



243 High Street Room 110  
Morgantown, WV 26505  
(304) 291-9571  
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### **Agenda**

MPO Citizens Advisory Committee Meeting  
Conference Room  
MPO Offices  
243 High Street Room 110  
Morgantown WV  
October 11, 2018

6 PM

1. Informational Meeting on Morgantown Industrial Park Transportation Plan Amendment-  
Not to last more than 1 hour
2. Call To Order
3. Approval of Minutes
4. Morgantown Industrial Park Access Study Transportation Plan Amendment
5. Public Involvement Policy Amendment
6. Bicycle and Pedestrian Plan UPWP Amendment
7. Other Business
8. Meeting Adjournment



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### Memorandum

**Date:** October 4, 2018  
**To:** Citizens Advisory Committee Members  
**From:** Bill Austin, AICP  
**Subject:** October 11, 2018 CAC Meeting Agenda Items

This memorandum is to inform you of the action items for the October 9<sup>th</sup> TTAC Meeting.

**-Public Involvement Policy Amendment-** The MPO's Public Involvement Policy was reviewed as part of Mountain Line Transits triennial review by the Federal Transit Administration. During the conduct of the review it was recommended that the MPO add three items to the Public Involvement Policy. Those items were:

- Specify that public meetings will be held in convenient locations and at convenient times for the public.
- Specify that the public involvement activities would include the use of graphic presentations.
- Specify that the MPO will periodically review the policy to ensure that the policy is adequate.

Please find attached a draft of the revised policy for your review. If you find it acceptable staff would appreciate the CAC recommending that the Policy Board adopt the revised policy.

**-Bicycle and Pedestrian Plan UPWP Amendment-**The Bicycle and Pedestrian Plan consultant selection committee has recommended that Alta Consulting in partnership with Stantec be selected to prepare the MPO's Bicycle and Pedestrian Plan. Some of the major items the plan will include:

- A comprehensive inventory of and plan for the area's bicycle and pedestrian facilities
- An evaluation of the needs of transportation disadvantaged communities
- The development of a comprehensive model of the demand for bicycle and pedestrian facilities
- A capital improvement program for each of the area's jurisdictions for facilities to fill the gaps identified in the network
- A comprehensive public involvement program.
- Preliminary designs for important facilities
- A review of the current regulations related to sidewalks
- Participation in the WVDOH Peer Review process scheduled for December 5-7.

The City of Morgantown, WVU, Monongalia County, and Westover participated in the consultant selection process and have agreed to fund the Study. Each entity has had an opportunity to review the Scope of Work for the project. The consulting team initially proposed to perform the Study for \$290,000. MPO Staff worked to cut the price to \$265,606. The work for the project will be conducted over two fiscal years.

It is respectfully requested that the CAC recommend amending the FY 2018-19 UPWP to include \$265,606 for the Bicycle and Pedestrian Study. A full scope of work for the project is included in the agenda packet..

**-Morgantown Industrial Park Access Study- Please note that there will be a period for public comment on this Study at the beginning of the CAC meeting. That comment period will at a maximum take 1 hour.**

The Monongalia County Commission and the Morgantown Industrial Park requested that the MPO Staff perform a Study of the need for additional access to the Industrial Park. These agencies identified three issues to be looked at as part of the Study;

- Planned growth at the Park
- The closure of River Road and the subsequent elimination of secondary emergency services access to the site.
- The impact of truck traffic on Westover.

The purpose of the Study was to determine if there was significant transportation need to enhance access to the site. Please find enclosed a draft report evaluating the need for additional access to the site as well as providing a preliminary estimate of future traffic for the area. The Study recommends that the Urban Area Transportation Plan be amended to include additional access to the Industrial Park with additional study being needed to identify a preferred alternative. Please find a copy of the report for your information included in the agenda packet. It is respectfully requested that the CAC recommend adoption of the reports recommendation, that the Metropolitan Transportation Plan be amended to include additional access to the Morgantown Industrial Park.

**WORK ORDER NO. 1**

In accordance with the Professional Services Agreement between **Alta Planning + Design, Inc.** ("CONSULTANT"), and **Morgantown Monongalia MPO** ("CLIENT"), dated **September 18, 2018**, this Work Order describes the scope, schedule, and payment terms for CONSULTANT's Services on the Project known as:

**00-2018-275 Morgantown, WV Bicycle and Pedestrian Transportation Plan**

**CONSULTANT Technical Representative:** Phil Goff  
**Address:** **Alta Planning + Design, Inc.**  
711 SE Grand Avenue  
Portland, Oregon 97214  
**Telephone No.:** 503-230-9862  
**Email:** philgoff@altaplanning.com  
**CLIENT Technical Representative:** J. William B. Austin  
**Address:** **Morgantown Monongalia MPO**  
243 High Street, Room 110  
Morgantown, West Virginia 26505  
**Telephone No.:** 304-291-9571  
**Email:** baustin\_28412@yahoo.com

**SERVICES.** The Services shall be described in the Exhibit(s) to this Work Order.

**SCHEDULE.** Because of the uncertainties inherent in the Services, Schedules are estimated and are subject to revision unless otherwise specifically described herein.

**PAYMENT & INVOICES.** For satisfactory completion of the Services described herein, CONSULTANT shall invoice CLIENT for a total amount not to exceed **\$ 265,606**, in accordance with the Schedule of Fees and Charges attached to this Work Order. The hourly rates listed (if any) are for the current calendar year and may be updated annually. The staff, labor categories and hours listed are subject to change as needed during the course of the performance of Services.

**Services performed under this Work Order will be billed on a Lump Sum basis. Invoices** will be submitted monthly showing progress toward milestones or current percent complete for each task.

**TERMS AND CONDITIONS.** The terms and conditions of the Professional Services Agreement referenced above shall apply to this Work Order, except as expressly modified herein.

**ACCEPTANCE** of the terms of this Work Order is acknowledged by the following signatures of duly authorized representatives of the parties.

**Alta Planning + Design, Inc.**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Matt Hayes, Vice President, as duly authorized

**Morgantown Monongalia MPO**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
J. William B. Austin, Executive Director

**Morgantown Monongalia MPO**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Michael L. Kelly, Chairman, MPO Policy Board

Exhibit A  
Services

## Morgantown Monongalia MPO Bike and Pedestrian Transportation Plan

The Alta team understands the Morgantown Monongalia MPO's (MMMPO) desire to create a more bikeable and walkable Morgantown and to enhance livability in the cities and towns throughout the region. The following approach is based upon our understanding of the MMMPO's needs and our experience with successfully completing other citywide and regional pedestrian, bicycle and trail-network plans.

### Task 0. Project Initiation

Soon after the signing of the contract, Alta's Principal-in-Charge and Project Manager (PM) will arrange for an internal project-initiation conference call with MMMPO's PM and other staff, as necessary, to finalize the expected deliverables, the schedule and the public-engagement plan. We would also like to discuss available data and the team's data needs for the planning effort. During the conference call, we will finalize the composition of the project Steering Committee and the Focus Groups (agencies, user groups and other key stakeholders) in which we intend to meet with during the project. We intend to settle upon a date for the Steering Committee kick-off meeting and field tour, likely to be in early October (*It is assumed that MMMPO's PM will coordinate with all steering committee representatives to schedule the kick-off and all subsequent meetings.*)

#### Task 0 Deliverables

- Project-initiation meeting Agenda and summary notes

### Task 1. Understand the Current and Future Conditions

Parallel with the ongoing public engagement activities, the Alta team will assess existing conditions and collect data in the Morgantown area in order to identify network gaps and analyze demand for new facilities based on where people live, work and play and system equity goals.

#### Task 1.1 – Data Collection and Base Mapping

Using GIS and other data collected from MMMPO, the State of West Virginia and City of Morgantown, the Alta team will inventory and map the current network of multi-use trails, sidewalks and on-street bicycle facilities within Morgantown, Westover, Star City and Granville. Particular emphasis will be paid to pedestrian infrastructure (or lack of infrastructure) that lies along transit routes, on perpendicular roadways leading to Personal Rapid Transit (PRT) stations and bus stops, or in pedestrian-oriented business districts. To supplement the shapefiles showing existing facilities, we will reach out to municipal staff and WV DOT to become aware of relevant projects under construction, currently funded or in the planning stages that may have sprung from either the March 2013 MMMPO Bike Plan or the 2010 Pedestrian Safety Plan. Based on input from the Steering Committee, key stakeholders, MMMPO staff and our own assessment, we will map out destinations and nodes that are relevant for bicycling and walking in the region. This will include other trails, schools, college campuses, commercial districts, village centers, PRT stations, large parks, and cultural landmarks. We will also incorporate demographic information in our analysis. This will help us understand where traditionally underrepresented communities are located (low income, limited English proficiency, people of color and/or low car ownership rates), along with those with a high propensity to bike or walk, such as college students or seniors.

#### Task 1.2 – Review of Adopted Plans and Other Documents

In order to create a foundation for bicycling and walking and bicycling conditions and needs in Monongalia County, the Alta team will review and summarize a selection of adopted plans, studies and other documents. This will begin with the

MPO's 2010 Morgantown Pedestrian Safety Plan, the 2013 Bicycle Master Plan, the 2016 Westover-Granville Pedestrian Study, the Morgantown 2013 Comprehensive Plan Update, and the Monongalia County Comprehensive Plan along with other studies and proposals intended to improve walking and bicycling conditions, trails or open space within the County.

### **Task 1.3 – Demographic, Health and Equity Analysis**

From the data collected in Task 1.1, we will include a high-level analysis of current public health conditions and other demographic factors. Additionally, in order to understand the active transportation needs of under-represented communities, Alta will lead an equity analysis of Morgantown, Westover, Star City and Granville. The analysis will include inputs related to the geographic concentrations of children, the elderly, people of color, low-income residents, households with limited access to motor vehicles, and households with limited English proficiency. We will then create an equity map that includes the relative levels of equity needs per census track. Ultimately, the recommended bike and walk network will be overlaid onto the equity map in order to inform project prioritization in Task 4. As an important evaluation criterion, "equity" will highlight the importance of developing bicycling and walking infrastructure in underrepresented communities. This will help to ensure equitable distribution of the region's assets and to improve public health outcomes.

### **Task 1.4 – Sidewalk Data Collection**

In order to evaluate the quality of the pedestrian environment, the Alta team will conduct an inventory of the existing sidewalks on designated arterial and collector streets in Morgantown, Westover, Star City and Granville in order to supplement work already partially completed by MMMPO and/or the City of Morgantown. The principles and recommendations found in the 2010 Morgantown Pedestrian Safety Plan will inform our efforts and we will use the MPO's GIS-based pedestrian infrastructure inventory as a starting point. In order to take advantage of the sidewalk work already performed in previous planning efforts, the Alta team will be supported by up to one hundred (100) hours of staff support from MMMPO. With our staff working directly with the MPO, we will measure and photograph sidewalk segments that do not meet Federal (ADA/PROWAG) standards, including:

- Missing or broken pedestrian tactile warning strips
- Missing or broken pedestrian curb ramps
- Sidewalks with running slopes greater than 5%
- Sidewalks with cross slopes greater than 2%
- Sidewalks with less than 60-inch clearance

Each data point logged during the field work will be shown on a map (or series of maps) with an indication of the particular challenge associated with the data point. This data set will be developed as an ESRI-based shapefile and made available digitally to the MMMPO and the municipalities upon completion of the project.

### **Task 1.5 – Bike/Walk Supply and Demand Analysis**

In order to understand the demand for bicycling and walking facilities in the Morgantown area, we will use a model that incorporates GIS data related to where people live, work, play, go to school and where they take transit. The model also incorporates any existing database of bike and pedestrian counts that have been conducted locally. The resulting heat map provides a clear picture graphically where demand is highest and lowest. It will be supplemented by our supply-side model intended to show roadway corridors with:

- Existing sidewalks on one or both sides
- Wide-enough rights-of-way to accommodate new sidewalks on one of both sides, with an indication of where steps may be needed within or adjoining the public right of way
- Existing striped shoulders or bike lanes
- Pavement width that could accommodate new bike lanes without impact to parking (so-called "low hanging fruit")
- Pavement width that could accommodate new bike lanes but only by removing on-street parking

The resulting supply-side model maps will also show existing and future land use patterns and transit routes in order to establish the prevailing context. During the Recommendations Task later in the study, developing context-sensitive recommendations for new and/or improved bicycling and walking infrastructure is key to creating a plan that draws support from a wide variety of stakeholders.

### **Task 1.6 – Connectivity Analysis**

Based on the mapping and analysis work described above, along with results of the initial public engagement sub-tasks (see Task 2), the Alta team will conduct a connectivity analysis to identify gaps in the system, barriers to bicycling and walking, and level of comfort (a.k.a. bicycle level of traffic stress analysis). In this sub-task, we will illustrate gaps between bicycling and walking nodes, within the existing trail network and along primary roadway corridors that disrupt the links between neighborhoods, districts and destinations. Each of the individual gaps will be mapped and placed into a table that describes characteristics related to the surrounding context, length of corridor, lane configuration and width, presence of shoulder or parking, traffic volume/speed, mix of heavy vehicles and pavement quality, if known. Each gap will be mapped and given a score in order to indicate the comfort level of current conditions, with an assessment of the potential comfort level with a low-cost intervention, such as restricting or new signage. Ultimately, the potential for any given connectivity gap to provide a comfortable connection for a wide variety of ages and capabilities will depend on the recommendations made in Task 3.

### **Task 1.7 – Crash Data and Safety Analysis**

Concurrent with the data collection in Task 1.1, the Alta team will collect crash data in order to identify safety hot spots throughout the study area. This will include identification of high-crash frequency intersections and corridors. Using the data, we will identify common crash profiles and the roadway environments where they most frequently occur. This method provides insight into the factors associated with most crashes involving bicyclists and pedestrians, allowing us ultimately to prioritize locations based on the potential for future crashes due to infrastructure conditions. Based on the analysis, we will recommend appropriate safety countermeasures that could include engineering projects—either low-cost intervention during routine maintenance or higher cost improvements—targeted to the highest collision potential locations. In addition, enforcement countermeasures which target particularly high-risk behaviors such as speeding will be recommended.

#### **Task 1 Deliverables**

- Draft Technical Memorandum #1 (“Existing Conditions Assessment and Analysis”) that includes:
  - Summary of adopted plans and studies
  - An assessment of existing conditions, featuring base maps showing trails, pedestrian and bicycle infrastructure, and the key gaps that reduce connectivity for non-motorized users
  - Summary of the demographic, health, equity and crash/safety analysis
  - Compendium of the sidewalk data collection effort
  - Analysis of existing connectivity and gaps for pedestrians and bicyclists, with an emphasis on critical corridors and intersections in need of ADA compliance

## **Task 2. Engage the Community**

In order to facilitate community engagement that the Greater Morgantown urban area, WVU and other stakeholders deserve, the Alta team proposes a mix of project Steering Committee (SC) meetings, Focus Group (stakeholder) meetings, public workshops and open houses, and web-based public outreach (which includes a social media strategy).

### **Task 2.1 – Project Steering Committee**

Members of the Alta team will attend and facilitate up to five (5) approximately bi-monthly meetings with the MMMPO’s appointed SC. This includes a project kick-off meeting intended to occur in coordination with the first round of Focus Group meetings described in Task 2.2. Approximately one week in advance of each meeting, Alta will prepare an agenda and draft deliverables for MMMPO review and, if approved, to forward to the committee. The bi-monthly

meetings are intended to provide the opportunity for SC members to review draft materials, prepare for the public engagement and provide input at key inflection points in the year-long planning process.

