



A Complete Streets Policy Plan: Final Report

An Amendment to the Chatham Borough Circulation Element/Master Plan



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Chapter 1 – Introduction

This document is the policy and guidance plan for developing complete streets in Chatham Borough. The plan incorporates a vision statement, set of goals, Complete Streets policy language, performance measures, and guidance on general street design and educational programs constructed to work together in this comprehensive planning effort. This Policy Plan is an amendment to the Borough's Master Plan, specifically the Circulation Element of the Master Plan and is intended to provide policy guidance on future transportation infrastructure investments to ensure that the needs of people of all ages and abilities are considered in transportation improvements and decision making.

Complete Streets describe a set of policies and programs developed together to guide a community's efforts toward creating safer and more flexible streets to enhance transportation options for people of all ages and abilities. A Complete Streets policy, typically adopted via a resolution of the governing body, outlines the vision and goals of a community in developing a complete streets network based on a realistic set of measures that highlight local resources and opportunities.

The New Jersey Department of Transportation's (NJDOT) Complete Streets Policy, which served as a guide for the Borough of Chatham, defines a complete street "as a means to provide safe access for all users by designing and operating a comprehensive, integrated, connected multi-modal network of transportation options". The Project Team that collaborated on the complete streets policy language for this planning effort reviewed policies adopted throughout New Jersey, as well as in other states, and further reviewed the Sustainable Jersey Complete Streets Program for additional guidance.

Sustainable Jersey is a certification program for municipalities in New Jersey wishing to adopt a comprehensive sustainability program. The program awards points to municipalities for various green initiatives, with 150 points required for bronze certification, and 350 points required for silver certification. Adopting a Complete Streets policy brings the Borough of Chatham 20 points closer to its goal for other certification.

In addition, this policy assists the goals of planning, protecting, preserving and enhancing the environmental, cultural, and historic qualities of Chatham Borough. In particular, this policy complements several goals and objectives of the 2000 Master Plan of the Borough, including: preserving and enhancing the Borough's small-town identity and its relative self-sufficiency; promoting a desirable visual environment through good civic design; enhancing landscapes and street settings

that contribute to the character of Chatham; and, ensuring that the design of transportation routes considers the safety of pedestrians.

Chatham Borough Context

Chatham Borough is a small community in southeast Morris County, encompassing only 2.4 square miles. Chatham is a built-out, largely residential community with a small, downtown core and an industrial area in the southeast section of the Borough. Route 124 serves as the Borough's Main Street and primary commercial spine. The east end of Main Street is a State Registered Historic District, with a history dating back to the early 1700s, when settlers moved through the Short Hills gap to find open lands west of the Watchung Mountains.¹

Chatham's 2.4 square miles is home to 8,962 residents. Over 75% of the homes in Chatham Borough are single-family structures, with the majority of these homes built in 1939 or earlier.² The roadway network in Chatham is established, with new engineering projects generally focused on retrofitting existing roadways, rather than building new roads.

Sixty-seven percent of Chatham residents commute to work by driving, while 21% of residents use the New Jersey Transit rail line, or bus lines to commute to work.³

The elevations of Chatham Borough range from approximately 200 to 400 feet above mean sea level,⁴ making local roadways prime routes for bicycling. The Borough's street grid system, small land area, and density make it ideal for walking and bicycling.

Chatham Borough has several environmentally sensitive areas. The Passaic River, which forms Chatham's eastern border, flows about three miles through the community. A greenbelt along the Passaic River is being planned to highlight this resource. A large wetlands area occurs in the north of the Borough, in the River's floodplain. Watchung Mountain-also known as Fairmount Avenue Hill and atop of

¹ Morris Land Conservancy, Borough of Chatham Open Space Committee, *Open Space and Recreation Plan for Borough of Chatham, County of Morris*, 2002; revised July, 2010.

² U.S. Census Bureau, 2006-2010 American Community Survey

³ Ibid.

⁴ Chatham Borough Environmental Commission, *Chatham Borough Environmental Resource Inventory Update*, 2008; revised August 2010.

which runs Fairmount Avenue-extends northeast from Chatham’s southern border to the center of the community at Main Street.⁵

The Chatham Borough Environmental Commission has spearheaded numerous local initiatives to inventory, protect, and improve the Borough’s character. The Commission’s “Chatham Borough Environmental Resource Inventory Update,” revised in August 2010, provides a wealth of information on the environmental history and resources of the Borough.

