

## **ITEM 16 - Information**

December 17, 2003

Review of Draft Solicitation Document for the 2004 Constrained Long Range Plan (CLRP) and FY2005-2010 Transportation Improvement Program (TIP)

### **Staff**

**Recommendation:** Receive briefing on the draft solicitation document for the 2004 CLRP and the FY 2005-2010 TIP. The Board will be asked to approve the final solicitation document at its January 21, 2004 meeting.

**Issues:** None

**Background:** The draft document, which is an updated version of last year's document, was reviewed by the TPB Technical Committee on December 5. The proposed schedule for the 2004 CLRP, the FY2005-2010 TIP, and the air quality conformity determination, is on page IV.

The sections on transportation emission reduction measures (TERMs) included in previous versions of the solicitation document will be provided directly to the implementing agencies.

**SOLICITATION DOCUMENT FOR**  
**THE YEAR 2004 CONSTRAINED LONG-RANGE PLAN**  
**AND**  
**THE TRANSPORTATION IMPROVEMENT PROGRAM FOR**  
**FY 2005-2010**

**DRAFT**

**December 17, 2003**

**METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS**  
**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD**



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## **PROPOSED YEAR 2004 CLRP AND FY 2005-2010 TIP AIR QUALITY CONFORMITY SCHEDULE**

|                    |  |
|--------------------|--|
| *December 17, 2003 | TPB Reviews Draft Solicitation Document  |
| *January 21, 2004  | TPB Releases Final Solicitation Document<br>TPB Reviews Draft Scope of Work  |
| February 6, 2004   | DEADLINE: Implementing Agencies Complete Electronic Submissions of Project Information to staff - including CMS, CLRP, and TIP Data.   |
| February 12, 2004  | CLRP and TIP Project Submissions Released for Public Comment and Inter-Agency Review   |
| March 8, 2004      | Public Comment Period Ends for Project Submissions and Scope of Work   |
| *March 17, 2004    | TPB Reviews Public Comments, Approves Project Submissions and Scope of Work for inclusion in the Air Quality Conformity Analysis for CLRP and TIP                            |
| *May 19, 2004      | TPB Receives Briefing on Draft Air Quality Conformity Determination, CLRP and TIP Documents  |
| *June 16, 2004     | TPB Releases Draft Air Quality Conformity Determination, Draft Year 2004 CLRP, and Draft FY 2005-2010 TIP for Public Comment and Inter-Agency Review                         |
| July 16, 2004      | Public Comment Period Ends for Draft Documents   |
| *July 21, 2004     | TPB Reviews Public Comments on Draft Documents, Approves Responses to Comments, and Adopts the Air Quality Conformity Determination, the Year 2004 CLRP and FY 2005-2010 TIP |
| *TPB Meeting       |  |

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## INTRODUCTION

The National Capital Region Transportation Planning Board (TPB), the designated Metropolitan Planning Organization (MPO) for the Washington region, has responsibilities for both long-term transportation planning covering the next two to three decades (the financially Constrained Long Range Plan or CLRP) and short-term programming of projects covering the next six years (the Transportation Improvement Program or TIP). The planning horizon for the 2004 CLRP is from 2004 to 2030. The CLRP identifies transportation projects and strategies that can be implemented by 2030, within financial resources “reasonably expected to be available.”

In accordance with federal planning regulations, the TPB conducts and publishes a comprehensive update to the region’s CLRP every three years. (Amendments to the CLRP are made in intervening years, usually in conjunction with the annual July adoption of the Transportation Improvement Program (TIP), but occasionally at other times.) The first three-year update under the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA) provisions was adopted by the TPB in September of 1994, the second three-year update was adopted in July of 1997 and the third three-year update adopted in October of 2000. These updates are documented in published reports and are summarized in the 1995, 1997 and 2001 Region magazines.

### **The Interim 2003 Update to the CLRP and the FY 2004-2009 TIP**

On January 21, 2001 the Federal Highway Administration (FHWA) and the Federal Transit Agency (FTA) found that the 2000 CLRP and the FY2001-2006 TIP conform to the region’s State Implementation Plan (SIP) for air quality attainment within the Metropolitan Washington non-attainment area. A conformity lapse will occur on January 21, 2004 if federal approval of the new 2003 CLRP and FY2004-2009 TIP is not received by that date.

At the November 19, 2003 meeting, the TPB approved the interim three-year update to the CLRP and interim FY 2004-2010 TIP to enable federal funding to continue for specific eligible projects. Also at the November meeting, the TPB postponed approval of the full 2003 CLRP, and the full 2004-2009 TIP until after the new Mobile6-based emissions budgets are approved by the Environmental Protection Agency (EPA). It is anticipated that the TPB will be able to adopt the full 2003 CLRP and full FY 2004-2009 TIP at the December 17, 2003 meeting. The interim TIP is based on the full 2003 CLRP and full FY 2004-2009 TIP with certain projects or project phases excluded<sup>1</sup>. The plan reflects provisions of the 1998 Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21). The plan also reflects the TPB Vision adopted in October 1998. The Vision statement, goals, objectives and strategies of the TPB Vision are the policy elements of the 2000 CLRP, replacing the previous policy element.

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<sup>1</sup>Project information for the interim 2003 CLRP and FY 2004-2009 TIP can be found at:  
<http://www.mwcog.org/transportation/activities/clrp/default.asp>

## **Purpose**

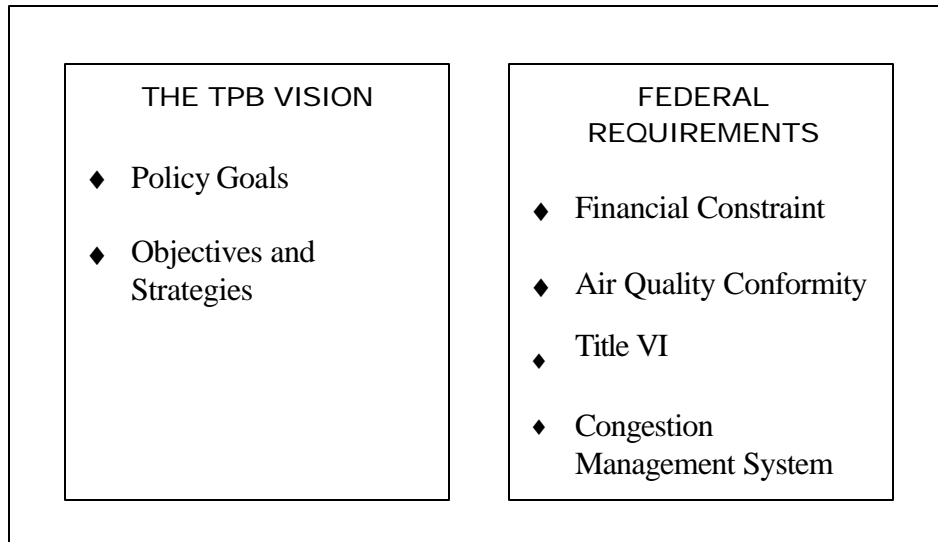
Each year, the TPB issues a broad solicitation for proposals of projects and strategies to be included in the CLRP and TIP that will meet goals in the TPB Vision and federal requirements. Individual counties, municipalities and state and federal agencies with the fiscal authority to fund transportation projects, as well as public groups and individuals, respond. The purpose of this document is: 1) to describe the policy framework for implementing agencies to use in deciding which projects to submit for inclusion in the plan; and 2) to review federal regulations related to the CLRP and TIP, and 3) to describe the project submission process for the 2004 CLRP and the TIP for FY 2005-2010.

## **The TPB Vision and Federal Requirements**

The CLRP and TIP will be developed to address the TPB Vision and federal requirements. The Vision serves as the policy framework to guide the formation of the CLRP and TIP. The TPB adopted the Vision in October 1998 after an extensive public involvement process which considered creative new approaches to the region's transportation future without having to limit the discussion to measures that can be paid for with existing funds. Representatives of a broad range of viewpoints were involved in the process to consider innovative ways to assure the future sustainability of the region's infrastructure, environment, air quality, economic development, and quality of life. Figure 1 displays the key criteria for developing the CLRP.

The CLRP and TIP must meet federal regulations involving financial constraint, air quality conformity, environmental justice, and other requirements including a Congestion Management System (CMS). A financial plan must show how the updated long-range plan can be implemented with expected revenues. The CLRP and TIP need to demonstrate conformity with national air quality standards. Environmental justice guidance issued in 1998 and 1999 provides additional requirements for the long-range plan, some of which were previously addressed on a project level.

