

**Wethersfield Bicycle and Pedestrian Plan and
Complete Streets Policy
Scope of Work
May 9, 2018**

1. Introduction

Under the authority of the Town of Wethersfield Planning and Zoning Commission working through a partnership with Bike/Walk Wethersfield, a group of community stakeholders and interested citizens the Town of Wethersfield's first **Bicycle and Pedestrian Master Plan and Complete Streets Policy** will be prepared.

The integration of a bicycle and pedestrian system within the transportation network is an important priority for the Town of Wethersfield and will provide numerous benefits to the community. The Bicycle and Pedestrian Master Plan will identify a network of preferred bicycle and pedestrian routes, facilities, projects and improvements to provide more convenient and safer bicycle and pedestrian commuting and recreational opportunities in Wethersfield. This effort will build upon the work performed as part of the 2013 Plan of Conservation and Development and the recommendations and mapping developed during that process. It is anticipated that the recommendations will include a combination of on and off road facilities such as trails, bike lanes, shared lanes, multi-use pathways, sidewalks, and other types of improvements. The Plan will provide detailed recommended treatments to key streets and intersections to enhance safety for bicyclists and pedestrians. The plan will be designed to improve connectivity between destinations, neighborhoods and activity areas in the community, with the local transportation network and with neighboring communities and the region. The plan will also include new and improved programs and policies to help encourage people to walk and bike on a regular basis. The plan recommendations should include actions for a pedestrian/bicycle system that will be financially feasible for the Town to implement and should include benchmarks can be used as performance measures to annually evaluate the progress of the implementation of bicycling and pedestrian improvements. A map(s) of these recommendations will be developed.

A **Complete Streets Policy** will also be created for implementation. A complete streets policy is a transportation policy and design approach that requires streets to be planned, designed, operated, and maintained to enable safe, convenient and comfortable travel and access for users of all ages and abilities regardless of the mode of transportation such as those walking, cycling, riding and driving. One of the purposes of a Complete Streets Policy is to insure that bicycle and pedestrian facilities are considered during road repaving and reconstruction.

This planning process will proceed alongside a similar effort that is presently underway for the Greater Hartford region. The Capital Region Council of Government (CRCOG) has launched a project to develop a plan and policy for a **Regional Complete Streets Network**. The study is expected to be completed in January 2019. This effort will greatly benefit the planning process being initiated by the Town of Wethersfield. More information is available at www.crcog.org/2017/05/capital-region-complete-streets-plan-study/

2. Key Tasks

The following tasks are anticipated to be completed during this effort.

- A. Form an Advisory Committee consisting of staff, citizens, stakeholders and members of partnering organizations.
- B. Establish a planning process, schedule and timeline for the Plan.
- C. Develop a Vision and Goals statement for the Plan.
- D. Conduct an existing conditions inventory and analysis:
- E. Review previous plans and studies.
- F. Facilitate community participation and public outreach program.
- G. Prepare a plan for a bicycle and pedestrian network that connects key activity origins and destinations.
- H. Prepare a Complete Streets Policy document for adoption by the Town's Planning and Zoning Commission and the Town Council.

3. Planning Process and Schedule

The following time line for the project is anticipated:

April 2018	Develop Scope of Work
April 2018	Form Steering Committee
April 2018	Begin Planning Process
May 2018	Begin Existing Conditions Analysis
May 2018	Conduct Project Kick Off Meeting (Advisory Committee)
June 2018	Committee Meeting - Vision and Goals
July – September 2018	Inventory and Analysis
September 2018	Committee Meeting
September/October 2018	Public Workshop/Open House - Issues and Needs Identification
November 2018	Committee Meeting
January 2019	Draft Plan and Recommendations Public Workshop
February 2019	Committee Meeting
March 2019	Final Plan Preparation
April 2019	Presentation to Town Council and PZC for Adoption

4. Stakeholders Advisory Committee

Create an Advisory Group of Stakeholders to support the project and help guide the development of the Plan. The Advisory Committee will meet periodically to lend feedback and knowledge providing an important public involvement link back to the community and provide input relevant to the development and completion of the Bicycle and Pedestrian Master Plan.

The planning process will build community consensus for such facilities and improvements, will engage residents to participate, and facilitate communication and understanding among the stakeholders.

A. Members - The Project Advisory Committee will be comprised of a series of stakeholders representing various interest groups:

- Town Council,
- Engineering Department,
- Planning and Zoning Commission,
- Residents (3),
- Police Department,
- Park and Recreation Department,
- School District,
- Bike/Walk Wethersfield (2),
- Advisory Committee For People With Disabilities,
- Central Connecticut Health District,
- Physical Services,
- Tourism Commission,
- Great Meadows Conservation Trust,
- Planning and Economic Development Department.

B. Responsibilities - The Committee will:

- Provide background on the need for the project
- Explore policy,
- Coordinate with other agencies and stakeholders,
- Help with community outreach,
- Collect background information and data items that may be needed for the study,
- Share findings,
- Gather feedback,
- Gather contacts for information that will be used throughout the study,
- Provide input on priorities.

5. Vision and Goals

With input from Town staff, the Committee and the public, develop a Vision and Goals statement.

This task will form the framework for the actions to be taken in the future. The vision and its goals, will be developed to help guide the Bike/Ped. Committee providing a foundation for the recommended bicycle and pedestrian infrastructure improvements and programs. This will become the basis for developing the criteria used in project selection in the implementation section. This task should create an overview that will explain or build the case for why we are engaged in the planning for bicycling and walking.

The vision statement sets the desired direction for the future of the Town's physical bicycle and pedestrian environment and how the community foresees bicycling and walking throughout Wethersfield.

The goals provide general directives and measurable actions that can be taken to achieve Wethersfield's bicycling and pedestrian vision.

6. Previous Plans, Studies and Reports

There are several recent plans and studies that have been prepared that will be reviewed as background for this Plan.

The following goals, policies, tasks, objectives and recommendations were included in planning documents and studies:

A. The 2013 Plan of Conservation and Development

The **2013 Plan of Conservation and Development** includes the following relevant direction which can serve as a starting point:

Extend Sidewalks and Trails

Sidewalks help support walking for recreational, health, and other purposes. In addition, studies have found that property values are enhanced by "walkability" (a measure of destinations and pedestrian accommodations). For both of these reasons, sidewalks enhance the overall quality of life.

At the present time, sidewalks are located in many Wethersfield neighborhoods. However, they are not provided in some key areas where they might be desirable for:

- Safety (near schools, on busy streets),
- Connectivity (knitting the community together), or
- Where they might enhance commerce (in business areas).

In the surveys, about 50% of participants supported expanding the overall sidewalk network. Wethersfield should seek ways to extend the sidewalk network where appropriate.

