

RESOLUTION NO. 2018-833

**RESOLUTION OF THE CITY OF PLYMOUTH
ADOPTING A COMPLETE STREETS POLICY**

WHEREAS, for the last two years, a dedicated committee composed of community volunteers and City staff has been studying and investigating the concept of complete streets. The committee's work grew out of the ongoing planning work as part of the Active Living Workshop held in Plymouth in 2016 and continued following the City's selection for participation in a workshop conducted by the National Complete Streets Coalition and MACOG in 2017. Complete streets are streets for everyone, which are designed and operated to enable safe access for all users, including pedestrians, bicyclists, motorists, and other users of all ages and abilities. With these principles in mind, the committee has developed a complete streets policy to fit the Plymouth community, which is now presented to the Board of Public Works and Safety for consideration and adoption.

NOW, THEREFORE, BE IT RESOLVED by the Board of Public Works and Safety of the City of Plymouth, Indiana, as follows:


Section 1. The Board adopts the Complete Streets Policy, which is attached to this resolution.

PASSED AND ADOPTED by the Common Council this 26th day of November, 2018.



Mark Senter, Presiding Officer

ATTEST:



Jeanine M. Xaver, IAMC/CMC
Clerk-Treasurer

City of Plymouth Complete Streets Policy

Vision and Intent

The City of Plymouth recognizes the role that a connected, accessible, and complete transportation network can play in creating livable, healthy, aesthetic and economically prosperous communities. The City's transportation network includes roadways, sidewalks, and the Greenway Trails. Complete Streets principals can help realize these quality of life goals while ensuring the transportation network is designed, constructed, and maintained in a manner that enhances safety and mobility for users of all ages, abilities, and modes.

The goals of the City of Plymouth's Complete Street Policy are:

- To provide safe and accessible multimodal options for people traveling between home, work, school, recreation, and retail.
- To provide mobility options for persons of limited income.
- To encourage and facilitate a community focused on healthy living, beautification, and economic development which attracts new people and businesses.

For these reasons, this Policy will guide and direct decision makers in the City of Plymouth to design, construct, maintain, and improve the transportation network in a manner that provides safe access for all users of all ages and abilities including, but not limited to, pedestrians, bike riders, motorists, people with disabilities, buggy riders, freight and commercial providers, and emergency responders.

1. Definitions

- a. *City* shall mean the City of Plymouth, Indiana.
- b. *Complete Streets* shall mean streets and their associated components that are planned, designed, operated, and maintained with consideration of the needs of all users of all ages and abilities.
- c. *All users* shall mean individuals of all ages and abilities, which may include, but are not limited to, pedestrians, bike riders, motorists, people with disabilities, buggy riders, freight and commercial providers, emergency responders, and adjacent land users.

2. Complete Streets Policy

- a. The City shall provide a transportation network that promotes accessibility, equity, health, economic vitality, and quality of life through safe, convenient, and welcoming streets for all users.

- b. The City's transportation network shall include facilities and amenities contributing to Complete Streets. Such facilities include, but are not limited to, streets, sidewalks, shared-use lanes and paths, lighting, street crossings such as crosswalks and median refuges, signage, accommodations for bicyclists, accommodations for transit, landscaping, street furniture, and drainage facilities.
- c. The Complete Streets Policy shall align with the Comprehensive Plan and zoning ordinances. Complete Streets projects shall be implemented in a way that is sensitive to local context, and flexible in design to ensure the needs of all users are accommodated appropriately.

3. Complete Streets Applicability

- a. All facilities owned by The City and in the public right-of-way shall be designed, constructed, maintained and improved to allow all users of all ages and abilities to travel safely and independently.
- b. All facilities in the public right-of-way, publicly or privately funded, shall adhere to this Complete Streets Policy.
- c. The City shall form partnerships with other organizations to further Complete Streets principles and ensure infrastructure extends when necessary beyond the City's borders. These agencies include, but are not limited to Marshall County, the Indiana Department of Transportation (INDOT), the Michiana Area Council of Governments (MACOG), Marshall County Health Department, and the Plymouth Community School Corporation.
- d. The City shall integrate Complete Streets decisions into all projects and transportation improvement phases for the benefit of all users. These phases include, but are not limited to, planning, programming, design, new construction, reconstruction, rehabilitation, repaving, operations, and maintenance.

