**Certification Checklist**

**RTC Comprehensive Plan Review and Certification Checklist for Local Jurisdictions**

**Background:**

The Growth Management Act (GMA) recognizes the importance of coordinating local, regional, and state planning efforts. For coordination purposes at the regional and local level, the [RCW](http://apps.leg.wa.gov/rcw/default.aspx?cite=47.80.023) requires Regional Transportation Planning Organizations (RTPOs) such as the Southwest Washington Regional Transportation Council (RTC) shall certify County and local comprehensive plans (including amendments). To be certified by RTC, plans must demonstrate that their transportation elements are consistent with the Regional Transportation Plan for Clark County (RTP, December 2014), reflect the guidelines and principles under [RCW 47.80.026](http://apps.leg.wa.gov/rcw/default.aspx?cite=47.80.026), and satisfy the requirements of RCW [36.70A.070](http://apps.leg.wa.gov/rcw/default.aspx?cite=36.70a.070)(6).

**Process and Required Documentation:**

In order to carry out the certification process, RTC asks that jurisdictions submit Comprehensive Plan updates and amendments to RTC (either electronically or paper copy), together with any supporting planning documents (such as LOS methodology, Capital Facilities Plan) as well as the following completed checklist.

|  |  |
| --- | --- |
| **Jurisdiction Completing Checklist:**  |  |
| **Name of Person(s) Completing Checklist:** |  |
| **Date:** |  |

**1. Coordination**: Was the Plan update or amendment coordinated with planning partners e.g. neighboring jurisdictions and tribes (if applicable) and regional transportation agencies (including RTC, C‑TRAN, and WSDOT)?

|  |  |
| --- | --- |
| Yes |  |
| No |  |

**Please provide explanation:** (take as much space as needed for explanation)

**2. Transportation Policy Guides Plan Development:** Does the Plan update or amendment support the transportation policy themes found in federal, state and regional laws, guidance and plans? (Refer to Appendix B of the [*Certification Process Guide*](http://www.rtc.wa.gov/programs/gma/docs/rtcGmaCertificationProcessGuide-20160301.pdf) which outlines the transportation policies expected by federal, state and the region to be reflected in transportation plans).

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. | Economy | Yes |  | No |  |
| 2. | Safety | Yes |  | No |  |
| 3. | Security | Yes |  | No |  |
| 4. | Accessibility and Mobility | Yes |  | No |  |
| 5. | Environment | Yes |  | No |  |
| 6. | Transportation Efficiencies | Yes |  | No |  |
| 7. | Management and Operations | Yes |  | No |  |
| 8. | Preservation | Yes |  | No |  |
| 9. | Finance | Yes |  | No |  |
| 10. | Vision and Values | Yes |  | No |  |

**Please provide explanation:** (take as much space as needed for explanation)

**3. Conformity with Growth Management Act:** Does the transportation element address the following?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. | Intergovernmental Coordination | Yes |  | No |  |
| 2. | Goals and Policies including Consistency with County-Wide Planning Policies | Yes |  | No |  |
| 3. | Inventory of Transportation System | Yes |  | No |  |
| 4. | Land Use Assumptions Used in Estimating Travel Demand | Yes |  | No |  |
| 5. | Data and Performance Measures including Level of Service  | Yes |  | No |  |
| 6. | Travel Forecasting | Yes |  | No |  |
| 7. | Facilities and Service Needs | Yes |  | No |  |
| 8. | Traffic Impacts to State-Owned Transportation Facilities Resulting from the Land Use Assumptions | Yes |  | No |  |
| 9. | Demand Management Strategies | Yes |  | No |  |
| 10. | Pedestrian and Bicycle Component | Yes |  | No |  |
| 11. | Finance Plan | Yes |  | No |  |

**Please provide explanation:** (take as much space as needed for explanation)

**4. Consistency with Regional Transportation Plan:** Is the transportation element consistent with the Regional Transportation Plan regarding the following?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 1. | Land Use Forecast | Yes |  | No |  |
| 2. | Goals and Policies including Consistency with County-Wide Planning Policies | Yes |  | No |  |
| 3. | Regional Travel Forecast Model Network and Transit Assumptions | Yes |  | No |  |
| 4. | Level of Service Standards | Yes |  | No |  |
| 5. | Goals and Policies | Yes |  | No |  |
| 6. | Projects, Programs and Services | Yes |  | No |  |
| 7. | Financial Plan and Funding Strategy | Yes |  | No |  |
| 8. | Intergovernmental Coordination Efforts | Yes |  | No |  |
| 9. | Transportation Demand Management and System Management Strategies | Yes |  | No |  |

**Please provide explanation:** (take as much space as needed for explanation)