

Resolution No. _____

An Ordinance of the Borough of Keyport Amending §16 “Streets, Sidewalks, and Sanitation” of the Code of the Borough of Keyport

WHEREAS, safe, accessible, convenient, equitable, healthy, environmentally-beneficial, and economically-supportive transportation for all people is a priority for Keyport; and

WHEREAS, Complete Streets is a means to provide a comprehensive, integrated, connected multi-modal network of transportation options through planning, design, construction, maintenance, and operation of new and retrofit transportation facilities throughout the entire right-of-way for all roadway users of all ages and abilities; and

WHEREAS, pedestrians and cyclists are disproportionately vulnerable road users in fatal and serious injury crashes in New Jersey; and

WHEREAS, Complete Streets allow for safe, accessible, and convenient travel, reducing serious injuries and fatalities for all users of the roadway; and

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WHEREAS, “all users” include motorists, bicyclists, pedestrians, public transit riders, delivery drivers and movers of commercial and maritime goods, persons with disabilities, older adults, residents of Priority Communities, and those who do not have private automobile; and

WHEREAS, a lack of safe multi-modal options to access Keyport Central School and High School has made accessing education without a car less safe for students and teachers while simultaneously causing congestion on key roadways in the Borough; and

WHEREAS, as a bayshore community, Keyport is especially prone to flooding, storm surge and other environmental hazards which are increasing because of climate change, and sustainable Green Streets design elements, such as green storm water infrastructure, traffic calming treatments, shade trees, and the use of recycled materials, protect and create a healthier natural and social environment, improve air and water quality, and reduce localized flooding; and

WHEREAS, Complete Streets implementation can enhance and protect access to local businesses, encourage tourism and reinvestment, increase property value and employment, and stimulate private investment, especially downtown, along the waterfront, and along the Henry Hudson Trail; and

WHEREAS, a balanced and flexible transportation system where all people can easily and safely walk and bicycle to everyday destinations — such as Keyport’s schools, commercial districts, waterfront parks, Henry Hudson Trail, local transit, and jobs — enhances local economic vitality and livability; and

WHEREAS, equitable funding and resource distribution along with meaningful involvement of all communities in all phases of street design - from selection, planning, and design to construction and long-term maintenance - can address the reality that low- and moderate-income areas are typically the least safe for pedestrians and bicyclists; and

WHEREAS, Complete Streets support and encourage an active lifestyle through increased physical activity, social connectivity, and sense of community belonging, thereby improving mental health, promoting wellness, reducing chronic disease, and lowering risk of obesity; and

WHEREAS, historically, Keyport's streets were active multimodal environments that served purposes beyond just transportation, and were places to socialize and conduct business, and Complete Streets implementation in Keyport provides the opportunity to enhance the historic character of Keyport in a way that promotes the economic and social vitality of our communities and should be considered in the design of infrastructure improvements; and

WHEREAS, the Complete Streets policy applies to new, reconstruction, retrofit, and resurfacing projects, including design, planning, construction, maintenance and operations, for the entire right-of-way including planning for county and state roadways; and

WHEREAS, requests for all exceptions must be submitted in writing, with supporting documentation, and made publicly available with a minimum of 30 days allowed for public input; and

WHEREAS, Complete Streets policies support the goals of the Keyport Master Plan and supporting elements and complement the Monmouth County Master Plan and Complete Streets Resolution; and

WHEREAS, all initial planning, concept and design studies of infrastructure projects consider design elements that improve public health, environment, economy, equity, and safety.

§16-9 : COMPLETE STREETS

16-9.1. Definitions

Complete Streets: An integrated transportation network that is designed and operated to equitably service the community's mobility, economic, social, recreational, health, and environmental needs. Complete Streets prioritize safety, convenience, comfort, and equitable access for all users of all ages and abilities, including pedestrians, bicyclists, motorists, micromobility users, movers of commercial goods, and transit riders; incorporate opportunities for non-mobility use of the street, such as commercial, recreational, and social uses; and serve to manage stormwater and mitigate the causes and impacts of climate change.

Green Streets: Streets with landscaped features installed in the right-of-way that capture and allow stormwater runoff to soak into the ground, while still preserving the mobility, economic, social, recreational, and health function of a street. Stormwater runoff is excess water generated from rain and snowmelt events that flow over impervious surfaces, such as paved streets, parking lots, and building rooftops, and does not soak into the ground.

Green Stormwater Infrastructure: An approach to managing stormwater by infiltrating it in the ground where it is generated using vegetation or porous surfaces, and/or by capturing it for later reuse. Infiltration is when water falls to the earth as precipitation and seeps into the soil.

