

Chapter 4 Long-Range Transportation Plan

TABLE OF CONTENTS

Section	Page
4.1 PURPOSE	4-2
4.2 AUTHORITY	4-2
4.3 SCOPE	4-2
4.4 REFERENCES	4-2
4.5 METHODS FOR DEVOPING THE PLAN	4-3
4.5.1 Horizon.....	4-4
4.5.2 Update Frequency	4-4
4.5.3 Efficient Transportation Decision Making (ETDM) Planning Screen	4-6
4.5.4 Sociocultural Effects Evaluations.....	4-7
4.5.5. Approval and Distribution.....	4-9
4.5.6 Relationship of the Plan to the Transportation Improvement Program (TIP)/State Transportation Improvement Plan (STIP)	4-9
4.5.7 TIP/STIP Inclusion and NEPA Approval	
4-9 4.5.8 LRTP and NEPA Consistency	4-10
4.5.9 Major Project Guidance	4-11
4.6 AREAS TO BE ADDRESSED IN THE PLAN.....	4-11
4.6.1 Federal Laws and Regulations	4-12
4.6.2 State Requirements	4-14
4.6.3 Addressing Environmental Mitigation in the LRTP	4-15
4.7 PUBLIC INVOLVEMENT	4-16
4.8 PLAN REVISIONS	4-19
4.9 PUBLICATION AND DISTRIBUTION OF THE PLAN.....	4-21
FIGURE 4A Plan Development and Approval Process.....	4-5
FIGURE 4B Matrix for ETDM Programming Screen	4-8
FIGURE 4C Plan Amendment Process	4-20
FIGURE 4D Plan Distribution	4-21
LRTP Checklist	4-22

4.1 PURPOSE

This chapter provides guidance to personnel of the Florida Department of Transportation for assisting the Metropolitan Planning Organizations (MPOs) in developing, implementing and managing the MPO's Long-Range Transportation Plan (LRTP) required by federal and state laws and regulations.

4.2 AUTHORITY

23 United States Code (U.S.C.) 134 (h) and (i)

49 U.S.C. 5303(f)

23 Code of Federal Regulations (C.F.R.) 450.316, 450.320, 450.322 and Appendix A To Subpart 450

23 C.F.R. 500.109, 500.110, and 500.111 (management systems)

339.175 Florida Statutes (F.S.)

4.3 SCOPE

The MPO is responsible for developing a Long Range Transportation Plan (LRTP) that addresses no less than a 20-year planning horizon from the date of the plan update adoption. The intent and purpose of the LRTP is to encourage and promote the safe and efficient management, operation, and development of a cost feasible intermodal transportation system that will serve the mobility needs of people and freight within and through urbanized areas of this state, while minimizing transportation-related fuel consumption and air pollution. The LRTP must include long-range and short-range strategies consistent with state and local goals and objectives. This chapter is for the use of Department planning staff that provide technical assistance to the MPO's and review MPO LRTPs. MPO staff may use this as guidance for the LRTP requirements.

4.4 REFERENCES

42 U.S.C. 2000d et. seq. (Title VI of the Civil Rights Act of 1964 as amended)

The Florida Transportation Plan <http://www.dot.state.fl.us/planning/ftp/>

Department Efficient Transportation Decision Making (ETDM) Manual, March 2006
<http://etdmpub.fla-etat.org/est/>

Sociocultural Effects Evaluations Handbook for the ETDM Process, November, 2006
<http://www.dot.state.fl.us/emo/pubs/sce/sce1.shtm>

4.5 METHODS FOR DEVELOPING THE PLAN

Figure 4A on the page 4-5 shows the basic process for the development and approval of the LRTP. There is no single methodology or process that must be used for developing long-range transportation plans. Long-range transportation plans should reflect the goals, objectives and values of each community. Each community, at the beginning of the process must establish factors considered important to the local citizenry and address state and federal requirements. These factors should also be consistent with the **Florida Transportation Plan (FTP)**.

Plans are required to have at least a 20 year horizon. **[23 C.F.R. 450.322(a); 339.175(7), F. S.]** FDOT and MPO's have agreed to a horizon year of 2035 for all Florida MPO LRTP's and the plan will include unmet regional and statewide needs. The base year for the LRTP updates shall be 2009, for revenue and cost data. The base year was approved by the Florida Metropolitan Organization Advisory Council (MPOAC) on October 23, 2008. In addition, revenue and cost estimates supporting the plans must use an inflation rate(s) to reflect the "Year of Expenditure" (YOE) amounts **[23 C.F.R. 450.322(f)(10)(iv)]**. Guidance is provided in the "Financial Guidelines for MPO Long Range Plans" adopted by the MPOAC governing board at its April 2007 meeting, and amended on October 23, 2008. This guidance can be found at: <http://www.dot.state.fl.us/planning/revenueforecast/MPOACguide102308.pdf>. Additional guidance is provided in the "[2035 Revenue Forecast Handbook](#)" and "[errata and revisions](#)" document, which can be accessed at: <http://www.dot.state.fl.us/planning/revenueforecast/>

The MPO shall review and update the plan at least every five years in attainment areas to confirm the validity and consistency with current and forecasted transportation and land use conditions. **[23 C.F.R. 450.322(c)]** For these purposes, the department has developed a standard transportation model that is available for use by all Florida MPOs to address this need. The methodology used in the **Florida Standard Urban Transportation Model Structure (FSUTMS)** is documented in numerous technical memoranda published by the Department. The MPO may use any analytical techniques and/or models after consultation with the Department. The MPO should document, in the LRTP, the models used and is required to document its methodology. In addition, the MPO should prepare a series of technical memoranda explaining model use and detailing how this technique can be used in various planning applications so consultants and the Department can duplicate and use the preferred MPO model.

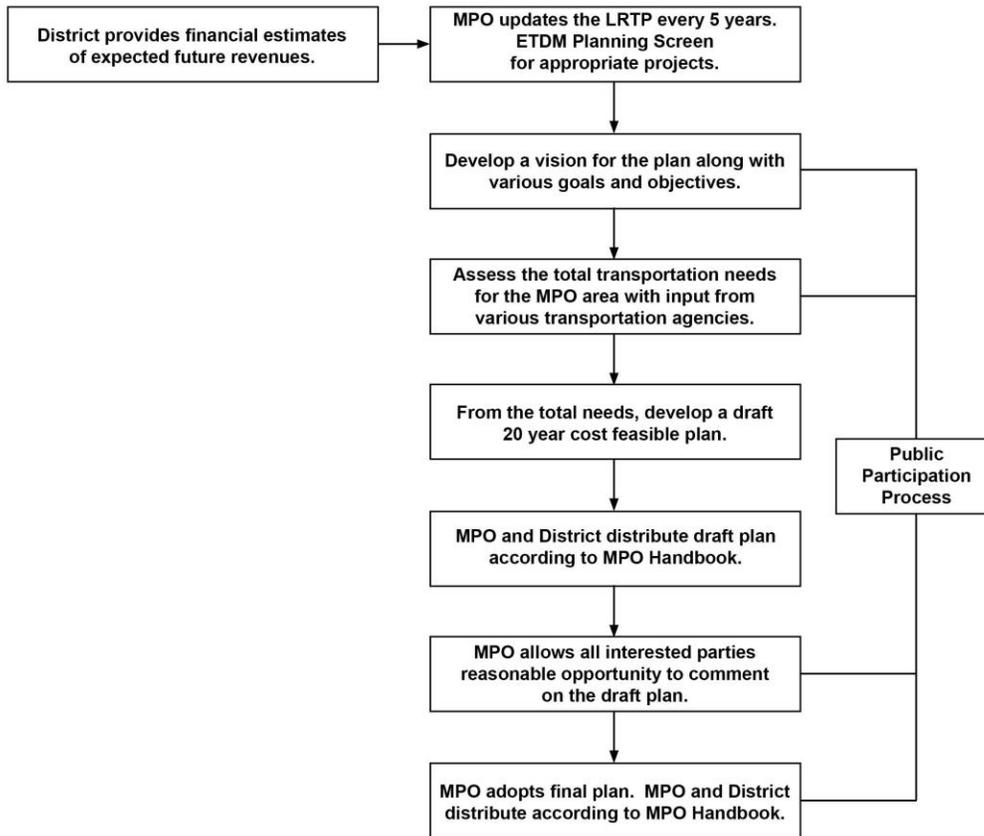
4.5.1 Horizon

The LRTP shall address no less than a 20 year planning horizon as provided in [\[23 C.F.R. 450.322\(a\) and 339.175\(7\), F.S.\]](#). The plan should include both long-range and short-range strategies and actions that lead to the development of an integrated multimodal transportation system that facilitates the efficient movement of people and goods in addressing current and future transportation demand. [\[23 C.F.R. 450.322\(b\)\]](#) All MPO's will include an estimate of needs. The estimate of needs shall be within the body of the LRTP. Per MPOAC guidance, all MPO's are encouraged to develop a Needs Plan. Transportation projects included in the MPO Needs Plan should be appropriate to meet the identified transportation need while advancing the goals and policies of the MPO. More detailed information for Needs Plan development can be found in the "[Financial Guidelines for MPO Long Range Plans](#)" and accessed at: <http://www.dot.state.fl.us/planning/revenueforecast/MPOACguide102308.pdf>