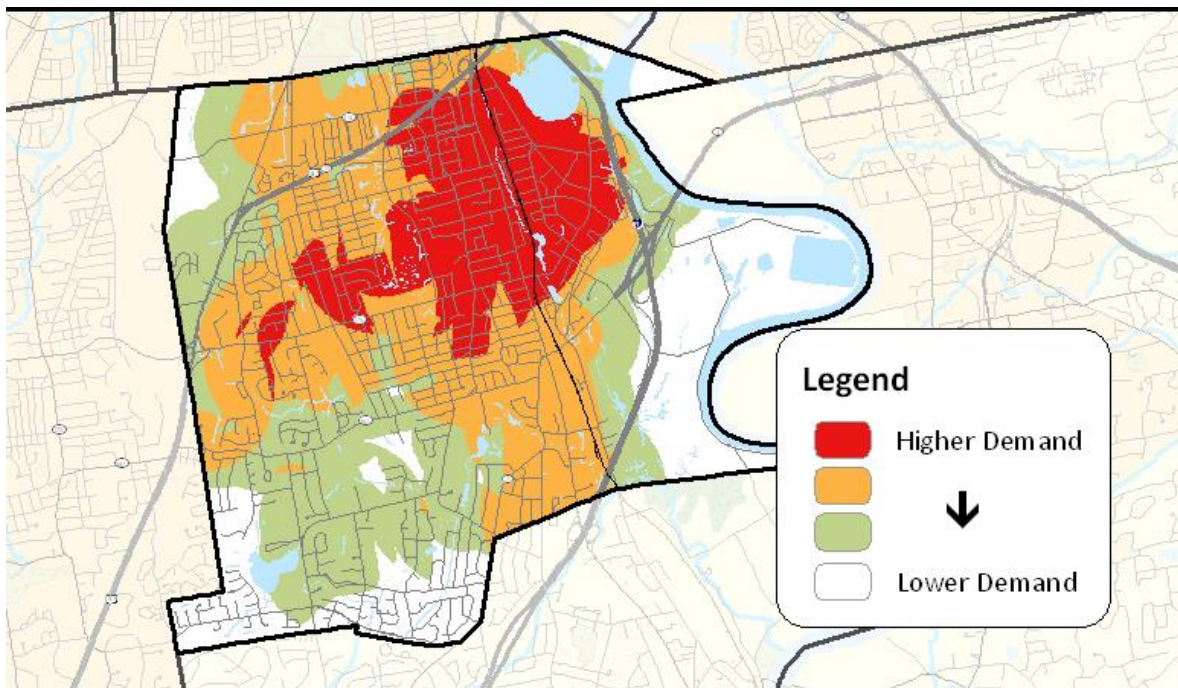
Wethersfield has some off-road trails at the present time (Folly Brook, Mill Woods Park, land trust properties). These trails complement the sidewalk system in Wethersfield and provide additional recreational opportunities.

Opportunities to extend trails should be pursued.

Establishing recreational trails along the Connecticut River would provide for a significant community amenity in Wethersfield. In the surveys, about three-quarters of residents supported providing for recreational trails along the Connecticut River.

The following map shows areas in Wethersfield which may have higher potential for pedestrian demand because of their proximity to parks, schools, shops, business areas, higher density housing, community facilities, institutions (such as churches), and other potential destinations.

Areas of Potential Pedestrian Demand



Policies

1. Encourage walkability in Wethersfield
2. Prioritize the interconnection all of the pedestrian ways in Wethersfield into a cohesive overall system
3. Set aside funds annually for the extension and improvement of sidewalks, walkways and trails
4. Work with CTDOT to establish and improve sidewalks on State highways (see PA 09-154)

Tasks

1. Establish a trail system along the Connecticut River and throughout the Meadows area using materials appropriate for pedestrians, bicycles, and other users.

Establish Bicycle Routes

Many people are interested in riding bicycles and making appropriate provisions will help enhance Wethersfield and the quality of life. In the community surveys, about 69% of participants felt that Wethersfield should make it easier for people to get around by bicycle.

Bicycles can be accommodated on local roads and State highways. On State highways and major local roads, the preferred way to do this would be a shoulder bikeway (the use of the paved shoulder for bicycles) provided that a painted stripe can be installed to visually separate it from the vehicle lanes and marked and signed for bicycles.

On local roads with less traffic and lower speeds, a “sharrow” (a shared use of the pavement for bicycles and vehicles) may be the best solution where the necessary paved width may not be available.

The map on the facing page identifies some State roads that may have potential for bicycle routes (information adapted from www.ctbikemap.org). A similar approach could be used to categorize local roads. In several communities, local cyclists have gotten together to ride all major roads and assess their potential for bicycle use. In many situations, simple upgrades (such as signage, pavement markings; re-striping the shoulder) can make the roads suitable for bicyclists.

Policies

1. Encourage bicycling in Wethersfield
2. Set aside funds for the establishment of bicycle routes, where appropriate (with line striping, roadway markings and signage as needed)
3. Provide appropriate bicycle facilities (shared roadway, bicycle lanes, etc..) whenever road improvements (such as restriping) are undertaken.
4. Work with CTDOT to establish and improve bicycle routes on State highways (se PA 09-154)

Tasks

1. Prepare and maintain a map of recommended bicycle routes in Wethersfield local streets and state roads.
2. Work with the CTDOT to maximize “shoulder width” on roads in order to expand opportunities for bicycle routes where appropriate
3. Apply to be designated a “Bicycle-Friendly Community” by the League of American Bicyclists.

4. Re-examine the Heritage Way Bike Trail and ways to enhance it (overall awareness, signage, trail extensions, etc..)

Existing Street

Narrower Pavement (24 Feet) With Street Trees and Bike Lanes (4 Feet Each)



B. The 2008 Old Wethersfield Master Plan prepared for the Town by John Milner Associates, Inc. included the following:

Goal 4: Implement streetscape and roadway enhancements which improve the safety and physical appearance of the historic district for pedestrians.

Objectives:

- A. To identify improvements to major intersections and other practical traffic calming measures
- B. To identify safety improvements at key intersections and recommend modifications to existing conditions which improve pedestrian safety
- C. To recommend improvements to gateways leading into the historic district that showcase the district as an attractive and desirable destination
- D. To identify pedestrian amenities that are cohesive and consistent throughout the district and represent the character of the community
- E. To develop a signage program that includes a level of signage that can be implemented in stages throughout the district, including welcome signs, wayfinding signage, directional signage, interpretive exhibits, and historical markers
- F. To assess traffic patterns and parking in the Village Center and identify practical solutions for improving safety, accessibility, and availability of parking.

C. The 2009 Beaver Brook Park Master Plan prepared by VHB included the following:

Master Plan Recommendations

A major element of the master plan is the development of an integrated trail system providing continuous off-road trail connections along the entire corridor. However, many off-road connections will require land acquisition and/or easement through private property. Therefore, the initial trail system, as shown on Figure 3 as both blue and red trails, will include on-road connections initially until permanent easements or land acquisition can occur. Site furnishing and interpretive panels should be located along the trail system as appropriate. Trail spurs connecting the park to Silas Deane Highway are shown at a few key points.

The plan recommends the addition of “Gateway” elements where the park crosses Broad, Main and Church streets to highlight the park and entry into the Historic District when traveling east, and the Silas Deane commercial area when traveling west.



D. The 2006 Silas Deane Highway Master Plan prepared by Fuss and O'Neill

Opportunities

Connections to historic Wethersfield: As historic Wethersfield is an important element in the cultural aspects of Wethersfield its location and proximity to the Silas Deane Highway should be promoted and exploited.

Solid government centers: The governmental land uses in both towns represent strong opportunities for the development of solid identifiable nodes along the corridor. The proximity of these areas in relation to the Silas Deane should be strengthened and exploited. Complementary land uses, attractive mixed use outdoor activity areas and direct vehicular and pedestrian opportunities exist.

Beaver Brook Open Space: This natural area provided limitless opportunities to create direct pedestrian and recreational connections to the corridor from the adjacent neighborhoods in Wethersfield. Additional studies may focus on the physical feasibility of developing these areas into a town wide recreational amenity consistent with the findings of the Beaver Brook Open Space study prepared in the 1960's.