Priority Communities: Priority Communities are those underserved by the transportation system and/or have traditionally suffered adverse impacts as a result of changes to transportation infrastructure. Priority communities within the Borough of Keyport are defined as areas with significant concentrations of:

- Elderly Populations
- Children
- Persons with Disabilities
- Low-Income Residents and those in Poverty
- Racial Minorities
- Single Heads of Households with Children
- Persons with Limited English Proficiency

Traffic Calming: The combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behavior, and improve conditions for non-motorized street users.

Transit Amenities: Include seating, shelter and shade, wayfinding signage, trash and recycling cans, lighting, route information, bike infrastructure (lockers, racks, fix-it stations, depots, bikeshare, etc.).

Transportation Facility: A facility consisting of the means and equipment necessary for the movement of people or goods; any road, bridge, tunnel, overpass, ferry, airport, mass transit facility, vehicle parking facility, port facility or similar commercial facility used for the transportation of persons or goods together with any buildings, structures, parking areas, appurtenances, and other property needed to operate such facility; however, a commercial or retail use or enterprise not essential to the transportation of people or goods shall not be considered a transportation facility.

Transportation Project: Any public and/or private land development, project, program, or practice that affects the transportation network or occurs in the public right-of-way, including any construction, reconstruction, retrofit, signalization operations, resurfacing, restriping, rehabilitation, maintenance (excluding routine maintenance that does not change the roadway geometry or operations, such as mowing, sweeping, and spot repair), operations, alteration, and repair of any public street or roadway within a jurisdiction (including alleys, bridges, frontage roads, and other elements of the transportation system).

16-9.2. Borough Policy

- a. It is the policy of the Borough of Keyport that the Borough shall develop an integrated and connected multimodal transportation system of Complete Streets that serve all neighborhoods and populations. Towards this end, all Transportation Projects shall result in Complete Streets that allow safe, environmentally healthy, economically sound, equitable, accessible, and convenient travel along and across streets for users of all ages and abilities and for all modes of transportation, including motorists,

bicyclists, pedestrians, public transportation vehicles and their passengers, delivery trucks and movers of commercial and maritime goods, and vulnerable users. The implementation of this Complete Streets Ordinance will result in the following:

1. High-quality Access – The Borough’s transportation network will facilitate multi-modal access to employment centers, schools, recreational and open spaces, public facilities, retail and commercial centers, and transit centers. This will include, but not be limited to, access to:
 - i. Keyport Downtown and Waterfront Parks
 - ii. Henry Hudson Trail
 - iii. Aberdeen-Matawan Station
 - iv. Hazlet Station
 - v. Academy Bus Terminal
 - vi. Keyport Central School
 - vii. Route 35 and 36 commercial corridors
2. Strong Economy: The Borough’s transportation network will stimulate economic vitality of the Borough, especially its downtown business district. Economic activity will be supported through high-quality access to jobs, commercial establishments, and social services. Strong complete street connections to the historic center of Keyport are a key component of this. Where appropriate, the Borough’s streets will be used to support non-mobility activity such as outdoor dining, seating, open storefronts, community gatherings, fairs, and the like.
3. A Healthy Environment: The Borough’s streets will utilize both gray and green stormwater management techniques to reduce flooding and water pollution. By providing high-quality non-automotive mobility options the Borough will reduce car use, leading to improved air quality.
4. An Equitable Community: The Borough will plan, design, fund, and construct projects equitably and responsibly, ensuring that Priority Communities are able to access to the full benefits of Complete Streets. Priority communities will be accommodated in the planning, designing, funding, construction, and maintenance of Complete Streets.
5. Healthy Residents: The Borough will utilize Complete Streets to provide opportunities for physical activity with the goal of reducing obesity, improving mental health, reducing chronic disease, and promoting wellness.
6. Safe Streets: Using Keyport’s transportation network will be safe, regardless of mode. The implementation of this Policy will reduce the number and severity of crashes on roads within borough limits.

16-9.3. **Cross-Jurisdictional Policy**

- a. When the County or State has programmed roadway improvements or maintenance (including but not limited to repaving, rehabilitation, maintenance, reconstruction,

resurfacing, or restoration), it is Keyport's desire that the streets should be designed in accordance with this policy as well as the County's and State's Complete Streets policy.

- b. **Projects on County facilities shall be in conformance with the following policies:**
 - 1. **Monmouth County Complete Streets Policy**
 - 2. **Monmouth County Bicycle Facility Policy**
 - 3. **Monmouth County Development Regulations**
- c. **Projects on State facilities shall be in conformance with the New Jersey Department of Transportation Complete Streets Policy**

16-9.4. Applicability

- a. This ordinance shall apply to all public and/or private Transportation Projects, including those using funds awarded by federal, state, regional, county, municipal, or any other public agency. This shall include new construction, reconstruction, resurfacing, restoration, repaving, rehabilitation, private development projects, and maintenance of highways, roads, and streets.