4.5.2 Update Frequency

The MPO shall review and update the LRTP at least every five years in attainment areas. During these updates, the MPO shall confirm the plan's validity and its consistency with current and forecasted transportation and land use conditions and trends. The MPO shall also extend the planning horizon to at least 20 years. [\[23 C.F.R. 450.322\(c\)\]](#) The schedule for the five year update of the LRTP will be determined cooperatively by the MPO, the Department, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA), but the LRTP must be adopted no later than five years to the day when the MPO last adopted it. Should an urban area become a non-attainment area, as formally designated by the Environmental Protection Agency (EPA), the frequency of plan updates may be changed, and the transportation conformity requirements will be reinstated in accordance with the updated State Implementation Plan to comply with the requirements of the Clean Air Act.

FIGURE 4A PLAN DEVELOPMENT AND APPROVAL PROCESS



4.5.3 Efficient Transportation Decision Making (ETDM) Planning Screen

The intent of the ETDM planning and programming screens is to provide a method for early consideration of ecosystem, land use and social and cultural issues, prior to a project moving into the Work Program and into the Project Development and Environmental (PD&E) study phase. Information gathered may be incorporated later into the PD&E study to satisfy National Environmental Policy Act (NEPA) requirements. The ETDM process allows resource and regulatory agencies and the public an opportunity to review and comment on potential impacts of proposed transportation projects during the development of MPO long range transportation plans. Based on the feedback from the planning screen, transportation planners may adjust project concepts to avoid or minimize adverse impacts, consider mitigation alternatives, and improve project cost estimates.

The ETDM Planning and Programming screens provide for continuous coordination with State and Federal resource agencies during Plan development. The Planning Screen, for major transportation projects, should be conducted in conjunction with the update of the Needs Plan or the Cost Feasible Plan, but completed before the final approval of the Plan. Resource and community agencies can provide official comment regarding potential transportation projects included in the Plan and receive information regarding LRTP development. The coordinated review and screening process in ETDM provides the mechanism for required consultation with over 20 resource agencies at both the State and Federal levels. These agencies comprise the Environmental Technical Advisory Teams (ETAT) for each FDOT district. The ETAT's include environmental, land use management, historical preservation and tribal government representatives. Requests for additional meetings or consultations with the MPO to discuss environmental issues or resource impacts in more detail can be made through the Environmental Screening Tool (EST). As part of the ETDM Planning screens, agencies are requested to provide information regarding their resource specific conservation plans, as well as identify future key issues and/or effects which this project might have related to their resource.

To document the level of agency consultation that has occurred, it is recommended that the LRTP include a section which lists all projects screened through the ETDM Planning Screen process. For each project entered into a planning screen, a Purpose and Need Statement must be included, as well as a summary of the major issues and comments noted by the resource agencies during their review. This list and summary assists in focusing on specific geographic areas and strategies for mitigation purposes.

The public can review project information and maps in the public screening tool and provide e-mail comment to the Community Liaison Coordinator. It is recommended there be a link from the MPO website to the ETDM public website. The ETDM public website can be found at <http://etdmpub.fl-etat.org>.

Once projects are uploaded into the planning screen, MPO's should notify their various committees, other local municipalities, and the general public, to the extent possible, of their availability on the public website. In addition, the public can comment on projects through the traditional public involvement activities coordinated by the MPO or the Community Liaison Coordinator.

All major transportation improvement projects in the MPO Long Range Transportation Plan should be screened under the ETDM process (Planning Screen), including major Local Agency Program (LAP) projects. Please see **FIGURE 4B** on page 4-8 for recommended guidance for the Planning/Programming Screen. MPOs should build sufficient time into the LRTP development process to conduct the Planning Screen and prepare the accompanying summary reports prior to approving the Plan.¹ Examples of major transportation improvement projects include widening existing roadways to include additional through lanes; addition of High Occupancy Vehicle lanes; Bus Rapid Transit lanes; new roadways; new interchanges and major interchange modifications; new bridges and bridge replacements; and major public transportation projects such as Intermodal Passenger Centers and new fixed guideway service. The purpose of the Planning Screen review is to provide additional information to the MPO to make the determination whether the project, as proposed, should be adopted into the cost feasible plan. Other projects can be run through the Planning Screen at the discretion of the ETDM coordinators (MPO and FDOT) and the respective ETAT members. The screening of local projects not on the State Highway System is optional.

If a potential issue is identified during the Planning Screen, the MPO should try to resolve the issue before approving the final long range plan. Examples of potential issues include a response by a reviewing agency that a project does not conform to agency statutory requirements and may not be permitted; and /or responses indicating very strong community opposition to a project and/or potentially severe negative impacts on the affected community.

The ETDM review period for each project is 45 calendar days, and may be extended an additional 15 days based upon a written request of a resource/regulatory agency. The MPO has 60 days from the end of the review period to complete the ETDM Planning Screen Summary Report, which summarizes the identified issues and recommendations and other project-specific and system-wide information. The information gained from the Planning Screen should be conveyed to the MPO Board to be utilized in the decision-making process. Refer to the ETDM Planning and Programming Manual for specific information about the ETDM Planning Screen; <http://www.dot.state.fl.us/emo/pubs/etdm/etdmmanual.shtm>. Once a project in the LRTP has undergone a Planning Screen, that project would not normally undergo a second Planning Screen unless the parameters of the project significantly change.

4.5.4 Sociocultural Effects (SCE) Evaluations

As part of the ETDM planning screen process, MPO and Department District staffs are expected to evaluate and provide commentary about potential social and cultural effects of projects included in the LRTP based on available information. There are six issues that should be addressed in the SCE evaluation: social, economic, land use, mobility, aesthetics, and relocation. MPO staff has primary Responsibility for performing SCE evaluations for non-Strategic Intermodal System (SIS)/Florida Intrastate

¹ ETDM screens of major transportation improvement projects included in the highway component of the Strategic Intermodal System Cost Feasible Plan will be conducted by the Department.