Wide right of way: Typical right of way width ranges from 85 feet to 150 feet wide with the average section being approximately 100 feet wide. Pavement width varies from 55 to 80 feet wide within the right of way. The excess right of way outside the pavement supports the presence of sidewalk, guide rail, culvert bridges and other amenities.

Capacity reducing modifications could potentially be made to the Silas Deane Highway without adversely affecting traffic operations. Possible modifications include angled on street parking, lane reductions, lane width reductions, landscaped medians, or two-way center left turn lanes. These modifications would help to reduce the average speed of vehicles traveling on the roadway, increasing the safety for all road users.

"Road diet" is a buzz word and a relatively new idea in roadway enhancement. The concept is to reduce the number of lanes on roadways where excess capacity exists. The resulting benefits are many, including reduced speed, reduction in the number and severity of accidents, increased access for pedestrians and bicyclists, and increased property value. A road diet typically involves reducing the capacity of the roadway by way of narrowing or reducing lanes, along with installing new roadway features such as center turning lanes, landscaped medians, or bicycle lanes. Road diets are most often applied to roads with ADT of 12,000 to 18,000, but may be applicable on roads with volumes as high as 25,000 vehicles per day.

Installation of a center two-way left turn lane in the place of the existing alternating exclusive left turn lanes on the roadway segments between signalized intersections would improve access to businesses that currently do not have left turn lanes. This option also improves the safety along the corridor.

Designation of a landscaped median would beautify the Silas Deane Highway, while improving traffic safety. Restricting left turn movements from unsignalized driveways will reduce the number of accidents, but may negatively impact local businesses. Specific stake holder discussions would be required prior to the initiation of final plans.

The installation of sidewalks and crosswalks where they are missing.

Transit – Railroad: Active railroad tracks run parallel to the Silas Deane Highway within the project limits. This rail corridor is a consideration for potential long term transit connectors to Hartford. The railroad right of way may be considered for other uses such as a multi use path which could provide a connection to the Beaver Brook Park, Old Wethersfield, the Rocky Hill Ferry, etc. Alternatively, the railroad corridor could be used in some Wethersfield locations to provide rear internal connections between sites in order to reduce curb cuts and promote access management.

Transit – Bus Service: Opportunities exist to improve the bus service within the corridor through additional stop locations at key reinvestment properties and enhancement of existing bus stop amenities.

Constraints

Bicycle limitations: The roadway corridor provides a typical two foot wide shoulder for bicycles. This narrow shoulder is adjacent to multiple travel lanes with high speed traffic and is therefore very uncomfortable for bicyclist use. The Silas Deane is not a designated Bike Route by the Connecticut Department of Transportation.

Pedestrian safety: High speeds, and expansive pavement width contribute to an unsafe condition for pedestrian crossings the sixty foot wide Silas Deane Highway. Sidewalk ramps are missing, or outdated at many locations resulting in a difficult maneuver for wheel chair users.

Sidewalk system breaks: The sidewalk system has many gaps in each town making it difficult for pedestrians who live or work in the corridor to safely walk to and from local businesses, restaurants, and convenience stores.

Intersections: Several problematic intersections were noted during our field work.

Guidelines

Reduce speed without reducing capacity of the roads and intersections:

Reduce pavement width, introduce center planted islands, and reduce geometry (radii, etc) to send a message to the driver that 35mph is the right speed. One example is the removal of the high speed ramps to and from I-91.

Create a pedestrian friendly environment, a place where people want to live, work, and recreate: Upgrade sidewalk ramps, and push buttons to create a corridor that is friendly to the disabled and elderly communities.

Improve transit service:

Provide bus pull offs as recommended. Change the CT Transit route to follow the Silas Deane in Rocky Hill. Architectural bus shelters can be provided to fit with the streetscape of the corridor.

Long term action will be to work with the Capitol Region Council of Governments to initiate passenger service on the Valley Rail Line railroad corridor to create a commuter route to Hartford, connection to Adriaen's Landing, and opportunities for the proposed Housing element in the Silas Deane corridor.

Transit oriented development would be a natural benefit of additional rail stations in Wethersfield and Silas Deane.

Streetscape Plan

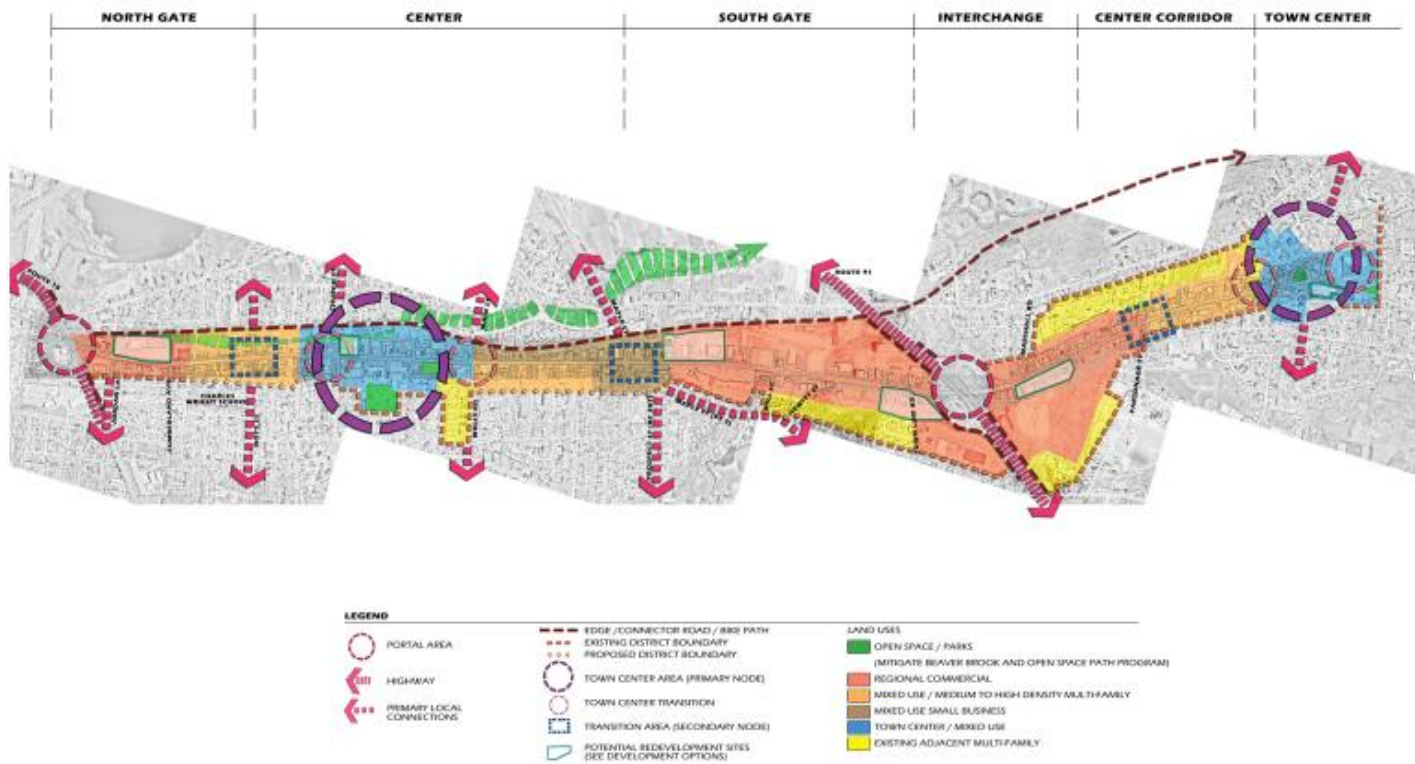
There are many components to the streetscape plan. These components and designs seek to enhance the safety, pedestrian circulation, aesthetics and the scale of the corridor as a whole.

Bus Stop Enhancements: New and aesthetically coordinated bus stop and shelter areas should be implemented immediately as they will provide a highly visible vertical enhancement to the corridor.

Walkways: Priority should be geared toward missing sections, including development of pedestrian paths under the highway overpasses. Sidewalk development should conform to types and locations illustrated herein.

Crosswalks at intersections: Painted and patterned cross walks may be installed immediately.

Center medians: This is also a significant visual and traffic calming improvement which will be contingent on required traffic engineering as well as curb cut reductions and consolidations, and should be developed on a case by case basis with particular emphasis on the town center areas.



Prepared By FUSS & O'NEILL <i>Disciplines to Deliver</i>	In Association With FERRERO HIXON ASSOC. Landscape Architects and Planners P.O. Box 400, Shelton, CT 06484-0400	The Silas Deane Items and Design Guideline Wethersfield & Rocky Hill, Connecticut	Action	LAND USE
				Date: April, 2006 Scale: NTS

E. 2014 – Putnam Bridge Multimodal Trail Connections Feasibility Study – prepared for the Connecticut Department of Transportation by Clough Harbour and Associates.

The purpose of the Putnam Bridge Multimodal Trail Connections Feasibility Study is to advance the planning work for this future bicycle and pedestrian access to the bridge and to evaluate how new multimodal/shared use path connections can be accommodated from the walkway to the network of existing and planned multimodal transportation and recreational facilities in Wethersfield and Glastonbury. The findings and recommendations of this study are intended to provide a basis for subsequent design and implementation of the shared use path connections to the walkway.

Recommendations

The recommendations include 4,750 feet of new shared use path connecting the Putnam Bridge walkway to Great Meadow Road in Wethersfield and Naubuc Avenue in Glastonbury. The recommendations also include intersecting roadway improvements, new parking accommodations, and improvements on the adjoining roadway network that will enhance safety, provide multimodal connectivity, and support non-motorized travel demands and recreational use of the Route 3 corridor.

Wethersfield Recommendations

The Wethersfield recommendations, illustrated in Figure ES-5, generally include a new 650-foot long shared use path, Great Meadow Road improvements, and new parking accommodations for path users.

Specific details include:

Shared Use Path

- Construct a new 650-foot long shared use path to connect Great Meadow Road to the Putnam Bridge walkway. Locate the terminus at the northwest corner of the intersection of Great Meadow Road and the I-91 Exit 25 off ramp.
- Construct the path on new embankment utilizing a maximum longitudinal grade of 5% to transition from the terminus elevation to the walkway. The maximum embankment height will be approximately 22 feet above the existing ground. Utilize 2:1 (horizontal:vertical) embankment slopes to minimize the footprint of the path.
- As illustrated in Figure ES-5, utilize a retaining wall along the southwestern section of the path to prevent direct impacts to existing wetlands. It is assumed that a segmental block wall will be used.
- Widen the path in the vicinity of the bridge to accommodate a vehicle turnaround area. Maintenance and emergency vehicles will be prohibited from driving onto the bridge walkway.
- Provide user amenities (such as benches, a bike rack, trash receptacles, and informational signs) within the turnaround area to dually serve as a user rest area.

- Provide railing along both sides of the path for most of its length. Adjacent to Route 3, provide concrete barrier with fencing mounted along the top of the barrier to protect path users from vehicular traffic. This barrier will connect to existing metal beam guide railing on the western end and will be continuous with barrier on the Putnam Bridge on the eastern end.
- Install lighting along the path to promote user safety and security during darkness.
- Provide vegetative screening near the western limit of the path to obscure path activity from motorists and minimize visual distractions.
- Install signage and pavement markings along the path to communicate path conditions, provide user information, and enhance user safety.
- Provide user amenities and aesthetic enhancements (such as benches, a bike rack, trash receptacles, gateway signage, and landscaping) at the path terminus.
- Install bollards to prevent unauthorized motor vehicle access to the path. Bollards can be equipped with locks to allow access by maintenance forces and emergency responders.

Great Meadow Road Improvements

Provide improvements at the Exit 25 off ramp intersection to enhance user safety and promote motorist awareness of pedestrian and bicycle activity at this location.

Specific improvement recommendations include: reducing corner radii at the end of the ramp to reduce the crossing distance and to encourage slower vehicular turning speeds from the ramp; and providing crosswalk markings across the end of the ramp and Great Meadow Road to connect the path terminus to the existing shoulders.

- Construct sidewalk ramps on the southern side of the Exit 25 off ramp and the eastern side of Great Meadow Road at the intersection to accommodate new crossings at this location.
- Install pedestrian/bicycle warning signs and new bicycle guide signs on Great Meadow Road in the vicinity of the path. Guide signs should include a new destination sign with a direction arrow and distance to Glastonbury.

Parking Accommodations

- Construct a new off-street parking lot located on the eastern side of Great Meadow Road and just south of the Putnam Bridge. Provide approximately 10 parking spaces.
- Incorporate green infrastructure design features, where feasible, to mitigate potential impacts of storm water runoff on the adjacent river habitat. Pervious pavement, vegetated swales, and/or bioretention basins could be considered to encourage infiltration and improve water quality.
- Provide pedestrian access to the shared use path via a sidewalk at the south end of the lot connecting to the intersection and new crosswalk.

- Provide vehicular access to the lot via a driveway at the north end. This driveway location will separate vehicular activity from user activity near the path terminus. It is anticipated that this driveway could also provide access to a future boat launch on the Connecticut River in this area. As such, the parking lot should be designed to easily accommodate this access in the future.



7. Existing Conditions Inventory and Analysis

This task will assess the existing conditions affecting bicycling and walking. There is data and information available concerning the system as it exists today. The project will also require researching, collecting, and synthesizing additional necessary background data. This will be the basis for the development of the Town's bicycle/pedestrian plan. Existing conditions will be inventoried and summarized with the differing components described with photos or pictures to better identify the differences between the types.

This data will help determine project needs, priorities and issues that may be present in developing the proposed facilities. This data will also be used as a benchmark for future improvement projects.

A. Inventory of Existing Bicycle Facilities

Using existing sources and GIS data, develop a database and base map inventory of the existing bicycle facilities within the Town.

- On-Road bike routes
- Off-Road Trails and Paths
- Bicycle parking

The existing bicycle and pedestrian routes, paths and trails include:

- Heritage Way Bikepath
- 1860 Reservoir Trail
- Mill Woods Park Trails
- Wintergreen Woods Trails
- Broad Street Green Loop
- Old Wethersfield Heritage Walk

The inventory will classify bicycle facilities according to type:

- Signed Bike Routes
- Shared Lanes
- Paved Shoulders
- Bike Lanes
- Bike Routes
- Bicycle Boulevards
- Shared Use Paths
- Trails
- Sidewalks
- Paths

B. Inventory of Existing Pedestrian Facilities

The database should also include all of the necessary facility attributes that will be used to develop a safe, continuous network of pedestrian facilities. The attributes should include:

- Existing sidewalk locations

- Sidewalk conditions
- Sidewalk gaps
- Crosswalks
- ADA curb ramps
- Benches

The database should also include all of the necessary facility attributes that will be used to develop a safe, continuous network of bicycle and pedestrian facilities. The attributes should include:

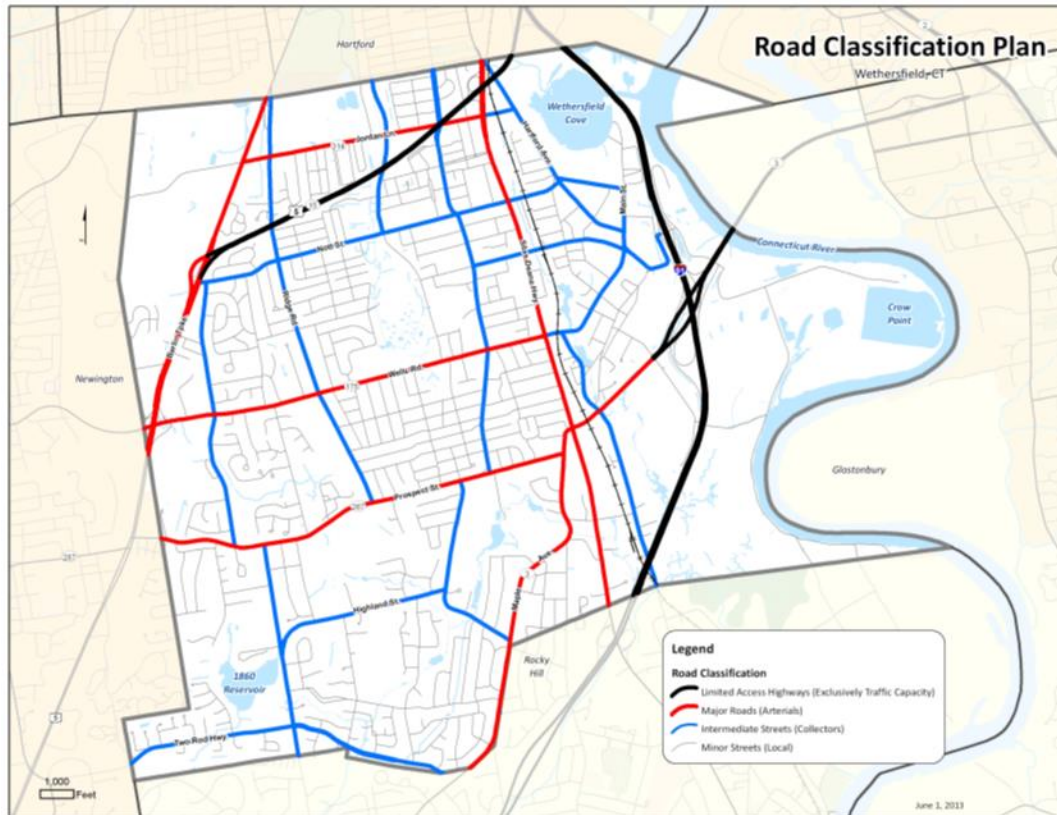
- School crossing signs
- Walking Safety Concerns
- Type of surface,

C. Data Collection

The database should also include all of the necessary facility attributes that will be used to develop a safe, continuous network of bicycle and pedestrian facilities. The attributes should include the:

- Bicycle route signs
- Road pavement widths
- ROW widths
- Perceived speeding areas
- Documented speeding areas
- Traffic signals
- On street parking
- Off street parking areas
- Difficult intersections
- Gateways from other towns
- Biking Safety Concerns
- Roadway network,
- State Roadways
- Roadway classification
- Pavement widths
- Travel Lanes
- Traffic counts,
- Speed Limits
- Pavement Markings
- Signs,
- Strava counts
- Bike parking
- Functional road classification (arterial, collector or local),
- Bicycle and pedestrian crashes, 5 year
- Pedestrian and bicycle counts, 5 year

These existing routes and facilities will be evaluated and assessed to determine whether the present conditions require any improvements or amenities to enhance the routes.



D. Policies, Practices, Ordinances and Programs That Support Biking and Walking

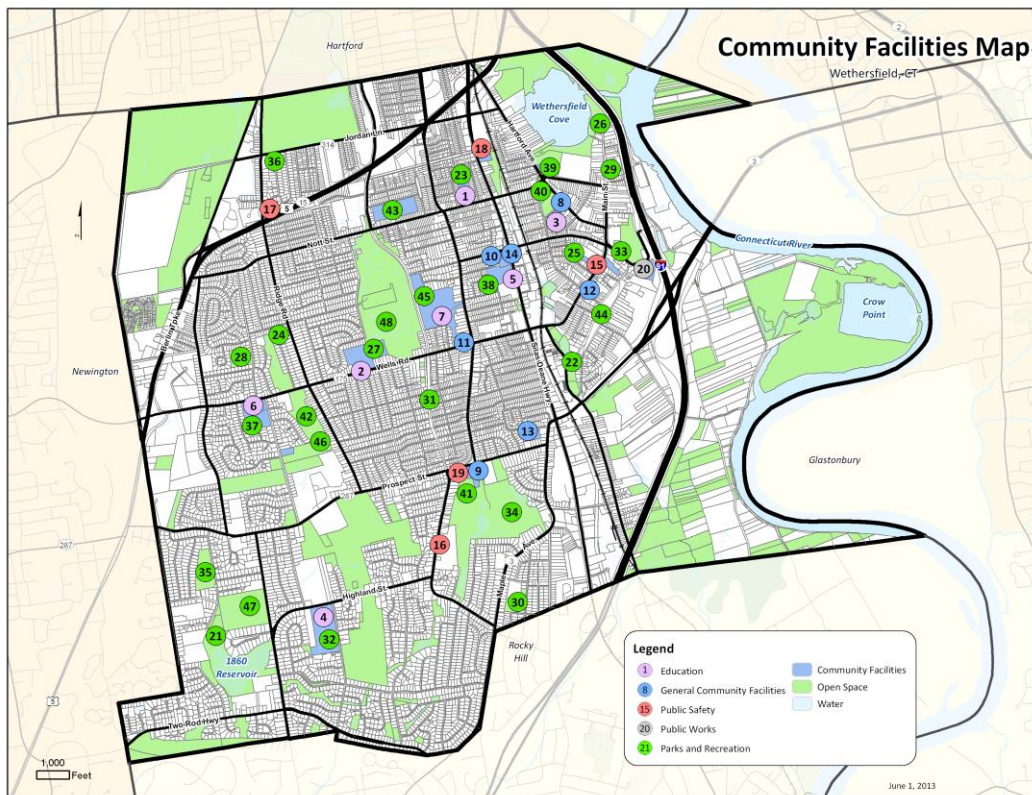
There are numerous policies, practices and programs in place that affect bicycle and pedestrian activity Wethersfield.