**Steering Committee Kick-off Meeting** - The in-person kick-off meeting (with a minimum of three Alta team members in attendance) is intended to introduce members of the Alta team and to ensure a full understanding of the roles of MMMPO staff, SC members and the consultant team. The agenda will include an overview of the planning project's approach, scope of work and schedule. We will facilitate a round-robin exercise to understand SC members' vision and goals for bicycling and walking in the Morgantown area and identify economic drivers and key destinations. After the meeting, we will invite SC members to join Alta on a walking and windshield tour of the study area in which they would like to point out critical issues related to bicycle and pedestrian safety and connectivity.

**All subsequent Steering Committee Meetings #2-#5** – In subsequent meetings (held as conference calls), the Alta team will present findings and draft work products created. Most will be scheduled 1-2 weeks in advance of the anticipated Community Workshops, Public Open Houses and Bicycling/Walking Workshops. We will also provide updates on the public engagement effort and prepare the SC for upcoming deliverables. In general, we see the Steering Committee as a critical resource to help the consultant team:

- understand the critical transportation needs and challenges throughout the region
- provide feedback on draft analysis and recommendations for bike and walk facilities
- identify the critical destinations to which better facilities will be needed in the future
- provide both high-level and detailed feedback on the draft regional bicycle and pedestrian plan report

#### **Task 2.2 – Coordination with DOH/FHWA Pedestrian Safety Summit**

In coordination with the December 5-7 Pedestrian Safety Summit initiated by West Virginia DOH and FHWA, Alta will provide a level of coordination between the event and the Morgantown Regional Bike and Pedestrian Transportation Plan by contributing a slide presentation focused on national best practices related to streetscape design that calms traffic and maximizes pedestrian safety. Alta will coordinate with DOH, WVU, City of Morgantown, and WVLTAP event planners to ensure integration of the roughly 45-minute presentation into the proposed agenda. Besides the Alta staffer making the presentation, an additional Alta staffer will attend the FHWA safety training portion of the event over a maximum two-day period.

#### **Task 2.3 – Community Workshops and Open Houses**

We will facilitate a pair of public workshops and a pair of open houses during the year-long planning process. The first workshop will be held as the team is completing the Existing Conditions analysis, while the second is anticipated for early spring when the draft project and program recommendations are complete. At least one of the open houses will occur on the same day, or day after, the workshop. For both the workshops and open houses, we will develop a flier and promote it through the web site and our social media outlets (in coordination with Andrew Stacy, the Communications Manager at the City of Morgantown).

##### **Community Workshop #1 will include:**

- an introduction to the community engagement process, the scope of work and the schedule
- results of the assessment of existing conditions and the resulting analysis
- overview of the potential design techniques to enhance bicycle, pedestrian and ADA accessibility/safety
- Break-out Group Exercise: Developing a vision for bicycling and walking in the Morgantown area; establishing key destinations and routes for bicyclists and walkers

##### **Community Workshop series #2 will include:**

- Diagrams, plans and visualizations that summarize the draft Vision and Goals, the bike/walk network planning, and toolkit of potential improvements
- Introduction to the evaluation criteria and methodology used to determine prioritization



- Break-out Group Exercise: Did we get it right?

After the group exercises for the public workshops, staff from the Alta team will reconvene the smaller groups, facilitate “reports back” and summarize the rough direction those gathered are heading, based on the discussion.

As a supplement to the Community Workshops, we will also organize two (2) public open houses. The format will include multiple stations where attendees will be able to examine maps, tables and other graphics related to the planning effort. Community members will be asked to provide direct feedback at each station: either written comments onto post-it notes, placing colored dots tables/matrices, ranking/prioritizing goals or drawing color-coded lines onto maps of the study area. We anticipate one member of the Alta team and one member of the SC to staff each station in order to guide participants through the particular exercise and/or take notes. The two open houses will likely occur:

- Just prior to, or after, Community Workshop #1, or potentially in between the two community workshops in order to provide an update on the effort to-date and reveal the draft results of the bicycle and pedestrian connectivity and gap analysis;
- Just prior to, or after, Community Workshop #2 in order to provide an alternate forum for public input for those not able to make the evening workshop (this also affords the opportunity to host the open house in either the same location as the workshop or in a different location to draw a more diverse crowd).

#### **Task 2.4 – Demonstration Project**

In coordination with the SC, we will select a single project recommendation to develop as a short-term, low-cost demonstration project. This could include a “pop-up” separated bike lane or an improved intersection incorporating a temporary median island and parklet created by short-term bump-outs. Each of the potential ideas will be developed using low-cost items such as hay bales, planters, delineator posts, spray chalk stencils, and roadway line tape. Held on a single weekend day, two members of the Alta team will work with volunteers from the MPO, SC and other stakeholders to set up, attend-to and take down the short-term interventions after a 6-8 hour period. Prior to the event, Alta will present an annotated site plan of the proposed intervention indicating the temporary changes to the street and/or traffic pattern, along with a list of needed materials. The event will also be considered a *de facto* open house, with maps and other materials available for participants to provide input on the planning work to-date. This allows us to gather one last round of input before beginning the draft report.

#### **Task 2.5 – Focus Group Meetings**

After finalizing the list of up to eight (8) critical stakeholders, agencies and user groups during the internal project initiation conference call (Task 0), members of the Alta team will meet with representatives individually or in small groups. For efficiency of travel and promote synergy, all meetings will be scheduled to occur before and/or after the Steering Committee kick-off meeting, the first community workshop or first public open house. Where this is not possible, at least one member of the Alta team will be available to meet with an individual Focus Group participant (with attendance from additional team members via teleconference) at a time convenient for all parties. The goal for all meetings will be to better understand the opportunities and challenges related to walking, ADA access and bicycling in Morgantown, the WVU campus and adjacent communities from the unique perspective of the stakeholder or municipal representative. Also, similar to the SC kick-off meeting, we will also ask stakeholders to articulate their vision and goals for bicycling and walking in the study area and identify key destinations. These will help inform the final vision and goals for the plan.

#### **Task 2.6 – Bicycle and Walking Workshop**

As authors of the NACTO Urban Bikeway Design Guide, the FHWA Small Town and Rural Multi-modal Networks Guide and numerous local, regional and state design manuals, Alta is well positioned to lead a workshop on bicycle and pedestrian-related planning and design. For this effort, we propose to hold a 4-6 hour workshop for City, County, WVU, WVDOH, and MPO staff, elected officials and others who may be directly responsible for implementing new bikeways and pedestrian facilities in the region. The workshop will focus on the NACTO and FHWA guides, along with other design manuals used by leading bike- and walk-friendly communities. The workshop provides an opportunity to expose

planners, engineers and policy makers to best practices related to facility design, and understand the challenges that will need to be overcome to implement facilities that may not exist yet in Morgantown, e.g. separate bike lanes, or HAWK signals.

### **Task 2.7 – On-line Engagement**

Four additional public engagement elements are proposed to ensure a variety of opportunities for online public input. These include a project webpage, an online survey, online input map and a social media strategy.

- **Project webpage** – We will develop a project webpage that will last for the duration of the planning project and potentially beyond, per MMMPO’s discretion. We suggest the page feature a “comment here” button, include a calendar of upcoming events, and serve as a repository of publicly accessible draft materials (e.g. slide presentations from community workshops, maps and draft technical memoranda). The webpage will include a background of the planning effort, as well as other related regional/local plans and studies that provide additional context to the Bike and Pedestrian Transportation Plan. Access to the on-line input map and survey will be highlighted in order to draw as much traffic to those important data-gathering tools. Finally, a section of the webpage will feature links to other relevant studies and organizations intended to help the general public better understand bicycle and pedestrian-related planning and design issues.
- **Interactive Online Mapping Tool** – The Alta team will create an online mapping tool for the project’s webpage and will include a crowd-sourced application to collect feedback from a broad array of stakeholders and members of the public. The purpose of the tool will be to create a straightforward and convenient way to provide information on points of interest (by dropping pins on a map) to the project team. The application can collect public preferences for places community members want to walk and bicycle to, as well as what limits them if they try. We also hope to gather comments on current and future preferred routes for mapping purposes. This information will directly inform the connectivity analysis and network recommendations tasks.
- **Online Survey** – We will also set up an on-line survey (likely through SurveyMonkey) that will be made available as a link on the project webpage. The 10-15 question survey will solicit input related to participants’ personal levels of bicycling and/or walking, their goals for improved bicycling and walking, key economic drivers and destinations that should be linked, challenging road corridors or intersections for bicyclists and pedestrians, and ideas for potential improvements. Combined with the on-line mapping tool, the survey is an efficient means to collect more-balanced community input, especially when combined with the community workshops and open houses.
- **Social Media Strategy** – to further engage the WVU community and residents of Morgantown and surrounding communities, the team will also publish regular social media posts using Facebook, Twitter, and/or Instagram. For all three platforms, we will monitor public input, develop a monthly summary and use it to inform our planning work.

### **Task 2 Deliverables**

- Steering Committee and Focus Group meeting agendas and summary meeting notes
- Slide presentation on best practices related to streetscape design for enhanced pedestrian safety (in coordination with the FHWA Pedestrian Safety Summit)
- Community workshop slide presentations and handout materials
- Public Open House boards, handout materials and other graphics
- Concept plan for demonstration project, and materials list
- Agendas, slide presentations and handouts for the Walking and Bicycling Workshop
- Interactive online mapping tool and survey, along with summary of input (both in map format and as a series of bar charts and/or infographics)
- Project webpage and social media strategy

## Task 3. Recommendations

Our work in Task 3 will build off of the Task 1 analysis in order to create a recommended bicycle and walking network, a toolkit of design typologies and active transportation policy and program recommendations.

### Task 3.1 – Development of Vision, Goals and Objectives

After receiving feedback from the Steering Committee, the Focus Group meetings, and from the community at the first workshop and open house, the Alta team will work with MMMPO to identify the Vision, Goals and Objectives for the plan. The Vision will guide the overall effort while the goals and objectives will morph into evaluation criteria from which the bike, pedestrian and ADA-related recommendations will be measured against and prioritized.

### Task 3.2 – Recommended Bicycle Network

Working from the Task 1 analysis, the Alta team will develop the recommended bicycle network for the study area. The network will include a mapped inventory of identified multi-use paths and on-street bikeways that address critical connections, minimize barriers, and improve access between and within points of interest in the Morgantown area. The network will incorporate and/or consider the Top 5 Priority Projects, along with recommended bike lanes, bicycle boulevard and other key recommendations from the MPO's March 2013 Bicycle Plan. All recommendations will be inserted into a table to illustrate the primary characteristics of each recommended corridor, including the length, start/end points, width, number of traffic lanes, land use character, topography, and linkage to other bicycling nodes. Documenting the characteristics of the network deficiencies allows us to sum up the overall mileage of continuous pathways and on-street bikeways and understand the overall reach of the recommended network, as well as establish an order-of-magnitude cost estimate. The recommended network map will be color-coded in order to distinguish the recommended facility typology for each roadway or path corridor link. Ultimately, the map will be intended for use by local and regional planners and public works department to inform resurfacing projects, spot improvements and long-term reconstruction. Those on the policy or advocacy side will value the maps for providing a blueprint for the growth of the bike network over time and identify corridors requiring future study.

### Task 3.3 – Recommended Pedestrian Network

Similar to Task 3.2, the Alta team will also develop a pedestrian network for Morgantown, the WVU campus and adjacent communities. The focus of the recommended pedestrian network will be to close gaps in the sidewalk system, improve challenging intersections, incorporate mid-block crossings and address ADA-related deficiencies that can range from sidewalks that are too narrow, to missing curb ramps and tactile warning panels. A strong focus of the pedestrian network will be improved links to PRT stations and bus stops, senior centers, parks, playgrounds and schools. Like Task 3.2, we will also incorporate or consider findings and recommendations from the MPO's prior pedestrian plans/studies from August 2010 and May 2016.

The recommended bicycle and pedestrian network will be supplemented by a concise (<10 pages) **Toolkit of Bicycle and Pedestrian Infrastructure Improvements**, a compendium of design typologies for bicycling and walking infrastructure enhancements. The typologies will include facilities intended for a wide range of user groups, and will include, but not limited to:

- shared use paths in both urban contexts—paved 10'-12' wide path—and rural/backcountry environments where less formal, natural surface trails are more appropriate
- shared use path roadway crossing designs for improved visibility and safety
- sidewalks, crosswalks and improved crossing treatments (e.g. median refuge islands)
- on-street bicycle facilities on arterial or collector roads that provide visual or physical separation
- on-street, shared facilities on low volume and/or low speed roadways
- examples of trail heads, wayfinding signage, bike share stations and other amenities

### **Task 3.4 – Recommended Safety Projects**

Upon the completion of the bicycle and pedestrian network recommendations, Alta will isolate ten (10) bicycle and ten (10) pedestrian projects that will address the most-significant safety needs in the Morgantown area. Criteria for these twenty (20) projects include 1) proximity to existing crash locations involving bicyclists or walkers, 2) current volume of bicycle/pedestrian traffic, and 3) input from agency staff, Steering Committee members and from the general public. A separate project table will be generated for the high-priority safety projects with additional detail provided, including the identified safety concerns and recommendations for countermeasures. We will also provide back-up materials, references to established design manuals, and similar-project examples intended to suggest the expected effectiveness of the infrastructure recommendations.

### **Task 3.5 – Planning for Support Facilities**

Understanding that creating a more bikeable and walkable Morgantown area requires more than an enhanced network of facilities, the Alta team will create a robust list of recommended support facilities. Assembled in the form of a chapter of a design guidelines document, we will include best practices recommendations for:

- **Sidewalk amenities**, such as benches, seating areas, wayfinding signs, drinking fountains and public art
- **Bicycle amenities**, such as bike racks (outdoor/short term and indoor/long term), bike racks on buses, bicycle wayfinding signs, bicycle signals, end of trip facilities such as lockers and showers
- **Urban design features**, such as improved storefronts, lighting, awnings and ground-floor permeability

### **Task 3.6 – Policy and Program Recommendations**

Alta staff who specialize in bicycle and pedestrian-oriented policies and programs will provide a compendium of program recommendations designed to promote active transportation in the Morgantown area, with particular emphasis on Safe Routes to School, Transportation Demand Management recommendations and/or promotional materials. We will also review the efficacy of the region’s existing encouragement, education, enforcement and evaluation programs (the four, non-engineering “E’s”). Through input from MMMPO, the SC, stakeholders and the general public, we will then develop a list of changes to existing programs and preferred new bicycling and walking programs that will be incorporated into the final report. We will also assess existing walking and bicycling policies and provide recommendations related to funding (capital and maintenance), safety, land use regulations related to bicycling and walking, urban design, community/advocates’ input on planning/design projects, and maintenance and construction policies related to pedestrian and bicycle infrastructure.

#### **Task 3 Deliverables**

- Draft Technical Memorandum #2 (“Recommended Bike and Walk Network, Support Facilities and Programs”) that includes:
  - Draft and final list of the plan’s Vision, Goals and Objectives and identification of correlations between implementation strategies of adopted plans and studies (i.e., Morgantown 2013 Comprehensive Plan Update, etc.)
  - Section related to potential facility typologies for bicycling, walking and ADA access
  - Morgantown area bicycling and walking network map with recommendations color coded to reflect the recommended typology
  - List of priority segments of the bike/walk network that emphasizes safety
  - Compendium of bicycle and walking support facilities
  - Recommended changes to existing and new 4 E’s programs and policies that encourage active transportation

## **Task 4. Implementation**

After the completion of the recommended bicycle and pedestrian networks, support facilities, policies and programs, the Alta team will develop the Implementation Plan. This will include the evaluation and prioritization of the recommended projects, development of a five-year Capital Improvement Plan and recommendations for funding. We

will also establish the critical performance measures that will set the benchmarks for success over the long term for the municipalities within the study area and MMMPO.