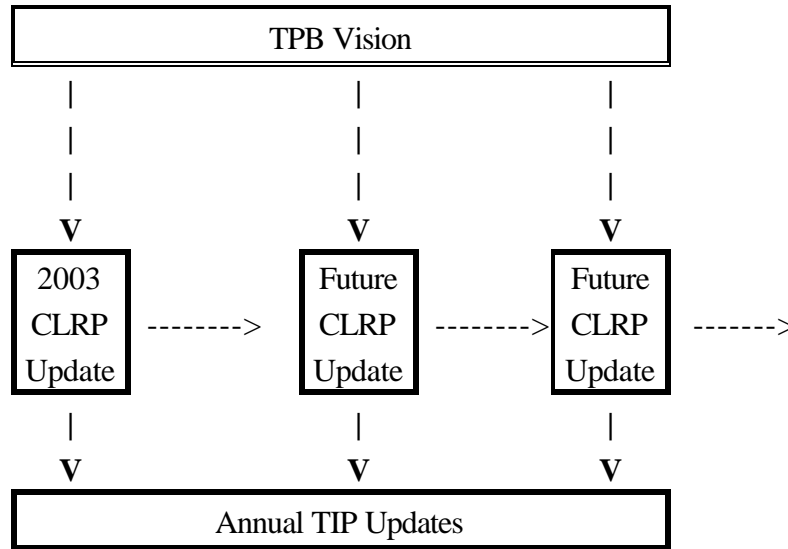
**Figure 1:  
Key Criteria for Developing the Constrained Long-Range Plan (CLRP) and Transportation Improvement Program (TIP)**



### **Relationship Between the CLRP and TIP**

Every year the TPB prepares a program for implementing the CLRP using federal, state, and local funds. This document, known as the TIP, provides detailed information showing how portions of the CLRP will be implemented over a six-year period. Like the CLRP, the TIP needs to address the TPB Vision and federal requirements. The TIP includes portions, or phases, of projects selected for implementation from the CLRP. While the entire project is described in the CLRP, in many instances only a portion of the project is included in the six-year TIP. The CLRP is reviewed every year and under federal regulations must be updated at least every three years. This overall process is illustrated in Figure 2.

**Figure 2: The Process of Updating the Financially Constrained Long-Range Plan and Annual TIP**



**Key Dates in the Update Process**

The first major step in the process of developing the CLRP and TIP occurs in February when the project submissions are released for public comment. In March, the TPB is scheduled to approve the project submissions for inclusion in the Air Quality Conformity analysis for the CLRP and TIP. The draft updated plan is assessed to ensure that it meets Air Quality Conformity and other federal planning requirements between April and May. The CLRP amendments, TIP and Air Quality Conformity Determination are released for public comment in June. At the July meeting, the TPB responds to public comments and is scheduled to adopt the Air Quality Conformity Determination, the CLRP amendments, and TIP. The key dates for the update process this year are shown page v.

# **SECTION 1: POLICY FRAMEWORK**

## THE TPB VISION

To guide the planning and implementation of transportation strategies, actions and projects for the National Capital Region, the TPB adopted a Vision in October 1998 which is a comprehensive set of policy goals, strategies and objectives. The federal Transportation Efficiency Act for the 21st Century (TEA-21) was enacted in 1998 and the seven TEA-21 planning factors are incorporated in the Vision. The Vision and TEA-21 will guide the development of the CLRP and TIP.

The Vision includes:

- , a statement; and
- , eight policy goals with numerous objectives and strategies.

These components of the TPB Vision will be used to review and assess the strategies and projects under consideration for inclusion in the CLRP and TIP. **In developing proposed projects and strategies in the CLRP, or for inclusion in the FY 2005-2010 TIP, each agency must consider their contributions to meeting the Vision's policy goals and objectives set by the TPB.** In this way, the TPB will be able to ensure and document that consideration of the required planning factors has taken place. Consideration of regional goals and objectives may also prove useful to agencies in selecting among proposed projects or actions when the desired level of investment exceeds the projected available revenues. Especially important are projects and strategies which contribute to meeting the required emission reductions and achieving air quality conformity.

The policy goals, objectives and strategies are provided in the following pages.

## Policy Goals, Objectives, and Strategies

The eight policy goals address public values such as equity, efficiency, choice, environmental quality, feasibility, and quality of life.

### **POLICY GOAL 1: THE WASHINGTON METROPOLITAN REGION'S TRANSPORTATION SYSTEM WILL PROVIDE REASONABLE ACCESS AT REASONABLE COST TO EVERYONE IN THE REGION.**

#### **Objectives:**

1. A comprehensive range of choices for users of the region's transportation system.
2. Accurate, up-to-date and understandable transportation system information which is available to everyone in real time, and is user-friendly for first-time visitor and residents, regardless of mode of travel or language of the traveler.
3. Fair and reasonable opportunities for access and mobility for persons with special accessibility needs.
4. Convenient bicycle and pedestrian access.

#### **Strategies:**

1. Plan, implement, and maintain a truly integrated, multi-modal regional transportation system.
2. Plan and implement a tourist-friendly system that encourages the use of transit and provides international signage and information.
3. Make the region's transportation facilities safer, more accessible, and less intimidating for pedestrians, bicyclists, and persons with special needs.
4. Plan and implement a uniform fare system for transit and commuter rail.
5. Adopt a regional transit planning process and plan, with priority to uniformity, connectivity, equity, cost effectiveness and reasonable fares.

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#### ***Vision Statement***

In the 21st Century, the Washington metropolitan region remains a vibrant world capital, with a transportation system that provides efficient movement of people and goods. This system promotes the region's economy and environmental quality, and operates in an attractive and safe setting—it is a system that serves everyone. The system is fiscally sustainable, promotes areas of concentrated growth, manages both demand and capacity, employs the best technology, and joins rail, roadway, bus, air, water, pedestrian and bicycle facilities into a fully interconnected network.

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**POLICY GOAL 2: THE WASHINGTON METROPOLITAN REGION WILL DEVELOP, IMPLEMENT, AND MAINTAIN AN INTERCONNECTED TRANSPORTATION SYSTEM THAT ENHANCES QUALITY OF LIFE AND PROMOTES A STRONG AND GROWING ECONOMY THROUGHOUT THE ENTIRE REGION, INCLUDING A HEALTHY REGIONAL CORE AND DYNAMIC REGIONAL ACTIVITY CENTERS WITH A MIX OF JOBS, HOUSING AND SERVICES IN A WALKABLE ENVIRONMENT.**

**Objectives:**

1. Economically strong regional core.
2. Economically strong regional activity centers with a mix of jobs, housing, services, and recreation in a walkable environment.
3. A web of multi-modal transportation connections which provide convenient access (including improved mobility with reduced reliance on the automobile) between the regional core and regional activity centers, reinforcing existing transportation connections and creating new connections where appropriate.
4. Improved internal mobility with reduced reliance on the automobile within the regional core and within regional activity centers.
5. Efficient and safe movement of people, goods, and information, with minimal adverse impacts on residents and the environment.

**Strategies:**

1. Define and identify existing and proposed regional activity centers, taking full advantage of existing infrastructure, for the growth and prosperity of each jurisdiction in the region.
2. Encourage local jurisdictions to provide incentives for concentrations of residential and commercial development along transportation/transit corridors within and near the regional core and regional activity centers, such as zoning, financial incentives, transfer of development rights, priority infrastructure financing, and other measures.
3. Encourage the federal government to locate employment in the regional core and in existing and/or planned regional activity centers.
4. Give high priority to regional planning and funding for transportation facilities that serve the regional core and regional activity centers, including expanded rail service and transit centers where passengers can switch easily from one transportation mode to another.
5. Identify and develop additional highway and transit circumferential facilities and capacity, including Potomac River crossings where necessary and appropriate, that improve mobility and accessibility between and among regional activity centers and the regional core.
6. Intercept automotive traffic at key locations, encouraging "park once," and provide excellent alternatives to driving in the regional core and in regional activity centers.
7. Develop a system of water taxis serving key points along the Potomac and Anacostia Rivers.



**POLICY GOAL 3: THE WASHINGTON METROPOLITAN REGION'S TRANSPORTATION SYSTEM WILL GIVE PRIORITY TO MANAGEMENT, PERFORMANCE, MAINTENANCE, AND SAFETY OF ALL MODES AND FACILITIES.**

**Objectives:**

1. Adequate maintenance, preservation, rehabilitation, and replacement of existing infrastructure.
2. Enhanced system safety through effective enforcement of all traffic laws and motor carrier safety regulations, achievement of national targets for seatbelt use, and appropriate safety features in facility design.

**Strategies:**

1. Factor life-cycle costs into the transportation system planning and decision process.
2. Identify and secure reliable sources of funding to ensure adequate maintenance, preservation, and rehabilitation of the region's transportation system.
3. Support the implementation of effective safety measures, including red light camera enforcement, skid-resistant pavements, elimination of roadside hazards, and better intersection controls.

**POLICY GOAL 4: THE WASHINGTON METROPOLITAN REGION WILL USE THE BEST AVAILABLE TECHNOLOGY TO MAXIMIZE SYSTEM EFFECTIVENESS.**

**Objectives:**

1. Reduction in regional congestion and congestion-related incidents.
2. A user-friendly, seamless system with on-demand, timely travel information to users, and a simplified method of payment.
3. Improved management of weather emergencies and major incidents.
4. Improved reliability and predictability of operating conditions on the region's transportation facilities.
5. Full utilization of future advancements in transportation technology.

**Strategies:**

1. Deploy technologically advanced systems to monitor and manage traffic, and to control and coordinate traffic control devices, such as traffic signals, including providing priority to transit vehicles where appropriate.
2. Improve incident management capabilities in the region through enhanced detection technologies and improved incident response.