Using this Guide

This is a policy plan and a guidance document for the Borough of Chatham to reach its goals of improving the existing street and transportation networks for people of all ages and abilities. While recommendations are made throughout this document for the consideration of the Borough of Chatham in their decision making process, no individual streets or intersections are identified for specific roadway improvements. This is in keeping with Sustainable Jersey’s description of the intent of these policies:

A Complete Streets Policy is not:

- **A design prescription.** It’s not about adding sidewalks and bike lanes to every road, but it is about considering those options as part of municipal planning and decision making and coordinating designs with other municipal and regional authorities.
- **A mandate** for immediate installation or retrofitting of existing transportation networks. Rather, it is about creating a structure for implementing these improvements over time and whenever feasible.
- **A magic formula.** While implementing a Complete Streets program is an important sustainable community feature, other initiatives and issues must be addressed by municipalities, including land use planning, environmental concerns, vehicle miles traveled (VMT) reduction, and proximity of recreational land and other open space.⁶

⁵ Morris Land Conservancy, Borough of Chatham Open Space Committee, *Open Space and Recreation Plan for Borough of Chatham, County of Morris*, 2002; revised July 2010.

⁶ <http://www.sustainablejersey.com/actionlist.php>

Implementing Complete Streets

One of the primary goals of this plan is implementing a network of complete streets through the roadway modifications and maintenance projects slated for capital improvements. Working with the Borough Engineer, the Complete Streets Project Team designed a checklist to be used prior to the design of a roadway or maintenance project to help identify appropriate complete streets components to incorporate into the project.

The checklist is designed as a spreadsheet that tracks the specific complete streets components of a given project, as well as compiles the overall progress of the Borough relative to the performance measures established as part a project.

The main categories of the checklist include:

- Street geometry, street crossings and sidewalks;
- How the street is currently being used by various travel modes;
- Contextual factors and land uses at or near the boundaries of the project; and,
- Street safety concerns and issues.

Within each of the main categories above, a series of specific measures can be incorporated into a project to implement a complete streets network in Chatham for people of all ages and abilities. A copy of the Checklist can be found starting on page 12 in the Appendix of this report.

Chapter 2 – Vision, Goals, Complete Streets Policy and Performance Measures

The New Jersey Department of Transportation’s statewide Complete Streets policy was recognized by the National Complete Streets Coalition in 2011 as one of the “Fifteen Top-Ranked” policies in the country.⁷ This policy and the goals for achieving complete streets served as a stepping off point in writing the Complete Streets policy for Chatham Borough.

The purpose of this work is a flexible, realistic set of concepts to be adopted by Chatham Borough as part of the Master Plan. The vision statement, goals and Complete Streets policy work in tandem with the performance measures to guide and track the new programs and projects that enhance walking, bicycling, and transit use for residents of Chatham Borough.

Funding for this work was provided through a matching grant from the Association of New Jersey Environmental Commissions (ANJEC).

Vision Statement

Develop strategies, policies and goals that promote individual and community health and sustainability through the provision of transportation options that encourage physical activity by preserving and enhancing the existing assets of Chatham Borough.

Goals

- Build from the historic, mixed use downtown to sustainably plan pleasant and accessible places to walk, bicycle and use transit for people of all ages and abilities in Chatham Borough;
- Provide a transportation system that serves all residents;
- Enhance current walking and bicycling opportunities through signage, roadway markings and/or street infrastructure improvements, including sidewalks and traffic calming, where feasible, to expand existing safe routes to existing destinations;

⁷ <http://www.completestreets.org/resources/complete-streets-policies-growing-strong/>

