



TOWN OF ARLINGTON
DEPARTMENT OF PLANNING and
COMMUNITY DEVELOPMENT

TOWN HALL, 730 MASSACHUSETTS AVENUE
ARLINGTON, MASSACHUSETTS 02476
TELEPHONE 781-316-3090

MEMORANDUM

To: Adam Chapdelaine, Town Manager

From: Daniel Amstutz, Senior Transportation Planner

CC: Jennifer Raitt, Director, Department of Planning and Community Development

Date: June 12, 2019

RE: Sustainable Transportation Plan Process and Advisory Committee

The 2019 Annual Town Meeting approved \$80,000 to fund the creation of a Sustainable Transportation Plan (STP) for the Town of Arlington: \$60,000 from town funds in the DPW budget and \$20,000 from the Community Development Block Grant. The STP will provide a vision for the development of the transportation system in Arlington over the next 20 years, building upon the Traffic and Circulation section of the Master Plan and its recommendations. Goals and recommendations will be developed to prioritize next steps for projects, programs, and policies to achieve this vision. It will focus on all aspects of transportation and mobility in Arlington, including walking, bicycling, public transportation, driving, shared mobility, and micro-mobility.

Request for Proposals (RFP) and Plan Scope

To complete the plan, a consultant will need to be hired. An RFP will be developed to be advertised no later than late July or early August for a September project start.

The scope of the plan will cover a wide variety of transportation issues for the whole town. Data, enforcement, maintenance, access, and equity will be important threads throughout the entire plan. Possible elements of the scope will include:

- Shifting to sustainable transportation modes
- Transportation's connections to greenhouse gas emissions and net zero efforts
- Demographic trends and shifts affecting transportation
- Safety, accessibility, and Vision Zero efforts
- Quick response tactical interventions
- Emerging and alternative technologies
- Data-driven decision making for the right context
- The street as a place for people

- Regional transportation connections
- Social service transportation planning connections
- Public engagement on transportation process and decisions
- Curbside space and management

These elements will be analyzed within the context of existing policies and plans related to transportation the town has in place. Besides the Master Plan, these include but are not limited to: the Complete Streets Policy and Prioritization Plan; Arlington Center Parking Study and previous parking studies for East Arlington; Mass Ave Phase 2 Redesign; Town of Arlington Transportation Assessment Study (2002); the Koff Report; and various guidelines and policies developed by the Transportation Advisory Committee, including their Crosswalk Guidelines, Traffic Calming Guidelines, and Bicycle Facility Design Guidelines. The plan will also connect to parallel town planning efforts currently taking place or upcoming, such as the Climate Action Plan and Net Zero Action Plan.

Staff will work with the proposed Advisory Committee to determine the amount of work the selected consultant will spend on various aspects of plan development, including data collection, analysis, and public engagement.

Advisory Committee

A Sustainable Transportation Plan Advisory Committee is proposed to assist with guiding the plan process and development. The Committee will assist with the scope of the STP and RFP development, provide feedback and input to the selected consultant over the course of the plan development, and act as a conduit for feedback on the plan through their respective departments, committees, and organizations. Committee members will also participate in public outreach, as necessary, to assist with community engagement as part of a robust public involvement process. Membership on the Committee will include one representative from each of the following:

1. Transportation Advisory Committee
2. Bicycle Advisory Committee
3. Parking Advisory Committee
4. Disability Commission
5. East Arlington Livable Streets
6. Walking in Arlington
7. Department of Planning and Community Development
8. Department of Public Works
9. Arlington Police Department
10. Health and Human Services Department
11. Town Manager's Office
12. Arlington business community

The membership makeup represents a variety of stakeholders and residents who are interested and involved in transportation for the town. Geographic representation will be another key factor for membership. The Town Departments included represent the primary

town staff involved with planning, designing, and maintaining transportation infrastructure and programs throughout the town.

Timeline of Plan Development

The STP is expected to take 12-18 months to develop from start to finish. Much of the work is expected to be completed by the 2020 Annual Town Meeting. Regular progress updates will be provided to the Select Board as the STP is developed.