3. Improve highway lighting, lane markings, and other roadway delineation through the use of advanced and emerging technologies.
4. Establish a unified, technology-based method of payment for all transit fares, public parking fees, and toll roads in the region.
5. Utilize public/private partnerships to provide travelers with comprehensive, timely, and accurate information on traffic and transit conditions and available alternatives.
6. Use technology to manage and coordinate snow plowing, road salting operations, and other responses to extreme weather conditions, and to share with the public assessments of road conditions and how much time it will take to clear roadways.
7. Use advanced communications and real-time scheduling methods to improve time transfers between transit services.
8. Develop operating strategies and supporting systems to smooth the flow of traffic and transit vehicles, reduce variances in traffic speed, and balance capacity and demand.
9. Maintain international leadership in taking advantage of new technologies for transportation, such as automated highway systems and personal rapid transit.

**POLICY GOAL 5: THE WASHINGTON METROPOLITAN REGION WILL PLAN AND DEVELOP A TRANSPORTATION SYSTEM THAT ENHANCES AND PROTECTS THE REGION'S NATURAL ENVIRONMENTAL QUALITY, CULTURAL AND HISTORIC RESOURCES, AND COMMUNITIES.**

**Objectives:**

1. The Washington region becomes a model for protection and enhancement of natural, cultural, and historical resources.
2. Reduction in reliance on the single-occupant vehicle (SOV) by offering attractive, efficient and affordable alternatives.
3. Increased transit, ridesharing, bicycling and walking mode shares.
4. Compliance with federal clean air, clean water and energy conservation requirements, including reductions in 1999 levels of mobile source pollutants.
5. Reduction of per capita vehicle miles traveled (VMT).
6. Protection of sensitive environmental, cultural, historical and neighborhood locations from negative traffic and developmental impacts through focusing of development in selected areas consistent with adopted jurisdictional plans.

**Strategies:**

1. Implement a regional congestion management program, including coordinated regional bus service, traffic operations improvements, transit, ridesharing, and telecommuting incentives, and pricing strategies.
2. Develop a transportation system supportive of multiple use and higher density (commercial and

- residential) in the regional core and regional activity centers as a means of preserving land; natural, cultural and historic resources; and existing communities.
3. Support regional, state and federal programs which promote a cost-effective combination of technological improvements and transportation strategies to reduce air pollution, including promoting use of transit options, financial incentives, and voluntary emissions reduction measures.
  4. Develop a regional tourism initiative to encourage air and train arrival in the region, and additional transit access and automobile parking at the termini of Metrorail/rail services.
  5. Provide equivalent employer subsidies to employees with the intent of "leveling the playing field" between automobile and transit/ridesharing.
  6. Plan and implement transportation and related facilities that are aesthetically pleasing.
  7. Implement a regional bicycle/trail/pedestrian plan and include bicycle and pedestrian facilities in new transportation projects and improvements.
  8. Reduce energy consumption per unit of travel, taking maximum advantage of technology options.

**POLICY GOAL 6: THE WASHINGTON METROPOLITAN REGION WILL ACHIEVE BETTER INTER-JURISDICTIONAL COORDINATION OF TRANSPORTATION AND LAND USE PLANNING.**

**Objectives:**

1. A composite general land use and transportation map of the region that identifies the key elements needed for regional transportation planning--regional activity centers, principal transportation corridors and facilities, and designated "green space."
2. Region-wide coordination of land use and transportation planning in accordance with the recommendations of the Partnership for Regional Excellence report approved by the COG Board of Directors in 1993.

**Strategies:**

1. Develop a regional process to notify local governments formally of regional growth and transportation policy issues, and encourage local governments to specifically address such issues in their comprehensive plans.
2. Identify an agreed-upon set of definitions and assumptions to facilitate regional cooperation.
3. Ensure that major corridor studies include options that serve the regional core and regional activity centers shown on the regional map.
4. Develop, in cooperation with local governments, model zoning and land use guidelines that encourage multiple use development patterns and reduce non-work automobile dependency.
5. Plan for development to be located where it can be served by existing or planned infrastructure.

**POLICY GOAL 7: THE WASHINGTON METROPOLITAN REGION WILL ACHIEVE AN ENHANCED FUNDING MECHANISM(S) FOR REGIONAL AND LOCAL TRANSPORTATION SYSTEM PRIORITIES THAT CANNOT BE IMPLEMENTED WITH CURRENT AND FORECASTED FEDERAL, STATE, AND LOCAL FUNDING.**

**Objectives:**

1. Consensus on a set of critical transportation projects and a funding mechanism(s) to address the region's growing mobility and accessibility needs.
2. A fiscally sustainable transportation system.
3. Users of all modes pay an equitable share of costs.

**Strategies:**

1. Conduct outreach and education activities to promote public participation.
2. Develop public support and approval for a specific set of regional and local transportation priorities and a funding mechanism(s) to supplement (and not supplant) priorities to be implemented with current and forecasted federal, state, and local funding.

**POLICY GOAL 8: THE WASHINGTON METROPOLITAN REGION WILL SUPPORT OPTIONS FOR INTERNATIONAL AND INTER-REGIONAL TRAVEL AND COMMERCE.**

**Objectives:**

1. The Washington region will be among the most accessible in the nation for international and inter-regional passenger and goods movements.
2. Continued growth in passenger and goods movements between the Washington region and other nearby regions in the mid-Atlantic area.
3. Connectivity to and between Washington Dulles International, National, and Baltimore-Washington International airports.

**Strategies:**

1. Maintain convenient access to all of the region's major airports for both people and goods.
2. Support efficient, fast, cost-effective operation of inter-regional passenger and freight rail services.
3. Support the development of a seamless regional transportation system.
4. Support coordinated ticketing and scheduling among Amtrak, MARC, VRE, WMATA, local bus and inter-city bus service.
5. Develop a regional plan for freight movement.

## TPB RESOLUTIONS RELATED TO THE VISION

Since the TPB adopted the Vision and Action Agenda in October 1998, it has adopted three resolutions that address the funding challenges and the identification of regional transportation priorities. The resolutions, which are presented in the following pages, include the following:

- October 18, 2000 - Resolution on Funding Challenges in Meeting the Goals of the TPB Vision with the 2000 Update to the Financially Constrained Long-range Transportation Plan
- April 18, 2001 - Resolution Recognizing the Tremendous Success of Metrorail on its 25<sup>th</sup> Anniversary, and Declaring Preservation, Rehabilitation, and Capacity Expansion for the Existing Metrorail System to Be a Regional Priority
- November 21, 2001 - Resolution Declaring Proposed Actions to Strengthen Transportation Emergency Response Policies and Procedures to Be Regional Transportation Priorities

**Resolution on Funding Challenges in Meeting the Goals of  
The TPB Vision with the 2000 Update to  
The Financially Constrained Long-range Transportation Plan  
For the National Capital Region**

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

**WHEREAS**, on October 18, 2000 the TPB approved the *2000 Update to the Financially Constrained Long-Range Transportation Plan (CLRP) for the National Capital Region*; and

**WHEREAS**, the 2000 CLRP was developed based on an extensive analysis of revenues and expenditures over the next 25 years; and

**WHEREAS**, the plan included only those projects and programs that can be accommodated within the funding reasonably expected to be available, as required by federal planning regulations; and

**WHEREAS**, the TPB has reviewed the performance of the plan in relation to the goals set forth in the TPB's Vision adopted in October 1998; and

**WHEREAS**, while the 2000 CLRP meets air quality conformity requirements, the margin between the projected emissions and budgets in 2005 is quite small; and

**WHEREAS**, the review identified the following immediate challenges in the year 2000 CLRP:

- S** Identify reliable sources of funding to rehabilitate and maintain the region's transportation system adequately; and
- S** Address projected gridlock on transit and roadway networks.

**NOW, THEREFORE, BE IT RESOLVED THAT THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD:**

- S** Expresses serious concerns over the inability of the 2000 Update to the Financially Constrained Long-Range Transportation Plan for the National Capital Region to meet the goals of the TPB Vision due to a shortfall in transportation funding;
- S** Commits to in-depth dialogue and discussion on regional transportation needs with state transportation agencies, WMATA, state secretaries of transportation, and key members of the

Council of the District of Columbia and of the Maryland and Virginia General Assemblies over the next several months;

- S** Commits to conduct an outreach program to the general public to build consensus and support for a regional transportation action plan consistent with the TPB Vision goals; and
- S** Commits to ensuring that mobile source emissions continue to conform to budget levels established in the air quality plan for the metropolitan Washington region.

