

REGIONAL TRANSPORTATION PLAN Amendment Process Guidebook

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Southwest Washington Regional Transportation Council

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第六章通知

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英语不佳人士可以免费请求语言帮助、口译和/或书面翻译。请致电 564.397.6067（文字电话 711）或发送电子邮件至 info@rtc.wa.gov 联系 RTC。

美国残疾人法案 (ADA) 信息

需要合理设施的个人可以致电 546-397-5213 (文字电话 711) 联系 ADA 协调员 Jennifer Campos，请求书面材料的替代格式、手语翻译、无障碍设施或其他合理设施，并提前两天通知。

Thông báo Tiêu đề VI

RTC điều hành các chương trình của mình mà không phân biệt chủng tộc, màu da và nguồn gốc quốc gia theo luật hiện hành, bao gồm cả Đề Mục VI của Đạo Luật Dân Quyền năm 1964 và các luật có liên quan. Để yêu cầu thông tin bổ sung về các quy định không phân biệt đối xử theo Đề Mục VI của RTC hoặc nếu bất kỳ người nào cho rằng mình bị ngược đãi bởi hành vi phân biệt đối xử trái pháp luật theo Đề Mục VI hoặc luật hiện hành khác và muốn nộp đơn than phiền, hãy liên hệ với chúng tôi theo số 564.397.6067 (TTY 711) hoặc email info@rtc.wa.gov. Những người không nói hoặc đọc Tiếng Anh trôi chảy có thể yêu cầu dịch vụ hỗ trợ ngôn ngữ, thông dịch và/hoặc biên dịch miễn phí. Hãy liên hệ với RTC theo số 564.397.6067 (TTY 711) hoặc email info@rtc.wa.gov.

Thông tin về Đạo luật Người khuyết tật Hoa Kỳ (ADA)

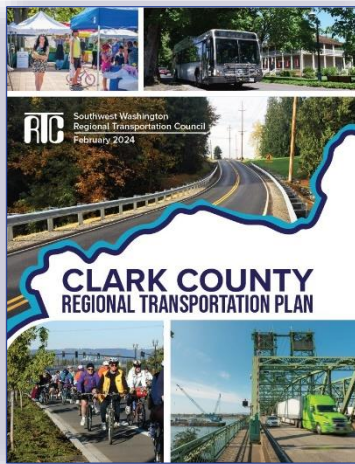
Những cá nhân cần hình thức hỗ trợ hợp lý có thể yêu cầu nhận các văn bản tài liệu ở các định dạng thay thế, dịch vụ thông dịch ngôn ngữ ký hiệu, hình thức hỗ trợ tiếp cận vật lý hoặc các hình thức hỗ trợ hợp lý khác bằng cách liên hệ với Điều Phối Viên ADA là Jennifer Campos theo số 546-397-5213 (TTY 711), kèm theo thông báo trước hai ngày.

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I. Introduction

The current Regional Transportation Plan (RTP) was adopted by the RTC Board of Directors in February 2024. The RTP is the foundational document for transportation infrastructure, policy, and planning in Clark County. Under the current Federal transportation act, the RTP must be updated at least every five years. The State's Growth Management Act (GMA) requires that the RTP be reviewed for concurrency every two years.