FIGURE 4-B ETDM Matrix

**Matrix for ETDM Programming Screen for Major Transportation Projects
Including Capacity Additions and Bridge Replacements*
Responsible Agency/ETDM Involvement/Environmental Documentation**

System	Federal Dollars (FHWA or FTA transportation funds or required FHWA approval)			State Dollars (TRIP, Transit/Intermodal System Grants, etc)			Local Dollars Only		
	Responsible Agency (1)	ETDM Screening	Type of Environmental Document	Responsible Agency (1)	ETDM Screening	Type of Environmental Document	Responsible Agency (1)	ETDM Screening	Type of Environmental Document
State Highway System (SHS) on the Strategic Intermodal System (SIS)	FDOT	YES	NEPA	FDOT	YES	SEIR	FDOT	YES	SEIR
							Local (2)	YES (3)	SEIR
State Highway System (SHS) not on the Strategic Intermodal System (SIS)	FDOT	YES	NEPA	FDOT	YES	SEIR	FDOT	YES	SEIR
				Local (2)	YES	SEIR	Local (2)	YES (3)	SEIR
Highways not on State Highway System (SHS) but on the Strategic Intermodal System (SIS)	FDOT	YES	NEPA	FDOT	YES	SEIR	FDOT	YES	SEIR
	Local (2)	YES	NEPA	Local (2)	Local Option	Fed/State/Local Regulations (5)	Local (2)	N/A (4)	Fed/State/Local Regulations
Highways not on State Highway System (SHS) and not on the Strategic Intermodal System (SIS)	FDOT	YES	NEPA	FDOT	YES	SEIR			
	Local (2)	YES	NEPA	Local (2)	Local Option	Fed/State/Local Regulations (5)	Local (2)	N/A (4)	Fed/State/Local Regulations
Major Public Transit Projects (intermodal center, passenger rail, etc.) on or off the Strategic Intermodal System (SIS)	FDOT	YES	NEPA	FDOT	YES	SEIR			
	Local (2)	Local Option	NEPA	Local (2)	Local Option	Fed/State/Local Regulations (5)	Local (2)	N/A (4)	Fed/State/Local Regulations
Non-Passenger Rail Projects, and non-highway Port and Airport Projects on the Strategic Intermodal System (SIS)	Local (2)	N/A (4)	NEPA	Local (2)	N/A (4)	Fed/State/Local Regulations (5)	Local (2)	N/A (4)	Fed/State/Local Regulations

(1) The Responsible Agency is the agency that develops project concepts and preliminary engineering and evaluates and documents compliance with federal, state, and local environmental requirements.
 - FDOT will be responsible agency on all projects funded with federal-aid highway funds (FHWA). FDOT is viewed as the responsible agency on FHWA funded LAP projects.
 - A local agency may be the responsible agency on a Federal Transit Administration funded project.
 - FDOT will be the responsible agency for all state funded projects located on the State Highway System
 - An agency other than FDOT will usually be the responsible agency for any locally funded project; however, there may be circumstances that could be worked out on a project-by-project basis where FDOT agrees to serve as the responsible agency.

(2) Local applies to any local government agency, other state agency, expressway authority, bridge authority or private entity

(3) Expressway authorities have the option of using the ETDM process based on consultation with FDOT

(4) The formal ETDM Programming screening process (including agency review) is not applicable; however, the environmental screening tool may be used at the local agency option to evaluate the project.

(5) Federal, State and local regulations apply unless JPA specifies otherwise

* All bridge replacement projects that do not qualify as a Programmatic Categorical Exclusion should be screened.

Exceptions must be approved by the Assistant Secretary for Intermodal Systems Development

Highway System (FIHS) projects in the MPO area. District staff has responsibility for SIS/FIHS projects in all areas of the state, including the MPO areas. However, District and MPO staff should take a collaborative, team approach in conducting SCE evaluations for their areas of responsibility. For further information refer to the Sociocultural Effects Handbook at: <http://www.dot.state.fl.us/emo/pubs/sce/sce1.shtm>.

4.5.5 Approval and Distribution

The MPO board must approve the final long-range transportation plan by a recorded roll call vote or hand-counted vote of the majority of the membership present. [339.175(13), F.S.] Although the LRTP does not require approval by the FHWA or the FTA, these agencies should be involved during the development of the plan and provide an opportunity to comment on the draft plan. The plan is reviewed by FHWA and FTA during the quadrennial Transportation Management Area (TMA) certification. Copies of any new and/or revised plans must be provided to each agency as well as the Department. [23 C.F.R. 450.322(c)] Distribution of the draft and final adopted LRTP should be provided as suggested in **Figure 4D** (page 4-21) of this chapter. New or revised plans should be provided to the FHWA, the FTA and the appropriate Department central and District offices prior to the MPO's annual self-certification.

4.5.6 Relationship of the Plan to the Transportation Improvement Program (TIP)/ State Transportation Improvement Program (STIP)

There must be an approved LRTP or a properly amended LRTP at the time the MPO submits the annual TIP to the Department for the Secretary's approval. The TIP must be incorporated into the STIP to ensure continued federal funding for the metropolitan area. The Secretary cannot approve a TIP for inclusion in the STIP that does not come from a currently approved LRTP or a TIP that includes projects that have not been properly amended into the LRTP and approved by the MPO.

4.5.7 TIP/STIP Inclusion and NEPA Approval

For an environmental document to be approved by FHWA the TIP/STIP funding for the "entire project length and termini" must be consistent with what is described in the LRTP. The "project" includes the entire project length (e.g., 30 miles) studied in the PD&E phase. If the project is to move forward in segments, then the first segment (e.g., a 10 mile segment) must be funded for design in the TIP/STIP before the Environmental Document can be approved. If the funding for the design of the project is outside of the current adopted TIP/STIP at the time the Environmental Document is complete, there should be a written explanation in the current adopted TIP/STIP indicating the design for the project falls outside the current TIP/STIP, indicating when funding will be in the TIP/STIP, and explaining what the source of funding is expected to be. This should be discussed on a case by case basis with FHWA. The remaining phases for the segment(s), i.e., Right of Way and Construction, would be discussed in the TIP/STIP for information purposes, including when they are generally expected to be funded. Detailed guidance is provided at: <http://www.dot.state.fl.us/planning/policy/metrosupport/> Additional guidance is also provided in the Federal Aid Technical Bulletin 08-02 which can be accessed

at: <http://infonet/programdevelopmentoffice/federal/fedtech.shtm>

4.5.8 LRTP and NEPA Consistency

Projects in LRTPs are required to be described in enough detail to develop cost estimates in the LRTP financial plan that show how the projects will be implemented. The LRTP documentation of project costs will enable FHWA and FDOT to determine fiscal constraint of the document.

For an environmental document to be approved by FHWA the “entire project length and termini” must be fully described in the LRTP in order to be found consistent with the plan. The project includes the entire length studied in the PD&E, e.g. a 30 mile length of roadway. If construction of the entire length of roadway is to be accomplished in multiple segments, this too should be documented in the LRTP and the NEPA document. Following are possible treatments for a project to be included in the LRTP:

- **If a project is planned to be fully funded through construction during the life of the LRTP (e.g., by 2035)**, the cost of and source of funding for each phase (Preliminary Engineering, Right of Way, and Construction) needs to be documented in the LRTP. It is not necessary to document the costs of each segment (e.g., three ten-mile segments) individually. PE can be addressed in the LRTP as a phase, or PD&E and Design can be shown as separate phases.
- **If a project is not planned to be fully funded through construction during the life of the LRTP**, the LRTP must document the length and phases of the project that can be funded (e.g., 20 miles) and the cost of and source of funding for each phase (PE, Right of Way, Construction) that is funded in the plan. The LRTP should reference for informational purposes a written description of any project segments and the associated phases that could not be funded in the LRTP with a reference to the overall project in the Needs Plan. If the MPO does not develop a Needs Plan, it needs to be discussed elsewhere in the LRTP documentation. The written description should include an estimate of the cost of any unfunded phases, expressed as the “year of expenditure cost” equal to the last period of the planning period (e.g., 2031-2035).

The key point to emphasize is when undertaking a PD&E phase, in order to obtain the environmental document approval for the entire project; the project must be described in the LRTP by the time the approval for the environmental document is requested. This may require early coordination with the MPO to process an amendment to the LRTP and this effort should be incorporated into the project schedule.

4.5.9 Major Project Guidance

SAFETEA-LU made several significant changes to the requirements for FHWA defined Major Projects, (also known as mega projects) with revisions in January, 2007. The monetary threshold for classification as a Major Project was lowered from an estimated total cost of \$1 billion to \$500 million or greater. A Project Management Plan (PMP) and an Annual Financial Plan is required for all Major Projects to be submitted to FHWA by the Districts. [23 U.S.C. 106 (h)] The Federal Transit Administration (FTA) also has requirements for Major Capital Investment Projects [49 U.S.C. Part 611]. The update of the annual finance plan could necessitate an update to the LRTP.