- Promote walking, bicycling and transit use through consideration of specific street safety needs of children, older adults, and people with disabilities in new and retrofit roadway projects, especially those projects at and near schools, community facilities, transportation hubs, and the downtown;
- Create a flexible policy that promotes retrofitting a network of streets and sidewalks over time, and opportunities to develop trails and pathways, where feasible, that benefit cardiovascular health by considering all modes of transport and all roadway users in transportation projects;
- Ensure that complete streets projects reflect and consider the environmental, cultural and historic context of the Borough, as well as realistic cost constraints;
- Promote outreach and education to all street users detailing the rules of the road – the rights and responsibilities of all roadway users in a multi-modal environment;
- Implement the complete streets policies to support other local initiatives such as the Sustainable Jersey certification process;
- Create mechanisms to measure successful implementation of complete street policies and goals;
- Develop a flexible checklist to help weigh the benefits and constraints of potential complete streets project components, including maintenance projects and retrofit improvements for improved public health and safety;
- Involve residents and business owners in promoting walking and bicycling in Chatham Borough;
- Seek public input via surveys of all those directly affected by retrofit projects that include new sidewalks, traffic calming measures or other major upgrades;
- Identify and fill critical gaps in the transportation network for all roadway users;

- Design all projects in accordance with the American with Disabilities Act (ADA) standards and guidelines;
- Work with NJ Transit to improve access to the train station and lighting of accessible routes and roadway crossings;
- Allow exceptions to the Complete Streets policy to be contingent upon the presence of specific safety concerns and set a clear procedure that requires high-level approval prior to granting exceptions. Create a system for exceptions that is explicit and understandable.
- Formally adopt the complete streets policy plan as part of the Borough Master Plan.

Complete Streets Policy

This policy language is recommended to be incorporated into a resolution for adoption by the Borough Council to formalize Chatham’s commitment to implementing Complete Streets.

WHEREAS, the New Jersey Department of Transportation’s Complete Streets policy states, “A Complete Street is defined as a means to provide safe access for all users by designing and operating a comprehensive, integrated, connected multi-modal network of transportation options”; and

WHEREAS, Chatham Borough supports the numerous benefits of Complete Streets, including: improved safety for all roadway users (pedestrians, bicyclists, transit users, and motorists, of all ages and abilities): new and/or improved connections to bicycling and walking trip generators such as commercial areas, schools, residential neighborhoods, parks, and public facilities that contribute to a comprehensive, integrated, multi-modal transportation network; and, improved community health, livability, and sustainability through the provision of transportation options that encourage physical activity; and

WHEREAS, streets are a critical component of public space and an asset in establishing the image and identity of a community, providing a key framework for the history of an area, as well as current and future development; and

WHEREAS, significant accomplishments in walking and bicycling have already been achieved through the creation of paths and walking routes to and from school for local children, as well as through local traffic safety programs, which are proposed to be incorporated into the Complete Streets programs and policies for the Borough; and

WHEREAS, Chatham Borough supports the environmental and fiscal benefits of creating Complete Streets that incorporate sidewalks, bike lanes, safe crossings and transit amenities into the initial design of the project, thus reducing traffic congestion and reliance on carbon fuels, as well as sparing the expense of retrofits later; and

WHEREAS, Chatham Borough wishes to implement a Complete Streets Policy that applies to both new and retrofit projects, specifically through integration of this policy with the planning, design, construction, maintenance and operation of transportation facilities; and

WHEREAS, it is recognized that any policy must be flexible and reflect that all streets are different, including some streets or corridors in Chatham Borough which may not fully satisfy a complete streets environment, but that the transportation system overall will balance the needs of all users and support a comprehensive network of complete streets; and

WHEREAS, complete streets improvements will be based on best design and engineering practices, which may include street and sidewalk lighting; sidewalk and pedestrian safety improvements such as median refuges or crosswalk improvements; improvements that provide ADA (Americans with Disabilities Act) compliant accessibility; transit accommodations including improved pedestrian access to transit stops and shelters; bicycle accommodations including bicycle storage, bicycle parking, bicycle routes, shared-use lanes, and other elements, as appropriate; and, street trees, landscaping, street furniture and other streetscape amenities; and

WHEREAS, this policy, and, more specifically, a Complete Streets Plan with goals, performance measures, general guidelines for addressing the needs of all roadway users, and a project checklist, has been prepared and adopted as an amendment to the Borough's Master Plan;

NOW, THEREFORE, BE IT RESOLVED that all public street projects, including new construction, reconstruction, and maintenance undertaken by Chatham Borough shall be designed and constructed as "complete streets"

whenever feasible to do so in order to balance the needs of all roadway users of all ages and abilities, subject to the following conditions/exemptions:

Conditions/Exemptions

Exemptions to the Complete Streets policy shall be documented in writing and filed in the Borough Engineer's Office, for final approval by the Borough Engineer, with supporting data that indicates the reason for the decision, based on one or more of the following conditions:

- 1) Non-motorized users are prohibited on the roadway.
- 2) Cost of accommodations is excessively disproportionate to the cost of the project, comprising more than (20%) of total cost.
- 3) The safety or timing of a project is compromised by the inclusion of Complete Streets.
- 4) The Borough Engineer determines there is insufficient space to safely accommodate new facilities.
- 5) The project is located on a cul-de-sac or road with less than 500 average annual daily traffic (AADT)⁸.
- 6) In any project, should the inclusion of pedestrian, public transit, and/or bicycle facilities prove detrimental to wetlands, floodplains, streams, and/or historic/social resources, as determined by engineering analysis, those facilities shall not be required.
- 7) In any project where the inclusion of a new sidewalk, traffic calming feature, or other facility requires land disturbance beyond the existing paved cartway or will impact local travel patterns, a survey of residents directly impacted by the improvements will be undertaken. Should over half of the residents support the project, or should the project meet an overwhelming, documented safety need, then those features will be included in the improvement project.

Performance Measures

1. Safety and Use

⁸ Average annual daily traffic (AADT) is determined by taking the total volume of vehicle traffic on a road divided by 365 days.

- The majority of motorist's travel speeds are at or below the posted speed limit throughout Chatham Borough.
- If outside funding sources or other inexpensive means are available, survey local residents to determine which roadway improvements they would like to see to make Chatham Borough more walkable and bikable.

2. Improved Accessibility for Users of All Ages & Abilities

- Increase in ADA compliant upgrades to sidewalks, crosswalks, and curb ramps.
 - Number of spot locations upgraded.
 - Linear Feet of sidewalks improved.
 - Number of crosswalk improvements.
- Increase in ADA compliant spot upgrades to sidewalks and curb ramps at train station.
 - Number of spot improvements at/serving train station.
- Increase accessible sidewalks connecting gaps in the sidewalk network.
 - Linear feet of new, accessible sidewalks.

3. New infrastructure and/or retrofitted streets to improve access to biking, walking and transit for people of all ages and abilities

- Street projects are designed to create a network of complete routes for bicycling and walking.
- Increase in pedestrian scale lighting.
 - Number of new pedestrian lamps/linear feet of lighting improvements.
- Increase in benches and other pedestrian amenities.
 - Number of new benches, trash receptacles, etc.
- Increase in bicycle lanes, multi-use trails, shared roadway markings or bicycle safety signage (such as Share the Road signage).
 - Miles of new bicycle lanes.
 - Miles of new and/or improved trails and off-street pathways.
 - Miles of new sharrows (shared lane markings).
 - Miles of new signed bicycle routes.
 - Number of new Share the Road signs.
- Increase in new bicycle parking opportunities.
 - Number of new racks at schools.
 - Number of new racks at train station.
 - Number of new racks in the downtown.

- Increase in complete streets at and near schools, Main Street, community facilities and/or transportation hubs.
- Increase in streets retrofitted with traffic calming measures.
 - Number of streets with traffic calming.
 - Number of new traffic calming measures.

4. Historic and Environmental Resources

- Consider and sustain historic resources through the transportation project design process.
- Protect environmental resources during the transportation project design process.

5. Educational Events and Community Outreach: new events, increased participation in annual events, and coordination among the Chatham Police Department, Schools, and the community at large

- Pursue staff and volunteer training opportunities on complete streets principles.
 - Number of training events attended per year.
- Increase effort in promoting walking and bicycling to school via Safe Routes to School (SRTS) or other programs.
 - Number of SRTS events held within Chatham Borough.
- Increase effort to improve community health through targeting educational campaigns promoting the health advantages of using non-motorized transportation.
- Increase effort to promote safe bicycling for people of all ages and abilities through bike rodeos, helmet giveaways and/or other annual events.
 - Number of bike rodeos per year.
 - Number of helmet giveaways.
 - Number of bicycle safety classes held per year.

6. Implementation of Sustainable Jersey certification actions

- Adopt and implement complete streets policies to complement the Sustainable Jersey certification process.

7. Funding

- Seek additional outside funding sources for complete streets implementation.
- Evaluate preliminary cost estimates of complete street upgrades versus benefit to the community as part of the project feasibility process.

