



Transportation Plan Guidebook Framework

The purpose of this attachment is to provide Committee Members with the Transportation Plan Guidebook Framework that will serve as the basis for developing a comprehensive guide a municipality can use to create a Transportation Plan. The intent of this document is to summarize the general process the Guidebook will follow, understanding that each element will be expanded upon and relevant attachments, as needed, will be provided with the final product.

What is a Transportation Plan?

A Transportation Plan outlines the vision, goals, and objectives needed to support mobility for all users within a geographic region. It identifies a combination of policies, projects and/or programs needed to deliver safe and efficient transportation services and ensure options are properly vetted and implemented. A Transportation Plan might be one element of a broader planning process (Comprehensive Plan), a regional long range plan, or act as a stand-alone document.

What is the Purpose of the Transportation Plan Guidebook?

The Transportation Plan Guidebook will provide the necessary guidance to municipalities in developing their own Transportation Plan. It will assist in developing a list of prioritized projects in preparation of pursuing broader funding initiatives through the County, MPO, State, or Federal programs, or in preparing to self-fund projects over time. It will ensure municipalities follow required steps to complete a Transportation Plan, are provided access to helpful resources, and offered optional elements to consider.

The Guidebook will serve as a tool for municipal planners, engineers, or administrative staff in charge of developing a Transportation Plan or enhancing an existing plan within their respective community. It will also serve as an informative guide to citizens and elected officials interested in learning more about the process.

What Will a Transportation Plan Accomplish?

A local Transportation Plan is the end result of a comprehensive transportation planning process. When completed, a municipality will have a detailed assessment of transportation conditions and a powerful investment tool. A Transportation Plan will help a municipality accomplish the following:

- 1) Demonstrate to the public, development community, and outside agencies a commitment to advancing mobility for all users.
- 2) Identify transportation system needs, for both existing and future conditions.
- 3) Develop a prioritized set of policies, projects and/or programs needed to deliver safe and efficient transportation services.
- 4) Satisfy State and Federal requirements necessary for a municipality to pursue broader funding initiatives.
- 5) Monitor the performance of the transportation network over time.

Steps to Complete a Transportation Plan

The Transportation Planning Guidebook Framework outlines seven (7) “phases,” including on-going public involvement and outreach, each providing guidance to ensure a municipality will satisfy key steps needed to complete a Transportation Plan:

