

Space Coast TPO Operating Manual

Procedure: PR-07-04

Title: Long Range Transportation Plan (LRTP)

Approval Signature:



TPO Executive Director

Approved: 6-27-2006
Revised: 3-19-2012
Review: March 2015

1. **Purpose.** Following the provisions set forth in the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), 23 U.S.C. 134(f) and (g), 49 U.S.C 5303, 23 C.F.R. 450, 23 C.F.R. 500 and subsection 339.175, F.S., as amended, the TPO is required to develop and adopt a Long Range Transportation Plan (LRTP). The LRTP shall address at least a 20-year planning horizon and should include long-range and short-range strategies and actions to support the development of an integrated intermodal transportation system that facilitates the safe and efficient movement of people and goods.
2. **Development of the Long Range Transportation Plan.** The TPO shall update the LRTP at least every five years to reflect changing conditions in current and forecast transportation and land use. Updates to the LRTP shall be initiated a minimum of eighteen (18) months prior to the adoption date required by Federal regulations.
3. **Public Involvement.** In order to ensure that the LRTP addresses issues that are important to the citizens of Brevard County, the TPO shall develop a Public Participation Plan (PPP) specific to the development of the LRTP. The PPP shall

include provisions for actively engaging the general public in the development of updates to the LRTP. Minimum public involvement requirements are as follows:

- a. The TPO shall conduct a public workshop(s) early in the update schedule to solicit public opinion regarding the goals and policies to be addressed in the LRTP.
- b. The TPO shall publish on their website or otherwise make available to the public, a summary of the results of technical analyses, cost estimates and revenue forecasts, and shall seek comments from the public regarding the balance of needs verses available revenues. These comments shall be considered by the TPO when developing the Cost Feasible Network.
- c. TPO staff shall keep documentation of all public involvement.

The TPO may elect to seek additional public input by conducting surveys, focus groups, sending out electronic newsletters (E-News) or conducting additional workshops and meetings.

4. **Technical Analyses.** The TPO shall conduct technical analyses of existing and projected traffic, land use, population, employment, and any other factors deemed necessary to make reasonable assumptions regarding deficiencies in the transportation system and measures to address those deficiencies.

- a. Traffic model. The TPO shall use the Central Florida Regional Planning Model, or other acceptable multi-modal transportation model to provide technical data as a basis for determining need and testing of potential networks. Inputs for the model shall be:
 - i. Existing and Future Land Use. The TPO shall review the Comprehensive and Master Plans of local governments and

transportation agencies to determine officially adopted land use scenarios. In addition to utilizing adopted Land Use plans, the TPO may investigate the effects of alternative land use scenarios on the performance of the transportation network.

- ii. Population. The TPO shall use population estimates developed by the University of Florida Bureau of Economic & Business Research (BEBR), or another source generally accepted by FDOT and planning agencies throughout the State or Region.
- iii. Employment. The TPO shall obtain base and future year employment data from a business information service such as Dun & Bradstreet and may coordinate the gathering of data with FDOT or other planning agencies or TPOs.

- b. Congestion Management System. The TPO shall incorporate the goals and policies of the adopted Congestion Management System (CMS) into the LRTP and shall utilize the results of the State of the System Report(s) as a factor in determining future year transportation needs.
- c. Local Agency Coordination. The TPO staff shall coordinate the development of the LRTP by forming an LRTP Advisory Committee with city/town representatives and various modal agencies (transit, freight, port, airport, space, rail, etc.) to insure the TPO's plan reflects major developments, plans and programs to be pursued by such agencies over the life of the LRTP.
- d. Other technical factors, policy initiatives, funding strategies, life-style trends, etc. shall be considered as necessary or as directed by the TPO, the FDOT, FTA, FHWA or other appropriate party.

5. **Project Selection.** Federal guidelines for the LRTP require the Plan to be cost feasible. The TPO shall develop reasonable cost estimates for projects proposed for inclusion in the LRTP, based on Transportation Costs published by FDOT and historic right-of-way costs within Brevard County. The TPO shall utilize Revenue Forecasts developed by the Florida Department of Transportation as a guideline for determining the cost feasibility of the LRTP. Projects determined to be cost feasible will collectively be referred to as the “Cost Feasible Network” or “Cost Feasible Plan”.

At its discretion, the TPO may also develop a “Needs Plan” or “Unfunded Needs Network”, based on technical data used in the development of the LRTP. Projects included in the Needs Plan may be considered for inclusion in the Cost Feasible Plan under the following circumstances:

- a. If Revenue Estimates are significantly lower than actual revenue available to the TPO for implementation of the LRTP, additional projects from the Needs Plan may be added to the Cost Feasible Plan, by amending the LRTP.
 - b. At any time during the life of the LRTP, the TPO may elect to amend the LRTP to remove a project(s) from the Cost Feasible Plan in order to implement a project(s) included in the Needs Plan.
6. **Efficient Transportation Decision Making.** Major Highway Capacity or Bridge projects proposed for inclusion in the LRTP must undergo verification of feasibility utilizing the FDOT Efficient Transportation Decision Making (ETDM) Planning Screen. ETDM Planning Screen analysis includes the evaluation of potential Socio-

Cultural Effects (SCE) of proposed projects. In addition, prior to programming funds for the implementation of a project(s) contained in the TPO Cost Feasible Plan, FDOT may require that the project(s) be screened for feasibility and consistency with environmental regulations utilizing the ETDM Programming Screen. ETDM procedures are determined by the FDOT and were developed in cooperation with TPOs throughout the State.

7. **Amendments.** In the period between major updates, the TPO may amend the LRTP for any reason including:
 - a. Changes in Revenue Forecasts or Cost Estimates. In the event that significant changes occur in projected revenues or project cost estimates, the TPO may amend the LRTP to add or remove projects as part of a regular meeting agenda, subject to the public involvement requirements of such a meeting.
 - b. Changes in Land Use, Population or Employment Projections. In the event that significant changes in existing or future land use that in turn have a significant affect on population or employment projections, the TPO may elect to review the technical analyses or modeling results, and if appropriate, amend the LRTP as a result of this review. An amendment of this magnitude shall require public involvement beyond that which is a normal part of the regular business of the TPO. At the TPOs discretion, a Public Involvement Plan may be developed to coordinate the amendment process.
 - c. Requests from the public, transportation agencies or local governments. Any party, public or private, may request that the TPO consider amending the LRTP. Such a request must be made formally at a regularly scheduled

meeting of the TPO and must be accompanied by documentation supporting the proposed amendment, including technical analyses supporting the proposed change and evidence of public support received through a comprehensive public involvement process. Prior to considering an amendment of this nature, the TPO may request additional analyses from the requesting party, or may conduct its own analyses and public involvement

8. **Administrative Modification.** An administrative modification is a minor revision to the LRTP. 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. An administrative modification may be approved by the SCTPO Executive Director.
9. **Dissemination.** The adopted LRTP shall be made available to the public in the following manner, at a minimum:
 - a. A printed, bound copy of the entire LRTP shall be sent to the major libraries in the county and to the Central Library in Cocoa. Plan summary brochures will be submitted to the remaining libraries.
 - b. The LRTP shall be announced in a E-News and posted on the TPO web site and available for download.
 - c. A compact disc of the Plan shall be provided to anyone who requests it at no charge.
 - d. The Plan summary shall be sent to all neighboring counties and to the members of the Central Florida TPO Alliance.
 - e. A Plan summary shall be sent to each local government in Brevard County. The transmittal letter will request the local government review their Local

Government Comprehensive Plan for consistency with the projects identified in the Plan.

- f. Computer model files shall be provided by the TPO's consultant or FDOT upon approval of the TPO Executive Director.