4. Exceptions

- a. Any exception to this Policy, including private projects, must be reviewed by the Complete Streets Committee and approved by the Board of Public Works, and be documented in writing with supporting data that indicates the basis for the decision. Exceptions may be granted to the Complete Streets Policy when:
 - i. Specific users are prohibited from using a street or other transportation facility (such as an interstate freeway) by law;
 - ii. Cost or impacts of accommodation are excessively disproportionate to the need or probable use, now or in the future;

- iii. Routine maintenance of the transportation network that does not change the roadway geometry or operations (such as mowing, cleaning, sweeping, spot repair, and other regular or seasonal maintenance);
 - iv. Emergency repairs require immediate, rapid response (such as water main leaks);
 - v. Accommodation is not practically feasible due to severe topographic constraints or significant adverse impacts to the natural environment, historic or cultural resources, or neighboring land uses; or
 - vi. The project is under construction or in the final design stages at the time of the adoption of this policy.
- b. If a project is determined exempt from this Policy, a greater effort shall be made to accommodate affected users elsewhere, including on adjacent streets and on streets that intersect with that street or facility.

5. Design Standards

- a. The city shall follow the best and latest design standards, policies, and guidelines available. Design standards and guidelines include, but are not limited to:
- i. National Association of City Transportation Officials (NACTO)
 - ii. The American Association of State Highway Transportation Officials (AASHTO);
 - iii. The Federal Highway Administration (FHWA)
 - iv. Public Right-of-Way Accessibility Guidelines (PROWAG);
 - v. The Americans with Disabilities Act (ADA);
 - vi. The Institute of Transportation Engineers (ITE);
 - vii. The Indiana Manual on Uniform Traffic Control Devices (MUTCD); and
 - viii. Indiana Design Manual
- b. Due to unique contexts, needs, and community input, the City recognizes that a flexible design approach may be necessary. Innovative, flexible, and balanced options may be considered provided that a comparable level of safety for all users is present.

6. Performance Measures

- a. Complete Streets shall be measured for success, and opportunities for improvement will be identified in an annual report by The City using, but not limited to, the following performance measures:

- i. Pedestrian Accommodations (crosswalks, curb ramps, sidewalk, multi-use paths);
- ii. Bicycle Accommodations (bike lanes, signed routes, bike parking)
- iii. Citywide Walk Score;
- iv. Pedestrian and Bicycle Counts (when available)
- v. Counts or rates of crashes, injuries, and fatalities by mode
- vi. Resident/Business Owner surveys; and
- vii. Economic Impact (assessed value of adjacent property, new businesses, job creation, and increased profit)

7. Implementation

- a. The Complete Streets Committee shall oversee the implementation of the Policy. The team shall consist of members from the Plymouth Board of Public Works, Parks & Recreation, Streets and Sanitation, and Plan Commission.
- b. Other relevant departments, agencies, or advocacy organizations may form as an advisory group of Complete Streets Implementation Partners to guide and assist the Complete Streets Committee in recommending and prioritizing projects.
- c. The City, with assistance from the Implementation Partners, shall consider completion of a Bicycle and Pedestrian Master Plan to better guide active transportation infrastructure investments and establish Complete Streets priorities. An update of the ADA Transition Plan and conducting walking and biking audits may also be used to establish priorities.
- d. The Committee, with assistance from the Implementation Partners, shall create an annual report with updates on the implementation of this Policy, a summary of performance measures, and exemptions granted.
- e. The City shall review, and if necessary revise, existing plans, policies, programs, standards, and manuals to ensure Complete Streets principles are incorporated. This includes, but is not limited to, the Comprehensive Plan, ADA Transition Plans, Snow Removal Policy, the Zoning Ordinance, and the Subdivision Ordinance.
- f. The City shall provide training and educational opportunities to staff and the public, when appropriate, to ensure proper implementation of Complete Streets principles and projects as well as to promote safe utilization of facilities protecting all users.

- g. The City shall continue to seek current and future sources of funding for street improvements and update project selection/ project prioritization processes to better accommodate for Complete Streets projects.
- h. Interdepartmental coordination, and coordination with the County and across other jurisdictional boundaries, shall be promoted by the City for projects that occur within the public right-of-way for the most responsible, efficient, and effective use of resources.

List of Complete Streets Implementation Partners

Plymouth Public Library

Boys & Girls Club

Discover Plymouth

Ancilla College

Marshall County Community Foundation

Marshall County Health Foundation

Plymouth Community School Corporation

Plymouth Fire Department

Plymouth Police Department