#### **Task 4.1 – Prioritization Methodology**

To initiate the prioritization, Alta will create separate matrices of all bicycle and pedestrian-related project recommendations, respectively and score them using the Task 3.1 project goals as the evaluation criteria. For some criteria, we will use a GIS-based model in order to create an objective, quantitatively-based score. The resulting scores will not be the only deciding factor however. Along with other considerations such as cost, permitting challenges, community support and stakeholder input, the scores will help to inform the 5-year Capital Improvement Plan for trail, bicycle and pedestrian projects. The accompanying recommended bike and walk network maps will also give MPO and municipal staff a visual reference for how the area’s networks will grow and improve over time.

#### **Task 4.2 – Concept-level Design for High Priority Projects**

The Project Team will develop concept designs for high-priority projects within the study area, to be confirmed by the MMMPO’s project manager and the Steering Committee. The projects will include up to five (5) intersections or a pair of one (1) mile corridor segments in Morgantown, Westover, Star City or Granville. The concept designs will build on the vision and recommendations reflected during the public participation process and client project development meetings. The Alta team’s CAD designers will develop approximately “15% design concepts” level of detail, which can be easily parlayed into final design plans if additional funding or future grants can be secured. Together this information will be used to identify the physical footprint and relative impacts of the complete street and access management corridor improvements. Design features may incorporate:

- Bicycle/pedestrian safety features (i.e., greenway trail connections, sidewalks, high visibility crosswalks, separated bike lanes, pedestrian level lighting, pedestrian countdowns, etc.);
- Traffic calming strategies and physical changes to create pedestrian and bicycle friendly interfaces (median use, splitter islands, HAWK Signals, etc.);
- Streetscape features (i.e., street trees, gateway treatments, etc.);
- Access management (i.e., driveway improvements/ consolidation, median use, cross access, etc.); and
- Safety and security (i.e., sight-triangle improvements, lighting recommendations, etc.)

As with most street improvements, right-of-way availability is often limited. Development of the concept designs will balance tradeoffs and focus on maximizing benefits within the space available and consider additional right of way needs. The Team will field verify the concept designs with drainage, utilities, property and right-of-way impacts in mind.

#### **Task 4.3 – 5-year Capital Improvement Plan for Morgantown and surrounding communities**

A critical part of any implementation plan is a 5-year Capital Improvement Plan (CIP) complete with priorities, phasing, expected implementation timeframe, ROW information, construction-cost estimates, maintenance issues and partnering agencies/groups. The Alta team will develop separate CIPs for the City of Morgantown and a prioritized list of capital projects for Westover, Star City and Granville. These will help to move the recommendations from vision to reality. They will be organized as a series of actionable steps that can help lead to the implementation of the projects in a timely manner.

#### **Task 4.4 – Funding Opportunities**

To supplement the 5-year CIPs, the team will provide the MPO with a consolidated list of funding opportunities for the recommended projects. We are familiar with the requirements of over a dozen funding sources for bicycle and pedestrian projects, which include Highway Safety Improvement Plan, Consolidated Funding Agreements, WV Department of Health, TIGER, CMAQ, Safe Routes to School, and others. We will also provide a list of funding opportunities from non-profits, bicycle advocacy organizations and Foundations that may be available for both infrastructure and the costs associated with programs as well. For all options, we will provide recommendations for

effectively applying, especially from federal transportation sources where application requirements can sometimes be tricky.

#### **Task 4.5 – Policy and Programs Next Steps**

Part of the Implementation Planning will include recommended action steps for recommended bicycle and pedestrian related policies and programs. This will include potential funding opportunities, partnerships with local stakeholders—for Safe Routes to School programs, for instance—and the benefits that can be derived from strong policies and programs that promote active transportation in the Morgantown area. We will also provide a compendium of policy and program “best practices” from bike- and walk-friendly cities throughout the U.S.

#### **Task 4.6 – Performance Measures**

The Alta team will identify key performance measures that best help the MPO meet its goals for bicycle and pedestrian connectivity, safety and mode share. Example measures that may be considered for the Bike and Pedestrian Transportation Plan could include:

- Percent of designated “equity” populations within bicycling or walking distance to a trail or bike lane
- Reduction in annual crashes involving bicyclists or walkers per capita
- Improved community health
- Changes to bicycle or walk mode share over time
- Number of miles of the region’s trail network or miles of bike lanes
- Improved ranking for Morgantown within the League of American Bicyclists (LAB) designated Bike Friendly Community program (currently bronze) and/or new LAB Bike Friendly Businesses within the MPO region

The draft and final list of Performance Measures will be placed in a matrix that will establish the 2018-19 baseline along with goals for each measure within a 5, 10 or 20-year period.

#### **Task 4.7 – Project/Policy/Programs Database**

The Alta team will create a database of all project, policy and program recommendations. The intent is for MMMPO and City of Morgantown to use as a tool to track progress over time, using designated benchmarks for change. Because some of the benchmarks will be tied to GIS—e.g. the number of miles of new bike lanes or sidewalks—we will provide instructions for shapefile updates so that the region can provide accurate Performance Measure estimates at any time.

#### **Task 4 Deliverables**

- Draft Implementation and 5-year Capital Improvement Plan that includes:
  - Project Prioritization Matrix (to include cost estimates and timeline)
  - Concept-level design graphics for high priority projects
  - Table of key funding opportunities
  - Performance Measures matrix
  - Next steps and database related to projects, policies and programs

### **Task 5. Deliverables**

The final Morgantown Monongalia Bike and Pedestrian Transportation Plan report is intended for use by key stakeholders including MPO/local planners, WV DOT/DOH project engineers, and advocacy groups to help plan, construct and maintain a transportation network that encourages bicycling and walking in the Morgantown area.

#### **Task 5.1– Draft Bike and Pedestrian Transportation Plan Report**

With the completion of tasks 1 through 4 as described above, the Alta team will merge the two Technical Memoranda and the Implementation Plan into a draft Morgantown Monongalia Bike and Pedestrian Transportation Plan report and Executive Summary. The professional-quality report will include sections documenting the purpose and need for the plan, an assessment of existing conditions, trail/bike/ped facilities design typologies, the proposed bike and walk network, a prioritization table, cost estimates, an implementation strategy, and a phasing plan supported by a series of

critical Performance Measures. An accompanying Appendix will include 1) narrative explaining the detailed methodology used, for instance, for the project prioritization, 2) meeting notes from the public workshops and focus groups, and 3) a summary of the on-line input using tables and infographics.

### **Task 5.2 – Final Presentations**

Upon the completion of the draft report, and after receiving input from the Steering Committee, the Alta team will work with MMMPO staff to schedule up to three (3) final presentations: to the MMMPO Policy Board, to the City of Morgantown and to WVU planners and administrators (open to the campus community, if desired). We will develop a flier/event announcement for the event in Morgantown and/or at WVU, and promote it through the webpage and our social media outlets. At the final public presentation, the Alta team will:

- Present the findings and recommendations from the draft report
- Summarize the planning process and community engagement
- Take questions and comments in a plenary format (no workshop-style, small group discussions)

One goal for the final presentation in Morgantown in particular, is to generate as much publicity and enthusiasm for the plan as possible. As such, we will work with MPO staff and the SC to ensure the word gets out to the general public and there is significant media coverage for the event.

### **Task 5.3 – Final Bike and Pedestrian Transportation Plan Report**

After distribution of the draft report to the MPO staff and the Steering Committee, Alta will receive consolidated comments from MMMPO's Project Manager in order to develop the final report. The team will then develop one (1) additional iteration of the draft report and draft Executive Summary before issuing the final report and Executive Summary for formal approval. Combined, the report and Executive Summary will provide the blueprints for the Morgantown area to become an even-more safe and sustainable region, setting the course for enhanced economic development—through an enhanced sense of place and increased bicycle mobility—and improved public health.

#### **Task 5 Deliverables**

- Draft MMMPO Bike and Pedestrian Transportation Plan report that includes:
  - Executive summary
  - Overview of the planning process and public engagement
  - Chapters related to Vision and Goals, Existing Conditions Analysis, Needs Assessment, Recommended Bike and Walk Network, Prioritization, Database of Bike/Walk Program and Policy Recommendations and Bike/Ped Counts, Performance Measures and the Implementation/5-year CIP Strategy
- Electronic copy of the final MMMPO Bike and Pedestrian Transportation Plan report and Executive Summary as a PDF and, if desired, the source file in Word or InDesign (along with associated graphic and table links)

**Exhibit B**  
**Estimated Schedule**

PROJECT SCHEDULE

Morgantown Regional Bike and Pedestrian Transportation Plan TASK DESCRIPTION	2018					2019						
	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept
<b>Task 1: Understand Current and Future Conditions</b>												
1.1 Data Collection and Base Mapping	█	█	█									
1.2 Review of Adopted Plans and Other Documents	█	█	█									
1.3 Demographic, Health and Equity Analysis		█	█	█								
1.4 Sidewalk Data Collection		█	█	█								
1.5 Bike/Walk Supply and Demand Analysis		█	█	█								
1.6 Connectivity Analysis				█	█	█	█					
1.7 Crash Data and Safety Analysis				█	█	█	█					
<b>Task 2: Engage the Community</b>												
2.1 Steering Committee (5 meetings, approx. bi-monthly)	█		█		█		█		█			
2.2 Community Workshops and Open Houses			█		█		█					
2.3 Demonstration Project									█			
2.4 Focus Group Meetings (up to 5)	█		█		█							
2.5 Bicycling and Walking Workshop												
2.6 OnSite Engagement			█	█	█	█	█	█	█	█	█	█
<b>Task 3: Recommendations</b>												
3.1 Vision, Goals and Objectives	█	█	█									
3.2 Bicycle Network Recommendations					█	█	█	█	█			
3.3 Pedestrian Network Recommendations					█	█	█	█	█			
3.4 Project Prioritization - Safety Recommendations							█	█	█			
3.5 Planning for Support Facilities							█	█	█			
3.6 Policy and Program Recommendations							█	█	█			
<b>Task 4: Implementation</b>												
4.1 Prioritization Methodology								█	█	█		
4.2 Concept-level Design for High Priority Projects								█	█	█	█	
4.3 Five-year C.I.P. - Morgantown & surrounding communities								█	█	█	█	
4.4 Funding Opportunities								█	█	█	█	
4.5 Policy and Programs Next Steps								█	█	█	█	
4.6 Performance Measures								█	█	█	█	
4.7 Project/Policy/Programs Database								█	█	█	█	
<b>Task 5: Deliverables</b>												
5.1 Draft Bike and Pedestrian Transportation Plan Report									█	█	█	█
5.2 Final Presentations												█
5.3 Final Bike and Pedestrian Transportation Plan Report											█	█

█ Meeting / Event  
 █ Task Progress



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**Exhibit C**  
**Schedule of Fees and Charges**

<b>Task</b>	<b>Fee</b>
Task 1 Understand Current and Future Conditions	\$47,756
Task 2 Engage the Community	\$67,934
Task 3 Recommendations	\$41,838
Task 4 Implementation	\$50,377
Task 5 Deliverables	\$48,358
Expenses	\$9,343
<b>Total</b>	<b>\$265,606</b>



Morgantown Monongalia MPO  
**Morgantown Industrial Park Access Study**

Draft Report

October, 2018

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Appendix A: Public Participation Documentation

Appendix B: Travel Demand Model Traffic Impact Analysis Memo

Appendix C: Synchro Intersection Operational Analysis Memo

Appendix D: Study Area Traffic Count Data



## Recommendations

This study identified and evaluated seven alternative ways to access the Morgantown Industrial Park. Upon reviewing the findings from the study process, the MPO staff recommends amending the MPO's Metropolitan Transportation Plan to include a project to enhance accessibility to the Morgantown Industrial Park. The MPO staff further recommends that all alternatives identified in the study should be considered in future access studies. The MPO staff does not recommend a preferred alternative in this study.

A project to enhance access to the Morgantown Industrial Park should address the following issues:

Project Name	Morgantown Industrial Park Access Improvements
Project Purpose	<ul style="list-style-type: none"> <li>• Reducing the impact of truck traffic on Fairmont Rd and DuPont Rd in Westover.</li> <li>• Supporting future expansion of the Morgantown Industrial Park.</li> <li>• Improving the accessibility to communities along River Rd in the west side of I-79.</li> <li>• Providing alternative access to the Morgantown Industrial Park in event of an emergency.</li> </ul>
Project Location	<p><b>Option A1-</b> uses existing overpass to create a full diamond interchange at River Rd on I-79 and use River Rd as the access to the Industrial Park.</p> <p><b>Option A2-</b> uses existing overpass to create a full diamond interchange at River Rd on I-79 and use River Rd as the access to the Industrial Park. Uses new access road in the park to provide a direct access to I-79.</p> <p><b>Option B-</b> construct a new connecting road between River Rd and S Dents Run Rd, using an existing under-pass under I-79. Specific roadway alignment requires future investigation for this option.</p> <p><b>Option C-</b> construct a new connecting road between River Rd and S Dents Run Rd on the west side of I-79 between the Price Hill Rd intersection and S Dents Run Rd.</p> <p><b>Option D-</b> construct a bridge across the Mon River connecting the DuPont Rd and the Don Knotts Blvd near the BFS gas station.</p> <p><b>Option E-</b> construct a bridge across the Mon River connecting connecting the Industrial Park to the Greenbag Rd/Don Knotts Blvd intersection.</p> <p><b>Option F-</b> Repair and improve the capacity of River Rd between DuPont Rd and the Westover Bridge</p>
First Implementation Action	Conduct a study to identify the preferable alternative. If new interchange on I-79 is proposed, the study should fulfill the requirement of an Interchange Justification Report (IJR) required by the Federal Highway Administration.
L RTP Goals Directly Supported	1, 2, 3, 4, 5, 6, 8
FHWA Planning Factors Supported	a, b, c, d, e, f, g
Estimated Cost	15 million to 40 million, depending on the Option.

# Introduction

## Background

The Morgantown Industrial Park approached the Monongalia County Commission and the City of Westover to discuss the need for better access to the Industrial Park. The Industrial Parks concerns are based on the Industrial Parks plans to expand and the problems the Division of Highways has been having with maintaining River Road. The current closure of River Road has led to increased industrial traffic on DuPont Road in Westover. The closure also raises concerns about emergency services access to the industrial park in the event of an emergency.

The County Commission and the City of Westover asked MPO staff to study ways to improve access to the Industrial Park. The MPO staff proposed to identify possible ways to access the industrial park to ensure that as many cost effective means for addressing the concerns above are provided to future decision makers.

## Purpose

The purpose of the MPO Industrial Park Access Study is to identify and evaluate alternative ways to access the Morgantown Industrial Park. It is a planning level study focusing on assessing the viability of adding a Morgantown Industrial Park Access Project to the MPO's Metropolitan Transportation Plan.

The alternative access intends to address the following three issues:

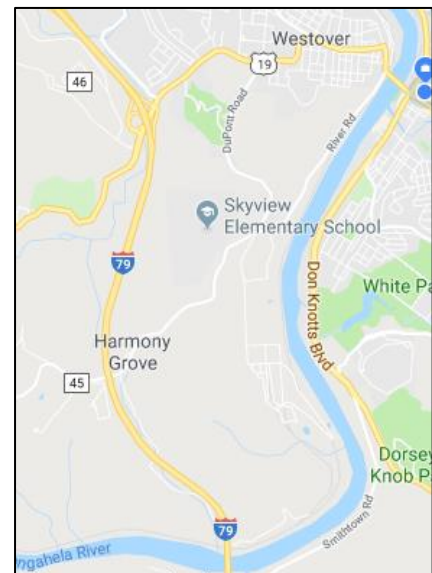
- The negative impact to Westover caused by increasing truck traffic using DuPont Rd and Fairmont Rd to access I-79.
- DuPont Road is currently the only effective access to the park due to the closure of River Road between DuPont Rd and Holland Rd. Limited access raises concerns about accessibility to the park in event of an emergency.
- The future expansion of the park may require enhanced access from the park to I-79.

## Study Area

The study area includes the City of Westover, the Morgantown Industrial Park, and the west side of I-79 between the Exit 152 and Exit 148. The major street network consists of the following streets:

- River Rd from Price Hill Rd to Holland Ave
- Fairmont Rd from River Rd to the east of Mall Rd
- DuPont Rd
- S Dents Run Rd
- Westover Bridge

The study area is shown in the map on the right.



## Study Process

### Study Components

The study consists of three components: 1) providing a venue for coordination and discussion among stakeholders relating to Morgantown Industrial Park accessibility issues. 2) using the MPO’s Travel Demand Model to conduct an operational evaluation on the transportation network impact of proposed alternatives; and 3) conducting a planning level analysis on the impact of proposed alternatives on land use, socioeconomics, and natural environment.

### Timeline

The study follows the timeline as shown below:

	July	August	September	October
Scope of Work	X			
Data Collection	X	X		
Travel Demand Model Development		X	X	X
Alternative Development and Evaluation		X	X	X
Steering Committee Meeting		X		X
Public Meeting			X	X
Draft Report				X

### Steering Committee

A steering committee was established to provide guidance and oversight of study process. The committee consists of representatives from the following entities:

- The City of Westover
- Monongalia County Commission
- Monongalia County Planning Commission
- Monongalia County Development Authority
- Morgantown Industrial Park
- Mountain Line Transit Authority
- WV DOT-Division of Highways

### Public Meeting

The MPO held two public meeting for this study. The first meeting was held at the Westover City Hall at September 20<sup>th</sup>, 4 PM-7 PM. About 30 residents attended this meeting. The second meeting was held at the conference room of the MPO’s office. The second meeting was held jointly with the MPO’s Citizens Advisory Committee meeting on October 11, 2018.





## Data Collection and Analysis

### Traffic Volume

As part of the MPO’s annual vehicle traffic count on Aug 29 and Aug 30. MPO staff added several new count locations to better understand the traffic pattern in the study area. Traffic volume and locations are shown in the table below:

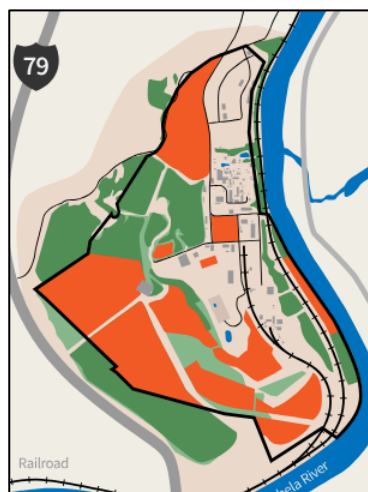
Station #	Location	Total Daily Volume	Northbound or Eastbound (Truck Traffic)	Southbound or Westbound (Truck Traffic)
69	DuPont Rd South of Fairmont Rd	7,455	3,961 (483)	3,886 (426)
89*	DuPont Rd North of River Rd	5,729	2,950 (413)	3,125 (429)
86*	River Rd, West of DuPont Rd	3,635	1,956 (110)	1,871 (78)
84*	Industrial Park Rd, South of DuPont Rd	2,050	1,065 (307)	1,093 (310)
83	Fairmont Rd, West of Commercial Dr	16,946	8754 (605)	9,084 (784)
74	Fairmont Rd, East of Mall Rd	15,702	8,396	8,133
87*	River Rd, East of River Rd Bridge over I-79	1,999	1,684	420

Newly added traffic count locations to the MPO’s regular annual traffic count.

It was noted that River Rd was closed during the traffic count period, and it was estimated that DuPont Rd was carrying the traffic that otherwise could be on River Rd. More information about traffic volume are provided in the Appendix D.

### Document Review

The MPO staff reviewed the Morgantown Industrial Park Preliminary Access Study prepared by the DOH in 2016. The study identified five alternatives to provide additional access the Morgantown Industrial Park. Among the these five alternatives, Option D-I 79 River Road Full Diamond Overpass & Road Rehabilitation was identified as the most preferable alternative.



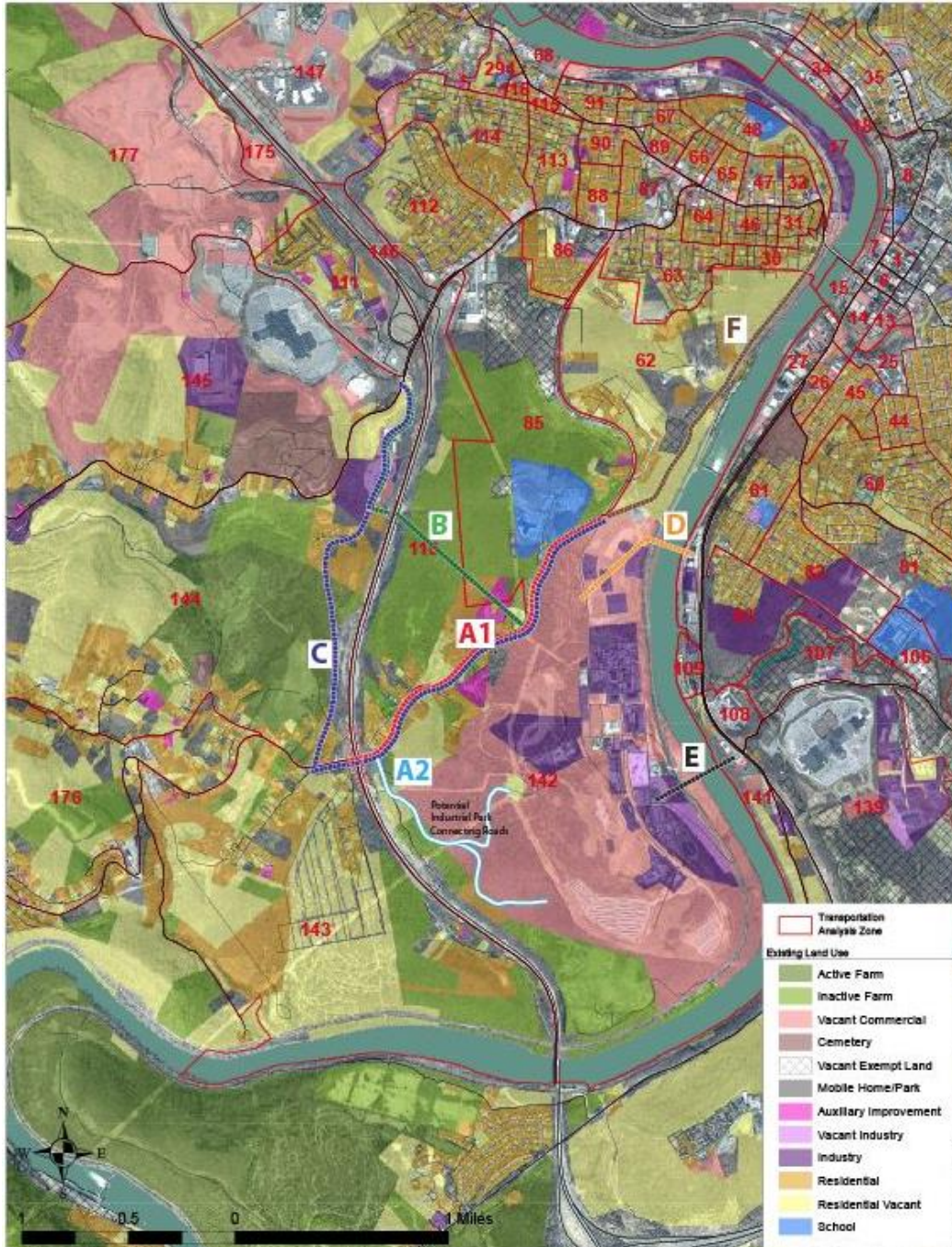
The Industrial Park provided an estimated trip generation from the expected development of the park. The MPO staff also reviewed the Land Use section of Westover’s Comprehensive Plan adopted in 2013, and the available properties and sites information on the Morgantown Industrial Park website. Land use information provide key input to modify the MPO’s travel demand model for the purpose of this study.

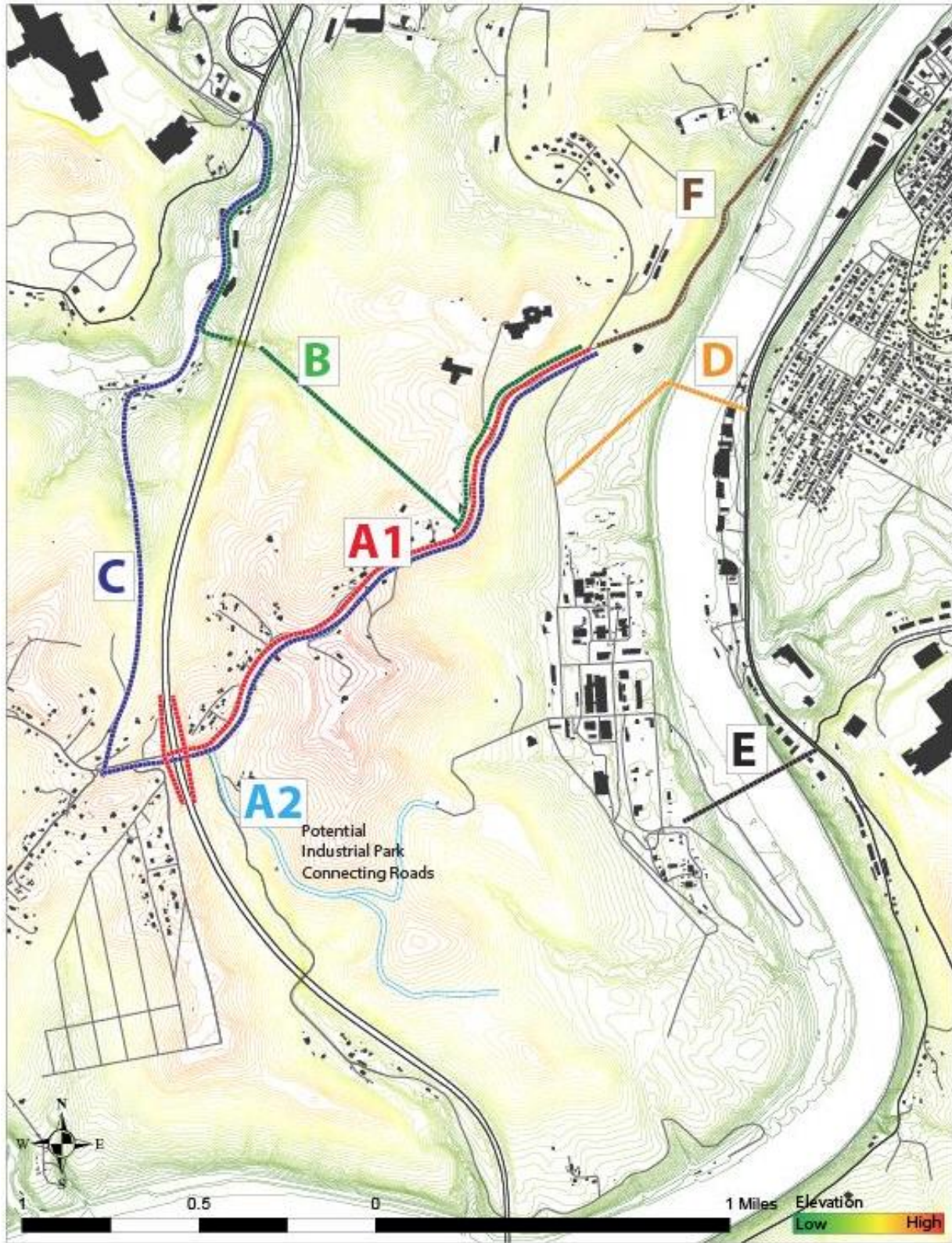
The map on the right shows the preferred location for the industrial park access, as identified in the DOH's study (in yellow circle). The map on the left shows the current available sites (shown in orange)

### Current Land Use and Topography

The Monongalia County GIS database provides parcel level land use information and 10 feet contour information in the study area. The MPO used the information as basis to understanding basic condition surrounding the Morgantown Industrial Park.

The maps below show the current land use and topographic information in the study area. Identified alternatives are illustrated in the map. Information of alternative are provided in the next section of the report.





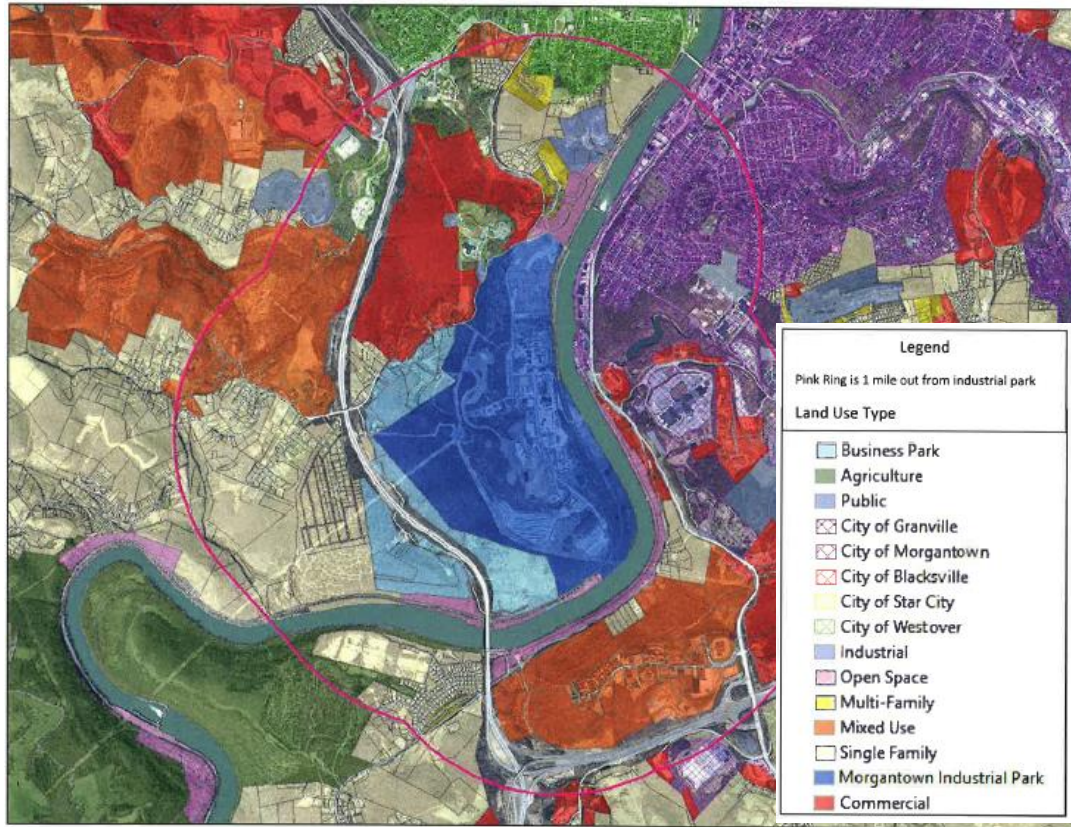
### Trip Generation and Future Land Use

In order to estimate the travel demand in the area staff received an estimate of the Morgantown Industrial Parks future trip generation as developed by their consultant. The subject area also includes a portion of Monongalia County. Monongalia County planning staff prepared a rough estimate of the future land use that may develop in this area. MPO Staff developed trip generation estimates of these potential land uses to assist in estimating the demand for enhanced transportation facilities in the area. The following tables summarizes the estimated trip generation for the Industrial Park and undeveloped portions of the County upon build out.

