



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

Brunswick County Internal CTP Meeting Summary
October 27, 2020
10am

1. Introductions
2. Roles of Internal CTP Group
 - a. Roles and Responsibilities
 - i. Handbook has been sent out with other deliverables (meeting agenda, summary of Division roles and responsibilities, draft CUR, and Title VI Maps) on 10/20/2020 for review
 - ii. Refer to handbook for more information regarding roles and responsibilities
 - b. Division Internal Steering Committee
 - i. Decision points with the right Division staff
 - ii. Alan, Caitlin and Michael to coordinate on the Division side
 - iii. Alan suggested adding more individuals to CTP steering committee (such as resident engineer, district engineer, etc.) and Patrick said we will consider this but we do have close to 70 steering members so maybe keeping them in the internal division meeting might be best. However, we will have more conversations regarding this going forward
 - c. Continuous updates on CTP via each organization
3. Overview of Brunswick County CTP Process
 - a. Core Steering Committee (CSC) members agreed on twice a month steering committee schedule
 - b. M. Hoeweler pointed out that WRCOG has staff meetings every other Tuesday beginning 10/27
 - c. Meeting format
 - i. Review meeting to go over materials
 - ii. 2 weeks later will be a decision meeting
 - d. MPO Municipality Involvement
 - i. WMPO will represent their municipalities on the steering committee
 - ii. GSATS will represent their municipalities on the steering committee
 - e. Steering Committee Size Discussion
 - i. CSC Committee will review the Steering Committee list and provide comment by November 10th.





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- ii. Suggestion of doing LU Plan meetings and Steering Committee meetings back to back to encourage participation
 - f. Not a fiscally constrained plan but is a fiscally aware plan
 - g. Data is used heavily in the development of the CTP
- 4. Review of Materials
 - a. Community Understanding Report (CUR)
 - i. Used to provide information about the local area
 - ii. Encouraged the CSC to review the CUR throughout the CTP process and provide feedback. Chris made it clear it will be an ongoing document that everyone will help create. Nazia made it clear this is not a deliverable that will be added to the CTP report but will be a document that helps us make decisions and create other deliverables in the CTP report
 - b. Title VI
 - i. Informs the locations of public involvement
 - ii. Informs the locations to reach out to for survey feedback
 - c. Land Use Plan (LU Plan)
 - i. Brunswick County Plans to start LU Plan in Nov or Dec
 - ii. Planning to have first public meetings in Nov or Dec
 - iii. Estimated time frame to completion is 12-18 months
 - iv. GSATS MPO does land use collection by windshield survey for MTP
 - 1. GSATS MTP Due in 2022
- 5. Other Thoughts and next steps
 - a. December 10th chosen as Steering Committee meeting date
- 6. Adjourn
 - a. Question on Division's role in multimodal aspect of the study
 - i. IMD has regional specialist that covers transit and pedestrian
 - ii. Logistics and Freight will participate in meetings
 - iii. Local bike ped organizations will participate
 - iv. Local Transit, BTS
 - b. Getting information via GIS will be helpful for the study
 - c. Next meeting
 - i. Will include deliverables of the CTP

