



## Connecticut Bicycle and Pedestrian Advisory Board

*Volunteer board members advising agencies of the state on policies, programs, and facilities for bicycles and pedestrians.*

2800 Berlin Turnpike • Newington, CT 06111-4113  
[ctbikepedboard@gmail.com](mailto:ctbikepedboard@gmail.com)



### REGULAR MEETING NOTES Friday December 15, 2023 9 AM Microsoft Teams meeting Join on your computer or mobile app

[Click here to join the meeting](#)

**Or call in (audio only)**

[+1 860-840-2075,852154497#](tel:+18608402075852154497) United States, Hartford

Phone Conference ID: 852 154 497#

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- 1 Call to Order/Roll Call  
See attached list.
- 1.1 Minutes, **November 17** meeting  
Adopted by Board as presented.
- 2.0 Reports/Presentations  
**Stephen Hall**, CT DOT, Transportation Supervising Engineer, State Design **Presentation/Discussion of Complete Streets Controlling Design Criteria and Justification Process: Policy Statement and Directive** Steve shared a presentation, attached to these minutes about the new design criteria and how they will apply. Questions and answers followed the presentation:  
**Q:** What if a local municipality does not want to maintain a facility, like a sidewalk?  
**A:** The DOT will push for facilities to be constructed in accordance with the design criteria.  
**Q:** Concern about 40 mph roads where many cyclists ride, but the criteria say a bike lane is not sufficient  
**A:** In these cases a buffered shoulder would be the appropriate facility.  
**Q:** How does this apply to the paving program?  
**A:** For paving projects, DOT will look at on road bike facilities and crosswalks.  
**Q:** What about lighting at bus stops?  
**A:** Unsure, will get a contact in Public Trans who can answer this.  
**Q:** For restriping projects (not repaving, just restriping) will these criteria come into play?  
**A:** Yes  
**Q:** What about the location of transit stops?  
**A:** This will be coordinated with DOT Bureau of Public Transportation (Public Trans)  
**Q:** This could have an impact on stone walls, trees, historic districts. Will Town sidewalk plans and historic plans be considered?  
**A:** We will look at the context of each project.  
**Q:** Where did the road criteria come from?  
**A:** We used a number of available design guidelines and considered the state situation.

#### NOTE TO PERSONS WITH SPECIAL NEEDS:

Anyone who requires an auxiliary aid or service for effective communication or other accommodation at a meeting must notify the Connecticut Department of Transportation in advance of the meeting as soon as they are able.



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**Q:** a lot of towns will look to these guidelines, so it will be good to have a basis to reference.

**A:** Steve will follow up with Jay on this issue.

**Q:** It would be helpful for towns to know time frames for repaving in order to coordinate.

**A:** Steve will follow up on this.

### **Other DOT reports**

Active Transportation Unit created, overseen by Anna Bergeron. This new unit includes Safe Routes to School coordinator (Kristen Levesque), and is currently staffing up.

A question was raised regarding school siting, do the decision makers at the state level consider walkability when school locations are proposed. Unclear who all is involved in this decision making beyond local Boards of Ed. CT Department of Administrative Services has some role, can DEEP be involved from a sustainability point of view? Kim reported that DEEP has an innovative outreach group that might be helpful with this.

## 3.0 Old Business

### 3.1 Annual Report – subcommittee report

The New England scenic Trail has been added to the National Parks Registry as its own unique unit

WestCOG projects to be noted, including that Greenwich has accepted a Rec Trails Grant for a piece of the East Coast Greenway. WestCOG received a large RAISE grant for trail planning and design and received the first SS\$A Implementation grant in the state

Funding (local match) is issue for SS4A, RAISE, and TA

Could we report which towns have CS policies by region? This would be better online than in report. Brian will tackle this.

Francis pointed out that policies are not as strong as what is in land use regs and design criteria.

Bicycle Design Guide – DOT had a consultant complete this work a couple of years ago but have been unable to get internal approval to issue. Now waiting for new AASHTO Guidance to come out in early 2024 before issuing.