Other Recommendations

Chatham Borough has several policies regarding work zone safety and snow removal from sidewalks that are in line with the Complete Streets Policy. Sidewalks are required to be cleared of snow within 24 hours of snowfall so walking routes will not be impeded during the winter months.

Where there is roadway construction, detours for pedestrians and bicyclists are minimized to every extent possible unless safety issues require street users to take a longer route. Work zone areas are always demarcated to alert pedestrians, bicyclists and motorists.

Chapter 3 –General Guidelines for Retrofitting Streets to Serve All Users

The neighborhood character and supporting street system in Chatham Borough are well established with few new streets necessary or anticipated in the future.

Creating a complete streets network in Chatham Borough therefore focuses on retrofitting existing streets and intersections, and maintaining and constructing new pedestrian facilities in compliance with the American's with Disabilities Act (ADA) "Standards for Accessible Design".⁹

The Borough's built out nature and established street system provide unique opportunities to develop and improve networks for bicycling and walking using relatively low-cost infrastructure improvements.

Promoting bicycling, walking and transit use as alternatives to making trips by car reduces mobile source air toxins, one of the primary sources of poor air quality in urbanized regions of New Jersey. Installing bicycle route markings, bicycle parking, and sidewalks to encourage active transportation can help to highlight and connect the numerous historic land and environmental resources of the Borough, including downtown destinations and community facilities.

Complete Street Measures




The following complete street measures are designed to enhance the roadway environment for walking and bicycling and to better balance the needs of motorized and non-motorized traffic through vertical and horizontal modifications to the right-of-way (often referred to as traffic calming), signage, and striping. Streets designed for pedestrians and bicyclists, as well as for motorists, result in less traffic crashes overall and enhance visual communication between motorists and non-motorists, creating a safer roadway space for all users.



The contextual factors and right-of-way constraints in Chatham Borough lend themselves to the following complete street measures^{10,11}:

⁹ http://www.ada.gov/2010ADASTandards_index.htm


¹⁰ <http://www.pedbikeimages.org/>

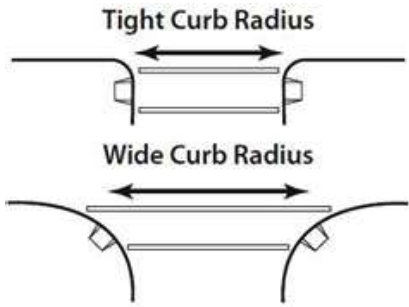

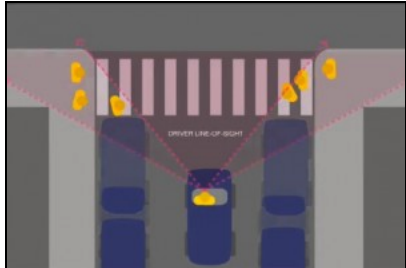

¹¹ <http://www.walkinginfo.org/>


Primary User(s)	Complete Streets Measures	Purpose	Example
Walkers/Transit Riders	Speed Humps/Speed Tables	Reduce vehicle speeds; raised measures tend to have the most predictable speed reduction impacts.	
Walkers/Transit Riders	Chicanes	Reduce vehicle speed.	
Walkers/Transit Riders	Medians/Pedestrian Refuges	Manage motor vehicle traffic and provide comfortable left-hand turning pockets with fewer or narrower lanes. Provide a landing for pedestrians crossing the street.	

Bicyclists	Shared Use Path/Sharrows	<p>Designate roadway space for cycling on narrow streets.</p> <p>Designate preferred routes for cyclists.</p>	
Bicyclists	Bike Lanes	<p>Delineate roadway space.</p> <p>Narrow roadway, with traffic calming effect.</p> <p>Designate preferred routes for cyclists.</p>	

The following measures can be applied at and near street crossings to foster better communication among roadway users at these points, thus improving safety and operations:

Primary User(s)	Complete Streets Measures	Purpose	Example
Walkers/Transit Riders	Curb Extensions	<p>Reduce crossing distance.</p> <p>Reduce turning vehicle speed.</p> <p>Enhance sight lines.</p>	