It is important that any Major Projects be identified as such in the MPO's LRTP. FHWA has issued guidance requesting that the cost estimates reported for Major Projects in the first five years of the LRTP should be based on more precise cost estimate information than a project reflected in the latter years of the LRTP. The FHWA guidance can be found at:

<http://www.fhwa.dot.gov/programadmin/mega/011907.cfm>

4.6 AREAS TO BE ADDRESSED IN THE PLAN

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) slightly modified the planning factors that are to be considered in the MPO planning process, of which the LRTP is a part. These planning factors are found in [23 U.S.C. 134(h)(1)]. They include:

- (1) Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- (2) Increase the safety of the transportation system for motorized and nonmotorized users;
- (3) Increase the security of the transportation system for motorized and nonmotorized users;
- (4) Increase the accessibility and mobility of people and for freight;
- (5) Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- (6) Enhance the integration and connectivity of the transportation system across and between modes for people and freight;
- (7) Promote efficient system management and operations; and
- (8) Emphasize the preservation of the existing transportation system

Below are a few topics not currently required by federal laws and rules to be addressed in the LRTP. Given the nature of these emerging issues, some discussion in the LRTP may be warranted in the future. Additional explanation and discussion can be found in “FHWA Strategies for LRTP Updates” which can be accessed at: <http://www.dot.state.fl.us/planning/policy/metrosupport/>

- (1) Indirect and Cumulative Impacts-discussion of the effects and an evaluation of the level of effect at the overall plan level;
- (2) Multimodal Feasibility-analysis of utilizing other modes on a plan and system wide level;
- (3) Performance Measurement-LRTP assessment of congestion management processes and operations strategies to determine their effectiveness in improving system performance;
- (4) Air Quality-Although Florida is currently in attainment status, the Environmental Protection Agency has identified areas of the state that may be designated as non-attainment in the near future; and
- (5) Climate Change-Recent Florida legislation encourages MPOs to consider strategies that integrate transportation and land use planning **[339.175(7), Florida Statutes]**.

4.6.1 Federal Law and Regulations

In addition to the 8 planning factors, there are additional requirements for the metropolitan long range transportation plan as specified in federal law and regulation. They require that the LRTP, at a minimum:

- (1) Identify transportation facilities (including major roadways, transit, multimodal and intermodal facilities, pedestrian walkways and bicycle facilities, and intermodal connectors) that function as an integrated metropolitan system, giving emphasis to facilities that serve important national, state, and regional transportation functions. In addition, the locally preferred alternative selected from an Alternative Analysis under the FTA’s Capital Investment Grant Program needs to be adopted as a part of the plan. **[23 U.S.C. 134 (i)(2)(A); 23 C.F.R. 450.322(f)(2)]**
- (2) Include discussion of the types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan. This discussion shall be developed in consultation with federal, state, and tribal, wildlife, land management, and regulatory agencies. **[23 U.S.C. 134 (i)(2)(B)(i)(ii); 23 C.F.R. 450.322(f)(7)]**

- (3) Include a financial plan that demonstrates how the adopted transportation plan can be implemented and indicates public and private resources reasonably expected to be available to carry out the plan. The financial plan may include, for illustrative purposes, additional projects that would be included in the adopted plan if reasonable additional resources beyond those identified in the financial plan were available. Projects in the financial plan are required to be expressed in Year of Expenditure costs. **[23 U.S.C. 134 (i)(2)(C); 23 C.F.R. 450.322(f)(10)]**.
- (4) Include operational and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods. **[23 U.S.C. 134 (i)(2)(D); 23 C.F.R. 450.322(f)(3)]**
- (5) Include capital investment and other strategies to preserve the existing and future system and provide for multimodal capacity increases based on regional priorities and needs. **[23 U.S.C. 134 (i)(2)(E); 23 C.F.R. 450.322(f)(5)]**
- (6) Include proposed transportation and transit enhancement activities. **[23 U.S.C. 134 (i)(2)(F); 23 C.F.R. 450.322(f)(9)]**
- (7) Identify the projected transportation demand of persons and goods in the metropolitan planning area over the period of the plan. **[23 C.F.R. 450.322(f)(1)]**
- (8) Identify pedestrian walkway and bicycle transportation facilities in accordance with 23 U.S.C. 217(g). **[23 C.F.R. 450.322(f)(8)]**
- (9) Within Transportation Management Areas (TMAs), the plan should address congestion management through a metropolitan-wide strategy of new and existing transportation facilities and the use of travel demand reduction and operational management strategies. **[23 USC 134 (k)(3); 23 C.F.R. 450.322(f)(4)]**
- (10) Describe proposed improvements in sufficient detail to develop cost estimates, e.g. design concept and design scope descriptions. **[23 C.F.R. 450.322(f)(6)]**
- (11) Include a safety element incorporating or summarizing the priorities, goals, countermeasures, or projects for the MPA contained in the Strategic Highway Safety Plan required under **[23 U.S.C. 148]**, as well as (as appropriate) emergency relief and disaster preparedness plans and strategies and policies supporting homeland security (as appropriate) and safeguard the personal security of all motorized and non-motorized users. **[23 C.F.R. 450.322(h)]**
- (12) The projected transportation demand of persons and goods in the metropolitan planning area over the period of the transportation plan. **[23 C.F.R. 450.322(f)(1)]**

(13) When updating the plan, the MPO shall base the update on the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. **[23 C.F.R. 450.322(e)]**

(14) Include both long-range and short-range strategies/actions that lead to the development of an integrated multimodal transportation system to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand. **[23 C.F.R. 450.322(b)]**

4.6.2 State Requirements

In addition to federal requirements, Florida Statutes requires that the LRTP:

(1) Identify transportation facilities that should function as an integrated metropolitan transportation system, giving emphasis to facilities that serve important national, state, and regional transportation functions. Those facilities include the facilities on the Strategic Intermodal System designated under Section 339.63 and facilities for which projects have been identified pursuant to Section 339.2819 (Transportation Regional Incentive Program). **[339.175(1), F.S.]**

(2) Address the prevailing principles to be considered in the long-range transportation plan: preserving the existing transportation infrastructure; development of surface transportation systems that will foster economic growth and development while minimizing transportation related fuel consumption, air pollution and green house gas emissions; and improving travel choices to ensure mobility needs of people and freight. The LRTP must be consistent, to the maximum extent feasible, with future land use elements and the goals, objectives, and policies in the approved local government comprehensive plans of the units of local government located within the jurisdiction of the MPO. **[339.175(1),(7), F.S.]**

(3) When developing the LRTP, each MPO is encouraged to consider strategies that integrate transportation and land use planning to provide for sustainable development and reduce greenhouse gas emissions. **[339.175(7), F.S.]**

(4) Identify transportation facilities, including, but not limited to, major roadways, airports, seaports, spaceports, commuter rail systems, transit systems, pedestrian walkways, bicycle transportation facilities and intermodal or multimodal terminals that will function as an integrated metropolitan transportation system. **[339.175(7)(a), F.S.]**

(5) Consider the goals and objectives identified in the Florida Transportation Plan. **[339.175(7)(a), F.S.]**

(6) If a project is located within the boundaries of more than one MPO, the MPOs must coordinate plans regarding the project in their LRTPs. **[339.175(7)(a), F.S.]**

- (7) Include a financial plan that demonstrates how the plan can be implemented, indicating resources from public and private sources which are reasonably expected to be available to carry out the plan, and recommends any additional financing strategies for needed projects and programs. The financial plan may include, for illustrative purposes, additional projects that would be included in the adopted plan if reasonable additional resources beyond those identified in the financial plan were available. **[339.175(7)(b), F.S.]**
- (8) Assess capital investment and other measures necessary to ensure the preservation of the existing metropolitan transportation system, including requirements for the operation, resurfacing, restoration, and rehabilitation of major roadways and requirements for the operation, maintenance, modernization and rehabilitation of public transportation facilities. **[339.175(7)(c), F.S.]**
- (9) Make the most efficient use of existing transportation facilities to relieve congestion and maximize the mobility of people and goods. **[339.175(7)(c), F.S.]**
- (10) Indicate, as appropriate, proposed transportation enhancement activities, including, but not limited to, pedestrian and bicycle facilities, scenic easements, landscaping, historic preservation, mitigation of water pollution due to highway runoff, and control of outdoor advertising. **[339.175(7)(d), F.S.]**
- (11) Be approved on a recorded roll call vote or hand-counted vote of the majority MPO membership present. **[339.175(13)]**

4.6.3 Addressing Environmental Mitigation in the LRTP

The LRTP environmental mitigation discussion should provide a general approach to mitigating activities in accordance with the federal, state, regional and local regulations. The information included in the plan should be considered and presented at a regional systems level in lieu of project level discussions. The plan should consider mitigation policies, strategies and activities derived from regional agency resource, conservation and mitigation plans, as available. This mitigation discussion should address a broad range of natural resources including wetlands, water resources, and protected species, in addition to impacts to the human environment. This can be a planning level discussion of local mitigation banks, areas zoned for conservation, flood plain areas, planned growth, etc. The LRTP mitigation discussion could identify specific challenges to mitigation implementation, such as areas where the ability to mitigate for a particular resources may be limited, as well as activities that may have the greatest potential to restore and maintain the environmental functions affected by the plan.