Update website for municipal complete street plans

Draft report to Board in January for approval

VRU safety special rule 15% of total spending on safety

### 3.2 Follow up – Bolton Trail, report from CRCOG

No reports

### 3.3 Getting word out on CTBPAB – COG monthly meeting

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### 4.0 New Business 4.1

### 5.0 Input

#### 5.1 Input from COG's and Vision Zero Updates

WestCOG: Will develop CS design templates for the types of streets that the region has.

5.2 Input from Visitors (5 minutes)  
No report

5.3 BikeWalk CT  
Discover CT ride in May 2024, Hartford/September Litchfield

5.4 Watch for Me CT  
No report

5.5 Transport Hartford  
Report provided to newsletter

5.6 CT Trails Program  
Report provided (I missed this)

5.7 CT Public Transportation Council  
Meeting last week, partnership with CTDOT  
Report to be provided next month

5.8 CT DEEP Trails and Greenways  
Rec Trails Grant Application is available

5.9 CT Greenways Council/ECGA  
No report

Next Meeting – **January 26**, 2024, 9 AM  
VIA TEAMS

#### **NOTE TO PERSONS WITH SPECIAL NEEDS:**

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## 12 MONTH ACTION PLAN

April 28, 2023: Presentation by Erik Jackson, re UConn Crash data

May 26, 2023

Status of our recommendations – progress, need to reach out?

June 23, 2023 At Riverfront boathouse, Hartford;

Presentation by Donna Shea of the T2 Center, T2 activities in BP

Presentation by Riverfront Recapture re their BP activities

July 28, 2023

Possible update from OPM on CT Conservation and Development Policies Plan for 2025-30 (check with Bruce, Rebecca to see if they are able to do this)

August 25, 2023

Election of officers

Presentation on CT HSIP Implementation plan which should be approved by local FHWA office by now

September 22, 2023, in New Haven

Layout legislative asks for following year. After meeting, request meeting with Anne Kleza

October 27, 2023

Layout recommendations for 2023 report, begin compilation of data for tables in report

November 17, 2023 (not the 4<sup>th</sup> Friday)

Initial draft of report

December 15, 2023 (not the 4<sup>th</sup> Friday)

Draft final report

January 2024

Finalize annual report and distribute

February 2024

Strategize how to move recommendations forward

March 2024

NOTE: we may want presentations from other groups to be sure our Annual Report includes their work:

