downtown Ipswich | N/A | N/A | Bicycle/Pedestrian Audit | P4 | X | X | | | | | No | \$10,000 | \$10,000 | N/A | 0.5 | TBD |
| 21 | Townwide Wayfinding Signage Cohesion | Replace and/or install cohesive MUTCD-compliant wayfinding signage throughout the Town to properly direct tourists to popular destinations by car, bike, foot, or transit. | No | Townwide | N/A | N/A | Bicycle/Pedestrian Audit | B7, P4 | X | X | X | | | | No | \$25,000 | \$25,000 | N/A | 0.5 | TBD |
| 22 | Linebrook Road Sidewalk Construction | Construct 5-foot wide sidewalk along the north side of Linebrook Road from Edge Street to Bull Brook Lane to fill an existing sidewalk network gap and connect the large Pinefield residential neighborhood to the Paul F. Doyon Memorial School. Construct ADA ramps and stripe crosswalks across Edge Street and Linebrook Road at Bull Brook Lane. Install advance pedestrian warning signage along Linebrook Road for the new crossing. | No | Approximately 0.75 miles from Edge Street to Bull Brook Lane | 249,080m; 937,383m | 250,298m; 937,446m | CS Needs Assessment | P2, P3, P5, P9 | X | X | X | | | | No | \$615,000 | \$400,000 | \$215,000 (TBD) | 1.5 | TBD |
| 23 | Argilla Road Bike Route | Install bike route signs along Market Street, South Main Street, County Road, and Argilla Road to increase driver awareness of high bicycle volumes along this scenic route from the MBTA Commuter Rail station to Crane Beach. Install bicycle wayfinding signs at strategic intersections along the route. Narrow lane widths to no more than 11' wide wherever possible to increase the shoulder width for bicycles. Replace existing drainage grates along the route with bicycle-safe drainage grates (where applicable). | No | Approximately 5 miles from the MBTA Commuter Rail station to Crane Beach | 254,057m; 936,465m | 259,775m; 937,174m | Bicycle/Pedestrian Audit | S15, B5, B7, B9 | X | | X | | | | No | \$315,000 | \$315,000 | N/A | 1.5 | TBD |
| 24 | Lord Square Roundabout Construction | Reconstruct the five-way Lord Square intersection into a roundabout to create improved traffic flow along Linebrook Road, Liberty Street, Central Street, Short Street, and Lord Square. Convert Liberty Street to right-turn only away from the roundabout. Reconstruct 5-foot wide sidewalk with roadway curbing along both sides of each roadway approach. Construct ADA ramps and stripe crosswalks at the three existing crosswalk locations. | No | Lord Square / Linebrook Road / Liberty Street / Central Street / Short Street Intersection | 253,743m; 937,300m | N/A | CS Needs Assessment | S6, S7, S13, S18, P1, P2, P3, P9 | X | X | X | | X | | No | \$270,000 | \$270,000 | N/A | 2.5 | TBD |



1/2 MILE

Location Plan (#1)



complete streets are for everyone



TEC, Inc.
146 Dascomb Road | 169 Ocean Blvd
Andover, MA 01810 | Hampton, NH 03842
TEL: 978.474.1929 | TEL: 603.601.1813

Legend

- = Project Limits
- = Community Destination



- = Nearby Existing Sidewalk
- = Railroad Tracks

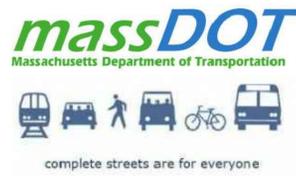
September 11, 2018

Ipswich Middle School and High School
Crosswalk Safety
Ipswich, Massachusetts



Location Plan (#3)

Little Neck Road
Pedestrian Accommodations
Ipswich, Massachusetts



- Legend
- = Project Limits
 - = Community Destination



September 11, 2018



Location Plan (#17)

