HAMPTON ROADS PLANNING DISTRICT COMMISSION
RESOLUTION 2022-01

A RESOLUTION OF THE HAMPTON ROADS PLANNING DISTRICT COMMISSION
DIRECTING STAFF TO ASSIST THE VIRGINIA DEPARTMENT OF TRANSPORTATION IN
TRANSPORTATION PLANNING RELATED MATTERS AS NECESSARY TO COMPLY WITH
THE PROVISIONS OF 23 USC 135

WHEREAS, the Virginia Department of Transportation (VDOT) is seeking assistance in
transportation planning related matters for the Hampton Roads Transportation Planning
Organization (HRTPO) and the Hampton Roads Planning District Commission (HRPDC)
based on and to comply with the provisions of 23 USC 135; and

WHEREAS, the Federal State, Planning and Research (SPR) funds in the amount of $58,000
are being made available to the HRPDC as fiscal agent for the HRTPO for the period of July 1,
2022, through June 30, 2023; and

WHEREAS, the HRPDC/HRTPO elects to provide the local share match of $14,500 to utilize
SPR funds for the benefit of non-urbanized local jurisdictions comprising the Hampton Roads
region.

Now, therefore, be it resolved by the Hampton Roads Planning District Commission, that
the Executive Director is directed on behalf of the Hampton Roads Transportation Planning
Organization and the Hampton Roads Planning District Commission, to furnish such
documents and other information as may be required to qualify for authorization under the
agreement with VDOT and to administer such SPR funds made available, certifying that they
shall be administered in accordance with the provisions of 23 CFR Part 420, State, Planning
and Research Program Administration.

APPROVED and ADOPTED by the Hampton Roads Planning District Commission at its
meeting on the 17th day of March 2022.

__________________________  ____________________________
Andria P. McClellan          Robert A. Crum, Jr.
Chair                        Executive Director/Secretary
Hampton Roads Planning       Hampton Roads Planning
  District Commission        District Commission

Attachment 7F
13.0 Rural Transportation Planning

A. Background

The HRTPO, in cooperation with VDOT, will continue to develop an ongoing transportation planning process for the rural areas of Hampton Roads, including Surry County and portions of the City of Franklin and the Counties of Gloucester and Southampton.

VDOT allocates part of the State Planning and Research (SPR) funding to provide annual transportation planning assistance for non-urbanized areas within the Commonwealth. The Rural Transportation Planning (RTP) Program was created to aid the State in fulfilling the requirements of the State Planning Process to address the transportation needs of non-metropolitan areas. SPR funds appropriated under 23 U.S.C. 505 (SPR funds) are used in cooperation with VDOT and the Commonwealth of Virginia for transportation planning as required by Section 135, Title 23, U.S. Code. These Federal funds provide 80% of the funding and require a 20% local match.

In FY 2023, each planning district commission or regional commission will receive $58,000 from VDOT’s Rural Transportation Planning Assistance Program and each planning district commission or regional commission will provide a local match of $14,500 to conduct rural transportation planning activities. This resource may be supplemented with additional planning funds. The arrangement of all such funds involves development of a scope of work, approval, and other coordination in the VDOT Transportation Mobility and Planning Division (TMPD) administrative work programs.

The scope of work shall include specific activities as requested by VDOT and/or the Federal Highway Administration. The scope of work may also include activities or studies addressing other transportation planning-related issues that may be of specific interest to the region. The criteria for the determination of eligibility of studies for inclusion as part of this work program are based on 23 U.S.C. 505, State Planning and Research.

During FY 2023, the HRTPO will carry out the following activities:

Program Administration

Rural Transportation Planning (RTP) Administration

The RTP program is designed to facilitate regional participation and build consensus on transportation-related issues through a continuing, comprehensive, and coordinated planning process. This task provides the administrative support necessary for the management and maintenance of the RTP program activities.

This task includes the training of staff as well as the maintenance of GIS software licenses, data, and equipment in order to maintain the technical capability necessary to carry out the activities described in this task.
Program Activities

1. **Rural Long-Range Transportation Plan**

   The HRTPO, in cooperation with VDOT, will continue the statewide initiative begun in FY 2007 to develop and maintain regional long-range transportation plans in rural areas that complement those in the metropolitan areas of the State.

   In January 2012, the HRTPO Board approved and adopted the Hampton Roads 2035 RLRTP. In FY 2017, HRTPO staff updated the RLRTP to the horizon year 2040, approved by the HRTPO Board in September 2017.

   In FY 2021, HRTPO staff initiated an update of the RLRTP to the planning horizon of 2045, identifying transportation priorities for the City of Franklin and Southampton County. The HRTPO Board is scheduled to approve the 2045 RLRTP in the Spring 2022. HRTPO staff will maintain the 2045 RLRTP in FY 2023.

