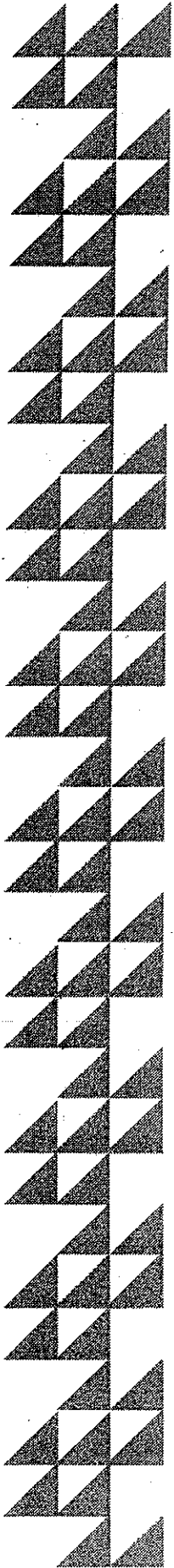
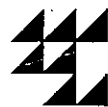


DECEMBER 1996



Prospectus

for the Transportation Planning Process
Twin Cities Metropolitan Area



Prepared by the
Metropolitan Council



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GLOSSARY OF TERMS

Air Quality Determination - An air quality conformity analysis by the MPO is required for transportation plans, programs and projects in carbon monoxide or ozone nonattainment and maintenance areas.

(ATP) Areawide Transportation Partnerships - The Minnesota Department of Transportation has divided the state into eight areas defined by State Aid boundaries; each area considers investments in all transportation-related activities within their geographic boundary. The Metro Area Transportation Partnership includes the seven county area and Chisago County.

Aviation Development Guide - Charts the direction for regional aviation planning and development to the year 2020, establishing goals, policies, review criteria, guidelines, a coordination and implementation process and an airports system plan.

(CAAA) Clean Air Act Amendments - The Clean Air Act Amendments of 1990 establish a comprehensive strategy to achieve and maintain national ambient air quality standards. A Major component of the Act is the concept of conformity, a mechanism intended to ensure that federal, state, regional and local actions relative to the implementation of transportation plans, programs and projects conform to the state's implementation plan for air quality (SIP).

(CIC) Capital Improvements Committee - Facilitated by MnDOT Metro Division, this committee aids in identifying major projects proposed by MnDOT for inclusion in the MPO's TIP and ATIP.

(CMAQ) The Congestion Mitigation and Air Quality Improvement Program - CMAQ is a new categorical funding program created under ISTEA. It directs funding to projects that contribute to meeting national air quality standards.

Conformity - The agreement of transportation plans and programs with the assumptions and commitments designed to attain federal and state air quality standards. As it refers to the State Implementation Plan (SIP) for Air Quality, it means conformity to the plan's purpose of eliminating or reducing the severity and number of violations of the national ambient air quality and standards, in the frequency or severity of an existing violation or delay in timely attainment of any standard or interim milestone. Further, transportation plans and programs can be found to conform only if: (1) emissions from such plans and programs are consistent with emissions projections and reductions assigned to those transportation plans and programs in the State Implementation Plan; (2) the plans and programs provide for timely implementation of State Implementation Plans Transportation Control Measures and consistent with the plan's schedule.

Congestion Management - A systematic process for evaluating and developing transportation strategies and plans for addressing existing and future traffic congestion.

(EPA) Environmental Protection Agency - The EPA is the federal source agency of air quality control regulations affecting transportation.

(FAA) Federal Aviation Administration - Housed in the U.S.DOT, the FAA provides funding and is instrumental in setting policy direction and participating in the continuous aviation planning process.

(FHWA) Federal Highway Administration - FHWA is a division of the U.S. Department of Transportation that funds highway planning and programs.

(FTA) Federal Transit Administration - FTA is a division of the U.S. Department of Transportation that funds transit planning and programs.

Functional (Highway) Classification - Description of a roadway's function to determine which routes should be on the metropolitan highway system and which roads should be used for transit service before design and operational guidelines are implemented.

Infrastructure - Fixed facilities, such as roadways or railroad tracks; permanent structures.

(ISTEA) Intermodal Surface Transportation Efficiency Act - ISTEA is a Legislative initiative by the U.S. Congress that restructured funding for transportation programs. ISTEA increased the feasibility of transportation funding and increased the role of regional planning commissions/MPOs in funding decisions. The Act requires comprehensive metropolitan long-range transportation plans and emphasizes public participation and transportation alternatives.

(MAC) Metropolitan Airports Commission - The Metropolitan Airports Commission develops and operates most airports within an area approximating the seven county metropolitan area.

Metropolitan Council - The Metropolitan Council is the **Metropolitan Planning Organization (MPO)** for the Twin Cities Metropolitan Area. It is the organizational entity designated by federal law with the lead responsibility for developing transportation plans and programs for urbanized areas of 50,000 or more in population. Its responsibilities include long and mid-range planning, operating the public transit system and managing the collection of sewage for the region.

(MCTO) Metropolitan Council Transit Operations - The Metropolitan Council Transit Operations, formally known as the **Metropolitan Transit Commission (MTC)**, was merged into the Metropolitan Council in July 1994.

(MIS) Major Investment Studies - Highly visible highway or transit improvements which are costly and are expected to have a significant effect on capacity traffic flow, level of service or choice of travel modes at the corridor or subarea level.

(Mn/DOT) Minnesota Department of Transportation - The Minnesota Department of Transportation provides a multimodal transportation program and system for the state. It has four primary responsibilities in relation to the transportation planning process: it is the statewide transportation agency, it participates in the 3C planning process, it acts as a liaison between U.S.DOT and the Twin Cities MPO and it is a participant in the air quality conformity process.

(MPCA) Minnesota Pollution Control Agency - The Minnesota state agency responsible for preparing and enforcing hazardous waste, air quality, water quality and solid waste rules and standards throughout the state.

(MWCC) Metropolitan Waste Control Commission - The former Metropolitan Waste Control Commission was incorporated into the Metropolitan Council and is now called Metropolitan Wastewater Services. MWCC's board was abolished in July 1994.

(NAAQS) National Ambient Air Quality Standards - NAAQS constitutes the federal standards that set allowable concentrations and exposure limits for various pollutants.

(NEPA) National Environmental Policy Act - The national charter for protection of the environment. NEPA procedures ensure that environmental information is available to public officials and citizens before decisions are made and before actions are taken.

Nonattainment - Transportation plans, programs and projects which do not conform to the air quality analysis required by the Clean Air Act Amendments (CAAA) of 1990.

(PAC) Providers Advisory Committee - Committee created by the Metropolitan Council to advise Council on pertinent issues associated with planning, implementation, policy development and prioritization of resources for transit services that receive state, regional or federal transit funding.

Regional Blueprint (Formerly Metropolitan Development and Investment Framework) - The Metropolitan Council plan that sets a general direction for future development patterns in the Metropolitan Area and established guidelines for making decisions about major regional facilities that are needed to support the commercial, industrial and residential development of the area. It establishes urban and rural services, areas and certain development policies for different geographic policy areas lying within those service areas.

(RTB) Regional Transit Board - The former Regional Transit Board which oversaw mid-range transit plans and their implementation. The agency was merged into the Metropolitan Council in 1994.

(SIP) State Implementation Plan - The SIP is a federally required planning document prepared and maintained by the Minnesota Pollution Control Agency. It identifies state actions and programs to implement designated responsibilities under the Clean Air Act.

(STIP) State Transportation Improvement Program - A requirement of ISTEA, this document is a comprehensive three year schedule of planned transportation, principally highway and transit projects. It describes how the state is implementing ISTEA through the Transportation Investment Process, how the STIP was developed and the public involvement that took place.

(TAAC) Transportation Accessibility Advisory Committee - Committee created by the Minnesota State Legislature as a committee of users and advocates for the disability community to advise the Metropolitan Council on management policies for special transportation services.

(TAB) Transportation Advisory Board - The Transportation Advisory Board, established in accordance with State Statutes, section 473.146, is part of the Metropolitan Council and is a forum for deliberation among state, regional and local officials and private citizens. The TAB advises the Council in preparing transportation plans and provides coordination and direction to the agencies responsible for implementing the plans.

(TAC) Technical Advisory Committee - Established by the Transportation Advisory Board for the purpose of providing technical assistance to the TAB in carrying out its duties.

Transportation Air Quality Control Plan - The plan identified the transportation strategies that will reduce CO emissions in the most effective and efficient manner. Most of the transportation control measures indicated are implemented and the remaining measures and related air quality control strategies require review for CAAA compliance. Scheduling of the revisions is dependent on the EPA publication of the final CAAA conformity rules.

(TCM) Transportation Control Measure - Any measure specifically identified and committed to in the applicable implementation plan that is either one of the types listed in Section 108 of the CAAA, or any other measure for the purpose of reducing emissions or concentrations of air pollutants from transportation sources by reducing vehicles use or changing traffic flow or congestion conditions.

(TDM) Transportation Demand Management - Strategies to manage demand on roadways designed to redirect trips to higher-occupancy modes or away from peak traffic periods so as to reduce the total number of vehicle trips. Can include both capital and service improvements to highways and transit and may involve community action.

(TIP) Transportation Improvement Program - The TIP is a document prepared by states and planning commissions or MPOs citing projects to be funded under federal transportation programs for a full-year. Without TIP inclusion, a project is ineligible for federal funding.

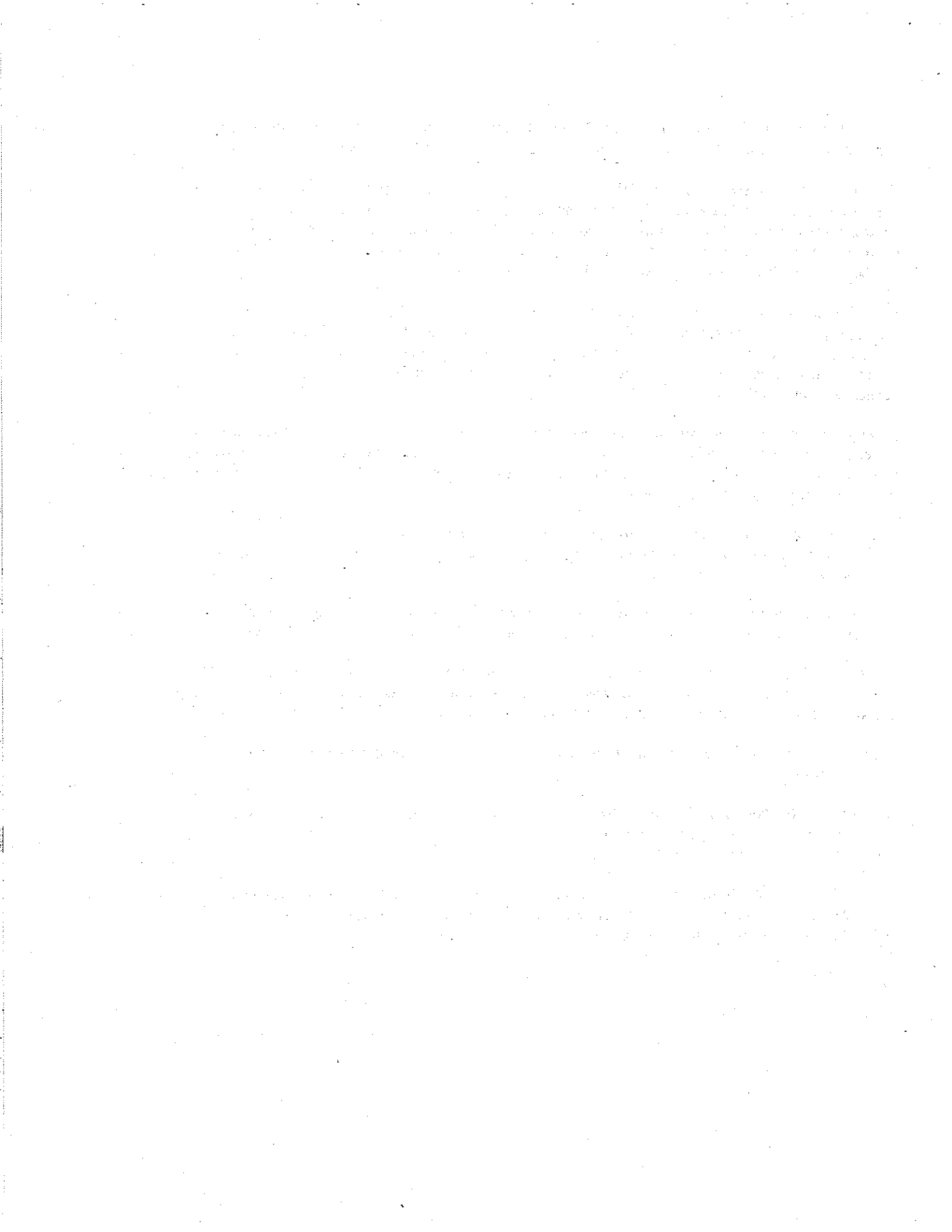
(TPP) Transportation Development Guide Chapter/Policy Plan - Describes the Metropolitan Council's approach to metropolitan transportation investments between now and 2015.

(TSM) Transportation System Management Strategies - Programs and methods to improve the efficiency and effective capacity of the transportation system. Techniques that might be utilized are signalization, metering, HOV ramps and lanes, one-way streets and improvements to transit.

(UMTA) Urban Mass Transit Administration - The former title of the Federal Transit Administration.

(UPWP) Unified Planning Work Program - A description and documentation of proposed transportation and transportation-related planning activities in the Metropolitan Area which is prepared annually and submitted to FHWA.

(U.S.DOT) U.S. Department of Transportation - A department composed of (FTA) Federal Transit Administration, (FHWA) Federal Highway Administration and (FAA) Federal Aviation Administration integrates a wide range of transportation programs.



Introduction

INTRODUCTION

Purpose and Content

The 1996 Prospectus outlines the Continuing, Comprehensive and Cooperative (3C) Transportation Planning Process for the Twin Cities Metropolitan Area. The process provides a basis for decision-making and ensures that interests are balanced when public funds are spent. Following is a description of the planning process and a discussion of the roles and responsibilities of participating agencies and jurisdictions, the products of the process, and the public participation component. While the roles and relationships among the participants in the transportation process are dictated in part by Federal and State law, they are, to a greater extent, a result of formal and informal cooperative agreements.

Although the Prospectus is no longer required under the federal government's Urban Transportation Planning Regulations (23 C.F.R., Part 450), federal transportation policies encourage active involvement from diverse participants in the 3C planning process, particularly with the passage of the Intermodal Surface Transportation Efficiency Act (ISTEA). The Prospectus fulfills the federal agreements requirement for metropolitan planning organizations because it defines the responsibilities and procedures for carrying out a cooperative planning process in the Twin Cities metropolitan area. (See **Appendix for Signature Letter between the Minnesota Department of Transportation and the Metropolitan Council agreeing that Prospectus fulfills federal agreements requirement for metropolitan planning organizations.**)

While the Prospectus reflects the existing roles and relationships in the transportation planning process through periodic revisions, it is the result of state and federal transportation legislation, guidelines, regulations and procedures.

Changing Framework of Transportation Planning Process for Twin Cities Area

Transportation planning is essential to ensure that the regional transportation system provides access to personal activities such as work, shopping, business, school, recreation and health care; meets the social need of people who are unable to drive or do not have access to cars; makes the movement of goods possible throughout the region; influences land use decisions relative to location and intensity of development and redevelopment; and enables the Metropolitan area to function as a single entity, enhancing the region's attractiveness for future economic growth.

Transportation planning is crucial in developing strategies that address the major transportation challenges of the region - reconstructing an aging metropolitan highway system; adding capacity to that system to support future economic growth; revitalizing the role of transit as a social tool and as a means to increase the people-carrying capacity of the system; and integrating land use and transportation.

The focus of transportation planning within the last 30 years has shifted from large-scale transportation infrastructure investments to improved management and utilization of the existing infrastructure and to the use of less capital intensive innovations that significantly improve mobility in the region. Public awareness of scarce resources has spurred decision-makers to allocate limited transportation funds in a manner that supports regional and local land use plans and in social programs which ensure that disadvantaged citizens have minimum standards of access to society's benefits.

The agenda of issues to be addressed by the transportation planning process within the Twin Cities is on a continuum. Priorities shift as problems are resolved, as new problems or opportunities arise, as changes occur in federal directives, as different participants enter the process and as overall regional planning goals and objectives are modified.

In the 1960s, 70s and for a greater portion of the 80s, the Twin Cities transportation planning agenda focused primarily on major, capital-intensive new transportation facilities - the interstate highway network, other major highway links, a regional fixed guideway transit system and a second commercial airport. The issue was whether the benefits of these proposed facilities exceeded their anticipated costs, what impacts these facilities would have on regional land use, neighborhood amenities and environmental quality and what alternative locations for these facilities would mean.

The emphasis in the 90s is on the preservation and management of the existing infrastructure and low cost innovations supporting other public objectives. Both short, midrange and long term regional policy and investment planning have become essential and complementary elements of the transportation planning process.

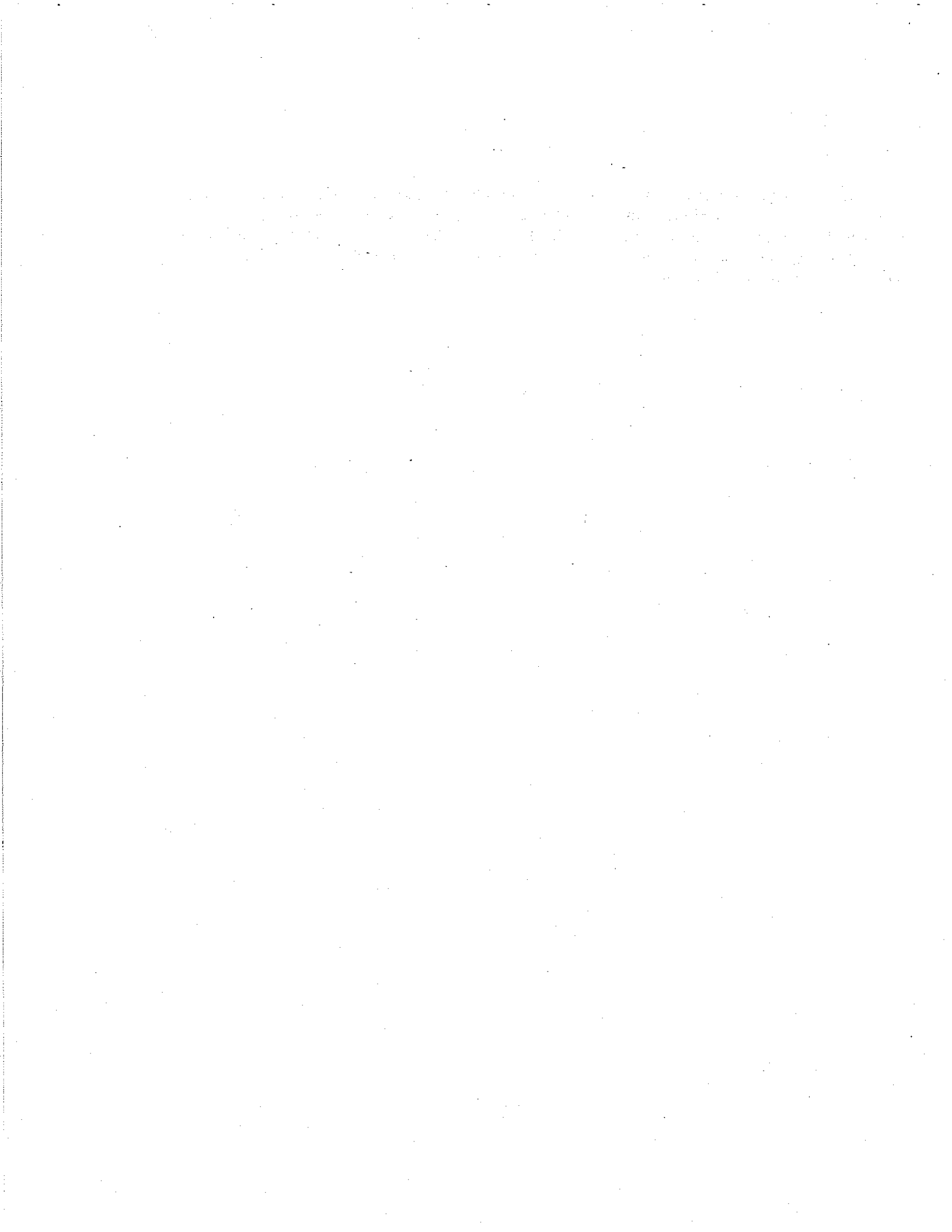
With the passage of the national Clean Air Act Amendments (CAAA) in 1990, the Intermodal Surface Transportation Efficiency Act (ISTEA) in 1991 and the Metropolitan Reorganization Act of 1994, the Twin Cities' transportation planning process was strengthened and is becoming even more responsive to regional issues. Not only did ISTEA strengthen the transportation planning process; it also strengthened the role of the Metropolitan Planning Organization (MPO) in developing and implementing plans and programs based on consensus from diverse transportation interests. These interests are reflected in regional transportation system investment needs and priorities, the allocation of limited fiscal resources and protection of the environment. Emphasis is on the decision-making process measured by its effectiveness in implementing the 3C process.

ISTEA diminishes the federal role in many transportation decisions. Funding flexibility and expanded project eligibility under ISTEA provide decision-makers with more options for addressing transportation issues based on state and local priorities. The increased emphasis on planning make it easier for regional and local officials to ensure that transportation and land use decisions are compatible with their vision for metropolitan growth and development and contribute to a reduction in vehicle emissions. ISTEA advocates that the planning process now consider multimodal approaches to transportation issues and problems related to transit, bicycle and pedestrian and goods movement.

The goals and mandates of the 1990 Clean Air Act Amendments are closely linked to ISTEA. MPOs are required to determine the conformity of their transportation plans and programs to the CAAA goals of achieving and maintaining ambient air quality standards.

The Metropolitan Reorganization Act of 1994 is the latest state legislation which links planning and operations to afford greater accountability for regional services and the maintenance of a high quality regional infrastructure. It created a transitional organization effective June 1, 1994 and expiring on the first Monday in January 1996. It merged the Metropolitan Transit Commission (MTC), the Metropolitan Waste Control Commission (MWCC) and the Regional Transit Board (RTB) and transferred the duties, Council.

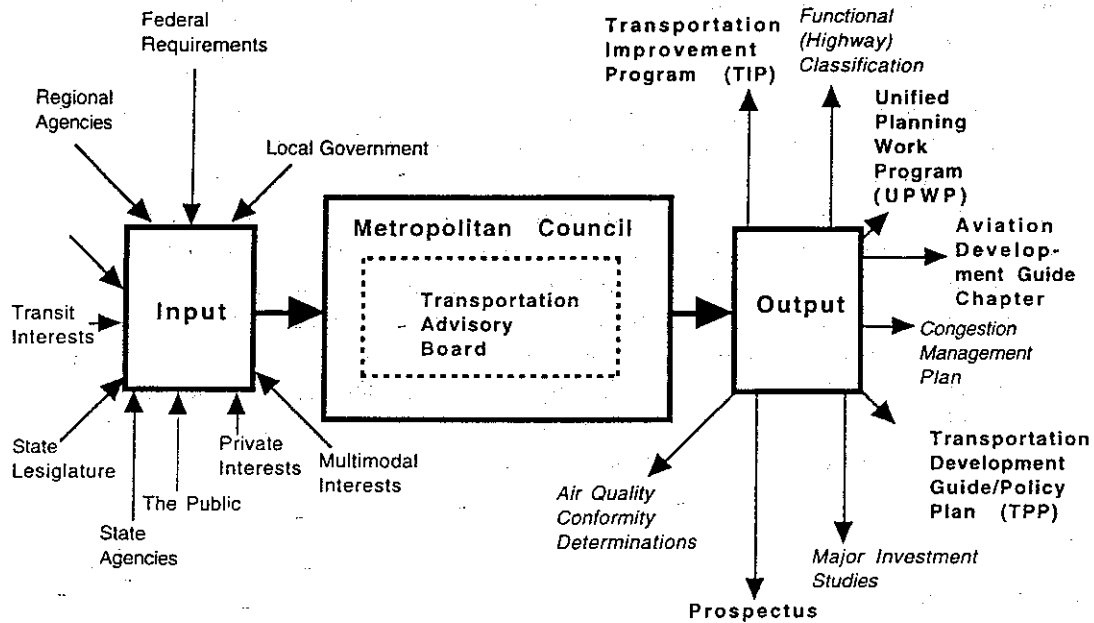
Since the merger of these agencies into the new Metropolitan Council, smaller-scale mergers continue to define the Council. The Metropolitan Council will be a smaller, restructured agency working innovatively to improve service and efficiency. There will be increased integration between planning and the implementation of regional growth and development, transit redesign, wastewater services redesign and affordable housing.



Overview of Transportation Planning Process

OVERVIEW OF TRANSPORTATION PROCESS MODEL

Transportation Planning Process Model



Transit = Interests
Prospectus = Documents
 Congestion Management Plan = Supporting Processes

The Transportation Planning Process Model represents a simplified description of the planning process. Various interests provide input into the process which is carried out by the Metropolitan Council through the Transportation Advisory Board (TAB). The TAB acts as a forum within the Metropolitan Council whereby the varied interests can participate in regional transportation discussions; it also serves in an advisory capacity to the Council in preparing transportation plans and in coordinating and directing agencies implementing of these plans. As indicated, various documents are required outputs or products of the transportation planning process and are supported by various processes as noted. **(Additional transportation studies/reports of regional significance are referenced in the Appendix.)**

The ensuing discussion examines each component of the 3C transportation planning process model: the purpose of the process, its participants, its products and the extent of public participation in the process.

Purpose

The 3C Transportation Planning Process is based on federal rules and regulations for metropolitan planning organizations (23 C.F.R., Part 450) that went into effect November 29, 1993. These rules and regulations require that a Metropolitan Planning Organization (MPO) be designated for each urbanized area and that Metropolitan areas have a transportation planning process in place. The Metropolitan Council is the designated MPO for the seven county metropolitan area.

The process provides a basis for decision-making and ensures that interests are balanced when public funds are spent for transportation plans, programs and projects. The process must produce plans and programs that consider all transportation modes and support metropolitan community development and social goals such that disadvantaged citizens have minimum standards of access to society's benefits. The plans and programs must lead to the development and operation of an integrated, intermodal transportation system that facilitates the efficient, economic movement of people and goods. These requirements are applicable to agencies involved in the transportation planning, program development and project selection processes in metropolitan planning areas. The transportation planning process is integrated into the total comprehensive planning program of the Metropolitan Council to ensure that transportation is considered in relation to land use and development planning.