**Adopted by the Transportation Planning Board at its regular meeting on October 18, 2000.**

**Resolution Recognizing the Tremendous Success of Metrorail on its 25<sup>th</sup> Anniversary, and Declaring Preservation, Rehabilitation, and Capacity Expansion for the Existing Metrorail System to Be a Regional Priority**

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB), which is the metropolitan planning organization (MPO) for the Washington Region, has the responsibility under the provisions of the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) of 1998 for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

**WHEREAS**, the Washington Metropolitan Area Transit Authority (WMATA) began to operate the Metrorail system for revenue service on March 29, 1976, and;

**WHEREAS**, the entire planned 103-mile Metrorail system was completed and opened for service on January 13, 2001, and;

**WHEREAS**, at the Metrorail system's 25<sup>th</sup> Anniversary, it has grown to be the second-largest rail system in the United States, carrying 605,000 passengers on an average weekday, and;

**WHEREAS**, today the Metrobus and Metrorail system together provide a total of 1.1 million passenger trips on an average weekday, and carry approximately 40% of peak period trips into the regions' core, and;

**WHEREAS**, ridership on the system has increased more than 20 percent over the past three years and continues to grow rapidly, and at a pace that is approaching current capacity capabilities; and

**WHEREAS**, growth in transit ridership must be accommodated in order to maintain regional mobility levels and help the region to continue to meet air quality conformity requirements;

**WHEREAS**, on October 18, 2000 the TPB approved the *2000 Update to the Financially Constrained Long-Range Transportation Plan (CLRP) for the National Capital Region*, which included only those projects and programs that can be accommodated within the funding reasonably expected to be available, as required by federal planning regulations; and

**WHEREAS**, the funding identified in the 2000 CLRP addressed only 88 percent of the \$6.5 billion



(constant 2000 dollars) requested by WMATA for preservation and rehabilitation of the existing Metrorail system through the year 2025; and

**WHEREAS**, no funding could be identified in the 2000 CLRP to address the \$1.54 billion (constant 2000 dollars) requested by WMATA for access and capacity enhancements to accommodate ridership growth on the existing Metrorail system through the year 2025; and

**WHEREAS**, there are a limited number of transit capacity expansion projects included in the currently adopted Constrained Long Range Plan (CLRP) for the metropolitan area;

**NOW, THEREFORE, BE IT RESOLVED THAT THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD**

- S** Recognizes the tremendous success of Metrorail on its 25<sup>th</sup> anniversary,
- S** Declares that addressing unmet preservation, rehabilitation, and capacity expansion needs for the existing Metrorail system is a regional transportation priority,
- S** Urges that reliable sources of funding be identified by the federal, state, and local governments at the earliest possible time to address the unmet needs.

**Adopted by the Transportation Planning Board at its regular meeting on April 18, 2001.**

## **Resolution Declaring Proposed Actions to Strengthen Transportation Emergency Response Policies and Procedures to Be Regional Transportation Priorities**

**WHEREAS**, the National Capital Region Transportation Planning Board (TPB) has the responsibility under the provisions of the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) of 1998 for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Washington Metropolitan Area; and

**WHEREAS**, the tragic events of September 11 demonstrated the vital importance of coordinated management and operations of the region's complex transportation system in times of emergency; and

**WHEREAS**, since September 11, the various local, state, and regional transportation agencies have assessed their responses to the September 11 events and identified the need to improve real-time communications between all agencies and with the public, the need to coordinate interagency plans and procedures, and the need to upgrade a number of specific management and operating capabilities; and

**WHEREAS**, at its October 17, 2001 meeting, the TPB received a briefing on transportation response capabilities in emergency situations, and directed that the TPB chairman work expeditiously with all affected agencies to identify necessary improvements to these capabilities, as well as to represent the transportation sector as a vice-chairman of the Metropolitan Washington Council of Governments (COG) Board of Directors Ad Hoc Task Force on Homeland Security and Emergency Preparedness for the National Capital Region; and

**WHEREAS**, at a special TPB work session on October 30, 2001, the TPB chairman convened the organizations that own, operate, and police the major elements of the region's transportation system to clarify the roles and responsibilities of the key players and to identify the regional-level emergency response issues and action items that need to be addressed; and

**WHEREAS**, on November 7, 2001, the TPB chairman made the attached presentation on the issues and actions identified at the October 30 special TPB work session to the COG Board of Directors Ad Hoc Task Force on Homeland Security and Emergency Preparedness; and

**WHEREAS**, the November 7 presentation identified immediate (30-60 days), short-to-mid-term (6 months), and mid-to-long-term (6 months to 2+ years) actions needed to improve transportation emergency response capabilities; and

**WHEREAS**, the attached draft concept for real-time interagency communications and coordinated decision-making has been developed in response to the key issues identified in the November 7 presentation;

**NOW, THEREFORE BE IT RESOLVED THAT THE NATIONAL CAPITAL REGION  
TRANSPORTATION PLANNING BOARD:**

- Adopts in principle the attached draft concept for improving communications for coordination of decision making among multiple jurisdictions/agencies and directs COG/TPB staff to facilitate its implementation as soon as possible;
- Declares that actions to strengthen transportation emergency response policies and procedures as presented in preliminary form in the attached November 7 presentation are regional transportation priorities;
- Urges that reliable sources of funding be identified by federal, state, and local governments at the earliest possible time to address these vital actions.
- Directs the TPB Chairman to convey to the Washington region's congressional delegation that the timely implementation of these priority actions will require federal funding assistance.

**Adopted by the Transportation Planning Board at its regular meeting on November 21, 2001.**

## COMPOSITE REGIONAL MAP

### Background

Policy Goal 6 in the TPB Vision calls for “a composite map that identifies key elements needed for regional transportation planning--regional activity centers, principal transportation corridors and facilities, and designated "green space." ”

In response to the TPB Vision, a regional committee of planning directors from the local jurisdictions undertook the task of developing composite regional maps with regional activity centers, transportation corridors and “green space.” The two-year process produced six maps and a set of data tables describing 58 regional activity centers. “Green space” layers are not yet developed due to challenges in identifying a common set of regional definitions for green space. The TPB accepted the maps and depicting data on April 17, 2002 with resolution R23-2002 which states the following in the resolve clause:

- “1. The National Capital Region Transportation Planning Board accepts the six maps and associated data depicting regional activity centers, which are based on COG’s Round 6.2 cooperative forecasts.
2. The six maps supplement the cooperative forecasting program and depict major regional activity centers on which the TPB’s transportation planning and programming will in part be based. The six maps are descriptive of regional activity centers and transportation corridors and facilities.
3. The six maps, like the cooperative forecasting program, shall acknowledge and respect each local jurisdiction’s authority to determine its own future pursuant to powers, which are accorded to local government by state and federal law.
4. The six maps and accompanying information have been developed for use by local jurisdictions, the TPB, and other regional bodies to encourage mixed-use development and to significantly increase the percentage of jobs and households that are found in regional activity centers.”

The activity centers are based on current local government growth forecasts and categorized according to similar employment, residential and growth pattern characteristics. Recognizing that significant concentrations of residential and commercial development exist immediately adjacent to the tightly defined activity centers along the region’s transportation facilities, 24 “activity center corridors” of development called clusters, were created. The map showing the regional activity clusters is shown in Figure 3.

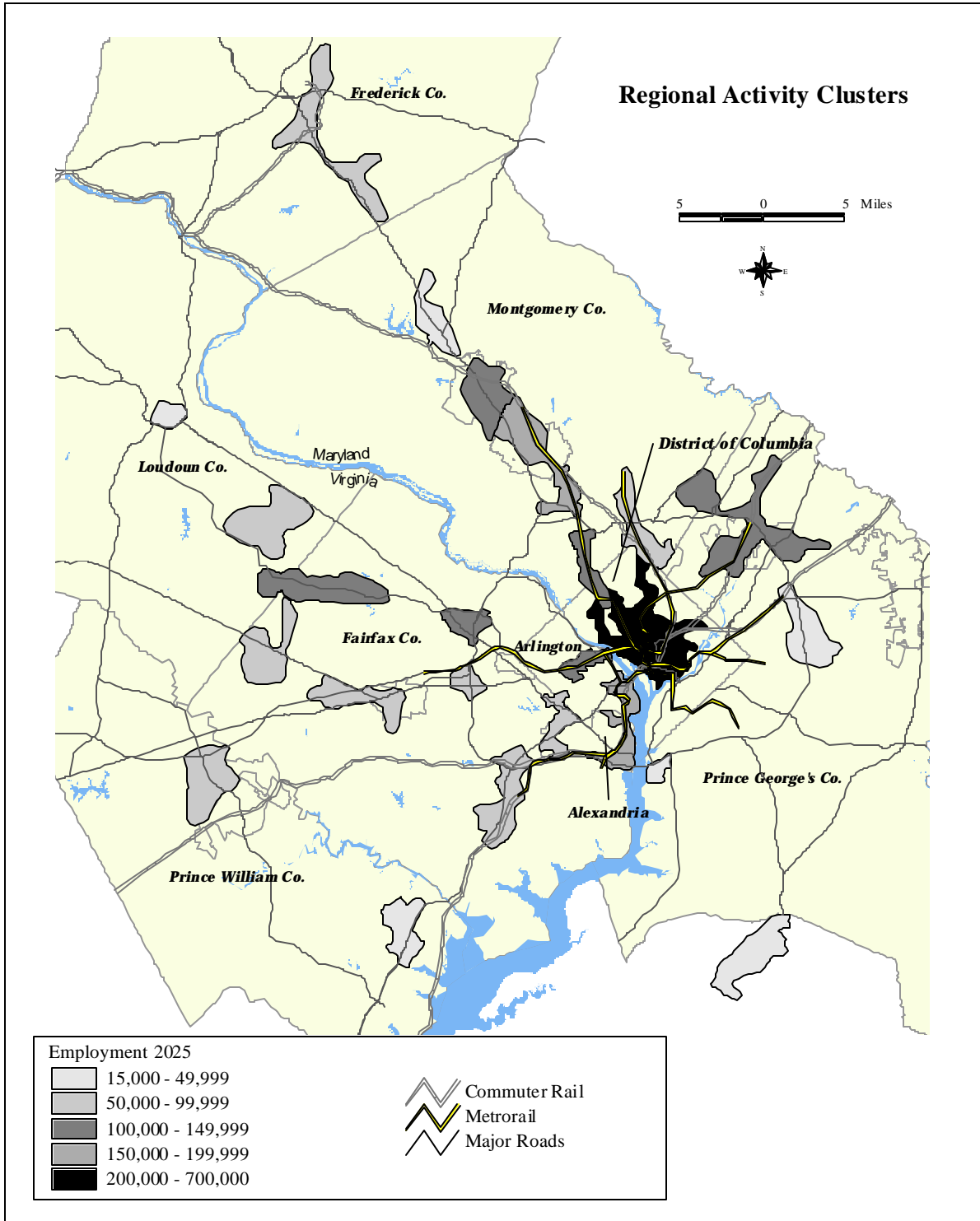
## Major Findings on the Regional Activity Clusters

The 24 regional activity clusters comprise about 455 square miles (13 percent) of the region's total land area and contain 70 percent of the region's jobs and more than 31 percent of the region's households. The clusters include 60 out of the 83 total current Metrorail stations in the region. Twenty-three of the existing 83 Metrorail stations are not within a regional activity cluster. Conversely, 14 activity clusters currently have no Metrorail station.

