

West Piedmont Planning District Commission

FY- 2020 Rural Transportation Planning Work Program

July 01, 2019 – June 30, 2020

Adoption: March 28, 2019

Purpose and Objective

The Virginia Department of Transportation (VDOT) allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. Funds appropriated under 23 U.S.C. 307(c) (SPR funds) are used in cooperation with the Department of Transportation, Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80 percent funding and require a 20 percent local match.

In FY-2020 each planning district commission / regional commission will receive \$58,000 from VDOT's Rural Transportation Planning Assistance Program and each planning district commission / regional commission will provide a local match of \$14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds, but note that the arrangement of all such funds involves development of a scope of work, approval and other coordination in TMPD administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based upon 23 U.S.C. 307 (c), State Planning and Research.

1.0 FY 2019 - Program Administration (\$14,500)

Background and Objective: The purpose of this work element is to facilitate regional participation and consensus building on transportation-related issues through a continuing, comprehensive, and coordinated planning process.

Conduct Meetings and Events

Make presentations on transportation issues and rural planning program activities and progress at West Piedmont Board of Commissioners & Rural Transportation Planning Organization meetings. This enhances involvement opportunities of local officials in the PDC, VDOT, and VDRPT events as they occur.

End Product Deliverable: Memoranda, agendas, meeting materials, minutes

Develop Rural Planning Work Program for FY 2021

The staff will write the application/scope of work in order to continue RTPO programs, projects, and planning for use of funding. Staff will also identify and work with VDOT staff to implement any necessary amendments to the FY 20 rural transportation work program.

End Product Deliverable: Work program documents, cover letter, budget table, resolutions.

Management of RTPO Funds Awarded

Staff will develop and submit quarterly reports on work progress over the course of the year. The quarterly reports will be accompanied by invoices/reimbursement requests to VDOT for payment relative to the work efforts reported in the quarterly report documents.

End Product Deliverable: Four quarterly reports; annual report.

Facilitation of local and regional participation and consensus building

The RTPO will, from time to time, be asked to address transportation and related issues by VDOT and other entities and will need to distribute memorandums and surveys to obtain input and define points of consensus when existing; other situations may require public/citizen information meetings be held to determine where there is support and consensus. Website inclusions, written materials and graphics, and electronic newsletters via emails are other measures that may be employed.

End Product Deliverable: Consensus report; record of meetings, advertisements.

Outreach Meetings & Provide/Review Data

PDC staff will participate in outreach meetings and provide/review data as requested by VDOT throughout the fiscal year.

End Product Deliverable: Correspondence, email and other applicable documentation

Title VI and Environmental Justice Compliance

WPPDC staff will administer its rural transportation planning activities in compliance with applicable Title VI and Environmental Justice requirements. Staff will participate in available and scheduled training and meetings with VDOT staff to insure these requirements are observed.

End Product Deliverable: Meeting Agendas, meeting materials, advertisements and other applicable documentation

SPR Funds (80%)	\$11,600
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PDC Funds (20%)	\$ 2,900
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Total Budgeted Expenditure for Program Administration	\$ 14,500
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2.0 FY 2020 - Program Activities (\$58,000)

Background and Objective: Address regionalized transportation issues that are identified by the Transportation Technical Advisory Committee and the Planning District Commission. Individual projects and work elements are described below:

2.1 Local Planning -- \$15,000

Field Visits, Inventory of Key Routes

In FY 2020 WPPDC will work with VDOT representatives and local member jurisdiction staffs to coordinate and host in each member jurisdiction a day to ride and inventory major roads. The purpose is to discuss problems and potential solutions. These field trips will work to help build relationships and provide an opportunity to gain local / state perspective on transportation challenges. Participants on the rides will include a VDOT representative, City/County Planner, and the PDC Regional Transportation Planner.

End Product Deliverable: Summary paper, lists, maps, and photos.

Work with Localities, VDOT, VDRPT, Others on Transit, Air and Rail Transportation Planning and Development

The staff receives, from time to time, requests from consultants working on airport planning projects leading to development of new/updated airport master plans. The staff may also be involved in transit studies of other agencies and working with localities to develop and support transit projects. Staff also reviews State Rail Plan documents and can also work on rail related projects with localities as they arise.

End Product Deliverable: Reports; Memorandums as needed.

Planning for Bikeways, Pedestrian Ways, and Trails

The staff expects to employ certain man-hours for local bike and trail projects. In respect to both bicycling and trails use, it is anticipated that various localities' interests in providing more variation among the available transportation assets might increase and diversify over time, providing opportunities for the PDC staff to provide services in documenting and mapping new bike paths and pedestrian trails selected by the localities' representatives and citizens. Specifically, in FY 20 it is anticipated PDC staff will continue to engage and work collaboratively with Franklin County, Pittsylvania County, and the towns of Rocky Mount and Chatham, and other regional stakeholders in an effort to explore potential development of a new multi-use trail following the right-of-way of the old Franklin & Pittsylvania Railroad which connected Rocky Mount & Chatham.

The PDC staff as needed or as requested will assist VDOT staff in developing or reviewing state/regional bike and trail projects. The Planning District staff will assist VDOT in planning and coordinating a local review process of these efforts through the rural technical committee of the PDC.

End Product Deliverable: Outline of Content; Changes; Review and Recommendation Report; Revised Site.

2.2 Regional/State Planning -- \$22,000

Project Prioritization

In FY 20 the PDC staff will continue to work collaboratively with local government planning and VDOT staffs to prioritize and identify potentially competitive projects for future Smart Scale project applications. In this effort, the PDC/RTPO will utilize an analysis ranking tool for district projects developed with the assistance and collaboration of the Lynchburg VDOT District planning staff.

End Product Deliverable: Memorandums and completed lists.

Project Implementation

Identify possible strategies, funding, development opportunities, etc. for implementing the prioritized locally identified projects and recommendations identified in the Rural Long Range Transportation Plan.

End Product Deliverable: Summary paper, table matrix, lists, maps.

Identify Project Studies in Corridors of Statewide Significance

Coordinate, as appropriate, with the Office of Intermodal Planning and Investment to identify specific locations within the Corridors of Statewide Significance in the region as identified in VTrans 2040 that would be candidates for further study and meet the goals identified in the Virginia Strategic Highway Safety Plan. Analysis will be conducted to identify potential improvements for safety and congestion. This list will be used to assist the CTB and VDOT in determining which locations within the CoSS to study in the future.

End Product Deliverable: Summary paper, lists, maps.

Intersection Analysis

Consistent with the goals identified in the Virginia Strategic Highway Safety Plan, the PDC/RTPO will identify intersection improvement needs within the region to mitigate safety and/or congestion issues that may be potentially addressed by future Smart Scale Project applications.

End Product Deliverable: Summary paper, lists, maps

Long Range Rural Transportation Plan Update

In FY 20 the PDC staff in cooperation with the VDOT district planning staffs, local government planning staffs, and other regional stakeholders will complete an update of the region's long range rural transportation plan first completed in 2011. This plan update is envisioned as a valuable planning tool for all localities in the region seeking planning justification and to provide a basis for future Smart Scale transportation projects.

End Product Deliverable: Revised/updated report, lists, maps, GIS shape files

Urban Development Areas (UDA's)

PDC staff will continue to provide information and promote the opportunity for localities to seek state VDOT assistance in planning for the creation of urban development areas

(UDA's) consistent with future Smart Scale funding opportunities. Staff will provide assistance to local planning staffs as requested.

End Product Deliverables: Summary Papers, Lists and Maps

Freight Planning

PDC staff will assist VDOT staff as requested with freight planning as indicated in VTRANS. PDC staff will assist VDOT with data collection, surveys and public involvement.

End Product Deliverables: Survey, Summary Paper, Lists, Meetings

Implementation of Review Processes for Transportation Planning and Development

PDC/RTPO staff shall conduct intergovernmental reviews on Projects, Plans, and Programs of VDOT as requested. Also, staff will review requests from the VDOT District Environmental section for projects as part of its environmental procedures. Finally, PDC/RTPO staff will review certain transportation related facility projects received from the Virginia Department of Environmental Quality.

End Product Deliverable: IGR forms to reviewers; forms transmitted to grantee; reports back to VDOT Environmental Officers, or to Va. DEQ representatives in Richmond.

Performance Measurement Goals

In FY 20 the WPPDC will continue to work collaboratively with VDOT staff in determining, establishing, revising, and setting performance measure goals as applicable for the PDC region.

