

**TOWN OF GLASTONBURY  
BICYCLE AND PEDESTRIAN TRAVEL NEEDS ASSESSMENT FORM**

In accordance with Connecticut General Statutes Section 13a-153f and the Town of Glastonbury Complete Streets Policy, accommodation of all roadway users shall be a routine part of the planning, design, construction and operating activities of all public roadways. The need for inclusion of accommodations for bicyclists and pedestrians, including those with disabilities, must be reviewed for every project. This form provides the documentation and information needed to make decisions on the need and extent of bicycle and pedestrian features. This form is not intended to dictate what features should be included in a project design - guidance on those questions can be found in numerous other reference documents. This form should be completed to the extent practical (at least Sections 1-3) during the project scoping phase and fully completed no later than at the completion of the Preliminary Design.

**Project Name or Number(s):**

**Type of work:**

**Street(s):**

**SECTION 1 – APPLICABILITY**

Although bicycle and pedestrian accommodations should be considered for all projects, certain types of projects (e.g. bridge deck patching, minor drainage improvements, culvert re-lining) do not typically provide reasonable opportunity to provide improvements for these travel modes. If this project falls into this category, please explain why below, then skip to Conclusions section on the last page, sign the form, and file this form with the project documents. For all other projects, skip this section, go to Section 2 and complete the rest of the form.

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**SECTION 2 – EXISTING CONDITIONS**

1. What is the suitability of the project area for bicycle travel according to the ConnDOT Bicycle Map website ( <http://www.ctbikemap.org/bikemap.html> )? If the street is designated as “less suitable” or “least suitable” on the ConnDOT map, would it be feasible to include improvements in the project to improve these ratings? Is any portion of the project located on a bike route identified in the [Town of Glastonbury Master Bicycle Plan](#)?

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2. Describe any existing bicycle and pedestrian facilities within or just beyond the project limits, including features such as sidewalks (include width and material type), shoulder widths, bicycle markings/signs, and bike racks. Also describe any current or proposed features that hinder bicycle or pedestrian travel and the practicality of removing any such obstacles.

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3. Is there a history of bicycle or pedestrian crashes/incidents in the project area? If so, provide details. In addition to ConnDOT crash records, crash information can be found at [ctcrash.uconn.edu](http://ctcrash.uconn.edu) or through the Town of Glastonbury Police Department.

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**SECTION 3 – ASSESSMENT OF CURRENT AND FUTURE NEEDS**

Using a location map or aerial photograph, indicate the location of any of the following currently existing or planned typical bicycle and/or pedestrian generators, using the letters indicated (for planned facilities, precede the letter with a P). If the preparer's knowledge of the area is insufficient, consult with appropriate municipal officials. Generally, any facilities within approximately one-half mile of the project limits should be noted. Use this information to answer the following questions.

- Residential Areas (R): Areas of dense residential housing
- Parks (P): Include areas that would attract people, even if not an official park
- Recreational Areas (RA): Examples include athletic fields, dog parks, etc.
- Religious Facilities (C)
- Schools (S)
- Town Center (TC)
- Shopping Centers (M) Strip malls and other large commercial centers
- Large Employment Businesses (E): Office parks, etc.
- Bus Stops (B)
- Public Transit Facilities (T): train/bus stations, airports
- Other (O): other known facilities expected to generate or attract non-motorized users

4. Does the project provide unique or primary access to the above traffic generators (defined as access which is not otherwise available within approximately one-half mile of the project): Yes or No

a. Across a river, highway corridor or other natural and/or man-made barrier?

b. Into or out of any of the bicycle and pedestrian generators listed above?

c. Between communities?

5. Characterize the existing and future anticipated pedestrian and bicycle travel within the study area, with emphasis on locations and corridors of high demand.

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**SECTION 4 – EVALUATION OF BICYCLE AND PEDESTRIAN ACCOMMODATION**

6. Describe any bicycle/pedestrian accommodation features that were considered for inclusion in the project, including benefits, approximate costs and other factors that were considered (e.g. environmental effects, feasibility).

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7. Summarize the results of any coordination with stakeholders and general public outreach with regards to bicycle and pedestrian needs, including accommodations proposed during construction. Some of the stakeholder organizations that may be considered for coordination include: Bikewalk Glastonbury Inc. and CT Transit.

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**SECTION 5 – CONCLUSION**

Describe how the anticipated bicycle/pedestrian travel, including those with disabilities, will be accommodated through existing infrastructure, project-proposed features and features that are planned for the future. If no bicycle/pedestrian features are proposed to be included, explain the reasons for not including them (e.g. project scope applicability from Section 1, excessive environmental or social impacts or costs, safety concerns, absence of need, etc.).

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**Prepared by:** \_\_\_\_\_ **Date Prepared:** \_\_\_\_\_

**Approved by:** \_\_\_\_\_ **Date Approved:** \_\_\_\_\_

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**GUIDELINES FOR COMPLETING THE FORM:**

**Section 1:** If the type of improvement does not lend itself to including bicycle and/or pedestrian improvements, describe that condition in this section. This section does not apply to reasons such as the project limits are felt to be too short to include meaningful improvements, there is an absence of need, the cost would be too high or the impacts would be too severe.

**Section 2, Question 1:** For projects on roads that are deemed suitable, designers should consider that the volume of bike traffic is already likely to be significant. For projects on roads deemed “less suitable” or “least suitable”, designers should consider what factors have led to this rating and consider whether the project could improve these ratings.

**Question 2:** Describe in general terms the existing bicycle and pedestrian facilities (i.e. “Five foot wide concrete sidewalks are provided throughout the project limits with the exception of \_\_\_\_\_ to \_\_\_\_\_ where no sidewalks exist”). Also, describe any existing hindrances to bicycle and/or pedestrian travel (such as a narrow bridge, steep side slopes, busy commercial driveways, etc.) and the feasibility of removing or improving the hindrances.

**Section 3, Question 4:** Based on the information provided on the map, describe where it can be reasonably expected that pedestrians and bicyclists will travel to and from and a general expectation of where these volumes will be high. For example, in an area of dense residential development relatively close to a school, high pedestrian volumes would be expected if sidewalks are present and high volumes of bicyclists could be expected between residential developments and large businesses.

**Question 6:** List bicycle and/or pedestrian features that were considered for inclusion in the project, regardless of whether or not they were actually included in the design. Describe why these features were, or were not, included.

**Question 7:** List the stakeholders the designers coordinated with regarding bicycle and pedestrian accommodations. The stakeholders listed are some suggestions. It is not necessary to contact all of these groups and there also may be other groups that could provide useful information.

**Section 5:** Summarize the results of this form by describing the methods in which bicycle and pedestrian travel is accommodated. For projects described in Section 1 as not being conducive to including these accommodations, describe why.