It is important to note that the regional activity center and cluster maps are descriptive of current forecasts and transportation plans, and that as these forecasts and plans change, the maps will also change. The current maps suggest three questions concerning future development patterns and transportation infrastructure:

- , Where might additional transportation infrastructure be needed to serve existing and projected development?
- , Where might additional development be located to better utilize existing and planned transportation infrastructure?
- , Where should the region designate protected "green space" -- where neither new transportation nor new development would be located?

**Figure 3: Regional Activity Clusters**



## DEVELOPMENT OF CIRCULATION SYSTEMS AND GREEN SPACE

The TPB was awarded a Transportation and Community and Systems Preservation (TCSP) grant in May 1999 to assist in the implementation of two key components of the adopted Vision for transportation in the Washington region:

- , circulation systems within the regional core and regional activity centers;
- , and integration of green space into a regional greenways system.

TCSP funding provided the resources and level of attention needed to advance these program areas, including involvement of key agencies, officials and stakeholders and the identification of financial resources for project implementation. The TCSP funding was used to design comprehensive regional programs for each of these two components, to identify priority projects which need to be implemented within each of the programs, and to encourage the inclusion of these priority projects into the Constrained Long Range Plan (CLRP) and Transportation Improvement Program (TIP).

The TPB appointed representatives from government, non-profit, and business groups to serve on the Circulation Systems and Green Space/Greenways Advisory Committees to guide the implementation of the TCSP grant in September 1999. The committees completed their work in September 2000. The TPB was briefed on their comprehensive reports and recommended priority projects on December 20, 2000. On February 21, 2001, the TPB adopted resolutions receiving the reports and encouraging their use in future planning.

## REGIONAL BICYCLE AND PEDESTRIAN PRIORITIES

The Bicycle and Pedestrian Subcommittee of the TPB Technical Committee developed a list of top unfunded regional bicycle and pedestrian projects recommended for consideration in the FY 2005-2010 Transportation Improvement Program (TIP). The TPB endorsed the nine pedestrian and bicycle projects as regional priorities in December 2002. The priorities range from new trail constructions to safety improvements, and could all be completed by 2009. The list was developed based on the regional bicycle plan adopted in 1995, the TPB Vision, and several criteria. Criteria included bicycle network connectivity, pedestrian safety, access to transit, time frame, local support, and reasonable cost. A list of the priority projects is provided on page 1-20, followed by project descriptions on page 1-21.

The Bicycle and Pedestrian Subcommittee presented a priority list previously to the TPB in 2000. Eight of the eleven projects in the 2000 list received funding, as shown at the bottom of page 1-20.



### Priority Bicycle/Pedestrian Projects Recommended for Consideration for the TIP

Endorsed by the TPB on December 18, 2002. Updated December, 2003. All projects included in approved local plans and/or supported by the local governments. Although some have been funded for study, none have received full funding commitment. The total costs of these projects are less than 1 percent of estimated spending for the first year of the TIP.

|  |                 |  | Funding Requested<br>(thous.) | Transit Access             | Bicycle Network Connectivity | Pedestrian Safety |
|--|-----------------|--|-------------------------------|----------------------------|------------------------------|-------------------|
| State  | Jurisdiction    | Project Name   |                               |                            |                              |                   |
| DC   | DC              | Metropolitan Branch Trail                                | 10,000                        | U                          | U                            | U                 |
| MD   | MC              | Matthew Henson Trail                                     | 4,400                         | U                          | U                            |                   |
|  | PGC             | Henson Creek Trail                                       | 750                           | U                          | U                            |                   |
| VA   | ALX             | Holmes Run Stream Crossing                               | 200                           | U                          | U                            |                   |
|  | ARL             | Pentagon Area Bicycle Access Improvements (Study)        | 150                           | U                          | U                            | U                 |
|  | FFX             | Route 1 Pedestrian and Bicycle Safety Improvements       | 8,000                         | U                          | U                            | U                 |
|  | Town of Herndon | Centreville Road underpass at Dulles Airport Access Road | 300                           |                            | U                            | U                 |
|  | LDN             | Loudoun County Parkway                                   | 1,000                         | U                          | U                            |                   |
|  | PWC             | Dumfries Road (Route 234) Bike Path                      | 900                           | U                          | U                            |                   |
|  |                 |  | <b>Total Cost</b>             | \$25,700                   |                              |                   |
|  |                 | <b>Annual Cost</b>                                       | \$4,283                       |                            |                              |                   |
|  |                 |  |                               |                            |                              |                   |
|  |                 |  |                               |                            |                              |                   |
|  |                 | D.C. Total   | \$10,000                      |                            |                              |                   |
|  |                 | Maryland Total   | \$5,150                       |                            |                              |                   |
|  |                 | Virginia Total   | \$10,550                      |                            |                              |                   |
|  |                 |  |                               |                            |                              |                   |
|  |                 |  |                               |                            |                              |                   |
|  |                 |  |                               |                            |                              |                   |
|  |                 |  | <b>Funding Provided</b>       | <b>Funding Source</b>      |                              |                   |
| <b>Projects funded from the 2000 priority list</b> |                 |  |                               |                            |                              |                   |
| DC   | DC              | DC Bicycle Plan Update                                   | 500                           | CMAQ                       |                              |                   |
| MD   | MC              | Forest Glen Pedestrian Bridge                            | 5,900                         | County, State Enhancements |                              |                   |
|  | MC              | Silver Spring Green Trail                                | 6,060                         | County                     |                              |                   |
|  | RVL             | Rockville Millennium Trail (Bicycle Beltway)             | 2,153                         | Enhancement                |                              |                   |
|  | PGC             | Prince George's Connector to Met Branch Trail            | 250                           | State                      |                              |                   |
| VA   | ALX             | Eisenhower Trail/Bikeway Improvement                     | 830                           | TEA-21                     |                              |                   |
|  | ARL             | Rosslyn Circle Crossing (Implementation)                 | 1,000                         | STP                        |                              |                   |
|  | LDN             | Purcellville to Round Hill Trail                         | 875                           | Enhancement                |                              |                   |
|  |                 | <b>Total Cost</b>  | \$17,568                      |                            |                              |                   |

## **Priority Bicycle/Pedestrian Project Descriptions Endorsed by the TPB on December 18, 2002**

### **Metropolitan Branch Trail (District of Columbia)**

This 7.7 mile multi-use path will run from Union Station to Silver Spring, parallel to the Red Line of the Metro. It will link to the planned Prince Georges Connector Trail at Fort Totten. On the Montgomery County side, the trail will eventually connect to the Georgetown Branch Trail.

### **Matthew Henson Trail (Montgomery County)**

This trail will be constructed as a 10-foot wide bituminous trail from Rock Creek Trail to the Northwest Branch Park, a distance of 4 miles.

### **Henson Creek Trail (Prince George's County)**

This project includes the extension of the existing stream valley trail to both the north and south. In the north, the trail will be extended from Temple Hills Road to the Branch Avenue Metro. To the south, this trail will be extended from Oxon Hill Road into the Broad Creek Historic District on the Potomac.

### **Holmes Run Stream Crossing (City of Alexandria)**

The Holmes Run Park Trail is a multi-use trail which extends from the City's western border at Holmes Run Parkway and Chambliss Street south along the Holmes Run and Cameron Run stream valleys for approximately 2 miles to Eisenhower Ave. Locally, this multi-use stream crossing will connect the north and south ends of Chambliss Street at the Holmes Run Trail. Regionally, the trail crossing will connect to Fairfax County's Stream Valley Trail system.

### **Pentagon Area Bicycle Access Improvements Study (Arlington County)**

Study trails needing construction or improvement in the vicinity of the Pentagon, including the East Wall of Arlington Cemetery, which provides access to the Route 110 Trail, the Washington Boulevard Trail, the Mount Vernon Trail and Boundary Drive.

### **Route 1 Pedestrian and Bicycle Safety Improvements (Fairfax County)**

Route 1 in Fairfax County has experienced a high rate of pedestrian fatalities and injuries. Several studies have identified and proposed sidewalk, pedestrian crossing, and other pedestrian and bicycle safety improvements which would be constructed on this road.

### **Centreville Road Underpass at Dulles Airport Access Road (Town of Herndon)**

Build a multi-use path through the underpass. Although a sign indicates that pedestrians are prohibited, bicyclists and pedestrians do use the striped area to traverse the underpass. An improved underpass would connect the existing sidewalk networks in Fairfax County and the Town of Herndon.

