

**PLANNING WORK PROGRAM**

**FY 2009-2010**

**LAKE NORMAN  
RURAL PLANNING ORGANIZATION**

**Lead Planning Agency:  
Centralina Council of Governments**

**Approved by Lake Norman RPO:  
January 27, 2009**

**Amended: May 26, 2009**

# PLANNING WORK PROGRAM

## I. INTRODUCTION

The Planning Work Program (PWP) is the instrument by which the Lake Norman Rural Planning Organization (LNRPO) describes to the North Carolina Department of Transportation (NCDOT) how it plans to carry out the rural transportation planning process. Through passage of Senate Bill 1195, the North Carolina General Assembly established Rural Transportation Planning Organizations, to allow for coordinated multi-modal planning in less urbanized areas.

Each year the Lake Norman RPO Transportation Advisory Committee (TAC), Technical Coordinating Committee (TCC) and RPO planners review the planning goals and objectives, and identify new projects for the coming year. This is done in coordination with NCDOT Transportation Planning Branch. Some of these tasks are continuing projects, such as inventory of data, the forecasting of socioeconomic data, and highway, transit, and bicycle-pedestrian planning. Other tasks have a more defined scope and specific timeframe. An estimate of the cost of each element has been prepared, based on staff analysis of the time and resources required to complete each task.

The following sections outline the work to be completed in Fiscal Year 2009-2010 by work element category. The overall budget table, by work element and source of funds, concludes the PWP.

## II. CONTINUING TRANSPORTATION PLANNING WORK PROGRAM

### A. SURVEILLANCE OF INVENTORY DATA

**A-1 Traffic Volume Counts:** NCDOT is responsible for obtaining counts at specific locations and updating the annual average daily traffic (AADT) maps. The RPO will collect and update these counts in a GIS database and provide data to local agencies and public as requested.

**Deliverables:** AADT count data in GIS format, available as static maps available through the RPO website and other means.

**A-2 Status of Transportation Plans:** Staff will continually collect and maintain an inventory of the current comprehensive transportation plans, and other related plans, in the area.

**Deliverables:** List of current thoroughfare plans, comprehensive transportation plans (CTP), land use plans, and local contact information. Lists of available information will be made available on the RPO web site.

**A-3 Highway and Street System Existing plus Committed Inventory:** SEE B-1

**A-4 Traffic Accident Data:** SEE B-8

**A-5 Transit System Data:** SEE B-9

**A-6 Dwelling Unit, Population, and Employment Changes:** Any revisions to the 2000 Census data or the 2005 Metrolina Regional Model base year data will be made as necessary. Particular emphasis will be paid to supporting the Cleveland County and Statesville CTP processes.

**Deliverables:** Updated population, employment and school datasets as needed for CTPs, planning and air quality analyses.

**A-9 Mapping/Data Inventory:** GIS maps and individual layers of data will be maintained and developed, such as Traffic Analysis Zone (TAZ) boundaries, crash data, urban boundaries, land use, highway network, and comprehensive transportation plans (CTPs). These data and maps will be made available for relevant transportation planning efforts in the RPO area.

**Deliverables:** Updates of maps, databases, and other related documents available on the RPO website and to RPO members as requested.

**A-11 Bicycle-Pedestrian Facilities Inventory:** An inventory of major bicycle and pedestrian facilities in the area will be maintained and updated as a part of bicycle, pedestrian, or CTP planning processes performed in the RPO area.

**Deliverables:** Maps showing major existing bicycle/pedestrian facilities for RPO members, as a part of the Statesville and Cleveland County CTP updates and other planning processes.

## **B. LONG RANGE TRANSPORTATION PLAN**

**B-1 Collection and Forecast of Data:** Staff will continue to work with local planners in the RPO area to develop methods for maintaining existing land use in current form, and for capturing changes to developable or re-developable land for future update of the regional travel model. Future population and employment projections, as well as the highway and street system inventory, will be updated as required by the Metrolina regional travel demand model. Staff will also collect requested data for CTPs, to include dwelling unit, employment, and population changes in support of the Statesville and Cleveland County CTPs.

**Deliverables:** Population, employment updates and projections, and updated existing highway network in GIS for the Metrolina regional travel demand model that includes all existing and committed interstate and intrastate improvements as needed for the

Metrolina regional travel demand model; maps and reports using these data as necessary. Provide GIS layers and TAZ boundaries for Statesville and Cleveland County CTP studies.

**B-5 Community Goals and Objectives:** Local goals and objectives will be identified and addressed throughout the transportation planning process and CTP update process. Community forums will be held as requested for transportation planning needs in the RPO area, as needed to support the CTP process, specifically in Cleveland County, and Statesville. RPO staff will participate in such efforts to provide data and input into the processes.

**Deliverables:** Participation in local CTPs and other planning processes, and development of requested surveys, maps, reports, and other information necessary to develop plans. Coordinate and facilitate workshops to identify community goals and objectives for Statesville and Cleveland County CTPs. Participate in survey development and distribution for Statesville and Cleveland County CTP studies.

**B-8 Highway Planning:** The RPO will evaluate traffic volumes, highway capacities, safety and physical conditions, and project costs to develop a future highway network that will benefit the entire RPO area to aid in the TIP prioritization ranking evaluation. In addition, RPO staff will update traffic volumes, costs, accident history (Task A-4) and other factors for projects considered in the TIP prioritization ranking evaluation.

**Deliverables:** Future highway volume and capacity forecasts and analysis as necessary; update of priority list of transportation projects; RPO endorsement of the local transportation plans; staff review of local site plans and subdivisions, upon request.

**B-9 Transit System Planning:** The existing transit service and unmet needs will be evaluated, with appropriate data collected in the RPO area to assist with analysis, in conjunction with Task A-5. Potential transit markets, transit corridors, and park & ride lots, in connection with Charlotte Area Transit System (CATS) existing regional express bus services, van pooling programs and future transit corridors, will be identified, consistent with the Lake Norman Coordinated Comprehensive Public Transportation Plan. Forums and discussions of regionalized Community Transportation Systems (CTS) will be held and coordinated in the area as requested by locals and NCDOT.

**Deliverables:** Reports on CTS, Human Service Transportation System, and fixed-route transit performance, and other transit planning activities that may affect the RPO members.

**B-10 Bicycle & Pedestrian Planning:** The RPO will work with NCDOT Division of Bicycle and Pedestrian Transportation and local planners on developing local bicycle and pedestrian plans and priorities for the RPO area, including coordination with the Lake Norman Regional Bicycle Plan, Statesville and Cleveland County CTPs, and Carolina

Thread Trail processes. The RPO will also assist members on their bicycle and pedestrian planning efforts and planning grant submittals.

**Deliverables:** Recommendations of local and regional bicycle/pedestrian facility improvements to be included in the local transportation plans and the regional trail system; presentations to member governments; RPO endorsement of the local bicycle/pedestrian planning grant applications. Suggest bicycle and pedestrian deficiencies and potential improvements in Statesville and Cleveland County relating to CTP studies.

**B-12 Collector Street Planning:** RPO staff will continue to work with local planners and NCDOT staff to establish a process for developing collector networks as a part of the development review process.

**Deliverables:** Work with member governments to implement new standards for collector streets as a part of the development review process, as well as for potential inclusion in development regulation updates.

**B-17 Air Quality Planning/Conformity Analysis:** In the RPO area, Lincoln County, northwest Gaston County and south Iredell County have been designated as non-attainment area by 8-hour ozone standard. Staff will participate in any air quality conformity processes and work with the Federal, State, MPOs and local agencies to reduce on-road mobile source emissions. Staff will also continually assist in identification and implementation of Transportation Measures in the region, and in local CMAQ application processes. Finally, RPO staff will monitor and report on EPA work related to new ozone non-attainment boundary designations related to new ozone standards.

**Deliverables:** Comments on any Metrolina region conformity determination report; CMAQ project prioritizations for TIP submission; reports and comments on new non-attainment boundaries; assistance to emission calculations for CMAQ project applications. Recommend measures to aid attainment of air quality standards within the RPO.

### III. ADMINISTRATION

#### A. PLANNING WORK PROGRAM

A Planning Work Program (PWP) will be prepared annually by the Lead Planning Agency in cooperation with other participating agencies. Amendments to the PWP will be made and quarterly and annual progress reports to NCDOT will be prepared, as required by State RPO administrative procedures manual.

**Deliverables:** Quarterly progress reports and annual performance report on RPO activities; amendment to current Planning Work Program (PWP) amendment as needed; a PWP document and budget for FY 2010-2011, and a new 5-Year Planning Calendar.

## **B. TRANSPORTATION IMPROVEMENT PROGRAM**

Staff of the Lead Planning Agency will analyze the draft 11-17 TIP for the RPO and assist in developing comments for RPO members for public comment process. Maps and other materials necessary to interpret RPO priorities will be prepared. RPO staff will attend all relevant TIP meetings to provide comments on project lists and descriptions.

