

**Catawba Regional  
Council of Governments**

**Rural Transportation  
Planning Work Program**

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**Fiscal Year 2012**

**July 1, 2011 – June 30, 2012  
Adopted May 12, 2011**

[www.catawbacog.org](http://www.catawbacog.org)



Catawba Regional  
Council of Governments  
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## **Catawba Region**

Catawba Regional Council of Governments (CRCOG) is an association of local governments located in North-Central South Carolina. The Catawba Region includes Chester, Lancaster, Union, and York counties. The COG serves as a forum for intergovernmental cooperation and as a central staffing resource for grantsmanship, land use and transportation planning, community and economic development, workforce investment, GIS mapping, information systems, and project management.

SC Councils of Governments were formed by state statute in 1967, with specific geographic regions defined by the state legislature in 1971. There are ten Councils of Governments serving local governments throughout South Carolina.

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### **BACKGROUND**

In 1998, the South Carolina Department of Transportation (SCDOT) contracted with the Catawba Regional Council of Governments (CRCOG) and the nine other COGs in the state to coordinate transportation planning assistance for non-urbanized portions of the State. The SCDOT involved the COGs to decentralize the transportation planning process and to allow for more local involvement in project identification and development. This partnership between the SCDOT and the COGs aids the State in fulfilling the requirements of the federal and state planning process to address the transportation needs of non-metropolitan areas.

### **RURAL TRANSPORTATION PLANNING PROGRAM**

As the designated planning agency for the Catawba Region, CRCOG is responsible for maintenance and coordination of transportation plans for the rural/non-urbanized areas of the region, maintenance of financial records for the planning support funds, and forwarding local project recommendations to SCDOT. The eastern portion of York County is included in the Rock Hill Urbanized Area as defined by the U.S. Census and is designated as a Metropolitan Planning Organization (MPO) referred to as the Rock Hill - Fort Mill Area Transportation Study (RFATS). The management of the entire transportation planning program for RFATS is the responsibility of the City of Rock Hill Planning & Development Department.

The CRCOG implemented a transportation planning process that includes the identification of local priorities at the county level, the development of regional plans by a transportation advisory committee, and plan approval by the full CRCOG Board of Directors. Components of the CRCOG transportation planning process include;

- County level long range transportation committees for identification and prioritization of system improvements.

## **Catawba Regional COG**

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- Prioritized projects are forwarded to the COG's Regional Transportation Advisory Committee for review, study, and prioritization for incorporation into the regional plan, which is then submitted to the full CRCOG Board of Directors.
- The CRCOG Board reviews and approves the priorities and submits them to the SCDOT Commission as recommendations for inclusion into the SCDOT's STIP.

Catawba Regional COG has a 32 member Board of Directors that sets policy for the COG. Half of the membership is comprised of local elected officials from all four counties, including state legislators, county council members, and mayors or city council members. Each county council ratifies appointments made by municipalities represented within each county and also appoints the remaining citizen and minority representatives of the Council's Board. Each county and municipality's representation on the Council's Board of Directors is determined by a defined formula based upon population.

To assist the COG Board with transportation planning related evaluation and recommendations, the Catawba Regional Transportation Technical Advisory Committee (TAC) was formed. The TAC is comprised of voting and non-voting members with representatives from local government, transportation providers, and special interest groups. This committee plays an important role in identifying, analyzing and prioritizing transportation needs and goals for the region. As a result of the TAC and COG board involvement, local governments are directly consulted and given an opportunity to identify transportation needs for possible inclusion in the state system.

### **RURAL PLANNING WORK PROGRAM**

The Rural Planning Work Program (RPWP) for the Catawba Region is developed annually and documents major transportation planning and related activities within the rural areas of the Catawba Region for the upcoming fiscal year (July 1, 2011 through June 30, 2012). The purpose of the RPWP is to identify work program tasks and present budget allocations for planning activities to be undertaken within the CRCOG Study Area. The document also serves as the basis for federal (FHWA/FTA), state (SCDOT), and local funding assistance for transportation planning activities.

Catawba Regional COG works closely with various interest groups and local government officials in all four counties of the Catawba Region and within the Charlotte Metropolitan Region to coordinate transportation planning. By providing regional coordination amongst the planning partners and setting regional recommendations, cities and counties can better coordinate their planning efforts in order to develop an integrated multimodal transportation system for the Catawba Region and the State of South Carolina.