Participants

Process participants include:

- The Metropolitan Council,
- The Metropolitan Council's Transportation Advisory Board (TAB) and Technical Advisory Committee (TAC),
- The Minnesota Department of Transportation (MnDOT),
- The Minnesota Pollution Control Agency (MPCA),
- The Metropolitan Airports Commission (MAC),
- Transit operators,
- Counties and municipalities,
- Private citizens and
- The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) under the U.S. Department of Transportation (U.S.DOT).

Elected local government officials are ensured participation in the planning process through the Metropolitan Council's Transportation Advisory Board (TAB). Citizens participate on the TAB and also indirectly through the Council's advisory committees. A detailed discussion of the participants in the transportation planning process and their roles begins on **Page 10**.

Transportation Planning Documents

Documents and Supporting Processes

The transportation planning process produces several major documents or studies. There are also several supporting documents and processes which are integral to the documents produced as a result of the planning process. There are other transportation documents which are not a product requirement of the transportation planning process but are related to transportation planning and produced by the Metropolitan Council, Minnesota Department of Transportation (MnDOT) or the Minnesota Pollution Control Agency (MPCA). A detailed discussion of the transportation planning process documents indicated below begins on **Page 51**.

- **Transportation Development Guide Chapter/Policy Plan (TPP)**
- **Transportation Improvement Program (TIP)**
- **Aviation Development Guide Chapter/Policy Plan**
- **Unified Planning Work Program (UPWP)**
- **Prospectus**

The processes supporting the transportation planning documents are indicated below and discussed in detail beginning on **Page 69**. The **Congestion Management Plan** and the **Air Quality Conformity Determination** are also formalized documents as are those indicated above.

- **The Congestion Management Plan - (Document Produced)**
- **The Functional Highway Classification**
- **The Air Quality Conformity Determination - (Document Produced)**
- **Major Investment Studies (MIS)**

Major Planning Factors

ISTEA (Section 450.310) requires that 16 factors must be considered, analyzed and reflected in the products of the transportation planning process for all metropolitan areas:

- Preservation of existing transportation facilities and, where practical, ways to meet transportation needs by using existing transportation facilities more efficiently;
- Consistency of transportation planning with applicable Federal, State and local energy conservation programs, goals and objectives;
- Relief of congestion and congestion prevention where it does not yet occur through
 - Consideration of congestion management strategies and
 - As a congestion management system;
- The likely effect of transportation policy decisions on land use and development and the consistency of transportation plans and programs with provisions of all applicable short-term and long-term land use and development plans;
- Programming of expenditures for transportation enhancement activities;
- The effects of all transportation projects to be undertaken within the metropolitan planning area without regard to funding source;

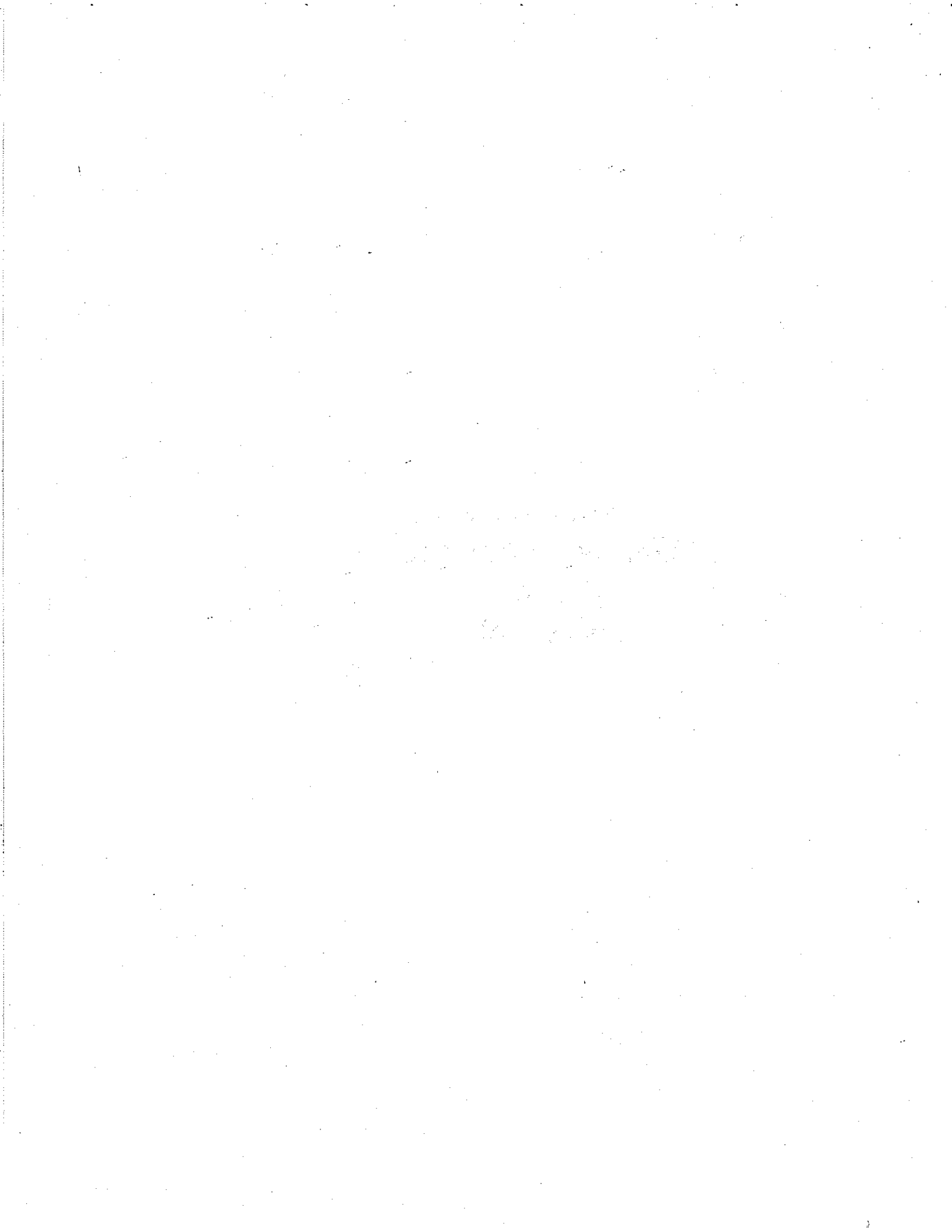
- International border crossings and access to port, airports, intermodal transportation facilities, major freight distribution routes, national parks, recreation areas, monuments and historic sites and military installations;
- Connectivity of roads within metropolitan planning areas with roads outside of those areas;
- Transportation needs identified through the use of the management systems required under 23 U.S.C.303;
- Preservation of rights-of-way for construction of future transportation projects, including future transportation corridors;
- Enhancement of efficient movement of freight;
- The use of life-cycle costs in the design and engineering of bridges, tunnels or pavement;
- The overall social, economic, energy and environmental effects of transportation decisions;
- Expansion, enhancement and increased use of transit services;
- Capital investments that would result in increased security in transit systems, i.e. vehicles, public facilities and equipment and
- Tourism

Public Involvement

The transportation planning process must include a proactive public involvement process providing complete information, timely public notice and full public access to key decisions. It must support early and continuing public involvement in developing plans, programs and projects.

The planning participants and their roles are described in detail in the next section. For a discussion of the **Public Involvement in the Transportation Planning Process**, see **Page 82**; and for a discussion of the **Public Participation Activities for Each Product of the Transportation Planning Process**, see the discussion beginning on **Page 52**.

Transportation
Planning Participants
and
Their Roles



Transportation Planning Participants and their Roles

Federal legislation requires that transportation project and program funds can only be made available to State designated metropolitan planning organizations which develop transportation projects based on a continuing, comprehensive transportation planning process carried on cooperatively by States and local communities. The represented interests in the transportation planning process are indicated in **Exhibit 1, Page 11**.

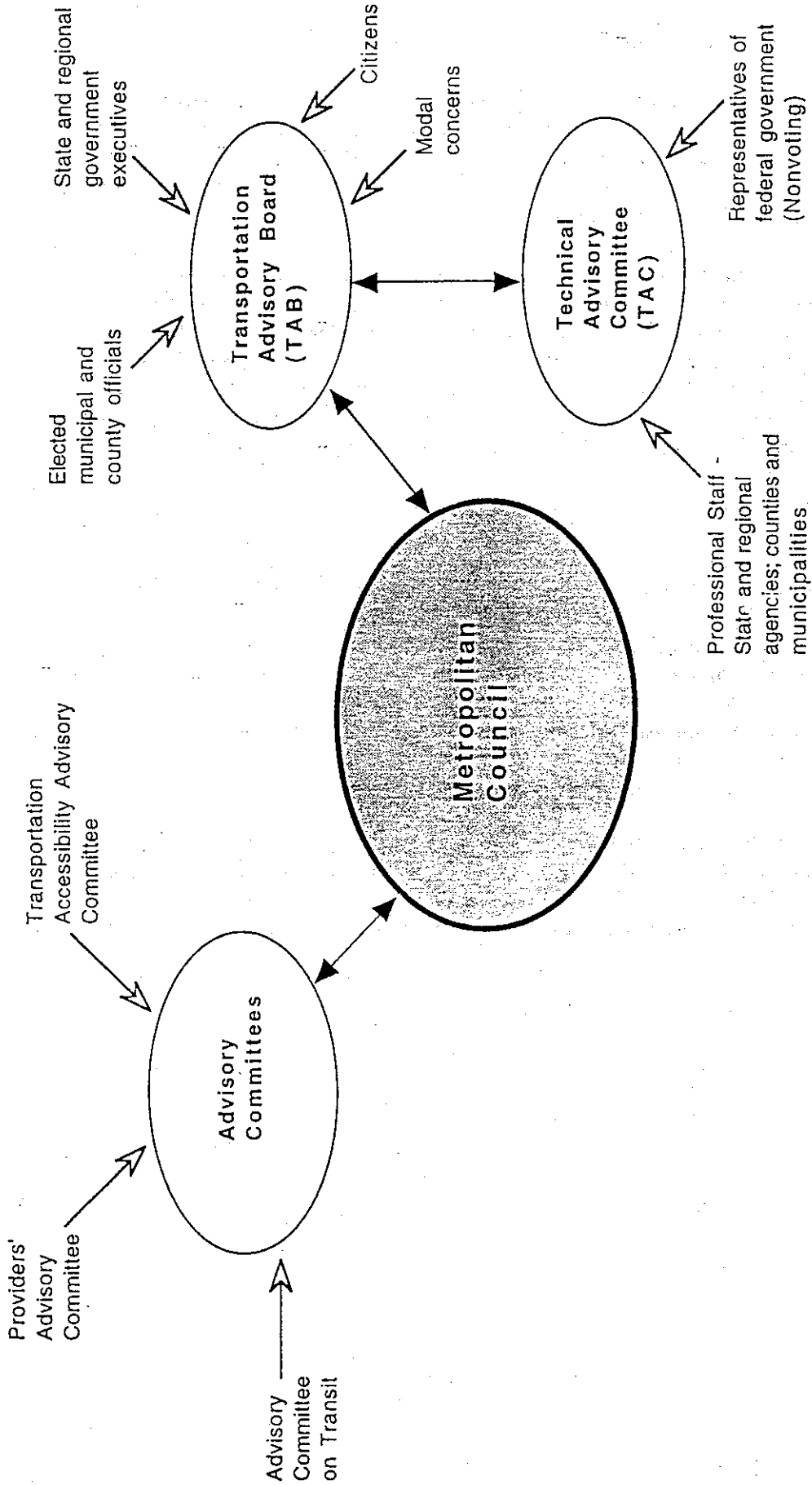
As the Metropolitan Planning Organization for the Twin Cities area, the Council is the lead agency responsible for coordinating the activities of participants carrying out the required tasks of the transportation planning process. As an integral part of the Metropolitan Council, the Transportation Advisory Board's (TAB) task is to advise and assist the Council, the Minnesota Department of Transportation (MnDOT) and all political subdivisions to accomplish the responsibilities designated by state and federal law and regulation with regard to transportation planning and programming for the Twin Cities Metropolitan Area.

Participants in the transportation planning process include:

- **The Metropolitan Council;**
- **The Transportation Advisory Board (TAB) and Technical Advisory Committee (TAC);**
- **The Minnesota Department of Transportation (MnDOT);**
- **The Minnesota Pollution Control Agency (MPCA);**
- **The Metropolitan Airports Commission (MAC);**
- **Transit Operators;**
- **Counties and Municipalities;**
- **Private Citizens; and**
- **U.S. Department of Transportation (U.S.DOT).**

Each of these participants, with the exception of the Transportation Advisory Board and the Technical Advisory Committee, have transportation roles and responsibilities beyond their agency roles as participants in the transportation planning process. In the context of the Prospectus, only those roles relative to the transportation planning process will be addressed.

Represented Interests in Transportation Planning Process



Metropolitan Council - Lead Participant in Transportation Planning Process

Authority

The Metropolitan Council was created in 1967 by the Minnesota Legislature to guide the orderly development of the 3,000 square mile seven county metropolitan area with its 300 governing units.

Background

Sixteen Council members and the chair, the 17th member, are appointed by and serve at the pleasure of the governor and are confirmed by the Senate. The sixteen members represent districts of equal population size within the seven county metropolitan area and cannot hold a locally elected office. The Chair represents the region as a whole (See Exhibit 2, Page 15 for Metropolitan Council Districts).

The Council's powers and responsibilities are derived from several state laws beginning with the Metropolitan Council Act of 1967. Responsibilities were redefined through the Metropolitan Reorganization Act of 1974, the Metropolitan Land Planning Act of 1976, the Metropolitan Governance Act of 1986 and the recent Metropolitan Reorganization Act of 1994.

The 1994 Metropolitan Reorganization Act reorganized regional government in the Twin Cities area by transferring and merging the responsibilities of the Metropolitan Waste Control Commission (MWCC), the Regional Transit Board (RTB) and Metropolitan Transit Commission (MTC) into the Metropolitan Council (See Exhibits 3 & 4, Pages 16 & 17 for Metropolitan Council's Organization and Policymaking Structure).

Mission

As part of its broad mission, the Council is a comprehensive planning agency for community development and redevelopment, transportation and the environment and is engaged in regional system planning and operations for the Twin Cities Metropolitan Area.

The Council's mission was broadened with the merger of the MWCC, the RTB and MTC into the Council. Since its creation, the Metropolitan Council has been a regional planning and coordinating agency with oversight responsibilities over the three regional agencies. Under the new legislation the Council continues its long range planning and coordination role and integrates shorter term planning responsibilities and operation of the public transit systems including Metro Mobility and the regional sewage collection and treatment system.

Responsibilities

- Prepares planning documents and studies which provide direction for regional growth and development and which provide guidance for regional agencies which plan and operate transit, roadways, regional parks, airports, housing and water quality management activities. Documents and studies include:

- Regional Blueprint - A comprehensive regional policy framework.
- Transportation Development/Policy Plan - Provides policy direction for metropolitan transportation investments and includes a plan for the metropolitan highway system and region's transit system.
- Regional Transportation Improvement Plan (TIP) for the Twin Cities - A multi-modal program of highway, transit, bike, walk and transportation enhancement projects and programs proposed for federal funding throughout the seven county metropolitan area in the next four years.
- Aviation Development Guide - Charts direction for regional aviation planning and development to year 2020.
- Congestion Management Plan - A systematic process for evaluating and developing transportation strategies and plans for addressing existing and future traffic congestion.
- Air Quality Conformity Determinations - Determines conformity of plans and programs to requirements of Clean Air Act.
- Functional (Highway) Classification - Describes a roadway's function, determines which routes are to be on metropolitan highway system and which roads should be used for transit service before design and operational guidelines are implemented.
- Major Investment Studies (MIS) - Identifies early in planning process those major investment alternatives and strategies most likely to result in being most effective and cost-effective.
- Reviews applications for federal and state funds to assure consistency with regional development goals, policies and programs in Regional Blueprint;
- Reviews long range local government plans for consistency with regional sewer, park, transit airport and transportation plans;
- Provides information to the public and technical assistance to government units;
- Operates public transit system and constructs, equips and operates projects including transit lanes or rights-of-way; terminal and maintenance and garage facilities, ramps, parking areas and other facilities related to public transit system;
- Executes and administers paratransit project contracts, the rideshare program, the Metro Mobility program and Replacement Service (opt-out) program;
- Advises and works cooperatively with local governments, regional railroad authorities and other public agencies, transit providers, developers and other persons in order to coordinate all transit modes and increase availability of transit services;
- Administers state and metropolitan transit subsidies;
- Manages the collection and treatment of wastewater.

Advisory Committee Input

The Council has citizen advisory committees to assist in developing plans in several areas, including disabilities, transportation and aviation.

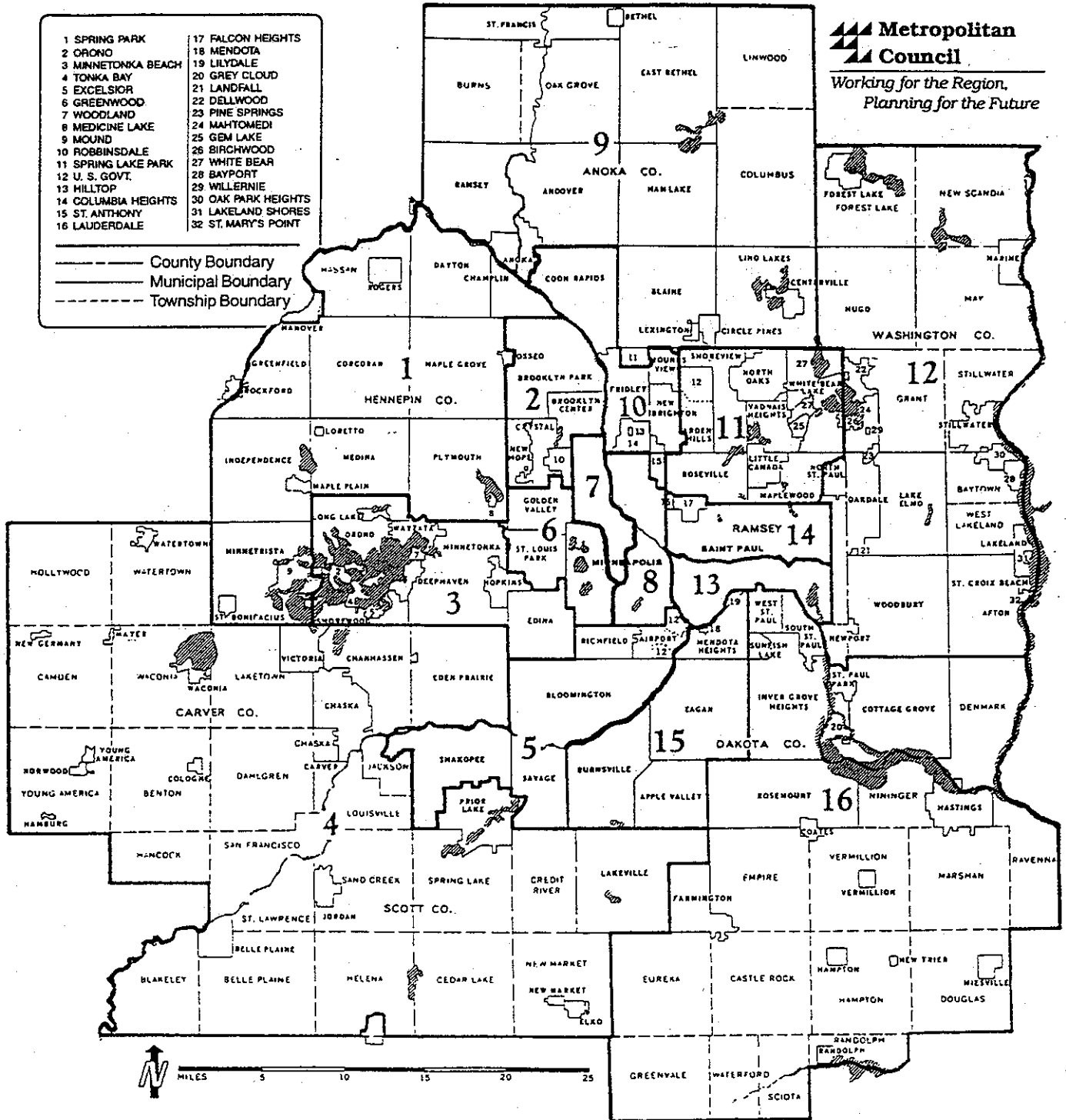
With the merger of the RTB, MTC and MWCC into the Metropolitan Council, several advisory committees from these agencies were incorporated into the inventory of advisory committees already operating at the Council. Currently, the complement of advisory committees is being studied to determine which committees best support the expanded mission of the Council. To date, the following transportation-related committees are in place (Rosters of committee members and their representation is included in the Appendix.):

- Transportation Advisory Board and Technical Advisory Committee
- Transportation Accessibility Advisory Committee
- Providers Advisory Committee
- Advisory Committee on Transit

Metropolitan Council Districts

Metropolitan Council
*Working for the Region,
 Planning for the Future*

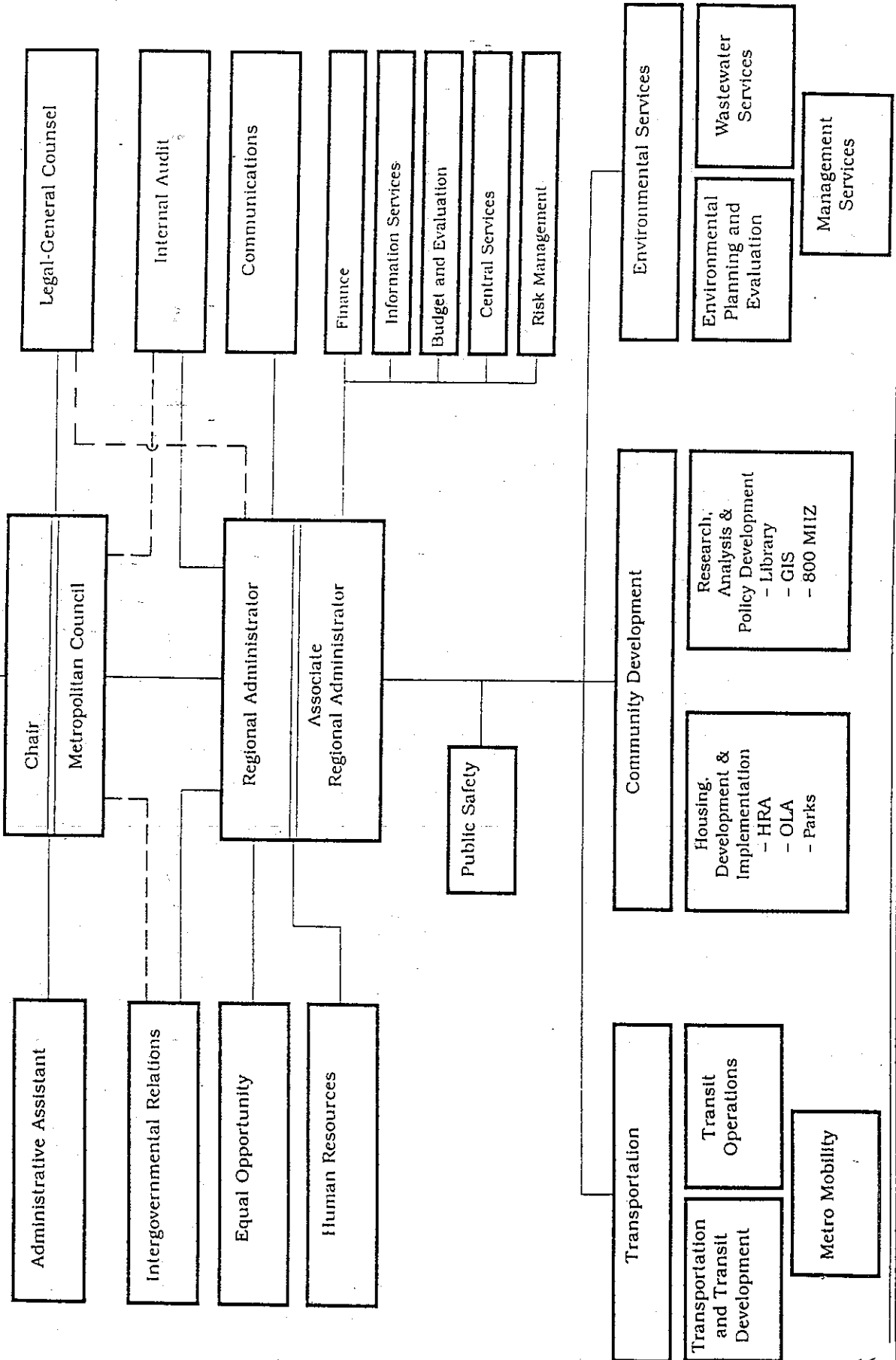
- | | |
|---------------------|---------------------|
| 1 SPRING PARK | 17 FALCON HEIGHTS |
| 2 ORONO | 18 MENDOTA |
| 3 MINNETONKA BEACH | 19 LILYDALE |
| 4 TONKA BAY | 20 GREY CLOUD |
| 5 EXCELSIOR | 21 LANDFALL |
| 6 GREENWOOD | 22 DELLWOOD |
| 7 WOODLAND | 23 PINE SPRINGS |
| 8 MEDICINE LAKE | 24 MAHTOMEDI |
| 9 MOUND | 25 GEM LAKE |
| 10 ROBBINSDALE | 26 BIRCHWOOD |
| 11 SPRING LAKE PARK | 27 WHITE BEAR |
| 12 U. S. GOVT. | 28 BAYPORT |
| 13 HILLTOP | 29 WILKERNIE |
| 14 COLUMBIA HEIGHTS | 30 OAK PARK HEIGHTS |
| 15 ST. ANTHONY | 31 LAKELAND SHORES |
| 16 LAUDERDALE | 32 ST. MARY'S POINT |
- - - - - County Boundary
 _____ Municipal Boundary
 - - - - - Township Boundary



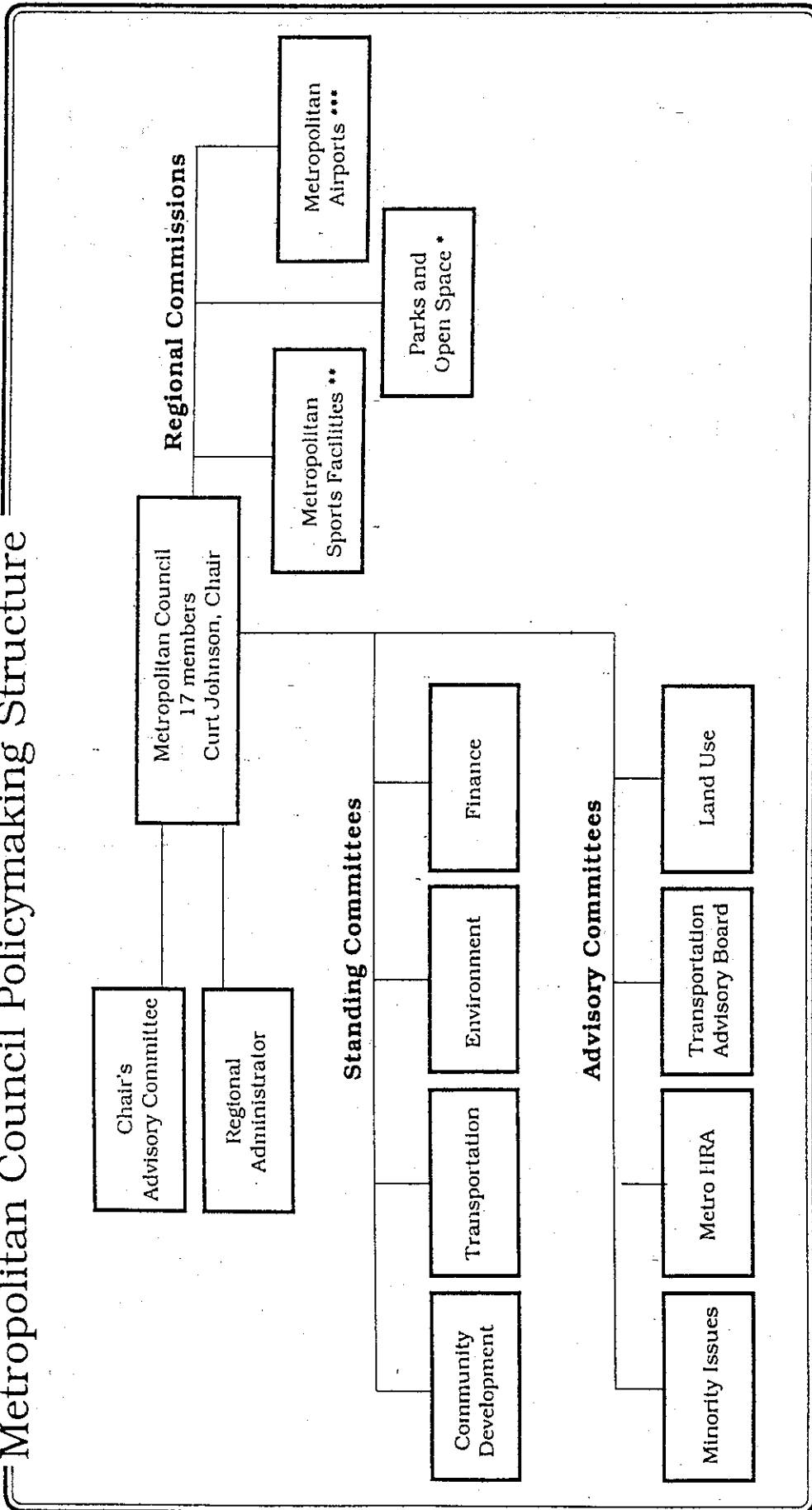
Metropolitan Council Organization

Exhibit 3

METROPOLITAN COUNCIL



Metropolitan Council Policymaking Structure



* Staff support provided to Commission by Metropolitan Council.
 ** The Metropolitan Council has budget approval and issues bonds for the commission.
 *** The Metropolitan Council reviews the capital budget and approves certain projects.

