

APPENDIX II

[SAMPLE FORM]

MEMORANDUM OF AGREEMENT

for the

Continuous Comprehensive Transportation

Planning Process of the

..... Area

Whereas, the officials of County, the City or Cities of
....., and the Indiana State
Highway Commission, in the public interest, recognize the need for
continuous comprehensive transportation planning on a cooperative basis
in theUrban Area, and

Whereas, Section 134 of Chapter 1 of Title 23, United States Code,
requires that a continuing comprehensive transportation planning process
be carried on cooperatively by States and local communities in each
urbanized area of more than 50,000 population in order to qualify for
Federal-Aid Highway Funds.

Now Therefore Be It Mutually Understood:

Section I—That the is located within said
metropolitan area to be covered by the comprehensive planning process.

Section II—That in order to meet the requirements of the 1962 Fed-
eral-Aid Highway Act viz. . . . “After July 1, 1965, the Secretary
of Commerce shall not approve . . . any program for projects in any
urban area of more than 50,000 population unless he finds that such
projects are based on a continuing comprehensive transportation plan-
ning process carried on cooperatively by States and local communities in
accordance with the objectives as stated in this section,” it is necessary
that appropriate officials of all legally constituted governing bodies must
cooperate in the establishment of the planning process in accordance
with the provisions of the foregoing cited Act.

Section III—That all signatory parties realize that the comprehensive

character of the planning process requires inventories and analysis of the following basic elements :

1. Economic factors affecting development.
2. Population.
3. Land use.
4. Transportation facilities.
5. Travel patterns.
6. Terminal facilities
7. Traffic control features.
8. Zoning ordinances, subdivision regulations, building codes, etc.
9. Financial resources.
10. Social and community-value factors such as preservation of open space, parks and recreational facilities, environmental amenities and aesthetics.

Section IV—That the collection, dissemination, evaluation, re-evaluation and necessary adjustments in the basic elements listed in Section III during both the initial and continuing phases of the planning process are the primary responsibility of the following governmental bodies and their staff agencies :

<i>Element</i>	<i>Responsibility</i>
1, 2, 3, 8, 10	Cities and Counties
5	Indiana State Highway Commission
4, 6, 7, 9	Cities, County and State

The detail of the inventories and analyses required under each element shall be consistent with the comprehensive planning needs of all participating agencies, but in any case shall be in enough detail to meet the 1962 Federal-Aid Highway Act requirements as set forth in various instructional and circular memoranda by the U. S. Bureau of Public Roads.

Section V—That as part of the cooperative, continuing, comprehensive urban transportation planning process, a Coordinating-Administrative Committee has been established to represent the interests of the separate agencies which are concerned with the implementation of the planning process. This committee provides guidance in policy matters, administers the planning of operations and supplies any other advice or assistance required in connection with the continuing planning process,

including review and approval of the procedures used in preparation of comprehensive transportation plans.

This committee consists of county and municipal officials together with representatives of the State, Federal, local transportation and planning agencies and organizations involved, acting in behalf of their respective organizations and agencies.

The members are:

Section VI—That the continuing process requires the maintenance of current data and the periodic re-evaluation of forecasts and plans. For this purpose the plans and forecasts developed under this process shall be re-evaluated and updated not less frequently than every five years, or whenever deemed necessary by the Coordinating-Administrative Committee.

Now, Therefore, in order to meet the objectives of the Federal-Aid Highway Act of 1962, the, which is a part of the Area, and the Indiana State Highway Commission jointly and mutually agree to participate in the development of a comprehensive, cooperative, and continuing transportation planning process as specified in this memorandum of agreement. Dated this day of 1964.

City (County) of Indiana State Highway Commission
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Authorized Agent Executive Director