



FLORENCE AREA TRANSPORTATION STUDY

UNIFIED PLANNING WORK PROGRAM

Federal ID #57-6000351

Fiscal Year 2012

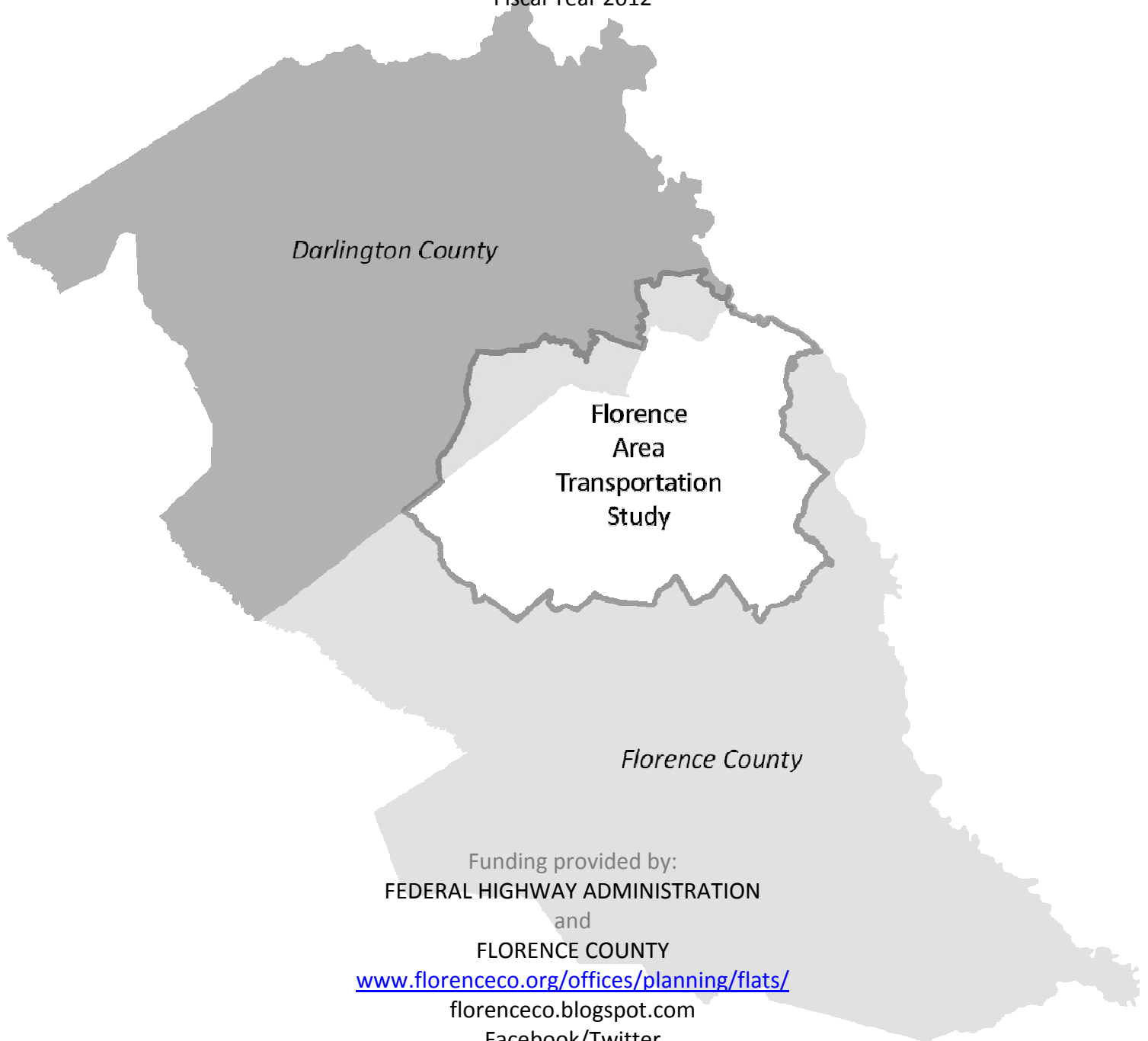


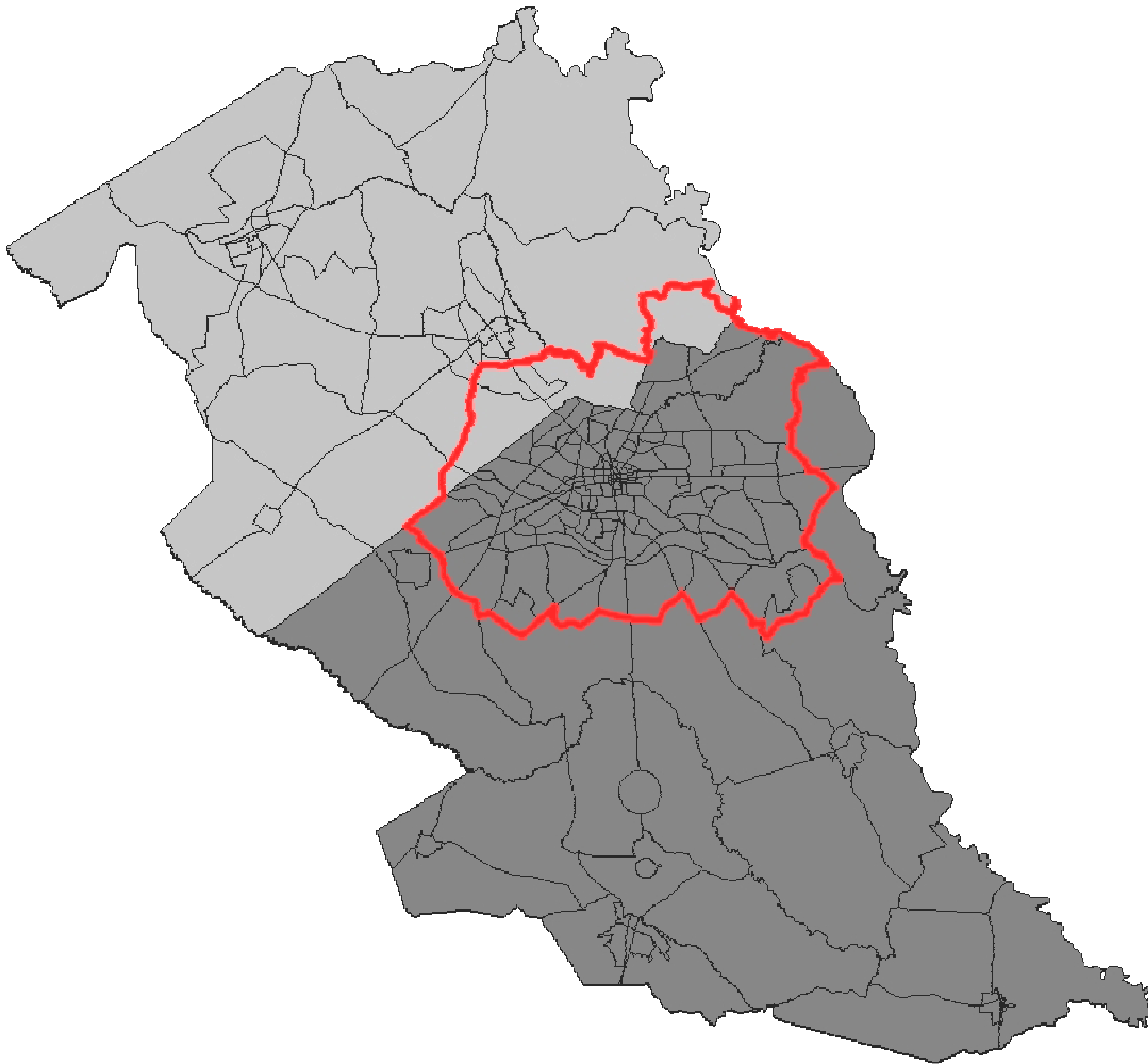
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FLATS Study Area Map