### **Loudoun County Parkway (Loudoun County)**

Build a 4.4 mile multi-use path parallel to Loudoun County Parkway from Route 7 to Waxpool Road.

### **Dumfries Road (Prince William County)**

Provide a separated 1.2 mile, 10' wide asphalt multi-purpose trail along Dumfries Road from Lake Jackson Drive intersection to Prince William Parkway West intersection.

# **SECTION 2: FEDERAL REGULATIONS**

## AIR QUALITY CONFORMITY REQUIREMENTS

The Clean Air Act Amendments (CAAA) of 1990 require that the transportation actions and projects in the CLRP and TIP support the attainment of the federal health standard for ozone, which was violated 3 times last year. The CLRP and the TIP have to meet air quality conformity requirements as specified in the amended Environmental Protection Agency (EPA) regulations issued in August 1997 and in supplemental guidance issued periodically thereafter.

### Background

As the Washington area was classified as a "serious" non-attainment area for ozone in the 1990 CAAA, requirements for the District of Columbia, Maryland and Virginia included submission of State Implementations Plans (SIPs) that demonstrated how the Washington region would reduce emissions sufficiently to ensure: a 15 percent reduction in emissions from 1990 levels by 1996, an additional 9% reduction between 1996 and 1999, and the attainment of the federal health standard for ozone by 1999. The Washington area developed plans demonstrating achievement of each of these milestones; following approval by the Metropolitan Washington Air Quality Committee (MWAQC) the state air agencies submitted each in turn to the EPA. The Attainment Plan, which demonstrated attainment by 1999 but for ozone transport, was completed and submitted to EPA in April 1998. When the region did not meet the air quality standards in 1999, an updated Attainment Plan, focusing on attainment of the ozone standards by 2005, was approved by MWAQC in March 2000 and subsequently was approved by EPA in January 2001.

### Current Status

In July 2002 a court decision remanded EPA's approval of the region's Attainment Plan to EPA for reconsideration. As a result, in an April 2003 Federal Register notice EPA published a proposed rule which reclassified the region to a "severe" area. The action required the region to re-analyze the rate of progress and other planning requirements, demonstrating attainment of the standards by the year 2005.

Using EPA's new Mobile6 model, the region addressed most of these requirements leading to a 'phase I' severe area ozone attainment SIP. This plan was approved by MWAQC in August 2003 and submitted to EPA by the states in September 2003. The plan identified new mobile emissions budgets for VOC and NO<sub>x</sub> which, when determined to be adequate for conformity by EPA, set maximum allowable emissions levels for TPB's conformity assessments. Specifically, these budgets are being used as conformity criteria for assessment of the 2003 CLRP and FY2004-09 TIP now being considered by the TPB for adoption in December 2003.

A 'phase II' severe area ozone attainment SIP is now under development by MWAQC to meet remaining requirements, primarily contingency measures. This plan is scheduled to be submitted to EPA by March 1, 2004. The plan is expected to slightly lower the phase I plan's emissions budgets and will represent the relevant budgets to be used in the conformity assessment of the 2004 CLRP and FY2005-10 TIP. That air quality conformity analysis will involve a test to determine that future emissions will be within the mobile source emissions budgets established as part of the severe area attainment planning. This will include the projected emissions for the actions and projects expected to be completed in the 2005, 2015, 2025 and 2030 analysis years. If the analysis of mobile source emissions for any of these years shows an increase in NO<sub>x</sub> or VOC above what is allowed in the budget, it will be necessary for the TPB to define

and program transportation emission reduction measures (TERMs) to mitigate the 'excess' emissions, as has been done in the past. The TPB Technical Committee's Travel Management Subcommittee is developing a schedule for submittal and analysis of TERMS for potential inclusion in the 2004 CLRP and FY 2005-2010 TIP for the purpose of NO<sub>x</sub> or VOC mitigation. Should emissions analysis for any forecast year estimate excess emissions which cannot be mitigated, TPB's programming actions would become limited to those projects which are exempt from conformity.

### **Eight Hour Ozone Standards**

As part of the transition from the one hour to the eight hour ozone standards, by May 2004 EPA will designate geographic areas which are in violation of the standards. At this time it is not known whether the Washington area non-attainment boundaries will be the same or be revised. Also, in November 2003 EPA published proposed rules (and options within the proposed rules) for assessing transportation conformity under the new standards. At this point we can say only that the TPB's conformity activities will be affected as these new standards become effective. But it is still too early to tell just how the region will be affected and whether such additional actions will apply to the 2004 CLRP / FY2005-10 TIP, or subsequent conformity assessments. Staff will provide such information as soon as it becomes available.

## FINANCIAL REQUIREMENTS

### Amending the CLRP

The following financial requirements for the CLRP are provided in the federal planning regulations.

The CLRP "must include a financial plan that demonstrates the consistency of proposed transportation investments with already available and projected sources of revenues. The plan shall compare the estimated revenue from existing and proposed funding sources that can reasonably be expected to be available for transportation use, and the estimated costs of constructing, maintaining and operating the total (existing plus planned) transportation system over the period of the plan.

The estimated revenue by existing revenue source (local, State, and Federal and private) available for transportation projects shall be determined and any shortfalls shall be identified. Proposed new revenue and/or revenue sources to cover shortfalls shall be identified, including strategies for ensuring their availability for proposed investments. Existing and proposed revenues shall cover all forecasted capital, operating, and maintenance costs."

The 2003 CLRP update was developed to meet these requirements. Agencies should review the timing, costs and funding for the actions and projects in the CLRP, ensuring that they are consistent with the "already available and projected sources of revenues." Significant changes to the projects or actions in the current plan should be identified. New projects and strategies, specifically addressing regional air quality conformity needs also should be identified. If new funding sources are to be utilized for a project or action, agencies should describe the strategies for ensuring that the funding will be available.

TEA-21 has a provision allowing "illustrative" projects in the CLRP above and beyond those projects for which funds can reasonably be expected to be available. Illustrative projects may be included in the CLRP for analysis or vision planning purposes. A change in project status from illustrative to full status would require a CLRP amendment.

The TPB is conducting a study to quantify the region's near term transit and highway funding needs and priorities, and to identify sources of revenues over the six year period 2005 to 2010. A brochure will be developed to inform the public and elected and appointed officials about the critical short term funding shortfall in the region. Sources of potential new revenues for transportation may assist implementing agencies in identifying new sources of funding for projects or actions.

If new funding sources are to be utilized for a project or action, agencies should describe the strategies for ensuring that the funding will be available. Finally, other projects or actions above and beyond those for which funds are available or committed may be submitted to the CLRP under illustrative status. Illustrative projects will not be assumed in the air quality conformity determination of the CLRP.

## Developing Inputs for the FY 2005-2010 TIP

The following financial requirements for the TIP are provided in the federal planning regulations.

"The TIP shall be financially constrained by year and include a financial plan that demonstrates which projects can be implemented using current revenue sources and which projects are to be implemented using proposed revenue sources (while the existing transportation system is being adequately operated and maintained).

The financial plan shall be developed by the MPO in cooperation with the State and the transit operator. The State and transit operator must provide MPOs with estimates of available Federal and State funds which the MPOs shall utilize in developing financial plans. It is expected that the State would develop this information as part of the STIP development process and that the estimates would be refined through this process.

Only projects for which construction and operating funds can reasonably be expected to be available may be included under full status in the CLRP. In the case of new funding sources, strategies for ensuring their availability shall be identified. In developing the financial analysis, the MPO shall take into account all projects and strategies funded under Title 23, USC and the Federal Transit Act, other Federal funds, local sources, state assistance, and private participation.

In non-attainment areas, projects included for the first two years of the current TIP shall be limited to those for which funds are available or committed."

To develop a financially constrained TIP, agencies should begin with the projects and actions committed in the previous TIP. After reviewing the estimates of available state and federal funds for the period, agencies can identify the actions and projects as inputs for the FY 2005-2010 TIP, ensuring that projects for the first two years are "limited to those for which funds are available or committed."

# ENVIRONMENTAL JUSTICE REQUIREMENTS

## Background

Executive Order 12898, *Federal Actions to Address Environmental Justice in Minority Populations*, dated February 11, 1994, requires Federal agencies to identify and address disproportionately high and adverse human health and environmental effects, including interrelated social and economic effects of their programs, policies, and activities on minority populations and low-income populations in the United States.

In December of 1998 the US Department of Transportation/Federal Highway Administration released Order 6640.23 "*FHWA Actions to Address Environmental Justice In Minority and Low-Income Populations*". Order 6640.23 "establishes policies and procedures for the Federal Highway Administration (FHWA) to use in complying with Executive Order 12898". The DOT order states that Executive Order 12898 is "primarily a reaffirmation of the principles of Title VI of the Civil Rights Act of 1964 (Title VI) and related statutes, the National Environmental Policy Act (NEPA), 23 U.S.C. 109(h) and other Federal environmental laws, emphasizing the incorporation of those provisions with the environmental and transportation decisionmaking processes."

FHWA and FTA released a memorandum October 7, 1999 on "Implementing Title VI Requirements in Metropolitan and Statewide Planning". The memorandum provides guidelines on how FHWA and FTA will review the long range plan and the certification process in regards to environmental justice regulations. Questions are provided "as an aid to reviewing and verifying compliance with Title VI requirements" in the planning certification reviews and relate to the planning processes overall strategies and goals, service equity, and public involvement. This memorandum and other related documents can be viewed online at <http://www.fhwa.dot.gov/environment/ej2.htm>.

## Activities Related to the CLRP

Consistent with the guidance provided in the October 7, 1999 memorandum, an analysis was completed to assess the impacts of the 1999 CLRP on low-income and minority populations. The work was performed as described in the FY2000 UPWP and included an accessibility analysis of the 1999 CLRP. Changes in accessibility to jobs were used to review how low-income and minority populations were impacted from transportation projects and actions in the 1999 CLRP between 2000 to 2020. Demographic data used included 1990 Census tract data and 1999 estimated data from a private data marketing firm. The analysis was documented in a report, which was presented to the TPB on February 16, 2000. The analysis with the 1999 data was provided to the TPB on May 17, 2000. These analyses showed that the distribution of benefits and burdens of the 1999 CLRP, measured by changes in regional accessibility to jobs, do not appear to be affecting low-income and minority populations in a disproportionate and adverse way.

Databases for GIS mapping were created with 1990 and 2000 comparable information on race, ethnicity, poverty and mode share. The 1990 and 2000 Census demographic and travel data was tabulated based on the East-West divide described in the Brookings Institution report "A Region Divided". An analysis of this information was conducted and presented to several TPB advisory committees. In addition, the 2003 draft CLRP major studies, HOV and transit improvements and highway improvements were mapped with 2000



Census demographic information including population below the poverty line, and African-American / Black , Asian, and Hispanic/Latino populations . This work helped inform the “Region Undivided” alternative scenario for TPB’s Regional Mobility and Accessibility Study (RMAS). The RMAS will examine six integrated land use and transportation scenarios. The scenarios will be compared for their performance against a set of measures of effectiveness, which include transit mode share, accessibility measures, vehicle emissions, vehicle miles of travel and land use considerations. The “Region Undivided” scenario shifts future forecast jobs and households to the Eastern side of the region from the rapidly growing Western side, bringing more development balance to the region, to see how this may improve travel conditions in 2030.

Actions have been taken to ensure that the planning process includes participation by low-income, minority, disabled and elderly populations. First, the TPB in January 2000 appointed members to the new Citizens Advisory Committee including appropriate representation from low-income, minority, and disabled groups as specified in the TPB Public Involvement Process as amended on October 20, 1999. The TPB CAC holds monthly meetings open to the public and six of the twelve meetings are held in different communities in the region. Second, the TPB held a workshop "Ensuring Access for All" on June 22, 2000 that was designed for community leaders representing low-income, minority, and disabled groups to provide input on how to better involve these groups in the regional transportation planning process.

On November 15, 2000 the TPB established the Access for All Advisory Committee to advise the TPB on issues and concerns of low-income and minority communities, and persons with disabilities. Since that time, the AFA has released a report of recommendation, formally adopted by the TPB in March 2002, as well as a subsequent report outlining the recommendations of a subcommittee to improve transit access to Limited-English Proficient communities, adopted by the TPB during the Spring of 2003.

The tasks of the committee, as originally established, were to 1) “identify projects, programs, services and issues that are important to low-income, minority and disabled communities”; and 2) “develop a report on the results of this effort for use in the project solicitation process for the annual CLRP and TIP update cycle.” It’s current membership includes more than 20 representatives of groups from throughout the metropolitan region, including organizations representing the interests of various minority communities, low-income communities, and people with disabilities.

### **Committee Perspective**

The 2003 draft CLRP major studies, high occupancy vehicle (HOV) and transit improvements and highway improvements were mapped with 2000 Census demographic information including population below the poverty line, and African-American/Black, Asian, and Hispanic/Latino populations. The maps were reviewed by the TPB Access for All Advisory Committee for potential impacts on low-income communities, minority communities and people with disabilities. The following comments are based on that review and were provided to the TPB at its October 15, 2003 meeting regarding the draft 2003 CLRP, and are pertinent to remind implementing agencies to be thoughtful of as project inputs are developed.

### **More Transit is Needed in the Inner Parts of the Region**

Committee members observed that transit improvements in the 2003 CLRP appear to be serving more suburban areas, rather than low-income communities that may be more transit dependant near the inner part of the region.

Concerns were raised about the lack of planned transit improvements or studies in Southern Prince George's County. The light rail transit study between Silver Spring and New Carrollton should extend further south into Prince George's County and include new rail service across the Woodrow Wilson Bridge.

### **Current Transit Services Need to be Maintained and Improved *in the Short-Term***

Although the expansion of the Metrorail system is very important, low-income communities and persons with disabilities rely upon the services provided by MetroAccess, Metrobus, and local, community-based bus services.

The AFA committee is concerned about proposed discontinuation in six Metrobus lines due to funding shortfalls. The AFA stressed that the impacts on low-income communities from reductions in Metrobus service need to be considered. The possible reduction in service between the Branch Avenue Metro station and King Street in Alexandria, lines N11 and N13, was of particular concern.

Many low-income workers hold more than one job, and have jobs that do not follow traditional work hours such as 9 a.m. to 6 p.m. The region needs more transit service in the reverse commute direction and expanded levels of transit service to allow these workers access to employment opportunities.

Transit information for people who have limited English proficiency (LEP) needs to be improved and widely available for a significant part of the population dependent on transit. The AFA subcommittee looks forward to hearing from the transit agencies regarding progress on implementing the recommendations from the LEP report presented to the Board in July.

### **Transit Services for People with Disabilities**

Concerns were raised over recent news articles regarding WMATA's short-term budget problems that were credited to increasing costs in paratransit services. Paratransit services for low-income and persons with disabilities should be funded at higher levels and expanded.

The AFA committee will be formally recommending that WMATA study the current door-to-door paratransit system. A six-month study should review how improvements could help more people use paratransit services, and in light of current budget issues, investigate if there are more cost-effective ways to provide and operate paratransit services.

**Promote More Development Around Transit Stations, But Take Care Of The Community That's Already There**

The AFA committee would like to see more development around transit stations, especially on the eastern side of the region. However, states and localities should make provisions to mitigate potentially negative impacts from such development, in the short- and long-term, such as the increased housing costs and displacement.

## CONGESTION MANAGEMENT DOCUMENTATION

A Congestion Management System (CMS) is an integral part of the transportation planning process of the Washington metropolitan area, and is a component of the metropolitan area's Constrained Long Range Plan (CLRP). The CMS component of the CLRP provides information on transportation system performance, usage, and efficiency, and provides information on the potential impact of proposed strategies to alleviate congestion. The CMS component of the CLRP will document that serious consideration has been given to strategies that provide the most efficient and effective use of existing and future transportation facilities, including alternatives to highway capacity increases for single-occupant-vehicles (SOVs).

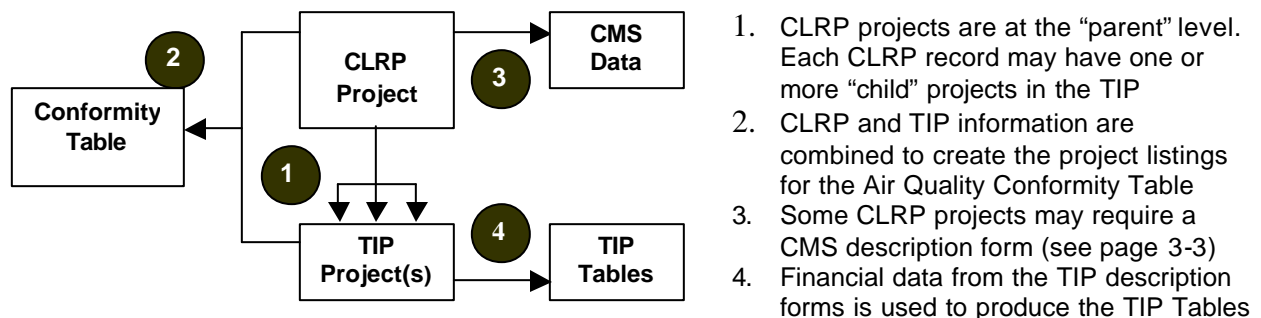
CMS requirements are addressed in both ISTEA and TEA-21; federal regulations published in the *Federal Register* on December 19, 1996 are in effect. Federal regulations require consideration of congestion management strategies in cases where single-occupant-vehicle capacity is proposed. Thus the congestion management documentation form needs to be filled out for any project to be included in the CLRP or Transportation Improvement Program (TIP) that significantly increases the single occupant vehicle carrying capacity of a highway. Non-highway projects do not need a form. Certain highway projects may also be exempt from needing a form. It is recommended to complete a form in association with all submitted, non-exempt projects to ensure compliance with federal regulations and with regional goals.