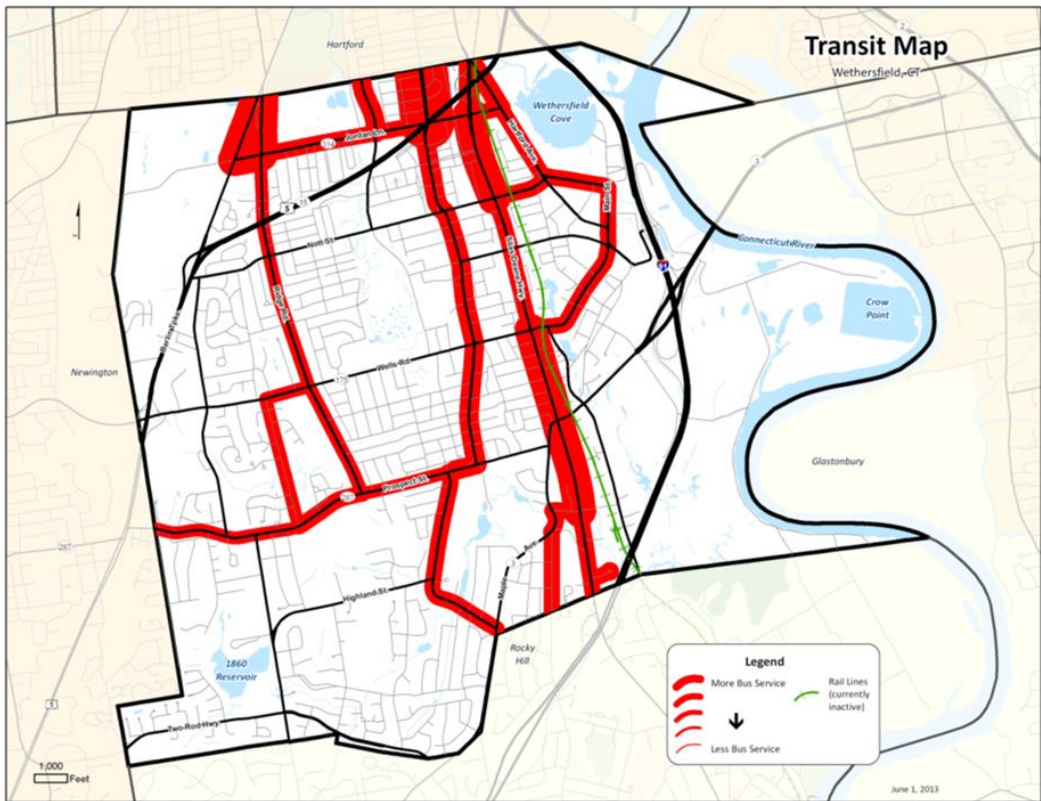
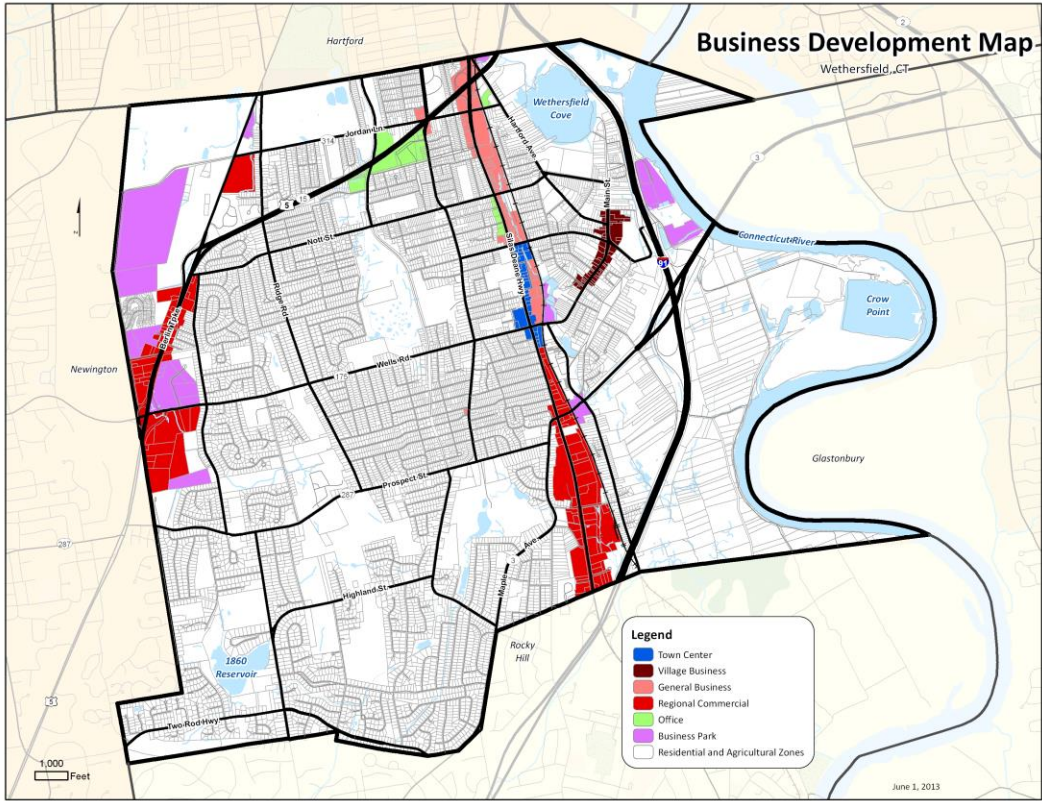
- Ordinances
- Roadway repairs
- Sign Maintenance and Installation
- Pavement markings
- Crosswalks
- Sidewalk snow removal
- Sweeping
- Sidewalk repairs
- Sidewalk Installation
- School system walking and bicycling
- New facilities
- Enforcement
- Education
- Safe Routes To School Programs
- Events
- Funding policies

- CIP
- Funding trends

E. Destinations and Connections That Attract Bicycling and Walking

- Parks and open spaces,
- Conservation areas,
- Trails
- Municipal buildings and facilities
- Community/Senior Center
- Proximity to existing bike and ped infrastructure
- Schools
- Libraries
- Religious institutions
- Transit Routes
- Bus stops
- Park and Ride
- Business districts
- Higher Density Housing
- Large employers
- Visitor attractions etc...





F. Review of Background Documents and Information

Review and summarize the pertinent background data/information relevant to biking and walking in Wethersfield as documented in existing Town bicycle and pedestrian related documents and initiatives, including, but not limited to:

- Park Plans,
- Safe Routes to Schools reports,
- Zoning regulations
- Bicycle parking requirements listed in the Zoning regulations and
- Other relevant sections of the Municipal Code, etc.
- Review US Census American Community Survey (ACS) walk/bike to work data.

G. Review State, Regional and Neighboring Town Plans

Detail on facilities outside of the Town should be reviewed to determine future logical connections to facilities in surrounding jurisdictions. The data shall also include information on projects that are programmed within the next five years. Much of this data already exists but this task includes data verification and field review to ensure we are starting with an accurate base map. Review adjacent agencies, regional, and other pedestrian, trail, and bicycle plans. This review should include a deliverable that summarizes the key components of the plans reviewed and how these key components could be applied to the Town's Plan. It may be helpful to review other pedestrian, trail, and bicycle plans that are similar to the Vision and Values as outlined in the Town's POCD.

- Regional Bike and Pedestrian Plans
- State Bike and Pedestrian Plans

I. Evaluate opportunity to repurpose underused and outdated rights-of-way such as the rail line that runs parallel to the SDH,

8. **Community Participation and Outreach**

The Committee will maintain consistent communication throughout the course of the project in order to keep the community informed and involved. It is essential to involve the community along all stages of the project to insure that stakeholders and community members have opportunities for providing input for the Plan. This will be the Town's first BPMP and significant community engagement and participation will be a major part of the plan development process. It is expected that a high level of public involvement will occur and residents are encouraged to participate in the process.