### **GENERAL FUNCTIONS**

This section relates to general activities that will be carried out throughout the planning process. In the implementation of all items of the work plan, CRCOG will strive to:

- Integrate safety and security into the transportation planning process, through analyzing and utilizing traffic safety data and incorporating safety principles into planning efforts for motorized and non-motorized users.
- Promote the integration of transportation and environmental planning by incorporating environmental considerations and resource agencies into the planning process at an early stage of project development.
- Protect and enhance the environment, promote energy conservation, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
- Consider management and operations concerns during the planning process to preserve the existing system.
- Enhance the integration and connectivity of the transportation system across and between modes, for people and freight.
- Enhance the technical capacity of the planning process by accessing and utilizing the best information and techniques available.
- Increase accessibility and mobility for the movement of people and freight.

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**Rural Transportation Planning Work Program**  
**FY 2012**

In addition to the work program elements outlined in this RPWP, work shall include other specific activities as requested by SCDOT. The scope of work may also include activities or studies addressing other transportation planning related issues that may be of specific interest to the region. However, the cost to carry out the entire program must be kept within the financial assistance being provided unless additional funds are made available to finance the work.

**I. PROGRAM ADMINISTRATION**

*A. Rural Transportation Program Management*

Description:

This activity includes all ongoing department-wide management and administrative activities necessary to initiate and properly manage the transportation planning process. This does not include activities attributable to specific program activities. There are two objectives for this work task: (1) the administration of transportation planning work program activities; and (2) the completion of necessary contracts, invoices, progress reports, correspondence, grant applications in support of the work program, and meeting coordination and attendance.

Methodology:

- Preparation of meeting agendas, notices, minutes, memorandums, and other correspondence including staff assistance for Transportation Advisory Committee and CRCOG Board of Directors.
- Preparation of quarterly and annual financial progress reports, invoices, and correspondence.
- Completed grant applications and proposals.

**II. TRANSPORTATION PLANNING TECHNICAL ASSISTANCE**

*A. Data Collection Activities for Regional Travel Demand Model*

Description: This task will include working with the South Carolina Department of Transportation in an effort to further develop the existing travel demand model for the Catawba Region. By having this capability, COG staff can work with local jurisdictions and SCDOT in identifying problem areas and analyze alternative highway improvements in the region.

Methodology: An on-going effort to incorporate data into transportation planning products such as the regional travel demand model.

- Continued update to GIS traffic count database.
- Continued collection and analysis of building permit data by census tract for all new construction in region.
- Continued collection and analysis of census data and other socio-economic data for updates to the Long Range Plan for the Catawba Region, and the travel demand model.

*B. Data Collection Activities for Lancaster Portion of Metrolina Regional Model*

Description: This task will include working with the South Carolina Department of Transportation and the Charlotte Department of Transportation in an effort to further develop existing data for the Lancaster County portion of the Metrolina Regional Travel Demand Model.

Methodology: An on-going effort to incorporate data into transportation planning products such as the Metrolina Regional Travel Demand Model.

- Continued update to GIS traffic count database.
- Continued collection and analysis of building permit data by census tract for all new construction in Lancaster County.
- Continued collection of development approvals in Lancaster County.
- Continued analysis of employment patterns in study area,
- Continued collection and analysis of census data and other socio-economic data for updates to the travel demand model.
- Participation in MRM team meetings and activities as appropriate for the Catawba Region.

*C. Long Range Transportation Planning*

Description: This task will include working with the South Carolina Department of Transportation, Regional Transportation Advisory Committee and other local and regional government representatives to continue identification of long-range transportation needs and constraints. Updates will be handled on an annual basis and include on-going efforts to identify fiscally viable projects for potential inclusion in future Statewide Improvement Programs.

Methodology: An on-going effort to incorporate data into long range transportation planning. This effort will include working with SCDOT planning staff to identify potential projects using input from local governments, SCDOT and Federal Highways Administration, Metrolina Region as well as needs identified through public outreach and the Regional Travel Demand Model(s).