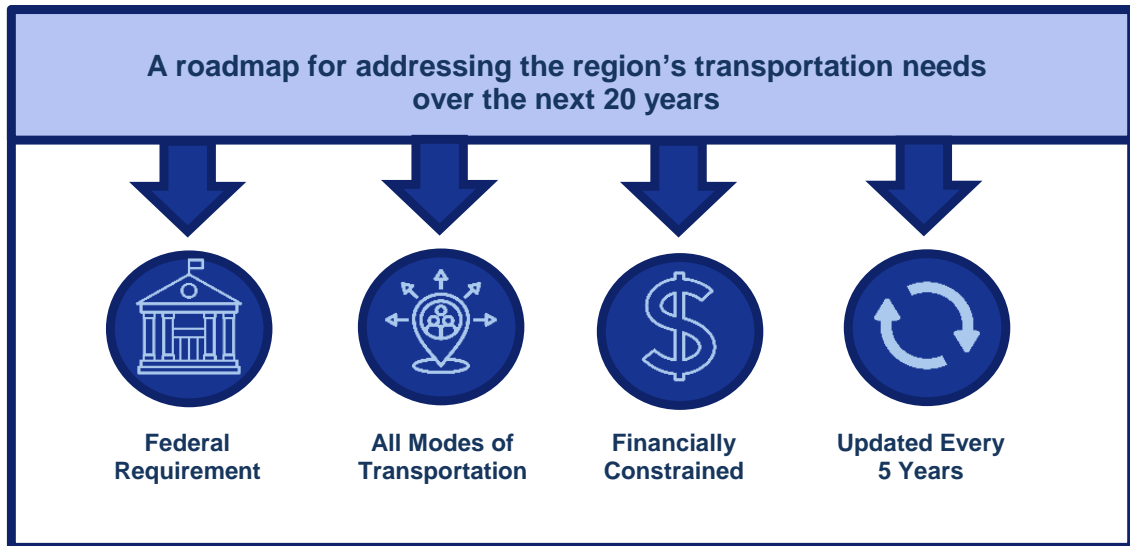


At this time the Southwest Washington Regional Transportation Council (RTC) lacks a prescribed process for consideration of amendments to the RTP made in between major update cycles (currently Federal statute prescribes a 5-year interval between RTP updates). The establishment of a process to revise the RTP will help determine how to submit amendments to the RTP.

This guidebook is intended to be a working document that can be updated as needed. The guidebook describes how the RTC will carry out the RTP amendment process; and it provides member agencies' background information, policies, and procedures for the development of the RTP. This will ensure continuity between local and regional plans.

THE REGIONAL TRANSPORTATION PLAN

The Regional Transportation Plan for Clark County is the region's long-range transportation plan. The RTP is part of the required federal metropolitan transportation planning process and Washington State's Regional Transportation Planning Organization (RTPO) process. The RTP is based on the land uses identified in the Comprehensive Growth Management Plan for Clark County. The RTP offers a collective regional strategy for developing a transportation system to provide mobility and accessibility for person trips, as well as freight and goods movement.



The RTP considers the region's existing and future travel demands and recommends policies, transportation strategies, and projects to meet transportation needs. Transportation projects from state and local plans are included in the RTP. Transportation projects and strategies must be identified in the RTP before they can be programmed for funding in the regional Transportation Improvement Program (TIP).

Federal Regulations Regarding RTP Development, Update, and Amendment

Federal requirements for preparing and updating the regional transportation plan are included in [23 USC 134](#) and [23 CFR 450](#):

- The metropolitan planning organization (MPO) shall review and update the transportation plan at least every five years.
- Updates are to confirm the transportation plan's validity and consistency with current and forecasted transportation and land use conditions and trends and to extend the forecast period to at least a 20-year planning horizon.
- The MPO may revise the transportation plan at any time using the procedures in this section, without a requirement to extend the horizon year. RTP updates and amendments should include a review of fiscal constraint and allow for public outreach and participation.

- The RTP updates and amendments shall be approved by the MPO. Copies of any updated or revised transportation plans must be provided to the FHWA and the FTA.

Federal Planning Factors

The federal requirements mentioned above orient transportation funding for projects towards community-based outcomes, ensuring that projects benefit the communities in which they are built and make the most effective use of limited funds. The federal planning factors are:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and nonmotorized users;
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- Increase the accessibility and mobility options available to people and for freight;
- Protect and enhance the environment, promote energy conservation, and improve quality of life;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system;
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

Washington Regulations Regarding RTP Development, Update, and Amendment

The Southwest Washington Regional Transportation Council (RTC) is the state-designated Regional Transportation Planning Organization (RTPO) for the three-county region of Clark, Klickitat, and Skamania counties. RTPOs were authorized as part of the 1990 Growth Management Act (GMA) to ensure local and regional coordination of transportation plans. Within RTC's region only the urbanized portion of Clark County has to fully comply with the Growth Management Act's requirements; therefore, RTC is only required to certify GMA plans developed in Clark County.

State requirements for preparing and updating the regional long-range transportation plan are found in [WAC 468-86](#) and [RCW 47.80](#).

Washington State requirements for updating the transportation plan (per [RCW 47.80.030](#) (2) and (3)) are:

- The RTPO shall review the regional transportation plan at least every two years for consistency with current conditions.
- The RTPO must forward the adopted plan, along with documentation of the biennial review, to WSDOT.
- Maintain consistency between the regional transportation plan and countywide planning policies, local comprehensive plans, and the state transportation plan.
- The transportation elements of comprehensive plans adopted by Clark County and each city and town in the county will be consistent with the RTP adopted by RTC, in accordance with the provisions of Washington State's GMA. The RTP adopted by RTC will be consistent with the land use elements of comprehensive plans adopted by Clark County and the cities and towns within Clark County and with state transportation plans.

Washington Policy Framework

Within Washington, regional transportation plans are expected to be consistent with the policy framework and objectives described in the state transportation plan. The Washington Transportation Commission published the Washington State Transportation Plan (WTP). The WTP is based on the following six transportation policy goals established by the legislature:

- Economic Vitality: to promote and develop transportation systems that stimulate, support, and enhance the movement of people and goods to ensure a prosperous economy;
- Preservation: to maintain, preserve, and extend the life and utility of prior investments in transportation systems and services;
- Safety: to provide for and improve the safety and security of transportation customers and the transportation system;
- Mobility: to improve the predictable movement of goods and people throughout Washington State;
- Health and the Environment: to enhance Washington's quality of life through transportation investments that promote energy conservation, enhance healthy communities, and protect the environment; and
- Stewardship: to continuously improve the quality, effectiveness, and efficiency of the transportation system.