Metropolitan Council

Mears Park Centre
 230 East Fifth Street
 St. Paul, Minnesota 55101-1634
 (612) 291-6359 Fax 291-6464
 TDD/VTTY 291-0904
 Metro Info Line 229-3780

Transportation Advisory Board (TAB)

Authority

The Transportation Advisory Board (TAB) was established by the Metropolitan Council in 1974 pursuant to Minnesota Statutes 473.146, Subdivision 4 (1994) (Metropolitan Reorganization Act of 1974); Title 23, U.S. Code, Section 134 (Federal-Aid Highway Act of 1962, as amended); Title 23, U.S.C., Section 104(f) (Federal-Aid Highway Act of 1973); and 49 U.S.C., Chapter 21 (Urban Mass Transportation Act of 1964, as amended).

Function

As indicated in the discussion of the Metropolitan Council, the Transportation Advisory Board (TAB) acts in an advisory and supportive capacity to the Council and coordinates the 3C transportation planning process in regard to transportation planning and programming for the Twin Cities Metropolitan Area.

It provides the forum for deliberation among state, regional and local officials, and private citizens appointed by the Metropolitan Council. These broad interest groups determine and articulate their positions on transportation issues and planning proposals before the region. TAB's role has enabled the transportation planning process of the Twin Cities Metropolitan Area to satisfy federal requirements. These requirements specify that the metropolitan planning organization (MPO) function as "the forum for cooperative decision-making by principal elected officials of general purpose local government." Without the TAB, it is unlikely that federal agencies would recognize the Metropolitan Council as the MPO in the transportation planning process.

The Federal Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) broadened the definition of the MPO to mean "...The forum for cooperative transportation decision-making for the metropolitan area." The Act requires not only the involvement of local elected officials but the officials of agencies that administer or operate major modes or systems of transportation, e.g. transit operators, major airports, state transportation agencies, rail operators and appropriate state officials.

The Council has adopted the position that the TAB is responsible for assigning funding priorities and adopting programs. The Council may approve or disapprove a program in part or whole, but it will not modify it. If modifications are required, the program is sent back to the TAB with the Council's recommendations. The TAB then determines the manner in which the program will be resubmitted to the Council.

Organizational Structure

The Board consists of 33 members:

- 10 municipal elected officials - nominated by the Association of Metropolitan Municipalities and then appointed by the Council.
- 7 elected county officials - one from each county is nominated by respective county boards and then appointed by the Council.
- 9 (including the Chair) private citizens - appointed by the Council to represent metropolitan districts. Chair must be free of affiliation with major transportation operating agencies and is appointed for two-year term.
- 3 representatives of state or regional agencies - MnDOT, MAC, MPCA - designated by respective agencies, but may not be staff members. (Met Council is a nonvoting member.)
- 4 modal representatives appointed by Council (2 transit, 1 nonmotorized, 1 freight).

TAB - General Responsibilities

- Coordinate, in conjunction with Metropolitan Council, the transportation planning process.
- Adopt and implement regional process for solicitation, evaluation, prioritization and selection of transportation projects funded in part with federal ISTEA funds.
- Adopt the Regional Transportation Improvement Program (TIP) and conduct public involvement process for TIP's adoption.
- Monitor progress of projects approved for federal ISTEA funds.
- Advise and assist Metropolitan Council on development of Transportation Development Guide Chapter/Policy Plan (TPP) and Aviation Guide Chapter Plan.
- Coordinate preparation of Unified Planning Work Program (UPWP) and advise Council on its approval.
- Review and comment on relevant plans and/or projects that are of regional significance.
- Implement special regional studies at the request of Metropolitan Council or by other partners in the transportation planning process.
- Review and comment on Statewide Transportation Plan and on other state documents of significance to the work of TAB.
- Participate in preparation of "Transportation Prospectus" and approve document.
- Facilitate the discussion and advancement of transportation issues of concern to region.

Transportation Advisory Board Structure and Responsibilities

The committee structure of the Board is noted in **Exhibit 5, Page 21**. The Chair of the Transportation Advisory Board may from time to time, subject to Board approval, establish committees of Board members with such composition and for such purposes as may be prescribed. Board members other than those serving on the committee may attend and fully participate at such meetings. For the ISTEA Programming Committee, voting is restricted to the committee membership.

The Chair may also set up committee and task forces composed of Board and non-Board members as necessary to assist the Board in accomplishing its purposes, duties and responsibilities. Specific committee descriptions and responsibilities follow.

TAB Executive Committee - Advises TAB on emerging issues affecting transportation community, new opportunities and initiatives and TAB legislative roles.

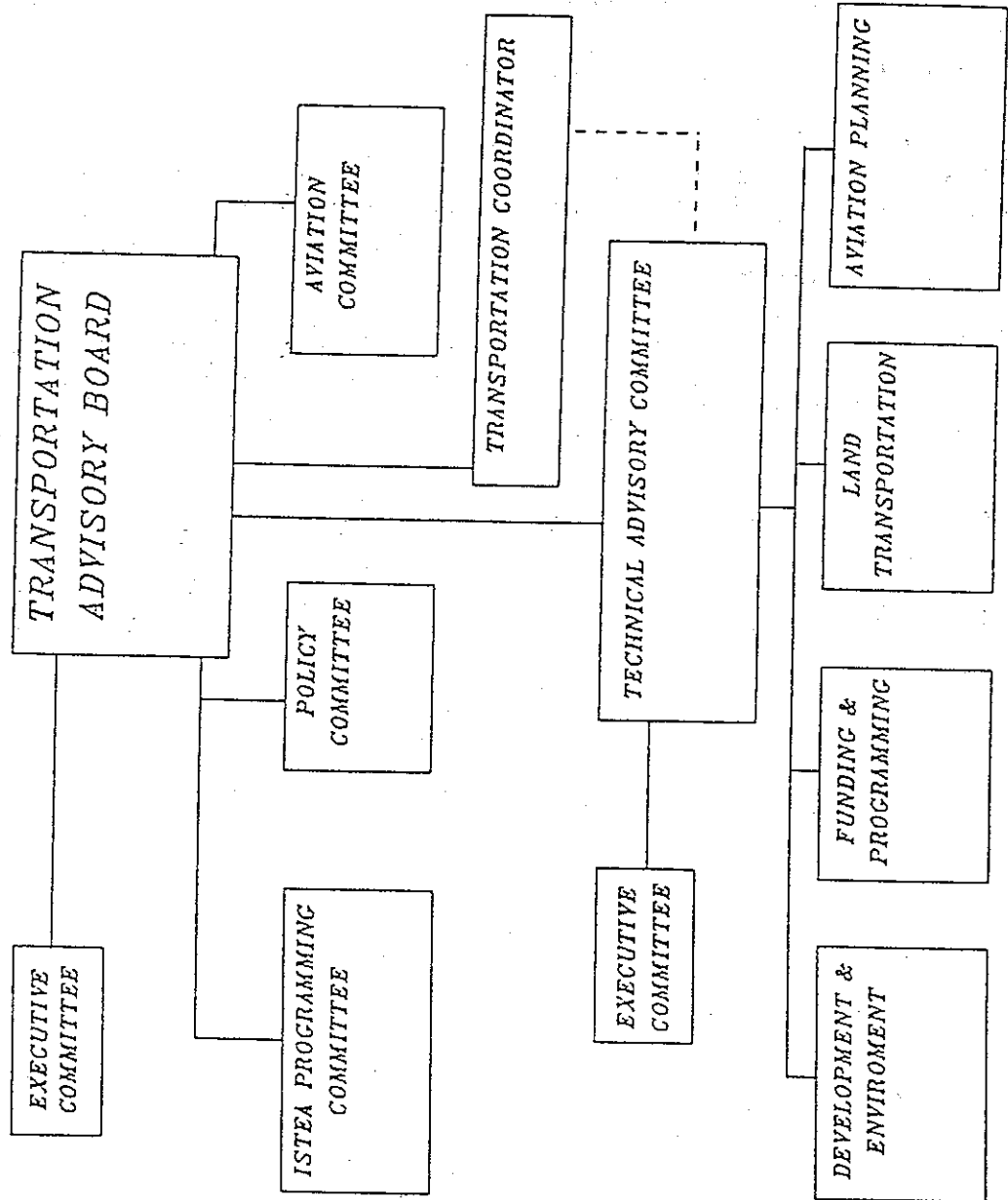
TAB Policy Committee - Advises TAB on variety of planning/policy issues including Transportation Development Guide/Policy Plan (TPP), Regional Blueprint, State Transportation Plan and similar matters of regional significance.

TAB Aviation Committee - Advises TAB on aviation planning and programming issues of regional significance.

TAB ISTEA Programming Committee - Advises TAB on transportation funding and programming matters including regional solicitation of transportation projects utilizing federal ISTEA funds, project evaluations and prioritization process and on adoption of Regional Transportation Improvement Program (TIP).

TAB Transportation Coordinator - Executes TAB's staff responsibilities. Advises and works with TAB Chair and Board committees in developing TAB agenda, implementing TAB decisions and representing TAB on TAC.

TRANSPORTATION ADVISORY BOARD - TECHNICAL
ADVISORY COMMITTEE STRUCTURE



Technical Advisory Committee (TAC)

Authority

The Technical Advisory Committee (TAC) was established by the Transportation Advisory Board to provide the technical assistance and coordination necessary for the TAB to perform its responsibilities.

Function

The Technical Advisory Committee (TAC) enables participating agencies responsible for and/or involved in transportation planning and programming in the region to coordinate their functions within a comprehensive regional development framework.

Organizational Structure

The TAC membership is composed of 27 professional staff (including 1 nonvoting member) from the principal governmental units involved in transportation in the metropolitan area including:

- 1 from each of the seven counties
- 2 from each of the Cities of St. Paul and Minneapolis
- 8 from the Association of Metro Municipalities
- 1 from the Minnesota Department of Transportation
- 1 from the Minnesota Pollution Control Agency
- 1 from the Metropolitan Airports Commission
- 3 from the Metropolitan Council, one being from MCTO representing transit operators
- 1 from the Transportation Advisory Board
- 1 from the FHWA is a nonvoting member.

Committee Structure and Responsibilities

TAC's committee structure is noted in **Exhibit 5, Page 21**. TAC's standing committees and their general responsibilities follow:

Executive Committee - Establishes TAC agenda, coordinates activities and identifies issues pertinent to transportation planning in region.

Land Transportation Committee - Reviews and makes recommendations to TAC, as appropriate, on following:

- Federal aid system and federal aid boundary matters;
- Highway functional classification system;
- Transportation Development Guide/Policy Plan and transportation related
- plans and issues of regional significance.

Aviation Committee - Reviews and makes recommendations to TAC on aviation planning issues including the regional aviation system plan, airport master/comprehensive plans, the Capital Improvement Program of the Metropolitan Airports Commission and other related matters of regional significance.

Funding/Programming Committee - Makes recommendations to the TAC on the following:

- Regional solicitation of ISTEA projects, including the formulation of project criteria, the evaluation of applications, the development of projects/program recommendations and the monitoring of the progress of approved projects.
- Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), the financial and programming components of the Transportation Guide Chapter/Policy Plan and related matters of regional significance.

Development and Environment Committee - Reviews and makes recommendations to TAC on land development and environmental matters including air quality, transit, travel demand management, the Prospectus and related issues and concerns.

Minnesota Department of Transportation (Mn/DOT)

Authority

The Minnesota Department of Transportation (MnDOT) was created by the Minnesota Legislature in 1976.

Background (See Exhibit 6, Page 27 for Organization of the Central Office and Exhibit 7, Page 28 for Metropolitan District Service Area)

The Department provides a balanced and coordinated multimodal transportation program and system for the State. The Department is organized into Modal and Research Management and Engineering and Operations, each headed by a deputy commissioner.

Responsibilities

MnDOT has four primary roles which relate, directly and indirectly, to the metropolitan planning process in the Twin Cities area:

- **Statewide Transportation Agency**
 - Develops state transportation plan (**In depth discussion of Statewide Transportation Plan found on Page 26.**) (See Exhibit 8, Page 29 for relationship between MnDOT documents and processes and regional 3C documents.)
 - Develops, operates and maintains state trunk highway system and interstate routes.
 - Coordinates planning for statewide rail, waterway, trunk highway, bike and transit activities.
 - Administers state transit assistance programs and develops statewide transit programs and policies.
 - Coordinates operation efforts with local and regional authorities and reviews their planning projects.
 - Ensures consideration of federal/ state environmental regulations regarding transportation.
 - Develops and maintains management systems as required by ISTEA
 - Develops and assigns target funding values to assist in **Area Transportation Partnerships (ATP)** process of developing Area Transportation Improvement Program (ATIP). (**In depth discussion of ATP found on Page 25.**)
 - Coordinates Metro Area Transportation Partnership process to develop ATP TIP for inclusion in State TIP.
 - Prepares highway improvement program to be considered for inclusion in MPO and ATP TIPs.
 - Develops State TIP from prioritized lists of projects from ATPs.
 - Prepares a Metro Division transportation system plan consistent with Met Council and Region 7E long range transportation plans (**In-depth discussion of Transportation System Plan found on Page 26.**)
 - Facilitates a **Capital Improvements Committee (CIC)** process. CIC recommends a list of improvement projects on the state highway system for consideration/inclusion in MPO and ATP TIPS and advises MnDOT on management of MPO and ATP TIPs. (**In-depth discussion of CIC found on Page 26.**)

- **Participant in Twin Cities Metropolitan Transportation Planning Process**
 - Represents MnDOT as member of TAB, TAC and various TAB/TAC committees.
 - Participates in development and implementation of activities in UPWP.
 - Provides staff support to TAB/TAC committees.
 - Participates in corridor studies and multimodal activities.

- **Liaison between U.S.DOT and Twin Cities MPO**
 - Ensures consistency with the federal transportation planning requirements through guidance to MPO of federal requirements and communication between MPO and U.S.DOT of planning activities.
 - Administers federal transportation planning funds.
 - Approves transportation improvement program and accepts metropolitan transportation plan - transmits to U.S.DOT for appropriate action.

- **Participant in Air Quality Conformity Process**
 - Consults with MPO, MPCA, U.S.DOT and EPA regarding transportation conformity issues relating to Twin Cities nonattainment area.
 - Participates in screening process for identification of regionally significant projects and in regional conformity analysis for transportation plans and programs.
 - Participates in interagency air quality task force.

The Metro Area Transportation Partnership (ATP)

ISTEA established a new requirement for a State Transportation Improvement Program (STIP). The program document is a comprehensive three year schedule of planned transportation projects in Minnesota including all trunk highway projects and federally funded local highway and transit projects.

The transportation investment process model in Minnesota is composed of Area Transportation Partnerships (ATP) based on MnDOT's District State Aid boundaries indicated in **Exhibit 10, Page 31**. The Metro Area Transportation Partnership includes the seven county area and Chisago County. The 12 member ATP is noted below:

- 1 Metropolitan Council (staff)
- 1 Transportation Advisory Board (staff)
- 2 Technical Advisory Committee members
- 1 East Central Regional Dev. Comm. (policy member)
- 1 East Central Regional Dev. Comm. (staff)
- 1 East Central Regional Dev. Comm. (Technical Comm.)
- 3 MnDOT Metro Division staff
- 2 Transportation Advisory Board Members

The ATP builds on existing structures and planning bases of the Metropolitan Planning Organizations, the Regional Development Commissions, cities, counties and townships and has responsibility for integrating a prioritized transportation project list into an Area Transportation Improvement Program

(ATIP). **(The involvement of ATPs in the development of a project is discussed in detail on Page 25.)** From the ATIP, a State Transportation Improvement Program (STIP) is developed. The STIP is a comprehensive document on a three year schedule of planned transportation projects, mainly highway and transit projects. The development of the STIP is influenced by the Statewide Transportation Plan required by ISTEA and prepared by MnDOT.

The process for integrating Chisago County projects into the ATIP is being studied so that projects are assessed equitably and consistently. The current Eight County Metro Area Transportation Partnership Process is indicated in **Exhibit 9, Page 30**.

Statewide Transportation Plan

The Statewide Transportation Plan is a framework for shaping the state's current and future transportation system. Its intent is to ensure a well managed transportation system which sustains economic development, connects the rural and urban area, encourages wise use of resources, takes advantage of the latest technologies and meets the mobility and accessibility needs of Minnesotans and businesses.

Transportation System Plan

The Transportation System Plan is driven by District needs and bridges the gap between the policy framework of the Regional **Transportation Policy Plan (TPP)** and **The Transportation Improvement Program (TIP)**. The plan looks at the transportation system within the next 5-15 years in the context of a preservation and management philosophy and focuses on modes that are within the right-of-way of MnDOT facilities.

Capital Improvements Committee (CIC)

The Capital Improvements Committee (CIC), facilitated by MnDOT Metro Division, aids in identifying major projects proposed by MnDOT for inclusion in the MPO's TIP and the ATIP. The committee deals with state trunk highway projects, provides investment strategies for MnDOT programs and prioritizes projects across program categories; it identifies and carries major programming issues to MnDOT Metro Division management and to TAC's Funding and Programming Committee.

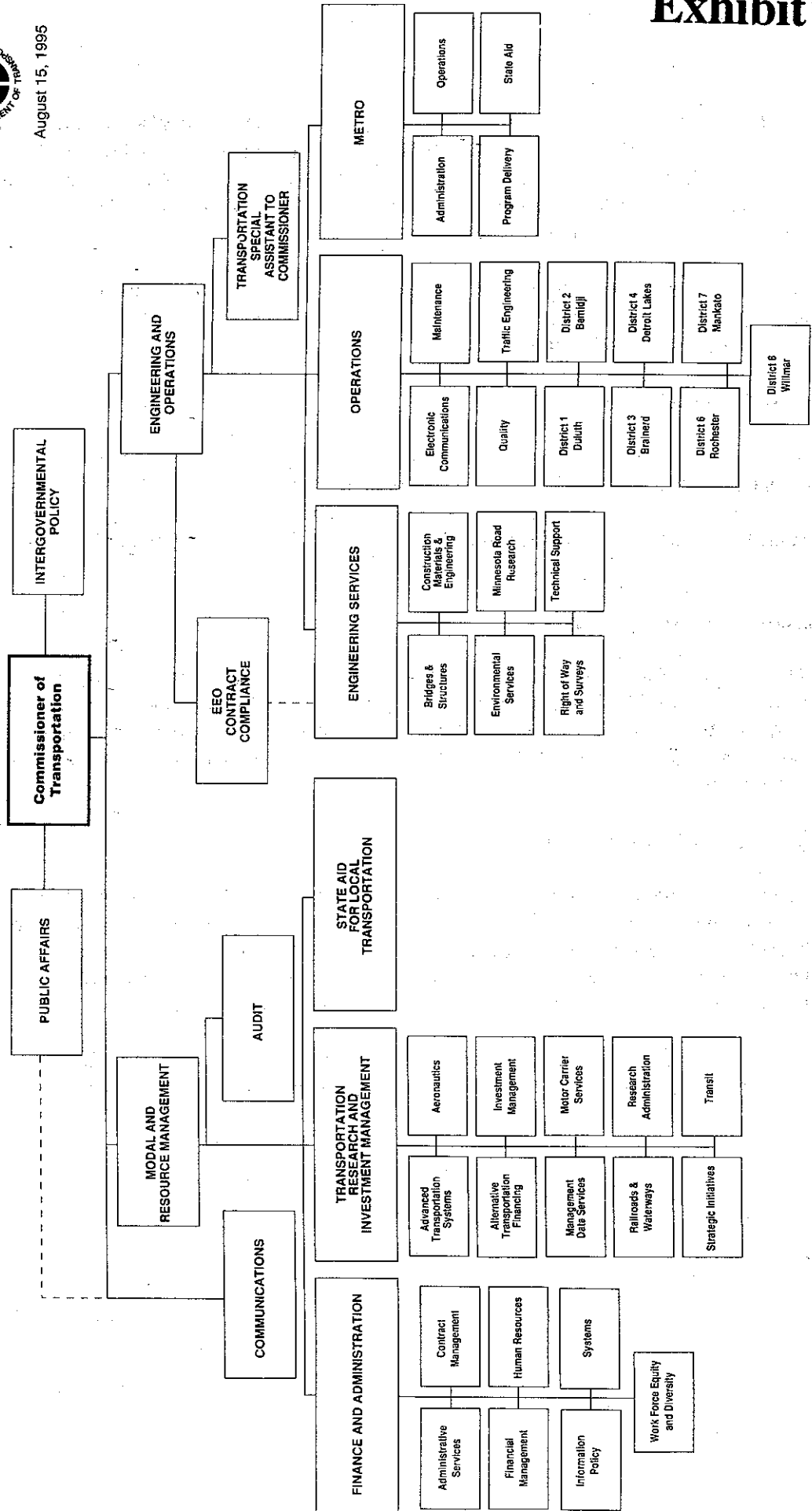
Committee participation includes MnDOT Metro Division functional areas, TAB staff, Council staff, 4 members of TAC and staff from the East Central Regional Development Committee.