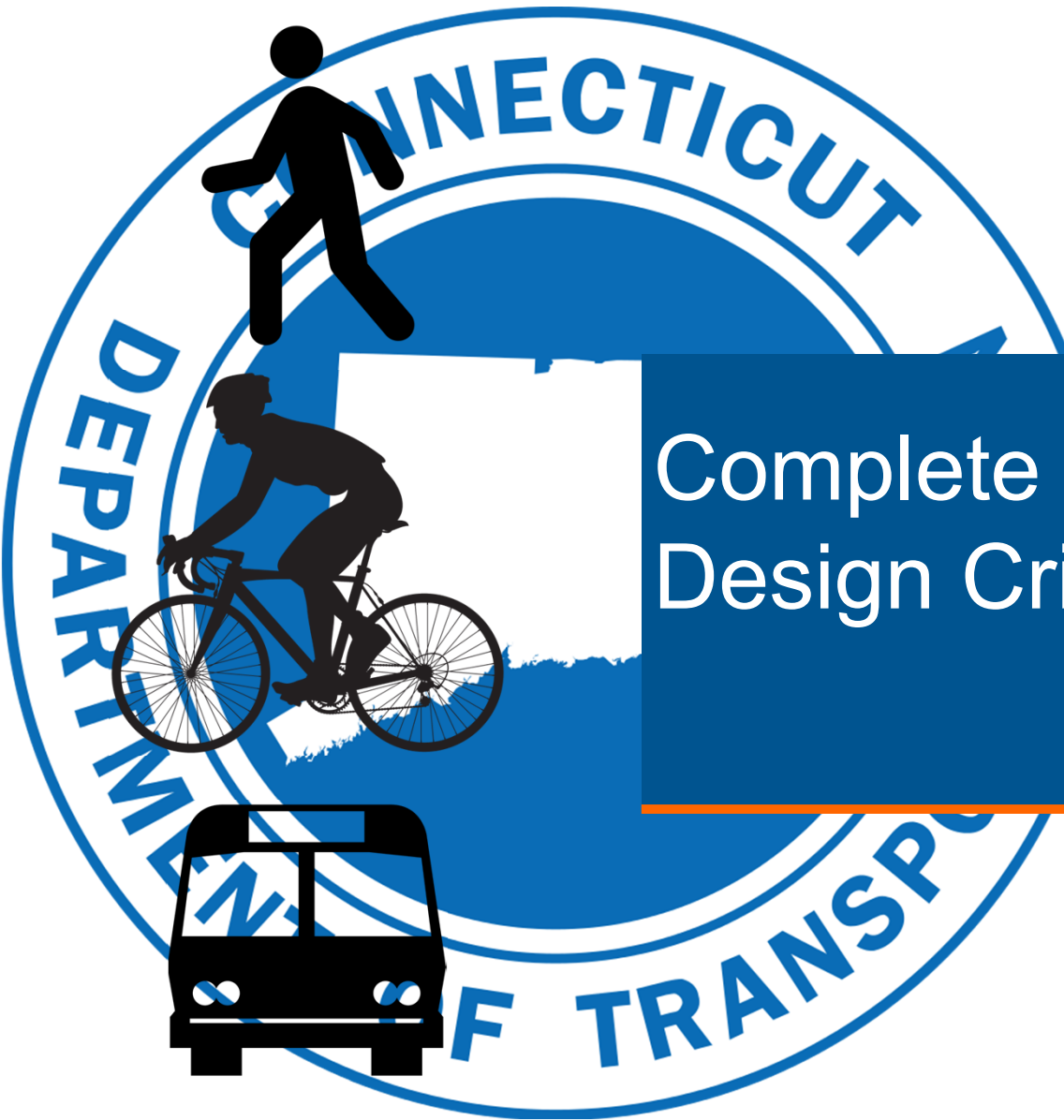
Watch for Me CT; CT Age Well Collaborative; OTHERS?

### NOTE TO PERSONS WITH SPECIAL NEEDS:

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## CT Bicycle and Pedestrian Advisory Board Meetings

Name	Affiliation	12/15/2023
<b>Board Members</b>		
Sandy Fry (Chair)		X
Brian Kent (Vice Chair)		X
Joe Balskus (Secretary)		X
Thomas Branchaud		
Mark Moriarty		X
Keith Nappi		X
Rod Parlee		X
Neil Pade		X
Francis Pickering		X
Sue Smith		X
Al Sylvestre		X
<hr/>		
Jim Adams	BWBolton	X
Anna Bergeron	CTDOT	X
Kim Bradley	CTDEEP	X
Jennifer Brady	FHWA	X
Bill Champagne	CTDOT	X
Mary Cockram	BWCT	X
Martha Conneely	CT Riverfront	X
Graham Curtis	CTDOT	X
Bob Dickinson	Bloomfield	X
Vin DiMarco	Greenwich	X
Gabriel Filer	SCRCOG	X
Keller Glass	UCONN	X
Steve Hall	CTDOT	X
Charles Harlow	F&O	X
Doug Hausladen	NHPA	X
Jason Hughes	T2 Center	X
Dimitri Kotoumbas	OSTA	X
Jennifer Lacker	Bike Stonington	X
Jim Larkin	NECCOG	X
Kristen Levesque	CTDOT	X
Erica Lindeberg	Jacobs	X
Sylvia Ounpuu	Bolton	X
Kate Rattan	SCCOG	X
Olivia Rizzuto	Bolton	X
Christopher Roberts	CTDOT	X
Jay Stange	BICO	X
Phil Shattuck	OPM	X
Tabitha Wilson	Groton	X



