



**PIEDMONT TRIAD**  
RURAL PLANNING ORGANIZATION



## **CTP Steering Committee Handbook**

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# Randolph County Comprehensive Transportation Plan

## What is a Comprehensive Transportation Plan (CTP)?

A Comprehensive Transportation Plan (CTP) is a **long-range multi-modal transportation plan** that is **not fiscally constrained**. This is a **25-30 year plan**, a **broad future plan** that looks into the main transportation modes for a particular area. The CTP is developed cooperatively with NCDOT, Local Officials, Stakeholders, and Piedmont Triad RPO over approximately 18 – 20 months. The local land use plans, community/ statewide goals and objectives are combined during this process. The CTP shows current and future conditions and displays deficiencies and recommended improvements for all modes.

### CORE COMMITTEE FOR THE COMPREHENSIVE TRANSPORTATION PLAN (As of August 2024)

CTP Core Committee Members & Their Chosen Representatives			
Name	Position	Representing	Email
Darrell Frye	County Commissioner	Randolph County	<a href="mailto:dfrye1427@gmail.com">dfrye1427@gmail.com</a>
Walker Moffitt	Mayor of Asheboro	Asheboro	<a href="mailto:walkermoffitt@gmail.com">walkermoffitt@gmail.com</a>
Tawanna Williams	RCATS Director	General public and seniors	<a href="mailto:rcatsdirector@senioradults.org">rcatsdirector@senioradults.org</a>
Janie Phelps	Asst. Town Manager	Liberty	<a href="mailto:jphelps@townoflibertync.org">jphelps@townoflibertync.org</a>
Tonya Caddle	Planning Director	Randolph County	<a href="mailto:Tonya.Caddle@randolphcountync.gov">Tonya.Caddle@randolphcountync.gov</a>
Dr. Richard Weldon	VP of Operations, RCC	college students	<a href="mailto:RNWeldon@randolph.edu">RNWeldon@randolph.edu</a>
Amber Scarlet	Executive Director	Tourists, visitor focused businesses	<a href="mailto:amber.scarlett@heartofnorthcarolina.com">amber.scarlett@heartofnorthcarolina.com</a>
Diane Villa	Deputy Director NC Zoo	NC Zoo, tourists	<a href="mailto:diane.villa@nczoo.org">diane.villa@nczoo.org</a>
Adam Deathe	President & CEO	Asheboro/ Randolph Chamber of Commerce	<a href="mailto:adam@ashranchamber.com">adam@ashranchamber.com</a>
R.J. "Jeron" Monroe	District Supervisor	NCDOT District 1	<a href="mailto:rjmonroe@ncdot.gov">rjmonroe@ncdot.gov</a>
Kim Heinzer	Planning Systems Coordinator	Randolph County	<a href="mailto:Kim.Heinzer@randolphcountync.gov">Kim.Heinzer@randolphcountync.gov</a>
Leia Stiegmann	Strategic Program Coordinator	Randolph County	
Juanna Allen	Program Assistant	Randolph Partnership for Children	<a href="mailto:jallen@randolphkids.org">jallen@randolphkids.org</a>

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## **KEY STAFF TEAM**

Dawn Vallieres	<a href="mailto:dvallieres@ptrc.org">dvallieres@ptrc.org</a>	Piedmont Triad Rural Planning Organization
Michael Abuya	<a href="mailto:mrabuya@ncdot.gov">mrabuya@ncdot.gov</a>	NCDOT – Transportation Planning Division
Sangwoo “Marty” Sung, Ph.D.	<a href="mailto:ssung@ncdot.gov">ssung@ncdot.gov</a>	NCDOT – Transportation Planning Division
Bryan Kluchar	<a href="mailto:bdkluchar@ncdot.gov">bdkluchar@ncdot.gov</a>	NCDOT - Division 8

## **YOUR ROLE AS A CTP COMMITTEE MEMBER**

Your role as a Steering Committee member is critically important to the success of the Comprehensive Transportation Plan (CTP):

### **UNIQUE PERSPECTIVE:**

You represent a unique local viewpoint from within the community; you know the area well—its people and its resources. You have a feeling for what types of policies and strategies may work and what types may not. You also represent select stakeholders in the community.

### **PLAN DEVELOPMENT:**

You should provide perspective and insight on information gathered as well as feedback on potential transportation improvements as they are developed. In doing so, you will play a critical part in shaping the future transportation network for decades to come. At the same time, you are not being asked to be a planner or writer; rather, you are to be a *sounding board* for the residents of the area. And you should also keep the stakeholders you represent informed throughout the process.