The following map shows Darlington and Florence Counties divided within by traffic analysis zones (TAZ's). These zones are geographic sampling areas established from census tracts, blocks, or a grouping of these to help model traffic problems. The FLATS area is highlighted by a thick boundary line.

- Dark gray area represents Florence County Transportation Analysis Zones (TAZs)
- Light gray area represents Darlington County TAZs
- Thicker outline represents FLATS area



This report was funded in part through grant[s] from the Federal Highway Administration [and Federal Transit Administration], U.S. Department of Transportation. The views and opinions of the authors [or agency] expressed herein do not necessarily state or reflect those of the U. S. Department of Transportation.

Preface

This Unified Planning Work Program (UPWP) identifies the transportation planning activities being conducted by the Florence Area Transportation Study (FLATS) Metropolitan Planning Organization (MPO), which serves the Urbanized Florence Area in South Carolina. The planning activities outlined in the UPWP are to be completed during each fiscal year beginning July 1st, and ending June 30th. Florence County Planning Department, which provides staff support for FLATS, has prepared this document, in consultation with the South Carolina Department of Transportation, Federal Highway Administration, and other agencies involved in transportation planning and implementation. This document is also intended to comply with the Title VI requirements contained in the Federal Regulations for the development of plans and programs.

Annual updates and amendments to the UPWP are performed as addressed in the Public Participation Process plan. Additional information about FLATS planning activities is available at our website: <http://www.florenceco.org/offices/planning/flats/> or by contacting FLATS staff at the Florence County Planning Department at (843) 676-8600.

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Introduction

The Florence Area Transportation Study (FLATS) is the Metropolitan Planning Organization (MPO) servicing a population of approximately 85,324 (US Census 2000) from two member municipalities within two counties. The Unified Planning Work Program (UPWP) outlines the activities that FLATS will undertake in FY 2012 using funds from the Federal Highway Administration (FHWA) and Florence County. State and County fiscal year period for 2012 is July 1, 2011 through June 30, 2012. Federal fiscal year for 2012 is October 1, 2011 through September 30, 2012.

FLATS is allocated a total of \$170,476 (\$170,393 in Planning and Transit, PL/FTA, allocations with \$84 in carryover funds) through bill H.R. 2847, a law continuing SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users) funding through the 2011 calendar year. A total of \$213,095 in planning funds is allocated into three categories with 80% or \$170,476 being federally funded and 20% or \$42,619 local matching amount from Florence County. The three categories included in the UPWP are (A) Program Administration, (B) Surveillance and (C) Documentation and Analysis. The overall goal for this term is to minimize administrative costs while focusing on public participation and traffic congestion modeling.

SAFETEA-LU is the federal law that directs transportation planning actions (Titles 23 and 49, United States Code). FLATS adopted the eight Planning Emphasis Areas (PEA) described under this law into transportation planning in the FLATS jurisdiction. The UPWP describes the specific tasks for FLATS for FY 2012 pursuant to these PEAs.

The FLATS program strives to include local officials, business owners and citizens input into the decisions directing expenditures of transportation funds within the urban area of Florence, South Carolina. Any major road project or transit project that takes place in this area utilizing federal funds must be considered and approved by the FLATS Policy Committee.

FLATS continues to coordinate with local transportation interests and long-term planning partners including the Pee Dee Council of Governments (PDCOG), Pee Dee Regional Transportation Authority (PDRTA), local governments within the FLATS area as well as members of the public.

Committee Members

Policy Committee (Voting)

The FLATS Policy Committee is the decision-making body that transacts the business to develop FLATS in accordance with State and Federal laws and regulations. The FLATS Policy Committee consists of the following voting and non-voting members:

Mayor, City of Florence
Councilman, City of Florence
Mayor, Town of Quinby
Chairman, Florence County Council
Councilman, Florence County
Senator, South Carolina Senate (District 31)
Representative, South Carolina House of Representatives (District 63)
Commissioner, South Carolina Highway Commission (District 6)
Chairman, County Transportation Committee

Policy Committee (Non-Voting)

City Manager, City of Florence
Administrator, Florence County
Director, Florence County Planning and Building Inspection Department
Deputy Secretary of Transportation, SCDOT
District Highway Administrator, SCDOT (District 5)
Chairman, Florence County Planning Commission
Executive Director, PDRTA
Chairman, Florence Airport Commission
Division Administrator, FHWA
Chairman, City of Florence Planning Commission

Study Team

The Study Team, which is established by the Policy Committee, provides a forum for discussion and resolution of relevant issues and monitors technical activities for recommendation to the Policy Committee. In addition, the Study Team directs and considers for recommendation to the Policy Committee all major studies and planning activities. The FLATS Study Team consists of the following members:

Director of Urban Planning and Development, City of Florence
Chairman, Florence County Planning Commission
Planner, Pee Dee Regional Council of Governments
Area Planning Engineer, SCDOT
District 5 Traffic Engineer, SCDOT
Environmental Engineer, FHWA
Program Manager, Pee Dee Regional Production Group, SCDOT
Economic Development Manager, SCDOT-Office of Public Transit

Director, Pee Dee Regional Transportation Authority
Director, Florence County Planning and Building Inspections Department
Planning Services Officer, Florence County Planning and Building Inspections Department
Chairman, City of Florence Planning Commission
Director, Darlington County Planning Department
Enhancements Coordinator, SCDOT
Director, SCDOT – Office of Public Transit
Transit Planner, SCDOT – Office of Public Transit

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Planning Emphasis and Issues

Two key planning issues to address are improvements in the implementation of safety measures in the planning process and providing a multi-modal transportation network that can be financially justified. Constant changes in the economy offer many challenges for FLATS. Focusing on operational improvements and the protection of existing corridors through access management offers relatively low cost projects that can significantly improve congestion and safety on our streets and roads.