2. **Performance Management**

   Based on VDOT’s 2005 proposal to use the Rural Transportation Planning Assistance Program to achieve regional long-range planning for rural areas that complement efforts in the metropolitan areas of the State, the HRTPO will continue including its rural localities in its Performance Management efforts, including the regional Congestion Management Process (CMP).

   An update to the *Congestion Management Process - System Performance and Mitigation* report was released in 2020-2022. This update included an analysis of traffic volumes and speeds, historical trends, congestion, travel time reliability, freight movement, and related issues on roadways in rural localities.

   Since 2012, HRTPO staff has also prepared the *Hampton Roads Annual Roadway Performance Report*. This annual report includes average weekday traffic volumes, an analysis of roadway speed data collected by INRIX, and an analysis of peak period roadway congestion levels. This document also includes major roadways in the rural localities.

3. **Regional Safety Planning**

   In October 2013, HRTPO staff released the *Hampton Roads Regional Safety Study: Crash Trends and Locations* report, which updated the trends in crashes at the jurisdictional and regional levels, and detailed the number and rate of crashes on Interstates and at intersections throughout the region. HRTPO staff followed in July 2014 with the *Hampton Roads Regional Safety Study: Crash Analysis and Countermeasures* report, which analyzed high-crash locations and recommended countermeasures to improve safety.
HRTPO staff began preparing an update to the *Hampton Roads Regional Safety Study* report in FY 2022 and will continue this work in FY 2023. Similar to the previous safety planning efforts, this study will include roadways in the rural localities.

4. **Regional Freight Planning**

In FY 2018, HRTPO staff released an update to the *Hampton Roads Regional Freight Study* report. The Regional Freight Study includes an analysis of the movement of freight to, from, and within Hampton Roads for all transportation modes, and the movement of trucks both within Hampton Roads as well as through the gateways of the region. HRTPO staff will prepare an update to the *Hampton Roads Regional Freight Study* report in FY 2023. Similar to the previous freight planning efforts, this study will include roadways in the rural localities.

5. **Regional Bridge Planning**

In FY 2018, HRTPO staff prepared an update to the *Hampton Roads Regional Bridge Study* report. The *Regional Bridge Study* includes an analysis of bridge characteristics and conditions, deficient bridges, bridge funding and projects, and costs related to bridge maintenance and replacement. All these components include the bridges within the rural localities.

6. **Technical Assistance and Coordination**

Upon request, and in coordination with VDOT and/or local governments, the HRTPO will provide technical assistance in transportation planning and analysis in accordance with needs identified by rural localities or VDOT. This task will also include the cost to print any materials related to rural transportation planning.

7. **Technical Assistance to the Office of Intermodal Planning and Investment**

In addition, the HRTPO will provide support to the Office of Intermodal Planning and Investment (OIPI), a division of the Office of the Secretary of Transportation, as requested.

**B. Work Elements**

Work activities may include the following:

**Program Administration**

**Rural Transportation Planning Administration**

- Administer transportation planning work program activities.
- Complete necessary contracts, invoices, progress reports, correspondence, and grant applications in support of the work program.
- Prepare agendas, minutes, and other materials associated with meetings related to rural transportation planning, as well as staff participation in such meetings.
- Maintain GIS software licenses, data, and equipment.
- HRTPO staff will attend GIS and other technical training to enhance rural transportation planning.

Program Activities

1. Rural Long-Range Transportation Plan
   - Maintain the 2045 RLRTP and update as needed.
   - Maintain a list of transportation priorities for the City of Franklin and Southampton County, including assisting localities in determining potential projects for SMART SCALE (or other funding opportunities as they arise).
   - Assist rural localities as needed in conducting outreach to help increase awareness of the transportation planning process.

2. Performance Management
   - Update the CMP database with the most current traffic counts, average speeds, and roadway characteristics, including those roadways in the rural areas.
   - Update the various transportation databases that cover all aspects of the transportation system including roadway use, bridges, aviation, rail, census data, etc.
   - Update the HRTPO Annual Roadway Performance Report, which will include an analysis of rural roadways.

3. Regional Safety Planning
   - HRTPO staff will produce an update to the Hampton Roads Regional Safety Study, which will include major roadways in the rural areas.
   - HRTPO staff will continue to maintain and update crash databases and shapefiles for major roadways in the rural areas.
   - HRTPO staff will participate in statewide and regional safety-related committees, including the steering committee for the Strategic Highway Safety Plan.
   - HRTPO staff will participate in roadway safety audits conducted by the State and its consultants as requested, including for those roadways in rural areas.

