



NJDOT LIMITED SCOPE PROJECT— FINAL DESIGN PHASE COMPLETE STREETS CHECKLIST

Background

The New Jersey Department of Transportation's (NJDOT) Complete Streets Policy promotes a “comprehensive, integrated, connected multimodal network by providing connections to bicycling and walking trip generators such as employment, education, residential, recreational and public facilities, as well as retail and transit centers.” The Policy calls for the establishment of a checklist to address pedestrian, bicyclist and transit accommodations “with the presumption that they shall be included in each project unless supporting documentation against inclusion is provided and found to be justifiable.”

Complete Streets Checklists

The following checklist is an accompaniment to NJDOT's Complete Streets Policy and has been developed to assist Project Managers and designers with ensuring Policy compliance. Complete Streets checklists apply to all projects funded or administered by NJDOT except those projects that are deemed exempt from Complete Streets Policy requirements. The Final Design checklist should be completed during the early stages of the Final Design phase. The Project Manager is responsible for completing the checklist and must work with the designer to ensure that the checklist has been completed and made available for review in accordance with the FHWA approved Project Delivery Process.

Using the Complete Streets Checklists

This Complete Streets Checklist is a tool to be used by Project Managers and designers during Final Design to ensure that the proposed project reflects compliance with the Policy. When completing the checklist, a brief description is required for each checklist consideration. Supporting documentation may be referred to and attached.

NJDOT PROJECT INFORMATION

UPC # and Project Name	Click or tap here to enter text.		
Project Manager's Name	Click or tap here to enter text.		
Roadway, Direction, and Milepost Limits	Click or tap here to enter text.		
County and Municipality	Click or tap here to enter text.		
Posted Speed Limit	Click or tap here to enter text.		
AADT and Ped. Counts (as applicable)	AADT:Click or tap here to enter text.	Ped. Count:Click or tap here to enter text.	Bike Count:Click or tap here to enter text.
Average width of the shoulder, for each typical section	Click or tap here to enter text.		
Existing Right-of-Way (ROW) for each typical section	Click or tap here to enter text.		



Instructions:

- For each box checked, please provide a brief description for how the item is addressed (YES), not addressed (NO), or not applicable (NA).

FINAL DESIGN (LIMITED SCOPE) COMPLETE STREETS CHECKLIST

FACILITY	CHECKLIST CONSIDERATION	YES	NO	N/A	DESCRIPTION
Pedestrian/ Bicycle	Is new sidewalk being proposed in or within the vicinity of the project? Please provide the total linear feet of new sidewalk.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Does the PPA address sidewalk deficiencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Does the PPA address sidewalk connectivity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Does the PPA address worn path in or within the vicinity of the project? Please describe the proposed measures.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Does the PPA address bicycle facilities such as sharrows, delineated bike lanes, buffered bike lanes, a shared-use path, etc. within the project or its vicinity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Have pedestrian and bicycle counts been collected?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Americans with Disabilities Act (ADA)	Does the PPA address ADA improvements or upgrades? Please list the improvements.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Traffic Calming	Does the PPA implement traffic calming measures, such as raised crosswalks, curb extensions or narrow travel lanes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.



FACILITY	CHECKLIST CONSIDERATION	YES	NO	N/A	DESCRIPTION
	<p>Does the PPA implement any FHWA approved Proven Safety Countermeasures? (Please list the Proven Safety Countermeasures this project will implement.)</p> <p>FHWA—Proven Safety Countermeasures</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Safety	Is pedestrian-scale lighting proposed within the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Accommodating Pedestrian and Bicycle Traffic During Construction (Policy 705)	<p>Does the PPA require detours for:</p> <ul style="list-style-type: none"> • Pedestrians? • Bicyclists? • Motor vehicles? • Freight delivery? • Others? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Stormwater, ROW, Permits, and Utilities (in context of Complete Streets Solutions)	Will there be stormwater impacts due to selected PPA?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Is ROW purchase required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Is the “Right-of-Way Process for ADA, Sidewalks or Shared Path” NEEDED?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Are any permits beyond a general construction permit required for this project, such as utility, SHPO, Pineland, wetlands, riparian zones, etc.? Please list any additional permits required.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Will the project require easements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.



FACILITY	CHECKLIST CONSIDERATION	YES	NO	N/A	DESCRIPTION
Additional Information	Have relevant planning documents that address bicyclists, pedestrians, or transit users been consulted, such as a: <ul style="list-style-type: none"> • Redevelopment Plan, • Local, County, or Statewide Bicycle and Pedestrian Plan, • Sidewalk Inventory, or a • School Travel Plan? 	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
	Were Road Safety Audits (RSA) or other safety studies performed within the project limits in the last 5 years consulted? If yes, are the recommendations from the RSA being considered? Provide details.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.



PROJECT MANAGER SIGN-OFF

STATEMENT OF COMPLIANCE	YES	NO	IF NO, PLEASE DESCRIBE WHY (REFER TO EXEMPTIONS CLAUSE)
The project continues to advance Complete Streets elements identified in the PPA as set forth in the New Jersey Department of Transportation’s Complete Streets Policy. <i>It is the responsibility of the PM to notify Bureau of Safety, Bicycle & Pedestrian Programs (BSBPP) of any changes to the PPA selected during CD.</i>	<input type="checkbox"/>	<input type="checkbox"/>	Click or tap here to enter text.
Project Manager’s Name: Click or tap here to enter text. Title: Click or tap here to enter text. Signature: Click or tap here to enter text.			Date: Click or tap here to enter text.

BUREAU OF SAFETY, BICYCLE & PEDESTRIAN PROGRAMS APPROVAL

ACKNOWLEDGMENT	BSBPP	DATE
BSBPP has had the opportunity to review this checklist and: <input type="checkbox"/> has comments and/or recommendations (attached). <input type="checkbox"/> accepts as submitted.	Name: Click or tap here to enter text. Title: Click or tap here to enter text. Signature: Click or tap here to enter text.	Click or tap here to enter text.