The 2010 Census for the FLATS area has not been formally released. A population growth for the FLATS area is anticipated and there is a potential for a new expanded boundary for the FLATS MPO urbanized area. With this potential growth, planning to reduce/mitigate congestion will be mandatory, greater demographic data development of the entire MPO area will be needed, staff will need to monitor air quality issues and there will be an emphasis on GIS/GPS activities. FLATS works closely with the City of Florence Parks and Beautification Department in enhancing its current Florence Trail System. Enhancing the FLATS area to a more pedestrian/bicycle friendly area will assist in improving traffic flow, maintaining the current air quality status and increase public involvement in the planning process.

FLATS staff will continue to incorporate the following Planning Emphasis Areas into the program (U.S. Code Title 23 Section 134 (f)(1)(A-G) and Title 49 Section 5303 (b)(1)(A-G)):

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation, and;
8. Emphasize the preservation of the existing transportation system.

Throughout the UPWP for FY2012, these factors are emphasized and associated with the function and coordination of the multi-modal transportation planning process. The development of goals, objectives, and policies; committee structures and staffing; interagency linkage and information; and staffing of various work elements are the main concern of transportation planning coordination.

The following table indicates the planning emphasis areas that staff will continue to focus on as objectives are fulfilled for each section of the UPWP.

UPWP Task	Planning Emphasis Area (PEA's)							
	1	2	3	4	5	6	7	8
A-1		◇	◇					
A-2				◇		◇		
A-3					◇			◇
B-1		◇	◇				◇	
B-2	◇				◇		◇	◇
B-3		◇	◇				◇	
C-1		◇		◇	◇	◇		◇
C-2	◇			◇	◇		◇	◇
C-3	◇	◇	◇			◇	◇	

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FUNDING

The funding, by activity and source, for the transportation program of the Florence Area Transportation Study (FLATS) Metropolitan Planning Organization (MPO) is shown below in Table I.

Table I: Proposed Funding Sources – FY2010

WORK TASK	PERCENTAGE	FHWA	LOCAL SHARE	TOTAL
Administration	7%	11,934	2,983	14,917
Public Participation	8%	13,639	3,409	17,048
Transportation Enhancement Program	5%	8,524	2,131	10,655
Mapping	20%	34,095	8,524	42,619
Air Quality Surveillance	5%	8,524	2,131	10,655
Traffic Surveillance	10%	17,047	4,262	21,309
Development and Maintenance	10%	17,047	4,262	21,309
Socioeconomic and Land Use Data	20%	34,095	8,524	42,619
Public Transportation Planning	15%	25,571	6,393	31,964
TOTAL	100%	170,476	42,619	213,095

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A. Program Administration

A-1 Administration

Objective:

To administer the transportation planning program in the FLATS area, including coordinating all activities of the Policy Committee and Study Team, developing narrative reports for citizens and public/private agencies, and providing liaison activities among government agencies and the public. Other administrative activities include preparing narrative and expenditure reports, maintaining financial accountability including an annual report, keeping routine correspondence, and preparing and retaining information related to billing and training.

Previous Responsibilities and Projects:

Staff attended various workshops and conferences and made presentations at public meetings and workshops as necessary. Staff organized on-going meetings as necessary for the FLATS Study Team and Policy Committee to include developing agenda correspondence, maintaining records and preparing minutes. Previous projects and responsibilities by staff were as follows:

- Organized Policy Committee and Study Team Committee meetings on an on-going basis;
- Attended SCAPA annual meetings and MPO conferences;
- Presented the initial draft of the updated Long Range Transportation Plan (LRTP) to the Study Team and Policy Committee;
- Developed the Transportation Element for the Comprehensive Plan as required by State Statute. Workshops and public meetings organized by staff were held during the process of completing this element as follows:
 - Planning Commission workshops were held;
 - Public meetings were held at three county municipalities;
 - Planning Commission's public hearing and recommendation by Resolution to County Council for this element was held;
 - County Council adopted by Ordinance during the first quarter of FY2011.
- Staff began developing the Priority Investment Element for the Comprehensive Plan as required by State Statute during FY2010. Initial meetings and information requests were imperative to obtain critical statistics required to be included in this element. These meetings and information requests were as follows:
 - Two meetings between FLATS' planning staff, County Planning Director and County Finance Director;
 - Three meetings between FLATS' planning staff and County stakeholders whose fields of expertise would assist in obtaining required information;
 - Meeting between FLATS' planning staff and Florence County School District One Director;
 - Element workshop between FLATS' planning staff and Planning Commission;

- FLATS' planning staff presented specific information request to appropriate County governmental departments, County municipalities and adjacent municipalities;
- Prepared and submitted the FY2011 UPWP to the South Carolina Department of Transportation during the last quarter of FY2010;
- Attended an FHWA Livability workshop for educational purposes to begin planning livability initiatives for future transportation projects;
- Attended quarterly community meetings with two organizations eligible for grants to take on projects to enhance the transportation system into a more multi-modal network, increase the current Florence Trails System and to educate and encourage daily activity and healthy nutrition to Florence residents.