4. Regional Freight Planning
   - HRTPO staff will continue to maintain and update a database of truck volumes and percentages for roadways in rural areas.
   - HRTPO staff will update the Hampton Roads Regional Freight Study, which will include major roadways in the rural areas.

5. Regional Bridge Planning
   - HRTPO staff will continue to maintain and update the bridge condition database for bridges in the rural areas.

6. Technical Assistance and Coordination
   - Assist localities as needed in the development of detailed transportation plans as part of the local comprehensive plan update.
• Provide technical assistance as needed to rural localities in the areas of multimodal planning, transportation GIS planning, project prioritization, etc.
• Assist VDOT as needed in the development of transportation plans relating to the rural localities in Hampton Roads.
• Participate in VTrans webinars and SMART SCALE meetings.
• Participate in meetings with VDOT staff regarding Title VI and Environmental Justice compliance.
• Assure any projects completed include FHWA’s 2021 Planning Emphasis Areas dated December 30, 2021.
• Participate in outreach meetings and provide/review data as requested by VDOT throughout the fiscal year; this includes participating in the Fall Transportation Meeting.
• Participate with MPOs and VDOT on meeting performance measure goals.
• Provide VDOT’s Transportation Mobility and Planning Division – Central Office with updated Travel Demand Management Plans when submitted to DRPT. (if applicable).
• Help identify high growth areas (UDAs, future growth areas) to assist with VDOT’s Arterial Management Plans, providing either GIS or excel data identifying high growth areas in rural localities.
• Assist in the development of project pipeline studies as needed (recommendation development, public involvement, etc.).
• Conduct a Park & Ride (P&R) Lot Use Counts and Conditions Assessment. This includes conducting manual usage counts and conditions assessment at referenced rural P&R lots using TMPD’s P&R manual count methodology. VDOT will prioritize lot count locations, provide a data collection form, and basic count training as necessary.
• Update relevant webpages with current transportation studies and other pertinent transportation related information.
• Complete any unfinished tasks from the FY 2022 Rural Work Program.

7. Technical Assistance to the Office of Intermodal Planning and Investment
   • Coordinate, as appropriate, with the OIPI regarding rural transportation issues.

C. End Products

Program Administration

Rural Transportation Planning Administration
   • Preparation of agendas, minutes, and associated materials for meetings regarding rural transportation.
   • Purchase of materials, equipment, and services as needed to assist staff in work activities.

Program Activities
   1. Rural Long-Range Transportation Plan
      • An up-to-date Rural Long-Range Transportation Plan (RLRTP) for the region
2. Performance Management
   • An updated CMP database
   • Updated transportation databases
   • An updated HRTPO Annual Roadway Performance Report

3. Regional Safety Planning
   • An updated crash database/shapefile for the region
   • An updated Hampton Roads Regional Safety Study report

4. Regional Freight Planning
   • An updated truck volume database
   • An updated Hampton Roads Regional Freight Study report

5. Regional Bridge Planning
   • An updated bridge condition database

6. Technical Assistance and Coordination
   • Complete any unfinished FY 2022 tasks related to rural transportation
   • Other products related to rural transportation technical assistance as needed

7. Technical Assistance to the Office of Intermodal Planning and Investment
   • Any rural planning tasks as requested by OIPI

D. Schedule – Program Activities

1. Rural Long-Range Transportation Plan
   • Up to date RLRTP – Fourth Quarter

2. Performance Management
   • Updated CMP database – Ongoing throughout FY 2023
   • Updated transportation databases - Ongoing throughout FY 2023
   • Updated HRTPO Annual Roadway Performance report – Second Quarter

3. Regional Safety Planning
   • Updated crash database/shapefile – Ongoing throughout FY 2023
   • Updated Hampton Roads Regional Safety Study report – First Quarter

4. Regional Freight Planning
   • Updated truck volume database – Ongoing throughout FY 2023
   • Updated Hampton Roads Regional Freight Study report – Completed in FY 2023

5. Regional Bridge Planning
   • Updated bridge condition database – Ongoing throughout FY 2023

6. Technical Assistance and Coordination
   • Technical assistance tasks as needed – Ongoing throughout FY 2023
7. **Technical Assistance to the Office of Intermodal Planning and Investment**
   - Technical assistance tasks as needed – Ongoing throughout FY 2023

**E. Participants**

HRTPO, VDOT, DRPT, FHWA, HRPDC, Consultants, local governments, local transit agencies, other state and local agencies, and the public.

**F. Budget, Staff, Funding**

*(Funding information includes applicable state/local matching funds)*

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