

1. Describe the way the policy has been (or will be) further institutionalized within the municipality (e.g., incorporated into the Master Plan, bidding procedures, existing and future development ordinances).

Trenton's City Council passed a complete streets resolution on March 1, 2012. On August 1, 2012, an electronic copy of the signed resolution was shared with department heads, as well as members of the planning and zoning boards. On September 7, a 2-page explanatory memorandum was sent to all members of the planning and zoning boards. On September 11, the same memorandum was distributed to department heads and 10 additional staff to help clarify the complete streets policy and invite them to attend a complete streets workshop, which is scheduled for Thursday, October 11 from 9am-1pm at Thomas Edison State College, paid for by the New Jersey Partnership for Healthy Kids-Trenton and conducted by certified complete streets trainers from The RBA Group, a transportation consulting firm.

The workshop will not dwell on the basics of complete streets principles, but rather focus on developing meaningful processes for exceptions, accountability, and further incorporation of complete streets features within all city transportation projects, examining ways in which procedures may be streamlined and revised to ensure full implementation. In the meantime, the planning department has also revisited the Nelson/Nygaard pedestrian transportation plan for the Trenton Transit Center, as advised within the resolution, and submitted a funding proposal to the New Jersey Department of Transportation.

2. Describe the methods that have been or will be used to train municipal officials, including planners, engineers, planning and zoning board members, on the new procedures to help institutionalize the policy throughout municipal agencies and departments.

The policy dissemination via email and explanatory memorandum are just an initial action to help train municipal officials on the complete streets policy. The half-day training in October, run by experts from the RBA Group, will focus on refinement of processes and procedures to best institutionalize the policy throughout the City of Trenton.

3. Give an overview of the data that will be collected to track how well the streets, sidewalks and trails are serving all travelers. Refer to the Measuring Progress section for examples.

A variety of data are being collected to ensure that Trenton's streets are serving all travelers. The Delaware Valley Regional Planning Commission recently conducted a bicycle count on several key roadways in Trenton. After the training workshop, a community bicycle and pedestrian audit may be conducted to gather input about the condition and/or presence of elements such as pedestrian ramps, crosswalks, curb condition, and more.

Once the improvements are made on Market and Warren Streets, additional data may be collected by the Delaware River Joint Toll Bridge Commission to determine whether the new bike lanes have a measurable effect on speeding. The workshop in October will further clarify roles and responsibilities, in terms of tracking exceptions and ensuring that metrics are developed. Changes in the number of people using various modes to commute will also be useful to track long-term changes in transportation behavior.

Additional studies may be conducted as well.