

Richmond Regional  
Planning District Commission

2001-2002  
Rural Transportation Planning Program  
Scope of Work  
*Adopted 2-8-01*  
*Amended 10-11-01*



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Richmond Regional Planning District Commission  
Rural Transportation Planning Program

Work Program FY02  
*Adopted 2-8-01*  
*Amended 10-11-01*

**Task I. Administration: Budget \$12,000**

Sub-Task A. Staff to Rural TAC

Product: Monthly status report of activities.

Sub-Task B. Quarterly and Annual Reports to VDOT

Product: Quarterly reports (4) and annual report to VDOT.

Sub-Task C. FY2003 Rural Transportation Planning Program Scope of Work

Product: FY2003 work program.

Sub-Task D. Training

Periodic attendance at VAPDC Transportation Committee meetings, Rural Planning Caucus, MPO and other meetings relevant to rural transportation planning.

Product: Monthly status report of activities.

**Task II. Technical: Budget \$48,000**

Sub-Task E. Ridefinders Rural Transit Expansion (Amended 10-11-01)

Ridefinders has requested PDC staff to geo-code park-and-ride facilities and major employers in the rural areas of the region. This information will strengthen commuter ride-matching and vanpool formation services that will reduce the number of peak period vehicle trips.

Ridefinders has requested PDC staff to inventory current commuter-related signs in the Richmond region's rural counties and provide a recommendation for new and/or additional signs. This additional task will strengthen commuter ride-matching and vanpool information services, improve the region's transportation efficiency, reduce peak period vehicle trips and maintain air quality.

Product: Maps and GIS supporting data.

Sub-Task F. Street Name Sign Location Assessment

As discussed at the January 18, 2001 Rural TAC meeting, the rural planning directors determined that some street signs in the rural portion of the region are difficult to see. To address this concern, PDC staff will identify and review the standards used by VDOT to locate street signs; work with the local planning directors to collect examples of problem street sign locations; and make recommendations about possible changes to VDOT standards to address identified problem areas.

Product: Report.

Sub-Task G. Goochland County GIS Technical Assistance (Amended 10-11-01)

Goochland County is presently attempting to bring the level of their GIS system up to the level of service required better analyze the relationships between land use and transportation facilities. Two key issues in this effort are the need to convert paper-zoning maps to a GIS layer and also to assign land use classifications to their GIS parcel data. These two processes will greatly enhance the efficiency of county staff activities. The county has asked PDC staff to help with this effort and to also train county staff on the necessary GIS methods.

Product: GIS data layers printable to paper.

Sub-Task H. Charles City County Route 5 Development Plan Implementation

The county development director has requested PDC staff to work with the Planning Commission to assist the county in implementing the recommendations of the Route 5 Development Plan that will be completed by the Richmond Regional Planning District Commission staff by June 30, 2001.

Product: Report of activities.

Sub-Task I. Powhatan Courthouse Public Parking Design (Amended 10-11-01)

Powhatan County wants to focus on the design and cost estimates of a parking facility on county-owned land near the courthouse. County staff has requested this project be complete by December to assist the county in deciding how current and future TEA-21 enhancement grants will be applied in the courthouse area.

Product: Report.

Sub-Task J. TEA-21 Enhancement Grant Applications

PDC staff will draft enhancement grant applications at the request of the following rural localities:

- Goochland County
- New Kent
- Powhatan
- Charles City

Product: TEA-21 Enhancement Grant Applications.

Sub-Task K. Rural Transportation Web Site Development

In order to better promote VDOT's rural transportation planning program, PDC staff will develop a section on the Richmond Regional Planning District Commission's web site containing information about the agency's adopted rural transportation work program, rural transportation reports prepared by the PDC, training opportunities, web links (such as VDOT's rural transportation web site and Ride Finders), and other pertinent information related to the region's and VDOT's rural transportation planning program.

Product: Rural transportation planning section on Richmond Regional Planning District Commission web page.

Sub-Task L. GIS Mapping

PDC staff will continue to map miscellaneous transportation-related data layer updates resulting from local, state and federal agencies' efforts to update data (ongoing).

Product: Map(s) showing new data using GIS for Charles City, Goochland, New Kent and Powhatan counties.

Sub-Task M. MPO Coordination

Continue to coordinate rural transportation planning efforts with urban transportation planning efforts by working with the MPO TAC.

Product: Monthly status report of activities.

Sub-Task N. Annual Responsibilities

- Review of statewide transportation plan and compilation of local government comments relative to plan updates. (Refer to Sub-Task M.)

- Review of annual statewide transportation improvement programs, including all modes. (Refer to Sub-Task M.)
- Assessment of impacts of major developments. (Refer to Sub-Task G and H.)
- Development of land use data for updates of small urban studies. (Refer to Sub-Task L.)
- Development of regional consensus on priorities of highway and transit programs for consideration by the Commonwealth Transportation Board. (Refer to Sub-Task M.)
- Identification of major regional issues pertaining to transportation safety, road capacity, and accessibility. (Refer to Sub-Task F.)
- Identification of methods to expand and enhance transit services and to increase the use of such services. (Refer to Sub-Task E.)
- Any other specific activities as requested by VDOT and/or the Federal Highway Administration.

Product: Annual summary of annual responsibility activities.

Total Budget	\$60,000
VDOT	\$48,000
RRPDC	\$12,000