

## Complete Streets Project Reporting Form

Town/City of \_\_\_\_\_

This project reporting form and attached checklist can serve to document that Complete Streets practices and principles were considered and implemented where appropriate for the project listed below. This form should be completed after preliminary plans and retained in the project file.

Project Name: \_\_\_\_\_

Project Number: \_\_\_\_\_

Date: \_\_\_\_\_

Attach completed checklist

### Complete Streets Exemptions:

Is the use of the transportation facility by pedestrians, bicyclists, or others users prohibited by law? Y / N

Is the cost of including complete streets principles disproportionate to the need or probable use? Y / N

Are complete streets principles outside the scope of the subject project because of its very nature? Y / N

Supporting documentation can be attached to this document and retained in the project's file. For all other instances a brief description of the Complete Streets practices and principles that have been incorporated into the subject project's design can be included below.

Describe Complete Streets elements included in project: \_\_\_\_\_

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## Complete Streets - Municipal Planning/Scoping Project Checklist

### Obtain the Municipal/Regional Plan(s)

- Determine multi-modal status of subject facility per plan(s) recommendations

### Determine Land Use Context

- Ascertain land use type & density: existing; future/desired
- Determine context zone: existing; future/desired

### Identify Current Transportation Modes and Facilities; Transportation Data

- Determine roadway classification: existing; future/desired
- Determine pedestrian and bicycle facilities: existing; future/desired
- Identify existing and projected transit service features
- Obtain current and projected traffic volumes
- Identify current and projected pedestrian/bicyclist use
- Obtain existing crash data (including pedestrian and bicycle crashes)

### Identify Constraints on Transportation Project Development

- Determine existing roadway right-of-way
- Determine location of traveled way within right-of-way
- Assess potentially available private front yard space
- Identify existing natural resource constraints
- Identify existing historic resource constraints

### Other Factors (explain any that apply)

- Environment \_\_\_\_\_
- Economic development \_\_\_\_\_
- Aesthetics \_\_\_\_\_
- Historic preservation \_\_\_\_\_
- Health \_\_\_\_\_

### Describe Alternatives Considered

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### Describe Preferred Alternative and Indicate complete streets elements in final recommendation

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