LRP-1 - Approve Scope of LRTP Process

Description

The scoping key decision involves a broad assessment of the data, decisions, and relationships to consider, acquire, or make throughout the entire long range transportation plan (LRTP) process. Decisions made at the scoping key decision in long range planning inform both corridor planning and environmental review by establishing the baseline information that will dictate those subsequent processes. This is a key point to form new or acknowledge existing relationships with partners in transportation decision-making and other decision-making processes such as land use, natural environment, human environment, capital improvement and safety and security.

Purpose

To develop a common understanding and reach agreement on the LRTP process, including all information relevant to transportation, community, and the environment. This includes stakeholders to engage; roles and responsibilities; tools and data sources to be used; timeframes; and public involvement plan.

Outcome

Documented agreement on the LRTP process and its elements, including transportation conformity in nonattainment and maintenance areas for the transportation-related pollutants. This agreement can be used as a foundation when starting the corridor planning and environmental review processes. Confirmation that the transportation process is in agreement with the larger community plans and programs.

Partner	Role Type	Description
MPO	Decision Maker	Ensures LRTP development that is broadly inclusive and considers both the human and natural environment of the region.
FHWA/FTA	Advisor	Ensures the process is inclusive and meets federal requirements.
State DOT	Advisor	Ensures that LRTP development meets federal requirements and incorporates the state's interests as appropriate.
Resource Agency	Advisor	Agree to collaborate in long range planning and ensure appropriate information is brought forward and used, including the ecological planning region, ecological goals and priorities.
Public Transportation Operator(s)	Advisor	Ensures that LRTP incorporates transit interests as appropriate.

Policy Questions

Questions are a way to elicit information and to validate that the information has been considered. The partners should discuss the listed questions to ensure a broad array of interests is considered at a key decision. Discussions arising from these questions support collaborative decision making.

Questions Partners Discuss

Questions about purpose and roles

- Is a P3 being considered to fund one or more LRP projects?
- Is there a formal interagency conservation and transportation partnership agreement?
- Is there a state or regional agency/department that assists with P3 projects?
- Who ought to be at the table? What do they bring to the table?

Questions about stakeholders, including modal and operational partners

- Have stakeholders, modal and operational partners been included? Have their roles and responsibilities been defined?
- What is the public involvement plan? Does it meet legal requirements?
- What stakeholders, modal and operational partners should be included? Have individual contacts been identified?
- Which bicycle and pedestrian stakeholders should be at the table? To what extent are low income, disabled, and minority populations that rely on bicycle and pedestrian facilities represented?
- Who are our proponents and opponents?

Questions about the transportation process supporting the decision

- Are our tools up to date and sufficient for this process?
- Are there emerging issues?
- Are there Federal,State, local or regional bicycle pedestrian,or trail plans that can be incorporated? Are there local, regional, or State Americans with Disabilities Act (ADA) Transition Plans that can be incorporated?
- Are there local operational strategies in place that can be built upon to create a regional operational approach?
- Do we have any visions or goals to consider? What is the preferred vision?
- Do you have a regional concept of operations or operations-related plan?
- For P3 projects or those involving innovative financing and revenue sources, should a P3 expert be engaged?
- Have potential funding partners been identified?
- Is supporting information from the last LRTP update available?
- Is the scope of the planning process sufficient to meet legal requirements?
- Is the scope set up to consider bicycle and pedestrian network connectivity, barriers, connections to transit and other modes, accessibility for people with disabilities and linkages to jobs, schools, and community services?
- Is the scope set up to consider people and freight movement, and capital and operational improvements?
- Is there a regional vision or goals related to walking and bicycling that should be considered? Can walking and bicycling contribute to any other related goals such as improved public health?
- Is there existing legislation that supports the use of P3? If not, are decision makers considering such legislation?
- Is there public and political support for P3 in the region?
- What is our planning horizon?
- What is the experience with P3 projects in this and other regions that can be considered?
- What is the schedule for long range transportation planning?
- What major changes have occurred since the last plan?

Questions about other phases

- Are there active projects to provide information to or receive information from?

