Dutchess County Department of Public Works
626 Dutchess Turnpike, Poughkeepsie 12603
Phone: 845-486-2925
Email: DPWEngineering@Dutchessny.gov

Dutchess County Complete Streets Checklist

This checklist is intended to assist the County in achieving its vision for Complete Streets and should be completed for all projects involving **County roads and property**, as well as **public and private projects over which the County Department of Public Works has permitting authority**, either by the County's project manager or the project applicant.

INSTRUCTIONS

Please **attach a project plan** showing existing & planned facilities, and a **map of adjacent destinations** if applicable.

In the text boxes provided, briefly describe how the item is addressed, not addressed, or not applicable and include supporting documentation. Refer to best practice design standards as needed, including:

- The American Association of State Highway Officials (AASHTO)
- The Manual on Uniform Traffic Control Devices (MUTCD)
  The New York State Department of Transportation (NYSDOT)
- The Institute of Transportation Engineers (ITE)
- The National Association of City Transportation Officials (NACTO)
- The Americans with Disabilities Act (ADA) & the US Access Board's Public Right-of-Way Accessibility Guidelines (PROWAG)

Dutchess County shall strive to plan, design, construct, operate, and maintain its streets, bridges, bus system, parks, trails, and buildings *to promote safe, comfortable, efficient and convenient travel for people of all ages and abilities and for all types of transportation*, including walking, bicycling, riding the bus, and driving, to the greatest extent possible. (Dutchess County Complete Streets Policy)

Dutchess County Department of Public Works
626 Dutchess Turnpike, Poughkeepsie 12603
Phone: 845-486-2925
Email: DPWEngineering@Dutchessny.gov

A. Project Details

Project Name: _____

Location/Limits: _____

Tax Parcel Lot #: _____

Online Map Link: _____

Road Owner: Local

Facility Maintenance (on-going): Local

Ped/Bike Access (during construction): Local

Law Enforcement: Local

Project Description:

B. Street Description

Street(s) within a project area or County access road

Classification		Details		Pedestrian/Bicycle Activity (if available)
Local Road	☐	Annual Average Daily Traffic (AADT)	_____	*Describe pedestrian and/or bicycle activity levels/counts and crash history:*
Principal Arterial	☐	Posted Speed Limit	_____ mph	
Minor Arterial	☐	85th Percentile Speed	_____ mph	
Major Collector	☐	% Heavy Vehicles	_____ %	
Minor Collector	☐	Road Width	_____	
Rural or Urban		Shoulder Width	_____	

Dutchess County Department of Public Works
626 Dutchess Turnpike, Poughkeepsie 12603
Phone: 845-486-2925
Email: DPWEngineering@Dutchessny.gov

C. Existing Conditions

	Yes	No	N/A
Walking or Bicycling Facilities within 300 ft of the project	☐	☐	☐
Bike Parking within 300 ft of the project	☐	☐	☐
On-street parking	☐	☐	☐
Along a Transit Route	☐	☐	☐
Bus stop or train station within ¼ mile of the project	☐	☐	☐

	Yes	No	N/A
Request for Walking, Bicycling, or Transit Connections (Previous and/or Present)	☐	☐	☐
Safety Concerns (Previous and/or Present)	☐	☐	☐
ADA-Compliant Facilities (signals, ramps, sidewalks, etc.)	☐	☐	☐
Nearby destination centers (shopping, employment, recreation, etc.)	☐	☐	☐

Describe the existing conditions:

Dutchess County Department of Public Works
626 Dutchess Turnpike, Poughkeepsie 12603
Phone: 845-486-2925
Email: DPWEngineering@Dutchessny.gov

D. Relevant Plans/Policies

Describe relevant recommendations from County & municipal planning or policy documents addressing walking, bicycling, transit, or truck/freight travel in or near the project area and how the project incorporates them, or if not, why not.

Examples include local efforts (e.g. a municipal comprehensive plan, local pedestrian or bicycle plan, etc.) and county-wide plans (e.g. Moving Dutchess Forward and Walk Bike Dutchess).

Describe relevant plans and/or policies:

Dutchess County Department of Public Works
626 Dutchess Turnpike, Poughkeepsie 12603
Phone: 845-486-2925
Email: DPWEngineering@Dutchessny.gov

E. Proposed Design

Walking & Bicycling	**Yes**	**No**	**N/A**
Sidewalks or Shared Use Path (ADA-Compliant)	☐	☐	☐
Paved Shoulders (4 ft min.)	☐	☐	☐
High-Visibility Crosswalks	☐	☐	☐
Off-Roadway Path or Trail	☐	☐	☐
On-Street Bike Lane	☐	☐	☐
Shared-Lane Markings (sharrows)	☐	☐	☐
Bicycle-Safe Inlet Grates	☐	☐	☐
Traffic Calming Elements (e.g. lighting or signage)	☐	☐	☐
Raised Median with refuge islands	☐	☐	☐
Curb extensions	☐	☐	☐
Traffic Signals with Bike Detection	☐	☐	☐

Accessibility and Access Management	**Yes**	**No**	**N/A**
Pedestrian Traffic Signals (push-buttons and audible tones)	☐	☐	☐
Curbs Ramps with Detectible Warning Surface	☐	☐	☐
Driveway or Ramp with ADA-Compliant Slopes/ Cross-Slopes	☐	☐	☐
Emergency Vehicle Access	☐	☐	☐
Loading/Unloading Zones	☐	☐	☐

Streetscape/Traffic Calming	**Yes**	**No**	**N/A**
Public Seating or Benches	☐	☐	☐
Landscaping, street trees, planters, etc.	☐	☐	☐
Pedestrian-Scale Lighting	☐	☐	☐
Wayfinding Signage	☐	☐	☐
Relocated Utility Poles or Wires	☐	☐	☐

Transit (Contact DCPT to discuss)	**Yes**	**No**	**N/A**
Bus access into site	☐	☐	☐
Marked Bus Stops	☐	☐	☐
Bus Stop Shelters	☐	☐	☐
Bus pull-offs or curb extensions at stops	☐	☐	☐

Describe the proposed design:

Dutchess County Department of Public Works
626 Dutchess Turnpike, Poughkeepsie 12603
Phone: 845-486-2925
Email: DPWEngineering@Dutchessny.gov

F. Connectivity

Would the project create or improve…

	Yes	No	N/A
Multimodal Connections?	☐	☐	☐
Create or Improve Access to Key Destinations?	☐	☐	☐
Access to Neighborhoods?	☐	☐	☐

If yes, describe how:

Would the project remove or hinder…

	Yes	Yes, temp.	No
Walking and Bicycling Access?	☐	☐	☐

If yes, describe why and the proposed solution/remedy:

Please attach the proposed detour route, if applicable.

Date Completed: _____

Name: _____ Title: _____

Email: _____ Phone: _____

Dutchess County Department of Public Works
626 Dutchess Turnpike, Poughkeepsie 12603
Phone: 845-486-2925
Email: DPWEngineering@Dutchessny.gov

Reviewer Only

Notes:

Exception only needed if checklist is not required

	Yes	No
Exception Requested	☐	☐
Exception Granted	☐	☐
Justification Attached	☐	☐

Reviewed By: _____

Title: _____

Email: _____

Date: _____

Public Works Approval _____

Planning Approval _____