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**To:** CRCOG Transportation Committee  
**From:** Timothy Malone, Principal Planner  
**Date:** February 15, 2019  
**c:** Rob Aloise, Director of Transportation Planning  
Emily Hultquist, Director of Policy and Planning  
**Subject:** Active Transportation Subcommittee

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At the December 10, 2018 Cost Review and Schedule Subcommittee meeting, CRCOG staff presented information about their efforts to draft a regional complete streets policy. Staff asked the committee for guidance on how best to involve representatives of the towns in the process. The committee advised us to ask the full Transportation Committee to form an Active Transportation Subcommittee (ATS) to help develop the policy.

To help move the process forward in a timely manner, CRCOG staff suggests that the TC direct staff to form the ATS comprised of a broad cross-section of the TC. The ATS would be comprised of around 12 members and would ideally have equal representation from each of the community types identified in the Regional Plan of Conservation and Development. Those are:

- Rural: less than 500 persons per square mile (such as Andover, Bolton, Marlborough, Stafford, etc...)
- Suburban: 500 to 1,250 persons per square mile (such as Avon, South Windsor, Windsor, etc...)
- Fully suburban: 1,251 to 3,000 persons per square mile (such as East Hartford, Newington, Vernon, West Hartford, etc...)
- Urban: over 3,000 persons per square mile (Hartford and New Britain)

Staff would send an initial invitation to all towns, then follow up with towns to ensure the committee is broadly representative of the region.

Staff further recommends that the ATS be given discretion over its meeting schedule, but that they be given a deadline of September 23<sup>rd</sup> (the date of the September TC meeting) to report back on their progress. CRCOG staff would facilitate discussions related to the policy.

The ultimate goal would be to create complete street policy language that could be brought to the TC for consideration prior to being sent to the CRCOG Policy Board.