16-9.5. Audit and Inventory

- a. The Keyport Complete Streets Plan – Existing Conditions Report (2020) shall be on file at the Borough Clerks Office for the use and examination of the public. The Report shall serve as an inventory and audit of the Borough's mobility history, relevant previous planning efforts, demographics, land uses, functional classification of its roadway network, mobility network, physical conditions that will impact green infrastructure, and institutional capacity. The Governing Body and Borough Administrator will use this Report to support implementation of Complete Streets.

16-9.6. Design Guide

- a. The Keyport Complete Streets Design Guide (2021) shall be on file at the Borough Clerks Office for the use and examination of the public. The Guide identifies the standards for design for all current and future streets in the Borough.
- b. In conjunction with the Complete Streets Design Guide, the Borough shall principally rely on the most current editions of standards and guidelines listed below for street design, construction, operations, and maintenance that promote and support Complete Streets, that apply to bicycle, pedestrian, transit, stormwater and highway facilities:
 - 1. NACTO Urban Street Design Guide
 - 2. NACTO Urban Bikeway Design Guide
 - 3. NACTO Transit Street Design Guide
 - 4. NACTO Urban Street Stormwater Guide
 - 5. New Jersey Department of Transportation Complete Streets Design Guide
 - 6. Manual of Uniform Traffic Control Devices
 - 7. NJ Stormwater Best Management Practices Manual

8. Keyport's public rights-of-way shall be compliant with Americans with Disabilities Act standards.
- c. Where appropriate and on County facilities, the Borough may also utilize the following resources to the extent that they meet the multi-modal needs of urban roadway facilities that are found in Keyport as articulated in this Ordinance:
 1. AASHTO Guide for Development Bicycle Facilities
 2. AASHTO Guide for Development of Pedestrian Facilities
 3. NJDOT Roadway Design Manual
 4. NJDOT Standard specifications for road and Bridge
- d. Where appropriate and/or identified in the Keyport Complete Streets Design Guide, Transportation Projects shall include sustainable design elements. This may include but is not limited to: green stormwater infrastructure practices; traffic calming; shade trees and other vegetation; rain gardens; bioswales; and permeable pavements.
- e. Where appropriate and/or identified in the Keyport Complete Streets Design Guide, Transportation Projects shall include pedestrian and bicycle design elements and transit amenities, including but not limited to: curb extensions, sidewalks, radar feedback signs, pedestrian countdown signals, pedestrian refuge islands, road diets, lane width reductions, chicanes, roundabouts, bike lanes, protected bike lanes, bike parking, lighting, wayfinding, seating, trash receptacles, and transit amenities.

16-9.7. Implementation

- a. The Keyport Complete Street Implementation Guide (2021) shall be on file at the Borough Clerks Office for the use and examination of the public.
- b. The Borough shall adopt the Keyport Complete Streets Design Guide (2021) as an amendment to the Keyport Master Plan Circulation Element.
- c. The Borough Administrator shall lead the implementation of this Policy in accordance with the Keyport Complete Street Implementation Guide (2021). The Administrator shall coordinate with the Borough Engineer, and Department of Public Works, Fire and Police Departments with advice and input from the Planning Board, Complete Streets Advisory Committee, Green Team, and School District as necessary to implement this Ordinance.
- d. The Borough shall include within its Capital Improvement Plan a section on Streets that includes the following:
 1. A list of all Transportation Projects planned for the following six years.
 2. A map of all planned projects.
 3. A completed Project Checklist & Prioritization Rubric (**attached at the end of this ordinance**) for each proposed improvement.
 4. An explanation for any variation in the identification and prioritization of projects from those identified in the Keyport Complete Street Implementation Guide.

- e. The implementation of this ordinance shall result in the fair treatment and meaningful involvement of all people regardless of race, ability, color, national origin, or income. No group of people shall bear a disproportionate share of the negative environmental consequences resulting from the implementation of this ordinance.
- f. Each year, the Borough shall identify and, if necessary, allocate funding for a temporary, demonstration, pilot project, or activity that advances this Complete Streets policy

16-9.8. Complete Streets Advisory Committee

- a. The Governing Body shall establish a Complete Streets Advisory Committee to help the Borough comply with the Complete Streets Policy and to provide ongoing feedback to the Borough related to the implementation of the Complete Streets Policy. The Complete Streets Advisory Committee shall consist of a broad group of stakeholders which may include:
 - 1. Mayor or designee
 - 2. Up to two council members
 - 3. Business administrator
 - 4. Law enforcement
 - 5. Public works
 - 6. Planning board
 - 7. Engineer
 - 8. Emergency Medical Services (EMS)
 - 9. County commissioners (or their designee)
 - 10. Fire
 - 11. School representatives
 - 12. Libraries
 - 13. Business and Developer Community
 - 14. Civic and Advocacy Groups
 - 15. Public Health Professionals
 - 16. Transit Professionals
 - 17. Community Members, including Persons with Disabilities, Senior and Youth Organizations, Non-Native English Speakers, Persons from Priority Communities.
 - 18. Religious Institutions
 - 19. Environmental Committee (Green Team)
 - 20. Arts Society
 - 21. Garden Club
- b. The Complete Streets Advisory Committee will meet at least once a year to support in the creation of the Evaluation and Report, as identified in the Implementation Guide.

