Complete Streets Checklist

Stemming from the Integrated Mobility Plan (IMP), this checklist was created to support the planning and design process and should be considered before any major street recapitalization. It is intended to apply to projects with significant impacts to streets, such as full street rehabilitation, or significant excavation for water, wastewater or storm mains. It is not intended to apply to smaller projects, such as individual lateral cuts or projects which leave existing curbs intact such as pavement overlay or micro-surfacing.

Project Location

Street Name:

From: To:

Length of street affected by construction:

Cross streets affected by construction (list):

STEP 1: Identify Context

The following resources will help identify the context:

- Land Use/ Pedestrian Orientation
  - Area Municipal Planning Strategy (MPS);
  - Site visit (extent and gaps in sidewalk network, crossing opportunities, pedestrian wear paths, building setbacks);
  - Streetscaping maps
- Bicycle - All Ages & Abilities Bicycle Network (IMP p92) and Candidate Bike Routes (Making Connections AT Plan)
- Transit – Transit Corridors Map (IMP p103); Rapid Transit Strategy (p20-23; p26); Halifax Transit Routes and Stops
- Vehicles – recent counts, collision history, lists of priority streets for traffic calming; road safety, etc.
- Trucks - Truck Routes Map (Open Data)
- Primary Emergency Response Map; evacuation route map

*What is the street's role as a **place**? Refer to existing and proposed:*

Existing Land Use:	Proposed Land Use:
...	...
Pedestrian oriented[1]? ☐	Pedestrian oriented[1]? ☐
Vehicle oriented[2]? ☐	Vehicle oriented[2]? ☐

*What is the street's role as a **link?** Consider all transportation modes, both existing and proposed*:

- Presence of bus stops, bus routes, pedestrian, and bicycling facilities
- Ways the pedestrian, bicycling, transit, and vehicle facilities connect to existing networks
- Trip generators and mode share in the area for walking, bicycling, transit, and vehicles
- Types of vehicles travelling on this street
- Street classification

Summarize Context:

Example:

Hollis Street is a mixed use, pedestrian-oriented, one-way urban minor collector passing through two heritage districts; and is identified as a full-time truck route, part of the AAA bike network; with two bus routes and stops every 300m or so.

1 Buildings set back from street +/-6m or less; no off-street parking within building setback
2 Larger setbacks, off-street parking between street and building

STEP 2: Set Objectives

Based on the intended street context determined in Step 1, project objectives should be set and prioritized (e.g. transit priority, traffic calming). The target Multi Modal Level of Service (MMLOS) should be set based on the desired outcomes.

		Direction					

STEP 3: Data Collection

Additional data collection will further inform the project and assist with evaluating its success once complete. Data collection may include:

- ☐ Curbside usage study (type of curbside use e.g. parking, accessible parking, loading, occupancy, turn-over)
- ☐ Street tree inventory and condition assessment
- ☐ Photographs
- ☐ Traffic counts:
  - ☐ Pedestrians
  - ☐ Bicyclists
  - ☐ Transit ridership and boardings / alighting at impacted stops
  - ☐ Buses
  - ☐ Trucks
  - ☐ Vehicles (include speed & volume)

STEP 4: Design

Assemble

Based on the context and intended role of the street, determine required street design elements from the HRM Complete Street Design Guidelines and other guides as needed (e.g. NACTO, TAC, etc.) to achieve intended MMLOS and other project objectives.

Confirm basic horizontal and vertical design elements, intersection configurations, and active transportation facility types. Identify vertical and grading constraints, utility impacts and impacts to existing buildings and green infrastructure (limit impacts to heritage properties and mature trees where possible).

Depending on project scope, consult with municipal staff, utilities, stakeholders, councillor, and public as needed to identify concerns and coordinate projects.

Consider operational and maintenance requirements, as well as any necessary changes or new equipment needed to maintain to adequate service levels.

Consider adding pedestrian friendly design features in all projects in existing or proposed residential and pedestrian-oriented areas:

- [ ] Normalize irregular intersections (so streets meet at right angles to extent possible)
- [ ] Reduce corner radius (if existing has been set using an oversized design vehicle)
- [ ] Curb extensions at marked crosswalks (except on bicycle routes, generally when on-street parking present)
- [ ] Tactile Warning Surface Indicators (TWSI) at all marked and unmarked crossings
- [ ] Bus landing pads (and connecting them to nearby sidewalk or walkway)
- [ ] Traffic calming in school zones
- [ ] Trees in grass boulevards every 10m where possible

Refine

Where required, propose design trade-offs based on constraints, modal priorities and feedback from consultation:

- [ ] Consider elements with smaller footprints (variance approval may be required)
- [ ] Remove elements intended for lower priorities
- [ ] Change use of existing space (e.g. shift parking to nearby street)
- [ ] Acquire land, if needed
- [ ] Document decisions (include reasoning and mitigation for any trade-offs)

Evaluate

Evaluate the design based on the desired MMLOS and project objectives.

Repeat

Designing a street is an iterative process. Complex street redesign projects will go through at least three major design phases: functional, preliminary, and detailed.

Final Check

Confirm and finalize the design with staff, stakeholders and public / Council (as appropriate).

STEP 5: Evaluation

Measuring quantitative and qualitative attributes of the constructed design will evaluate the project's success and provide valuable information for future projects.

- Repeat some or all pre-construction data collection undertaken, including photos
- Compare pre and post data to determine if project objectives were achieved
- Engage public for feedback (i.e. intercept survey; online survey)
- Document results and lessons learned