

RURAL PLANNING RURAL ORGANIZATION

RPO Technical Coordinating Committee

September 14, 2017 – 10:00 A.M., Land of Sky Regional Council

Minutes

Attendance:

Mark Burrows	Vicki Eastland	Zia Rifkin	Sara Nichols
Matt Cable	Jodie Ferguson	Cory Osbourne	Cole Hood
Steve Williams	Brendan Merithew	Reuben Moore	Steve Cannon
Kyle Guie	Elizabeth Teague	Aaron Bland	Ritchie Rozzelle
Mark Hill	Troy Wilson	Daniel Sellers	

WELCOME AND HOUSEKEEPING

Chairman Burrows called the meeting to order at approximately 10:00am; he welcomed everyone in attendance and introductions followed. He communicated that the agenda is presented with no modifications.

PUBLIC COMMENT

No one made any public comments.

ADOPTION OF THE PREVIOUS TCC MINUTES

Sara Nichols moved to approve the August 10th TCC minutes as presented. Steve Williams seconded and as all were in favor, the motion carried.

RPO BUSINESS

LOSRPO Draft Project List for Submission to SPOT 5.0: Vicki Eastland shared that the window to submit projects for NCDOT Prioritization 5.0 closes Friday, September 29. Land of Sky RPO staff has worked with each county and municipality in the LOSRPO region and NCDOT Divisions 13 and 14 to develop the list of projects. The Draft list was presented at the August meeting, which included only Highway projects and the outline of Carryover Projects to be deleted or modified. The draft list has been advertised in Mountain Express to receive public comment.

Since the list was drafted there have been a couple of changes including that one of the projects that the RPO is submitting for Haywood County is located in the French Broad River MPO (FBRMPO) planning boundary and the RPO cannot enter it into the SPOT Online tool. For this reason, LOSRPO is requesting that the NCDOT SPOT Office transfer one of the RPO's Highway project submittal to FBRMPO. This will reduce LOSRPO Highway submittals to 14 and increase FBRMPO Highway submittals to 26. With this submittal, the MPO will submit US 276/Raccoon Trail/Crymes Cove Road for realignment of offset intersection. By recommending this list to the LOSRPO TAC on September 28, for final approval, this transfer will also be approved.

Vicki Eastland shared that in Madison County, because one of the carryover projects is being funded with safety funds, it does not provide the RPO another submittal. After discussion with NCDOT Division 13 staff, it has been determined that they will add it to their submittal list with the assurance that Buncombe and Madison Counties are supportive of the submittal.

Discussion occurred regarding the project that Division 13 plans to submit instead of the RPO. Vicki Eastland noted that all of these projects are in the SPOT Online tool in draft form.

It was reiterated that Vicki Eastland has advertised the list locally (in the Mountain Express) and NCDOT and the public has had a chance to review. The LOSRPO RTAC meets on September 28th and submittals are due by the 29th.

Link to Project List:

http://www.landofsky.org/pdf/LGS/RPO/LOSRPO_SPOT5.0_ProjectList.pdf

Sara Nichols moved to approve the list as the final LOSRPO SPOT 5.0 project submittal list, including the transfer of one Highway project to the FBRMPO. Matt Cable seconded and the motion carried without further discussion.

LOSRPO FY 2018 Meeting Schedule – Vicki Eastland shared that this is the last meeting of the LOSRPO TCC for this calendar year. The 2018 calendar is set up to meet NCDOT prioritization and Transportation Planning Branch (TPB) deadlines and meets with our regions' planning needs. She noted the TCC would not meet again until February 2018. She also communicated that the RTAC has seemed to work better scheduled prior to the MPO Board meetings on the fourth Thursday of the month (at 11:30am) and that will continue in FY 2018 with the exception of the September meeting.

No action required at this time.

NCDOT Bike/Ped Planning Grant Resolution: Vicki Eastland shared that the City of Brevard staff is considering the submission of an application (for a Pedestrian Plan) for an NCDOT Bicycle/Pedestrian Planning Grant. A resolution of support is required from the RTAC. Since this is the last TCC meeting before the deadline to submit the application (November 10), it is suggested that a resolution of support be in place should the City decide to proceed.

Vicki Eastland communicated that NCDOT awards would be made in 2018.

Mark Burrows moved to approve the resolution and forward to the RTAC for consideration for approval. Cole Hood seconded and the motion carried as all were in favor.

NCDOT and Driveway Cuts- When Do You Need a Highway Analysis?: – Steve Cannon, District I Engineer for Division 14 gave a presentation on the NCDOT Policy for driveway permits. Steve Cannon shared that driveways can often lead to accidents, if not sited correctly. The following document is available on the NCDOT website and provides information on the driveway permitting process:

<https://connect.ncdot.gov/projects/Roadway/RoadwayDesignAdministrativeDocumen>

[ts/Policy%20on%20Street%20and%20Driveway%20Access.pdf](#). After construction, the District Engineer reviews the driveway to assure that it was built according to plans. NCDOT will not sign the permit until the local municipality has signed off on the work. Permits are required when there is new construction or modification to an existing property (change of use). A single family residence does not usually require a permit.

Discussion occurred regarding driveways in a subdivision and Steve Cannon shared that does not specifically fall under NCDOT review. NCDOT will review if a plat is being divided and a new road system is being built.

Steve Cannon also shared that there is a four-week standard review time by the NCDOT office. The length of time can be up to eight weeks if additional review time is required from Congestion Management or other departments. Driveways must meet access design criteria that includes site requirements, arrangement of driveways, driveway profiles and drainage, among others factors. Permitting moves forward when all parties are satisfied with the driveway design. A Traffic Impact Study (TIS) is a specialized engineering study that looks at the stress that a driveway would put on a roadway. Historical data may be used to determine the level of traffic that may use the driveway and how that will impact roadways. A TIS includes an explanation of the project, looks at existing conditions, provides background information and project conditions and contains conclusions and recommendations. Local government, among others, reviews the TIS. Steve Cannon shared that NC State has a one-day course on driveway permitting that is available around the state and cost \$100 to attend.

Vicki Eastland shared that the RPO is working to provide informative presentations to the TCC. Any ideas for presentations may be shared with RPO staff.

REGULAR UPDATES

NCDOT Division 13 and Division 14 updates
Legislative Updates
Staff Updates and Housekeeping

Discussion occurred regarding the north/south corridors, including I-26, NC 191 and Sweeten Creek Road that bring folks from Transylvania and Henderson Counties into Buncombe County and beyond. It was requested that NCDOT Divisions 13 and 14 provide an update at the next LOSRPO TCC meeting on the work planned on those corridors.

PUBLIC COMMENT

Reuben Moore commented that the proposed rumble strips on US 276 (Jonathan Creek Road) in Haywood County can push bicyclists from the road. He explained that rumble strips are only required on NCDOT roads or others where there is a high crash history. He requested that consideration be given to provide paved shoulders on the Jonathan Creek project. He communicated that J M Teague Engineering is on the on-call list and the business responds to Request for Proposals (RFP) for bike/ped planning grants, as well.

Comment was also provided that local governments often have more restrictive requirements for driveways than NCDOT.

ADJOURNMENT

Chairman Burrows called for a motion to adjourn, as there was no further business. Sara Nichols moved to adjourn, Matt Cable seconded, and the meeting stood adjourned.