

PLANNING ADVISORY BOARD ZONING COMMISSION

SEPTEMBER 9, 2014

FFY 2015 Unified Planning Work Program

Source

Great Falls Planning &
Community Development
Department

SUMMARY

Overview

Annually, the Planning & Community Development Department prepares a Unified Planning Work Program (UPWP), as required by federal transportation planning requirements. The UPWP outlines the various work activities to be performed during the next federal fiscal year, as well as projected staff hours and funding.

As the Metropolitan Planning Organization (MPO), the Planning Advisory Board is being asked to review and approve the UPWP, attached to this Report as “Attachment A.”

Background

The Unified Planning Work Program (UPWP) is a document describing planning activities to be conducted in the Great Falls area during a given federal fiscal year (October 1 – September 30). It includes planning activities to be conducted primarily by staff members from the Planning & Community Development Department that perform planning functions. Activities by other agencies performing transportation planning activities, such as the Great Falls Transit District, are also included. A Work Program has been prepared annually for many years, and is a federal requirement of all Metropolitan Planning Organizations (MPOs).

The program will use Federal Highway Administration Planning (PL) funds and Federal Transit Administration Section 5303 funds, as administered by the Montana Department of Transportation, and local funds, as generally reflected in the Planning & Community

Development Department’s FY 2014-15 Budget.

Overall, the proposed Work Program is a continuation of current and past year Programs, with one separate planning effort, development of a street standards manual, proposed. Additionally, the duties of Code Enforcement have been added to the Planning Division and are now reflected in the UPWP.

Although the major work activities have not been modified significantly, there have been adjustments to staffing hours to reflect changes in staff availability. Adjustments will likely be made in future Work Programs as further refinements to job duties in the Department occur and as new hirings continue.

The Great Falls Technical Advisory Committee will consider the FFY 2015 UPWP on September 11, with Great Falls Policy Coordinating Committee consideration following on September 24. The Montana Department of Transportation and Federal Highway Administration reviewed a draft document and found it met their requirements.

RECOMMENDATION

It is recommended the Planning Advisory Board approve the FFY 2015 Unified Planning Work Program and direct its Chairman to vote accordingly at the Policy Coordinating Committee meeting.

Attachment

Federal Fiscal Year (FFY)
2015 Unified Planning Work
Program

Requested Action

Approve the FFY 2015 Unified Planning Work Program

Project Planner

Andrew Finch

ATTACHMENT A