A. Kick-Off Meeting (May 2018)

The Committee will hold an initial meeting to:

- Introduce the Committee members,
- Establish meeting/committee bylaws
- Define roles and responsibilities
- Review and discuss the scope of work to be performed,
- Review public outreach plan
- Help identify background data and resources that will help complete a successful project.
- Review the project schedule,
- Understand expectations of stakeholder level of involvement

B. Advisory Committee Meetings (May, June, September, November, February)

Project Advisory Committee meetings will be held at key points in the process as part of this project. The meetings will host to inform the public about the study and obtain public input to develop a community vision for bicycling and walking.

There will be follow-up meetings with stakeholders to report on project progress/findings and solicit feedback on findings/recommendations. At each meeting, the stakeholders' comments are to be recorded and addressed in the plan. The Planning Department will be responsible for all preparation required and meeting coordination for the stakeholders' meetings and will be responsible for the development of meeting notification material, (i.e. press release and meeting flyers). Town staff will be responsible for the coordination of location, issuing press releases and notifying the public.

At least two (2) formal community workshops/public meetings will be held to solicit public input about the bicycle/pedestrian plan.

C. First Workshop/Open House (September/October)

Once the database and base map of existing facilities, along with the production of other related site investigation and general background research is completed, the first public meeting will be held. It is anticipated that this meeting will be an interactive workshop with a series of maps utilized by those in attendance.

The purpose of this meeting is to gather public input on the following matters (not limited to):

- Obtain public comment and opinions relative to the purpose and goals of this project
- Explain the toolbox of bike and pedestrian facilities potentially available
- Understand where the public believes future facilities are needed.

- An opportunity for citizens to share their bicycling and walking experiences
- Allow the attendees to:
 - Mark-up maps indicating bicycling and walking destinations,
 - Identify the routes they use,
 - Streets they avoid,
 - Routes that they would like to use
 - The types of bicycle and pedestrian facilities they like,
 - Safety issues,
 - Where bicycle parking or other amenities are needed,
 - Where gaps in the system exist,
 - Identifying linkages
 - Identifying destinations
 - Problem intersections
 - Sidewalks that lack curb ramps
 - Sidewalks that are too narrow
 - Sidewalks or streets that need lighting improvements
 - Barriers to walking and bicycling
 - Areas in need of enhanced safety and accessibility
 - Sidewalks/bike lanes that are broken
 - Getting input on the type and design of facilities
 - Getting input on the priority of proposed projects
 - Etc...

D. **Draft Plan Workshop** (January 20019)

The second public meeting will be designed for the following:

- Share results of the First Workshop
- Present the draft Bicycle and Pedestrian Plan
- Gather feedback on the Draft Plan
- Consider appropriate changes to the Draft Plan prior to submittal to the Town Planning and Zoning Commission and Town Council.

E. **Website** – A series of dedicated pages will be established on the Town’s website as a repository of information related to the project. This information may include meeting minutes, memorandum, powerpoint presentations, tables, maps, graphics and other information. This content will be developed and used to help reach out to various interested parties and stakeholders.

F. **Media** - The Committee shall include and coordinate with local media to help generate public input in the study through public notices and other means they determine.

G. **Additional Outreach** - Inclusion of other outreach strategies and materials, including online surveys will be considered.

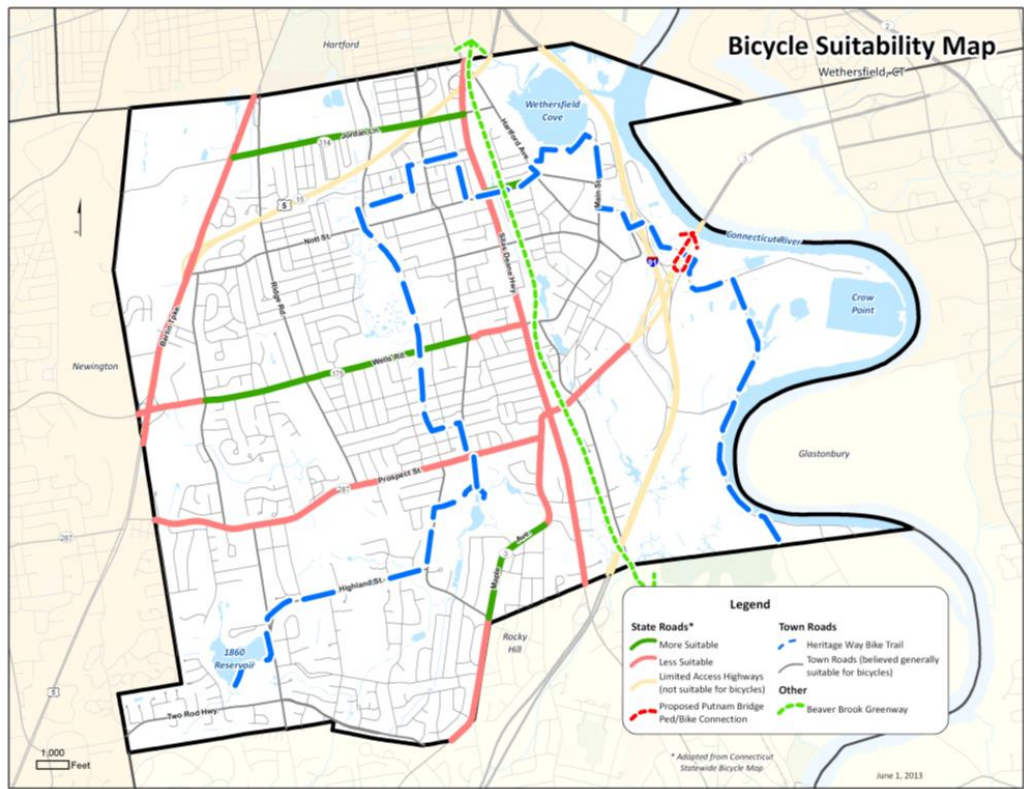
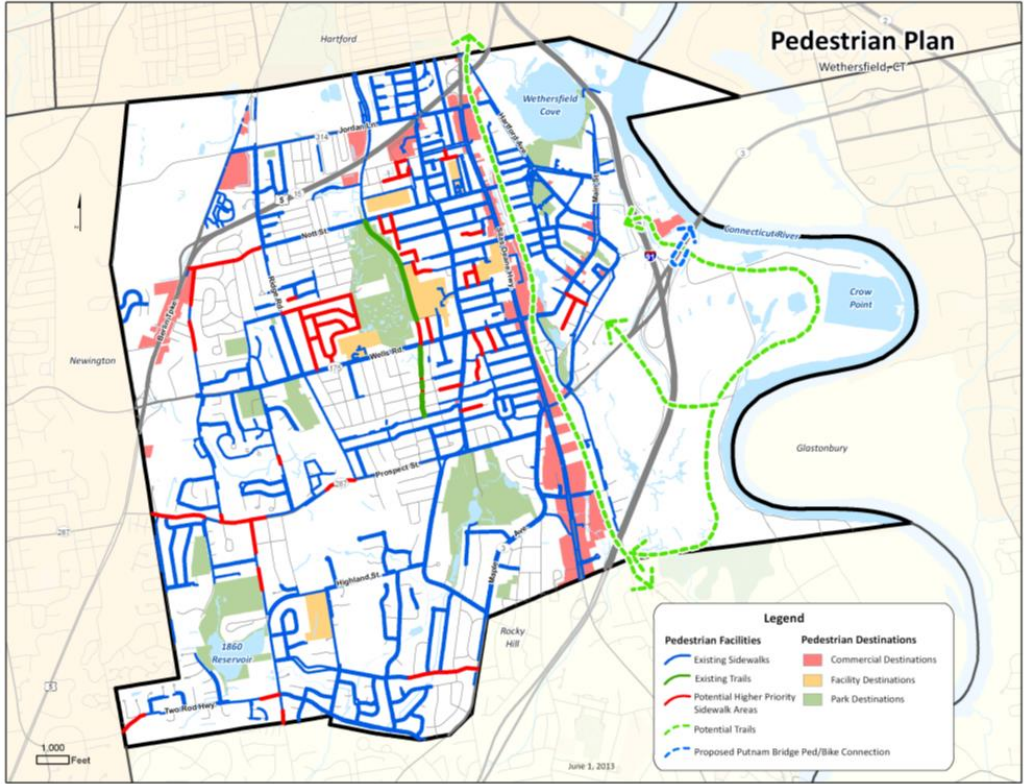
9. **Draft Plan and Recommendations**