	Area (Acre)	Developable Area (Acre)	Weekday		AM Peak		PM Peak	
			In	Out	In	Out	In	Out
Residential	645	194	2560	2560	124	275	350	180
Business Park	281	84	6300	6300	1336	254	327	1093
Mixed Use	706	212	4958	4958	152	540	569	306
Morgantown Industrial park*	Weekday AM Peak (vph)		Weekday PM Peak (vph)					
	In	Out	In	Out				
Total Trips	281	42	115		188			

\*Source: MIP-Thrasher Engineering

### Potential future Land Use



Map created by Patricia Booth, AICP, Monongalia County Planning Commission

## Alternative Development and Evaluation

The MPO identified and evaluated seven alternatives. The maps on page 6 and 5 illustrate the location of these alternatives. The seven alternatives and their major advantages and disadvantages are:

**Alt. A1**-this option was identified in DOH's Morgantown Industrial Park Preliminary Access Study, conducted in 2016. Option A1 uses existing overpass to create a full diamond interchange at River Rd on I-79 and use River Rd as the access to the Industrial Park.

Major advantages of this option are:

1. Utilizing existing overpass as part of the proposed interchange on I-79.
2. Opening up development potential for the west side of I-79 on River Rd.

Major disadvantages or concerns of this option are:

1. The proposed ramps to the interchange are feasible (5-6% grade), but require substantial earthwork and ROW acquisition. It may also require potential relocation of an existing gas pipeline.
2. Interchange is located in rural area as defined in 2010 US Census map. The spacing is below the minimum interchange spacing requirement for a rural area, according to FHWA's highway design standard. It is expected that the interchange location will be classified as in the urban area in 2020, and the spacing will then meet the FHWA interchange spacing requirement.
3. Widening River Rd could be costly due to the topography and proximity of residences in River Rd the corridor.

**Alt. A2**-this option was identified based on the Industrial Park Master Plan developed by the Industrial Park. This option is similar to A1, except that it uses a new access road in the park to provide a direct access to I-79. River Rd improvement is not relevant to this alternative.

This option has all the advantages of Option A1. In addition, it

1. Provides the most direct access to the industrial park.
2. Requires no existing road upgrade except for the River Rd Bridge over I-79.

Major disadvantages or concerns of this option are:

1. The proposed ramps to the interchange are feasible (5-6% grade), but require substantial earthwork and ROW acquisition. It may also require potential relocation of an existing gas pipeline.
2. Interchange is located in rural area as defined in 2010 US Census map. The spacing is below the minimum interchange spacing requirement for a rural area, according to FHWA's highway design standard. It is expected that the interchange location will be classified as in the urban area in 2020, and the spacing will then meet the FHWA interchange spacing requirement.
3. Require substantial new road construction within the industrial park.

**Alt. B**-this option is to construct a new connecting road between River Rd and S Dents Run Rd, using an existing under-pass under I-79. The specific roadway alignment requires future investigation for this option.

Major advantages of this option are:

1. Improving system connectivity without a new interchange on I-79. Avoiding any complications associated with modifying the interstate system.
2. Opening up S Dents Run to development, which has been identified in the Westover Comprehensive Plan as an area for commercial development.

Major disadvantages or concerns of this option are:

1. Indirect access to I-79. Dubious benefits for route efficiency over current route on Fairmont Rd.
2. Requiring significant earthwork for the connecting road.

**Alt. C-** this option is similar to Option B, except that it proposes a connecting on the west side of I-79 between the Price Hill Rd intersection and S Dents Run Rd.

1. Major advantages of this option are similar to Option B. Compared with Option B, Option C has better road alignment flexibility and uses existing bridge as an overpass on I-79.
2. Major disadvantages or concerns of this option are similar to Option B. In addition, it requires widening River Rd, same as Alt. A1.

**Alt. D-** this option was identified in DOH's Morgantown Industrial Park Preliminary Access Study, conducted in 2016. It proposes a bridge across the Mon River.

Major advantages of this option are:

1. Improving system connectivity without a new interchange on I-79. Avoiding any complications associated with modifying the interstate system.

Major disadvantages or concerns of this option are:

2. Low feasibility due to steep grade of the proposed bridge location.
3. Indirect access to I-79. Dubious benefits for route efficiency over current route on Fairmont Rd.
4. Active commercial structure acquisition and demolition.

**Alt. E-** this option proposes a bridge across the Mon River, connecting the Industrial Park to the Greenbag Rd/Don Knotts Blvd intersection.

Major advantages of this option are:

1. Improving system connectivity without a new interchange on I-79. Avoiding any complications associated with modifying the interstate system.

Major disadvantages or concerns of this option are:

2. Indirect access to I-79. Dubious benefits for route efficiency over current route on Fairmont Rd.
3. Active commercial structure acquisition and demolition.

**Alt. F-** non build scenario. This scenario includes upgrading River Road to preclude recurring problems with slides.

The table on the following page shows the estimated impact of each alternative. Detailed travel demand model analysis are included in the Appendix B.

Alternatives	Construction Feasibility					Land Use Impact		
	Alignment/Ramp Feasibility and Flexibility	Earthwork	ROW Impact	Utility Relocation	Structure Acquisition and Demolition	Development Opportunity	Construction Land Consumption	Existing Residential Impact
<b>A1 River Rd</b>	Feasible with limited flexibility. Ramp ≈ 5-6% grade. 1.6 mile to Exit 152 and 1.8 mile to I-68	Moderate	Moderate - High impact	Substantial utility relocation on River Rd. Potential pipeline relocation at interchange.	Low impact	Connect to West side of I-79 along River Rd.	Low	Low impact
<b>A2. Connecting Road</b>	Feasible. Limited flexibility. Ramp ≈ 5-6% grade.	Moderate	Low impact	Low impact. Potential pipeline relocation at interchange	Low impact	Connect to future development area in the Park	High (considering industrial park area)	Low impact
<b>B. Dents Run Tunnel</b>	Further evaluation required	Significant	Moderate-high impact	Low impact	Moderate impact	Connect to S. Dents Run development area	High	Low impact
<b>C. S Dents Run Road</b>	Further evaluation required	Significant	High impact	Substantial utility relocation	Moderate impact	Connect to S. Dents Run development area	High	Low impact
<b>D. Bridge-Plaza</b>	Low feasibility Bridge ≈ 17% Grade	Significant	Moderate impact	Moderate impact	Significant impact	Low	Low	Low impact
<b>E. Bridge-Greenbag Rd</b>	Bridge ≈ 5 % Grade, Further evaluation required	Significant	Moderate impact	Moderate impact	Moderate impact	Low	Low	Low impact
<b>F. River Rd Improvements</b>	Keep current alignment	Moderate (repairing River Rd)	Low impact	Low impact	Low impact	Low	Low	Low impact








Alternatives	Transportation System Impact						
	Major Transportation Network Impact (comparing with non-built option, future year daily total traffic volume, except Alt. F)	System Connectivity	Industrial Park Access to Interstate	Spacing*	New Road Construction	Existing Road Upgrade.	Key Intersection Upgrade
<b>A1 River Rd</b>	<ul style="list-style-type: none"> <li>Significantly Increase the traffic on River Rd on the west side of I-79.</li> <li>Increase the traffic on I-79 between the new interchange and I-68</li> <li>Significantly decrease the traffic on DuPont Rd, and River Rd between DuPont Rd and Westover Bridge</li> <li>Decrease the traffic on Fairmont Rd in Westover</li> <li>Significantly decrease the traffic on Fairmont Rd, west of the Mall Rd intersection.</li> </ul>	Better access along the River Rd Corridor	1.7 miles	1.6 to Exit 152 1.8 mile to I-68	N/A	River Rd	River Rd and DuPont Rd
<b>A2. MIP Connecting Road</b>	<ul style="list-style-type: none"> <li>Similar impact as A1, except decreasing traffic on River Rd between DuPont Rd and the new interchange.</li> </ul>	Better access along the River Rd Corridor	Direct access	1.6 to Exit 152 1.8 mile to I-68	Required as a part of Industrial Park Master Plan	Low impact	River Rd and Master Graphics Rd
<b>B. Dents Run Tunnel</b>	<ul style="list-style-type: none"> <li>Decrease traffic on River Rd between DuPont Rd and River Rd Bridge over I-79.</li> <li>Significantly decrease the traffic on River Rd between DuPont Rd and Westover Bridge</li> <li>Significantly decrease the traffic on DuPont Rd</li> <li>New connecting road to S Dents Run road could carry 3,600 vehicle</li> </ul>	Connect River Rd to Fairmont Rd. No additional interstate access	2.8 miles	N/A	Connect to S Dents Road and Fairmont Rd	S Dents Run Rd, a portion of River Rd	S Dents Run Rd and Fairmont Rd
<b>C. S Dents Run Road</b>	<ul style="list-style-type: none"> <li>Similar impact as Alt. B, except no decrease of traffic River Rd on the west side of I-79.</li> <li>New connecting road to S Dents Run road could carry 4,200 vehicle volume per day.</li> </ul>	Connect River Rd to Fairmont Rd. No additional interstate access	3.8 miles	N/A	Connect to S Dents Road and Fairmont Rd	S Dents Run Rd	S Dents Run Rd and Fairmont Rd
<b>D. Bridge-Plaza</b>	<ul style="list-style-type: none"> <li>Decreasing the traffic on Westover Bridge</li> <li>Significantly decrease of the traffic on River Rd between Westover Bridge and DuPont Rd</li> <li>Significantly increase of the traffic on DuPont Rd</li> <li>New bridge could carry 21, 300 vehicle volume per day.</li> <li>Increase the traffic on Don Knotts Blvd (across the river)</li> </ul>	Connect DuPont Rd to Don Knotts Blvd	4 miles	N/A	New bridge construction (1500 Feet span). Connecting Rd between bridge and DuPont Rd	Low impact	New Bridge and Don Knott Blvd
<b>E. Bridge-Greenbag Rd</b>	<ul style="list-style-type: none"> <li>Similar impact as Alt E, except less impact on Don Knotts Blvd</li> <li>New bridge could carry 14, 500 vehicle volume per day</li> </ul>	Connect to Greenbag Rd	2.5 miles	N/A	New bridge construction (2200 Feet span).	Low impact	New Bridge and Don Knott Blvd and Greenbag Rd
<b>F. No Build</b>	<p>Comparing with based year volume:</p> <ul style="list-style-type: none"> <li>Significant increase of the traffic on River Rd and Fairmont Rd.</li> </ul>	Strengthen the connectivity between Westover Bridge to the industrial park	2.1 miles (current route)	N/A	N/A	River Rd from DuPont Rd to Westover Bridge	River Rd and Westover Bridge intersection







































































\*The minimum spacing for urban interchanges specified in the AASHTO Interstate Access Guide is 1 mile (3 miles in rural areas). The proposed interchange of A1 and A2 are not in the urbanized area according to the 2010 Census Map. It is in the Metropolitan Statistical Area.



The table below is a summary of alternative impact in the study area, compared with no-built option, future year daily total traffic volume. Actual traffic volumes are provided in the following pages.

Traffic Impact Key:

 = significant increase    
  = moderate increase    
  = slight increase    
  = no major impact    
  = slight decrease    
  = moderate decrease    
  = significant decrease

	River Rd, west of I-79	River Rd between DuPont Rd and River Rd Bridge over I-79	River Rd between DuPont Rd and the Westover Bridge	DuPont Rd	Fairmont Rd in between DuPont Rd and the I-79 interchange	Fairmont Rd, west of Mall Rd.	Fairmont Rd, between Westover Bridge and DuPont Rd	Westover Bridge	I-79, north of the exit at Fairmont Rd	I-79, south of the exit at Fairmont Rd, north of River Rd Bridge over I-79	I-79, south of River Rd Bridge over I-79	New Construction
Alt. A1-River Rd												
Alt. A2-MIP Connecting Rd												
Alt. B-Dents Run Tunnel												
Alt. C-S Dents Run Rd												
									Don Knotts Blvd, north of the proposed bridge	Don Knotts Blvd, south of the proposed bridge		
Alt. D-Bridge to Plaza												
Alt. E-Bridge to Greenbag Rd												

It is estimated that

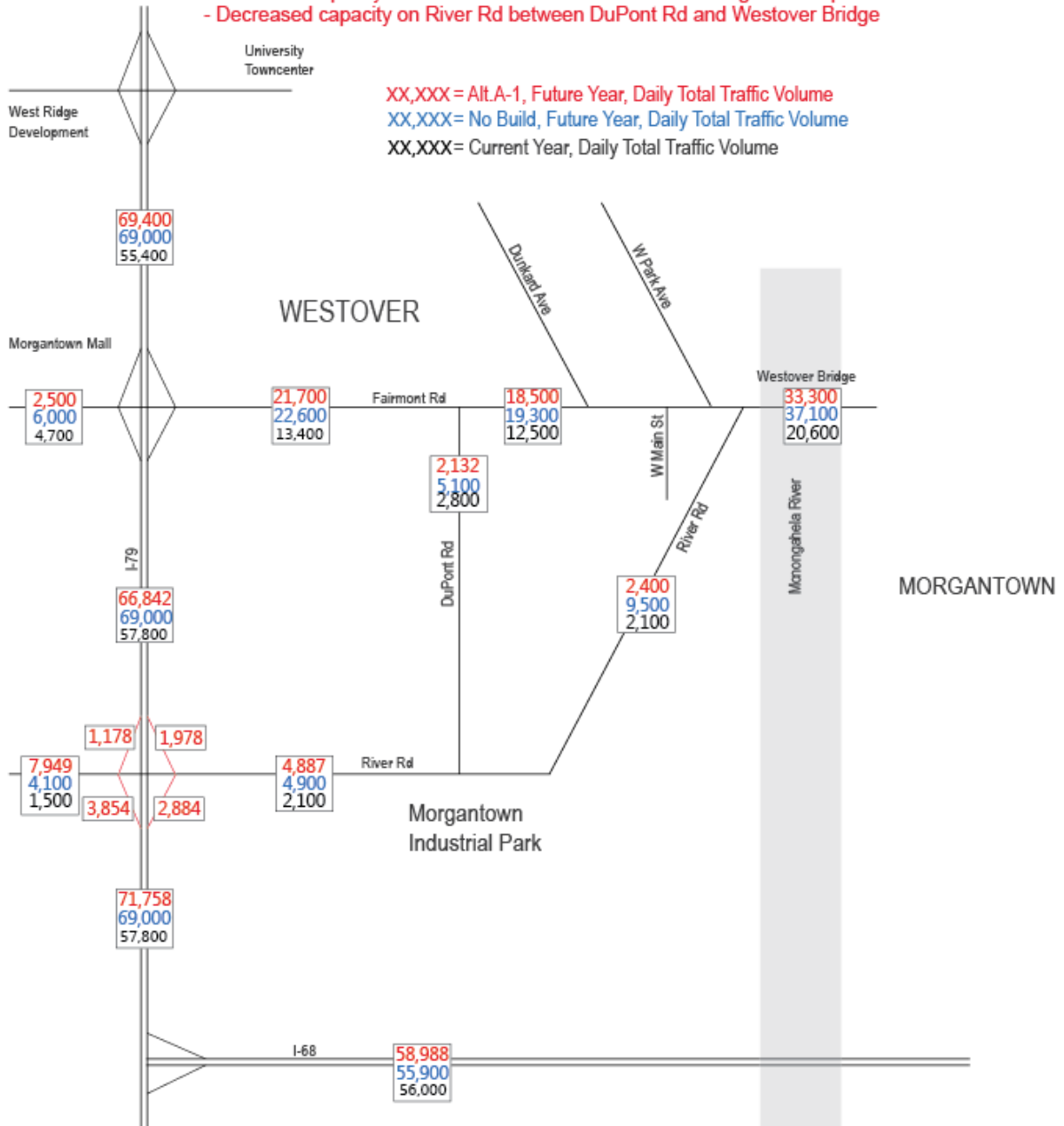
- Alt. A1 and A2 will significantly the traffic on River Rd, west of I-79 and I-79, south of the River Rd Bridge, while decreasing or making no major impact on the traffic on other roads in the study area.
- Alt. B and C will generally decrease or making no major impact on the traffic on the roads in the study area.
- Alt. D will significantly increase the traffic on River Rd and DuPont Rd.
- Alt. E has less impact than Alt D, while will significantly increase traffic on DuPont Rd.
- In general, Fairmont Rd in Westover will not be significantly impact by the alternatives identified in the study.



