

# Appendix F • Glossary

**Access/Accessibility** — The opportunity to reach a given end use within a certain time frame, or without being impeded by physical, social, or economic barriers.

**Alternative Modes of Transportation** — Forms of transportation that provide transportation alternatives to the use of single-occupant automobiles. Examples include rail, transit, carpools, bicycles, and walking.

**Amendment** — A major change in the approved TIP or Plan that requires public review and comment and approval by ROCOG.

**American Association of State Highway and Transportation Officials (AASHTO)** — A nonprofit, nonpartisan association representing highway and transportation departments in the 50 states, the District of Columbia and Puerto Rico.

**Americans with Disabilities Act (ADA)** — Federal civil rights legislation for persons with disabilities, signed into law in 1990, that prohibits discrimination specifically in the areas of employment, public accommodation, public services, telecommunications and transportation. Transportation requirements include the provision of “comparable paratransit service” that is equivalent to general public fixed-route service for persons who are unable to use regular bus service due to a disability.

**Arterial Street** — A class of street serving major traffic movements (higher-speed, high volume) for travel between major points.

**Attainment Area** — An area considered to have air quality that meets or exceeds the U.S. Environmental Protection Agency (EPA) health standards used in the Clean Air Act. Non-attainment areas are areas considered not to have met these standards for designated pollutants. An area may be an attainment area for one pollutant and a non-attainment area for others. ROCOG is in attainment.

**Capacity** — A transportation facility's ability to accommodate a moving stream of people or vehicles in a given time period. The maximum rate of flow at which persons or vehicles can be reasonably expected to traverse a point or

uniform segment of a lane or roadway during a specified time period under prevailing roadway, traffic, and control conditions; usually expressed as vehicles per hour or persons per hour.

**Capital Improvement Program (CIP)** — A plan for future capital infrastructure and program expenditures which identifies each capital project, its anticipated start and completion, and allocates existing funds and known revenue sources for a given period of time. Most local governments have a CIP.

**Citizen Advisory Committee (CAC)** — Selected for a specific issue, project or process, a group of citizens volunteer or are appointed by ROCOG to represent citizen interests on regional transportation issues.

**Clean Air Act (CAA)** — Federal statutes established by the United States Congress which set the nation's air quality goals and the process for achieving those goals. The original Clean Air Act was passed in 1963, but the national air pollution control program is actually based on the 1970 version of the law. The 1990 Clean Air Act Amendments are the most far-reaching revisions of the 1970 law.

**Congestion** — A condition under which the number of vehicles using a facility is great enough to cause reduced speeds and increased travel times.

**Congestion Mitigation and Air Quality Improvement Program (CMAQ)** — A categorical Federal-aid funding program created with the ISTEA. It directs funding to projects that contribute to meeting national air quality standards. CMAQ funds generally may not be used for projects that result in the construction of new capacity available to SOVs (single occupant vehicles).

**Consensus Process** — A collaborative decision-making process in which a large group, broadly representative of the widest possible range of opinion on an issue, meet in large and small groups to identify issues and reach decisions reflective of all the interests represented.

**Context Sensitive Solution (CSS)** — A collaborative, interdisciplinary approach that involves all stakeholders to develop a transportation facility that fits its physical setting and preserves scenic, aesthetic, historic, and environmental resources, while maintaining safety and mobility. CSS is an approach that considers the total context within which a transportation improvement project will exist.

**Design Standards** — Standards that are met when a new road is constructed, or when a deficient section is improved. These standards pertain to all relevant geometric and structural features required to provide a desired level of service over the life of the project. The life of the project is generally 20 years beyond its implementation.

**Environmental Assessments (EA)** — Prepared for federal actions under the National Environmental Policy Act (NEPA) where it is not clearly known how significant the environmental impact might be. If, after preparing an environmental assessment, it is determined that the project impact is significant, an Environmental Impact Statement (EIS) is then prepared. If not, a "finding of no significant impact" (FONSI) is documented.

**Environmental Impact Statements (EIS)** — Prepared for federal actions that have a significant effect on the human and natural environment. These are disclosure documents prepared under the National Environmental Policy Act (NEPA) that provide a full description of the proposed project, the existing environment and analysis of the anticipated beneficial and adverse environmental effects of all reasonable alternatives. There are various stages — Draft EIS and Final EIS.

**Environmental Justice (EJ)** — Environmental justice assures that services and benefits allow for meaningful participation and are fairly distributed to avoid discrimination.