The mitigation text should be accompanied by maps depicting existing and future areas designated for mitigation, conservation or preservation. The ETDM EST can be used to map and provide inventories for a majority of these resources. The EST database provides access to maps and inventories of natural and historic resources that are also used to support resource agency

comments on project reviews. There are over 500 data layers in the EST available for these purposes. Examples of available data layers that can be mapped include conservation lands, wetlands, priority habitat, historical/archaeological sites, socioeconomic characteristics, and future land use designations.

One technique to identifying potential mitigation activities could be to load all the projects from the LRTP and create system level maps against priority layers such as conservation lands. These maps would illustrate the relationship between the conservation lands and the proposed projects. The ETDM Coordinator and/or the resource agencies should be consulted to determine the most appropriate data layers to use for the mitigation discussion. The EST is set up to accept projects into the system, perform the standard GIS analyses on those projects and generate quality maps of the projects without requiring those projects to complete an ETDM screening since only major transportation projects qualify for that review. If adequate GIS resources are available to the MPO, a second technique could be to access and download the GIS files from the Florida Geographic Data Library at: www.fgdl.org; or coordinate with the sponsoring agency and generate the maps in-house.

Regardless of the technique used, it is important to keep in mind that some data sets that are exempted from the sunshine law, such as archeological sites and threatened and endangered species locations must not be provided to the public. Please contact the local FDOT ETDM Coordinator to determine data that may be exempt from public access.

As part of the ETDM Planning Screens, over 20 resource agencies at both the state and federal levels are requested to provide information regarding their resource specific resource conservation plans, as well as identify potential future key conservation efforts, as they relate to specific projects. Potential mitigation areas for this discussion may be identified utilizing the comments submitted by the resource agencies during the Planning Screen of major transportation improvements through the EST. This discussion can also be enhanced using the information contained in the Planning Screen Summary Reports created by the ETDM process for all projects screened within an MPO or other geographic area.

4.7 PUBLIC INVOLVEMENT

SAFETEA-LU requires that the MPO develop and use a documented public participation plan. **[23 U.S.C. 134(i)(5)(B); 23 C.F.R. 450.316(a)]** The participation plan defines the process for public input to the LRTP and the TIP.

When developing a LRTP, MPOs must consult with a wide variety of State and local agencies and afford the opportunity to comment on the plan to a wide variety of groups. The agencies include, as appropriate, those that are responsible for land use management, natural resources, environmental protection, conservation, and historic preservation. **[23 USC 134 (i)(4); 23 C.F.R. 450.322(g)]** The groups include citizens, affected public agencies, representatives of public transportation employees, private freight shippers, providers of freight transportation services, private providers of transportation, representatives

of users of public transit, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the LRTP. **[23 U.S.C. 134(i)(5); 23 C.F.R. 450.322(i)]** When the Metropolitan Planning Area (MPA) includes Indian Tribal Lands, the MPO shall appropriately involve Indian Tribal Governments in the process. In addition, if the MPA includes Federal Public Lands, the MPO shall appropriately involve Federal Land Management Agencies in the process.

Notifications of LRTP public meetings can be included as part of the ETDM planning screen project information; however, this cannot be the only method of notification used for publicizing the meetings. Using the Environmental Screening Tool (EST), the MPO may also distribute planning level notifications of LRTP documentation and public meetings to other local, county and municipality groups for coordination and comment purposes in the same manner that the Advance Notification is used in the Programming Screen. The EST provides a comprehensive database of state and local resource and community agencies to facilitate the review of transportation projects for the Florida State Clearinghouse and Advance Notification process. Additionally, MPOs may invite other local entities to participate in the ETAT review of projects and provide comments. It is recommended that MPO's web sites provide a link to the ETDM public access site at: <http://etdmpub.fl-etat.org> At the site the public is able to see maps and information about screened potential projects.

Besides consulting with these agencies and groups, the MPO shall, at a minimum, include the following in its public participation process: **[23 C.F.R. 450.316(a)(1) and (2)]**

- Provide reasonable public access to technical and policy information used in the development of the LRTP;
- Provide adequate public notice of public involvement activities and time for public review and comment at key decisions, such as but not limited to the approval of the LRTP;
- Demonstrate explicit consideration and response to public input received during plan development process;
- Employ visualization techniques to describe the LRTP;
- Make the LRTP and any associated information available in electronic format such as the World Wide Web;
- Hold public meetings at convenient times and accessible locations;
- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to, low-income and minority households;
- Coordinate with the statewide transportation planning public involvement and consultation processes under 23 C.F.R. Subpart B;
- Periodically review the effectiveness of the procedures and strategies contained in the participation plan;
- When significant written and oral comments are received on a draft LRTP (including the financial plan) as a result of public involvement, a summary, analysis, and report on the disposition of comments shall be made part of the final LRTP; and
- If the final LRTP differs significantly from the one made available for public comment or raises new material issues, an additional opportunity for public comment must be made available.

Visualization techniques can be incorporated into the LRTPs in a number of ways. Some areas have used a “scenario planning” approach to coordinate land use and transportation plans, which can serve as an effective visualization technique. Other areas may choose to articulate a vision through performance goals (for issues such as congestion, safety, transit usage, fuel consumption, or livability through design standards).

MPOs should maintain documentation of their public involvement processes. The EST within ETDM serves as an official record and repository for resource and community agency comments regarding potential projects contained in the LRTP. These comments, recorded through the EST and District Community Liaison Coordinators, can be included in the summary of public involvement comments and disposition.

There are two places within the EST that can be used for public participation documentation. These will also ensure that information is carried forward into later phases. The MPO should enter a Summary of Public Comments received from various public participation activities for the TIP, the LRTP or other activities such as visioning. In addition, community-desired features should also be entered. To accomplish this documentation, the MPOs should track public comments from workshops, hearings, and advisory committee meetings by project (in addition to simply having a record of these meetings). A project comment database provides a mechanism for the MPOs to track comments by project, which can then be uploaded to the ETDM screens.

The EST can also be used to assist in targeting areas for community involvement and Title VI issues. Demographic information retrieved through the EST can help identify these households which are traditionally underserved or federally protected. Outreach methods should be tailored to each community’s needs and cultural characteristics. Public meetings can include open houses, public hearings, focus groups, public education meetings, visual preference surveys, visioning exercises, charettes, interactive mapping, or a combination of any of these.

The Sociocultural Effects module within the EST and input from the District Community Liaison Coordinator can provide demographic data and community features to help in developing a comprehensive public participation plan. In addition, the mailing address feature in the Environmental

Screening Tool can be used to reach households within the community. Public involvement process records are reviewed as a part of the annual MPO joint certification. Documentation of MPOs public involvement processes may include:

- Copies of published public notices of meetings designed to receive public input on the draft plan;
- Minutes, attendance sheets, comment cards, or other media that document public participation in LRTP development;
- Locations and times for meetings and media used to communicate with the community (e.g., internet resources, local radio and television announcements);
- Identification of major transportation providers (such as aviation, freight, seaports, and transit) who participated in the process;

- Outreach efforts to minority, transportation disadvantaged, elderly, and other groups that have been traditionally underserved by the transportation system;
- Newsletters, mailings, or other systematic ways to reach the public; and
- A summary and analysis that identifies the significant written and oral comments received on the draft LRTP and how the MPO considered those comments.