Anticipated Responsibilities and Projects:

Staff will continue preparing correspondence, agreements, agenda items, and minutes and maintain all records for on-going FLATS Study Team and Policy Committee meetings. Staff will update Federal documents as required and hold the appropriate public comment period for each document. Public notices for all meetings, documentation and other FLATS activities will continue. Projects and responsibilities for the remainder of FY2011 and FY2012 are:

- Administer public comment periods as appropriate prior to presenting each of the following updated documents to the FLATS Study Team and Policy Committee:
 - FY2012 Unified Planning Work Program (UPWP) (30-day comment period)
 - Public Participation Process plan (PPP) (45-day comment period)
 - Transportation Improvement Plan (TIP) amendments (10-day comment period)
- Complete 2035 LRTP and present to the Study Team and Policy Committee;
- Complete the Priority Investment Element and present to Planning Commission and County Council;
- Provide the FLATS Policy Committee and Study Team with the administrative work and technical assistance needed to effectively operate as a Metropolitan Planning Organization (MPO) and update the Federal required documentation;
- Prepare and maintain correspondence, agreements, agenda items and maintain all records of FLATS activities;
- Prepare maps, and PowerPoint presentations for the Study Team and Policy Committee meetings;
- Provide citizens, developers, consultants and government agencies with information on items such as traffic reviews, elements of design, development of grant applications and public transportation;
- Maintain written correspondence with citizens, local governments, developers, and other agencies to provide a record of the yearly activities;
- Speak at public meetings to provide opportunities for the public to discuss transportation related issues;
- Attend seminars, conferences and workshops as required for MPOs;
- Post public notices for meetings, Federal documents and other FLATS activities as guided by the Public Participation Process through the following venues:

- Local Newspaper
- Florence County FLATS webpage
- FLATS transportation website
- Florence County Blog, Facebook and Twitter
- E-mail notification to FLATS Distribution List, FLATS Stakeholder List, and Florence Trails Committee
- Place all Federal and other FLATS activity documents on the Florence County website and update as necessary (www.florenceco.org/offices/planning/flats/);
- Purchase office supplies, computer hardware and software and upgrades as necessary;
- Work with SCDOT as necessary on updates to the Statewide Transportation Improvement Plan (STIP);
- Work with officials on various planning projects, including the one-cent sales tax projects currently funded by the State Infrastructure Bank (SIB);
- Before publishing any Requests for Proposals (RFPs) for consulting services, staff will present SCDOT the information for review and approval. Also, all funds administered by SCDOT, regardless of source, will continue to be subject to the provisions of the OMB Circular A-133, the Single Audit Act;
- Continue to administer and prepare documentation for the Florence Trails Committee meetings and implementing the 2004 Florence Area Bikeway Master Plan;
- Attend training sessions and seminars on urban transportation planning and review transportation related circulars and newsletters as available;
- Continue all compliances with Title VI/Environmental Justice regulations;
- Recent funding changes demand close attention. The federal program to fund FLATS and other MPOs for transportation related projects, SAFETEA-LU, expired in FY2010. SAFETEA-LU funding will continue as a result of H.R. 2847 until a new Transportation Bill has been passed. FLATS staff will continue to monitor development of the next transportation planning funding initiative and will anticipate a performance-based project funding allocation;
- Review goals from each element of the Comprehensive Plan to discuss with County Planning Director for potential new ordinances;
- Introduce a Complete Streets initiative.

Staffing:

County Planning Department

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 2,983
Federal	80%	\$ 11,934
TOTAL COST		\$ 14,917

A-2 Public Participation

Objective:

Present a system to inform and involve individuals and agencies/groups of transportation planning efforts and the development of transportation plans in the FLATS area. County Planning staff and the FLATS staff will make available any information on the planning process and/or FLATS activities that may be of interest to any persons or groups as requested. The mailing list will be updated accordingly. The Public Participation Process will also be updated.

Previous Responsibilities and Projects:

Staff has continued to follow the guidelines in the original FLATS Public Participation Process plan (PPP) which was adopted by the Policy Committee in FY2009. All meetings are open and advertised for the public and documents are available on the Florence County website and maintained by FLATS staff. Previous projects and responsibilities by staff were as follows:

- The PPP has been updated to comply with the three year update requirement;
- The FY2012 UPWP has been updated to comply with the annual update requirement;
- The Transportation Improvement Plan (TIP) has been amended as required;
- The FLATS mailing list of groups and individuals is updated on an on-going basis;
- The third edition of the FLATS Newsletter has been developed for distribution;
- Actively requested public comment on transportation-related documents;
- Posted transportation related activities on the Florence County Planning Blog (www.florenceco.blogspot.com), Facebook and Twitter accounts to facilitate information sharing;
- The Florence County website and FLATS transportation website are updated on an on-going basis as necessary;
- Posted timely updates of the LRTP on the Florence County transportation website;
- Maintained records of public attendance and public comments for FLATS meetings and FLATS documents.

Anticipated Responsibilities and Projects:

Staff will increase the process to contact with citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties regarding transportation planning in the FLATS area. Specific staff responsibilities and projects are as follows:

- Advertise and manage the 45-day public comment period for the updated PPP and present to the FLATS Study Team and Policy Committee;
- Advertise and manage the 30-day public comment period for the FY2012 UPWP and present to the FLATS Study Team and Policy Committee;

- Advertise and manage the 10-day public comment period for the amended TIP and present to the FLATS Study Team and Policy Committee;
- Work with SCDOT to update the public participation process to identify all required stakeholders according to SAFETEA-LU and following legislation;
- Continue to conduct public meetings to increase awareness, involve the public and seek public comments;
- Publicly advertise all meetings and projects in a timely manner as required;
- As part of the public participation effort, staff will continue to host the Florence Area Trails Committee, which citizens are invited to attend;
- Representatives from minority groups and low-income groups will continue to be included on the mailing lists for the FLATS Policy Committee meetings;
- Ensure that someone will be identified who can assist staff with communicating with non-English speaking persons;
- The periodic review to update the Public Participation Process plan will begin again in FY2013 in line with a two-year cycle to ensure that the program is functioning as an effective method for public involvement for all;
- As the Transportation Improvement Plan (TIP) is updated and amended, a public comment period will be provided as required by federal law and in accordance to the Public Participation Process plan;
- Maintain and update Florence County websites pertaining to planning and FLATS activities;
- Prepare fourth edition of the FLATS Newsletter for distribution;
- Prepare transportation activity information on a monthly basis and upcoming meeting agenda items on the Florence County Blog, Facebook and Twitter;
- Meet with the FLATS Freight Study group as necessary to discuss the latest freight traffic issues;
- Maintain a record of public involvement.

Staffing:

County Planning Department

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 3,409
Federal	80%	\$ 13,639
TOTAL COST		\$ 17,048

A-3 Transportation Enhancement Program

Objective:

To maintain the process for selecting enhancement projects to be included in the Transportation Enhancement Program and to be a liaison between the grant recipients and SCDOT. The enhancement projects that are selected will be listed in the TIP. The projects that are considered and information on these projects will be available from the FLATS staff at any time during the planning process.