# Complete Streets Controlling Design Criteria

# COMPLETE STREETS CONTROLLING DESIGN CRITERIA (CSCDC)



## CONNECTICUT DEPARTMENT OF TRANSPORTATION POLICY STATEMENT

POLICY NO. EX.O-44  
Date: August 21, 2023

### SUBJECT: Complete Streets Controlling Design Criteria

It is the policy of the Connecticut Department of Transportation's (CTDOT)'s to provide a safe and accessible intermodal transportation network for all users. To further implement the CTDOT Complete Streets policy included in Policy No. EX.O.-31, CTDOT shall establish three (3) new Controlling Design Criteria and associated design guidance for 1) pedestrian facilities, 2) bicycle facilities, and 3) transit provisions on applicable CTDOT projects.

Together, these Controlling Design Criteria shall be collectively referred to as "Complete Streets" Controlling Design Criteria, and are defined as follows:

*Pedestrian facilities* may include sidewalks, shared use paths or side paths. *Pedestrian facilities* shall be provided on both sides of a roadway if any of the following apply:

- For all roadways in urbanized areas, urban clusters, rural town centers, or pedestrian safety zones, where pedestrians are legally allowed.
- For bridges on Urban Federal-Aid Highways or on rural routes carrying more than 1,000 ADT, where pedestrians are legally allowed and where the scope of work is beyond bridge cyclic maintenance or condition-driven maintenance as identified in the AASHTO Guide to Bridge Preservation.
- For all State Routes with a high likelihood for pedestrian use.

*Bicycle facilities* may include paved outside shoulders, bicycle lanes, buffered bicycle lanes, separated bicycle lanes, side paths, or shared use paths. Facilities may provide service in a single direction of travel ("uni-directional") or two directions of travel ("bi-directional"). *Bicycle facilities* shall be provided and shall provide service for each direction of vehicular travel:

- For all roadways where bicycles are legally allowed, *except* roadways classified as local.
- For bridges on Urban Federal-Aid Highways or on rural routes carrying more than 1,000 ADT, where pedestrians are legally allowed and where the scope of work is beyond bridge cyclic maintenance or condition-driven maintenance as identified in the AASHTO Guide to Bridge Preservation.

*Transit provisions* may include crosswalks or other means of facilitating accessible pedestrian access within proximity of existing or proposed transit stops, and a shelter or bench at all transit stops with a threshold number of boardings per day along a transit route. For the purposes of this criterion, a *transit route* is any fixed-route service operated under contract by CTDOT or by a Transit District.

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Connecticut DOT

Number: ECD-2023-8

Bureau of Engineering and Construction

Date: August 21, 2023

### ENGINEERING & CONSTRUCTION DIRECTIVE

Digitally signed by  
Scott A. Hill, PE  
Chief Engineer

### Complete Streets Controlling Design Criteria and Justification Process

The purpose of this Engineering Directive is to establish three (3) new controlling design criteria and associated design guidance for pedestrian facilities, bicycle facilities and transit provisions on applicable CTDOT projects as defined in **Exhibit 1**. These new criteria will be collectively called "Complete Streets" controlling design criteria. This Directive supplements Section 6-5 of the Highway Design Manual; and supports CT General Statutes Section 13a-153f, *Accommodations and Provisions of Facilities for All Users*; CTDOT Policy Statement Ex. O-31, *Complete Streets*, dated October 23, 2014 (as revised); and Executive Order No. 21-3, *Actions That Reduce Carbon Emissions and Adapt to Climate Crisis*, dated December 16, 2021.