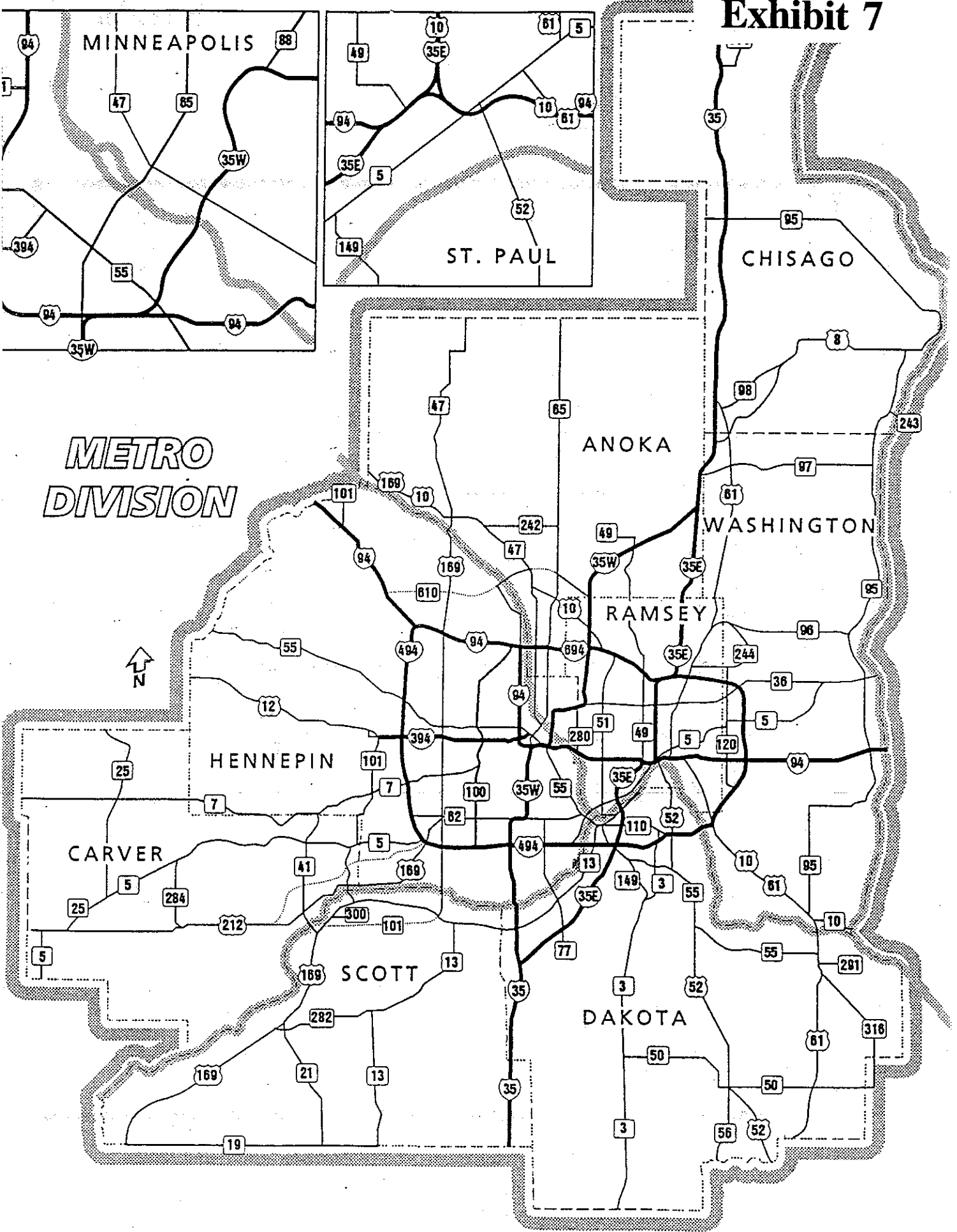


August 15, 1995

Exhibit 6

STATE OF MINNESOTA Department of Transportation Organization (Prepared for the Metropolitan Council Prospectus)





Interaction of Mn/DOT Documents /Processes with Required 3C Documents

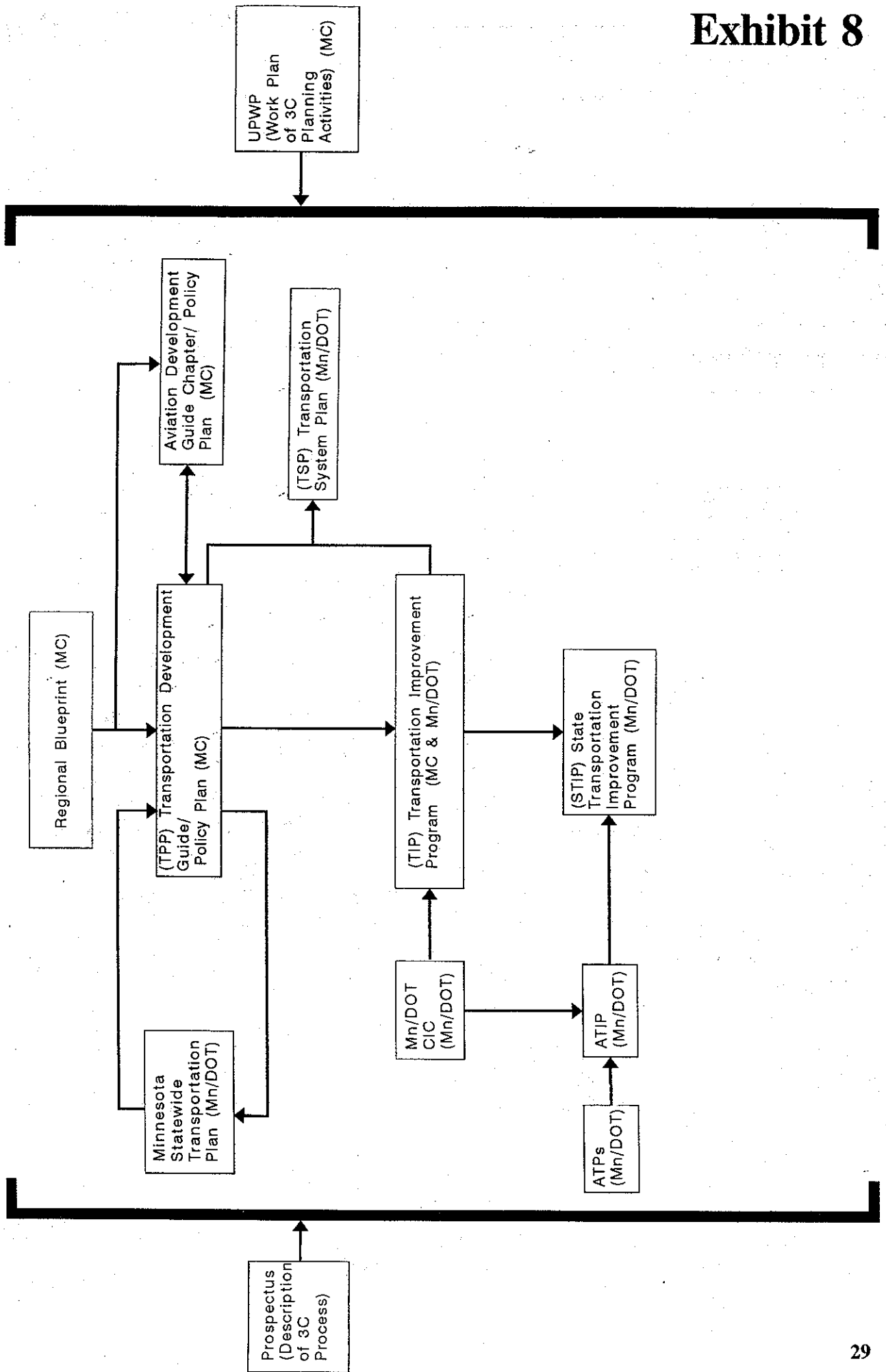
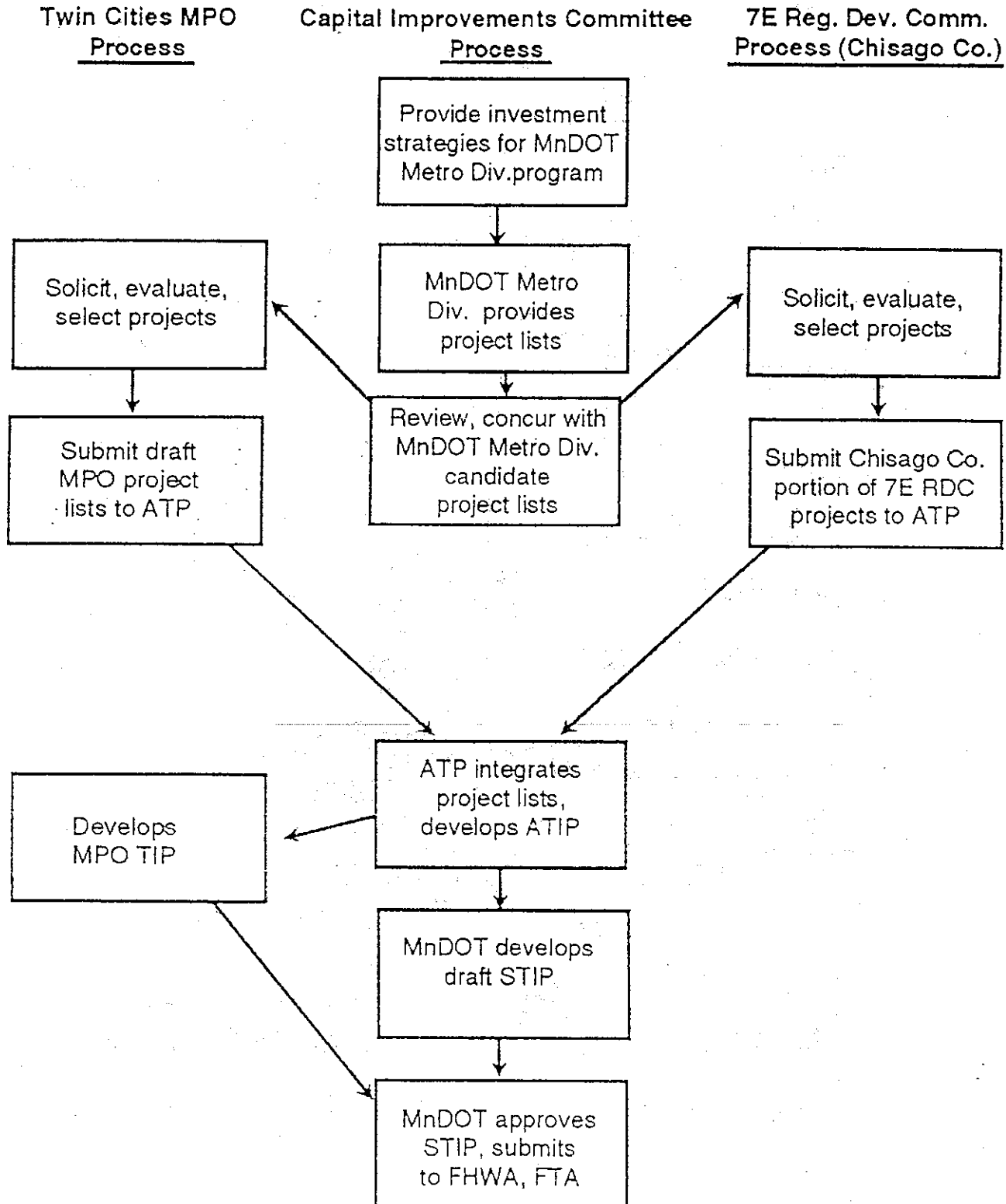
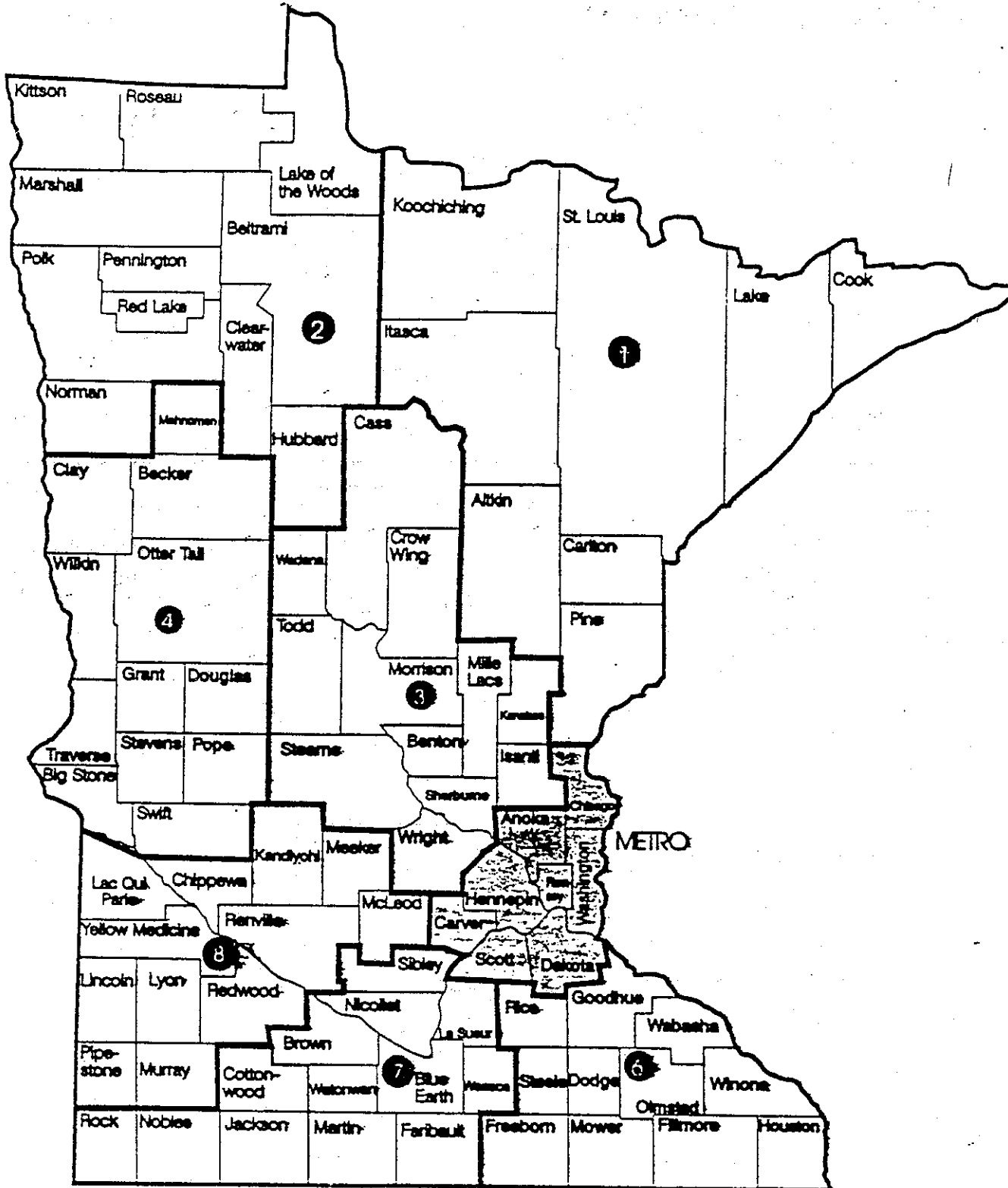


Exhibit 9

Eight County Metro Area Transportation Partnership Process



Areawide Transportation Partnership (ATP) Boundaries



Minnesota Pollution Control Agency (MPCA)

Authority

The Minnesota Pollution Control Agency (MPCA) was created in 1967 by the Minnesota Legislature.

Background (See Exhibit 11, Page 34 for Organization Chart)

The MPCA is an independent, special-purpose state agency with powers to prepare and enforce hazardous waste, air quality and solid waste rules and standards throughout the state.

There are six proposed MPCA divisions: Administrative Services, Air Quality, Water Quality, Hazardous Waste, Ground Water and Solid Waste and Regional Offices. Most transportation issues are the responsibility of the Air Quality Division, but the Waste and Water Quality Divisions are also involved. These divisions coordinate with state, regional and local agencies on transportation projects as necessary.

Responsibilities

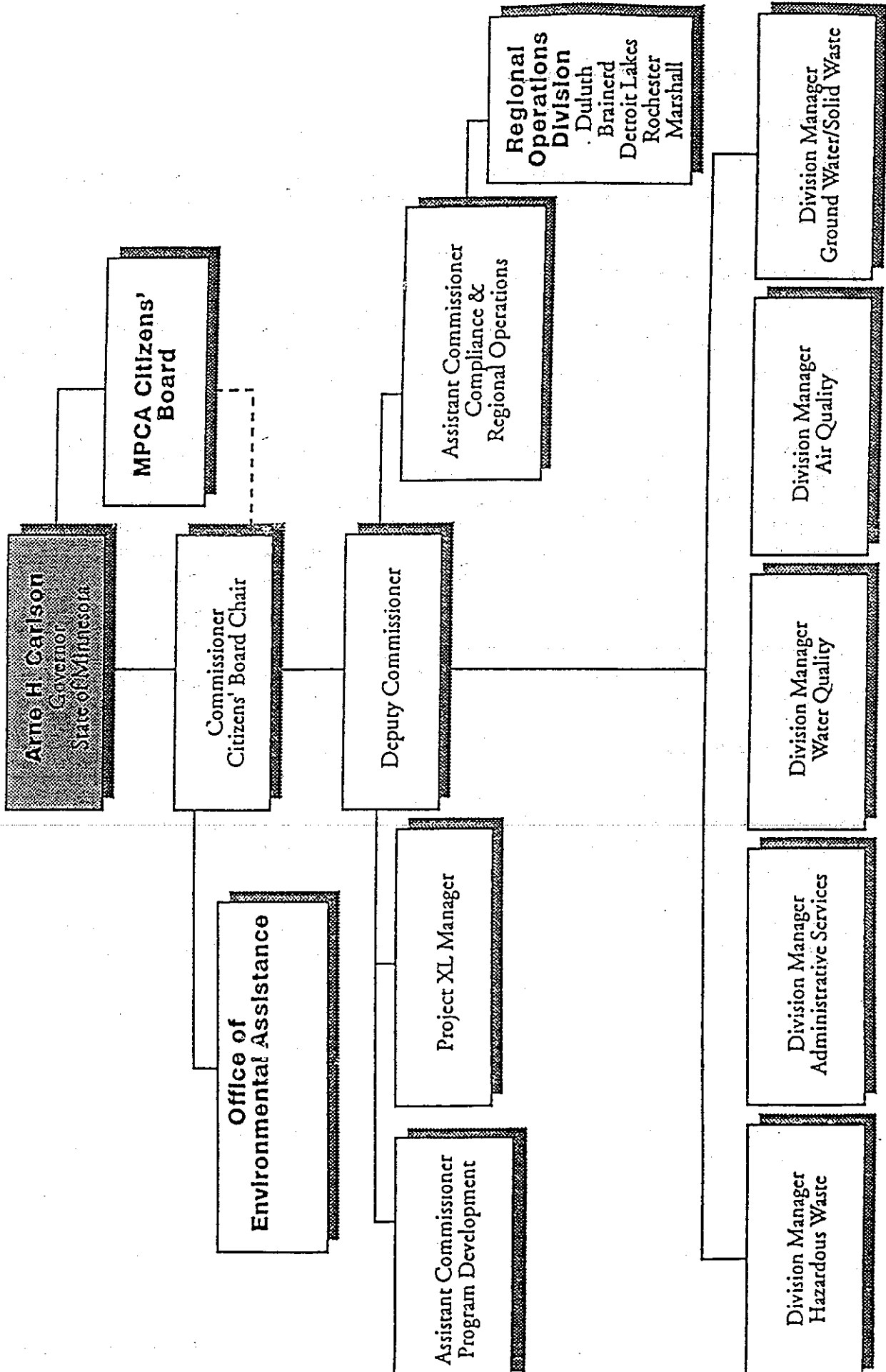
The powers and responsibilities of MPCA as they relate to transportation issues include the following activities:

- Prepares final document or agency decision for assuring adequacy of interagency consultation process for development and implementation of applicable plans and revisions.
- Provides information to other agencies about proposed changes in attainment status, schedules in reaching attainment and whether or not changes in attainment status affect conformity.
- Prepares the final document for assuring the adequacy of Transportation Control Measures (TCMs). EPA makes the decision, based on EPA's guidance, what is acceptable to submit and submits any needed, proposed TCMs to EPA.
- Assures adequacy of interagency consultation process on development of emissions inventory and submits inventory to EPA; proposes emissions inventory budget for Twin Cities Metropolitan Area as part of the redesignation request and submits request to EPA; assures adequacy of interagency consultation process on Twin Cities Metropolitan Area budget as required by EPA rulemaking.
- Organizes submittal and fulfillment of federal requirements for SIP revisions and submittals required by EPA including oxygen, contingency measures, planning procedures, etc.
- Conducts public participation process for SIP revisions and submittals and submits proposed proposed revisions and submittals to EPA.
- Responds to EPA comments on policy issues and CO and SIP revisions.
- Implements emissions inventory, oversees emissions budget and updates motor vehicle emission factors.
- Provides guidance and assistance to MPOs in fulfilling CAAA requirements, including transportation conformity.

- Participates in work of MPOs including participation on TAC and in TIP and transportation plan revision work as part of transportation planning process.
- Reviews draft and final versions of planning documents including Transportation Policy Plan (TPP), TIP, UPWP, Prospectus, etc.



Minnesota Pollution Control Agency



Metropolitan Airports Commission (MAC)

Authority

The Metropolitan Airports Commission ((MAC) was created by an act of the Minnesota State Legislature (Minnesota Statutes, section 473.121, subdivision 5a (1992) in 1943 as a public corporation of the State.

Background (See Exhibit 12, Page 36 for Organizational Chart)

It was created to promote air navigation and international, national and local transportation in and through the State of Minnesota; to promote the efficient, safe and economic handling of air commerce; and to assure residents of the metropolitan area a minimal environmental impact from air navigation and transportation.

It is a special purpose agency with broad powers to acquire, develop and operate airports within an area which approximates the seven county metropolitan area. The Commission exercises jurisdiction over Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington Counties extending approximately 35 miles out in all directions from the Minneapolis and St. Paul City Halls. It owns and operates seven metropolitan public use airports, including Minneapolis-St. Paul International Airport; and it is empowered to raise revenues for the financing of airport development and operations.

All MAC's long range plans must be consistent with Metropolitan Council plans and policies. Specific airport development projects in the Metropolitan Area requiring capital funding in excess of \$5 million at Minneapolis-St. Paul Airport and \$1 million at other airports must be reviewed and approved by the Metropolitan Council.

Organizational Structure

The Commission is governed by 15 Commissioners. Eight are appointed by the Governor and represent designated districts with the metropolitan area. The Mayors of St. Paul and Minneapolis hold seats on the Commission with the option to appoint individuals to serve in their place. In 1989, the Governor expanded the Commission to include four outstate Commissioners.

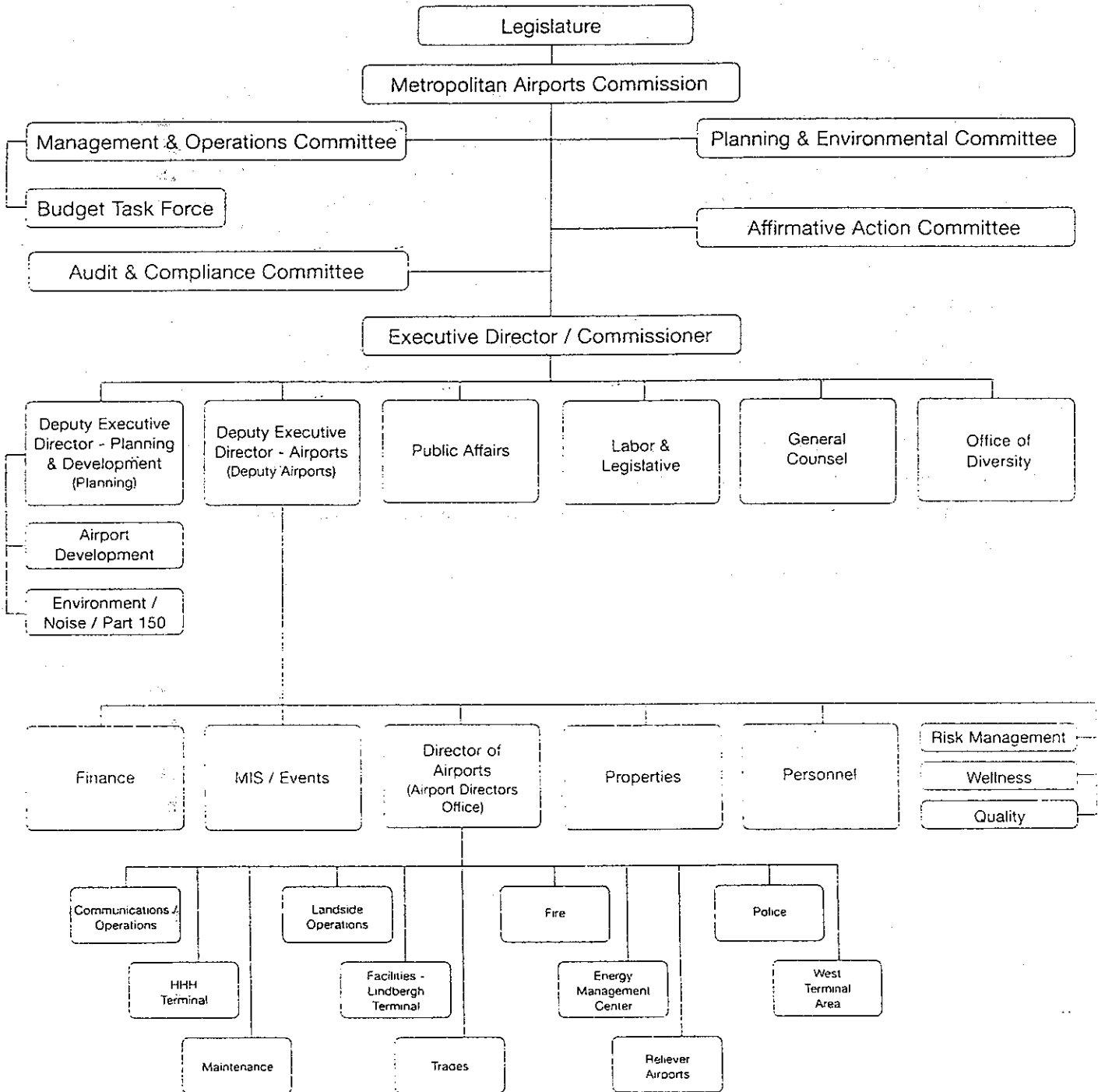
The Commission has four standing committees which make recommendations to the Commission: Planning & Environment, Management & Operations, Affirmative Action and Audit and Compliance.

Responsibilities

The Metropolitan Airports Commission has the following responsibilities relating to the metropolitan planning process in the Twin Cities:

- Prepares long-term comprehensive plans (LTCP's) for each of their airport facilities.
- Participates in the development of the UPWP.

MINNEAPOLIS-ST. PAUL METROPOLITAN AIRPORTS COMMISSION



Transit Operators

Background

In response to the Federal Transit Administration (FTA)'s policy encouraging transit operator participation in the development of plans and programs funded by FTA, transit operators have been encouraged to participate in the transportation planning process through the Technical Advisory Committee's (TAC) Development and Environment Committee since 1992. Transit operators under contract to the Metropolitan Council and those not under contract are provided participation opportunities through various committees: the Providers' Advisory Committee, Transportation Accessibility Advisory Committee and the Rideshare Advisory Committee. They are also involved with the Metropolitan Council through contracts for bus storage facilities, bus shelters, University of Minnesota services and coordination of the public and private provision of Metro Mobility services and regular route transit services. Transit operators participate in the development of planning process documents: the Transportation Improvement Program (TIP) and Unified Planning Work Program (UPWP).

Responsibilities

The private transit operators have the following responsibilities related to the transportation planning process:

- Participate in transit planning studies.
- Recommend improvements in transit services.
- Provide input to the transit portion of the Transportation Improvement Program (TIP).
- Operate transit and paratransit systems.
- Coordinate transit planning and service with other private transit operators and public agencies.

Counties and Municipalities

Background

All counties, the cities of Minneapolis and St. Paul and suburban municipalities in the Metropolitan Area participate in the transportation planning process at two levels: At the policy level, elected county and municipal officials are represented on the Transportation Advisory Board; and at the technical level, professional staff from principal government units are represented on the Technical Advisory Committee. Within the regional transportation planning process, many planning activities are implemented at the subregional and corridor levels. The transportation implications of such projects as highway improvements or transit service modifications are organized to invite active participation by each affected local government and to seek active citizen participation.

Responsibilities

Counties and municipalities have the following responsibilities related to the planning process:

- Prepare and submit comprehensive plans to the Metropolitan Council and respond with amendments as necessary.
- Initiate and submit transportation projects eligible for ISTEA funding.
- Participate in the Transportation Advisory Board (TAB) and Technical Advisory Committee (TAC) when appropriate.
- Review MnDOT's Transportation System Plan, the Metropolitan Council's Transportation Policy Plan and other significant transportation plans.

Private Citizens

Background

Private citizens are an unaffiliated group with no single spokesperson. Participation in the transportation planning process by private citizens and local officials is encourage by:

- The "Open appointment" policy for advisory committees, boards and commissions associated with the Council's planning responsibilities.
- Open meetings of the Transportation Advisory Board, other 3C committees and every metropolitan agency.
- Informational meetings, participatory workshops and public hearings related to transportation studies.
- The distribution of policy documents through an extensive mailing list.
- The referral review process whereby minority groups are contacted for all referrals requiring intergovernmental review.