Previous Responsibilities and Projects:

Staff coordinates with the City of Florence on a quarterly basis and documents the project status on the two active enhancement projects as approved by the FLATS Policy Committee. Florence County has been approved as the Local Public Agency (LPA) for the Red Doe Plantation project as approved by the FLATS Policy Committee. County Administration is currently coordinating the design review with SCDOT. Notices have been sent to potential applicants for upcoming funding cycle of enhancements. Previous projects and responsibilities by staff were as follows:

- City of Florence approved enhancement projects update:
 - The Lucas Street Gateway project (FY2007). The City of Florence is the approved LPA for the project. This project is in final design and bid spec stage.
 - The Irby Street Gateway project (FY2009). This project has been formally cancelled at the request of the City of Florence.
 - The NoName Creek Greenway project was recently approved by the Policy Committee to replace the Irby Street Gateway project for the FY2009 enhancement funds. The City is awaiting final approval from SCDOT.
- Red Doe Plantation project (FY2008.) County Administration is coordinating the design review with SCDOT;
- FLATS staff presented an enhancement project proposal from The City of Florence to the FLATS Policy Committee requesting utilization of FY2010 and FY2011 available funds. Policy Committee has requested revisions to their proposal;
- FLATS is assisting SCDOT to insure that a Local Public Agency (LPA) is designated and approved by SCDOT to serve as an LPA for each enhancement project.

Anticipated Responsibilities and Projects:

Prepare potential enhancement project documentation to present to the FLATS Study Team and Policy Committee as applications are received for available enhancement funds. Ensure the specifics on the proposed projects are posted and available for public comment. Maintain correspondence with SCDOT on enhancement projects as applicable. Projects and responsibilities for the remainder of FY2011 and for FY2012 are:

- Implement new MPO Enhancement Program Guidelines as revised;
- Present revised enhancement project from The City of Florence to the FLATS Study Team and Policy Committee;

- Maintain quarterly status record of active enhancement projects;
- Post notices for the public to review proposed projects in advance of decision-making process;
- After grants have been awarded, work with the applicant and SCDOT on the items listed in the Transportation Enhancement Program guidelines on all approved projects;
- Assist all FLATS area government agencies with transportation enhancement grant projects.

Staffing:

County Planning Department

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 2,131
Federal	80%	\$ 8,524
TOTAL COST		\$ 10,655

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B. Surveillance

B-1 Mapping

Objective:

To provide a visual instrument that identifies areas of study and provides a detailed tool for planning and analysis within the FLATS area. The Florence County Planning Department and GIS Department will maintain digital data for all projects and responsibilities.

Previous Responsibilities and Projects:

Staff continues to produce maps for land use and trend analysis as necessary. Previous maps were developed for inclusion in the 2035 LRTP and both the Transportation and Priority Investment Elements of the Comprehensive Plan. In addition, specific informational maps were developed as requested by Pee Dee Regional Transportation Authority (PDRTA). County-wide address and roads databases and foreclosure statistical reports and maps are continuously maintained.

Previous projects and responsibilities by staff were as follows:

- Presented amendment request to the Land Use map for the Comprehensive Plan from the Town of Pamplico to Planning Commission and County Council;
 - Advertised for public comment prior to presenting to government officials
 - Upon approval, made the appropriate amendments to the map and updated the website map for public knowledge and internal documentation
- Prepared new and revised route and bus stop location maps for PDRTA. Staff continues to provide digitized information as requested;
- Created new and updated existing GIS information as necessary for consultant as requested for their use in creating maps for the LRTP and Transportation Element. Numerous maps were created to show specifics on existing conditions and potential areas of improvement;
- Created maps for the Priority Investment Element;
- Maintained monthly foreclosure tracking through GIS and presented to County Administration. This information has been forwarded to stakeholders and posted on the Florence County Blog and referenced on Facebook and Twitter;
- Spatially tracked County building permits and maintained accurate road maps and bus routes through GIS;

Anticipated Responsibilities and Projects:

Staff will continue to assist PDRTA with updates to their routes and bus stop signage GIS data and provide a new road Atlas as necessary. In addition to PDRTA, any new road data will be made available to emergency personnel and other public entities to increase the effectiveness of the transportation system. Projects and responsibilities for the remainder of FY2011 and for FY2012 are:

- Continue to assist PDRTA in updating their route maps. In addition, as new census data is available, staff will assist PDRTA providing further GIS information to determine locations where increased transit service may be needed for transit-dependent populations;
- Continue to work with the Assessor’s Office, Geographic Information Systems (GIS) Department and Engineering Division to maintain an accurate centerline and parcel map;
- Update the Comprehensive Plan Land Use Map as amendments are approved by Planning Commission and County Council;
- As new roads are proposed in the area, staff will verify the road for an accurate placement utilizing GPS and include attribute data, such as road surface type and bridge location. Notify emergency personnel, law enforcement, transit operators and other public entities of all updates;
- Development of our data so that GIS becomes an integrated system among County departments;
- Produce maps to analyze socioeconomic data in the FLATS network;
- Become fluent and utilize Community Viz scenario planning software to compare land use, natural resource management and transportation amenities for future land use alternatives, to quantify impacts that might result from those alternatives and to visualize their impacts;
- Explore ways in which GIS can be applied to enhance stakeholder involvement in transportation projects;
- Update accurate address information on-going;
- Continue to track foreclosures, analyze clusters and compare to statistics such as distance driven to work, distance from center of town and distance from public transit and socioeconomic trends;
- Research data and conduct studies to develop a congestion model for the FLATS area. Retain a consultant for assistance. Congestion modeling considers locations of high traffic by integrating information such as employment, business types, residential density, speed and TAZ’s. The completion of the 2011 Census data will have potential updates to be utilized.

Staffing:

County Planning and GIS Departments

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 8,524
Federal	80%	\$ 34,095
TOTAL COST		\$ 42,619

B-2 Air Quality Surveillance

Objective:

Track current Federal and State legislation and ozone levels in air quality for the FLATS area in an effort to maintain compliance with the Environmental Protection Agency's National Air Quality Standards.

Previous Responsibilities and Projects:

FLATS staff coordinates with DHEC regarding air quality monitoring. Staff has researched and remains up to date on the current requirements of SAFETEA-LU and the Environmental Protection Agency (EPA) standards for air quality and its impact on the planning process. Staff attends seminars and workshops as available regarding air quality and transportation conformity. Previous projects and responsibilities by staff were as follows:

- Staff attended the following two meetings/workshops sponsored by the EPA regarding air-quality:
 - Transportation Conformity Kick-Off and Transportation Conformity 102. The purpose of these meetings was to address the transportation planning requirements involved in non-attainment areas and how to prepare potential projects in advance of regulations.
- In March of 2009, Florence County approved and staff managed a Hybrid Vehicle Rebate Program to help promote air quality improvement initiatives and to promote public discussion and awareness of challenges to air quality. Nine rebates were issued to Florence area residents during the program. The program ended in June of 2010 as County Council voted not to continue the program;
- In addition, a Home Improvement Rebate Program for limited home improvements also approved by Florence County and managed by staff. This program focused on power generation (solar and wind), primary heat source replacement from wood burning systems and green construction projects that met LEED or EarthCraft certifications. Staff managed this program. No applications were received for this program which also ended in June of 2010. County Council voted not to continue the program.
- Staff has developed a tree preservation brochure utilizing a state Community and Urban Forestry grant and has drafted a policy with the assistance of community stakeholders.