4.8 PLAN REVISIONS

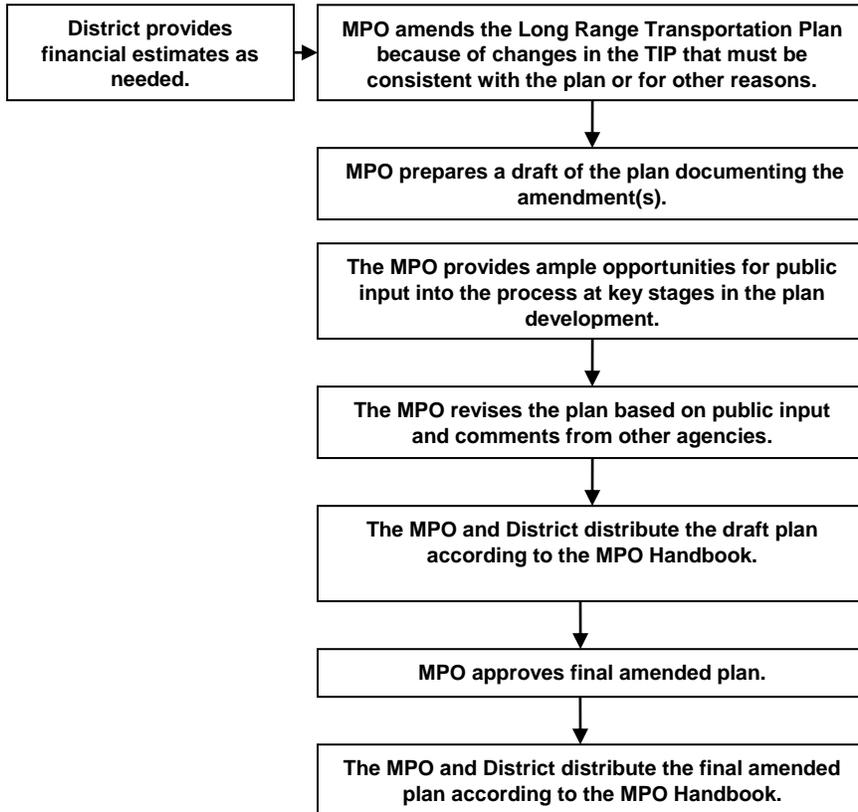
Besides the 5-year update cycle, there are times when an MPO may find it necessary to revise the LRTP. The Code of Federal Regulations defines two types of revisions. They include administrative modifications and amendments.

An **administrative modification** is a minor revision to the LRTP (or TIP). It includes minor changes to project/phase costs, funding sources, or project/phase initiation dates. It does not require public review and comment or re-demonstrating fiscal constraint. **[23 C.F.R. 450.104]**

An **amendment** is a major revision to the LRTP (or TIP). It includes adding or deleting projects from the plan. It includes also major changes to project costs, initiation dates, or design concepts and scopes for existing projects. An amendment requires public review and comment in accordance with the LRTP amendment and Public Involvement processes, and re-demonstrating fiscal constraint. Changes to projects, included only for illustrative purposes, do not require an amendment. **[23 C.F.R. 450.104]** As of December 11, 2007, and until the next five year update of the plan, an amendment will require revenue and cost estimates supporting the plan to use an inflation rate(s) to reflect year of expenditure dollars, based on reasonable financial principles and information. **[23 C.F.R. 450.322(f)(10)(iv)]** For guidance on year of expenditure refer to "2035 Revenue Forecast Handbook", and "errata and revisions document" which can be accessed at: <http://www.dot.state.fl.us/planning/revenueforecast/>.

The LRTP can be revised at any time. It is important to note that the MPO does not have to extend the planning horizon of the LRTP out another 20 years for administrative modifications and amendments. That is only required for the periodic (e.g., 5 year) updates. Florida Statute requires that the MPO Board adopt any amendments to the LRTP by a recorded roll call vote or hand-counted vote of the majority of the membership present. **[339.175(13), F.S.]** **Figure 4C**, page 4-21, shows the LRTP amendment process. Copies of the amended long-range plan should be distributed in accordance with **Figure 4D**, page 4-21, of this chapter.

FIGURE 4C PLAN AMENDMENT PROCESS



4.9 PUBLICATION AND DISTRIBUTION OF THE PLAN

SAFETEA-LU requires that the MPO publish its long range transportation plan and make it available to the public for review including, to the maximum extent practicable, in electronically accessible formats and means, such as the World Wide Web. [\[23 U.S.C. 134 \(i\)\(6\); 23 C.F.R. 450.316\(a\)\(1\)\(iv\)\]](#) The draft and final versions of the long range transportation plan will be distributed by the MPO and District according to [Figure 4D](#).

FIGURE 4D PLAN DISTRIBUTION

Agency	Distributed by MPO		District Distribution	
	Draft	Final	Draft	Final
FDOT District	15*	15*		
Matthew R. Preston Planning Analyst Florida Department of Economic Opportunity Division of Community Development 107 East Madison St., MSC 160 Tallahassee, FL 32399	1	1		
Regional distribution	As needed			
Sean Santalla Statewide MPO Coordinator Office of Policy Planning 605 Suwannee St., MS 28 Tallahassee, FL 32399-0450			1(1)	2(1)
Diane Quigley Administrator, Transit Planning and Commuter Assistance 605 Suwannee Street, MS 26 Tallahassee, FL 32399-0450			1(1)	1(1)
James Christian Florida Division Administrator FHWA MS 29			2(1)	2(1)
Yvette G. Taylor Regional Administrator Federal Transit Administration - Region IV 230 Peachtree St. NW, Suite 800 Atlanta, GA 30303			1(1)	1(1)
Federal Aviation Administration Airport District Office Planning Specialist Attn: Rebecca Henry 5950 Hazelton National Drive Suite 400 Orlando, FL 32822				1(1)

Parenthesis () indicate the number of copies that can be sent via electronic format.

* FDOT Districts should contact their MPO's regarding the number of total copies needed and how many can be provided in CD format.

Please note: FHWA needs to have one copy of all supporting documentation submitted to them, including model documentation. The Districts shall review the draft MPO LRTP's for consistency with Federal and State regulations using the LRTP Checklist beginning on page 4-23. The Districts will coordinate with the MPO regarding any comments on the draft LRTP.

L RTP Checklist

Provided below is a Long-Range Regional Transportation Plan (LRTP) Checklist prepared by the Florida Department of Transportation (FDOT). FHWA needs to have one copy of all supporting documentation submitted to them, including model documentation. The Districts shall review the draft MPO LRTPs for consistency with Federal and State regulations using this LRTP Checklist. The Districts will coordinate with the MPO regarding any comments on the draft LRTP.

The checklist has been updated to reflect statutory amendments to United States Code (U.S.C) to reflect the promulgation of MAP-21 which was signed into law on July 6, 2012. U.S.C. citations for Federal Highway Administration and Federal Transit Administration requirements are included.

The codification of legislation in the U.S.C. precedes the codification of regulation to administer the law in the Code of Federal Regulations (CFR). The metropolitan planning provisions of the CFR have not yet been updated to reflect MAP-21. As such, this portion of the LRTP checklist has not yet been updated.

In the checklist below, G-“X” items reference U.S.C. General Requirements. A-“X” items reflect United States Code (U.S.C.) Metropolitan Planning Requirements and B-“X” items reflect Code of Federal Regulations (CFR). Items A-1 through A-9 were in previous checklists and the remaining are newly added. Not all MAP-21 U.S.C. requirements have been incorporated in the CFR. D-“X” items reference the *MPOAC Financial Guidelines for MPO 2040 Long Range Plans* and E-“X” items reflect federal expectations as identified in *Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs* (November 2012).

Emerging and proactive issues are included in the section of the checklist on the federal expectations letter to the Florida MPOs. In these instances the Districts will be reviewing the LRTP regarding progress being made toward implementation of the issues.