This Directive shall be implemented as follows:

1. This Directive shall apply to all projects initiated after September 1, 2023, except those project types from the **Exempt Projects** list.
2. Projects with a Design Approval date on or before August 31, 2023, are exempt from the requirements of this Directive, unless otherwise directed by the Chief Engineer on a case-by-case basis.
3. All other active applicable projects that have not yet received Design Approval shall be reviewed with the respective Division Chief for the feasibility of incorporating the requirements of this Directive. This review shall be completed by November 15, 2023.

### **Exhibit 1 Applicable CTDOT projects (all shall apply)**

CTDOT is the project proponent.

CTDOT administers the project.



# COMPLETE STREETS CONTROLLING DESIGN CRITERIA (CSCDC)

The Department is instituting three new controlling design criteria on applicable CTDOT projects. The three criteria are:

Pedestrian Facilities



Bicycle Facilities



Transit Provisions



Collectively, these new Controlling Design Criteria shall be referred to as

**"Complete Streets Controlling Design Criteria" or CSCDC**





# COMPLETE STREETS CONTROLLING DESIGN CRITERIA (CSCDC)

## **CSCDC PROJECT APPLICATION: *(If all apply, project must follow directive)***

- CTDOT is the project proponent
- CTDOT administers the project *(This eliminates LOTCIP, TA)*
- CTDOT is responsible for providing project funding *(State or Federally aid)*
- CTDOT controls the affected infrastructure *(State Highway)*

**If not *all* of the above apply, the project is exempt from the requirements of this directive**

## **IMPLEMENTATION PLAN:**

- All projects initiated after September 1, 2023, shall comply. (PPI or RPM if no PPI)
- All projects with a Design Approval date on or before August 31, 2023, are exempt.
  - Designers should consider incorporating the CS Design Criteria.
- All other active projects that have not yet received Design Approval shall be reviewed with the respective Division Chief for the feasibility of incorporating CS provisions.



# PEDESTRIAN FACILITY - APPLICABILITY

**Requirement: Provide pedestrian facilities on both sides of:**

## **Highways:**

- Roadways in urbanized areas, urban clusters and rural town centers
- State Routes with high likelihood for pedestrian use

## **Bridges:**

- On Urban Federal-aid highways and on Rural routes carrying more than 1,000 ADT where the scope of work is beyond bridge cyclic maintenance or condition-driven maintenance as identified in the AASHTO Guide to Bridge Preservation, Appendix A.

## **Examples of scope of work:**

- Deck replacement
- Superstructure replacement
- Full replacement\*

\*On roadways underneath the bridge, provide adequate width between abutments and edge of roadway to allow for future pedestrian accommodations on both sides of the roadway.



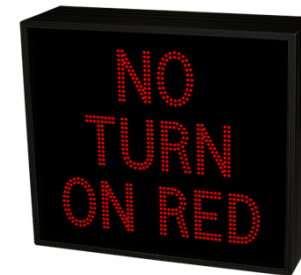
# PEDESTRIAN FACILITY - DESIGN REQUIREMENTS

## Controlling Design Criteria:

- **Minimum Width** – 5'-0"
- **Marked Crosswalks** – shall be provided at every leg of a signalized intersection where sidewalks are present and/or proposed
- **Illumination** – shall be provided for marked crosswalks on all State roads

## Design Considerations:

- Provide an activated “*No Right Turn on Red*” prohibition sign where an intersection is controlled by a traffic control signal with permissive right turn on red movements for vehicles that will cross a marked crosswalk



# BICYCLE FACILITY APPLICABILITY

**Requirement: Provide bicycle facilities for each direction of vehicular travel on:**

## **Highways:**

- All roadways where bicycles are legally allowed except roadways functionally classified as local

## **Bridges:**

- On Urban Federal-aid highways and on Rural routes carrying more than 1,000 ADT where the scope of work is beyond bridge cyclic maintenance or condition-driven maintenance as identified in the AASHTO Guide to Bridge Preservation, Appendix A.
- **Examples of scope of work:**
  - Deck replacement
  - Superstructure replacement
  - Full replacement



