

Step 5

Finalize Corridor Plan Document

Overview

The fifth step in undertaking the corridor study is to assemble the materials and information prepared for Steps 1 through 4 into a corridor plan document, and to obtain approval and endorsements from partner agencies.

Finalize Corridor Plan Document – Major Activities

- Assemble materials into a corridor plan document;
- Obtain plan endorsements from stakeholder agencies; and
- Distribute plan and make it available to the public.

Assemble Materials into a Corridor Plan Document

The corridor plan document should include the following sections:

- Description of the corridor: existing transportation, land use, and environmental conditions;
- Corridor issues and needs identified as well as study objectives and process for conducting the study;
- Summary of previous studies conducted in the corridor;
- Expected future conditions in the corridor;
- Vision and goals established for the corridor;
- Strategies evaluated, methods used, and evaluation results;
- Recommended strategies and prioritization;
- Implementation and monitoring plan; and
- Any supporting materials such as detailed data, technical documentation, public involvement activities, etc.

Obtain Plan Endorsements

The corridor plan is meant to be a document that is accepted by all of the stakeholders in the planning process. In addition to the corridor Advisory Group and the sponsoring agency or agencies approving the plan document, the study partners should seek the endorsement of other agencies and jurisdictions participating in the study process. Ideally, the plan should be endorsed by the governing bodies of every local jurisdiction in the corridor through a formal city council or Town Select Board resolution. In addition, state or Federal resource agencies that have a significant interest in the corridor should be aware of the plan and supportive of its recommendations.

Local endorsement helps to ensure that local jurisdictions will “take ownership” of plan recommendations rather than viewing it as something that is being imposed upon them. As noted in Step 4, not just endorsing the plan, but also adopting it or incorporating its principles into existing agency and municipal policies and plans (and where relevant, zoning bylaws), is an important implementation step.

Distribute Plan and Make it Available to the Public

The plan should be distributed as widely as possible, especially to those who may have an interest or role to play in implementing the plan and monitoring its implementation progress. This includes making the plan publicly available through the Internet, libraries, and town halls; and publicizing the release of the plan. Publicity of the final plan should follow naturally from a good public involvement process. The more widespread the awareness and understanding of the plan, the more likely its recommendations are to be implemented.