# Complete & Green Streets for All:

# Model Complete Streets Policy & Guide

# Text-Only Maintenance Checklist

*This document is a text-only version of the Maintenance Checklist included in the New Jersey Department of Transportation’s* ***Complete & Green Streets for All: Model Complete Streets Policy & Guide****, published in July 2019. For guidance on how to use this template to create your own policy and checklists, view the full guide at* [*https://www.state.nj.us/transportation/eng/completestreets/resources.shtm*](https://nam02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.state.nj.us%2Ftransportation%2Feng%2Fcompletestreets%2Fresources.shtm&data=02%7C01%7Csarah.sahili%40rutgers.edu%7Cd9d3d47c79bd46fa4c9108d71c0f0940%7Cb92d2b234d35447093ff69aca6632ffe%7C1%7C0%7C637008723208232556&sdata=UkEOz0z8aOVdCG8a9UUYANNaLuYeLwL9HRJ616OCme4%3D&reserved=0)*.*

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| --- | --- | --- | --- | --- | --- |
| **Maintenance Checklist** | | | | | |
| Item to be addressed | Checklist consideration | yes | no | n/a | Required description |
| **Street Cleaning** | Does the street cleaning include the shoulder or roadway to the curb? |  |  |  |  |
|  | Are the sidewalks cleaned on a regular basis? |  |  |  |  |
| **Snow Removal** | Does snow plowing block or push snow into crosswalks, blocking clear access? |  |  |  |  |
|  | Does the Municipality or County shovel out crosswalks or enforce residential requirements to clean snow from the crosswalk right of way? |  |  |  |  |
| **Re-striping** | Can additional road uses be supported and/or safety improved by reconfiguring lanes within the same roadway width?  Examples include (but are not limited to):  • Lane narrowing  • Lane reconfiguration  • Lane reduction (road diet)  • On-street bicycle parking  • High-visibility crosswalks  • Painted curb extension, etc. |  |  |  |  |
| **Stormwater Management** | Does the maintenance plan include procedures to unobstruct drainage (e.g., inlets, curb-cuts, grates, etc.) into the green infrastructure facility? Has landscaping been maintained? |  |  |  |  |

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| --- | --- | --- | --- |
| **Maintenance/Public Works Sign-Off** | | | |
| **Statement of Compliance** | **yes** | **no** | **If NO, please describe why (refer to Exemptions Clause)** |
| The Municipality or County roadway maintenance and snow removal plan accommodates bicyclists, pedestrians, and stormwater management installations as set forth in **[municipality/county]** Complete Streets Policy. |  |  |  |