

Complete Streets: How a Plan becomes a Project

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Step 1:	Plan for Complete Streets
	<p><i>What types of plans can identify a Complete Street?</i></p> <ul style="list-style-type: none"> • Local Bicycle/ Pedestrian Master Plans • Local/RPO/MPO Comprehensive Transportation Plans (CTP) • Local Comprehensive (General) Plans • MPO Metropolitan Transportation Plans (MTP)
	<p><i>Stakeholders:</i></p> <ul style="list-style-type: none"> • Local elected officials • Local advocates and staff • NCDOT Transportation Planning Division • NCDOT Multimodal Divisions
	<p><i>Decision-Makers:</i></p> <ul style="list-style-type: none"> • MPO/RPO Delegates • NCDOT Division Engineers • NCDOT Board of Transportation
	<p><i>Decision Criteria:</i></p> <ul style="list-style-type: none"> • Cost-benefit per project • MPO/RPO priorities
<p><i>It's worth noting...</i></p> <ul style="list-style-type: none"> • CTPs include: Maps showing project locations for each of the primary modes (Highway, Pedestrian, Bicycle, Transit and Rail) Project lists or tables that can be used to identify future Transportation Improvement Program (TIP) projects Recommended cross-sections that inform initial cost estimates and reference to Complete Streets (i.e. sidewalks, bicycle facilities) • High priority projects in CTPs include a problem statement – a basic description and/or elements used for future “purpose and need” statements • CTPs should incorporate local plans; however, local plans are also referenced by NCDOT in future stages of the project development process 	
Step 2:	Prioritize Complete Streets Projects
	<p><i>How are projects prioritized by NCDOT?</i></p> <ul style="list-style-type: none"> • The Strategic Transportation Investments (STI) law requires NCDOT to follow transparent, data-driven method – which NCDOT calls Prioritization – for prioritizing transportation investment decisions • Prioritization involves collaborative scoring and ranking potential transportation projects every 2 years • MPOs/RPOs and NCDOT Divisions develop projects proposals for Prioritization – these proposals include a cross-section for each proposal used to generate a cost-estimate • MPOs/RPOs/Divisions apply local points to project proposals – these points are key determinants for ranking, especially for roadways that benefit local mobility
	<p><i>Stakeholders:</i></p> <ul style="list-style-type: none"> • MPO/RPO staff • NCDOT Divisions • NCDOT Multimodal Divisions • NCDOT Transportation Planning Division
	<p><i>Decision-Makers:</i></p> <ul style="list-style-type: none"> • MPO/RPO TAC • NCDOT Division Engineers
	<p><i>Decision Criteria:</i></p> <ul style="list-style-type: none"> • Cost-benefit per project • Local points criteria • Mode-specific scoring criteria

	<p><i>It's worth noting...</i></p> <ul style="list-style-type: none"> Local governments and advocates should work with SPOT workgroup members to inquire about SPOT criteria or request changes Advocates and local governments should promote priority projects to their local MPO/RPO delegates Local agencies should review NCDOT and MPO/RPO methodologies for applying local points NCDOT hosts public workshops to review the criteria for applying local "points" and to review the draft list of projects eligible for scoring 	
Step 3:	<p>Program Complete Streets Projects</p>	
	<p><i>What is the STIP?</i></p> <ul style="list-style-type: none"> The State Transportation Improvement Program (STIP) is NCDOT's 10-year workplan for funding projects that it updated every two years at the culmination of Prioritization The first 5 years of each STIP are "locked in" for funding. The second 5 years of the STIP are "developmental," and these projects will likely be re-prioritized The STIP describes individual project scopes, schedules for design and construction, and funding sources for all modes including Complete Streets projects ("highway" projects) and independent bicycle/pedestrian projects The STIP also includes funding programs managed by MPOs and NCDOT business unit that later identify specific projects. STIP project scopes include descriptions such as "widen to multi-lane roadway, with sidewalks and bike lanes." 	<p><i>Stakeholders:</i></p> <ul style="list-style-type: none"> NCDOT Division of Planning and Programming General public NCDOT Divisions and Multimodal Divisions MPO/RPOs Local governments <p><i>Decision-Makers:</i></p> <ul style="list-style-type: none"> NCDOT Board of Transportation FHWA <p><i>Decision Criteria:</i></p> <ul style="list-style-type: none"> Federal and state funding sources STI funding allocations (Statewide, Regional Impact & Division Needs) Project score and ranking per SPOT Project "readiness"
	<p><i>It's worth noting...</i></p> <ul style="list-style-type: none"> NCDOT Multimodal Divisions work closely with the Division of Programming & Programming to evaluate non-highway projects scored in Prioritization prior to the development of the final STIP. NCDOT Multimodal Divisions should be consulted to review highway projects for Complete Streets elements Local governments should consider current NCDOT policies with regards to cost-sharing for independent bicycle/pedestrian projects and Complete Streets accommodations 	
	<p>Develop Complete Streets Projects</p>	
Step 4:	<p><i>What is project development?</i></p> <ul style="list-style-type: none"> Project development is the overall process NCDOT follows to create preliminary and final designs, conduct public outreach, environmental documents, and right-of-way plans for highway projects. The following types of projects do not normally go through the project development process: Repaving or resurfacing; Low-impact bridge replacements; Bridge repairs; and Traffic operations improvements 	<p><i>Stakeholders:</i></p> <ul style="list-style-type: none"> General public NCDOT Divisions and Multimodal Divisions Local government staff <p><i>Decision-Makers:</i></p> <ul style="list-style-type: none"> NCDOT Project Development