Walkers/Transit Riders	Tight Curb Radii	<p>Reduce turning vehicle speed.</p> <p>Enhance sight lines.</p>	
Walkers/Transit Riders	Special Pavement Treatment (colorized/texture, etc.)	Enhances yielding between pedestrians and motor vehicles.	
Walkers/Transit Riders	Daylighting/Removing parking at the crosswalk.	Enhances sight lines.	
Bicyclists	Advanced Stop Bars/Bike Boxes	<p>Positions cyclists in front of motorists at stop lights.</p> <p>Motorists stop further from the crosswalk.</p>	

Bicyclists	Bicycle-Friendly Loop Detectors	<p>Protect bicyclists from right turning vehicles.</p> <p>Alert traffic lights to change for cyclists.</p>	
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Enhancing streets for bicycling and walking outside of the roadway is assisted by good lighting and numerous places to securely lock bicycles.

Installing street lighting to illuminate the sidewalk, rather than the sidewalk and the roadway, is called “pedestrian scale lighting”.

This type of street lighting causes less shadowing on the sidewalk, creating a more inviting area for walking and shopping. In addition, this decorative form of street lighting can be designed to promote local events and the historic qualities of Chatham Borough, like the example shown below:



Installing bicycle racks at and near local businesses, institutions, transit facilities and recreational destinations is crucial in promoting bicycling as a regular means of getting around Chatham Borough. NJTransit provides bicycle racks and bicycle lockers at Chatham Station.

Bicycle racks have evolved from the standard inverted “U” to context sensitive designs that enhance adjacent land uses, like this:



Or highlight the unique qualities of a particular neighborhood or place, like this rack, titled “The Ladies’ Mile” in front of Bergdorf Goodman’s store in Manhattan, NY.¹²



¹² http://www.davidbyrne.com/art/bike_racks/index.php

Chapter 4 – Educational Events and Community Engagement

One of the best ways to promote complete streets policies are educational events bringing together residents, municipal staff, business owners and pedestrian/bicycling groups. Complete Streets educational events are not only a fun means of showcasing new improvements to the street network for walking and bicycling, they also serve as opportunities to discuss street safety, the rules of sharing the road, and the health benefits of active living.

These educational programs serve many important purposes in promoting street safety and community health. One of the most important outcomes of complete streets educational programs is awareness, as people of all ages and abilities are not only more alert to all roadway users, but have new information on different ways to get around Chatham Borough.

Community based complete streets educational programs and events focus on the follow topic areas, geared toward people of all ages and abilities:

- Bicyclist safety;
- Pedestrian safety;
- Street safety; and,
- Health and wellness

Under each of these topics there are many programs and events that can be conducted throughout the year to bring the complete streets policy and goals for Chatham Borough to life. A comprehensive list of educational resources and materials can be found in the Appendix of this report.

Events

Safe Routes to School- Pedestrian and Bicycle Safety for Kids and Young Adults

The Traffic Safety Division of the Chatham Borough Police Department and the Chatham Safe Routes to School Committee (an initiative of the Borough, Township and Chatham Schools) are both working to create safer streets for walking and bicycling around local schools. One of the key strategies going forward is information sharing and coordination between these two groups to create a comprehensive effort to build a network of complete streets.

These two groups are already working on Safe Routes to School policies and programs that follow the five “E’s” (engineering, encouragement, education, enforcement, and evaluation) used by the New Jersey Department of Transportation to categorize projects and activities that can receive funding under their Safe Routes to School program. These include:

- District-Wide Walk/Bike to School (April 23-27);
- Efforts to get more students at Chatham High School to walk/bike to school;
- Collecting data at all crosswalks with crossing guards to determine student pedestrian volumes;
- Planned repaving and traffic calming measures on Kings Road (2012);
- 20-mile per hour zones on Watchung Avenue (2012);
- Speed monitoring and enforcement throughout the Borough at school zones;
- Anti-idling enforcement at schools;
- New parent pick-up and drop-off areas at schools;
- Pedestrian and bicycle safety at schools;
- Bike Safety Day;
- Promoting safety at crosswalks;
- Meeting with principals and parents at schools to assess walking conditions, current infrastructure, and additional traffic calming measures at each school;
- Applying for additional funding to create school travel plans (2012); and,
- Creating new plans for walking and bicycling links (Longwood gate paved path to Chatham High School and Lafayette School).