**East Street / County Street / Spring Street
Intersection Reconstruction
Ipswich, Massachusetts**

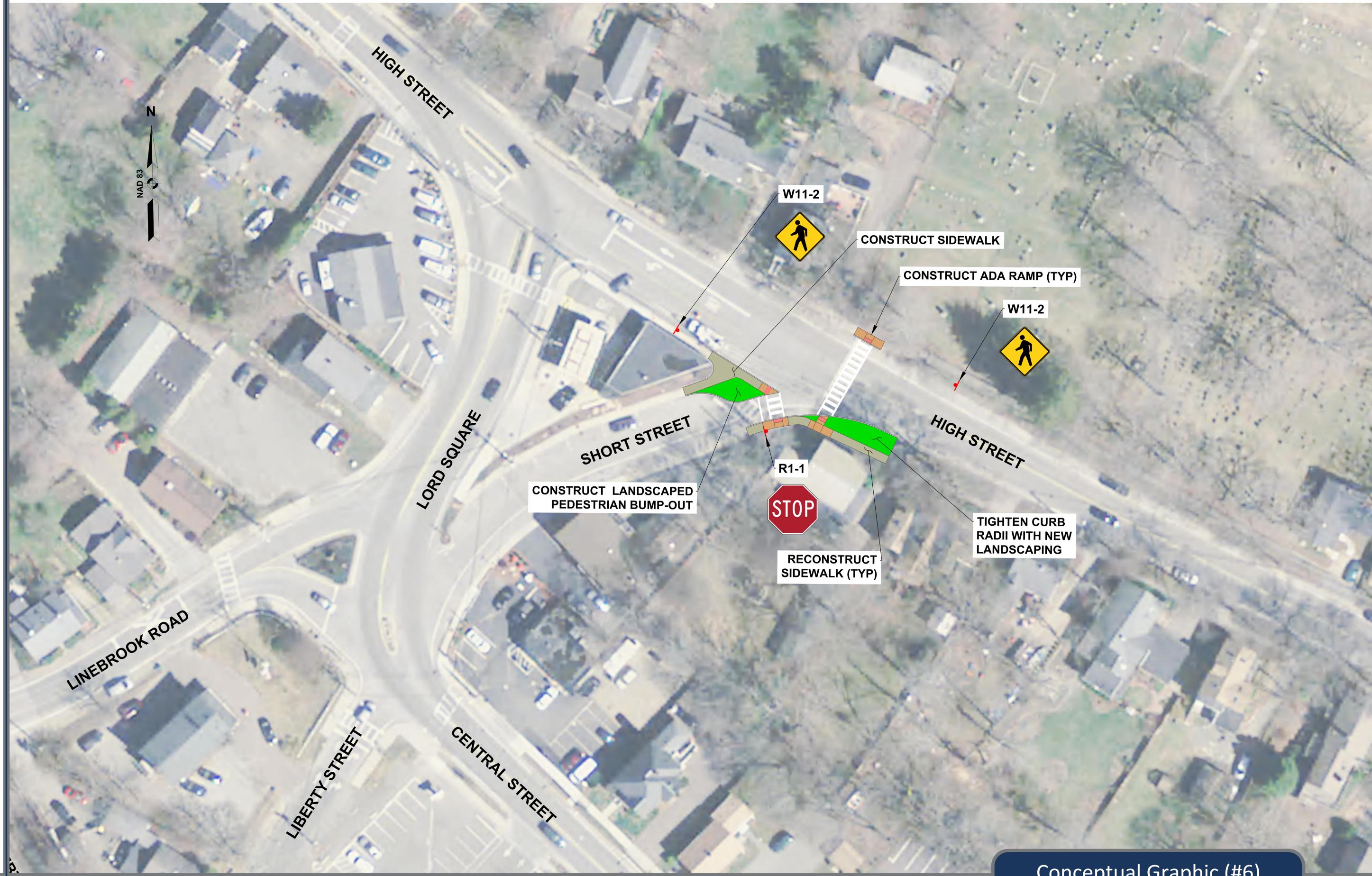


Legend

- = Project Limits
- = Community Destination
- = Nearby Existing Sidewalk
- = Railroad Tracks



September 11, 2018



Conceptual Graphic (#6)



Conceptual Graphic (#17)