16-9.9. Public Participation

- a. The Borough shall use the process identified in the Keyport Complete Street Implementation Guide (2021) to allow for public participation in the decision-making process concerning the planning, design, and use of streets and roadways covered by this Policy. Opportunities for public participation shall include, but are not limited to, providing input on the Capital Improvement Plan, as it relates to Complete Streets, and participating in public meetings during planning and design of streets.

16-9.10. Exceptions

- a. A Transportation Project may not be required to meet the standards set forth in the Keyport Complete Streets Design Guide (2021) if any of the following exist:
 - 1. the use of the transportation facility by the particular user group is prohibited by law;
 - 2. regulatory compliance requirements preclude accommodations; and/or
 - 3. the adverse impacts of implementing this Complete Streets Policy significantly outweigh the benefits.
- b. The Borough Administrator, in consultation with the Borough Engineer and the Complete Streets Advisory Committee, shall submit an exception request in writing to the Borough Council detailing:
 - 1. The exception requested.
 - 2. The reasons for the exception.
 - 3. The efforts that were made to accommodate users affected by the exception.
- c. Any exception, including for private projects, shall be first reviewed by the Complete Streets Advisory Committee who will provide a recommendation as to the appropriateness of the exception.
- d. In determining the adverse impacts, the Borough shall ensure that Priority Communities as well as non-motorized modal users are not disproportionately or unfairly impacted by the decision to not meet the standards set forth in the Design Guide.
- e. If an exception from the Design Guide is needed, all efforts will be made to provide a viable alternative for all affected users, especially non-motorized users, and Priority Communities.

16-9.11. Reporting

- a. The Borough Administrator will submit an annual report to the Governing Body showing progress made in implementing this policy. The annual report will focus on a comprehensive summary of borough-controlled projects. Information from non-borough entities will be added to the report as available, when feasible.
- b. The annual report may include information on:
 - 1. Mileage of new and existing bicycle infrastructure, including in Priority Communities (e.g., bicycle lanes, bike parking, paths, and boulevards).

2. Linear feet (or mileage) of new and existing pedestrian infrastructure (e.g., sidewalks, trails, transit amenities).
3. Number of new and existing ADA-compliant infrastructure (e.g., curb ramps, pedestrian buttons).
4. Number of new and existing street trees.
5. Number of green street practices (e.g., rain gardens, bioswales, permeable pavement).
6. Number of new and existing pedestrian and bicycle lighting improvements.
7. Bicycle and pedestrian counts.
8. Commute mode percentages (e.g., drive alone, carpool, transit, bicycle, walk).
9. The number and percentage of designated transit stops accessible via sidewalks and curb ramps.
10. The number, locations, and causes of collisions, injuries, and fatalities by each mode of transportation.
11. The percentage of children walking or bicycling to school.
12. Community engagement events held and how many events were held in Priority Communities.
13. Any environmental, public health, or economic benefits brought about from a project implementation
14. Time frames of completed and anticipated projects.

16-9.12. Training

- a. The Borough shall encourage staff professional development and training on non-motorized transportation issues through attending conferences, classes, seminars, and workshops.

16-9.13. Consistency

- a. This Complete Streets policy shall be implemented consistent with the Keyport Master Plan and any other adopted planning documents, including but not limited to, pedestrian, bicycle, multimodal, stormwater management, historic preservation, or neighborhood plans.

16-9.14. Reexamination

- a. The Borough will conduct a reexamination of the Existing Condition Report, Design Guide, and Implementation Plan every 10 years to ensure its continued relevance.

BE IT FURTHER ORDAINED by Mayor and Council that should any section, paragraph, sentence, clause, or phase of this ordinance be declared unconstitutional or invalid for any reason, the remaining portions of this ordinance shall not be affected thereby and shall remain in full force and effect, and to that end the provisions of this ordinance are hereby declared to be severable.

BE IT FURTHER ORDAINED by Mayor and Council that all ordinances or parts of ordinances inconsistent with this amending ordinance are hereby repealed to the extent of their inconsistencies only.

BE IT FURTHER ORDAINED by Mayor and Council that this ordinance shall be in full force and take effect twenty (20) days after final passage and publication, as required by law.

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