II. Regional Transportation Plan Amendment Process

The RTC Board adopted the first RTP for Clark County in December 1982. Since then the RTP has been updated every five years. Updates are to confirm the transportation plan's validity and consistency with current and forecasted transportation and land use conditions and trends and to extend the forecast period to at least a 20-year planning horizon. Updates require public review and comment, a 20-year horizon year, demonstration of fiscal constraint, and a conformity determination.

Occasionally projects or assumptions made in the RTP will change to reflect the adjusted priorities and needs of the region. The establishment of a formal process to address requests to amend the RTP outlines the amendment process and the approximate time needed to carry out and complete adoption of RTP amendments.

Given the process steps that must be followed before the RTP can be amended, transportation agencies and local jurisdictions should not take RTP amendments lightly; and whenever possible, transportation projects and action strategies should be identified in the regular update to the RTP, which must be carried out at least every five years.

RTC will consider two general types of amendments requests: Corrections and Amendments.

CORRECTIONS

Corrections are modifications that do not require public review and comment or approval by the RTC Board. Corrections can be initiated by RTC staff or local agencies. These modifications include:

- Minor text changes or error corrections within the document (i.e., spelling error, incorrect year, or project title).

Process for RTP Corrections

- When corrections are discovered by local agencies, they are to submit the proposed corrections via email to RTC staff. Corrections

will be considered yearly in the spring. The request should provide sufficient detail to understand the requested change and reason for change.

- RTC staff review the request, document the correction, and coordinate with sponsoring agency representatives – planners, engineers, and/or elected officials on proposed RTP corrections(s).
- RTC Executive Director approves correction.
- RTP document is edited with corrections and document is uploaded to RTP webpage.

AMENDMENTS

Amendments are considered a major revision to the RTP, require public review and comment, and redemonstration of fiscal constraint.

Amendments include:

- Requests from the Washington State Legislature, WSDOT and/or other state agencies that require an amendment to the RTP for specific projects or the phasing of existing projects.
- Local requests from cities or county involving transportation projects that are either partially or fully funded; these may result from Transportation System Plan, Capital Facilities Plan, or TIP updates. Examples include adding or deleting a transportation project; major changes in transportation project/project phase costs (e.g., having to remove or postpone a named project to accommodate higher costs); initiation dates (e.g., when the expected opening day of operation changes from short-term to long-term or vice versa); and/or changes to design concept and scope (e.g., changing project locations or the number of through traffic lanes).
- Requests from transit agency to align transit plans and the RTP.
- Request from a Port District or other agency to align with their long-range plans.
- Amendments resulting from environmental impact statements (EIS) that make specific recommendations that change the RTP project listing or phasing.

Process for RTP Amendments

The process outlined on this section proposes that in the five-year window between major RTP updates, there will be one amendment to the RTP. This amendment will occur approximately two years after the adoption of the RTP update.

- RTC staff will initiate the process with a call for amendments and provide a time period for when amendments need to be submitted. All amendments must be consistent with agencies adopted long-range transportation plans (comprehensive plan, transit development plan, etc.)
- To initiate this process, RTC will solicit potential RTP amendments from local agencies.
- Agencies then submit a formal request to RTC staff via email to amend the current RTP. The request should provide sufficient detail to understand the requested change and reason for change.
- RTC staff will then review proposal and coordinate with sponsoring agency representatives – planners, engineers, and/or elected officials -- on proposed RTP amendment(s) and confirm whether projects are part of the Designated Regional Transportation System or the local transportation system; and they will identify which goal from the RTP it pertains to.
- RTC staff validate that proposed changes to transportation projects come from transportation system plans, capital improvement plans, transit development plans, port plans, or a WSDOT regional 10-year plan.
- RTC staff conduct financial constraint analysis.
- The RTP document is posted on the RTP webpage and issues notification of RTP amendment changes, including any tables, spreadsheets, and maps.
- RTC staff coordinate with local agency regarding stakeholder and public outreach on the proposed RTP amendment(s), and document processes already conducted.
- Once the RTP amendment is included in the draft RTP document and posted on the RTP webpage, a minimum 45-day public comment period commences.

- During the public comment period, RTAC reviews proposed amendments and makes a recommendation to RTP Board.
- RTC Board considers adoption of RTP amendment after reviewing RTAC's recommendation.
- RTC staff submits RTP amended document to WSDOT headquarters, Federal Highway Administration, and Federal Transit Administration.

Timeline for RTP Amendments

The timeline to conduct the procedures outlined in the process section above could take approximately six to nine months to complete given the need to meet fiscal constraint and public participation requirements.

