



## CITY OF SARATOGA SPRINGS

### PLANNING & ECONOMIC DEVELOPMENT

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### MEMORANDUM

To: Mayor Johnson  
Commissioner Franck  
Commissioner Madigan  
Commissioner Mathiesen  
Commissioner Scirocco

From: Kate Maynard

Date: April 11, 2012

Re: Proposed Complete Streets Policy

Attached please find the most recent, revised draft Complete Streets policy as completed by Shared Access Saratoga. Shared Access Saratoga came together in March 2011 with the intent to meet eight times to prioritize efforts that the group could undertake and complete to further consider bicyclists, pedestrians and transit user needs into the City's transportation network. The group represents a broad spectrum of interests that includes: the Saratoga Healthy Transportation Network, Sustainable Saratoga, the Chamber of Commerce, Bonacio Construction, Saratoga Hospital, Capital District Transportation Authority, AARP and more. City representation has included Public Safety, DPW, Planning, and former Commissioner of Finance Ivins. The group successfully implemented two grants that allowed for an audit of existing City policies in regards to Complete Streets, and provided mapping of existing pedestrian and transit infrastructure within a portion of the City.

In February 2012, the NYS Complete Streets law took effect which requires that Complete Streets guidelines be considered for the planning, design, construction, reconstruction and rehabilitation of roadways receiving state and/ or federal funding. Developing a Complete Streets policy that would extend a similar consideration to City streets that was "adoptable" by the City Council quickly became a focus of the group. Over several months the working group created and continually revised their draft policy to reflect input from many different parties noted above and in the document itself.

### **Main Elements of the Complete Streets Policy**

- Ensure private and City projects are planned and constructed to enable safe, convenient travel to greatest extent possible for users of all abilities including pedestrians, bicyclists, motorists and transit riders.
- Create a seven member Shared Access Advisory Board (SAAB)- proposed that

each Council member appoint one member, and Mayor appoint two additional members-at-large (recommended to be representatives from local organizations related to healthy transportation). Two year alternating terms are proposed.

- Serve in advisory capacity as needed for the City Council and the Land Use Boards.
- Identify Complete Streets related tasks with associated timeframe, includes:
  - Create the Complete Streets Checklist- provides how user groups are accommodated, what best practices are being utilized, and if any user groups are not accommodated and the reasons why. City projects are the main focus to ensure that the focus on accommodating all user groups is inherent within our process. Private projects are already subject to an overall review of integration of these items, the checklist would formalize the review of how all user groups are accommodated with proposed action.
  - Compilation of data and analysis from the Complete Streets checklist- will allow for “useable” information to measure policy effectiveness, opportunities to further accommodate a specific user group, and potential areas within City to focus on.

Please contact me if you have any questions or would like any additional information