	<ul style="list-style-type: none"> • FHWA • Local elected officials
<p><i>What is project scoping?</i></p>	<p><i>Decision Criteria:</i></p>
<ul style="list-style-type: none"> • Project scoping is the general process by which NCDOT identifies a final alternative and preliminary design for a highway project. During this step, NCDOT reviews local plans, environmental features, community assets, and potential impacts • During scoping, a preliminary cross section will be developed for the project and the cross-section recommended in the CTP or in Prioritization may be the starting point 	<ul style="list-style-type: none"> • Environmental impacts • Community impacts (or benefits) • Right-of-way impacts • Project construction cost
<p><i>What are the key questions for considering Complete Streets during the scoping process?</i></p>	
<ul style="list-style-type: none"> • How does the preliminary cross section reflect land use context and current Complete Streets Planning and Design Guidelines? • Were local plans reviewed and incorporated into the preliminary design? • Have local plans or other conditions changed since the project was first planned (CTP, STIP)? Change conditions may include new design guidance, private development, new safety data, demographic change, or other transportation projects. • What comments were received during public comment or public meetings? • What are the potential financial responsibilities for local governments to implement the preliminary design (i.e. local government cost-sharing) per current NCDOT policy? • What parts of the preliminary design are (or aren't) included in NCDOT's future right-of-way? What modifications can or SHOULD be made to minimize cost to local governments? 	
<p><i>What are the opportunities for considering Complete Streets after project scoping?</i></p>	
<ul style="list-style-type: none"> • Since improvements for non-drivers can present positive benefits, they may help to balance environmental impacts requiring mitigation • Local governments may request additional considerations for Complete Streets during their review of the environmental document • Local agencies should review final draft designs for concurrency with prior agreements and preliminary cross sections • Since NCDOT and local agencies develop municipal agreements for future maintenance or funding for Complete Streets elements outside the curb of the roadway, local governments should consult NCDOT policy to understand options for funding non-highway elements 	

	<p><i>It's worth noting...</i></p> <ul style="list-style-type: none"> • NCDOT should pay careful attention to CTP cross sections to ensure that it considers each of the modal maps and local plan recommendations for bicycle, pedestrian, and transit improvements
Step 5:	<p>Construct & Maintain Complete Streets Projects</p>
	<p><i>What might be required of a Local Government?</i></p> <ul style="list-style-type: none"> • After environmental documents and final design have been approved, NCDOT will acquire right-of-way or easements required to construct the project. When non-highway elements require substantial property taking, NCDOT may require the local government to negotiate and purchase those additional properties. • If the non-highway element of the highway project is located outside the NCDOT right-of-way, then the local government may be required to produce design plans for the non-highway improvement. • The local government should coordinate final construction plans with NCDOT, asking the same contractors to build non-highway improvements concurrent to the highway project. • Local governments should consider how Complete Street multimodal elements will tie into the local transportation system. For example, a NCDOT project may be separated from the existing non-highway network and the local governments may choose to re-prioritize non-highway projects to fill these gaps. • Local governments are generally responsible for maintaining all sidewalks/non-highway improvements “behind the curb.” If a Complete Street goes through an unincorporated area, the local government may need to coordinate maintenance plans with the County.