Anticipated Responsibilities and Projects:

The FLATS staff will incorporate procedures as required by EPA, SCDHEC, SCDOT, FHWA and other State and Federal agencies as applicable to determine the conformity of transportation plans, projects and programs. Staff will continue coordinating with DHEC regarding air quality monitoring. Staff will work with DHEC to educate the FLATS Policy Committee, public officials, stakeholders, and citizens on strategies to positively affect air quality. Projects and responsibilities for the remainder of FY2011 and for FY2012 are:

- Review potential expertise that will be necessary if the FLATS area is labeled non-attainment with the soon to be announced tightening of air quality standards;

- Should the FLATS area be declared a non-attainment area, staff will be required to demonstrate, through regional emissions analysis, that the estimated on-road motor vehicle emissions of projects included in the LRTP and TIP will be less than the allowable estimated on-road motor vehicle emissions listed in the Statewide Transportation Improvement Program (STIP).
- If the FLATS area cannot show that a planned project will allow the area to meet or be less than the emission levels required, then it shall be required to modify its TIP and LRTP by removing projects or adding other controls or programs until emission requirements are met. Failure to comply can result in freezing of all federal funds (from both FHWA and FTA) and possibly more severe restrictions.
- Research grants and other assistance available for diesel emission reduction projects, retrofits, idle reduction technologies, cleaner fuel use, engine repowers, upgrades, and for vehicle and equipment upgrades;
- Organize individual stakeholder meetings with entities that would be directly affected for their input on developing a tree preservation program.
 - Prepare additional public presentation material and organize public meetings to educate the importance of a tree preservation program, explain the benefits of preserving and/or planting trees and obtain additional public input.
 - Educate our community on EPA’s proposal to strengthen the national ambient air quality standards for ground-level ozone and the potential consequences should the FLATS area become non-attainment.

Staffing:

County Planning Department

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 2,131
Federal	80%	\$ 8,524
TOTAL COST		\$ 10,655

B-3 Traffic Surveillance

Objective:

Monitor the highway system and collect travel data such as volume and direction of traffic, turning direction, and lane of travel. Improve efficiency, reliability, safety, security, and volume affecting the movement of traffic including freight in the FLATS area.

Previous Responsibilities and Projects:

Staff utilizes the SCDOT Average Annual Daily Traffic (AADT) counts on a daily basis to assist citizens or County agencies with areas in question and to determine if a proposed new project will have a significant impact for potential traffic congestion. This information is included in reports to the governing officials as each project is presented to them. Previous projects and responsibilities by staff were as follows:

- Surveyed local freight companies for areas of concern for freight traffic to be included in the LRTP and Transportation Element;
- Provided traffic data to be used in daily operations as applicable;
- Identified areas of improvement for the LRTP update;
- Identified areas of improvement for the Transportation Element;
- Staff has participated in various traffic-related meetings and continues to use the data to complete traffic reviews for various projects.

Anticipated Responsibilities and Projects:

Increase collection and research on areas of concern regarding safety, security, freight and traffic congestion and coordinate with the appropriate County or State agency. Continue tabulating and analyzing SCDOT traffic count data for our area to determine changing patterns particularly as existing transportation planning documents are updated. In areas of high congestion, request traffic studies from SCDOT or supplemented by private studies to ensure effective and safe traffic conditions. Projects and responsibilities for the remainder of FY2011 and for FY2012 are:

- Continue to provide AADT count data as requested;
- Continue to incorporate SCDOT traffic counts for our area into maps and traffic reviews for projects;
- Identify roads, highways, and intersections with high accident potential;
- Identify potential roadway improvements and enhancement projects for information in the next update of the LRTP;
- Survey the public to identify hazardous roads, highways and intersections;
- Coordinate with the Department of Health and Environmental Control (DHEC), SCDOT and other agencies to ensure compliance with the National Environmental Protection Act (NEPA);
- Coordinate to improve the interconnectivity of streets (grid network);
- Provide recommendations to increase safety measures in new developments;

- Protect existing corridors with access control measures and interconnectivity between developments;
- Continue to remain in contact with emergency management and law enforcement personnel about safety and security issues in the FLATS area;
- Increase collection and study data on congested areas in support of anticipated congestion modeling capabilities;
- Continue coordinating with the local SCDOT office to review the timing of signalization on streets with congestion issues;
- Work with SCDOT on their Transearch statewide freight database. The FLATS' MPO has the opportunity to share this data to allow for customization at the regional level and to address similar regional freight planning needs. Staff will utilize the database as a planning tool to analyze current and future freight flows by origin, destination, commodity, and transport mode;
- Collect information from local freight and freight service companies through origin/destination surveys and interviews to:
 - identify and access existing and future freight movement and regional infrastructure for all modes;
 - identify regional freight needs and challenges;
 - facilitate a task force of stakeholders;
 - determine freight capacity of major routes;
 - Research data to develop a comprehensive freight transportation profile.
- Develop a comprehensive local freight movement model to include:
 - Identifying regional freight corridors or networks critical to freight movement in the region;
 - map future primary freight routes;
 - quantify economic significance of freight in the region;
 - quantify environmental and social impacts related to freight movement;
 - development freight-supported land use guidelines;
 - identify potential short-term and long-term freight improvement projects;
 - research potential infrastructure improvement projects to facilitate efficient movement of goods in the region.

Staffing:

County Planning Department

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 4,262
Federal	80%	\$ 17,047
TOTAL COST		\$ 21,309

C. Documentation and Analysis

C-1 Development and Maintenance

Objective:

Maintain the FLATS program by developing the Unified Planning Work Program (UPWP), the Transportation Improvement Plan (TIP), and the Long Range Transportation Plan (LRTP) in compliance with federal regulations as they relate to metropolitan transportation planning. In addition and as needed, staff will update Florence County's Comprehensive Plan which includes nine elements.