Integrating Safe Routes to School as part of the comprehensive Chatham Borough complete streets policy should also include school policies and pedestrian/bicycling curriculums. The best practices in this area can be found in the “Educational Resources” section of the Appendices of this report.

Bicycle and Pedestrian Educational Events for Adults

An often-overlooked segment of the population for bicycle and pedestrian educational events, adults between the ages of 18-64 are 50% of the total population of Chatham Borough.¹³ This group drives the most and has the greatest ability to contribute to safe and complete streets by switching trips from driving to

¹³ [Census 2000 Demographic Profile Highlights: Chatham borough, New Jersey, United States Census Bureau.](#) Accessed July 15, 2011.

walking, bicycling or transit. There are three main events for adults that focus on increasing walking, bicycling, transit use and on improving health, as follows.

- **Biking for the First Time/Getting Back on a Bike:** This is a workshop for adults to learn how to ride a bicycle and the rules of the road.
- **10,000 Daily Steps Club:** This is a walking club where participants are given pedometers to track the number of steps they take daily. The goal is to get as close to 10,000 steps, or roughly five miles, throughout the course of a day.
- **Bike/Walk/Roll to Transit:** These programs promote the complete streets goals of rethinking daily trips by car. Chatham Station has bicycle racks and bicycle lockers for secure bike storage. NJTransit allows folding bikes on trains.

Walking Programs for Senior Citizens

Health and wellness events for senior citizens are an important part of implementing complete streets policies and goals in Chatham Borough. There are several main elements in starting walking programs for senior citizens:

- **Outreach:** Efforts to get more senior citizens walking differ from school walking programs as their daily activities are less scripted. The best places to begin are senior centers and service providers, health facilities, and libraries. Borough staff can meet with the people in charge of these facilities to talk about conducting senior specific pedestrian safety presentations and information gathering.
- **Senior specific pedestrian safety presentations:** As people get older, walking speed, reaction time, balance, peripheral vision, night vision and ability to gauge street crossing distances diminishes. Senior citizens take longer to cross the street because it takes them longer to ascend and descend the curb; they walk more slowly, and are more apt to slow down in the middle of a crossing if there are trip hazards such as potholes. The presentations should focus on street safety, as well as learning about concerns or impediments to walking experienced by the participants.
- **Mapping a walking route:** Determine where senior citizens like to walk each day and walk the route. Note the sidewalks and curb ramps, lighting along the proposed route, street benches and the distance. Distribute the map to places of outreach and encourage people to start walking.

Programs for Joggers

Like bicyclists, people in Chatham Borough who currently jog or would like to start jogging, benefit from maps showing recommended routes. Working with running clubs, the Borough could use data already collected on traffic volumes and speeds of certain streets, sidewalk continuity and lighting to help joggers plan routes. A town hall style meeting could announce the initiative and serve as a forum for roadway safety, as well as providing people a chance to organize jogging groups.

Training Opportunities for Borough Staff

Training Borough staff on the elements of the complete streets policy can take the form of outreach on complete street design features and the meaning of the policy as it impacts the work of municipal departments. Borough staff will be provided with the complete streets policy, goals, performance measures and the checklist to see how their work can contribute to accomplishing a network of complete streets.

Borough staff that participated in creating the Complete Streets Policy Plan for Chatham Borough should conduct outreach to other borough staff to go over the policy plan.

Educational Materials/Resources

There are numerous resources available to assist in developing complete streets educational events and programs. A comprehensive list of resources and examples of materials can be found in the appendix of this report. The following are great places to begin:

- Information on Safe Routes to School:
 - <http://www.saferoutespartnership.org/state/bestpractices/curriculum>
 - [New Jersey's SRTS Resource Center: http://policy.rutgers.edu/VTC/srts/](http://policy.rutgers.edu/VTC/srts/)
 - New Jersey Department of Transportation Safe Routes to School: <http://www.state.nj.us/transportation/community/srts/>
 - Chatham Borough Safe Routes to School Facebook page: <https://www.facebook.com/pages/Chatham-Safe-Routes-to-School/174132076015653>