End Product Deliverables: Resolutions and Meeting Minutes

Ride Solutions Program

In FY 20 the WPPDC will continue its partnership with the Roanoke Valley Allegheny Region Commission (RVARC) to provide Ride Solutions program outreach and marketing services in the West Piedmont Region. Ride Solutions provides alternative transportation options – ridesharing (carpooling and vanpooling), biking, public transit, walking, and guaranteed ride home services – to residents living within the greater New River and Roanoke Valleys and Lynchburg regions of southwestern Virginia. Through free services they partner with citizens and businesses to connect them with commuting options – beyond the single-occupancy vehicle – to access work and school.

RIDE Solutions is a grant-funded program made possible through grant funding from the Virginia Department of Rail and Public Transportation (DRPT). The program is administered in our region by the Roanoke Valley Allegheny Regional Commission (RVARC). RVARC partners with other PDCs to do program outreach and promotion.

Ride Solutions is a program based on Transportation Demand Management (TDM) an approach dedicated to expanding the efficiency and life of the roadway network and reducing the environmental impacts – air pollution – of vehicle emissions. By helping to promote and connect individuals and businesses partners to transportation options TDM agencies (RIDE Solutions) help to reduce traffic on local roads and improve air quality by reducing the impacts of vehicle emissions. Fewer cars on the road during the busy rush hours of the day can also mean safer roads. Through incentive programs, education, and encouragement RIDE Solutions connections people to transportation options.

End Product Deliverables: Schedules and records of program outreach contacts and copies of marketing materials/records

2.3 General Technical Assistance -- \$10,000

Technical Assistance to VDOT and Localities

- This element involves services to aid transportation improvements and development that do not consume extensive staff time. Examples of these efforts include: resolutions/letters to support locality enhancement grant applications; assistance to consultants/others developing their transportation projects; aiding Statewide TIP development and reviews; assisting VDOT District Planning Engineers and Consultants on corridor studies; providing guidance on land use impact related to transportation in localities and conducting Park & Ride Lot Inventories and studies. Other items include: Support in regard to VTRANS program updates for the Statewide Multimodal Long-Range Transportation Planning efforts including working with localities/citizens on developing materials for meetings, project application development assists, and other technical assistance. Other areas of effort may include: addressing long-range problems of road capacity, safety, financing; support services on committees involved with I-73, Route 29; public involvement with VDOT in developing, updating Statewide Needs Assessment, State Highway Plan, or other such strategic planning efforts as they arise.
- PDC Staff will compile all available current and future land use GIS layers/attribute data from local comprehensive plans within the Planning District Commission boundaries. The staff will use the GIS tool provided by VDOT-TMPD to geo-reference local transportation plan recommendations. The PDC staff will coordinate and utilize the assistance provided or as needed from VDOT-TMPD in accomplishing this task.

- Information gathered will be used to update existing land use data within the Statewide Planning System and will be used to augment data for the Statewide Travel Demand Model that is currently under development. For localities that do not have GIS layers / attribute data for the current and future land use plans, a schedule will be developed and resources identified as needed to allow this data to be captured via GIS. VDOT-TMPD will provide detail instructions and templates to be used to provide consistency across the state. PDC staff will provide VDOT's Transportation Mobility and Planning Division – Central Office with updated Travel Demand Management Plans when submitted to DRPT.
- Staff will continue to participate in VTRANS webinars regarding Needs Consolidation/Recommendations and Smart Scale Regional Meetings.
- The PDC/RTPO staff will continue to participate in future Spring/Fall CTB meetings and will provide an informational display on PDC planning activities to serve as outreach to the region's citizens attending these events.
- PDC staff will participate in any additional citizen outreach meetings that may arise and provide/review data as requested by VDOT throughout the fiscal year.
- In FY 20 PDC staff will continue to serve and participate with VDOT staff and other state and federal agencies in the development of the EIS for the Southern Virginia Connector Study to develop a new or improved route along the US 220 corridor between the North Carolina line and the US 58 Bypass.
- As requested, PDC staff will assist VDOT's Transportation Mobility and Planning Division with updating a database with information from localities comprehensive plans.
- As requested, PDC staff will utilize a database provided by VDOT's Transportation Mobility and Planning Division to assemble available bicycle and pedestrian recommendations included in local comprehensive plans and other plans including the West Piedmont Regional Bicycle Plan.
- As requested and as applicable, the PDC staff will provide VDOT's Transportation Mobility and Planning Division – Central Office with updated Travel Demand Management Plans when submitted to DRPT.
- In FY 20 PDC staff will assist OIPI by collaborating in distributing information and sponsoring informational meetings to both promote and inform regional stakeholders in regard to the update of VTRANS.