**Deliverables:** Written comments, and supporting documents, to provide feedback on draft 11-17 TIP for RPO.

## **C. CIVIL RIGHTS AND OTHER REGULATORY COMPLIANCE**

### **C-2 Environmental Justice: SEE C-7**

**C-7 Public Involvement:** Public meetings for air quality conformity will be held as required by the federal regulations; comments will be reviewed and documented. Public meetings will also be held as a part of the local Comprehensive Transportation Plan (CTP) process. Further, the RPO will continue to maintain the Lake Norman RPO web site, including RPO contact information, available reports and maps, meeting notices, and other relevant information. Finally, the RPO will commit to soliciting input from Environmental Justice populations as necessary to identify unique issues for various transportation planning activities in the study area, particularly as a part of the Cleveland County and Statesville CTP processes.

**Deliverables:** Public participation plan updates with new contact information; website updates press releases and presentations, specific outreach, as necessary, for transportation planning and project development purposes. Identify Environmental Justice issues related to the Cleveland County and Statesville CTP studies.

## **D. INCIDENTAL PLANNING AND PROJECT DEVELOPMENT**

**D-1 Transportation Enhancement Planning:** The RPO will coordinate with NCDOT and local jurisdictions in the process of enhancement projects, should any funds for construction of such facilities become available. Staff will assist RPO members to write or to review the applications as requested.

**Deliverables:** Technical services to local enhancement applications; RPO endorsement of the applications.

**D-2 Environmental Analysis and Pre-TIP Planning:** Staff will work with the RPO TCC and TAC, and NCDOT, to evaluate the impact of transportation projects on physical, social, and economic environments in the pre-TIP planning process, as well as participate in Merger Team meetings. Staff will also include environmental justice as a criterion in review of TIP projects and other transportation studies.

**Deliverables:** Reports on environmental studies of TIP projects and minutes of the merger team meetings, available upon request.

**D-3 Special Studies:** Staff will perform special transportation studies on an as needed basis for member governments. Staff will also work with the NCDOT and local jurisdictions in the development and update of local transportation plans and corridor studies in the region, including CTPs currently under study. Efforts to increase RPO awareness on the issues of access management, right-of-way protection and connectivity will be undertaken, as requested by RPO members.

**Deliverables:** Documentation of any special studies conducted, including maps and recommendations obtained from the studies. Examples can include compilation of model ordinances for right-of-way protection, access management and connectivity; workshops for local street planning focused on right-of-way protection, access management and connectivity. Provide data on dwelling units, employment, and population changes in support of Statesville and Cleveland County CTPs.

**D-4 Regional and Statewide Planning:** The RPO will participate in various regional and statewide meetings and associations, including, but not limited to: the Charlotte Regional Alliance for Transportation (CRAFT), the North Carolina Association of Rural Planning Organizations (NCARPO), Metrolina area Metropolitan Planning Organizations (MPOs), the Metropolitan Transit Commission (MTC), the NC 73 Council of Planning, the Metrolina Regional Model land use subcommittee and executive committee. Upon request, the RPO will participate in initiatives of the NCDOT Transportation Planning Branch on the regional or state levels.

**Deliverables:** Reports on transportation legislation, state and regional transportation planning activities. This may include legislative updates, statewide transportation funding updates, requests for resolutions on various statewide issues, and reports on demographic and transportation trends in the state and region. This may include updates on adjacent CTPs, LRTPs, and other planning efforts. Finally, this may include updates on stimulus package project requirements or any other relevant funding source requirements.

## **E. ADMINISTRATION AND SERVICES**

The continuing transportation planning process requires considerable time for administrative tasks. This work element includes preparing notices, agendas, and minutes for TAC, TCC, and special meetings of the RPO; attending regular RPO and any relevant committee meetings; preparing budgets, expenditure reports and reimbursement requests; updating the Planning Prospectus and Memorandum of Understanding; maintaining

current and soliciting additional membership, and generally managing all functions of the RPO.

Also included in this work element will be attendance at training classes and conferences. Finally, this element includes the general dissemination of information about the RPO and its activities to the press, public, and other agencies, except in those cases where the information is related to another specific work element.

**Deliverables:** TAC and TCC meeting agendas, minutes and RPO related correspondence.



**ADOPTED BUDGET**

**FY 2009-2010**

**LAKE NORMAN RPO**

**Adopted January 27, 2009**

The Transportation Advisory Committee (TAC) of Lake Norman Rural Transportation Planning Organization (RPO) approved its fiscal year 2009-2010 Planning Work Program (PWP) budget on the 26<sup>th</sup> day of May 2009.



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Michael Johnson, Chairman  
Lake Norman RPO TAC

ATTEST:



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Bill Duston, Secretary  
Lake Norman RPO