- Information on Bicycle and Pedestrian Safety Educational Programs:
 - Pedestrian and Bicycle Information Center (PBIC) children and teens education issues and programs: http://www.bicyclinginfo.org/ee/ed_child_main.cfm
 - National Center for Safe Routes to School, strategies for educating children: http://www.saferoutesinfo.org/guide/education/strategies_for_educating_children.cfm
 - National Center for Safe Routes to School, education resources: <http://www.saferoutesinfo.org/guide/education/resources.cfm>
 - Washington Area Bicyclist Association (WABA) bike rodeo webpage: <http://www.waba.org/bikingforkids/leaders.php>
 - *An Organizer's Guide to Bicycle Rodeos*: Available through CT SRTS
 - Youth Educational Sports, Inc, educational bike/ped materials: <http://yesports.org/categories/educational-materials-2.html>
 - *Ride Smart: It's Time to Start*, bicycle helmet video for teens: <http://www.nhtsa.dot.gov/Bicycles>
 - *Bike Safe Bike Smart*, NHTSA bicycle safety video for teens: <http://www.nhtsa.dot.gov/Bicycles>
 - Planning Walk to School Day in New Jersey
 - <http://policy.rutgers.edu/vtc/bikeped/reports/Walk%20to%20School%20events.pdf>
- Information on walking programs for adults/senior citizens:
 - American Heart Association: <http://www.mywalkingclub.org/>
- Information on Complete Streets for presentations and event ideas:
 - National Complete Streets Coalition: <http://www.completestreets.org/>

Strategic Alliances and Community Resources

Creating strategic alliances to promote complete streets educational programs and events saves resources, reduces redundant efforts, and contributes to achieving the goals and vision of the complete streets policy. Most importantly, collaboration is a key in attracting funding for these programs and events.

The following local businesses, pedestrian and bicyclists advocacy groups, environmental committees and Chatham Borough resources are all working on initiatives that are beneficial in creating a network of complete streets:

- Chatham Borough Safe Routes to School team
 - Chatham Senior Center
 - Bikeland
 - The Amazing Feet Running Club
 - Sustainable Jersey
 - TransOptions
 - The New Jersey Bicycle and Pedestrian Resource Center at Rutgers
 - New Jersey Bike and Walk Coalition
- Existing Chatham Borough Resources
 - Green Initiatives Committee
 - Chatham Borough Environmental Commission
 - Chatham Police Department Traffic Safety Unit

Chapter 5 – Funding Complete Streets

There are a number Federal, State, local and granting options for implementing roadway projects and educational programs associated with the Borough of Chatham Complete Streets policy.

Federal Funding

The largest resource for Federal funding of non-motorized projects has traditionally been the Federal Highway Administration (FHWA). These funding programs include the Surface Transportation Program (STP), Transportation Enhancements (TE), Congestion Mitigation and Air Quality (CMAQ), Safe Routes to School (SRTS), Recreational Trails Program (RTP) and Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU)¹⁴. These programs provide monies to state Departments of Transportation to allocate accordingly.

The Environmental Protection Agency¹⁵ and the Centers for Disease Control and Prevention¹⁶ each have granting programs to promote the missions of these agencies.

Federal funding for non-motorized transportation projects and programs is subject to Congressional approval. Much of this funding is currently under review.

State/Local Funding

The New Jersey Department of Transportation provides funding for complete streets projects and programs through numerous local aid programs¹⁷. State funding for local Safe Routes to School programs is particularly strong.

The Association of New Jersey Environmental Commissions is another source of funding for complete streets work: <http://anjec.org/SustFunding.htm>.

¹⁴ <http://www.fhwa.dot.gov/>

¹⁵ www.epa.gov/ogd/grants/information.htm

¹⁶ www.cdc.gov

¹⁷ <http://www.state.nj.us/transportation/business/localaid/>

Grants

While there are many granting opportunities available for complete streets programs, some are better suited for new programs in small communities. Two opportunities for funding that are good matches for the Borough of Chatham are:

- National Center for Safe Routes to School: This organization provides mini-grants of about \$1,000 to help municipalities fund safe routes to school efforts. <http://www.saferoutesinfo.org/funding-portal/mini-grants>
- Sustainable Jersey: The 2011 Sustainable Jersey™ Small Grants Program will award eight (8) \$10,000 grants, three (3) \$25,000 and twenty (20) \$1,000 grants to local governments. http://www.sustainablejersey.com/resources.php?sec_num=9