**Environmental Protection Agency (EPA)** — The federal regulatory agency responsible for administering and enforcing federal environmental laws, including the Clean Air Act, the Clean Water Act, the Endangered Species Act and others. EPA is the source agency of air quality control regulations affecting transportation.

**Federal Highway Administration (FHWA)** — A branch of the U.S. Department of Transportation that administers the federal-aid Highway Program, providing financial assistance to states to construct and improve highways, urban and rural roads and bridges.

**Federal Transit Administration (FTA)** — A branch of the U.S. Department of Transportation that is the principal source of federal financial assistance to America's communities for planning, development and improvement of public or mass transportation systems.

**Financial Planning** — The process of defining and evaluating funding sources, sharing the information and deciding how to allocate the funds.

**Financial Programming** — A short-term commitment of funds to specific projects identified in the regional Transportation Improvement Program (see TIP).

**Fiscal or Financial Constraint** — Making sure that a given program or project can reasonably expect to receive funding within the time allotted for its implementation.

**Fixing America's Surface Transportation Act (FAST Act)** — Authorizes the Federal surface transportation programs for highways, highway safety, and transit for the five-year period 2016 through 2020.

**Forum** — A public meeting in which a panel presents divergent opinions on an issue, followed by a public discussion either as questions and answers or in small group discussions with reporting to the larger group

**Geographic Information System (GIS)** — Computerized data management system designed to capture, store, retrieve, analyze and display geographically referenced information.

**High-Occupancy Vehicle (HOV)** — Vehicles carrying two or more people. The number that constitutes an HOV for the purposes of HOV highway lanes may be designated differently by different transportation agencies.

**Intelligent Transportation Systems (ITS)** — The application of advanced technologies to improve the efficiency and safety of transportation systems.

**Intermodal** — The ability to connect and the connections between modes of transportation.

**Level of Service (LOS)** — A qualitative rating of how well a unit of transportation supply (e.g. street, intersection, bikeway, etc.) serves its current or projected demand. LOS A = free-flow condition (32 percent of capacity); B = reasonably free-flow conditions (51 percent); C = operation stable but becoming more critical (75 percent); D = lower speed range of stable flow (92 percent); E = unstable flow (100 percent); F = forced flow; >100 percent of capacity, stop-and-go operation.

**Long Range Transportation Plan (LRTP)** — The official intermodal transportation plan developed and adopted through the metropolitan transportation planning process for the metropolitan planning area which provides guidance in the development of an efficient transportation system over a period of 20 years (see also Metropolitan Transportation Plan).

**Maintenance Area** — Maintenance area is any geographic region of the United States previously designated non-attainment pursuant to the CAA Amendments of 1990 and subsequently redesignated to attainment subject to the requirement to develop a maintenance plan under section 175A of the CAA, as amended.

**Metropolitan Planning Organization (MPO)** — An MPO is a planning agency established by federal law to assure a continuing, cooperative, and comprehensive transportation planning process takes place that results in the development of plans, programs, and projects that consider all transportation modes and supports the goals of the community. Any urbanized area or contiguous urbanized areas, as defined by the U.S. Census Bureau, containing a population of greater than 50,000 are required to have an MPO. ROCOG is the MPO for Rochester and Olmsted County.

**Metropolitan Transportation Plan (MTP)** – Alternative name for Long Range Transportation Plan.

**Minnesota Department of Transportation (MnDOT)** — The state agency that manages the highway system within Minnesota. MnDOT's mission is to plan, implement, maintain, and manage an integrated transportation system for the movement of people and products, with emphasis on quality, safety, efficiency, and the environment for citizens. MnDOT is the administrative agency that responds to policy set by the Minnesota Legislation.

**Mode; Intermodal, Multimodal** — Form of transportation, such as automobile, transit, bicycle and walking. Intermodal refers to the connections between modes and multimodal refers to the availability of transportation options within a system or corridor.

**National Environmental Policy Act of 1969 (NEPA)** — An established national environmental policy requiring that any project using federal funding or requiring federal approval, including transportation projects, examine the effects of proposed and alternative choices on the environment before a federal decision is made.

**National Historic Preservation Act (NHPA)** — Law requiring federal agencies to consider the potential effect of a project on a property that is registered on or eligible for the National Register of Historic Places. If effects are identified, federal and state agencies and the public must identify means to mitigate the harm.

**Non-attainment** — Any geographic area that has not met the requirements for clean air as set out in the Clean Air Act of 1990. An area can at the same time be classified as in attainment for one or more air pollutants and as a non-attainment area for another air pollutant.

