

Richmond Regional  
Planning District Commission

2002-2003  
Rural Transportation Planning Program  
Scope of Work



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Richmond Regional Planning District Commission  
Rural Transportation Planning Program

Scope of Work FY03

**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. FY2004 Rural Transportation Planning Program Scope of Work

Product: FY2004 work program.

Sub-Task D. Training

Periodic attendance at VDOT sponsored training, 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. New Kent County Providence Forge Village Plan

New Kent County has requested PDC staff assist the county with the development of a village plan focusing on transportation infrastructure for the Providence Forge area. This plan will be the foundation for possible TEA-21 enhancement grant applications, similar to the Powhatan County Courthouse Circulation Assessment prepared by the PDC.

Product: Village plan.

Sub-Task F. Powhatan County Comprehensive Plan Update

Powhatan County has requested PDC staff update the census and related statistical data information and narrative as part of the county's comprehensive plan update.

Product: Report.

Sub-Task G. 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. The implementation of the plan is being coordinated with the implementation of the state's Capitol to Capitol bikeway plan and the re-write of the county's zoning ordinance.

Product: Quarterly report of activities.

Sub-Task H. Rural Flood Prone Roadway Study

Analyze existing rural roads to identify potential flood prone areas and recommend possible alternate routes during flooding events. Analysis would include past flooding events and types of damage, and data collected by local law enforcement and rescue authorities, the National Weather Service, VDOT road crews and utility companies.

Product: Final report and maps with GIS supporting data.

Sub-Task I. Rural Area Driving Tour (Multi-year)

As time allows, begin project development and data collection of historical sites and highway markers in the rural portions of the region. Research will include data collection on all rural historical sites, including those listed on the national and state historic registers, and on historic highway markers as part of the VDHR highway marker program. The project will be modeled after the Eastern Shore Tourism virtual tour.

Product: Quarterly report of activities.

Sub-Task J. Scenic Roads Study (Multi-year)

As time allows, begin project development and data collection of existing scenic roads, and potential future scenic road designations in the rural portions of the region. Study will include an analysis of the visual character of the roads and possible improvement to the roads and or connectors to make them even more pleasing to drive.

Product: Quarterly report of activities.

Sub-Task K. RideFinders Commuting Analysis (On-going)

RideFinders has requested PDC staff assist with commuting analyses for current and potential major employers located in the rural areas of the region. The purpose of the analysis is to increase efficiencies, expand and enhance transit services, and increase the use of such services in rural areas.

Product: Maps, GIS supporting data, and technical assistance.

Sub-Task L. TEA-21 Enhancement Grant Applications (On-going)

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 M. Traffic Study Analysis (On-going)

Review and analyze traffic studies as part of the local plan of development process as requested by local staff.

Product: Quarterly report of activities.

Sub-Task N. Rural Transportation Web Site (On-going)

In order to continue promoting VDOT's rural transportation planning program, PDC staff will continue to update the rural transportation planning section on the Richmond Regional Planning District Commission's web site. The section contains 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 RideFinders), 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 O. GIS Mapping and Expertise (On-going)

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

going). PDC staff will also continue to provide technical assistance to local GIS planning staff to assist them in analyzing the relationships between land use and transportation facilities to include training local staff on GIS methodology. Goochland and Powhatan counties have specifically requested expert GIS assistance in the development and implementation of new county systems.

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

Sub-Task P. MPO Coordination (On-going)

Continue to coordinate rural transportation planning efforts with urban transportation planning efforts by working with the Metropolitan Planning Organization Technical Advisory Committee and staff.

Product: Quarterly report of activities.

Sub-Task Q. Annual Responsibilities (On-going)

- Review of statewide transportation plan and compilation of local government comments relative to plan updates. (Refer to Sub-Task P.)
- Review of annual statewide transportation improvement programs, including all modes. (Refer to Sub-Task P.)
- Assessment of impacts of major developments. (Refer to Sub-Task E, G and M.)
- Development of land use data for updates of small urban studies. (Refer to Sub-Task E and F.)
- Development of regional consensus on priorities of highway and transit programs for consideration by the Commonwealth Transportation Board. (Refer to Sub-Task P.)
- Identification of major regional issues pertaining to transportation safety, road capacity, and accessibility. (Refer to Sub-Task M and O.)
- Identification of methods to expand and enhance transit services and to increase the use of such services. (Refer to Sub-Task K.)
- 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