Previous Responsibilities and Projects:

Prepared the Annual Federal Obligation Report as required by SCDOT, updated the Long Range Transportation Plan (LRTP), the Public Participation Process plan (PPP), the Unified Planning Work Program (UPWP) and amended the Transportation Improvement Plan (TIP). Prepared and maintained quarterly Planning (PL) funding reports for SCDOT. Staff began developing the Priority Investment Element for the Comprehensive Plan. Previous projects and responsibilities by staff were as follows:

- Prepared the FY2010 Annual Federal Obligation Report. Submitted the document electronically to SCDOT and posted on the FLATS County webpage;
- FLATS staff updated the Public Participation Process plan (PPP) for the three year update requirement;
- Staff updated the FY2012 UPWP;
- Staff made amendments to the TIP;
- Staff began updating the LRTP with the assistance of a third party consultant. The LRTP was prepared to integrate the state requirements of Act 114;
 - As updates to the LRTP progressed, this information was posted on the FLATS Transportation website;
 - Staff organized meetings with various stakeholders to include environmental, alternative transportation, freight community, realtor community, state and federal representatives, and city and county officials during the update process;
 - Public workshops were held at intervals during the planning process for public input. Public notices for workshops were placed in the local newspaper, placed on the County website, County blog and placed on the transportation website specifically developed for updates to the LRTP;
 - FLATS stakeholders and distribution list contacts were notified via e-mail with workshop dates. Furthermore, as new plan updates were added to the transportation website, FLATS stakeholders and distribution list contacts were notified for their review and comment;
- Prepared and maintained for record, quarterly PL fund reports for SCDOT.

Anticipated Responsibilities and Projects:

Complete the LRTP. Hold public comment periods on LRTP, PPP, UPWP and TIP prior to presenting to the FLATS Study Team and Policy Committee. Prepare on-going quarterly PL funding reports. Complete the Priority Investment Element and present to Planning Commission and County Council. Projects and responsibilities for the remainder of FY2011 and for FY2012 are:

- Complete the LRTP chapters relating to financing and projects with the assistance of SCDOT and/or consultant. Hold public comment period prior to presenting to the FLATS Study Team and Policy Committee;
- Advertise for and manage public comment period for the PPP, UPWP and TIP prior to presenting to the FLATS Study Team and Policy Committee;
- Complete the Priority Investment Element, advertise accordingly and present to Planning Commission and County Council.
- Continue preparing and maintaining quarterly PL funding reports for SCDOT;
- Identify operational improvement projects to address safety and congestion issues;
- Research potential Overlay Corridor Districts for each quadrant entering the City of Florence;
- Staff will continue to work with and organize the Florence Area Trails Committee meetings to promote multi-modal transportation to our current and developing network;
- Comply with the Title VI requirements contained in the federal regulations in the development of the plans and programs (42 U.S.C. Section 2000d);
- Comply with the Disadvantaged Business Enterprise (DBE) program to the extent authorized by federal law. These compliances are stated in the Civil Rights Section 12 of the FTA Master Agreement;
- Continue to work with SCDOT on the statewide plan as it relates to freight. As this plan develops, staff can use the plan when considering future projects;
- Staff may also work with consultants on network improvement studies. These studies would involve investigating key problem areas, including intersections and finding cost effective ways to improve traffic conduction.

Staffing:

County Planning Department, SCDOT and consultant(s)

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 4,262
Federal	80%	\$ 17,047
TOTAL COST		\$ 21,309

C-2 Socioeconomic and Land Use Data

Objective:

Gather and maintain data and information to be used in transportation planning. Continue updating and maintaining various planning databases.

Previous Responsibilities and Projects:

Staff continues updating and modifying land use data through GIS on a daily basis as necessary. Several databases, including zoning and land use, have been created. The applicant's name, address, zoning district and type of work is included in the zoning database. This, as well as other information, has been used to direct traffic modeling. Previous projects and responsibilities by staff were as follows:

- Socioeconomic and land use data has been collected and maintained. Land use maps have also been produced for the existing and future use of land on a parcel by parcel basis;
- Staff has incorporated various aspects of transportation planning into each of the elements of the comprehensive plan as described in the federal regulation;
- SAFETEA-LU encourages the consultation and coordination "with planning officials responsible for other types of planning activities affected by transportation". The efforts made on the comprehensive plan have helped to achieve this goal in our area;
- In updating the transportation element, staff planned on the need to focus on the importance that transportation and associated operations play in economic development, environmental and land use decisions.

Anticipated Responsibilities and Projects:

Data from traffic analysis zones and from building permit databases will continue to be created to track growth. Staff will integrate scenario planning in an effort to understand the impacts of growth, especially the relationship between transportation and the social, environmental and economic development of regions. Projects and responsibilities for the remainder of FY2011 and for FY2012 are:

- The FLATS area covers portions of Florence and Darlington counties. Development and land use throughout both counties affects the traffic and transportation system in the FLATS area. Although Florence County is not responsible for comprehensive planning for Darlington County, consideration of their plan in relation to the FLATS area is useful;
- Staff will continue to update governing bodies on the latest planning activities that may be affected by transportation;
- Staff members will continue monitoring the transportation system throughout its development including working on projects, such as the one-cent sales tax projects, that connect the FLATS network to other areas in the county;

- SAFETEA-LU also places emphasis on recreational travel and tourism. By identifying socioeconomic and land use points of interest in Florence County, such as historic sites and parks, this will enable staff to promote recreation and tourism;
- Building permit and development data will continue to be tracked. This task will allow the comparison of past with future growth and show residential growth from new subdivisions and commercial growth from new and altered developments;
- FHWA encourages and supports scenario planning. Staff will actively use scenario planning with CommunityViz software. Scenario planning emphasizes those conditions that may shape the future and identifies how these conditions might interact rather than attempt to present one specific outlook.
- Staff will increase their efforts to improve coordination between land use and freight planning in an effort to preserve and enhance efficient and safe access and mobility for freight transportation. Integrating land use and transportation planning and development is just one of many assets of sustainable communities and neighborhoods.

Staffing:

County Planning Department

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 8,524
Federal	80%	\$ 34,095
TOTAL COST		\$ 42,619

C-3 Public Transportation Planning

Objective:

Staff will assist PDRTA with GIS mapping and related services in a way that is useful and beneficial to their needs. Staff will assist in monitoring public transportation routes to assess needs based on existing ridership, Census patterns, and on areas of projected growth and development.

