

CTP – Collection and Presentation of Rail Data

Description

The purpose of this procedure is to provide a consistent methodology to integrate and document all pertinent rail planning information into the CTP study. It is important to involve the Rail Division early in the CTP process in order to obtain accurate and timely rail data.

Responsibility

TPB Project Engineer (PE) – to cooperate with NCDOT Rail Division requesting information and to create standardized maps in the CTP Report based on the appropriate data from the Rail Division. □

Rail Division Planning Engineer – to provide PE with the completed [CTP Rail Division Information Form](#) and supporting information in accurate and timely manner. Coordinate/consult during the CTP development process.

Scheduling and Time Constraints

The rail engineering and planning information should be requested during the needs assessment step of the CTP process and should be integrated into the Alternatives Analysis step of the CTP. The final CTP documentation and maps should be completed with all appropriate information and approved by the TPB management.

Procedure

Step	Action
1	<p>Send email request to Rail Division Planning Manager (currently Neil Perry nlperry@ncdot.gov), notifying Rail Division about the new CTP study.</p> <ul style="list-style-type: none"> • Provide name of the CTP study and description of the planning area (county wide, MPO, municipal). • Request information pertaining to existing and proposed rail lines, stations, any known abandoned rail lines or railroad property within study area; existing and proposed Rail-to-Trail projects and any other information relevant to the CTP study. • Attach the blank CTP Rail Division Information Form to the email and set a due date for the Rail Division to respond. <p>Note: NC GIS Rail maps on GO!NC portal</p>
2	<p>Collect all available rail GIS data layers in appropriate folder on the local drive from the CTP GIS Data layers spreadsheet or NCDOT GIS Layers portal:</p> <ul style="list-style-type: none"> • NCDOT Rail Track • NCDOT Rail Crossings • NCDOT Rail Freight Facilities • NCDOT Multimodal Stations
3	Open the Template for the CTP Public Transportation and Rail Map from the shared

	drive (S:\Shared\TPB Reference\Comprehensive Transportation Plan\CTP Map Templates). Clip the statewide shapefiles to your county or planning area boundary and use current CTP style file symbology to show all available rail facilities in your area. Create the CTP Public Transportation and Rail Map for the CTP study area and present it to your CTP committee for review.
4	Note: Upon completion of the CTP Public Transportation and Rail Map it is recommended to follow-up and coordinate with the Rail Division contact person, to ensure accurate representation of the data.
5	Based on the information, the PE will complete the Alternatives Analysis and develop the Recommended CTP Public Transportation and Rail Map.

Policy, Regulatory, and Legal Requirements

[NC GS 136-66.2](#) states, "In the development of the [CTP], consideration shall be given to all transportation modes including, but not limited to, the street system, transit alternatives, bicycle, pedestrian, and operating strategies."

P.L. 112-141, the Moving Ahead for Progress in the 21st Century Act ([MAP-21](#)) states, "working closely with stakeholders to ensure that local communities are able to build multimodal, sustainable projects ranging from passenger rail and transit to bicycle and pedestrian paths."

Resources

[CTP Rail Division Information Form](#)

[NC Rail Maps on GO!NC](#)

Background

The Public Transportation and Rail Map provide information regarding the transit and rail systems in North Carolina (e.g., traveling public and commercial transportation).

Record of Revision

The information contained in this procedure is deemed accurate and complete when posted. Content may change at any time without notice. We cannot guarantee the accuracy or completeness of printed copies. Please refer to the online procedure for the most current version. Contact TPB Staff Engineer with all the questions about this procedure.

Version	Section Affected	Description	Effective Date
1.1	Request letter	Updated request letter letterhead	06/21/10
2.0	Entire procedure	Updated procedure with new template, updated request letter and CTP rail data information form	9/18/2014

Flowchart