End Product Deliverable: Reports development, distribution, mapping and supportive memorandums.

2.4 Training -- \$5,000

Transportation Planning and GIS Technical Training

The staff will work with District Planning Engineers, VDOT Central Office personnel, Transportation Research Center, and others on training programs and venues to add to the Transportation Planning activities and GIS Technical expertise of staff that would benefit from additional training and that would benefit the further development of the Rural Transportation Planning work efforts in the future. Knowledge and information gained will be shared with local government members and other stakeholders, when applicable or possible.

End Product Deliverable: Attend Training Sessions and/or Webinars; summary of trip and training received; distribution of information.

2.5 Street Map Production -- \$6,000

Continue Street Map Production for Counties, Cities

The staff has developed digital maps showing the named routes in Franklin, Henry, Patrick, Pittsylvania County, which can be associated with VDOT numbered routes in the County Map Series. The street maps are periodically updated and prepared for reprinting when requested by local government and chambers of commerce. In FY 20 the PDC has proposed to produce a street map for Pittsylvania County-Danville which are the only communities in the WPPDC that currently do not utilize a PDC produced street map.

End Product Deliverable: Computer map files; map sheets from plotter.

SPR Funds (80%)	\$46,400
PDC Funds (20%)	\$11,600
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Total Budgeted Expenditure for Program Activities	\$58,000

FY-2020 Budget Summary

Tasks	VDOT (SPR) 80%	PDC (Match) 20%	Total 100%
<u>1.0 Program Administration</u> <ul style="list-style-type: none"> • Conduct Meetings and Events • Develop Rural Planning work program for FY 2020 • Management of RTPO funds awarded • Facilitation of local and regional participation and consensus building • Outreach Meetings & Provide/Review Data • Title VI & Environmental Justice 	\$11,600	\$2,900	\$14,500
Total Budgeted Expenditure for Program Administration	\$11,600	\$2,900	\$14,500
<u>2.0 Program Activities</u>			
<i>2.1 Local Planning</i> <ul style="list-style-type: none"> • Field Visits, Inventory of Key Routes. • Work with Localities, VDOT, VDRPT, Others on Transit, Air and Rail Transportation • Planning for Bikeways, Pedestrian ways, Sidewalks, and Trails 	\$12,000	\$3,000	\$15,000
<i>2.2 Regional/State Planning</i> <ul style="list-style-type: none"> • Locally identified project and RLRPlan Recommendation Prioritization • Project Prioritization • Project Implementation 	\$17,600	\$4,400	\$22,000

<ul style="list-style-type: none"> • Identify Project Studies in Corridors of Statewide Significance • Intersection Analysis • Update Regional Bicycle Plan • UDA Planning • Freight Planning • Implementation of Review Processes for Transportation Planning and Development • Update Rural Regional Long Range Transportation Plan to Year 2040 • Complete Streets Initiative • Performance Measure Goals • Ride Solutions Program(Regional Marketing & Outreach) 			
<p>2.3 General Technical Assistance</p> <ul style="list-style-type: none"> • General Technical Assistance to VDOT and Localities 	\$8,000	\$2,000	\$10,000
<p>2.4 Training</p> <ul style="list-style-type: none"> • Transportation Planning and GIS Technical Training 	\$4,000	\$1,000	\$5,000
<p>2.5 Continue Street Map Production for Counties, Cities, PDC</p> <ul style="list-style-type: none"> • Continue Street Map production for Counties, Cities, PDC; prepare other maps, graphics products 	\$4,800	\$1,200	\$6,000
Total Budgeted Expenditure for Program Activities	\$46,400	\$11,600	\$58,000
Total Budgeted Expenditure for Program Administration and Program Activities	\$58,000	\$14,500	\$72,500