- Updated list for potential construction projects including road widenings, new roads, intersection improvements, safety improvements, sidewalks and bikeways.
- Identification of possible local needs studies and plans.
- Meetings with local government representatives including administrators, elected officials, planners and economic developers.
- Enhanced public participation through dissemination of information, and receipt of public comments.

D. *Enhancement Program Management*

Description: Solicit, evaluate, and develop applications for the Transportation Enhancement Program as appropriate.

Methodology: The COG will continue to assist eligible applicants with project scope definition and the preparation of applications. The GOG will continue to monitor the development and implementation of previously funded enhancement projects.

E. *Technical Assistance and Intergovernmental Coordination*

Description: Foster intergovernmental/interagency coordination to ensure a coordinated and comprehensive approach to transportation planning and programming. Serve as liaison between the COG and member governments, the RFATS MPO, York County Transportation Planner, Federal, State and Local agencies. Also serve as liaison between the COG and regional transportation planning efforts such as Consolidated Regional Alliance for Transportation (CRAFT), Metrolina Regional Model (MRM), Regional Roads Committee, Sustainable Communities Initiatives, CONNECT and regional air quality efforts.

Methodology:

- The COG will continue to attend RFATS MPO, MRM and CRAFT meetings to ensure representation of South Carolina interests in regional efforts as appropriate.
- The COG will continue to participate in regional transportation and air quality related initiatives as deemed appropriate and beneficial to the Catawba Region.
- The COG will continue ongoing regional initiatives with the Centralina Council of Governments in the Charlotte Metro Region. These regional initiatives include the CONNECT Regional Visioning effort, Sustainable Communities Initiative related to CONNECT Regional Vision implementation, and other initiatives deemed appropriate and beneficial to the Catawba Region.
- The COG will use SCDOT Freight Data for possible inclusion in a Regional Freight study.
- Catawba Regional COG will continue coordination with SC Department of Health and Environmental Control-Bureau of Air Quality, and US Environmental

Protection Agency (EPA) on current and pending National Ambient Air Quality Standards and impacts on the Catawba Region.

F. *Advanced Project Planning Reports (APPR)*

Description: Advanced Project Planning Reports will be conducted in close coordination between SCDOT and CRCOG for projects identified in the STIP and constrained projects included in long range plans. Planning reports will typically involve transportation improvement projects, such as road widening or new location alignments.

Working with the SCDOT Planning Department, CRCOG will assist with data collection for completion of APPRs.

Methodology: Data that may be used to gauge the extent and patterns of travel, to plan new investments, and to better understand the implications of local decisions on the state's transportation infrastructure.

**III. PUBLIC PARTICIPATION**

A. *Development of Public Involvement Plan*

Description: This task will include working with the South Carolina Department of Transportation in an effort to further develop the existing CRCOG public involvement process into a plan covering actions related to the long-range plan and the Transportation Improvement Plan.

Methodology: As federal requirements stipulate opportunities for public input, CRCOG and SCDOT have partnered in the past to host public hearings in affected communities. CRCOG will craft a plan that will guide the public involvement process in planning for transportation projects in the Catawba Region. Special attention will be given to groups not usually participating in the transportation planning process or under-served populations.

## Catawba Regional COG

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### CRCOG Budget

In FY 2012, the SCDOT will contract with the CRCOG for transportation planning services. The contract amount is \$75,000, with a 20% local match required. This produces a total project budget of \$93,750. The budget for this year's work program by planning element is as follows:

**Catawba Regional Council of Governments  
Rural Transportation Budget Summary  
FY 2012**

Work Element	SCDOT	Local Match	Total	Percent of Total
Program Administration				
<i>A. Program Management</i>	5,000	1,250	6,250	6.7%
Transportation Planning				
<i>A. COG Model</i>	10,000	2,500	12,500	13.3%
<i>B. MRM Model</i>	20,000	5,000	25,000	26.7%
<i>C. LRTP</i>	20,000	5,000	25,000	26.7%
<i>D. Enhancements</i>	2,000	500	2,500	2.7%
<i>E. Technical Assistance</i>	15,500	3,875	19,375	20.7%
<i>F. APPR</i>	500	125	625	.6%
Public Participation				
<i>A. Public Involvement</i>	2,000	500	2,500	2.6%
<b>Total</b>	<b>75,000</b>	<b>18,750</b>	<b>93,750</b>	<b>100%</b>