Questions about non-transportation sectors/processes

- Are existing tools and data resources sufficient to support the proposed method of GHG analysis? If not, what additional data/resources will be needed to support the desired method of GHG analysis?
- Are there requirements that will influence how GHG emissions will be considered, (for example, state climate action plan and/or Federal GHG inventory or reduction requirements)?
- Do we have any visions or goals to consider?
- Does the consideration of GHG emissions have bearing on other objectives - (energy, congestion, smart growth, others)?
- Has a need for additional funding and revenue sources been identified in economic plans/policies?
- Have all public/private sources of economic data and information on performance indicators been identified?
- Have land use patterns and growth forecasts been considered in defining the planning region?
- How is the region impacted by freight movement?
- Is there agreement on the planning region with respect to assessing economic impacts?
- Is there agreement on the planning region with respect to ecological assessment?
- Is there an existing freight advisory group that can be reengaged?
- What are the potential opportunities or challenges that might come up with respect to other plans/programs in progress?

- What is the scope of GHG emissions analysis as part of the long range planning process (emissions sources, boundaries, methods, data, feasible strategies, other)?
- What plans and programs are available as resources?
- Which freight stakeholders should be involved in the planning process?
- Will GHG considerations be treated in a qualitative or quantitative manner?

Stakeholder Inputs

'Questions to Gather Stakeholder Interests' allow staff to determine which stakeholders have interests at a key decision and to collect those interests for partner consideration. 'Questions to Incorporate Stakeholder Interests' ensure the interests of stakeholders are included in the decision. For more help with stakeholder collaboration visit the Stakeholder Portal

Questions to Gather Stakeholder Interests

- None

Questions to Incorporate Stakeholder Interests

- None

Data

The following is a list of data needed to support the key decision. Practitioners collect this information for decision makers to consider.

Supporting Data for the Key Decision		
From other phases of transportation decision making	Long Range Planning	Innovative financing mechanisms to fund projects in the LRP
		Previous long range transportation plan
	Programming	Current Transportation Improvement Program
	Corridor Planning	Small area and corridor plans
		Transportation planning (MPO, city, county, corridor) boundaries
	Environmental Review	No Specific Data.
From other sectors and processes	Land Use	Enablers and constraints to implementation of land use plans
		Information around the politics and organizational will to implement land use plans
		Land planning and development philosophies
		Land use planning boundaries
		Land use plans and policies (both local area and from land management agencies)
		Partners from land use planning
		Stakeholders from land use planning
		Visions and goals
	Transportation Conformity	Information about conformity deadline and emissions budget
		Technical inputs related to conformity
	Natural Environment and Implementing Eco-Logical	Any funding sources or partners identified through ecological planning
		Combined map of conservation, restoration and enhancement priorities
		Ecological goals
		Ecological partnerships that exist or are willing to initiate partnership, relationships with resource agencies and conservation NGOs
		Ecological planning region/boundaries
		Ecological plans that exist or are in planning
		Information about how any memoranda of understanding with resource agency partners affects the long range planning process
	Capital Improvement	Capital improvement or development plans
		Information about what capital improvement projects have been planned
		Memorandum of agreement for capital improvement decision makers to participate in LRTP development
	Safety and Security	Safety and security partners and stakeholders
		Safety and security plans (i.e., freight, emergency management, State Homeland Security Program)
	Human Environment	Employment data
		Information that partners can provide about the human environment
		Population data from census and projections available from other sources
		Special populations to consider (environmental justice)
		Understanding of the processes used in the human environment sector (e.g., processes used by the State Historic Preservation Office)
	Economic Development	Economic development visions or plans
	Greenhouse Gas Emissions	Availability of data and tools to support analysis
		Plans in the region that address GHG
		Public or political support for GHG reduction
		Relevant rules and regulations
	Freight	Average annual daily truck travel (AADTT)
		Commodity flows for the region
		Data on existing truck routes
		Existing freight plans or project information
		Funding resources available to engage freight stakeholders
		List of freight stakeholders to contact
		Location of major freight facilities
From the transportation technical process supporting this key decision	Analysis years of interest to GHG and other considerations	
	Auto occupancy data	
	Availability of tools and resources to support GHG analysis	

	Supporting Data for the Key Decision
	Bicycle and pedestrian data, including existing and proposed pedestrian and bicycle infrastructure, injuries and fatalities, and volume/activity • Estimating Bicycling and Walking for Planning and Project Development: A Guidebook http://www.trb.org/Main/Blurbs/171138.aspx
	Consultant support needed
	Enablers and constraints on the planning process
	Expert perspectives on issues related to project development through P3
	Federal requirements for LRTP update and schedule required to meet deadlines
	Freight data
	Funding available for LRTP development
	GHG emissions source data
	Multimodal data such as transit operating plans and schedules, bicycle and greenway plans
	Operations plans
	Plans in the region that address GHG
	Potential funding sources/partners
	Project detail information from those projects currently in development or construction
	Public involvement plan or policy
	Relevant rules and regulations that apply to GHG emissions
	Risks and potential risk mitigation strategies
	Rules and regulations relevant to P3, including necessary authorization
	Speed and delay
	Traffic count data, crash data, bridge data, and other engineering support data
	Transit ridership
From stakeholder collaboration	Identified stakeholders to include in the process (full range of transportation, land use, environmental, community, and advocacy stakeholders, special needs or special interests, modal, and operational partners)
	Stakeholder perspectives coming into the planning process
From public private partnership	No Specific Data.

Links to Decisions

This table identifies how a key decision is connected to other key decisions. The linkages are a two-way transfer of information. Understanding and applying these linkages means that partners will recognize how a decision will impact other specific key decisions. Recognizing that the transportation processes are linked will: (1) encourage practitioners to produce information that can be used later and (2) remind them to look at information from previous key decisions.

linkages to other phases of transportation decision making

Key Decision	What is Linked?	Purpose of Linkage
To Programming		
PRO-1 - Approve Revenue Sources	The identification of potential partnerships	To provide information about revenue sources.
To Corridor Planning		
COR-1 - Approve Scope of Corridor Planning Process	The background information on initial identification of partners and data	To inform the scope of the corridor planning process
To Environmental Review/NEPA Merged with Permitting		
ENV-1 - Reach Consensus on Scope of Environmental Review	Information about the scope of the LRTP	To inform the scope of the environmental review process

Examples

In-depth case studies of successful practices in collaborative decision making were used to develop the Decision Guide. Links in this table point to a specific paragraph or section of a case study that supports a key decision. It is not necessary to read through an entire case study to find the example; however, full versions are available in the Library.

PlanWorks Case Study Examples

- I-5 Beltline Interchange Plan - Using Community Values as Performance Measures

Other Examples

- Conducting a Statewide Planning Study
- Springfield's Pedestrian and Bicycle Network
- Delaware Valley Regional Planning Commission Pedestrian and Bicycle Counts

Integrated Planning

Integrated Planning looks at the interaction between the transportation decision making process and other processes. Considering these inputs will ensure that important values and goals outside the transportation process are recognized and considered. For a full understanding of a specific process and how it influences transportation decisions, visit Applications.

Process	Integration Type	Integration Description
Land Use	Process	Adoption of a land use plan that captures the underlying land planning and development philosophy. • Purpose - Identify priority land use philosophies to move forward. • Outcome - Land use context to be included in the long range plan.
	Data	Information about land use relevant to scoping: partners that should be included, politics/organizational will to implement the land use plan, enablers and constraints to implementation of the land use plan, reconfirmation of the roles of partners from the land planning process.
	Decision	By transportation decision-makers to invite land use partners to the long range transportation planning process.
		By land use partners to participate in the long range transportation planning process.
Transportation Conformity	Process	For more detailed information and relevant guidance on the conformity process, please visit: http://www.fhwa.dot.gov/environment/air_quality/conformity/
	Data	Information about conformity deadline and emissions budget. Technical inputs related to conformity
Natural Environment and Implementing Eco-Logical	Data Between IEF Step 1 - Build & Strengthen Collaborative Partnerships and Vision	Any relationships formed between resource agencies, conservation NGOs and transportation agencies as part of either LRP-1 or IEF Step 1 are recognized, reinforced and strengthened.
		At IEF Sub-step 1a a preliminary ecological planning region is developed. This region may take into consideration the transportation planning region and informs transportation decision making.
		Information from IEF Sub-step 1c around high-level, broad ecological goals is gathered here, for consideration at LRP-2.
		At IEF Sub-step 1d, memoranda of understanding are developed around potential new processes for increasing conservation efficiency and predictability. These MOUs could affect the long range planning process and should be identified and considered at LRP-1.
		IEF Sub-step 1e is to "Initially explore funding and long-term management options to support conservation and restoration actions and long-term management." The data collected here can inform the decision making question at LRP-1, "Have potential funding partners been identified?" Data is identified & shared here. It will inform LRP-5 and PRO-1.
	Decision Between IEF Step 1 - Build & Strengthen Collaborative Partnerships and Vision	A joint decision is made between the decision makers in long range planning and the partners from the ecological planning process to work together to maximize the ecological benefit and regulatory process efficiencies that can be achieved. Using the IEF approach, this would include identifying where DOT conservation or restoration investments could make the greatest difference for watershed, species or ecoregional health and sustainability.
	Data From IEF Step 9 - Update Regional Ecosystem Framework & Plan	Information from the ecological plan is continually updated and should be an input into any ongoing or upcoming long range planning process.
	Data From IEF Step 2 - Characterize Resource Status & Integrate Natural Environment Plans	A combined map of conservation, restoration and enhancement priorities is a key output of IEF Step 2 and should be considered at the earliest stages of the transportation planning process. These priorities are gathered here and become an important part of the vision and goals in LRP-2.
Capital Improvement	Data	Information about what capital improvement projects have been planned.
	Decision	By transportation decision-makers to invite capital improvement partners to participate in long range transportation planning.
		By capital improvement partners to participate in long range transportation planning.
Safety and Security	Data	Any Safety and Security plans partners have to contribute.
	Decision	By transportation decision-makers to invite safety and security partners to participate in long range transportation planning.
		By safety and security partners (e.g., freight shippers, transit, homeland security, FEMA, emergency evacuation, and others) to participate in long range transportation planning.
Human Environment	Data	Information that partners can provide about the human environment.
	Decision	By transportation decision-makers to invite human environment partners to participate in long range transportation planning.