**SECTION 3:  
PROJECT SUBMISSION  
INSTRUCTIONS**

## INTRODUCTION

This section describes the process to be used by the transportation implementing agencies in preparing the inputs for updating the region's Constrained Long Range Transportation Plan (CLRP) for the year 2030 and the Transportation Improvement Program (TIP). The CLRP, TIP, and Congestion Management System (CMS) Project Description Forms are designed to elicit information to enable policy makers, citizens and other interested parties and segments of the community affected by transportation plans, programs and projects to understand and review them. Description Forms must be completed for all projects to be included in the CLRP and the TIP. All regionally significant projects, *regardless of funding source*, must be included in the CLRP for Air Quality Conformity information purposes. A Congestion Management Documentation Form must be completed for all projects meeting the requirements described on page 3-3 of the instructions. The relationship between the CLRP, TIP, CMS, and Conformity information is shown in Figure 4. The end products of this process will remain the same as in past years; CLRP and TIP Project Description Forms with CMS Documentation Forms, TIP Funding Tables, and Air Quality Conformity Tables. Examples of CLRP and TIP Description Forms are shown on pages 3-4 and 3-5. The TERM analysis and reporting are not addressed here; see Section 4 for those instructions.

**Figure 4: Relationship Between CLRP, TIP, CMS, and Conformity Information**



Agencies can access an updated version of the **ETIP** database application to update and submit project information from the COG website.<sup>1</sup> **ETIP** allows users to enter all data for the CLRP, TIP, Air Quality Conformity Analysis, and CMS Documentation in one integrated platform, rather than an array of word processing and spreadsheet formats. The intent is to eliminate the need for entering redundant information, save time for the user, and reduce errors and inconsistencies within the data. The database will contain all project information submitted in the previous year’s returns along with any updates received prior to approval by the TPB in October of the current year.

The user manual and form instructions previously included in this section will be provided to application agency staff in an electronic format along with the application. The remainder of this section will cover the purpose of the forms, changes in the new version, means of distribution and some sample output reports.

<sup>1</sup> For assistance with electronic project submissions, please contact Andrew Austin at (202) 962-3353.

## PURPOSE OF PROJECT DESCRIPTION FORMS

### CLRP Description Form

Each submission should describe the project in sufficient detail to facilitate review by the TPB and the public. Specific information is needed on the project location and physical characteristics, purpose, projected completion date, total estimated costs, proposed sources of revenues, and other characteristics. Submissions for studies (formerly major investment studies) should indicate those cases where the design concept and scope (mode and alignment) have not been fully determined and will require further analysis. TERM projects or actions should be identified. CLRP Project Description Forms should be used to describe the full scope of a facility's improvements. Each phase of the project (even if there is only one) should be described under the "Project Phasing". The Air Quality Conformity Analysis is based on the information in these listings, so all CLRP and sub-projects thereof need to be included. A project phase, whether completed for Conformity Analysis or inclusion in the TIP, is based on the same record (i.e., one Conformity Phase = one TIP Phase).

### TIP Description Form

A TIP Project Description Form should be completed for each project intended for programming in the current TIP. Every TIP project record must have a "parent" CLRP record. Any projects that do not have funding associated with them between last fiscal year's annual element and the out year of the TIP will not be listed in the published TIP Tables. Projects that are noted as having funding included under another project listing are exempt from this.

### CMS Documentation Form

A Congestion Management Documentation Form should be completed for each project or action intended for the CLRP or the current TIP that involves a significant increase in single-occupant vehicle (SOV) carrying capacity of a highway. Below are the criteria to determine whether a project needs a form. Congestion Management Documentation Forms are also included in the electronic database format (see appendix for additional instructions).

The following categories of projects **REQUIRE** a congestion management form (mark "YES" on Item 7 of the CLRP Project Description Form), except if they fall under one or more of the exemption criteria listed subsequently.

- ▶ New limited access or other principal arterial roadways on new rights-of-way
- ▶ Additional through lanes on existing limited access or other principal arterial roadways
- ▶ Construction of grade-separated interchanges on limited access highways where previously there had not been an interchange.

Exemption criteria for the above categories (mark "NO" for item 7 on the CLRP Project Description Form, and note the reason(s) the project is exempt - these criteria are also provided electronically by clicking on the "criteria" hyperlink under item 7):

- ▶ The number of lane-miles added to the highway system by the project totals less than one lane-mile
- ▶ The project is an intersection reconstruction or other traffic engineering improvements, including replacement of an at-grade intersection with an interchange
- ▶ The project will not allow motor vehicles, such as bicycle or pedestrian facilities
- ▶ The project consists of preliminary studies or engineering only, and is not funded for construction
- ▶ Any project that received NEPA approval on or before April 6, 1992
- ▶ Any project that was already under construction on or before September 30, 1997, or for which construction funds were committed in the FY98-03 TIP. Note that funds being committed in the FY99-04 TIP does not exempt a project.
- ▶ Any project whose construction cost is less than \$5 million.

Brief and complete answers to all questions are recommended. A reference to an external document or an attachment without further explanation on the form itself is not recommended; findings of studies, Major Investment Studies, for example, should be summarized on the form itself. References to other documents can be made if desired *in addition to* the answer provided on the form.

As a rule of thumb, the scale and detail in the responses to the questions should be in proportion to the scale of the project. For example, a relatively minor project needs less information than a major, multi-lane-mile roadway construction project.

The form can summarize the results of EISs or other studies completed in association with the project, and can also summarize the impact or regional studies or programs. It allows the submitting agency to explain the context of the project in the region's already-adopted and implemented programs, such as the Commuter Connections program, and to go on to explain what new and additional strategies were considered for the project or corridor in question.

## DISTRIBUTION OF ETIP APPLICATION

The eTIP will be available to download from the COG website at <http://www.mwcog.org/transportation/activities/clrp/online>.

For assistance or more information, please call Andrew Austin at (202) 962-3353.

## SAMPLE FORMS

The following pages are samples for the CLRP and TIP Project Description Forms. These samples were printed using data from previous project submissions and are provided for illustrative purposes only.



**Figure 5: CLRP Description Form**

Virginia Department of Transportation - CLRP Project Description Form

File CLRP TIP CMS Window Help

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**1. Agency and Project ID**

Agency:  Conformity No.:   
 Category:  Sort On:   
 Agency's Project ID (optional):  Last Modified On:

**2. Location and Jurisdiction**

Facility:    
 From/At:    
 To:    
 Jurisdiction:

**3. Project Type and Description**

Construction  
 Transportation Emissions Reduction Measure (TERM)  
 Study  
 Illustrative Project  
 Other Action/Strategy

Description of project or action:  
 Widen the Beltway (I-495) to provide a 5th lane in each direction with full shoulders between the Springfield Interchange and the American Legion Bridge. During peak periods, the median lane would be restricted and operate as a concurrent flow, HOV-lane.

Improvement:  Facility From:  Lanes From:   
 Facility To:  Lanes To:

Bicycle/Pedestrian Accomodations:

**5. Purpose/contribution to regional goals :**

Provision of HOV lanes for use during the peak period will increase the people moving capacity of the facility. By encouraging multi-modal (carpool, vanpool, and bus) use, vehicle emissions and fuel consumption will be reduced and transportation system efficiency will be improved. (C3,C4)

**6. Funding and Schedule Information**

Cost:  (In Millions)  
 Source:    
 Date of completion or implementation:

Cost and schedule remarks:  
 VI4i, I-395 to I-66 - 2007  
 VI4j, I-66 to Dulles Toll Road - 2006  
 VI4k, Dulles Toll Road to Am. Legion Bridge - 2008

**7. TIP Information**

Is any part of this project intended for programming in the FY 99-04 TIP?  Yes  No

Associated TIP Projects are listed in the window below. Click the "Edit" button to open the TIP Project Description form, or click the "New" button to the right to start a new form.

|      | Conformity No. | Facility                | From             | To                     |
|------|----------------|-------------------------|------------------|------------------------|
| Edit | VI4i           | I-495 (Capital Beltway) | I-95/395         | I-66                   |
| Edit | VI4j           | I-495 (Capital Beltway) | I-66             | Dulles Toll Road       |
| Edit | VI4k           | I-495                   | Dulles Toll Road | American Legion Bridge |

**8. CMS Documentation**

Is this a highway capacity-increasing project on a limited access or other principal arterial highway?  Yes  No

If yes, does this project require a CMS Documentation form under the given criteria?  Yes  No

Click on the CMS button to edit a form for this project.

If not, please identify the [criteria](#) that exempt the project here:

**Figure 6: TIP Description Form**

Virginia Department of Transportation - TIP Project Description Form

File CLRIP TIP CMS Window Help

1. Project ID

Agency:  ConformityNo:   
 Category:  Sort On:   
 Agency's Project ID (optional):  Last Modified On:

2. Location and Jurisdiction

Facility:    
 From/At:    
 To:    
 Jurisdiction:

3. Description of project or action:

Improvement:  Facility From:  Lanes From:   
 Type To:  To:   
 Bicycle/Pedestrian Accomodations:

4. Project Status:

Year of Completion or Implementation:

5. Environmental Review:

Type:  Status:

6. Capital Costs: (In \$1,000)

| Source:  | Funds In  | Carry | FY 2000 | FY 2001 | FY 2002 | FY 2003 | FY 2004 | FY 2005 |
|--|-----------|-------|---------|---------|---------|---------|---------|---------|
|  | FY 99 TIP | Over  |         |         |         |         |         |         |
| 1 NHS <input type="text" value="Study/Design/PE"/> |           |       |         | 4000    |         |         |         |         |
| 2 <input type="text" value="ROW Acquisition"/>     |           |       |         |         |         |         |         |         |
| 3 <input type="text" value="Construction"/>        |           |       |         |         |         |         |         |         |
| Program Total (FY 00-05):                          |           |       |         |         |         |         |         | 4000    |

Fed/State/Local

7. Remarks: