

# L RTP AMENDMENT PROCEDURE

RATS may find it necessary to revise the LRTP other than at the 4-year update cycle. Should this need occur, we will follow the procedure laid out in this section as well as the guidance provided by PennDOT and the FHWA. It should be noted that RATS retains the authority to bypass this procedure and amend the LRTP as necessary to comply with the administrative requirements of either the federal or state government

## Administrative Modifications

An administrative modification is a minor revision to the LRTP. It includes minor changes to project/phase costs, funding sources of previously included projects, or project/phase initiation dates. It does not require public review and comment or re-demonstrating air quality conformity or fiscal constraint. Examples of these include but are not limited to:

- Design Concept or Scope Changes: A minor change in the project equal to or less than 10% of the total project/phase costs.
- Project or Project Phase Initiation Date: Adding a new phase or changing the timing of a listed project to move it from one time band to another, if that movement would not result in a required air quality conformity determination.

Should it be determined that an administrative modification is needed, information regarding the need for modification should be presented to both RATS committees for review and determination. If the change satisfies the definition of an administrative modification, RATS will notify PennDOT and FHWA representatives and direct RATS staff to process the change. If the plan changes are above the thresholds for a modification, the proposed change will follow procedures for a Plan Amendment.

## Plan Amendments

An amendment is a major revision to the LRTP. Actions that could warrant an Amendment include (but are not limited to):

- Adding new project where no phases of the project are listed
- A change in any project that affects its Air Quality significance
- Deleting projects from the plan
- Significant changes to project costs (greater than 10% of the project or phase cost), start dates (which may require an updated air quality conformity determination), or design concepts and scopes (eg., changing project termini, changing the number of traffic through lanes) for existing projects.

An amendment requires public review and comment and the re-demonstration of fiscal constraint and air quality conformity. Should an amendment be requested, information regarding the proposed change should be presented to RATS for initial review. RATS staff will review supporting documentation and convene the RATS Technical Committee to evaluate the impact of the change and supporting documentation. The Technical Committee will provide their findings and recommendations to the RATS Coordinating

Committee for action. Plan Amendments will follow the procedures as outlined in the MPO's *Public Participation Plan* in effect at the current time.

In addition, plan amendments will:

- Require an update to the revenue and cost estimates supporting the plan to use an inflation rate(s) to reflect year of expenditure dollars, based on reasonable financial principles and information. These estimates must demonstrate that the change preserves the financial feasibility of the plan.
- Provide a purpose and need for the change. This should include supporting data and analysis.
- Determine if a proposed project is Air Quality (AQ) significant. The proposed project will be submitted to the PA Interagency Consultation Group (ICG) for that determination and, if so determined to be AQ significant, perform the required travel demand and air quality conformity modeling and prepare the requisite *Air Quality Conformity Report*.
- Follow a public involvement period consistent with the *RATS Public Participation Plan*. This includes review of the full draft proposal and the *Air Quality Conformity Report* (if required), followed by a 30-day public input period. Staff will review and respond to any comments received, and then the amendment will be adopted by a recorded majority vote of the RATS Coordinating Committee at a publicly advertised meeting.

Copies of the amended LRTP and *Air Quality Conformity Report* (if required) will be distributed in accordance with any applicable requirements that may be contained in the RATS *Public Participation Plan* policies in effect at that time. Although the LRTP does not require approval by the FHWA, FTA, USEPA, or PennDOT, these agencies are involved in the development of the Plan and amendments and will be provided an opportunity to comment on all proposed amendments. Should the amendment require an updated air quality conformity determination, it **does** require review and approval by FHWA, FTA, and USEPA. The final adopted LRTP Amendment, Air Quality Conformity Report (if required), and Air Quality Resolution (if required) will be forwarded to PennDOT for concurrence and subsequent advancement to FHWA, FTA, and USEPA.