Previous Responsibilities and Projects:

Staff prepared new and revised route and bus stop location maps for the local transit agency, PDRTA. Since preparing these new maps, staff continues to provide digitized information as requested. Staff provides PDRTA with updated road/centerline information such as new road construction and/or changes to existing streets in addition to updates to the County Road Atlas annually. Previous projects and responsibilities by staff were as follows:

- Provided PDRTA administration updates for the County as new roads were developed for their use;
- Staff updated and created new and revised route and bus stop location maps and other digital information for PDRTA;
- Staff continuously provides mapping updates to PDRTA in order to develop new routes and identify ridership;
- Staff maintains an internet mapping website, which can be used to locate addresses, find major buildings, identify subdivisions/industries, and pinpoint other landmarks. This website also has road information, including surface type.

Anticipated Responsibilities and Projects:

Continue coordination and meetings with PDRTA in an effort to ascertain their transportation facility needs and to disseminate materials gathered or produced by the planning staff regarding transportation planning. Projects and responsibilities for the remainder of FY2011 and for FY2012 are:

- Staff has direct contact with PDRTA on a continual basis and will keep them apprised of project activities as well as aide in PDRTA projects such as signage and facility planning as necessary;
- Staff will continue to assist PDRTA with GIS mapping services to include the following:
 - *Assist PDRTA in mapping routes and locating ridership.* As part of this effort, we will not only provide updated road/centerline information, but also economic development information to assist in the expansion of their current services;
 - *Providing population maps.* By providing PDRTA with maps of identified populations, they may be able to improve service and update their fixed routes and potentially add new services, stop locations, and even a new transfer point;

- *Assigning parcel-specific addresses.* As part of GIS, staff will work to assign an address to each parcel in Florence County. This will help PDRTA locate users more efficiently.
- Staff will continue to send the updated County Road Atlas to the PDRTA annually;
- Staff will continue to share requested data with and send meeting notices to PDRTA constantly involving them in the transportation planning process.

Staffing:

County Planning and GIS Departments

Estimated Date of Activity Completion:

June 30, 2012

Financial Responsibility:

<i>Source of Funds</i>	<i>Ratio</i>	<i>Cost</i>
Local	20%	\$ 6,393
Federal	80%	\$ 25,571
TOTAL COST		\$ 31,964

Appendix A. List of Acronyms

AADT	Average Annual Daily Traffic
DBE	Disadvantaged Business Enterprise
DHEC	Department of Health and Environmental Control
EPA	Environmental Protection Agency
FEMA	Federal Emergency Management Agency
FLATS	Florence Area Transportation Study
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographic Information System
GPS	Global Positioning System
LPA	Local Public Agency
L RTP	Long Range Transportation Plan
LUCA	Local Update of Census Addresses
MPO	Metropolitan Planning Organization
NEPA	National Environmental Protection Act
PDCOG	Pee Dee Council of Governments
PDRTA	Pee Dee Regional Transportation Authority
PEA	Planning Emphasis Area
PL	Planning
PPP	Public Participation Process
RFP	Request for Proposal
RPWP	Rural Planning Work Program
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SCAPA	South Carolina American Planning Association
SCDOT	South Carolina Department of Transportation
SIB	State Infrastructure Bank
STIP	State Transportation Improvement Program
TAZ	Traffic Analysis Zone
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program

Appendix B. General References

Code of Federal Regulations: Title 23, Part 450, Subpart C

SAFETEA–LU, Public Law 109–59—August 10, 2005, 109th U.S. Congress

U.S. Code Title 23, Section 134

U.S. Code Title 49, Section 5303

H.R. 2847, Hiring Incentives to Restore Employment Act; Surface Transportation Extension Act of 2010

SCDOT Certification



**South Carolina
Department of Transportation**

CERTIFICATION OF THE FLORENCE AREA TRANSPORTATION STUDY PLANNING PROCESS

Be it known to all that the below signees do hereby endorse and certify the planning process for the Florence Area Transportation Study and further certify that this Planning Process addresses the major issues facing the area and is being conducted in accordance with the requirements of: 23 U.S.C. 134, and the applicable regulations; Section 174 and 176 (c) and (d) of the Clean Air Act (42 U.S.C. 7504, 7506 (c) and (d)); Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794; Section 1003 (b) of the Intermodal Surface Transportation Efficiency Act of 1991 (Pub. L. 102-240) regarding the involvement of disadvantaged business enterprise in FHWA and FTA funded planning projects and provisions of the Americans with Disabilities Act and US DOT regulations "Transportation for Individuals with Disabilities" (49 CFR Parts 27, 37, and 38).

CHAIRMAN, POLICY COMMITTEE
FLORENCE AREA
TRANSPORTATION STUDY

DEPUTY SECRETARY FOR ENGINEERING
SOUTH CAROLINA DEPARTMENT
OF TRANSPORTATION

DATE: _____

DATE: _____



Post Office Box 191
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TTY: (803) 737-3870

AN EQUAL OPPORTUNITY/
AFFIRMATIVE ACTION EMPLOYER

SCDOT LPA Agreement

LOCAL PROJECT AGREEMENT (LPA) COORDINATION REQUIREMENTS FOR PROCUREMENT OF CONSULTING SERVICES

The following process is intended to comply with LPA requirements by ensuring eligibility of planning activities utilizing Federal-Aid funds. Planning activities by definition do not include findings required by National Environmental Policy Act (NEPA), the acquisition of real property, or the management/oversight of construction projects. Federal funds may include PL, SPR, STP, NHS, CMAQ or any other Federal-Aid Program funds. In the event that the MPO, COG or sub-recipient intends to procure consulting services utilizing federal funds to complete tasks outlined in the approved Unified Planning Work Program (UPWP) or Rural Planning Work Program (RPWP), the following steps must be adhered to in sequence in order to ensure federal participation in the project:

STEP 1

- Ensure that the project is included in the UPWP or RPWP
- Submit a draft scope of work in sufficient detail to determine that all work elements are eligible under Title 23 USC
- Submit a draft advertisement that will be used in South Carolina Business Opportunities (SCBO)
- Submit an internal estimate of the project cost
- Receive a notice to proceed from SCDOT to advertise the request for proposal

STEP 2

- Include the SCDOT and FHWA as non-voting members of the selection committee
- Submit a recommendation to SCDOT for approval of the selected firm(s) with documentation of the evaluation process
- Submit a copy of the negotiation process
- Receive notice to proceed from SCDOT

STEP 3

- Submit a copy of the draft agreement
- Receive final notice from SCDOT to execute agreement and initiate project

I hereby acknowledge that all procurement activities will follow the above described steps. Any deviation for this process will jeopardize federal reimbursement for the project.

DATE

MPO/COG PLANNING AGENCY DIRECTOR

If applicable:

DATE

SUB-RECIPIENT