# BICYCLE FACILITIES - DESIGN CRITERIA

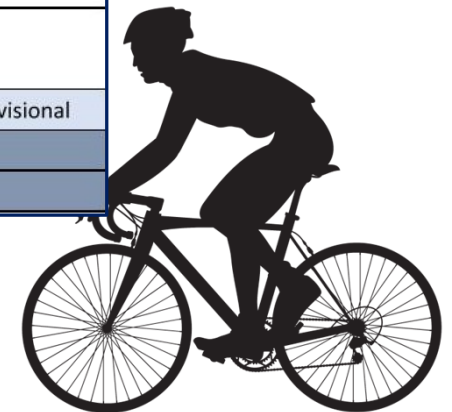
## Bicycle Facility Selection Matrix

Table 1: Bicycle Facility Selection Summary Matrix

Traffic Volume (ADT)	0-5,000	5,000-10,000	10,000-18,000	18,000-20,000	20,000-25,000	25,000+
Paved outside shoulder	Recommended		Acceptable			
Bicycle lane	Recommended		Acceptable			
Buffered outside shoulder	Exceeds Recommendation	Recommended			Acceptable	
Side path	Exceeds Recommendation		Recommended			
Separated bicycle lane	Exceeds Recommendation			Recommended		
Posted Speed (mph)	0-25	26-30	31-35	36-40	41-45	46+
Paved outside shoulder	Recommended			Acceptable	Provisional	
Bicycle lane	Recommended			Acceptable	Provisional	
Buffered outside shoulder	Exceeds Recommendation		Recommended		Acceptable	Provisional
Side path	Exceeds Recommendation		Recommended			
Separated bicycle lane	Exceeds Recommendation			Recommended		

**Paved outside shoulder or Bicycle Lane shall not be selected for roadways with:**

- A posted speed limit equal to or greater than 40 mph
- A traffic volume equal to or greater than 18,000 vpd



# BICYCLE FACILITIES - DESIGN CRITERIA

## CONTROLLING DESIGN CRITERIA:

Bicycle Facility	Min. Width (feet)
Paved shoulder and Bicycle Lane	5
Buffered Outside Shoulder*	5
Separated Bicycle Lane (one-way)*	5 <sup>1</sup>
Separated Bicycle Lane (two-way)*	8 <sup>2</sup>
Shared Use Path and Side path	10

\* Minimum width excludes buffer area (2-ft minimum buffer width)

<sup>1</sup> Minimum Width = 6' where bike lane is curbed on both sides

<sup>2</sup> Minimum Width = 10' where bike lane is curbed on both sides



# TRANSIT PROVISIONS

## REQUIREMENTS – Provide transit provisions for Projects:

- Within the service area of operators under contract with CTDOT or by operators of a Transit District
- Where there are existing or proposed transit routes and containing facilities where pedestrians and bicyclists are legally allowed

## CONTROLLING DESIGN CRITERIA:

- **Submission of PD plans to the Office of Transit and Ridesharing and Office of Rails**
- **Shelter or Bench** – provide at all transit stops with high levels of boarding per day or low levels of frequency of service
- **Marked Crosswalks** – provide within 400' of existing or proposed transit stops\*
- **Illumination** – provide at all transit stops
- **Comply with ADA requirements at all transit stops**

\*All proposed mid-block crosswalks require review and approval by Traffic Engineering



# COMPLETE STREETS CONTROLLING DESIGN CRITERIA (CSCDC)

## CSCDC – DESIGN EXCEPTIONS:

- Design Exceptions for CSCDC may only be granted by the Chief Engineer
- This elevates the Design Exceptions review process for the CSCDC, as the approval of any requested Design Exceptions for the other 13 Controlling Design Criteria are determined by Engineering Administrator.





