

Appendix J: Regional Transportation Plan and Sustainable Communities Strategy Checklist

The Regional Transportation Plan/Sustainable Communities Strategy checklist will be completed and published when the final plan is released for adoption.

Appendix A: RTP Checklist

Regional Transportation Plan Checklist for MPOs (Revised September 2023)

(To be completed electronically in Microsoft Word format by the MPO and submitted along with the draft and final RTP to Caltrans)

Name of MPO: _____

Date Draft RTP Completed: _____

RTP Adoption Date: _____

What is the Certification Date of the Environmental Document (ED)? _____

Is the ED located in the RTP or is it a separate document? _____

By completing this checklist, the MPO verifies the RTP addresses all of the following required information within the RTP, where applicable.

Regional Transportation Plan Contents

General

1. Does the RTP address no less than a 20-year planning horizon? (23 CFR 450.324(a))
2. Does the RTP include both long-range and short-range strategies/actions? (23 CFR 450.324(b))
3. Does the RTP address issues specified in the policy, action and financial elements identified in California Government Code Section 65080?
4. Does the RTP address the 10 issues specified in the Sustainable Communities Strategy (SCS) component as identified in Government Code Sections 65080(b)(2)(B) and 65584.04(i)(1)?
 - a. Identify the general location of uses, residential densities, and building intensities within the region?

Yes/No /N/A	Page #

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3. Did the MPO/RTPA consult with the appropriate State and local representatives including representatives from environmental and economic communities; airport; transit; freight during the preparation of the RTP? (23 CFR 450.316(b))		
	Yes/No / N/A	Page #
4. Did the MPO/RTPA who has federal lands within its jurisdictional boundary involve the federal land management agencies during the preparation of the RTP? (23 CFR 450.316(d))		
5. Where does the RTP specify that the appropriate State and local agencies responsible for land use, natural resources, environmental protection, conservation and historic preservation consulted? (23 CFR 450.324(g))		
6. Did the RTP include a comparison with the California State Wildlife Action Plan and (if available) inventories of natural and historic resources? (23 CFR 450.324(g)(1&2))		
7. Did the MPO/RTPA who has a federally recognized Native American Tribal Government(s) and/or historical and sacred sites or subsistence resources of these Tribal Governments within its jurisdictional boundary address tribal concerns in the RTP and develop the RTP in consultation with the Tribal Government(s)? (23 CFR 450.316(c))		
8. Does the RTP address how the public and various specified groups were given a reasonable opportunity to comment on the plan using the participation plan developed under 23 CFR part 450.316(a)? (23 CFR 450.316(a)(i))		
9. Does the RTP contain a discussion describing the private sector involvement efforts that were used during the development of the plan? (23 CFR 450.316(a))		
10. Does the RTP contain a discussion describing the coordination efforts with regional air quality planning authorities? (23 CFR 450.316(a)(2)) (MPO nonattainment and maintenance areas only)		
11. Is the RTP coordinated and consistent with the Public Transit-Human Services Transportation Plan? (23 CFR 450.306(h))		
12. Were the draft and adopted RTP posted on the Internet? (23 CFR 450.324(k))		
13. Did the RTP explain how consultation occurred with locally elected officials? (Government Code 65080(D))		

14. Did the RTP outline the public participation process for the sustainable communities strategy? (Government Code 65080(E))
15. Was the RTP adopted on the estimated date provided in writing to State Department of Housing and Community Development to determine the Regional Housing Need Allocation and planning period (start and end date) and align the local government housing element planning period (start and end date) and housing element adoption due date 18 months from RTP adoption date? (Government Code 65588(e)(5))

Title VI and Environmental Justice

1. Does the public participation plan describe how the MPO will seek out and consider the needs of those traditionally underserved by existing transportation system, such as low-income and minority households, who may face challenges accessing employment and other services? (23 CFR 450.316 (a)(1)(vii))
2. Has the MPO conducted a Title VI analysis that meets the legal requirements described in Section 4.2?
3. Has the MPO conducted an Environmental Justice analysis that meets the legal requirements described in Section 4.2?

Modal Discussion

1. Does the RTP discuss intermodal and connectivity issues?
2. Does the RTP include a discussion of highways?
3. Does the RTP include a discussion of mass transportation?
4. Does the RTP include a discussion of the regional airport system?
5. Does the RTP include a discussion of regional pedestrian needs?
6. Does the RTP include a discussion of regional bicycle needs?
7. Does the RTP address the California Coastal Trail? (Government Code 65080.1) (For MPOs located along the coast only)
8. Does the RTP include a discussion of rail transportation?
9. Does the RTP include a discussion of maritime transportation (if appropriate)?

Yes/No / N/A	Page #
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