Based on the information obtained through the existing conditions analysis, the Advisory Committee and community input/public outreach, prepare a comprehensive list of bicycle and pedestrian recommendations that align with the goals and strategies developed in the Plan to meet existing and future demand. Pedestrian and bicycle network improvements to connect key activity origins and destinations and convenient access between neighborhoods, attractions, places of employment, public transit, places to shop, recreational spots in or out of Town, a place to dine, a family trip to a neighbor's home, or a way to enjoy the beautiful surroundings.

A. **Recommendations**

The Pedestrian and Bicycle Master Plan may include the following recommendations:

- A bicycle network map,
- Facilities to address gaps in the pedestrian system,
- Facilities that are needed to enhance the safety and use of the existing and developing bicycle/pedestrian network.
- Roadway intersection improvements,
- The design metrics of the actual network
- Facilities may include such items as necessary, but not limited to:
 - Comfort stations,
 - Wayfinding/signage,
 - Signage;
 - Striping;
 - Locations that might require the acquisition of rights of-way, property, or easements;
 - Lighting improvements;
 - Amenities; bus shelters/benches
 - Crossing signals,
- New or relocated sidewalks or pathways
- Other similar items.



B. Selection Criteria

The development of the needed bicycle and pedestrian facilities and projects may be driven by the following criteria:

- Gaps in the system and system continuity
- Previously identified need
- Crash data and safety issues
- Traffic counts
- Proximity to schools, destinations and attractions
- Connectivity
- Right-of-way availability
- Pavement width
- Proximity to CT Transit and School bus stops
- Costs

C. Non-Infrastructure/Policy and Program Recommendations - Develop a compilation of initiatives that will build enthusiasm and interest in the bicycling and walking networks and their use. Programs like bike and walk week, national bike month, bike rodeos, bike club memberships, community events or challenges, and employer incentive strategies like mileage reimbursement are all designed to motivate people to bike and walk more.

In addition to the Complete Streets Policy, the Plan may also recommend changes to existing procedures, Town standards, codes, regulations, and/or ordinances to implement the Plan.

The non-infrastructure recommendations in the Bicycle and Pedestrian Master Plan will help to foster a culture and environment that will help to increase walking and bicycling and make it safer.

The League of American Bicyclists Bicycle Friendly Communities (BFC) promote use of the 5 E's to foster a bike-friendly community. The Pedestrian Bicycle Information Center - Walk Friendly Communities (WFC) program can be used to establish benchmarks for pedestrian activities and is similar to the Bike Friendly Community program noted above.

The recommendations are categorized into five categories:

- Education - Opportunities to inform the public and city staff about walking and bicycling safety and design.
- Encouragement - Programs, events, and policies that can make walking and bicycling popular ways of getting around for people of all ages and abilities.
- Enforcement - Opportunities to improve compliance with walking and bicycling laws and policies.
- Engineering – Town wide policies and initiatives to improve walking and bicycling conditions along streets, sidewalks, and paths.
- Evaluation - Ways to assess the impact of policies and measure the progress towards increasing walking and bicycling.

D. Implementation Plan

Utilizing information obtained during the evaluation of the existing transportation infrastructure through the needs assessment and fieldwork, concerns expressed by the public, and feedback from community outreach, an implementation plan will be developed that will include specific recommendations for bicycle and pedestrian improvements. The implementation plan will establish priorities, costs, responsibilities and timeframes for phased implementation.

This menu of “actions” is intended to guide the Town in its implementation strategy for achieving the vision, goals and objectives outlined within this Plan.

The implementation plan should identify both the public and private agencies and organizations who will partner together to implement the Plan. Collaboration with the City of Hartford and the Towns of Newington, Rocky Hill and Glastonbury will also be necessary.

It may be appropriate to create a committee to oversee implementation.

Cost Estimates

Planning level cost estimates for each of the proposed projects that are needed to complete the Town Bicycle and Pedestrian network of facilities. Based on the prioritization of the projects and the expected current funding level will develop an Engineers cost estimate for the higher priority projects. The Engineer’s cost estimates will be developed for the projects that are expected to be submitted for grant funding for the second five years (i.e. the five years after the current projects that are included in the five year CIP).

The plan will address the areas of bicycle and pedestrian facility needs resulting from the analysis. Such recommendations shall receive consensus agreement from the Bike/Ped. Committee before being distributed to the Planning and Zoning Commission and Town Council.

Prioritization

Through the coordination and review of staff, stakeholders and the public, will develop a prioritization process to determine the general order that the projects should be completed based on need. The prioritization needs to take into account where there are issues with conflicts, such as drainage issues, utility conflicts or a lack of right-of-way to develop the proposed facility.

The prioritization process should be consistent with the requirements for how the Town currently seeks grant funding to make maximum use of those opportunities. The prioritization process will be vetted through the Project Advisory Committee for approval.

The recommendations will be prioritized based upon where the improvements are most needed and a timeframe will be assigned to the improvements based upon an implementation schedule short term (1 year), medium term (2-5 years) and long term (+5 years).

Funding Strategies

With the assistance of the Town staff, identify available funding strategies from local, state and federal sources. This includes identifying what project funding will be eligible for each of the projects based on functional classification, access to schools etc. The goal of this task, from looking

at the recent history of the funding, is to identify the projects that the Town will strive to develop over the short and long term, if the funding allocations stay at a similar level to those over the last ten years.

This task will also provide other possible grant funding opportunities that the staff could submit for in the near future to try and speed up the development of projects and to get further down on the project needs list. This analysis should include possible future grant opportunities that the Town should keep an eye on as the opportunities change over time.

E. Benchmarks/Performance Measures

It is recommended that a series of benchmarks are developed that can be used to improve the bicycling environment. The benchmarks can be used to guide the development of bicycle facilities, improve facilities to facilitate and encourage bicycling in Town and help achieve recognition for a commitment to improve bicycling. The benchmarks can be used as performance measures to annually evaluate the progress of the implementation of bicycling and pedestrian improvements.

10. Final Bicycle and Pedestrian Master Plan and Complete Streets Policy

The final Bicycle and Pedestrian Master Plan will incorporate necessary revisions requested by the various stakeholders and will be presented to the Planning and Zoning Commission and Town Council.

Adopt a Complete Streets Policy to establish the Town's commitment to Complete Streets and implementation of the Bike and Pedestrian Master Plan and its recommendations and projects.