U.S. Department of Transportation (U.S.DOT)

Authority

The U.S. Department of Transportation (U.S.DOT) came into existence in 1967.

Background (See Exhibit 13, Page 4 for Organization Chart)

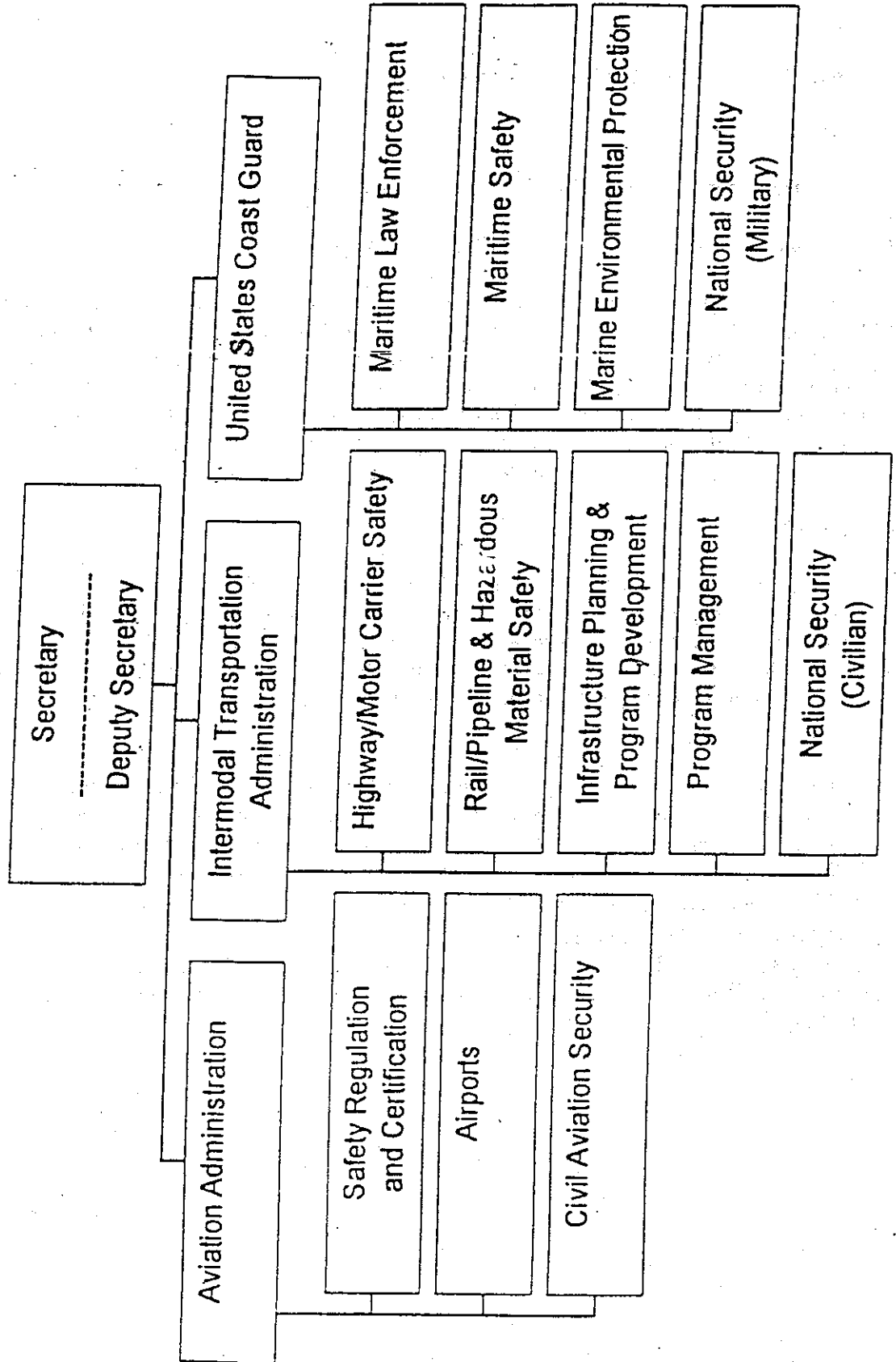
The task of U.S.DOT is to integrate a wide range of transportation programs focused on single modes. With the passage of the Urban Mass Transportation Act of 1964, a program of capital assistance was initiated for urban mass transit development to parallel the older and more generously funded federal-aid highway program. Within the U.S.DOT, concentration on these transportation modes eventually translated into the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The Federal Aviation Administration (FAA), also part of U.S. DOT, provides funding and is instrumental in setting policy direction and participating in the continuous planning process for aviation.

Responsibilities

Both FHWA and FTA are involved in the development of the planning regulations that govern the development of transportation plans and programs for urbanized areas. Prior to ISTEA there were no substantive Federal requirements for statewide transportation planning. The FAA is involved in the effective implementation of the airports system plan. The responsibilities of U.S.DOT as they relate to the transportation planning process are indicated below:

- FHWA and FTA have final approval for the Metropolitan Council's Transportation Development Guide Chapter/Policy Plan, MnDOT's State Transportation Improvement Program (STIP), the Unified Planning Work Program coordinated by the Council and the Prospectus prepared by the Council. (For the Twin Cities the Prospectus satisfies the federal agreements requirement for metropolitan planning organizations.)
- FHWA and FTA certify the metropolitan transportation planning process.
- FAA develops the National Plan for an Integrated Airport System, approves and funds planning and development projects, operates and maintains an air traffic control system, certifies aircraft and pilots and establishes and enforces aircraft flight operations rules and regulations.

U.S. DEPARTMENT OF TRANSPORTATION (PROPOSED)



Products
of the
Transportation
Planning Process

PRODUCTS OF THE TRANSPORTATION PLANNING PROCESS

There are several major transportation planning documents and supporting processes required by the transportation planning process. Their relationship is indicated on **Exhibit 14, Page 44**.

Exhibit 15, Page 45, depicts the involvement of the major participants in each product of the transportation planning process; **Exhibit 16, Page 48**, indicates the involvement of the major participants in the processes supporting the transportation planning process.

In the following discussion of documents and processes there is an indication of the legislation requiring the document or process, a brief description of each document or process, the agency or agencies responsible for the product's development, the impacts of the Intermodal Surface Transportation Efficiency Act (ISTEA) and the Clean Air Act Amendments (CAAA) in developing the document or process, the method used in developing each document or process and how the public was involved in developing the document or process.

The major transportation planning documents required of the transportation planning process include:

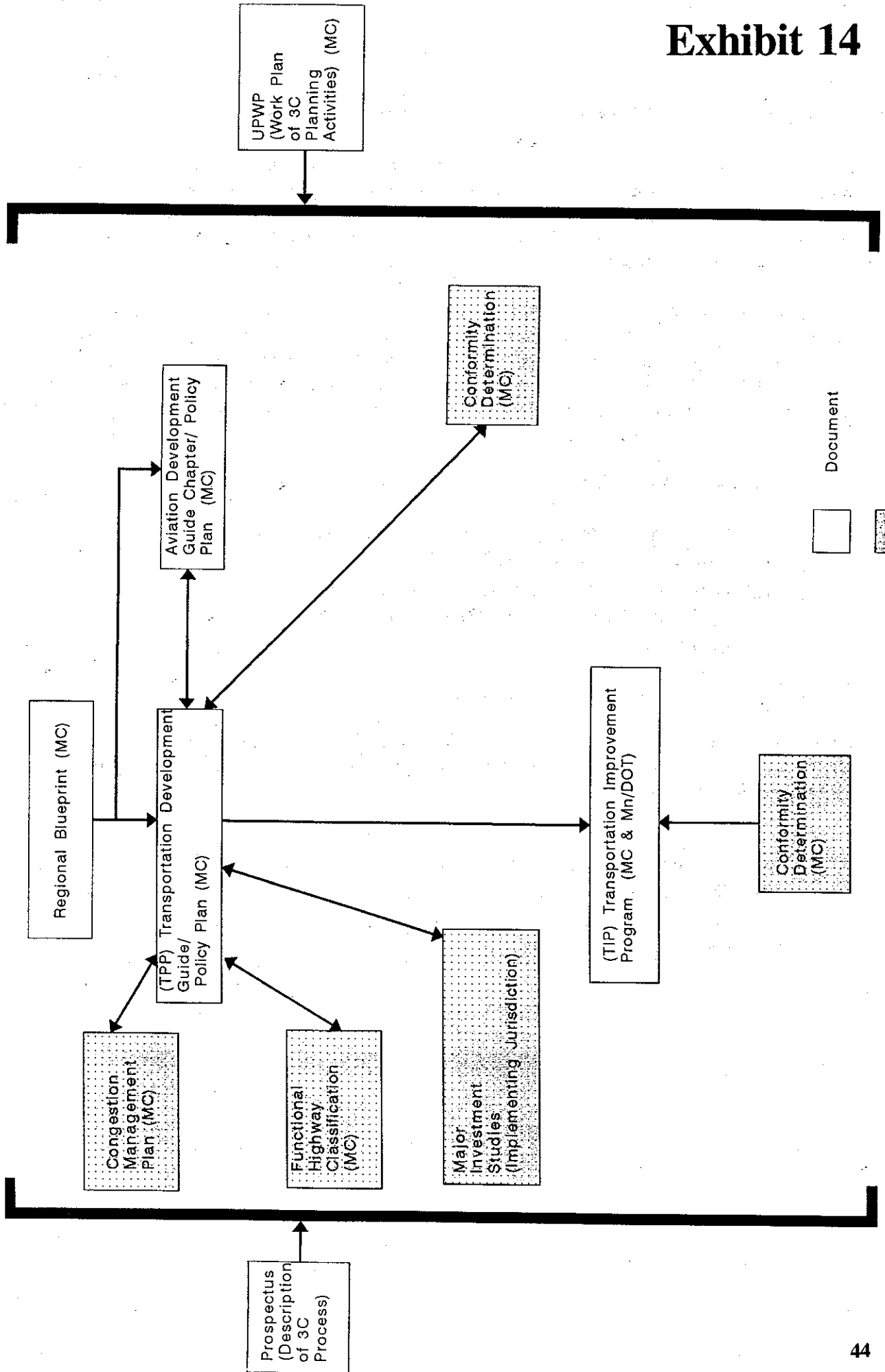
- **The Transportation Development Guide Chapter/Policy Plan (TPP)**
- **The Aviation Development Guide Chapter**
- **The Transportation Improvement Program (TIP)**
- **The Unified Planning Work Program (UPWP)**
- **The Prospectus**

This hierarchy of documents is noted on **Exhibit 14, Page 44**.

The processes supporting the transportation planning documents are indicated below and discussed in detail in the following pages. The **Congestion Management Plan** and **Air Quality Conformity Determination** are also formalized documents as are those indicated above.

- **The Congestion Management Plan - (Document Produced)**
- **The Functional Highway Classification**
- **The Air Quality Conformity Determination - (Document Produced)**
- **Major Investment Studies (MIS)**

Relationship Between 3C Planning Process Documents & Supporting Processes



TRANSPORTATION PLANNING PROCESS--INTERAGENCY PARTICIPATION OPPORTUNITIES

BY REQUIRED DOCUMENTS

There are tiers of responsibility reflected in this Table. The following verbs connote specific categories of involvement in the work products of the transportation planning process:

Cooperative

- * Participate
- * Review
- * Comment

Development

- * Prepare
- * Conduct
- * Facilitate
- * Provide
- * Recommend

Decision-making

- * Approve
- * Adopt
- * Submit

	Transportation Development Guide/Policy Plan (TPP) (S)*(F)*	Aviation Guide Chapter (S)*	Transportation Improvement Program (TIP) (F)*	Unified Planning Work Program (UPWP) (F)*	Prospectus (F)*
Metropolitan Council	<ul style="list-style-type: none"> • Prepares & approves Plan (TPP) 	<ul style="list-style-type: none"> • Prepares & approves aviation system plan 	<ul style="list-style-type: none"> • Lead agency in preparing TIP. • Approves TIP • Forwards document to Mn/DOT for inclusion in State Transportation Improvement Program (STIP) 	<ul style="list-style-type: none"> • Prepares & approves UPWP • Submits document to Mn/DOT for forwarding to U.S.DOT 	<ul style="list-style-type: none"> • Prepares & approves Prospectus
Transportation Advisory Board (TAB)	<ul style="list-style-type: none"> • Actively participates in plan development. • Reviews and comments on document to Met Council 	<ul style="list-style-type: none"> • Participates in plan development. • Reviews & comments on documents to Met Council 	<ul style="list-style-type: none"> • Conducts regional project solicitation for incorporation in TIP. • Adopts TIP 	<ul style="list-style-type: none"> • Reviews & recommends program to Met Council 	<ul style="list-style-type: none"> • Approves Prospectus
Technical Advisory Committee (TAC)	<ul style="list-style-type: none"> • Actively participates in plan development. • Reviews & comments on document to TAB. 	<ul style="list-style-type: none"> • Participates in plan development. • Reviews & comments to TAB. 	<ul style="list-style-type: none"> • Facilitates regional solicitation process for TAB. • Recommends projects for inclusion in TIP. • Recommends TIP to TAB for adoption. 	<ul style="list-style-type: none"> • Reviews & comments to TAB. 	<ul style="list-style-type: none"> • Reviews & comments to TAB.

*(S) Denotes State Requirement
 *(F) Denotes Federal Requirement

	Transportation Development Guide/Policy Plan (TPP) (S)*(F)*	Aviation Guide Chapter (S)*	Transportation Improvement Program (TIP) (F)*	Unified Planning Work Program (UPWP) (F)*	Prospectus (F)*
Minnesota Department of Transportation (MNDOT)	<ul style="list-style-type: none"> Participates in TAC/TAB review & comments. Can comment directly to Met Council. 	<ul style="list-style-type: none"> Participates in TAC/TAB review & comment. Reviews & comments to Met Council. 	<ul style="list-style-type: none"> Provides region with federal funding target for 4 yr. TIP. Facilitates minor changes in TIP/STIP. Metro Division assists Council in TIP development. Participates in TIP review & adoption process through TAC/TAB. Approves TIP as Governor's designee. Central office incorporates TIP into state TIP (STIP). Submits STIP to U.S.DOT for approval. 	<ul style="list-style-type: none"> Prepares agency work program components for inclusion in UPWP. Participates in TAC/TAB review. Submits UPWP to U.S.DOT for approval. Can comment directly to Met Council. 	<ul style="list-style-type: none"> Participates in preparation of Prospectus. Participates in TAC/TAB review. Comments directly to TAB and Met Council.
Minnesota Pollution Control Agency (MPCA)	<ul style="list-style-type: none"> Participates in TAC/TAB review and comment. Can comment directly to Met Council. 	<ul style="list-style-type: none"> Participates in TAC/TAB review and comment. Reviews and comments to Met Council. 	<ul style="list-style-type: none"> Participates in TIP review/adoption process through TAC/TAB. Reviews and comments to TAB and/or Met Council. 	<ul style="list-style-type: none"> Prepares agency work program component for inclusion in UPWP. Participates in TAC/TAB review. Can comment directly to Met Council. 	<ul style="list-style-type: none"> Participates in TAC/TAB review. Can comment directly to TAB and/or Met Council.
Metropolitan Airports Commission (MAC)	<ul style="list-style-type: none"> Participates in TAC/TAB review & comment. Can comment directly to Met Council. 	<ul style="list-style-type: none"> Reviews and comments through TAB/TAB. Can comment directly to TAB or Met Council. 	<ul style="list-style-type: none"> Reviews and comments through TAB/TAB. Can comment directly to TAB or Met Council. 	<ul style="list-style-type: none"> Prepares agency work program component for inclusion in UPWP. Reviews & comments through TAC/TAB. Can directly comment to Met Council. 	<ul style="list-style-type: none"> Reviews & comments through TAC/TAB. Can comment directly to Met Council.
Local Government County and Municipal	<ul style="list-style-type: none"> Reviews & comments through TAC/TAB. Can comment directly to Met Council. 	<ul style="list-style-type: none"> Reviews & comments through TAC/TAB. Can comment directly to TAB and/or Met Council. 	<ul style="list-style-type: none"> Reviews & comments through TAC/TAB process. Can comment directly to Met Council. 	<ul style="list-style-type: none"> Reviews & comments through TAC/TAB. 	<ul style="list-style-type: none"> Reviews & comments through TAC/TAB. Can comment directly to TAB and Met Council.

*(S) Denotes State Requirement

	Transportation Development Guide/Policy Plan (TPP) (S)*(F)*	Aviation Guide Chapter (S)*	Transportation Improvement Program (TIP) (F)*	Unified Planning Work Program (UPWP) (F)*	Prospectus (F)*
Private Transit Operators	<ul style="list-style-type: none"> • Reviews & comments through TAC subcommittee or Providers Advisory Committee (PAC). • Can comment directly to Met Council. 	<ul style="list-style-type: none"> • Comments directly to Met Council 	<ul style="list-style-type: none"> • Reviews & comments through PAC. • Can comment directly to Met Council. 	<ul style="list-style-type: none"> • Comments directly to Met Council. 	<ul style="list-style-type: none"> • Reviews & comments through TAC/TAB.
U.S. Department of Transportation	<ul style="list-style-type: none"> • Participates as non-voting member in TAC review and comment to TAB. • FHWA and FTA must make conformity determination that plan is in accordance with Clean Air Act and EPA conformity regulations. 	<ul style="list-style-type: none"> • FAA Responsibilities: <ul style="list-style-type: none"> • Participates on TAC Aviation Committee. • Participates as non-voting member. • TAC reviews and comments to TAB 	<ul style="list-style-type: none"> • Participates as non-voting member in TAC review and comment to TAB. • FHWA and FTA must make conformity determination that TIP is in accordance with Clean Air Act and EPA regulations. • Must find TIP is based on 3C process carried out with state, MPO and transit operations. • FHWA and FTA must jointly find that TIP conforms with adopted State Implementation Plan (SIP) and that priority given to timely implementation control measures contained in SIP. 	<ul style="list-style-type: none"> • Reviews and approves UPWP. 	<ul style="list-style-type: none"> • Participates as non-voting member of TAC. • If Prospectus is used to satisfy MPO Agreements, U.S.DOT must approve agreements as incorporated in Prospectus.

*(S) Denotes State Requirement
*(F) Denotes Federal Requirement

TRANSPORTATION PLANNING PROCESS-INTERAGENCY PARTICIPATION OPPORTUNITIES BY PROCESSES SUPPORTING PLANNING DOCUMENTS

There are tiers of responsibility reflected in this Table. The following verbs connote specific categories of involvement in the work products of the transportation planning process:

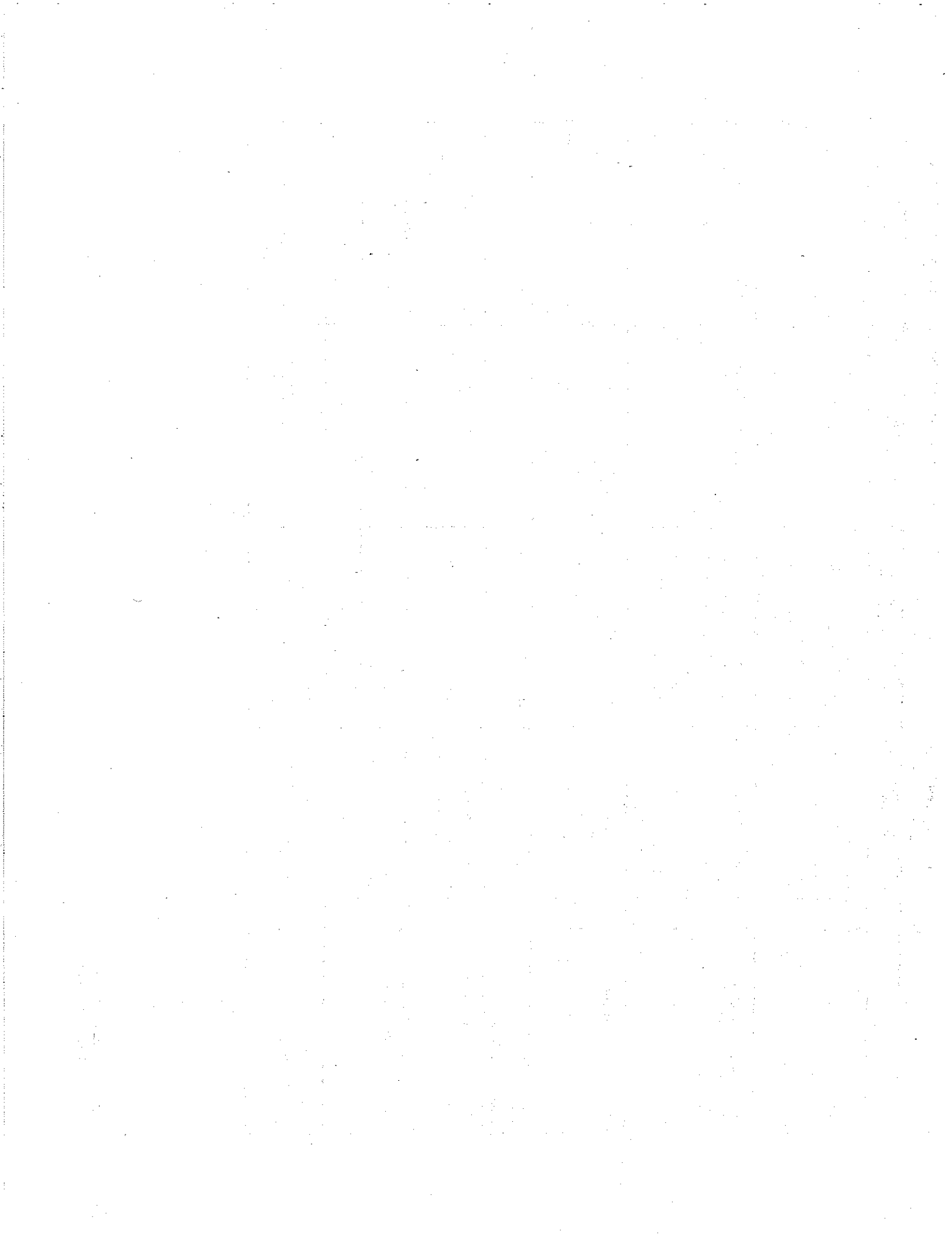
- | <u>Cooperative</u> | <u>Development</u> | <u>Decision-making</u> |
|--------------------|--------------------|------------------------|
| * Participate | * Prepare | * Approve |
| * Review | * Conduct | * Adopt |
| * Comment | * Facilitate | * Submit |
| * Record | * Provide | * Accept |
| | * Recommend | |
| | * Identify | |
| | * Develop | |

	Congestion Management System (CMS) (F)*	Functional (Highway Classification) (S)*(F)*	Air Quality Conformity Analysis (F)*	Major Investment Studies (F)*
Metropolitan Council	<ul style="list-style-type: none"> • Prepares and approves Congestion Management System 	<ul style="list-style-type: none"> • Develops and adopts; 1) definitions of functional classes, 2) criteria used to identify which road/street segments belong in each class, and 3) typical physical and performance characteristics exhibited by road/street segments in each functional class • Identifies collection of road segments which meet criteria for Principal Arterials, designates them as such, and adopts them as "The Metropolitan Highway System" 	<ul style="list-style-type: none"> • Conducts conformity analysis in consultation with Mn/DOT, MPCA and U.S.DOT • Makes conformity determination 	<ul style="list-style-type: none"> • Identifies corridors for MIS • Lead Agency/Joint Lead Agency or participates in MIS
Transportation Advisory Board (TAB)	<ul style="list-style-type: none"> • Participates in development of CMS • Reviews and comments to Met Council 	<ul style="list-style-type: none"> • Adopts system of functionally classified road and street segments identified by TAC (Minor Arterials, Collectors, and Locals) and Metropolitan Council (Principal Arterials) 	<ul style="list-style-type: none"> • Component of TIP which TAB adopts • TAB comments on TIP to Met Council 	<ul style="list-style-type: none"> • Reviews and comments on corridor needs • Reviews MIS conclusions

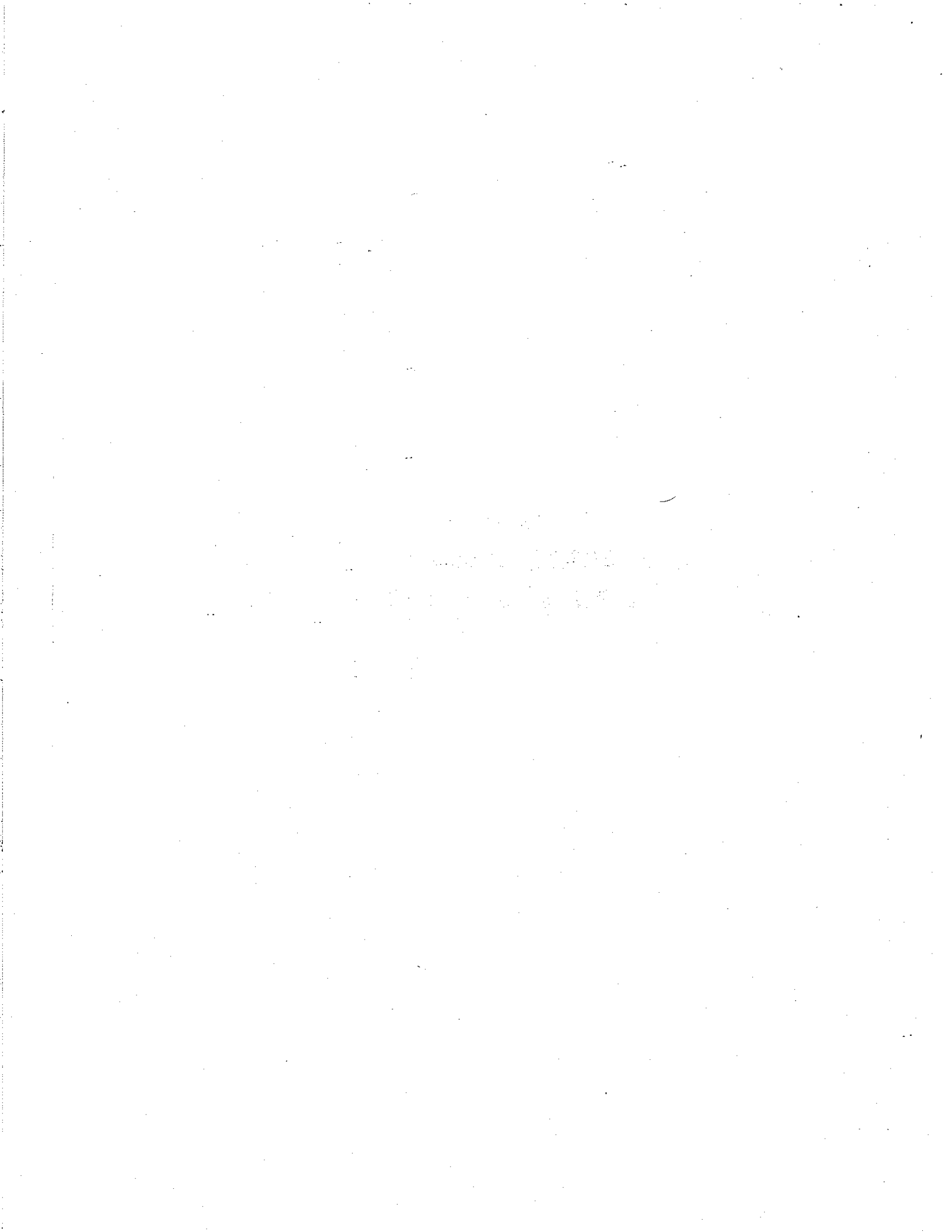
*(S) Denotes State Requirement

	Congestion Management System (CMS) (F)*	Functional (Highway Classification) (S)*(F)*	Air Quality Conformity Analysis (F)*	Major Investment Studies (F)*
Technical Advisory Committee (TAC)	<ul style="list-style-type: none"> Participates in development of CMS Reviews and comments to TAB 	<ul style="list-style-type: none"> Identifies collection of road/street segments which meet criteria (as developed by Metropolitan Council) established for minor arterials, collectors and locals 	<ul style="list-style-type: none"> Reviews and comments to TAB as part of TIP and TPP 	<ul style="list-style-type: none"> Reviews and comments on corridor needs Reviews MIS conclusion
Minnesota Department of Transportation (Mn/DOT)	<ul style="list-style-type: none"> Participates in development of CMS Reviews and comments to Met Council Certifies to FHWA that CMS complies with federal requirements 	<ul style="list-style-type: none"> Records "open to traffic version" of functionally classified roads/streets based on system adopted by TAB and reports it to the Federal Highway Administration 	<ul style="list-style-type: none"> Participates in conformity analysis for TIP and TPP 	<ul style="list-style-type: none"> Identifies corridors for MIS Lead or Joint Lead Agency Implements recommended action
Minnesota Pollution Control Agency (MPCA)	<ul style="list-style-type: none"> Reviews and comments through TAC/TAB Can comment directly to Met Council 		<ul style="list-style-type: none"> Participates in conformity analysis for TIP and TPP Reviews and comments on conformity to TAB and/or Met Council 	<ul style="list-style-type: none"> Participates in MIS Reviews recommended action
Metropolitan Airports Commission (MAC)			<ul style="list-style-type: none"> Maintains SIP 	
Local Government County and Municipal	<ul style="list-style-type: none"> Reviews and comments through TAC/TAB Process Can comment directly to Met Council 		<ul style="list-style-type: none"> Participates in TAC/TAB process as component of TIP and TPP 	<ul style="list-style-type: none"> Participates in MIS
Private Transit Operators	<ul style="list-style-type: none"> Comments directly to Met Council 			<ul style="list-style-type: none"> Identifies need for MIS Participates as lead agency, joint lead agency or participating agency
U.S. Department of Transportation	<ul style="list-style-type: none"> Reviews and approves State Certification Determination 	<ul style="list-style-type: none"> Accepts a statewide system of functionally classified roads and streets 	<ul style="list-style-type: none"> Must make conformity determination for TPP and TIP. See these sections for more detail. 	