**Open House** — A poster session providing an opportunity for distributed question and answer exchanges and for direct recording of citizen concerns.

**Paratransit** — Alternative known as "special or specialized" transportation, which often includes flexibly scheduled and routed transportation services. These services use low capacity vehicles such as vans to operate within normal urban

transit corridors or rural areas. Services usually cater to the needs of persons whom standard mass transit services would serve with difficulty, or not at all. Common patrons are the elderly and persons with disabilities.

**Planning Funds (PL)** — Primary source of funding for metropolitan planning designated by the FHWA.

**Public Hearing** — A more or less formal public meeting hosted by the project oversight committee at which testimony for the record is submitted. In the ROCOG area, public hearings are still fairly informal.

**Public Information Meeting** — An informal public meeting hosted by the project oversight committee featuring a presentation followed by an opportunity for public questions (which are answered if possible) and other testimony.

**Right-of-Way (ROW)** — Public space legally established for the use of pedestrians, vehicles, or utilities. Right-of-way typically includes the street, sidewalk, and buffer strip areas.

**Rural Planning Organization (RPO)** — An organization similar to an MPO, composed of representatives of rural local governments and appointed representatives from the geographic area covered by the organization with the purpose of involving local officials in multi-modal transportation planning through a structured process.

**Sample Survey** — A questionnaire administered to a large group of citizens selected scientifically so as to be representative of the population of citizens of interest. ROPD surveys (whether by mail or phone) typically have response rates ranging from 50% to 75%.

**Stakeholders** — Individuals and organizations involved in or affected by the transportation planning process, including federal/state/local officials, MPOs, transit operators, freight companies, shippers, and the general public.

**Surface Transportation Block Grant Program (STBGP)** — Federal-aid highway funding program that funds a broad range of surface transportation capital needs, including many roads, transit, sea and airport access, vanpool, bike, and pedestrian facilities.

**Task Force** — An advisory committee established for a defined term for a specific purpose, after which accomplishing the committee is disbanded.

**Title VI** — Title VI of the Civil Rights Act of 1964. The legislation prohibits discrimination in any program receiving federal assistance.

**Transportation Conformity** — Process to assess the compliance of any transportation plan, program, or project with air quality implementation plans. The conformity process is defined by the Clean Air Act.

**Transportation Demand Management (TDM)** — “Demand-based” techniques that are designed to change travel behavior in order to improve the performance of transportation facilities and to reduce the need for additional road capacity. Methods include the use of alternative modes, ride sharing and vanpool programs, and trip-reduction programs and/or ordinances.

**Transportation Disadvantaged/Persons** — Potentially underserved by the transportation system are identified in the SAFETEA-LU planning regulations as those individuals who have difficulty in obtaining transportation because of their age, income, physical or mental disability. This includes, but is not limited to, low-income and minority households. Persons who are unable to own and/or operate a private automobile (e.g., youth, the elderly and the disabled) also may be included in this category.

**Transportation Improvement Program (TIP)** — A staged, multiyear (typically three to five years) listing of surface transportation projects proposed for federal, state and local funding within a metropolitan area. MPOs are required to prepare a TIP as a short-range programming document to complement its long-range transportation plan. The TIP contains projects with committed funds over a multiyear period (five years).

**Transportation Management Area (TMA)** — All urbanized areas over 200,000 in population and any other area that requests such designation. The MPO is responsible for transportation planning with a TMA.

**Transportation Planning** — A collaborative process of examining demographic characteristics and travel patterns for a given area. This process shows how these characteristics will change over a given period of time and evaluates alternatives for the transportation system of the area and the most expeditious use of local, state and federal transportation funding. Long-range planning is typically done over a period of 25 years; short-range programming of specific projects usually covers a period of 3 to 5 years.

**Transportation Planning Work Program (TPWP)** — The management plan for the (metropolitan) planning program, its purpose is to coordinate the planning activities of all participants in the planning process.

**Transportation Technical Advisory Committee (TTAC)** — A standing committee established by ROCOG with wide representation of local and state transportation planners, engineers, and transit operators who provide technical input regarding transportation plans and programs and make recommendations to the ROCOG Policy Board.

**Urbanized Area** — Area that contains a city of 50,000 or more population plus incorporated surrounding areas meeting size or density criteria as defined by the U.S. Census.

**Vehicle Miles of Travel (VMT)** — The sum of distances traveled by all motor vehicles in a specified region.