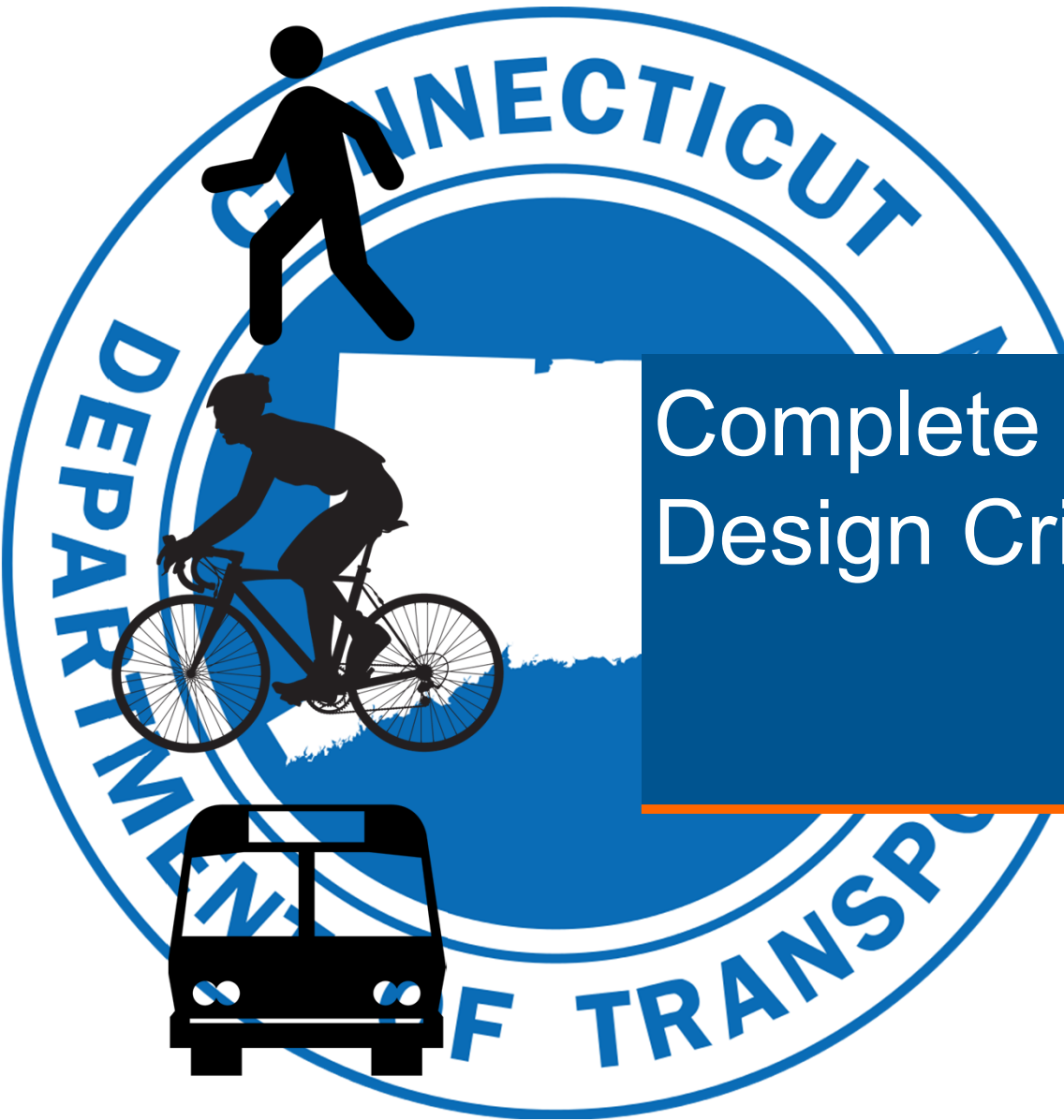
# COMPLETE STREETS CONTROLLING DESIGN CRITERIA (CSCDC)

## Conclusion:

- Safety, Mobility, and Access needs to be for **everyone**.
- Our transportation network needs to **safely accommodate all users**.

Adoption of the Complete Streets Controlling Design Criteria and incorporating these design elements into our projects will be a crucial tool to achieve this.





# Complete Streets Controlling Design Criteria

Thank You