*(S) Denotes State Requirement
*(F) Denotes Federal Requirement



Major
Transportation
Planning Documents



Transportation Development Guide Chapter/Policy Plan (TPP)

Authority

Development of the Transportation Development Guide Chapter/Policy Plan is required by Federal ISTEA regulations and by Minnesota Statute 473, sections 145 & 146. It serves as the interim Congestion Management Plan in keeping with ISTEA requirements.

Description

The Transportation Development Guide/Policy Plan describes the Metropolitan Council's approach to metropolitan transportation investments between now and 2015. The Guide considers ISTEA and CAAA concerns, major studies which have been conducted since the last update, the quantity of added vehicle trips on the region's highways and the limited funds available to maintain or replace the highway and transit infrastructure. The Transportation policies and plans found in the Guide are intended to support and implement the Regional Blueprint which sets overall priorities for regional facilities and services in the Twin Cities Metropolitan Area.

Responsible Agency

The Transportation Development Guide/Policy Plan is prepared by the Metropolitan Council and reflects the participation of all agencies responsible for transportation planning in the region, including the Transportation Advisory Board and its Technical Advisory Committee which includes representatives of municipal and county government, the Minnesota Department of Transportation, transit and the Council.

ISTEA/CAAA Impacts

The implementation of ISTEA has eleven specific requirements of the Transportation Policy Plan. A detailed accounting of these requirements is found in (Part II, Department of Transportation, Federal Highway Administration, Federal Transit Administration, Statewide Planning; Metropolitan Planning; Rule, Federal Register/Vol. 58, No. 207/Thursday, October 28, 1993, CFR Part 450.322, Page 58075). In general, the plan must:

- Identify the projected transportation demand of persons and goods in the Metropolitan Planning area over the twenty year planning horizon of the plan;
- Identify adopted congestion management strategies;
- Identify pedestrian, walkway and bicycle transportation facilities;
- Reflect consideration given to results of management systems;
- Assess capital investment and other necessary measures to preserve existing transportation system and make efficient use of existing transportation facilities to relieve congestion and enhance mobility of people and goods;
- Include design concept and scope descriptions of all existing and proposed projects in nonattainment and maintenance areas to permit conformity determinations;
- Reflect multimodal evaluation of transportation, socioeconomic, environmental and financial impact of overall plan;

- Where analyses are not complete for major transportation investments, indicate design concept and scope not fully developed that require further analysis (study corridors and subareas must be identified);
- Reflect area's comprehensive long-range land use plan and metropolitan development objectives;
- Indicate proposed transportation enhancement activities;
- Include financial plan demonstrating consistency of proposed transportation investments with already available and projected sources of revenue;

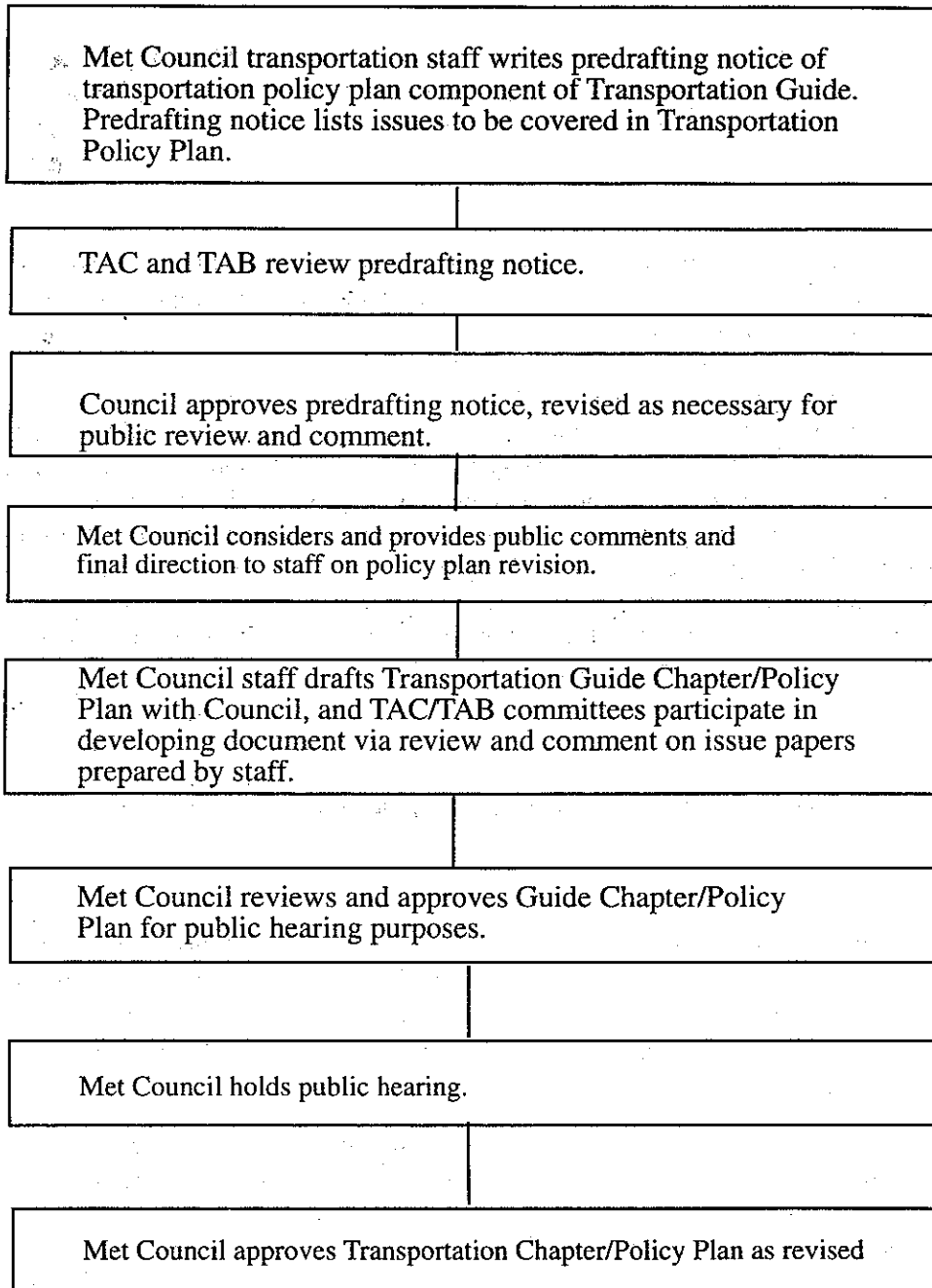
Transportation Development Guide Process

The process chart in **Exhibit 17, Page 53** outlines the development of the document from its initiation to its adoption.

Public Involvement Opportunities

As described in the section on Public Participation, **Page 82**, the Metropolitan Council utilizes various means to solicit public input and to disseminate information. These methods were used in seeking public input in the development of the Transportation Development Guide/Policy Plan with specific steps being taken as outlined in Appendix D of the 1996 DRAFT Transportation Development Guide/Policy Plan.

Transportation Guide Chapter/Policy Plan (TPP) Development Process



Aviation Development Guide Chapter/Policy Plan

Authority

The Aviation Chapter of the Metropolitan Development Guide is prepared pursuant to Minnesota Statutes, section 473.145 (1992); it is a metropolitan system plan as defined by Minnesota Statutes, section 473.852, subdivision 8, (the Metropolitan Land Planning Act).

Description

Minnesota Statutes require the Metropolitan Council to prepare and adopt a comprehensive development guide for the orderly and economic development, both public and private, of the metropolitan area including the necessity for and location of airports.

The Aviation Chapter of the Metropolitan Development Guide charts the direction for regional aviation planning and development to the year 2020, establishing goals, policies, review criteria, guidelines, a coordination and implementation process and an airports system plan. The Aviation Guide, which is also a metropolitan system plan as defined in the Metropolitan Land Planning Act, is linked to other metropolitan systems (e.g. roads, sewers, parks, etc.) and local community plans through the Blueprint Chapter of the Metropolitan Development Guide. The Blueprint contains the regional forecast data and development plan assumptions agreed upon with local governments; it also provides the regional physical and policy framework which is the basis for the type, location, investment priorities and general implementation review procedures for metropolitan systems.

Responsible Agency

The Aviation Chapter of the Metropolitan Development Guide is prepared by the Metropolitan Council.

ISTEA/CAAA Impacts

The aviation goals of the Metropolitan Council for the Twin Cities area are compatible with the concept of intermodal transportation required by ISTEA. In continuing as a major hub for the north-central U.S.A. and adjacent parts of Canada with direct passenger and freight connections to all large American markets and to major foreign destinations, the Minneapolis-St. Paul International Airport (MSP) is promoting intermodalism.

The CAAA places the Council in an oversight role for ensuring that regional agencies respond to national ambient air quality standards in planning, design, construction, operation of facilities and provision of services. A travel demand management (TDM) program is recommended to mitigate future surface transportation-associated problems and air quality problems at MSP and the adjacent I-494 corridor.

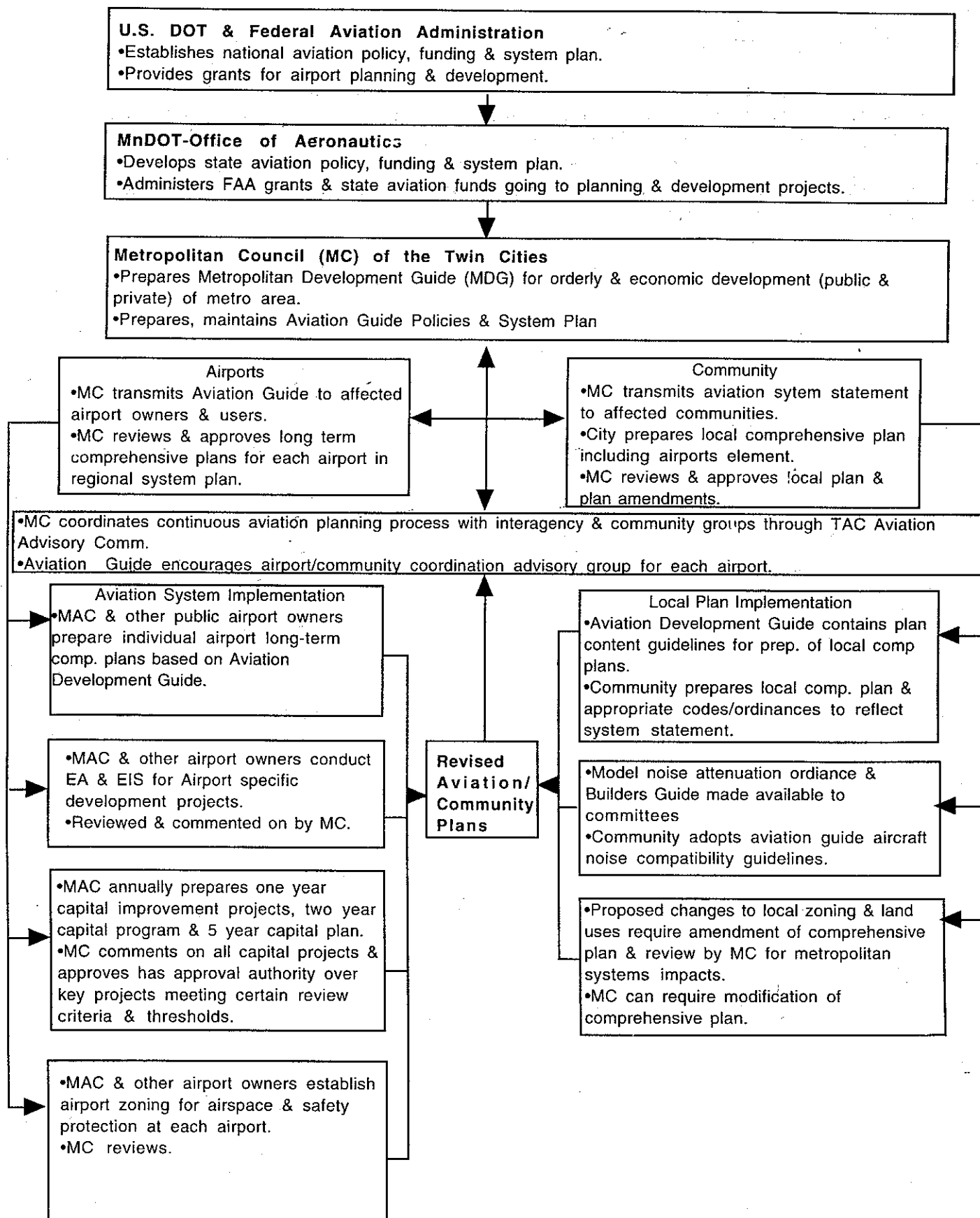
Aviation Planning Process

The process chart in **Exhibit 18, Page 56** outlines the development of the document from its initiation to its adoption.

Public Involvement Opportunities

The Aviation Development Guide Chapter is forwarded to airport owners/operators and to local governments affected by the metropolitan airports system. Comprehensive long-term airport plans and community comprehensive plans are reviewed and approved by the Council to determine consistency with the Aviation Chapter and Metropolitan Development Guide. On a continuing basis the Council evaluates regional system plans for compatibility with aviation system requirements and with land-use compatibility guidelines for aircraft noise.

Regional Aviation System Planning Process



Transportation Improvement Program (TIP)

Authority

The Transportation Improvement Program is required by Federal Regulations - ISTEA, 23USC 134, to be a 3 year program.

Description

The Transportation Improvement Program (TIP) is a 3 year multimodal program of highway, transit, bike, walk and transportation enhancement projects and programs proposed for federal funding in the seven county Twin Cities Metropolitan Area. The Metropolitan Council and TAB have chosen to prepare a 4 year document with a major amendment to be made in alternate years. The TIP is adopted by the Transportation Advisory Board and approved by the Metropolitan Council. It must be consistent with the Metropolitan Council's Transportation Development Guide/Policy Plan, the Transportation Air Quality Plan and the 5-year Transit Plan. The projects in the TIP are consistent with and implement the region's transportation plans and priorities. **The process by which transportation problems, issues, needs and wants are translated into constructed projects is indicated on Exhibit 20 and discussed in further detail on Page 60.**

The projects in the TIP are incorporated into the State Transportation Improvement Program (STIP) prepared by MnDOT. The STIP is a 3 year schedule of planned highway and transit projects, and ISTEA requires that projects chosen for implementation through the project selection process are scheduled for implementation in the STIP.

Responsible Agency

The Metropolitan Council, with the assistance of the Transportation Advisory Board (TAB), is responsible for preparing the TIP in consultation with the Minnesota Department of Transportation and the Minnesota Pollution Control Agency.

ISTEA/CAAAImpacts

ISTEA imposes specific requirements on the Transportation Improvement Program (TIP):

- The TIP must be financially constrained - only projects for which construction and operating funds can reasonably be expected to be available during the four year period may be included;
- The TIP must include all transportation projects or identified phases of a project that are to be developed with federal funding assistance;
- Only projects that are consistent with the transportation plan can be included in the TIP;
- The TIP must include all regionally significant transportation projects requiring federal (FHWA or FTA) or non-federal funds;
- The TIP must provide sufficient project design concept and scope to permit air quality analysis;

- As a management tool, the TIP must:
 - Identify the criteria and process for prioritizing implementation of transportation plan elements for inclusion in the TIP and any changes in priorities from previous TIPs.
 - List major projects from previous TIPs that were implemented and identify significant delays in planned implementation of major projects.
 - Describe progress in implementing any required TCMs.
 - Include list of all projects found to conform in previous TIP and now part of base case for air quality conformity analyses.

TIP Process

The process chart on **Exhibit 19, Page 59**, outlines the development of the document from its initiation to its adoption.

Public Involvement Opportunities

The Transportation Advisory Board (TAB) holds public meetings to provide information and gain public reaction to the TIP. Mailings, notification in the State Register and press announcements are used to advertise the meetings. Projects for inclusion in the TIP are solicited with over 700 mailings to cities, counties, agencies and special interest groups. All presentations identify meetings of Council committees when actions are taken, noticed and open to the public.

Transportation Improvement Program (TIP) Process

MnDOT Capital Improvement Committee (CIC) monitors status of projects in current TIP as an ongoing process.

New TIP preparation starts with Council staff notifying MnDOT to prepare list of all regionally approved projects and MnDOT projects for inclusion in new TIP.

Council staff prepares draft TIP in coordination with MPCA and MnDOT.

TAC Funding & Programming Committee (F&PC) reviews and comments on draft TIP.

Draft TIP forwarded to MnDOT Office of Intermodal Management for review and possible project additions.

Technical Advisory Committee (TAC) reviews.

Minnesota Pollution Control Agency (MPCA) reviews Air Conformity Analysis.

TAB ISTEA Programming Committee reviews and recommends document to TAB.

TAB adopts TIP after conducting public process.

Metropolitan Council Transportation Committee reviews TIP.

Metropolitan Council approves TIP and conducts Air Conformity Finding.

Council publishes TIP and forwards to MnDOT and MPCA.

MnDOT prepares State TIP, secures Governor's approval and forwards to U.S. DOT for conformance with ISTEA and CAAA and to U.S. EPA for review.

ote: Although final approval rests with Metropolitan Council, TAB's action
ill be changed only if Council finds it inconsistent with Council policy.

Translation of Transportation Problems, Issues, Needs and Wants into Constructed Projects

Exhibit 20 on **Page 63** describes how an issue (need or want) becomes a constructed project. There are four major elements which must each be completed before a project is constructed:

- A - A Concept
- B - Project Support
- C - Project Funding
- D - Project Development

A detailed discussion of each project element follows:

Element A (Concept)

There must be either a transportation problem/issue/need or opportunity to address a transportation problem/issue/need before a project can be identified or before support for the project can be gained or maintained. The geographic impact of a problem influences where project support will most likely be found.

Element B (Project Support)

Project support can come from either planning or nonplanning forums (The various types of forums are noted on **Exhibit 20**.) Planning forums respond to transportation problems in ways that are significantly different than nonplanning forums:

- Planning forums usually conduct a more indepth exploration of a problem and develop more responses;
- Planning forums normally explore the problem and potential responses in the context of other problems/opportunities evident during the development of community, county or regional plans;
- Planning forums usually require more time to identify and gain support for a project;
- Planning forums generate project support that is usually retained over an extended time period.

When planning and nonplanning forums continually support a project, it is more likely that the project will survive Project Development (Element D) and Obtain Funds (Element C).

Element C (Project Funding)

There are several sources for obtaining a commitment of federal transportation project funds as noted in **Exhibit 20** and as discussed below:

- Based on Federal law and rule, in large metropolitan areas such as the Twin Cities, only the Metropolitan Planning Organization (MPO) can commit funds. In the Twin Cities, the MPO is the Metropolitan Council in conjunction with the Transportation Advisory Board.

The MPO exercises its authority to commit federal funds in its annual adoption of the Transportation Improvement Program (TIP). The time line for implementing a project funded through the TIP is usually three to five years. Projects that deal with scale issues can take much longer than five years, and their development begins there is a commitment of construction funds. large long before

- Actions of the U.S. Congress regarding funding availability for specific projects create situations where some funds are made available only for certain demonstration projects. In these cases the MPO has 2 options: To program only that particular project or forego the funds. To date the Twin Cities MPO has chosen to directly solicit and select projects using only a small portion (approximately 25%) of the total federal funds made available to the Area Transportation Partnership (ATP). (The ATP is discussed in greater detail on **Page 25**.)
- Direct solicitation and selection of most projects for federal funding is performed by MnDOT's Division Engineer and staff. The Commissioner of Transportation "holds back" some portion of the total federal transportation funds made available to Minnesota from the "funding targets" made available to ATPs for solicitation and selection of projects. These funds are allocated to the ATPs based on requests that are made through draft TIPs.
- The actions of the State legislature greatly influence project programming decisions made by the Transportation Commissioner, Division Engineer, ATP and MPO.

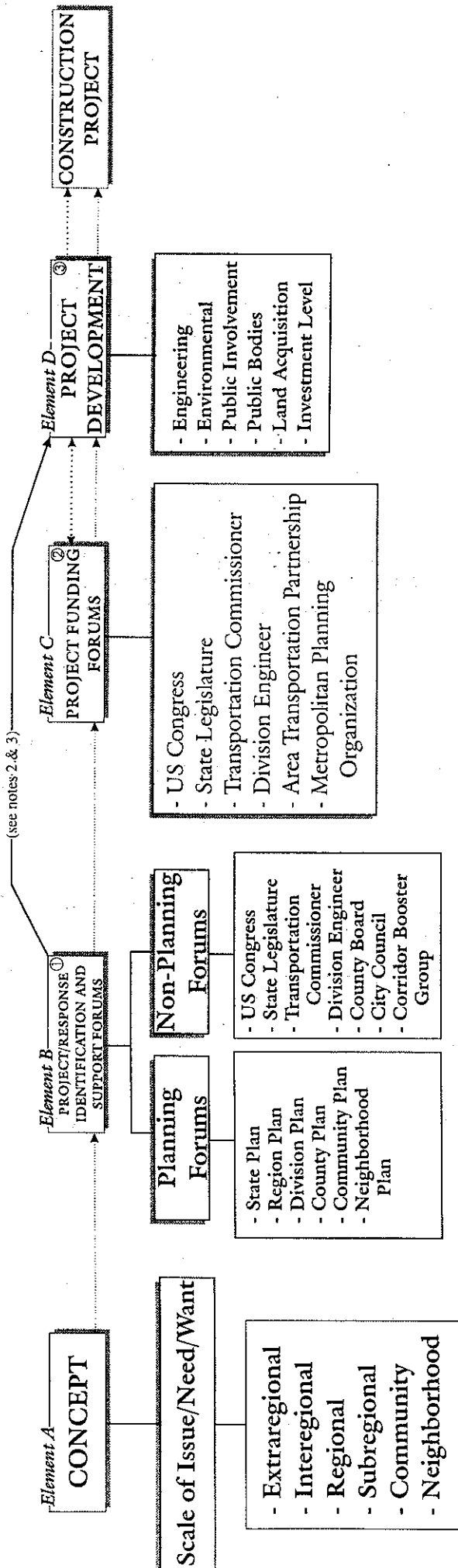
Project Development (Element D)

In this phase, a project is further defined or refined. In response to federal and state legal requirements, documentation addresses the following topics:

- Engineering
- Environment
- Public Involvement
- Public Bodies
- Land Acquisition
- Investment Level (for large, complex projects)

Project development requires a sustained effort for a continuous period - three months to twelve years. The time frame relates to the project's complexity and public controversy surrounding it. The number of support forums which continuously and vigorously support a project can affect the time line for project development.

How an Issue, Need or Want Becomes a Constructed Project (Major Elements)*



① Support for a project is usually needed in most, and in some cases all, forums. It is critical to sustain support clearly and continuously throughout the development period of the project.

② The time horizon for most products (programs) resulting from funding forums is 3 to 5 years.

③ Based on the scale of the project, Project Development requires a sustained effort for a period ranging from 3 months to 12 years.

* A + B + C + D = a constructed project.
 Each and every element **MUST** be accomplished.

Unified Planning Work Program (UPWP)

Authority

The Unified Planning Work Program (UPWP) is a requirement of the U.S. Department of Transportation in accordance with the provisions of the Title VI of the Civil Rights Act of 1964 in connection with receiving assistance under the Urban Mass Transportation Act of 1964.

Description

The Unified Planning Work Program (UPWP) is a description and documentation of proposed transportation and transportation-related planning activities in the Metropolitan Area which is prepared annually. The UPWP projects are consistent with the Transportation Development Guide Chapter/Policy Plan and the Aviation Development Guide Chapter/Policy Plan of the Metropolitan Council's Regional Blueprint. The UPWP describes the activities of four agencies: The Metropolitan Council, the Minnesota Department of Transportation, the Minnesota Pollution Control Agency and the Metropolitan Airports Commission.