### Alternative A-1 Traffic Impact Evaluation

Alt. A-1 Future Year Network Modification:

- New I-79 interchange at River Rd
- Increased capacity on River Rd between the new interchange and Dupont Rd
- Decreased capacity on River Rd between DuPont Rd and Westover Bridge



Notes: Traffic Model is developed based on the MPO's Travel Demand Model, West Ridge Model-Scenario Widened Mall Road, 2017. Diagram is not to scale

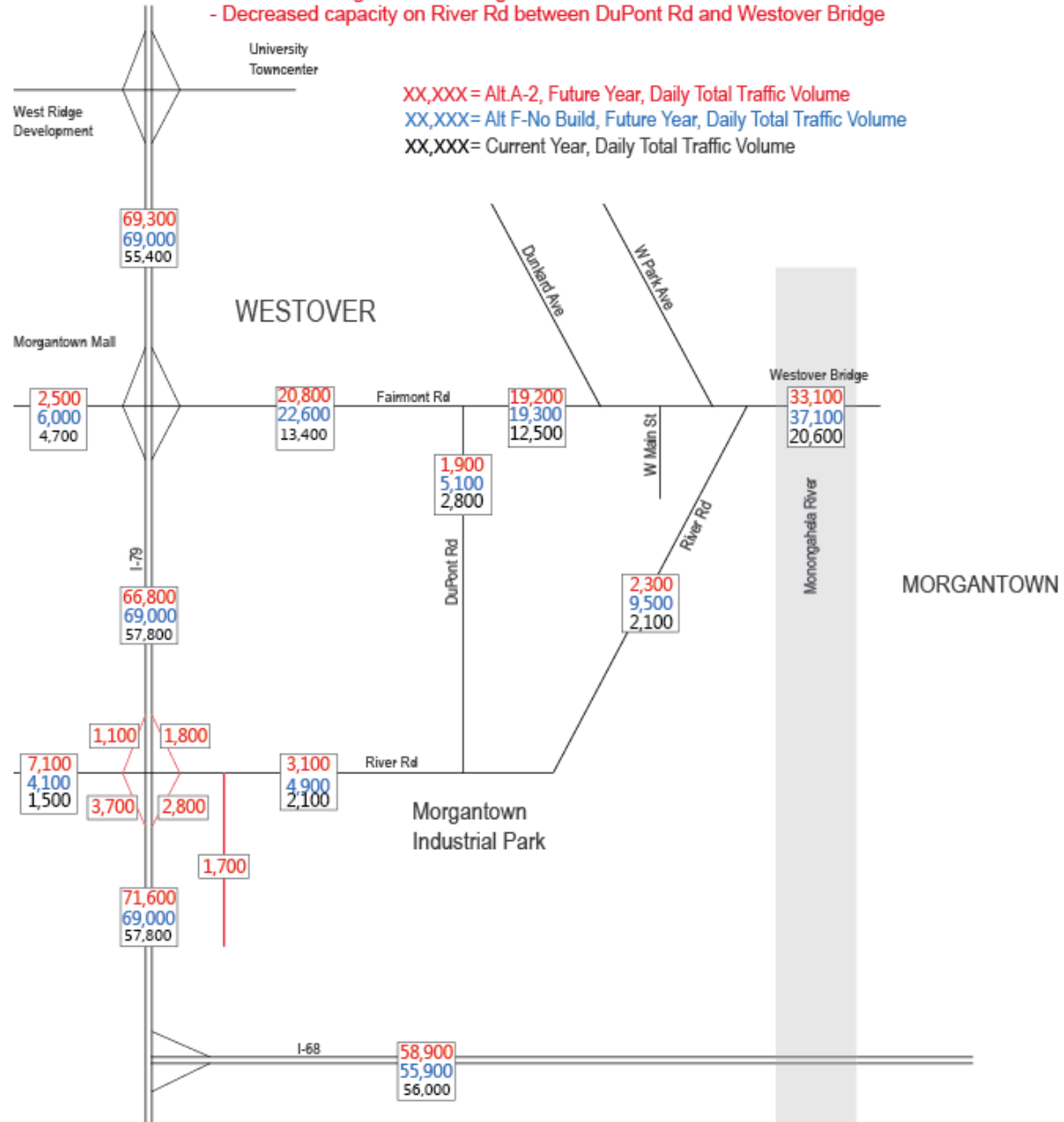


Morgantown Monongalia MPO  
Morgantown Industrial Park Access Study | Alternative Evaluation-Traffic Impact

### Alternative A-2 Traffic Impact Evaluation

Alt. A-2 Future Year Network Modification:

- New I-79 interchange at River Rd
- New connecting road from Morgantown Industrial Park
- Decreased capacity on River Rd between DuPont Rd and Westover Bridge



Notes: Traffic Model is developed based on the MPO's Travel Demand Model, West Ridge Model-Senario Widened Mall Road, 2017. Diagram is not to scale

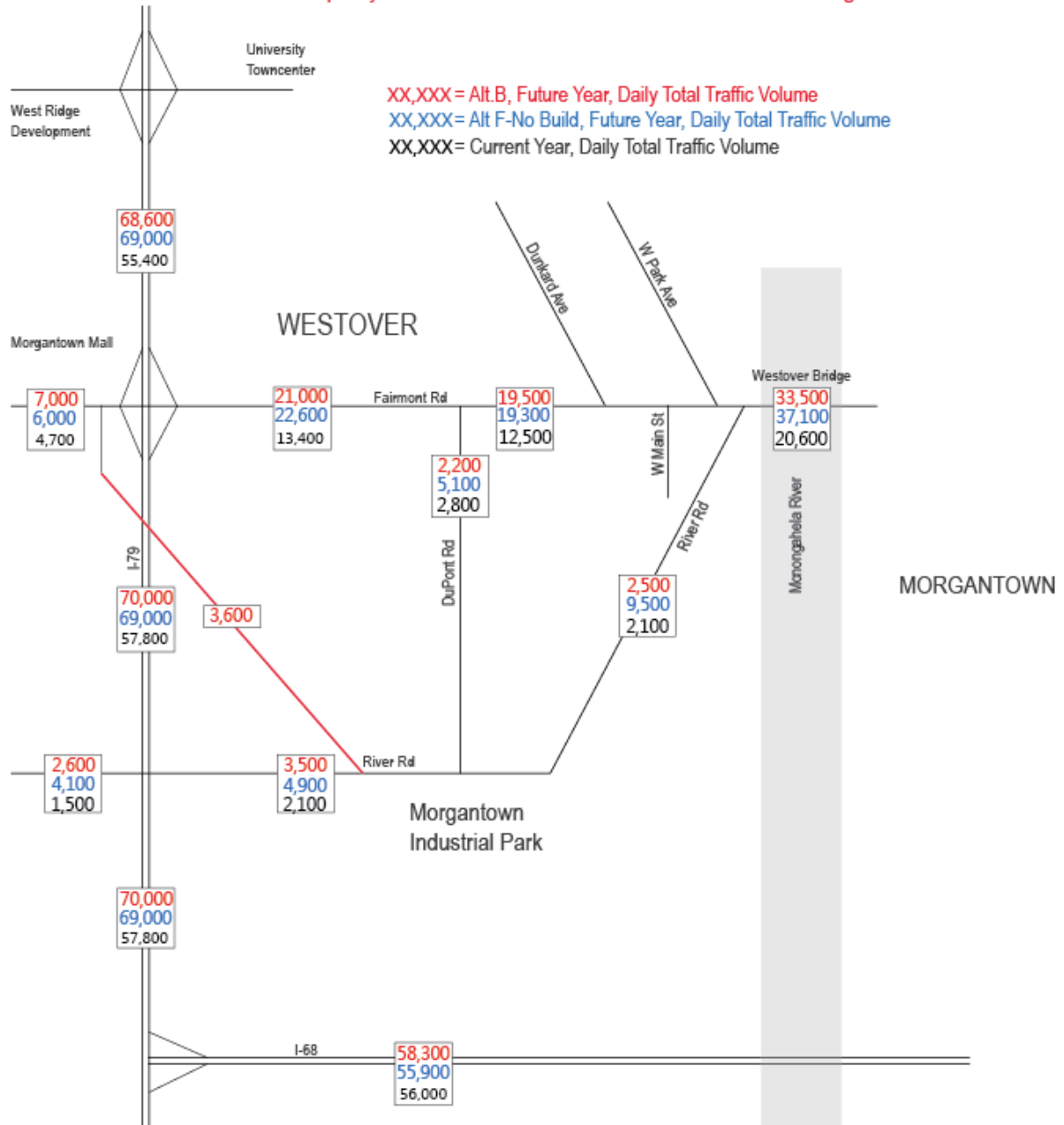


Morgantown Monongalia MPO  
 Morgantown Industrial Park Access Study | Alternative Evaluation-Traffic Impact

### Alternative B Traffic Impact Evaluation

Alt. B Future Year Network Modification:

- New connecting road from River Rd to S Dents Run Rd across I-79
- Decreased capacity on River Rd between DuPont Rd and Westover Bridge



Notes: Traffic Model is developed based on the MPO's Travel Demand Model, West Ridge Model-Senario Widened Mall Road, 2017. Diagram is not to scale

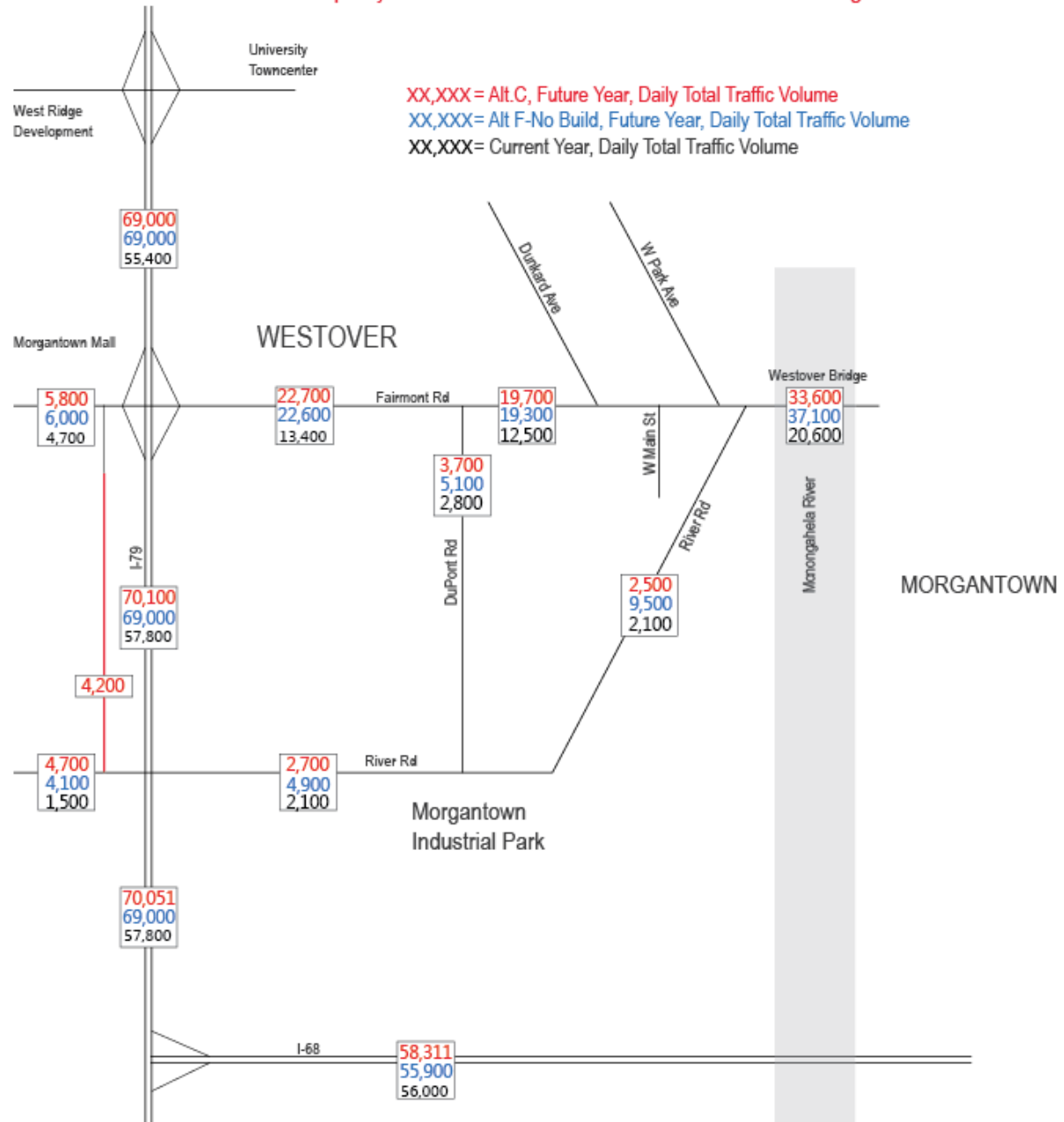


Morgantown Monongalia MPO  
Morgantown Industrial Park Access Study | Alternative Evaluation-Traffic Impact

### Alternative C Traffic Impact Evaluation

Alt. C Future Year Network Modification:

- New connecting road from River Rd to S Dents Run Rd across I-79
- Decreased capacity on River Rd between DuPont Rd and Westover Bridge