LRTP Checklist

MPO:
TMA? Yes _____ No _____

Date Reviewed:

See Note	Requirements in the U.S. Code http://www.fhwa.dot.gov/MAP21/docs/title23usc.pdf	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
G-1	Is the plan performance-driven and outcome based? [23 U.S.C 134 (c)(1)] [49 U.S.C. 5303(c)(1)]			
G-2	Does the plan support integrated management and operation of transportation systems and facilities (including accessible pedestrian and bicycle facilities) that will function as an intermodal transportation system [23 U.S.C 134 (c)(2)] [49 U.S.C. 5303(c)(2)]			
G-3	Does the plan consider all modes of transportation based on a continuing, cooperative, and comprehensive process? [23 U.S.C. 124 (c)(3)] [49 U.S.C. 5303(c)(3)]			

LRTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Requirements in the U.S. Code	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
	http://www.fhwa.dot.gov/MAP21/docs/title23usc.pdf			
A-1	Are the 8 planning factors addressed? [23 U.S.C. 134(h)(1)] [49 U.S.C. 5303(h)(1)]			
A-2	Does the plan identify transportation facilities (including major roadways, transit, multimodal and intermodal facilities, and intermodal connectors) that function as an integrated system, giving emphasis to facilities that serve important national, and regional transportation functions? [23 U.S.C. 134 (i)(2)(A)(i)] [49 U.S.C. 5303(i)(2)(A)(i)]			
A-3	Does the plan include discussion of potential environmental mitigation activities and potential areas to carry out these activities? [23 U.S.C. 134 (i)(2)(D)(i)] [49 U.S.C. 5303(i)(2)(D)]			
A-4	Was the plan developed in consultation with Federal, State, Tribal, wildlife, land management, and regulatory agencies? [23 U.S.C. 134 (i)(2)(D)(ii)] [49 U.S.C. 5303(i)(2)(D)(ii)]			
A-5	Does the plan include a financial plan that demonstrates how the adopted transportation plan can be implemented and indicates public and private resources that can be made available to carry out the plan? [23 U.S.C. 134 (i)(2)(E)(i-ii)] [49 U.S.C. 5303(i)(2)(E)(i-ii)]			
A-6	Does the plan include operational and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods? [23 U.S.C. 134 (i)(2)(F)] [49 U.S.C. 5303(i)(2)(F)]			
A-7	Does the plan include capital investment and other strategies to preserve the existing and future system and provide for multimodal capacity increases based on regional priorities and needs? [23 U.S.C. 134 (i)(2)(G)] [49 U.S.C. 5303(i)(2)(G)]			
A-8	Does the plan include proposed transportation and transit enhancement activities? [23 U.S.C. 134 (i)(2)(H)] [49 U.S.C. 5303(i)(2)(H)]			

L RTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Requirements in the U.S. Code	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
	http://www.fhwa.dot.gov/MAP21/docs/title23usc.pdf			
A-9	Within Transportation Management Areas (TMAs), did the plan incorporate the use of a congestion management process? [23 USC 134 (k)(3)(A)] [49 U.S.C. 5303(k)(3)(A)]			
A-10	Does the plan apply a performance-based approach to transportation decision-making to support the national goals established in MAP-21? [23 U.S.C. 134(h)(2)(A)] [49 U.S.C. 5303(h)(2)(A)]			
A-11	Does the plan establish surface transportation performance targets, developed in coordination with the State, that align with performance measures established in MAP-21? [23 U.S.C. 134(h)(2)(B)(i)] [49 U.S.C. 5303(h)(2)(B)(i)]			
A-12	Were performance targets established in coordination with public transportation providers? [23 U.S.C. 134(h)(2)(B)(ii)] [49 U.S.C. 5303(h)(2)(B)(ii)]			
A-13	Were performance targets established within 180 days of State or public transportation providers setting targets? [23 U.S.C. 134(h)(2)(C)] [49 U.S.C. 5303(h)(2)(C)]			
A-14	Does the plan, directly or by reference, reflect the goals, objectives, performance measures, and targets described in other applicable State and public transportation plans required as part of a performance-based program [23 U.S.C. 134(h)(2)(D)] [49 U.S.C. 5303(h)(2)(D)]			
A-15	Was the plan updated at a minimum every four years in air quality nonattainment or maintenance area, or (minimum) five years otherwise? [23 U.S.C. 134(i)(1)(B)] [49 U.S.C. 5303(i)(1)(B)]			
A-16	Does the plan cover a 20-year forecast period? [23 U.S.C. 134 (i)(2)(A)(ii)] [49 U.S.C. 5303(i)(2)(A)(ii)]			
A-17	Does the plan include a description of performance measures and performance targets used in assessing the performance of the transportation system? [23 U.S.C. 134 (i)(2)(B)] [49 U.S.C. 5303(i)(2)(B)]			

L RTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Requirements in the U.S. Code	Included		Comments (Indicate how or where item is addressed.)
	http://www.fhwa.dot.gov/MAP21/docs/title23usc.pdf	Yes	No	
A-18	Does the plan include a system performance report evaluating the condition and performance of the transportation system with respect to established performance targets? [23 U.S.C. 134 (i)(2)(C)] [49 U.S.C. 5303(i)(2)(C)]			
A-19	Was the financial plan developed in coordination with the State and applicable public transportation providers? [23 U.S.C. 134 (i)(2)(E)(iii)] [49 U.S.C. 5303(i)(2)(E)(iii)]			
A-20	For ozone or carbon monoxide nonattainment areas, was the plan developed in coordination with State Implementation Plan, as it relates to transportation control measures? [23 U.S.C. 134 (i)(3)] [49 U.S.C. 5303(i)(3)]			
A-21	Was the plan established in coordination with State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation? [23 U.S.C. 134 (i)(5)] [49 U.S.C. 5303(i)(5)]			
A-22	Was the plan established in accordance with a public participation plan that provides the public, citizens, and transportation stakeholders a reasonable opportunity to comment? [23 U.S.C. 134 (i)(6)] [49 U.S.C. 5303(i)(6)]			
A-23	Was the plan published for public review including (to the maximum extent practicable) in electronically accessible formats and means? [23 U.S.C. 134 (i)(7)] [49 U.S.C. 5303(i)(7)]			

L RTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

(Metropolitan planning provisions of the CFR not yet updated to reflect MAP-21.)

	Requirements in the Code of Federal Regulations	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
	http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=5fc7946b772f5f6b1177c7eeebb0fc39&r=PART&n=23y1.0.1.5.11			
B-1	Does the plan cover a 20 year horizon from the date of adoption? [23 C.F.R. 450.322(a)]			
B-2	Does the plan include both long-range and short-range strategies/actions? [23 C.F.R. 450.322(b)]			
B-3	Was the plan created using the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity? [23 C.F.R. 450.322(e)]			
B-4	Does the plan identify the projected transportation demand of persons and goods in the metropolitan planning area over the period of the plan? [23 C.F.R. 450.322(f)(1)]			
B-5	Does the plan describe proposed improvements in sufficient detail to develop cost estimates? [23 C.F.R. 450.322(f)(6)]			
B-6	Does the plan identify pedestrian walkway and bicycle transportation facilities in accordance with 23 U.S.C. 217(g)? [23 C.F.R. 450.322(f)(8)]			
B-7	Does the plan include system-level estimates of costs and revenue sources to adequately operate and maintain Federal-aid highways and public transportation? [23 C.F.R. 450.322(f)(10)(i)]			
B-8	Were the plan's revenues and project costs reflected in year of expenditure dollars? [23 C.F.R. 450.322(f)(10)(iv)]			
B-9	Was the plan developed in consultation with State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation? [23 C.F.R. 450.322(g)]			
B-10	Where appropriate, was the plan compared to State conservation plans and maps, or inventories of natural resources? [23 C.F.R. 450.322(g)(1) and (2)]			

L RTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

(Metropolitan planning provisions of the CFR not yet updated to reflect MAP-21.)

