

# APPENDIX I

## URBAN TRANSPORTATION STUDY PROSPECTUS OUTLINE

- I. *Title Page*
  - Study name and date.
- II. *Table of Contents*
- III. *Introduction*
  1. Brief discussion of present transportation problem and need for planning.
  2. Benefits of conducting the study.
- IV. *Objectives of Study*

Under objectives a statement similar to the following should be included: "To cooperatively develop a Coordinated Urban Transportation Plan consistent with community development, including consideration of public transit facilities and other modes of transportation along with a comprehensive highway plan, which will provide maximum freedom of movement of people and goods consistent with the financial ability of the community, and which will readily permit periodic review in the light of changing conditions and trends." Provision should also be made for immediate action studies and analyses which may be necessary for interim decisions prior to detailing of transportation plan.
- V. *Description of Study Area*
  1. Map indicating cities and counties covered, showing approximate cordon line location.
  2. Population, motor vehicle registration, labor force, etc., of present area, and pertinent historical data.
  3. Important previous studies.
- VI. *Organization of Study*
  1. Agencies participating including agencies concerned with both transportation and area development.
  2. Committees to be organized indicating membership and responsibilities. This should include the Policy Committee, Technical Coordinating Committee, and Citizens Advisory Committee.
  3. Director's general duties and responsibility such as determining size of staff required, working space needed, etc.

4. Type of staff to do work (Special study staff or consultant).

#### VII. *Studies to be Undertaken*

Brief description of each study phase indicating the type of data to be collected. This should include at least the following studies: (State whether NCUT and Public Roads manuals are to be followed or whether new manuals will be prepared).

1. *Inventory of Existing Traffic Facilities and Service Level including:*

Physical street system  
 Street use classification  
 Traffic volumes (Peak and offpeak volume)  
 Traveltime studies (Peak and offpeak)  
 Capacity studies  
 Parking and terminal facilities  
 Transit service  
 Accident studies  
 Traffic control devices

2. *Inventory of Trip Patterns and Travel Characteristics including:*

Internal auto driver and passenger trips—(include dwelling unit sample size to be used if known)  
 External vehicle trips  
 Transit trips  
 Truck and taxi travel

3. *Inventory of Land Use*

Major classifications similar to the following should be included in the land use inventory: residential, manufacturing, non-manufacturing industry, commercial (retail), wholesale and storage, services, public and quasi-public buildings, public and quasi-public open space, other open space. Further breakdown into sub-classifications is usually desirable. Data should be summarized by traffic zones, census tracts, etc.

4. *Social and Economic Studies*

Under this heading studies such as the following should be included: population, employment, cars owned, labor force, retail sales, school enrollment, institutional population, and other items related to the sociological factors and

economic activity of the community. Data should be summarized by traffic zones, census tracts, etc.

5. *Standards for Street Facilities and Services*  
Provision should be made for adopting standards of design, operating characteristics, and functions as well as spacing and mileage of each type of street system to be included in the plan.
6. *Standards for Transit Facilities and Services*  
Provision for adopting standards of routing, roading, frequency of service, speed, regularity, etc., of transit system should be included as necessary to fit the needs of the urban area.
7. *Legal, Financial, and Administrative Studies*  
Provision for the following should be included:
  - (a) Preparation of a system for compiling financial data regarding revenues received and expenditures necessary for development and operation of urban transportation facilities.
  - (b) Administrative survey of local units of governments to determine operation of organization and procedures relating to development of urban transportation facilities.
  - (c) Study to determine the adequacy of present laws relating to urban transportation and to determine legislation needed to carry out both long-range and immediate goals of transportation and city planning. (Zoning ordinances, subdivision regulations, building codes:)
8. *Social and Community Value Factors*  
Preservation of open space parks, etc., amenities and aesthetics.

#### VIII. *Forecasts*

1. Indicate items to be projected such as: population, employment, vehicle ownership, transit usage, economic activity, etc.
2. Specify the year of forecast and intermediate years.
3. Provision for land use projection.
4. Provision for traffic projection.
5. General description of forecasting methods available and procedures and controls for checking their accuracy.
6. Provision for testing forecast procedures.

## IX. *Developing the Transportation Plan*

### 1. *Objectives of Plan*

A statement such as the following should be included: A long-range comprehensive transportation plan which is consistent with community development and provides a balanced system of private and public transportation of people and goods will be developed. This will be based on the testing, analysis and evaluation of alternate transportation plans, so that an optimum plan can be selected that provides the most efficient transportation system for the present and future needs of the metropolitan area.

### 2. *Items to be Included in Plan*

For example: Expressways, arterials, collectors, local streets, traffic engineering considerations, parking facilities, transit facilities, land use, etc.

### 3. *Number of Alternates to be Included*

### 4. *Assignment of Traffic*

- (a) General procedures to be used
- (b) Provision for testing procedures
- (c) Number of assignments to be made

### 5. *Selecting and Adopting the Preferred Plan*

(a) Objective—A statement such as the following should be included: From the above alternates tested, the best one or more plans will be selected for more intensive study. Design volumes will be derived to obtain realistic cost estimates and the detailed benefits and detriments to the community listed.

#### (b) *Items to be considered*

- (1) Assignments to be made (a.m. peak, p.m. peak, total daily, directional, etc.)
- (2) Vehicle-miles and vehicles-minutes
- (3) Loss or gain in taxable revenue
- (4) Relocation problems
- (5) Esthetic considerations
- (6) Construction costs and user costs and benefits

### 6. *Plan Approval*

Policy decisions and procedures necessary to approve plan based on the documented results of the study.

## X. *Implementing the Plan*

1. Provision for the following should be included: Studies of zoning controls needed, scheduling of improvements,

right-of-way acquisition, construction plans, capital budget, presentation of plan to public.

2. Provision for development of project priorities for transportation improvements including traffic engineering measures.
3. Coordination of transportation improvements with other public and private improvement programs.

#### XI. *Continuing Study*

Under the continuing study and planning phase a statement similar to the following should be included: A means will be found for continuing the study so that data can be updated periodically. Continuing network analysis will take into account new information or test the effect of some new plan or proposal. Plans will be updated and the region will be ready continuously to evaluate new opportunities or proposals. Continuous analysis of the studies conducted by the various agencies will reveal changes in trends which might require revision of the transportation plan. This is recognized as a necessary part of the study.

#### XII. *Allocation of Study Cost and Budgeting*

The estimated cost of the overall study should be determined. This should be a tentative cost estimate which can be firmed up at a later stage. Proposed methods of financing the study should be discussed (State, local BPR, HHFA) and financial responsibility established on a tentative basis.

#### XIII. *List of Projects (Appendix)*

Listing of various phases indicating the approximate starting and ending date, its cost, and the agency responsible.