Responsible Agency

The UPWP is prepared by the Metropolitan Council in cooperation with the Minnesota Department of Transportation, Minnesota Pollution Control Agency and the Metropolitan Airports Commission.

ISTEA/CAAA Impacts

The UPWP discusses the planning priorities facing the metropolitan planning area and describes all metropolitan transportation and transportation-related air quality planning activities anticipated within the area regardless of funding sources or agencies conducting the activities.

A new category entitled ISTEA Programming has been added to the UPWP, expanding the implementation activities of the transportation planning process.

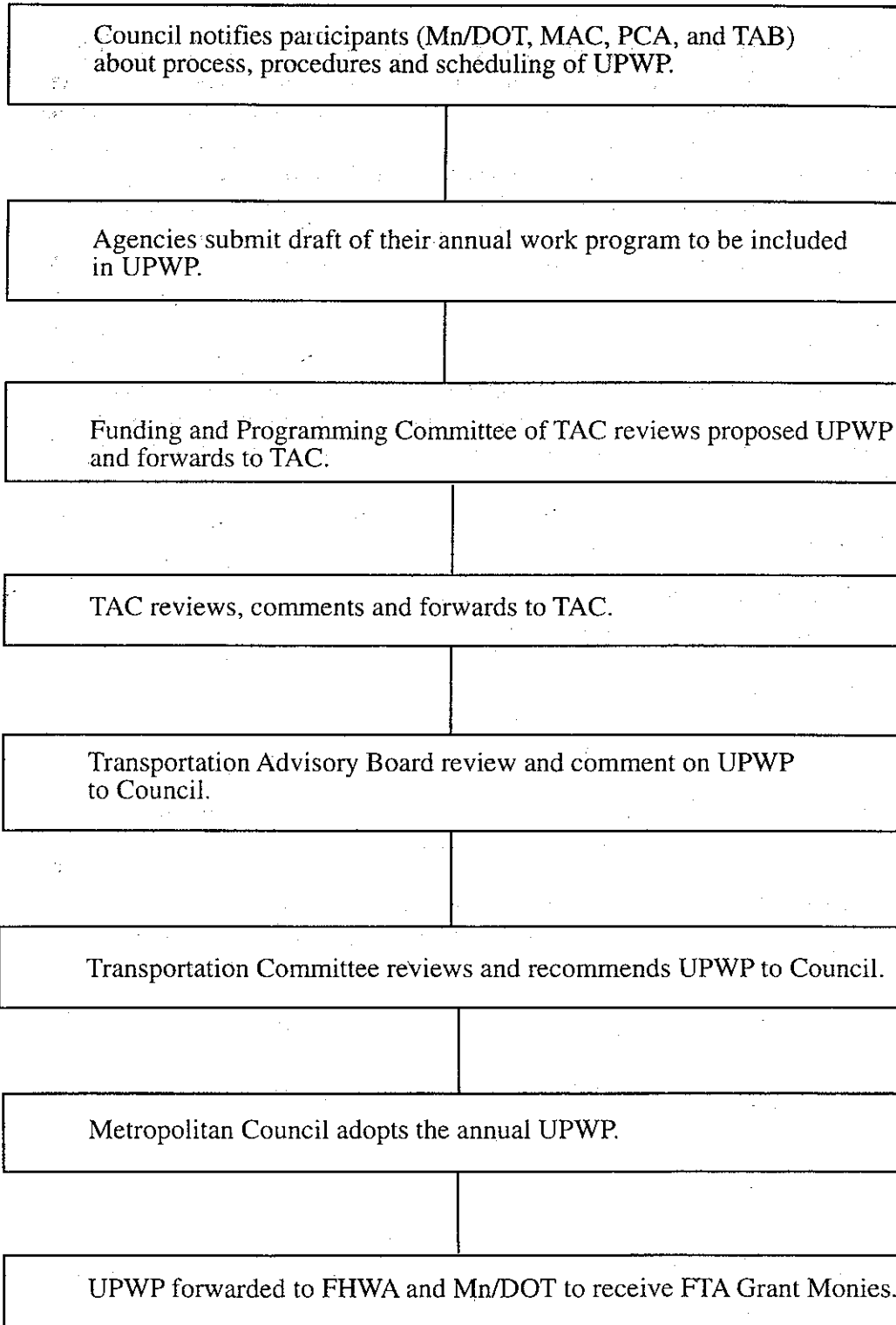
UPWP Process

The process chart in **Exhibit 21, Page 65** outlines the development of the document from its initiation to its adoption.

Public Involvement Opportunities

As described in the section on Public Participation, **Page 82**, the Metropolitan Council utilizes various means to solicit public input and to disseminate information. These methods are used in seeking public input in the development of the Unified Planning Work Program.

Unified Planning Work Program (UPWP) Process



Prospectus

Authority

The Prospectus is no longer a requirement of the federal government's Urban Transportation Planning regulations (23 C.F.R., Part 450). However, federal transportation policies continue to encourage diverse viewpoints and the active involvement and coordination of a wide range of participants in the 3C planning process. The Prospectus defines the responsibilities and procedures for carrying out a cooperative planning process in the Twin Cities metropolitan area; adoption of the Prospectus by the Metropolitan Council as the MPO, the Minnesota Department of Transportation (MnDOT) and the Minnesota Pollution Control Agency (MPCA) fulfills the federal agreements requirement for metropolitan planning organizations.

Description

The Prospectus provides a comprehensive description of the complex process required to address region-wide transportation issues. The document provides an overview of the transportation planning process - its purpose, its participants and their responsibilities, its products and the extent of public participation in the process.

Responsible Agency

The Prospectus is prepared by the Metropolitan Council and coordinated with the Transportation Advisory Board and its Technical Advisory Committee.

ISTEA/CAAA Impacts

The Prospectus satisfies the requirements for:

- An agreement between the State and MPO identifying the responsibilities for cooperatively carrying out transportation planning and programming;
- An agreement between the MPO and operators of publicly owned transit services and
- An agreement between the MPO and a designated agency describing their respective roles and responsibilities for air quality related transportation planning (if the MPO is not designated for air quality planning in a nonattainment or maintenance area.

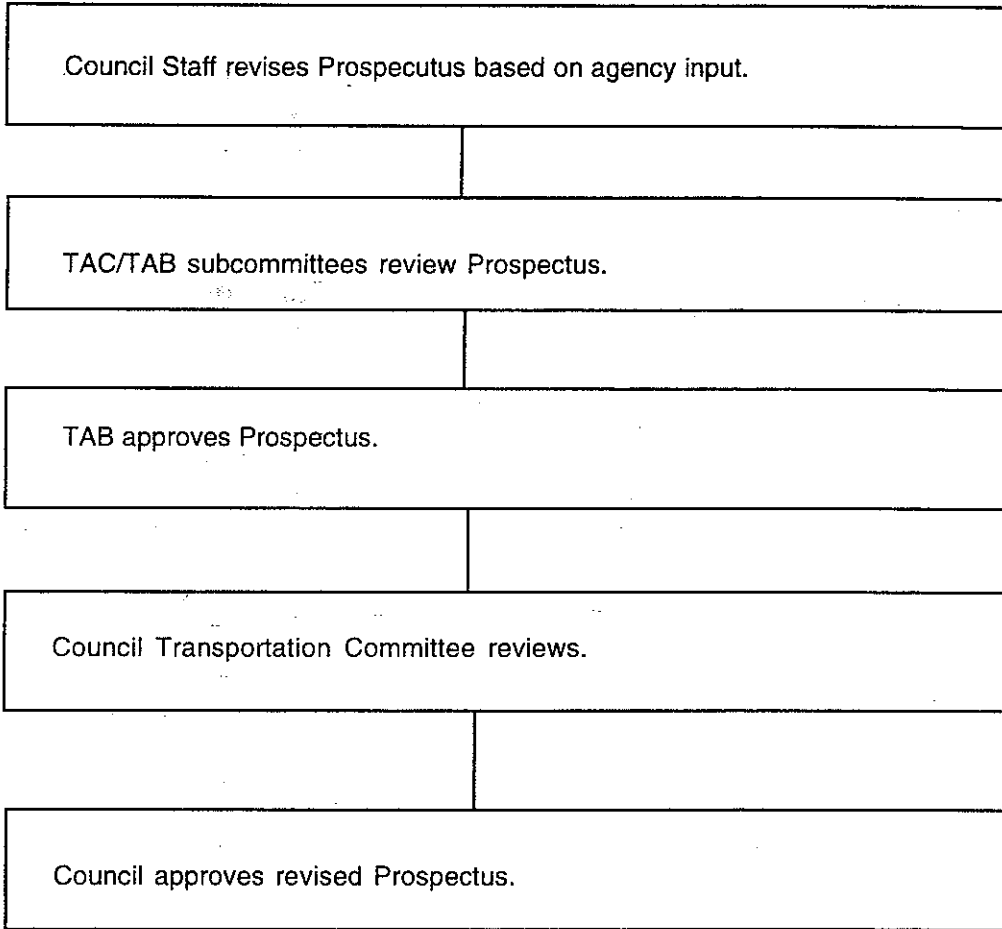
Prospectus Process

The process chart in **Exhibit 22, Page 67**, outlines the development of the document from its initiation to its adoption.

Public Involvement Opportunities

As described in the section on **Public Participation, Page 82**, the Metropolitan Council utilizes various means to solicit public input and to disseminate information. These methods were used in seeking public input in the development of the Prospectus.

Prospectus Development Process



THE HISTORY OF THE UNITED STATES

The first part of the history of the United States is the period of discovery and settlement. It begins with the arrival of Christopher Columbus in 1492 and continues through the early years of the colonies. The second part is the period of the American Revolution, which began in 1775 and ended in 1783. The third part is the period of the early republic, which began in 1787 and continued through the 1820s. The fourth part is the period of the Jacksonian era, which began in 1829 and continued through the 1840s. The fifth part is the period of the Civil War, which began in 1861 and ended in 1865. The sixth part is the period of Reconstruction, which began in 1865 and continued through the 1870s. The seventh part is the period of the Gilded Age, which began in 1870 and continued through the 1890s. The eighth part is the period of the Progressive Era, which began in 1890 and continued through the 1920s. The ninth part is the period of the New Deal, which began in 1933 and continued through the 1940s. The tenth part is the period of the Cold War, which began in 1945 and continued through the 1990s. The eleventh part is the period of the post-Cold War era, which began in 1991 and continues to the present.

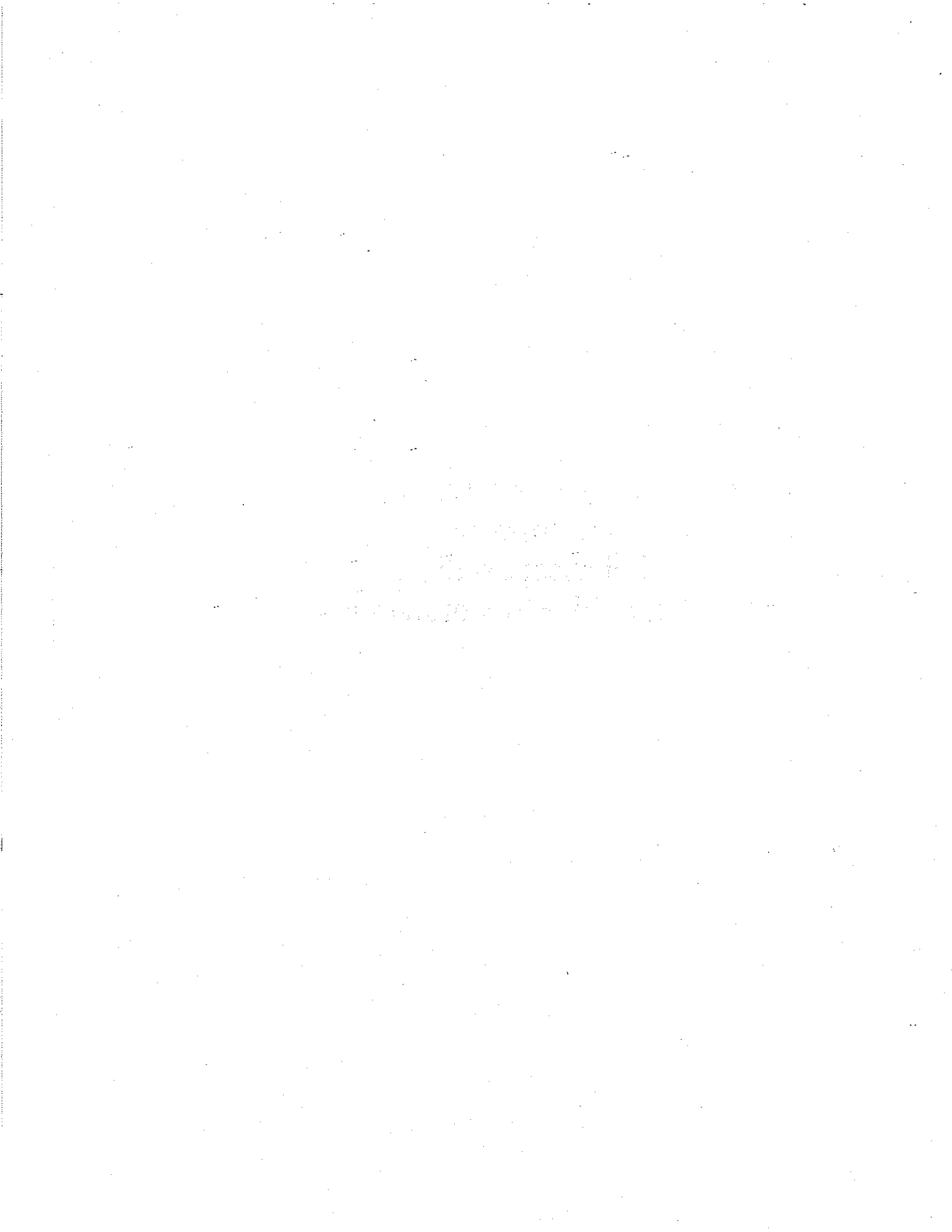
The history of the United States is a story of growth and change. It is a story of a young nation that has grown from a small group of colonies to a powerful superpower. It is a story of a people who have fought for freedom and justice, and who have built a nation that is the envy of the world. The history of the United States is a story of hope and possibility, and it is a story that continues to inspire and challenge us today.

The history of the United States is a story of a nation that has been built on the backs of many people. It is a story of a nation that has been built on the blood and sweat of many people. It is a story of a nation that has been built on the dreams and aspirations of many people. The history of the United States is a story of a nation that has been built on the foundation of many people, and it is a story that will continue to be written for many years to come.

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Processes
Supporting
Transportation
Planning Documents



Congestion Management Plan

Authority

Under ISTEA, as a federal requirement, metropolitan planning organizations in areas with populations over 200,000 are required to develop and adopt a congestion management plan.

Description

A congestion management plan involves a systematic process for evaluating and developing transportation strategies and plans for addressing existing and future traffic congestion. A congestion management system incorporates an inventory, tracking and congestion evaluation program, locally developed congestion standards and short-and long-range strategies and actions addressing present and future congestion. Strategies can include Intelligent Transportation Systems (ITS), incident management, HOV lanes, ridesharing, travel demand management strategies (TDMs), transportation system management strategies (TSMs), transit operations, transit pricing, road pricing, access management, site design, parking management, flextime and telecommuting.

Based on draft Federal guidelines, performance measures had to be established, data collection activities initiated, critical areas requiring analysis identified and a work plan developed by October 1, 1994 which showed how full implementation would be achieved by October 1, 1995.

Responsible Agencies

The Metropolitan Council in conjunction with MnDOT and representatives of the TAC are developing a congestion management plan that responds to federal guidelines.

ISTEA/CAAA Impacts

ISTEA requires metropolitan planning organizations in areas with a population over 200,000 to develop and adopt a congestion management plan.

Congestion Management Plan Process

The process chart in **Exhibit 23, Page 70**, describes the development of the congestion management plan.

Public Involvement Opportunities

The Metropolitan Council is obligated to hold public meetings, forums and hearings consistent with its Citizen Participation Plan.

The Council must hold a public meeting to discuss the key elements of the congestion management strategies and how they fit into the regional transportation planning process. Based on public input, portions of the development process may be revisited. TAC, TAB and the Metropolitan Council will review and approve the congestion management strategies.

Congestion Management Plan Process

Met Council and MnDOT develop inventory from available data on regional highway and transit networks and develop data storage formats.

Met Council develops quantifiable definition of congestion and screening process for identification, review, validation and refinement of congested highway corridors and transit routes.

Met Council develops:

- A list of congestion management strategies (CMS) that are applicable to the region.
- A list of performance measures.
- A generic project evaluation method.

Met Council develops implementation and monitoring plan.

TAC, TAB & Met Council review and approve congestion management plan.

Functional (Highway) Classification

Authority

The development of the functional (highway) classification is a federal requirement and is the responsibility of the the Metropolitan Council. The Council is the Metropolitan Planning Organization for the Twin Cities region, and its power is derived from Minnesota legislation including the original Metropolitan Council Act of 1967, the Metropolitan Reorganization Act of 1974, the Metropolitan Land Planning Act of 1976, the Metropolitan Governance Act of 1986 and the Metropolitan Reorganization of 1994.

Description

A functional highway classification system aids in meshing land use with the planning and development of streets and highways when changes are being considered. Functional classification describes a roadway's function, determines which routes should be on the metropolitan highway system and which roads should be used for transit service before design and operational guidelines are implemented.

The Metropolitan Council's functional classification system includes the existing roadway network and short and long-range planned facilities. To help ensure that the system is reasonable, the federal government places limits on principal arterial, minor arterial and collector road mileage within each metropolitan area. Cities and counties have also adopted functional classification systems within their comprehensive plans. Although the functional classification systems in local comprehensive plans may differ somewhat from the Council's, the Council's funding and programming decisions are based on the functional classification system developed by TAC and adopted by TAB and the Metropolitan Council.

The Council's functional classification system includes four classes of roadways within the seven county Metropolitan Area:

- **Principal Arterials** - includes all interstate freeways, some major metropolitan highways and county roads that connect the region to other areas of the state and to other states. Principal arterials also connect regional business centers to the two metropolitan centers with a strong emphasis on mobility rather than access. They are intended to be used for trips longer than eight miles.
- **Minor Arterials** - connect the urban service area to cities and towns inside and outside the region. They generally provide medium to short trips of two to six miles in length and emphasize mobility rather than access. In 1993 TAB adopted a system of "A" minor arterials which were determined to be the most important of the over 2000 miles of minor arterials in the region. The "A" minor arterial system:
 - provides relief to principal arterials where they are parallel;
 - augments the principal arterial system within the I-494/I-694 ring;
 - expands the principal arterial system by serving developing areas outside the ring; and
 - connects free-standing growth centers in rural areas.

- **Collector Roads** - provide supplementary connections between neighborhoods, rural centers and business concentrations. Mobility and access are of equal importance. Typically, collectors serve fairly short auto trips of one to four miles and are often used as public transit routes.
- **Local Streets** - connect blocks and land parcels serving short trips at relatively low speeds. The emphasis is on access rather than mobility.

Responsible Agency

The highway functional classification system for the region is developed by TAC and TAB and adopted by the Metropolitan Council.

ISTEA/CAAA Impacts

Funding requests for roadway projects by cities or counties must comply with the Council's regional functional (highway) classification system to be eligible for ISTEA funding. Only highway improvement projects on principal and "A" minor arterials are eligible for federal funding through the TAB.

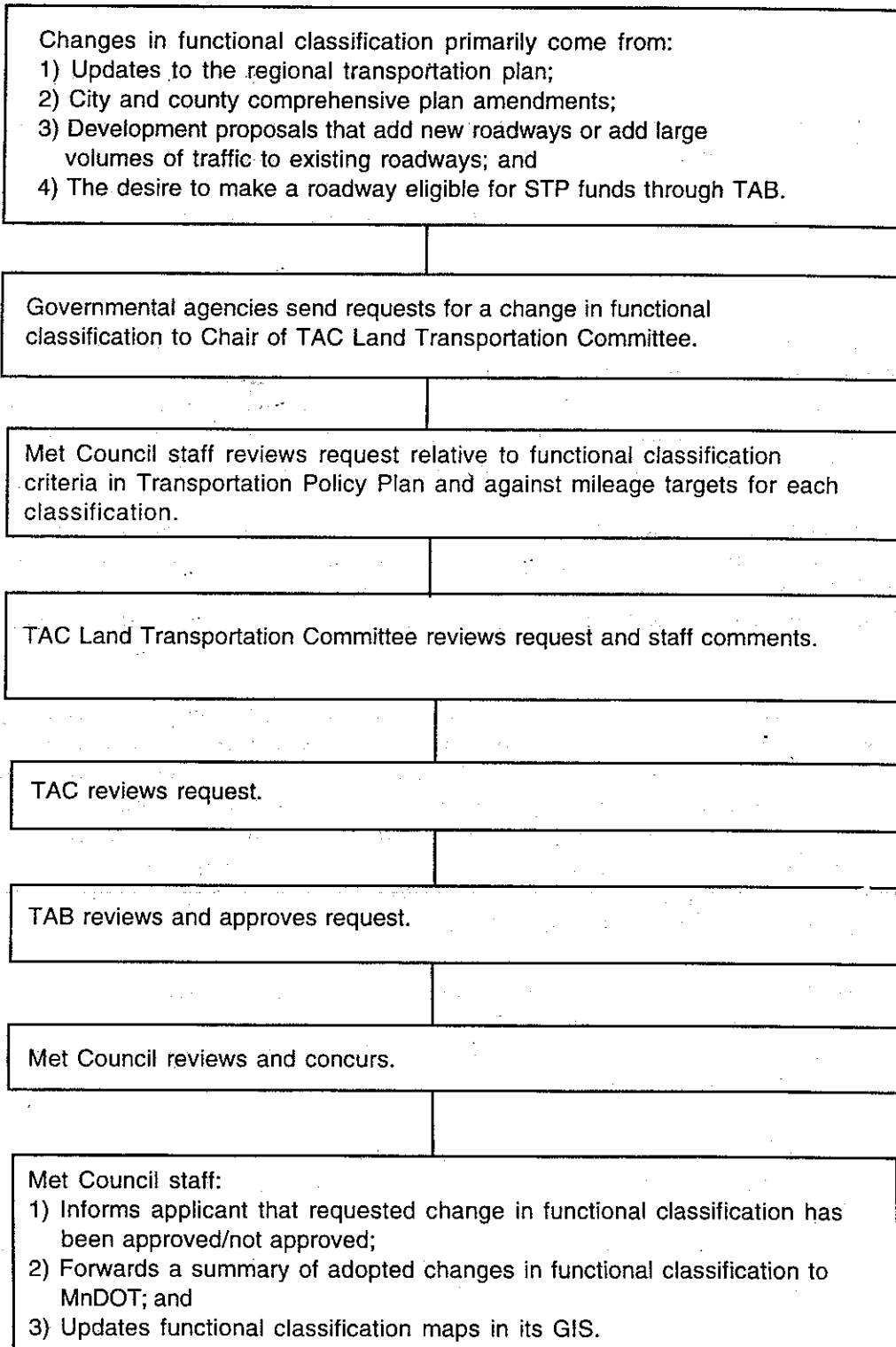
Functional Classification Process

The process chart in **Exhibit 24, Page 73**, describes the change process for functional roadway classifications.

Public Involvement Opportunities

The Functional (Highway) Classification process is internal to the Council. Public participation is inherent in the organization of the Technical Advisory Committee (TAC) and the Transportation Advisory Board (TAB), and this is the vehicle for public input in the functional (highway) classification process.

Functional (Highway) Classification Process



Air Quality Conformity Determination

Authority

As required by the federal Clean Air Act Amendments (CAAA) of 1990, the air quality conformity analysis is required for transportation plans, programs and projects in carbon monoxide or ozone nonattainment and maintenance areas. Before the TPP or TIP can be adopted, they must undergo an air quality analysis to ensure their conformance to the State Implementation Plan for air quality.

Description

The Metropolitan Council is the lead agency for transportation planning and provides a forum for cooperative decision-making in the implementation of CAAA requirements. A portion of the metropolitan area is designated by the U.S. Environmental Protection Agency as nonattainment for carbon monoxide emissions. Improvements to the highway and transit systems were considered as benefits to the region's air quality and the attainment of federal air quality standards.

The Metropolitan Council is the lead planning agency for the carbon monoxide nonattainment area in the Twin Cities Metropolitan Area. A portion of Wright County is in the carbon monoxide nonattainment area for the Twin Cities, and the Council is responsible for coordinating Wright County's response to the CAAA conformity requirements. **Exhibit 25, Page 76**, illustrates the Twin Cities Carbon Monoxide Nonattainment Area.

The 1995 SIP revision addresses the EPA conformity rules and outlines procedures for interagency consultation (federal, state and local) and resolution of conflicts. These procedures are to be undertaken by MPOs, MnDOT and U.S.DOT with the MPCA, EPA and local transportation agencies before making conformity determinations and by the MPCA and EPA with MPOs, MnDOT, local transportation agencies and U.S.DOT in developing applicable implementation plans. Interagency consultation is currently conducted by an Interagency Task Force and will be achieved through an Interagency Committee comprised of representatives from the MPCA, MnDOT, the MPOs, FHWA and local transportation agencies as determined by representative agencies.

The roles and responsibilities of the Council are to use technical data and assumptions (e.g. transportation modeling, emissions analyses) and transportation control measures in its determination of the conformity of plans and programs by the Metropolitan Council. A determination of conformity must meet the following criteria:

- Emissions from such plans and programs are consistent with emissions projections and reductions assigned to those transportation plans and programs in the State Implementation Plan (SIP),
- Plans and programs provide for timely implementation of control measures in the SIP and are consistent with the SIP implementation schedule and

- Plans and programs contribute to the broad intention of the CAAA by:
 - Eliminating or reducing the severity and number of violations of National Ambient Air Quality Standards (NAAQS).
 - Not causing or contributing to new violations of any standard in any area.
 - Not increasing the frequency and severity of existing violations of any standard in any area.
 - Not delaying the timely attainment of any standard or required interim emission reduction or other milestones in any area.

Project conformity is the responsibility of proposers. The Interagency Committee will work with U.S. DOT to develop guidelines for intersectional hot spots for proposers.

Responsible Agency

Consultation on the conformity of plans, programs and projects to CAAA guidelines is achieved through an Interagency Committee comprised of MPOs, MnDOT, MPCA and the EPA. The committee may also include local transportation agencies. The roles and responsibilities of each agency on the Interagency Committee in addressing conformity determinations are defined in the 1995 SIP revision as approved by EPA.

The Conformity Process

The process chart in **Exhibit 26, Page 77**, indicates the relationship between conformity determinations and transportation planning documents.