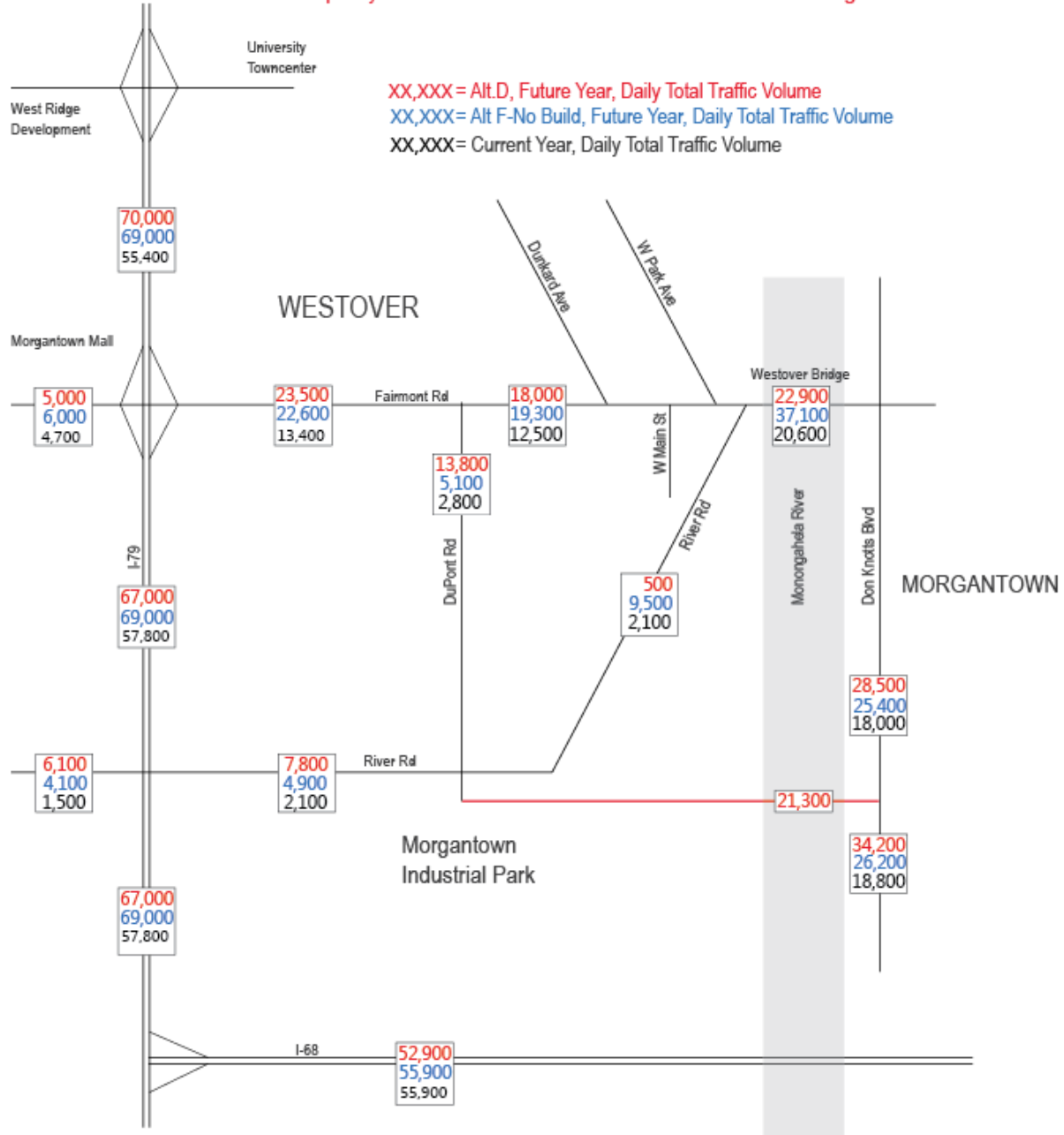
Notes: Traffic Model is developed based on the MPO's Travel Demand Model, West Ridge Model-Scenario Widened Mall Road, 2017. Diagram is not to scale



Morgantown Monongalia MPO  
Morgantown Industrial Park Access Study | Alternative Evaluation-Traffic Impact

### Alternative D Traffic Impact Evaluation

- Alt. D Future Year Network Modification:**
- New bridge connecting DuPont Rd to US 119 near the BFS gas station
  - Decreased capacity on River Rd between DuPont Rd and Westover Bridge



Notes: Traffic Model is developed based on the MPO's Travel Demand Model, West Ridge Model-Scenario Widened Mall Road, 2017. Diagram is not to scale

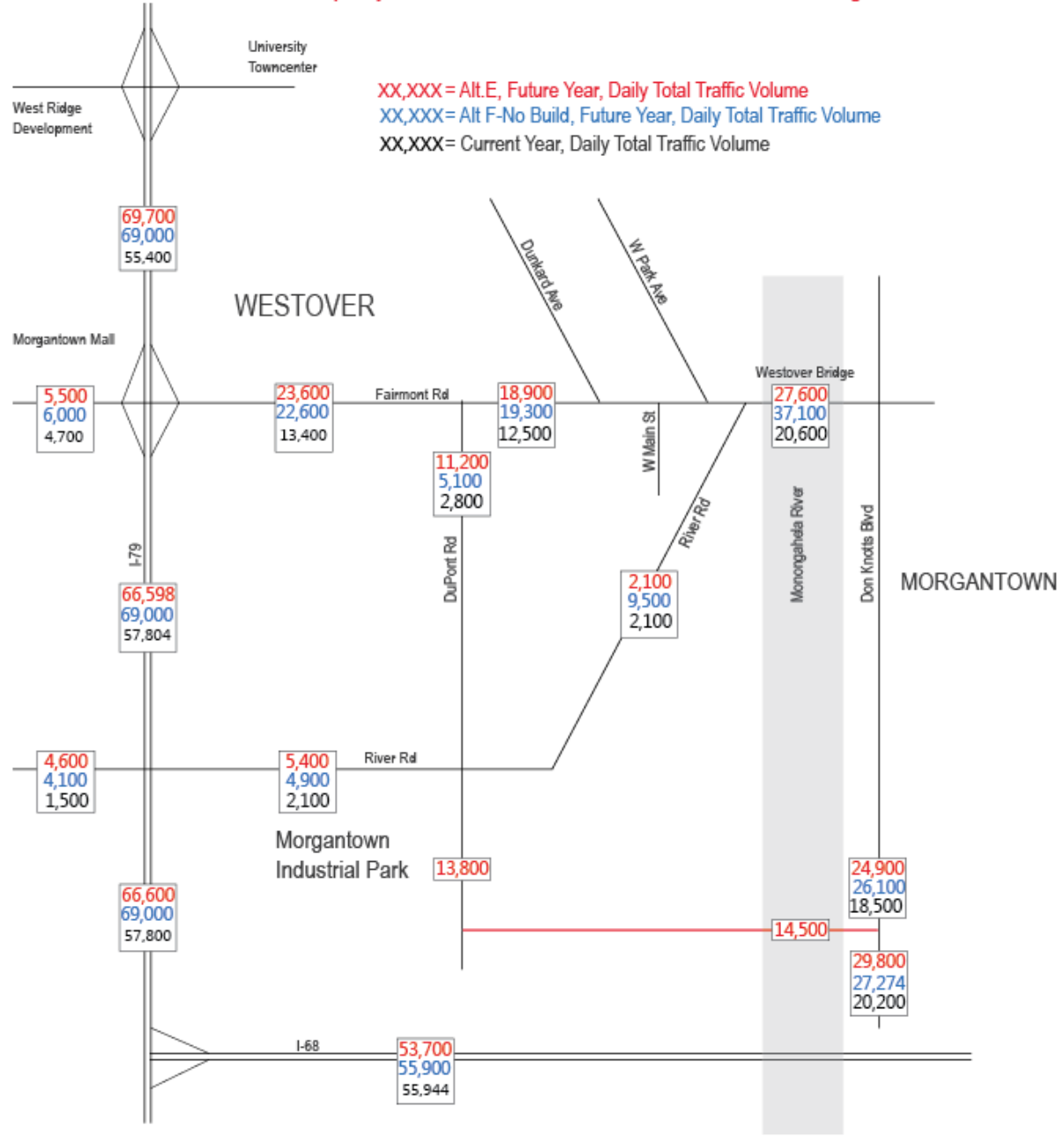


Morgantown Monongalia MPO  
Morgantown Industrial Park Access Study | Alternative Evaluation-Traffic Impact

### Alternative E Traffic Impact Evaluation

Alt. E Future Year Network Modification:

- New bridge connecting DuPont Rd to US 119 at the Greenbag Rd intersection
- Decreased capacity on River Rd between DuPont Rd and Westover Bridge



Notes: Traffic Model is developed based on the MPO's Travel Demand Model, West Ridge Model-Scenario Widened Mall Road, 2017. Diagram is not to scale

## Traffic Operations Analysis

The regional travel demand modeling conducted for the study shows a significant increase in the traffic on River Rd between DuPont Rd and the Westover under the no build scenario. The model projects that the daily average daily traffic on River Road will increase from 2,100 ADT to 9,500 ADT. In reviewing this finding, MPO staff determined that there should be an operational analysis at the intersection of River Rd and Fairmont Road at the Westover Bridge. The operational study was based on the projected future year AM and PM peak hour volumes at the intersection.

Synchro 9 was used in the traffic operation analysis.

### Data Input

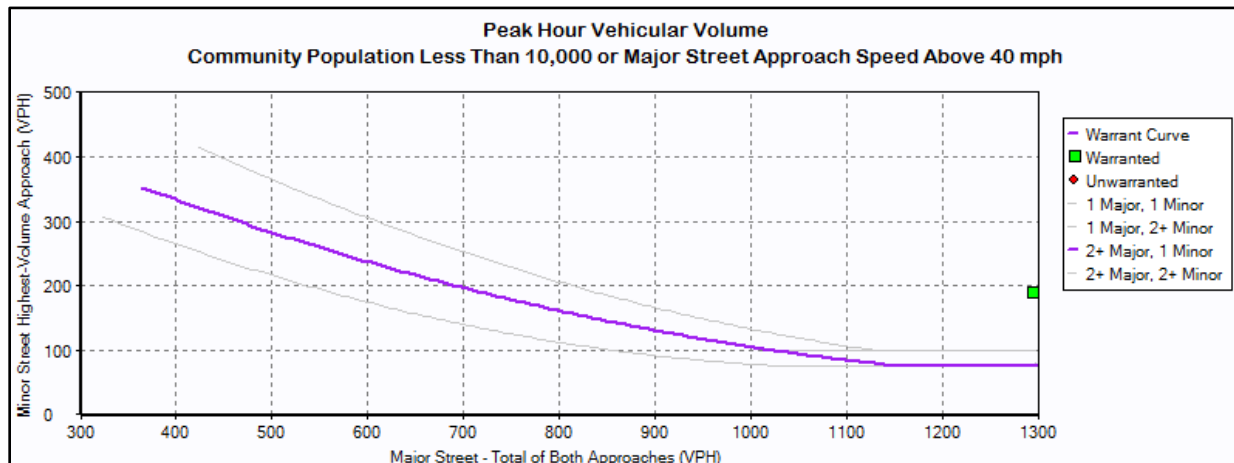
Turning movement volume at the intersection was estimated based on the directional volumes during AM and PM peak hours, projected by the MPO’s regional travel demand model.

	Holland Ave (EB)			Westover Bridge (WB)			River Rd (NB)		
	L	T	R	L	T	R	L	T	R
AM Peak Hour Volume		2,233	46	120	1,874		11		180
PM Peak Hour Volume		3,539	130	200	2,748		20		282

### Analysis outcome

- Both AM and PM peak hour traffic conditions at the intersection meet Federal 2009 Traffic Signal Warrant: Warrant 3-Peak Hour
- Both AM and PM peak hour traffic conditions at the intersection meet Federal 2009 Traffic Signal Warrant: Warrant 8-Roadway Network

The following diagram illustrates the relationship of warrant curve (purple line) to the projected traffic conditions at the intersection (green square):





## Conclusion

This study was conducted to determine the need for an amendment of the Morgantown Monongalia Metropolitan Planning Organizations Transportation Plan to include additional access to the Morgantown Industrial Park. The Study examined seven alternatives including the “no build” option of upgrading River Road to eliminate slides that have limited access to the Morgantown Industrial Park and forced all traffic including heavy truck traffic and emergency services vehicles to exclusively use DuPont Road.

The results of the Study show that there is a significant need to provide reliable access to the Industrial Park. This result is due to the need for reliable emergency services access from at least two different roads and to diffuse truck traffic in Westover proper as well as to accommodate future growth at Morgantown Industrial Park. Any of the “build alternatives” examined in this study could accommodate the future traffic projected for the area and either of the new bridges proposed over the Monongahela River could reduce projected traffic on the existing Westover Bridge. However all of the build alternatives also face concerns about the benefit provided in relation to the potentially high cost of construction. The cost benefit ratios for the new bridge alternatives are of particular concern. Similarly, the alternatives proposing a new interchange with I-79 have concerns with the spacing of the interchanges in the network- if the study area is not reclassified as urban in the next Census a proposed interchange will not meet AASHTO standards, there are also concerns with the potential grades of the ramps on the proposed interchanges.

The no-build alternative could also be made to work with future traffic. However, if the no-build alternative is determined to be the preferred alternative there is a very real concern that the intersection of River Road and Fairmont Road which is in very close proximity to the Monongahela River Bridge could become a serious choke point on the network because the intersection will most likely need to be signalized. This choke point could potentially impact the transportation network on both sides of the river including downtown Morgantown and traffic well into downtown Fairmont.

For the reasons noted above this study is recommending that the Metropolitan Transportation Plan be amended to include additional access to the Morgantown Industrial Park. The study does not recommend any particular alternative because all of the alternatives under consideration have significant concerns that can be addressed, but that are beyond the scope of this study to address. Therefore, this study recommends that a more detailed engineering study addressing these issues be performed to determine a preferred alternative.



# Public Involvement Policy

Adopted: November 19, 2015

Amended:

## Policy Purpose

As a public agency the Morgantown Monongalia Metropolitan Planning Organization (MMMPO) is required to maintain "...continuous, comprehensive and cooperative planning process." (23 U. S. Code 134 (c) (3)) This means the MMMPO is committed to providing a proactive, open and transparent public involvement process that actively seeks engagement from stakeholders and the public at large.

All public involvement activities should strive to engage underrepresented communities and stakeholders as well as the public at large. In particular any public meetings held under this Policy will be held at convenient locations and times.

The MMMPO's public involvement process must also meet the requirements of State and Federal laws and regulations for an open decision making process that is accessible to the public. The MMMPO will also develop a separate policy to address the requirements of Title VI which will be incorporated into this document when adopted. A list of applicable laws and regulations is included in Appendix 1.

This Policy is subject to the review by the following agencies:

- Federal Highway Administration (FHWA)
- Federal Transit Administration (FTA)
- West Virginia Department of Transportation (WVDOT)
- Other agencies as may be required by law

As possible all public involvement activities should be coordinated with ongoing State and Federal activities, particularly for statewide transportation planning public involvement and the associated consultation processes.



### 3C PLANNING PROCESS

The process for developing the plans and TIPs shall provide for consideration of all modes of transportation and shall be continuing, cooperative, and comprehensive to the degree appropriate, based on the complexity of the transportation problems to be addressed.

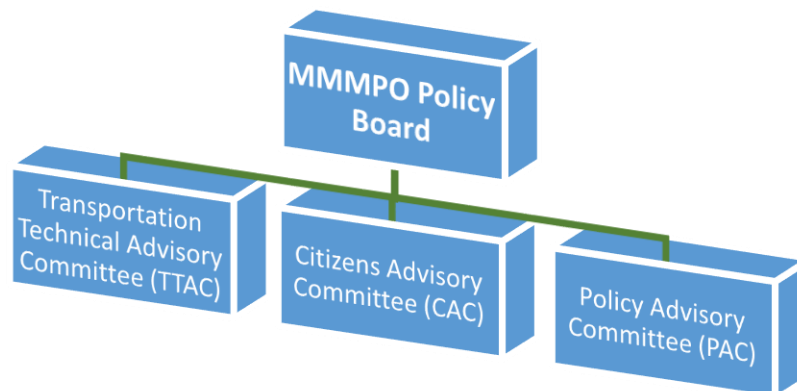
– 23 U.S. Code 134 (c) (3)

## Relationship to the MMMPO Structure

The MMMPO Bylaws establishes three (3) advisory Committees for the consideration of the documents the MPO produces and the policies the MPO adopts for the development of the MPO's products, services and positions. These Committees are

- Transportation Technical Advisory Committee (TTAC)
- Citizens Advisory Committee (CAC)
- Policy Advisory Committee (PAC)

These Committees act in an advisory capacity to the MMMPO's Policy Board, the MPO's decision making body.