### **NETWORKING AND RECRUITMENT:**

You know others in the area who have a keen interest in the way in which the area’s future transportation needs should be managed. These others may include friends, neighbors, business associates, or others vitally interested in the future of the area. By inviting these individuals to participate in the planning process, you can help make sure that all important viewpoints are embodied in the plan.

### **PUBLIC MEETINGS FACILITATION AND SUPPORT:**

During the course of the project, you may be asked to help facilitate public meetings. Specific roles will be discussed and agreed upon before each meeting and may include: greeting/ signing people in, facilitating small groups, promoting discussion, summarizing meeting results, assisting with meeting room set up or take down, etc.

### **PLAN PRESENTATION AND RECOMMENDATION.**

At the conclusion of the planning process, you may be asked to participate in the presentation of

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the CTP to the County and municipalities for their consideration of adoption.

## OTHERS' ROLES

### **RESOURCE ADVISORS (Full CTP Committee):**

Because there are so many interest groups and agencies involved in area issues, it will be important to proactively seek input from these various groups and agencies during the planning process. Representatives of stakeholder groups and agencies will be invited to participate as Resource Advisors for the Comprehensive Transportation Plan. Their perspectives and insights will be gathered through meetings and other communications. Examples of Resource Advisors may include local homebuilders, realtors, environmental groups, transportation officials, utilities providers, and local government officials from nearby jurisdictions.

### **PLANNING BOARD:**

As the appointed County/ Town board most involved in land use management issues, the Planning Boards will also be asked to join in the initial orientation meeting for the CTP. Later, the Planning Board will also be invited to participate in the joint review session for the draft plan so as to provide comments on the plan to the CTP Committee. The CTP Committee will then consider the comments of the Planning Board during development of the final draft of the plan.

### **CITIZEN ADVISORS:**

In addition to involved agencies and organized groups, the Comprehensive Transportation Plan will also need to include the views of area citizens who have a vital interest in the area but who may not be part of an organized group. Any individual can be a Citizen Advisor to the plan simply by attending the scheduled public meetings for the plan. Citizen Advisors may be recruited to attend these meetings, in part, by members of the CTP Committee. This active recruitment is designed to involve a broad cross section of area residents in formulating the plan.

### **KEY STAFF:**

#### **Piedmont Triad Rural Planning Organization (PTRPO)**

**Ms. Dawn Vallieres, Piedmont Triad Rural Planning Organization's Planner,** will serve as the staff person charged with coordinating administrative support for the Comprehensive Transportation Plan. She will also be working with committee members for the mechanics of meeting arrangements, such as securing meeting places, maintaining mailing lists, taking meeting notes, and distributing draft reports, notices, agendas, etc.

#### **NCDOT**

**Mr. Michael Abuya, Sangwoo "Marty" Sung, Ph.D., and Mr. Bryan Kluchar - Engineers with NCDOT TPD & Division 8** will be working closely with the

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PTRPO and will be responsible for guiding the Steering Committee through the CTP process, data gathering, technical analysis of the overall transportation system, and for facilitating the meetings of the Steering Committee and the general public during plan preparation. They will also be responsible for producing the preliminary and final drafts of the CTP maps and CTP documentation. They will suggest meeting agendas for consideration by the Committee and will help keep discussions focused and moving forward. Near the end of the planning process Mr. Abuya and Dr. Sung will also assist the Core CTP Committee in reviewing the preliminary draft of the Plan with the Town/City/County Councils.

## Randolph County Comprehensive Transportation Plan Organization and Management



The Randolph County Board provides direction to Core CTP Committee, early in the process as well as during review of draft plan; near the end of the planning process, they also hold a formal public hearing to consider adoption of the plan.

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The core Randolph County CTP Committee guides preparation of the Strategic Growth Plan and recommends plan to County Board.

The Randolph County Planning Board provides input on draft plan to Core CTP Committee.

Citizen Advisors and Resource Advisors (Full CTP Committee) provide input and perspective at organized public input meetings, as well as by letter, phone contact, etc.

Key Staff/NCDOT provides technical and administrative assistance, organizes public involvement process and prepares draft and final plan.

## Randolph County CTP

*(Includes: Asheboro, Ramseur, Seagrove, Randleman, Liberty, Franklinville, and Staley)*

### **Study Contacts**

- ❑ TPD Project Engineer: Michael Abuya; (919) 707-0990; [mrabuya@ncdot.gov](mailto:mrabuya@ncdot.gov)
- ❑ TPD Project Engineer: Sangwoo “Marty” Sung, Ph.D.; (919) 707-0917; [ssung@ncdot.gov](mailto:ssung@ncdot.gov)
- ❑ RPO Contact: Dawn Vallieres; (336) 904-0300; [dvallieres@ptrc.org](mailto:dvallieres@ptrc.org)
- ❑ Division 8 Contact: Bryan Kluchar; (910) 773-8021; [bdkluchar@ncdot.gov](mailto:bdkluchar@ncdot.gov)
- ❑ Local Contact: Tonya Caddle; (336) 318-6556; [Tonya.Caddle@randolphcountync.gov](mailto:Tonya.Caddle@randolphcountync.gov)

### **Tentative Study Schedule (Subject to change)**

**Start of Study Letter** ..... July 2024  
**First CTP Meeting** ..... August 2024

#### **Develop CTP Vision**

Draft Goals/Objectives and Survey ..... September 2024 – January 2025

#### **Needs Assessment and System Analysis**

Collect/Forecast SE Data ..... February 2025  
Develop Analysis Tool ..... March 2025  
Deficiency Analysis ..... March - July 2025

#### **Alternative Analysis**

Develop, evaluate and analyze alternatives ..... August – October 2025

**Develop Draft CTP** ..... November 2025– March 2026

#### **Adopt Plan**

Draft CTP to Locals ..... March - April 2026  
Local Adoption(s) ..... June- October 2026  
NCDOT Adoption ..... December 2026

#### **Closeout**

CTP Maps Distributed ..... December 2026  
Final Documentation and Study Close out..... January 2027

## **Tentative Randolph CTP Timeline & Proposed meeting element breakdown** **(Subject to change)**

**August, 2024** – First CTP Committee Meeting: Base Maps (highway map) – What streets to include in the CTP. Initial CTP Presentation.

**September, 2024** – Brainstorm vision statements and objectives. Begin development of the Public Input CTP Survey. Present DRAFT Highway road network to be studied.

**October, 2024 - January, 2025** – Complete the Draft Vision Statement and Goals and preliminary objectives and performance measures. Complete the Public Input CTP Survey for release to the public. Begin discussion of base year population and employment as well as future year (2050) population and employment projections. (Note: **Public Involvement – The survey is usually distributed and made available for a minimum of thirty days**).

**February- March 2025** - Discuss and finalize base year population and employment as well as future year (2050) population and employment projections. We will need them to be approved by the committee at this meeting and by the County Commissioners accordingly (April/May 2025).

**April - July 2025** – Public Input CTP Survey summary results presented. Possible refinement of Vision, Goals, and Objectives based on Survey results. Highway deficiencies include the TPD Engineer updating the committee on existing roadway deficiencies and expected (2050) deficiencies and solicit recommendations of ways to address the deficiencies. Present crash and bridge deficiency data.

**August - September, 2025 (this may be one or two meetings)** – Discuss the three multi-model components of the CTP. This includes:

- Transit component of the CTP. This usually includes someone with the local transit authority sharing what is there now, what is on their 5-year plan and what they feel is reasonable for the planning period. We can also discuss potential Park and Ride lots.
- Bicycle component of the CTP. It will include discussion about what currently exists for cyclists, and, based on the Committee's goals and objectives, where improvements and new facilities need to go.
- Pedestrian component of the CTP. It will include discussion about what currently exists for pedestrians, and, based on the Committee's goals and objectives, where improvements and new facilities need to go

**October - November 2025– Public Involvement:** There is the option for public engagement (workshop) at this point where the deficiency maps are shown and ways to address the deficiencies are solicited.

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**February 2026** – TPD Engineer takes the findings of all recommendations and alternatives from the public to the committee, and they work together to develop the draft CTP.

**March 2026** – TPD Engineer presents the initial draft CTP to the committee. Committee helps finalize CTP maps and documentation

**May 2026** – After review by NCDOT, the RPO staff takes the draft plan to the Randolph County Commissioners informally to see if it is ok to take the draft plan to the public

**June - July 2026 – Public involvement: Draft CTP to the public (usually beginning with a workshop) for comments – usually over a 30-day period.**

**September – October 2026** – Meet back with the committee to review all comments and finalize plan to send to local officials for adoption.

**<End of committee commitment to CTP process>**

**October – November 2026** – Randolph County and Municipalities adoption of the plan

**November 2026**–Piedmont Triad Rural Planning Organization endorsement of the plan

**November - December 2026** - North Carolina Board of Transportation adoption of the plan and CTP maps distributed

**January 2027**– Randolph County CTP Report completed and distributed

**End.**