	Requirements in the Code of Federal Regulations	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
	http://www.ecfr.gov/cgi-bin/retrieveECFR?gp=&SID=5fc7946b772f5f6b1177c7eeebb0fc39&r=PART&n=23y1.0.1.5.11			
B-11	Does the plan include a safety element consistent with the State's Strategic Highway Safety Plan, and (as appropriate) emergency relief and disaster preparedness plans and strategies and policies that support homeland security? [23 C.F.R. 450.322(h)]			
B-12	Was the public given a reasonable opportunity to comment on the plan, and did the MPO use their public participation plan developed under 23 C.F.R. 450.316(a)? [23 C.F.R. 450.322(i)]			
B-13	Did the plan include the use of visualization techniques? [23 C.F.R. 450.316(a)(1)(iii)]			
B-14	Was technical information related to the plan made available to the public in electronic formats such as the World Wide Web? [23 C.F.R. 450.316(a)(1)(iv)]			
B-15	Does the plan demonstrate explicit consideration of and response to public input? [23 C.F.R. 450.316(a)(1)(vi)]			
B-16	In developing the plan, did the MPO seek out and consider the needs of those traditionally underserved by existing transportation systems such as low-income and minority households? [23 C.F.R. 450.316(a)(1)(vii)]			

LRTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Requirements in the State Statute (not already addressed in Federal law or regulation)	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
	http://www.leg.state.fl.us/Statutes/index.cfm?App_mode=Display_Statute&URL=0300-0399/0339/Sections/0339.175.html			
C-1	Does the plan give emphasis to facilities that serve important national, state, and regional transportation functions including SIS and TRIP facilities? [Section 339.175, F.S.]			
C-2	Was the plan developed using a congestion management system? [Subsection 339.175(6)(c)(1) F.S.]			
C-3	Is the plan consistent, to the maximum extent feasible, with future land use elements and the goals, objectives, and policies in the approved local government comprehensive plans? [Subsection 339.175(7), F.S.]			
C-4	Will the plan provide projects and strategies to: support economic vitality, enhance the integration and connectivity of the system for people and freight, and increase accessibility and mobility? Does the plan ensure preservation of the existing system with requirements for resurfacing, restoration, rehabilitation, and maintenance? [Subsection 339.175(6), (7), F.S.]			
C-5	If the plan includes a project located within the boundary of more than one MPO, did the MPO coordinate on this project with the other MPO? [Subsection 339.175(7)(a), F.S.]			
C-6	Does the plan consider strategies that integrate transportation and land use planning to provide for sustainable development and reduce greenhouse gas emissions? [Subsection 339.175(1)]			
C-7	Was the plan approved on a recorded roll call vote or hand-counted vote of the majority MPO board members present? [Subsection 339.175(13)]			

LRTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Requirements in Florida's MPOAC Financial Guidelines for MPO 2040 Long Range Plans	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
	http://www.mpoac.org/documents/AdoptedGuidelines.pdf			
D-1	Does the plan include a cost estimate of needs in base year dollars? (including all costs and reported by mode)			
D-2	Does the plan include only transportation projects that are necessary to meet identified future transportation demand or advances the goals, objectives and policies of the MPO, the region and the state?			
D-3	Does the plan exclude projects that are extremely unlikely to be implemented and therefore unnecessarily inflate the estimated transportation needs in the metropolitan area?			
D-4	Does the plan include a cost estimate of unfunded projects in base year dollars?			
D-5	Does the Cost Feasible plan include reasonably available revenues reported in year of expenditure dollars?			
D-6	Does the Cost Feasible plan include an estimate of the cost of all projects and all phases, regardless of mode?			
D-7	Does the Cost Feasible plan include costs of operating and maintaining the existing and future transportation system?			
D-8	Does the plan include full financial information for all years covered by the LRTP, including information from the TIP?			
D-9	Does the Cost Feasible plan provide estimates the using a State Fiscal Year 2013/2014 base year and FY2039/2040 as the horizon year, with estimates in 5-year periods between the FY 2013/2014 base year and FY2029/2030 and a 10-year period from 2031 to 2040? (applies for financial reporting only)			

L RTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Requirements in <i>Florida's MPOAC Financial Guidelines for MPO 2040 Long Range Plans</i>	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
	http://www.mpoac.org/documents/AdoptedGuidelines.pdf			
D-10	Does the plan provide project cost estimates in Present Day Cost (PDC) dollars and inflate them to year of expenditure using FDOT approved factors and mid-point estimates for the 5 and 10 year periods? If alternative inflation factors are used, is an explanation of assumptions provided?			
D-11	Does the plan incorporate 2040 SIS Cost Feasible Plan estimates provided by FDOT?			

LRTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Suggestions in <i>Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs (Nov. 2012)</i>	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
E-1	When developing the plan, were the requirements for inclusion of projects in the TIP considered?			
E-2	Projects in the LRTP: Does the plan include: <ul style="list-style-type: none"> • Projected transportation demand, • Existing and proposed facilities that function as an integrated system, • Operational and management strategies, • Results of the Congestion Management Plan, • Strategies to preserve existing and projected future transportation infrastructure, • Pedestrian and bicycle facilities, and • Transportation and transit enhancement activities? If a project meets the definition of Regionally Significant, is it included in the Cost Feasible Plan?			
E-3	Grouped Projects: If projects have been grouped in the LRTP, are the groups specific enough to determine consistency between the LRTP and TIP?			
E-4	Operations and Maintenance: Does the plan provide system level O&M costs for each of the five-year periods or as a total? Is the general source of O&M funding identified?			
E-5	Total Project Costs: Are all phases of capacity expansion and regionally significant projects described in sufficient detail to estimate costs, including total project cost? Are costs of work and phases beyond the horizon year estimated using Year of Expenditure methodologies and estimated completion date described?			
E-6	Cost Feasible Plan: Does the plan demonstrate revenues to support the costs associated with project work/phase?			

LRTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Suggestions in <i>Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs (Nov. 2012)</i>	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
E-7	New Revenue Sources: If a new revenue source is assumed, does the plan clearly explain the source, why it is considered reasonably available, when it will be available, what actions are needed to make it available, and what happens if the revenue source is not available?			
E-8	Federal Revenue Sources: Does the plan flag/note projects in the first ten years that are planned to be implemented with federal funds?			
E-9	Full Timespan of the LRTP: As a planning document, does the LRTP show all projects and project funding for the entire period covered by the LRTP?			
E-10	Environmental Mitigation: Does the plan include a discussion (system wide level) of potential environmental mitigation activities and opportunities that individual projects might later take advantage of?			
E-11	Linking Planning and NEPA: Prior to FHWA approval of an environmental document, the project must be consistent with the LRTP, TIP and STIP.			
E-12	LRTP Documentation/Final Board Approval: Is a substantial amount of the LRTP analysis and documentation completed at the time of MPO board adoption? All final documentation is to be available for distribution no later than 9- days after adoption.			
	Emerging Issues			
	Depending on when MAP-21 regulations are released, new requirements may need to be addressed within a short time. Areas affected: <ul style="list-style-type: none"> • Safety and Transit Asset Management • Performance Measurement 			

LRTP Checklist

MPO:

Date Reviewed:

TMA? Yes ___ No ___

	Suggestions in <i>Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs (Nov. 2012)</i>	Included		Comments (Indicate how or where item is addressed.)
		Yes	No	
	Emerging Issues, continued			
	Freight: While freight is an existing planning factor, special emphasis should be given as it is anticipated to play a more prominent role.			
	Sustainable Transportation and Context Sensitive Solutions: MPOs are encouraged to identify and suggest contextual solutions for appropriate transportation corridors			
	Proactive Improvements			
	Linking Planning and NEPA: For regionally significant projects, MPOs are encourage to consider including a purpose and need statement for the project in the LRTP.			
	Climate Change: MPOs may wish to give consideration to climate change and strategies to minimize impacts. Exploring and discussing the effects of climate change on transportation, as well as environmental resources and fuel alternatives is encouraged.			
	Scenario Planning: MPOs may elect to develop multiple scenarios in the development of the LRTP. Recommendations for consideration are potential investment strategies, distribution of population and employment, costs and revenues for each scenario.			