The TTAC and CAC meet prior to each Policy Board meeting to review items for the Policy Board's consideration. Unless there are extenuating circumstances, consideration of these items by these two Committee's is considered one of the primary outreach strategies of this Policy. The meetings of these Committee's and the related meeting agenda's for these Committees will be advertised on the MPO's website at least three (3) days prior to a regularly scheduled meeting.

Unless specifically mentioned below, all of the items considered by the Policy Board will be publicly reviewed by these Committees as part of this Public Involvement Process.

### How a transportation project get approved at the MMMPO



All notices publicized on the MMMPO’s website will also be forwarded to a list of public outlets and stakeholders established in a list of media agencies to be kept by MMMPO staff. A preliminary list of these agencies is included as Appendix 2 of this document.

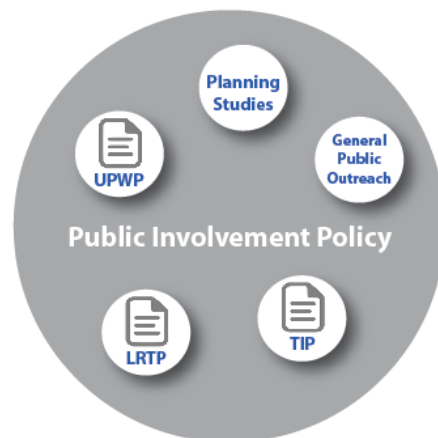
The MPO’s Policy Advisory Committee will meet at least twice a year to discuss ongoing policy initiatives and the activities of the MPO. These meetings will be conducted in an open public forum format.

As the decision making body for the MMMPO, the Policy Board will adhere to the following guidelines:

- Regularly scheduled Policy Board meetings will be broadcast on the City of Morgantown’s public access channel unless technical difficulties do not allow this.
- The agenda for the Policy Board will be publicized on the MPO Website six (6) days prior to the Policy Board meeting.
- Special meetings may be called where it may not be possible for the meeting to be broadcast. In this instance adequate notice as stipulated by applicable law will be given to the public outlets and stakeholders established on the MMMPO Media/Stakeholder list.
- The Policy Board will open the floor for public comment at the beginning of each meeting. At the discretion of the Chairman, comments made to the Policy Board may be limited to four (4) minutes.

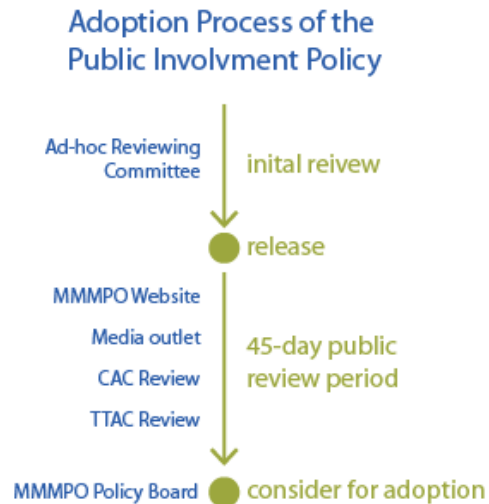
## Applicability of the Public Involvement Policy

This Policy is applicable to consideration of all action items and recommendations made to and by the MMMPO Policy Board by the MMMPO’s committees with the exception of the consideration of personnel issues and similar matters that are exempted from open meetings laws under State code. The Policy also provides guidance in the development of planning documents and planning studies. In addition to meeting the requirements of the MMMPO, the Policy is meant to address the public involvement requirements for the adoption of the Transportation Improvement Program (TIP) and TIP Amendments for the Mountain Line Transit Authority.



Specific requirements for individual items considered by the MMMPO, particularly this Public Involvement Policy, the Long Range Transportation Plan (LRTP or MTP) and amendments, the

Transportation Improvement Program (TIP) and amendments, the Unified Planning Work Program (UPWP) and planning studies, and general public involvement activities are described below.



## Public Involvement Policy

The initial review of this Policy will be conducted by an ad-hoc review committee established with representation from the TTAC, CAC, and Policy Board. The ad-hoc Committee will recommend the release of the Policy for a minimum of a forty five (45) day review period prior to adoption of the Policy by the Policy Board. Notice of the release of the Policy for comment will be made on the MMMPO website, provided to established media outlets and an advertisement notifying the public of the availability of the Policy will be placed in the local newspaper.

During the forty five (45) day comment period, the Policy will be reviewed prior the next Policy Board meeting by the TTAC and CAC as part of the established review process. Written comments from the public on the Policy will be forwarded to the Policy Board. Verbal comments will be summarized by Staff and forwarded to the Policy Board for their consideration during the adoption process. Staff will periodically review the effectiveness of this Policy to ensure that the procedures and strategies contained in the Policy provide a full and open process.

## Long Range Transportation Plan/Metropolitan Transportation Plan Adoption and Amendment

The Long Range Transportation Plan/Metropolitan Transportation Plan is one of the two primary documents the MMMPO produces. It is crucial that the LRTP/MTP have a strong public outreach component to ensure that the plan has public support as the MPO seeks funding to implement the projects identified in the Plan.

### Adoption of an Updated LRTP/MTP

Adoption of an Updated LRTP/MTP-The update of the Long Range/Metropolitan Transportation Plan requires these additional steps:

- 1) The public should be notified of the intent to update/develop the LRTP/MTP. This process may occur as part of the public involvement for the development and consideration of the Unified Planning Work Program as part of the MPO's Committee review process identified above.
  - 2** The development of the LRTP will include **at least two (2)** walk through public forums, as well as **at least two (2)** Steering Committee meetings where public comments may be received.
  - 45** Unless the draft Plan is found to need major revisions, the Steering Committee will release the draft LRTP/MTP for a **forty five (45) day** final comment period before consideration by the MPO Policy Board.
- 2) Establishment of a Steering Committee including Policy Board Members, members of the MPO's Committee's, and representatives of the general public.
- 3) The development of the Plan will include \_\_\_\_\_ at a minimum two walk through public forums, as well as at least two (2) Steering Committee meetings where public comments may be received. The first public forum will present an examination of the existing conditions in the area, and the public will be encouraged to express their concerns with transportation in the area. The second public forum will be to review the recommendations for the LRTP/MTP. The Steering



- Committee meetings will be to review the results of the public forums and to receive public comment. It is anticipated that unless the draft Plan is found to need major revisions, the Steering Committee will release the draft LRTP/MTP for a forty five (45) day final comment period before consideration by the MPO Policy Board. In addition to advertisements published a minimum of one (1) week in advance of required meetings, all public outreach activities will include the use of non-traditional media including but not limited to social media such as Facebook and Twitter and similar websites to solicit input and to advertise public involvement activities including meetings.
- 4) All public comments received during the comment period will be summarized and presented to the MPO's Committee's and the Policy Board for consideration prior to adoption of the Plan. The summarized comments will be included in an appendix to the Plan.

### Amendments to the LRTP/MTP

Amendments to the LRTP/MTP will require a thirty (30) day public notification for any potential significant change to the LRTP/MTP. Minor amendments, meaning those that do not substantially impact the purpose and/or need of a project, require the same notification as a TIP Amendment. This notification will be made to the MMMPO's media and stakeholders list.

The Transportation Improvement Program (TIP) is the primary document for identifying the projects to be implemented over the next six (6) years.

### Transportation Improvement Program Adoption and Amendment

The Transportation Improvement Program (TIP) is the primary document for identifying the projects to be implemented over the next six (6) years. Funding in the TIP is primarily for the first two years with the remaining years being illustrative. The MMMPO is required to prepare and update the TIP approximately every two to three year. The preparation of the TIP and amendments to the TIP will be in accord with the requirements of the applicable Federal legislation and regulations and will include adequate descriptive information including mapping as well as identification of implementing agencies, project phases, project costs, identification of Federal funds. All notices for the adoption of the TIP and amendments to the TIP will inform the

public that the MPO's Public Involvement activities also serve as public involvement for Mountain Line Transit.



*Public  
Meeting  
Notice*

- Post yearly calendar on the MPO's website
- Post policy board meeting agenda 6 days prior to meeting
- Post committee meeting agenda 3 days prior to meeting
- Broadcast policy board meetings on public access channel

### Adoption of the TIP

Thirty (30) days prior to the preparation of the TIP a notice will be advertised in the local newspaper and provided to the Media/Stakeholders List, posted on the MMMPO's website and in social media, informing the public that the TIP will be developed and soliciting input into projects that should be recommended for inclusion in the TIP. All comments received will be documented and provided to the MPO's committees for consideration of inclusion in the draft TIP. Upon completion of the notification period the draft TIP will be included in the MPO committee process as part of the regular agenda for review by the MPO Policy Board. Upon satisfactory review by the MPO Policy Board, the Board will release the draft TIP for public comment and consideration by the Policy Board at the next regularly scheduled meeting.

### Amendment of the TIP and Administrative Adjustment of the TIP

The TIP may be amended at the request of the West Virginia Department of Transportation, the MMMPO, Mountain Line Transit, West Virginia University and the MMMPO's member jurisdictions. Any proposed amendment of the TIP must be advertised fifteen (15) working days in advance of consideration by the MPO Policy Board. Proposed Amendments of the TIP will be subject to the MPO's established Committee process unless it is an emergency. Administrative Adjustments to the TIP will be in accord with the MPO's Administrative Adjustment Policy adopted August 21st 2014 see Appendix 3.

## Unified Planning Work Program

The Unified Planning Work Program (UPWP) is the annual funding document for the MPO's Planning Activities. In addition to review utilizing the MMMPO's standing committee structure the development of the UPWP requires the following activities.

- 1) Notification at the November MPO Committee meetings and Policy Board meeting soliciting input for the development of the UPWP. Notification requesting input from the public, the MPO's member jurisdictions and agencies will be sought through information released to the MPO Media/Stakeholder List.
- 2) The Executive Director will prepare a draft UPWP with the aid of the MPO Executive Committee to be presented for consideration at the regularly scheduled January Policy Board meeting. Upon review the Board may recommend changes to the UPWP and recommend its release for public review for adoption at the Policy Board's regularly scheduled March meeting. All public comments received will be summarized and presented to the MPO's committees and the MPO Policy Board as part of the committee process at the March meeting.

## Public Involvement for the Development of General Planning Documents

In addition to LRTP/MTP, the MMMPO prepares various planning studies and documents. Planning studies meant to further develop or modify the recommendations of the LRTP/MTP or to be adopted by the MPO's Policy Board as opposed to studies meant to document existing conditions such as the MMMPO's Traffic Count Program, must have a proactive public involvement element. The minimum elements to be included in the development of these plans include:

- 1) An ad hoc steering committee made up of stakeholders
- 2) A well-defined public involvement plan including non-traditional outreach strategies for the identification of underserved populations and how they will be addressed.
- 3) A minimum of two (2) public meetings to gather public input and to seek comments on the proposed plan.
- 4) Inclusion in the MPO's regular committee review process.

In addition to these minimum requirements, the development of these planning studies may include additional public involvement techniques including but not limited to charrettes, focus groups, newsletters, web blogs, the use of QR codes to publicize informational websites and other innovative techniques as may be found appropriate for the study being conducted. These techniques should be identified in the public involvement plan.

### Ongoing Public Involvement Activities

As a public agency, the MMMPO must engage the area's residents to keep them informed of the agency's activities and potential changes that may occur to the area's transportation network. To accomplish this task the MMMPO's Staff and Officers should be engaged in an ongoing dialogue with the public through the media and public outreach.

The MPO should at a minimum, prepare and distribute a newsletter twice a calendar year and publicize the MPO's efforts through non-traditional social media on an ongoing basis. MPO Staff should also periodically make presentations to neighborhood and regional groups on the MPO's efforts that may affect the area's residents, particularly in underrepresented communities.

The MMMPO Staff should also maintain ongoing relationships with transportation-oriented groups including but not limited to the Morgantown Bike Board, the Morgantown Pedestrian Board, the Monongahela River Trails Conservancy as well as statewide organizations oriented to transportation. The Executive Director and/or Chairman of the MPO Policy Board should also regularly seek to speak to civic groups including traditional groups such as the Chamber of Commerce, Rotary and student associations, and non-traditional groups about the MPO's activities.



**MPO Website**



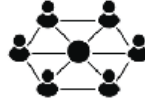
**MPO Facebook**



**Presentations**



**Group Meetings**



**Coordination**



**Newsletters**

This Public Involvement Policy was duly adopted by the Morgantown Monongalia Metropolitan Organization Policy Board at a regularly scheduled and duly advertised meeting. November 19, 2015.

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Michael L. Kelly ~~Wesley B. Nugent~~

Chairman

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J. William B. Austin, AICP

Secretary to the Board

## **APPENDIX 1**

The Federal laws and processes covering public participation in transportation planning include the following:

- MAP-21: Moving Ahead for Progress in the 21st Century
- Title VI of the Civil Rights Act of 1964;
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (1994)
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (2000);
- The Americans with Disabilities Act of 1990, the rehabilitation Act of 1973(Section 504), and the Rehabilitation Act Amendments of 1998(Section 508); and,
- The Clean Air Act Amendments of 1990.

## **Appendix 2 Initial Media Stakeholders List for Distribution of Information**

The Dominion Post [newsroom@dominionpost.org](mailto:newsroom@dominionpost.org)

WAJR Radio Morgantown-

WBOY TV Clarksburg

The Daily Athenaeum WVU Student Newspaper

WMMN Radio Morgantown



### Appendix 3 TIP Adjustment Policy



#### RESOLUTION 20014 R-2

#### MORGANTOWN MONONGALIA METROPOLITAN PLANNING ORGANIZATION PUBLIC PARTICIPATION POLICY AMENDMENT

WHEREAS, the Morgantown Monongalia Metropolitan Planning Organization (MPO) has been requested to adopt a Policy for Administrative Adjustments to the Transit Section of the MPO's Transportation Improvement Program by Mountain Line Transit in conjunction with the Federal Transit Administration; and

Whereas, such a revision to the MPO's Policy will allow for the speedy implementation of Transit Projects while not materially impacting the project being amended in a substantive fashion; and

WHEREAS it is in the best interest of the public that projects and expenditure of project funds be made expeditiously so that the public might more quickly benefit from such investment,

NOW THEREFORE BE IT RESOLVED by the Policy Board of the Morgantown Monongalia Metropolitan Planning Organization that the MPO hereby Authorizes the Executive Director to expedite proposed changes to the Transportation Improvement Program as an Administrative Adjustment when such changes meet any one of the following criteria without violating any other one criteria:

- 1) Are less than 5% of the total project cost or \$50,000 dollars, whichever amount might be less;
- 2) Shorten the implementation and project completion timeframe of the originally approved project resulting in project delivery more quickly;
- 3) Lengthen the implementation time if such time extension does not result in a project extension of more than an additional 60 days;
- 4) Make any changes, including categorizing or reclassifying any project, timeline or funding classification or funding program source where such changes do not result in changes to the scope, expenditure or final project delivery of the originally proposed project, except as provided for in items 1), 2) and 3) above.

AND BE IT FURTHER RESOLVED that such actions meeting the stated criteria shall carry the full force of the Policy Board as if such Action had been voted upon during a regular meeting of the Board, and

BE IT FINALLY RESOLVED that such action must be reported by the Executive Director to the Policy Board electronically at the time of the action and the Public on the MPO's website and at the Board's next regularly scheduled public meeting.

ADOPTED, this 21st day of August 2014, at a regular meeting of the Morgantown Monongalia Metropolitan Planning Organization.

ATTEST:

Anthony Ciarrabone

William B. Austin