Public Involvement Opportunities

Affected agencies making conformity determinations on transportation plans, programs and projects are required in the CAAA and ISTEA to establish and implement a proactive public involvement process providing opportunity for public review and comment prior to taking formal action on a conformity determination for all transportation plans and TIPs.

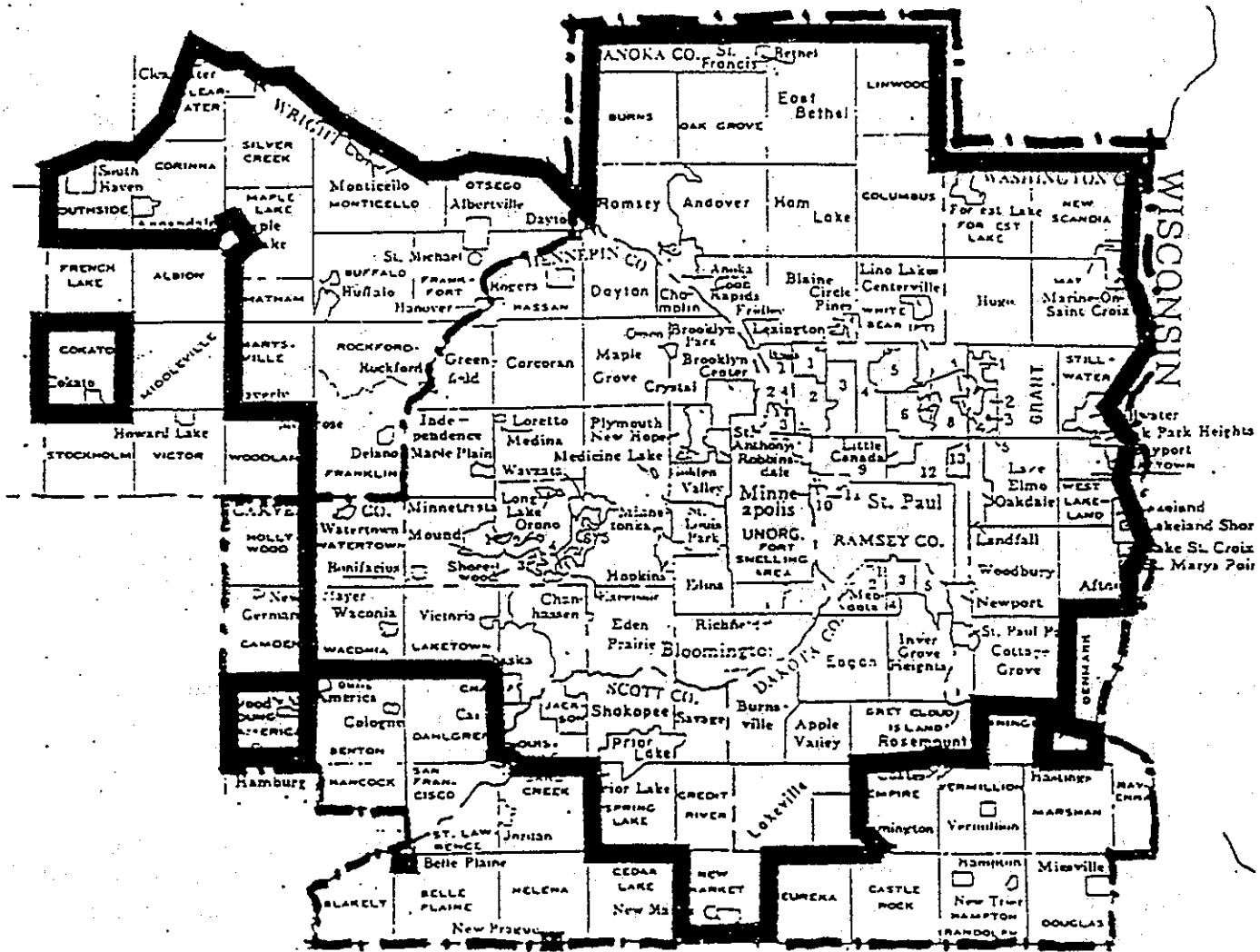
Additionally, agencies must specifically address in writing all public comments that known plans for a regionally significant project now receiving FHWA or FTA funding or approval have not been properly reflected in the emissions analysis supporting a proposed conformity finding for a transportation plan or TIP.

Public involvement includes access to information, emissions data, analyses, models and modeling assumptions used to perform a conformity determination. No agency may find a transportation plan, TIP or its revisions or project conforming unless the determination of conformity was subject to a public involvement process.

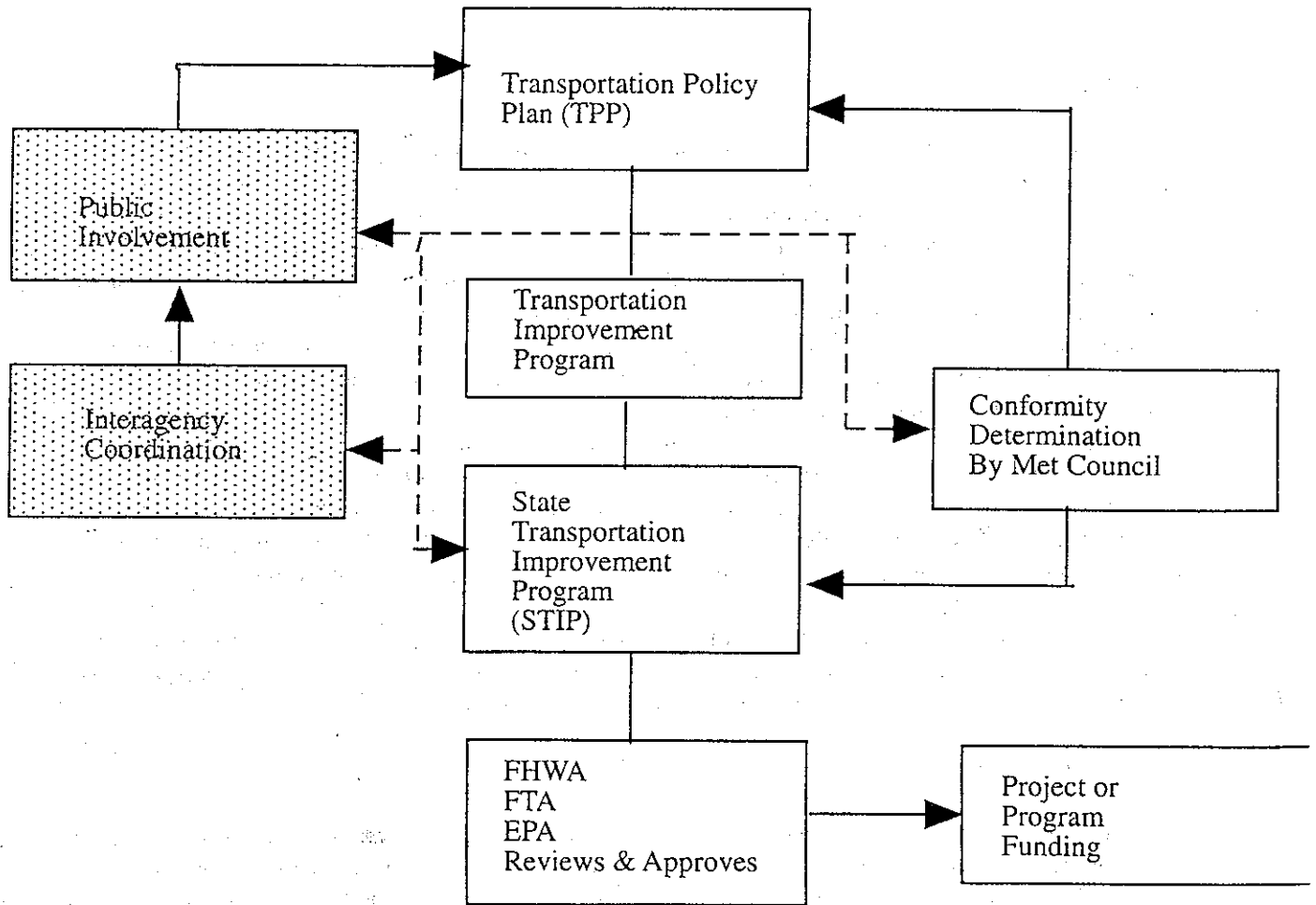
Exhibit 25

TWIN CITIES CARBON MONOXIDE NON-ATTAINMENT AREA

Based on Federal Register Notice Nov. 6, 1991



Conformity Determination Process



Major Investment Studies (MIS)

Authorization

This new corridor planning process or major investment study was preliminarily defined in the FHWA/FTA Final Rule on Statewide and Metropolitan Planning (Final Rule) issued in the *Federal Register* on October 28, 1993.

Description

A major investment is a highway or transit improvement representing a substantial capital investment that is expected to have a significant effect on capacity, traffic, level of service or mode share at the transportation corridor or subarea level. It provides local decision-makers with more comprehensive corridor and/or subarea technical analysis early in the transportation decision-making process. The intent of the major investment study is to identify early in the planning process which major investment alternatives and strategies will likely result in being the most effective and cost-effective when evaluated in relation to multimodalism, social, economic and environmental considerations. The emphasis is on more public involvement in the early planning stages with a focus on problem solving and downplaying new capacity as an automatic first option.

A major investment study is required when an agency identifies a major metropolitan transportation investment and when Federal funds are potentially involved. These studies should occur before a specific investment is ultimately defined in an area's approved plan. They facilitate decisions by the MPO and other participating agencies on the design concept and scope of the investment.

Major investment studies adapt key principles and practices that have been followed for a long time in order to make them consistent with the requirements of ISTEA and the CAAA. To date this process has not yet been completed for a project in the Twin Cities metropolitan area.

Responsible Agency

An MIS can only be sponsored by a government agency. The initiation of a major investment study is a cooperative and collaborative process involving the State DOT, MPO, transit operator(s), FTA and FHWA; affected local officials, environmental and resource agencies, the public and operators of other major transportation modes are also involved.

ISTEA/CAAA Impacts

ISTEA requires development of a transportation system which integrates various transportation modes so that the mobility of people and goods is maximized and fuel consumption and air pollution is minimized. ISTEA also requires that the planning process be comprehensive. These requirements provide a basis for ensuring that proposed major investments are evaluated through a process which considers a wide range of alternatives, their cost-effectiveness and their impacts. The corridor and/or subarea studies accomplish these requirements because they generate cost estimates and document effectiveness and impacts such that informed choices can be made.

The major investment procedures are also instrumental in reconciling the environmental requirements of FTA and FHWA as required by ISTEA.

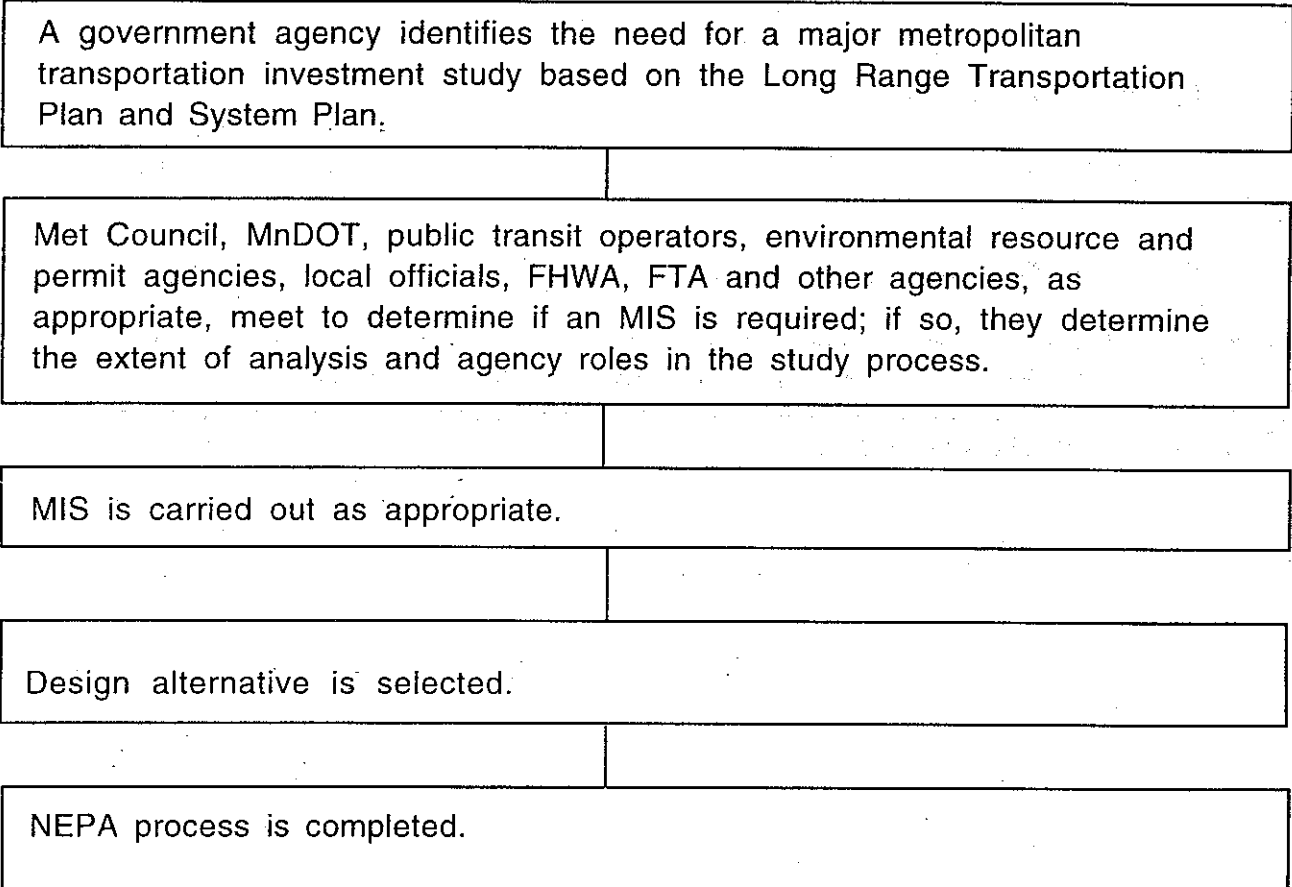
Major Investment Studies Process

The process chart in **Exhibit 27, Page 80**, traces the development of a Major Investment Study from its initiation to its approval.

Public Involvement Opportunities

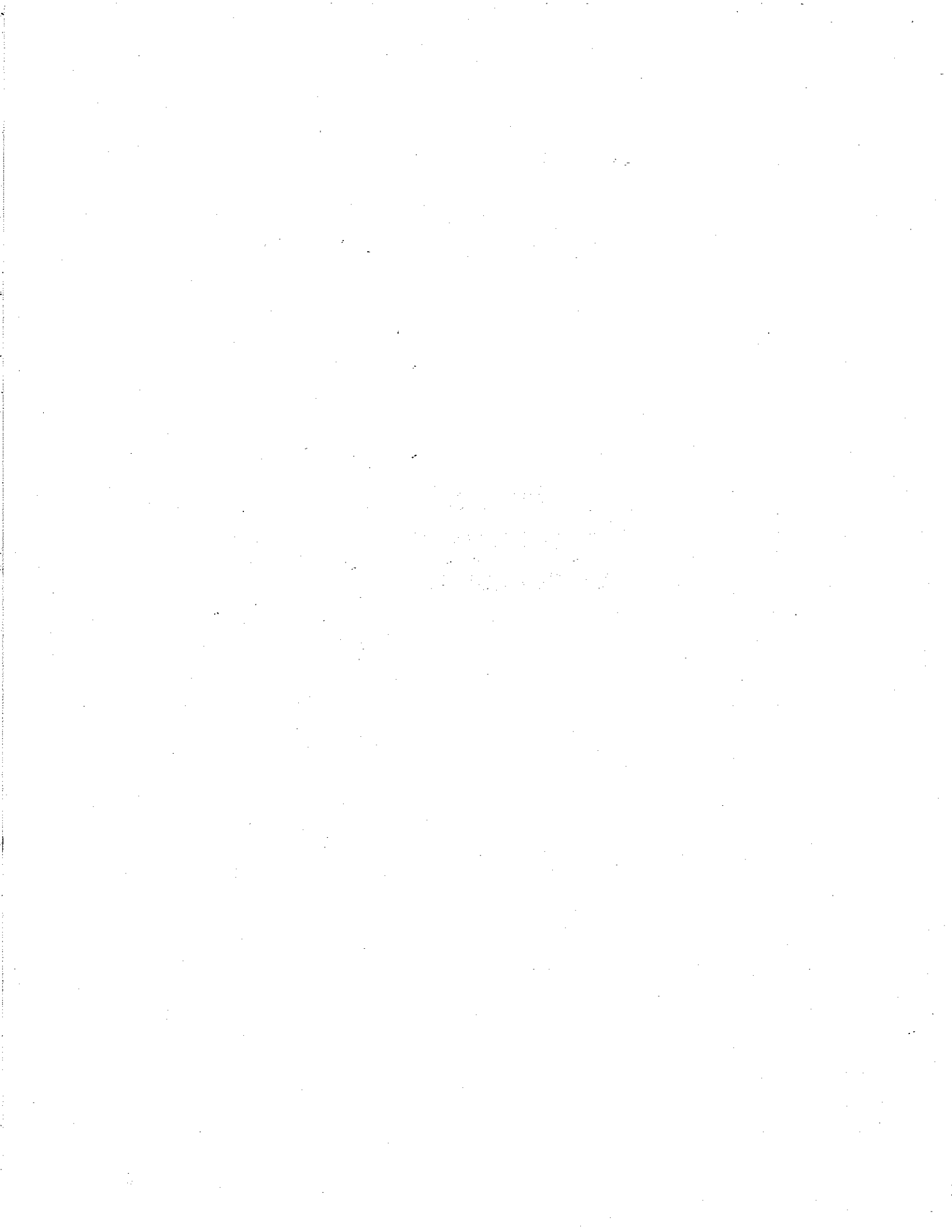
Reasonable opportunity for input must be provided to citizens and interested parties, including affected public agencies, representatives of transportation agency employees and private providers of transportation. In addition, public input is solicited and information disseminated as described in the section on **Public Participation, Page 86**.

Major Investment Studies (MIS) Process *



* To date this process has not yet been completed for a project in the Twin Cities Metropolitan area.

Public
Involvement
Opportunities



METROPOLITAN COUNCIL PUBLIC INVOLVEMENT OPPORTUNITIES

Background

The Minnesota State Legislature originally created the Metropolitan Council as a visible focal point for developing regional policies and making regional decisions. Typically, these decisions are made or influenced by public and private individuals and agencies outside a citizen's own community. The Legislature recognized the need for a forum where citizens could participate in the public and private decisions of regional importance affecting and shaping the lives of citizens.

The Council recognizes this purpose as central to its legislative charge bringing plans and issues with regional impact into an accessible public process where its constituency of over 2 million and its multiple governmental organizations can influence decisions.

As the lead participant in the 3C transportation planning process, the Metropolitan Council actively involves the public in its decision-making process at several levels. The Council's Communications Department acts as a liaison between the Council and citizens groups and local officials, interacting with the public on a daily basis and supporting the Council's public hearing process. The Council has established a broad citizen participation and communication effort to assist people in understanding regional issues and to build consensus for solving regional issues.

In the *Citizen Participation Plan* developed in 1991 by the Metropolitan Council and available in the Council's Data Center, the Council reaffirms its commitment to an aggressive, effective public participation process.

Citizen Participation

The community is a valuable source of information and experience; and in its planning, development and implementation of regional plans and policies, the Council has established an "open appointment" policy and program. The program recruits citizens to become associated with the Council's planning responsibilities through its advisory committees such as the Transportation Advisory Board, the Providers' Advisory Committee, Transportation Accessibility Advisory Committee and the Advisory Committee on Transit. The Council advertises the positions in metropolitan newspapers including eight to ten minority-owned papers.

Some of the citizen participation activities are supported by statutory requirements mandating public hearings and meetings on specific issues or the establishment of advisory groups to recommend policy to the Council. The direction and resources for these citizen participation activities and communications efforts are determined by the Council in its annual work program and budget process.

The Council's five citizen participation goals include:

- An ongoing citizen advisory process,
- A public information program,
- Opportunities for public participation and review,
- Extensive communications with local governments and
- Outreach activities to enlist new participants in regional policymaking.

Citizen Advisory Committees

Standing advisory committees as well as ad hoc task forces conduct studies, develop policy recommendations and advise the Council on major public policy matters. Appointments to most advisory committees are open to the general public. Some committee seats are specifically designated for local elected officials or professional representatives from the discipline. Vacancies may be announced in the Council's regular public information materials, in press releases to newspapers, through legal notices when required by law, through special mailings or through recruitment by Council members.

Informal citizen review, forums, community open houses or expert resource groups are also used to help sort out issues and to gather or provide information.

Public Information Program

Information on metropolitan issues is disseminated through the Council's Data Center and through other Council programs.

Policy Documents/Publications

Part of the Council's policy to inform the public includes provisions in its work programs to circulate and distribute policy documents which provide citizens with pertinent information about the planning process. Council Directions, one of the Council publications, is mailed monthly to over 4000. It provides information about regional issues, Council program activities and decisions and other publications and events. "Public service" materials on population, the economy, housing vacancies and construction, to name but a few, are available to the public at no charge. The schedule for Metropolitan Council meetings is published weekly in the region's newspapers. The Metropolitan Digest, published monthly, summarizes the actions of the Council, Metropolitan Airports Commission and Metropolitan Sports Facilities Commission. Included are appointment vacancies to commissions and advisory committees. Mailings reach 600 local elected officials and legislators.

Other communications initiatives also build on the Council's organizational identity and include:

- An executive summary and report, "Metropolitan Council: Focused for the Future,"
- Customized letters from the Council chair to local officials, citizen activists and interest groups,
- A pocket brochure highlighting past and current successes of the Council,
- An annual report,
- Special purpose newsletters to keep local officials and interested groups aware of developing ideas.

News Media Program

Information on regional issues is provided through the news media - local TV and radio, cable TV, local magazines, local media in Council members' districts and through daily and weekly papers.

Speakers Bureau

Council members and staff share information with local officials, professional and community organizations and the public on regional issues and present and obtain input on Council issues.

Public Information Initiatives

The Council conducts major public information campaigns to support critical regional projects with the goal of heightening public awareness of the issue and the Council's position. These efforts are coordinated with other government and community organizations with information being distributed through special public information meetings or through the media. To date campaigns have been conducted to encourage recycling, support efforts to site a search area for a possible new airport and to persuade people to participate in the 1990 U.S. Census.

Public Hearing and Referral Process

Public participation is also evident through the public hearing process and the referral or review process.

Public hearings are publicized in local and regional papers and held in Council offices and in the communities and neighborhoods when major policy decisions significantly affect those areas. Public hearings are conducted when the adoption or amendment of any regional policy plan is being considered.

The referral process is used to coordinate the implementation of transportation facilities with regional development policies through notices sent to interested persons, groups and other affected parties. For each surface transportation referral, notices are sent to appropriate minority organizations based on a proposed facility location or its service area.

Local Government Input

The Council seeks early input from local and county governments to obtain their perspective on developing regional policies concerning day-to-day regional problems. Input is obtained through informal discussion meetings and forums.

Nontraditional Participants

Special outreach efforts are made to foster minority and special interest perspectives in regional policymaking. This is accomplished, in part, by increasing the visibility of particular issues and cosponsoring events which help to develop new relationships.

Communications Plans

The Council prepares detailed communications plans to identify who should be invited to participate, what information should be conveyed and what communication tools should be identified to use in the process.

Council/Staff Assistance

Metropolitan Council members and staff appear at city council meetings upon request to explain Council policy and to hear local concerns. Meetings with civic leaders in business, education and nonprofit

foundations are also held to discuss Council priorities for regional cooperation. Technical planning assistance is provided for local comprehensive plans so that major metropolitan areas issues can be better coordinated.

Additional Efforts

The Council now has information on the Twin Cities Computer Network (TCCN) and a Metro Information Line/Special Information Lines for current information on specific topics.

The Council's Data Center also uses targeted mailings for disseminating information.

As needed, information is translated into other languages or formats.

Appendix

Transportation Studies/Reports of Regional Significance

Metropolitan Council Documents

Transportation documents produced by the Metropolitan Council are listed in the Metropolitan Council's Publications Directory available through:

Metropolitan Council's Data Center
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55101
Phone: 291-8140

Minnesota Department of Transportation (MnDOT) Documents

Documents produced by the Minnesota Department of Transportation (MnDOT) include:

- *The State Transportation Plan*
- *The State Transportation Improvement Program*
- *The Metro Transportation System Plan*

The first two are available through:

MnDOT Office of Investment Management
395 John Ireland Blvd. Mailstop 440
St. Paul, MN 55155
Phone: 296-7476

The Metro Transportation System Plan is available through:

MnDOT Metro Division
1500 West County Road B2
Roseville, MN 55113
Phone: 582-1500

Minnesota Pollution Control Agency (MPCA) Documents

Information on the *State Implementation Plan (SIP) for Transportation Conformity* produced by the Minnesota Pollution Control Agency (MPCA) is available through:

The Minnesota Pollution Control Agency
Air Quality Division - Mobile Sources Unit
Lafayette Road North
St. Paul, MN 55155
Phone: 296-7723

Roster Resource for Metropolitan Council Advisory Committees

Contact: Metropolitan Council
Transportation Coordinator
Mears Park Centre
230 East Fifth Street
St. Paul, MN 55101
Phone: 229-2721

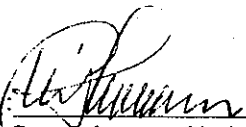
to obtain rosters for: Transportation Advisory Board (TAB)
TAB Technical Advisory Committee
Transportation Accessibility Advisory Committee
Providers Advisory Committee
Advisory Committee on Transit

Metropolitan Planning Process - Agreement on Roles and Responsibilities

As defined in the U.S. Department of Transportation's Ruling on Statewide and Metropolitan Planning (Federal Register, 23 CFR Part 450.310), the Metropolitan Planning Organization (MPO), which in this area is the Metropolitan Council, and the State must have an agreement as to how the responsibilities for cooperatively carrying out transportation planning and programming will be identified. There must also be an agreement between the MPO and the principal transit operator for carrying out transportation planning. In this area the public transit operator is the Metropolitan Council. Federal rules allow a *Prospectus* to satisfy these requirements with the agreement of these parties.

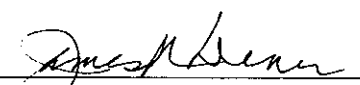
The Metropolitan Council and the Minnesota Department of Transportation understand that the *Prospectus for the Transportation Planning Process, Twin Cities Metropolitan Area* as adopted by the Metropolitan Council represents the agreed upon responsibilities and procedures for carrying out a cooperative transportation planning process.

Twin Cities Metropolitan Council

By: 
Curt Johnson, Chair

Date: 11/25/96

State of Minnesota
Department of Transportation

By: 
James M. Denn, Commissioner

Date: 12.9.96