Process	Integration Type	Integration Description
		By human environment partners to participate in long range transportation planning
Economic Development	Data	Information about: • Existing economic development data and performance indicators. • Economic data needs. • Area's economic development philosophy. • Potential economic development challenges and opportunities.
	Analysis	High level economic inventory, assessment or analysis conducted as part of an adopted land use or economic development plan.
Greenhouse Gas Emissions	Data	Information about regional support for GHG through plans, policies, relevant rules and regulations. The availability of data and tools to support analysis.
Freight	Data	Information about potential freight stakeholders to engage and freight data to support analysis
Bicycles and Pedestrians	Data	Any bicycle and pedestrian plans or data that partners have to contribute, including pedestrian and bicycle counts, and crash/fatality such as data crash data collected through the Fatality Analysis Reporting System, emergency rooms, and university health centers.
		Americans with Disabilities Act (ADA) Transition Planning activities, and priorities identified in the State and local ADA Transition Plans.
		Public health activities in the community.
		Trail plans, including recreation plans such as Statewide Comprehensive Outdoor Recreation plans
	Decision	By transportation decision-makers to invite bicycle and pedestrian partners and stakeholders to participate in long range transportation planning, including low income, disabled, and minority populations.
		By bicycle and pedestrian partners and stakeholders to participate in long range transportation planning.

Special Topics

This table provides an overview of the relationship between a key decision and individual special topics. A special topic may be an external process, a new regulation, or any emerging issue requiring collaboration. For a full understanding of a specific topic and how it influences transportation decisions, visit Applications.

Key Decision Relationship to Other Topics

Topic	Description
Public-Private Partnerships	**Gather Information** - Collect information about the potential use of P3 or other innovative financing mechanisms to fund projects in the LRP. If innovative revenue sources and procurement models are to be explored, identify P3 experts who can provide information and advice. If legislation supporting P3 does not currently exist, bring this to the attention of decision makers.
	Decision Transfer - Decide whether or not there is a potential for P3 consideration during the LRP phase. If not, reconsider it during environmental review or financial planning
Planning and Environment Linkages	**Gather Information** - Collect information about the potential benefits and support that system operations can provide for the region.
	Data Transfer - Data concerning operational partners, plans, successful strategies, performance measures and other operations-related information to inform the LRP.
Streamlining a Congestion Bottleneck Project	**Scoping LRP Process** - The broad assessment that occurs at this key decision provides an opportunity to assess the available information to support this specific area of need.
	Data Transfer - Relevant project data, decisions, and potential partner support to LRP-2
Visioning and Transportation	**Approve Scope** - Identify partnerships from the visioning process that can inform or be included in development of the long range plan **Approve Goals** - Consider baseline information from visioning that may be used in long range planning **Approve Indicators and Commitments** - Identify commitments made in visioning and their relevance to the long range plan
	Decision Transfer- Relevant decisions and commitments to LRP 2, and COR 1, and ENV 1.