

## **APPENDICES**

### **Appendix A. Amendment Procedures**

Generally, TIP amendments involving projects, priorities, and allocation of funds must be approved by the TwinCATS Policy Committee. However, there are cases where SWMPC staff may administratively amend the TIP based on local request. Project details such as minor changes in project costs, scope, termini, technical descriptions, and funding source may be approved administratively by SWMPC staff. TIP amendment procedures will be decided on a case-by-case basis, and at its discretion, SWMPC staff may elect to follow a full TIP amendment process. The list of examples below indicates places where SWMPC staff discretion to approve amendments are specifically granted. This list is not comprehensive in that it may not be possible to always determine in advance the particular circumstance for any given project. A consultation process may be appropriate to determine how to apply this guidance in any given situation. Staff shall report any actions to TwinCATS at the earliest opportunity following the action.

Administrative amendments by staff are expressly permitted in the following cases:

- Projects that are subject to MDOT's selection authority and identified with SWMPC priorities on the Illustrative List maybe be moved administratively to the main body of the TIP upon selection by MDOT.
- Projects may be postponed within the TIP provided that financial constraint is maintained. In such cases, if additional balances are the outcome, the Project Selection Subcommittee will be convened at the earliest convenience to consider any projects that may be ready for advancement.
- Implementing agencies may request to move a project forward, in place of another, provided that that the one moved forward is already in the approved TIP and the TIP remains fiscally constrained.
- Funding source may be changed where there is no impact on another agency's projects or funds.
- Changes that reflect increased local or non-federal share may be made to a total project cost for the convenience of, and at the request of the local agency, including matching ratios or non-federal eligible costs.
- MDOT general program account funding levels may be changed.
- Minor clarifications of scope or project technical descriptions where needed to advance an approved project.
- Adjustments to project scheduling for projects already contained in an approved TIP which do not impact other agencies' projects or funds.
- To correct errors or omissions in the event that a previously approved project must be added to the TIP, particularly when projects roll over from one TIP to the next, provided such action does not impact other agencies' projects of funds.
- Minor modifications to the TIP transit element (including, but not limited to, adding or deleting line items, increasing or decreasing costs, changing quantities or shifting funds from one line item to another) may be made administratively by staff on request provided that the amendment will involve currently available or anticipated FTA funds and will not negatively impact another local road or transit agency project.
- Unless otherwise required by law (such as a conformity requirement) a congressionally designated earmark or high priority project may be amended into the TIP once authorization has been signed into law.

The following examples of project types and cases must always be referred to the full TIP amendment process, unless they involved changes as provided above:

- Any addition of a new project not previously reviewed or prioritized by the Policy Committee.
- Actions which may have an adverse impact on another agency's projects or funding.
- Any major change of scope which increases capacity through the addition of a new road or lane. Minor widening such as shoulders, passing bays, turnouts, or intersection modifications will not be considered major capacity improvements.
- Major changes in cost which may impact financial constraint, local matching share, or adversely impact another agency's projects or funding programs.
- Any major state or local infrastructure project changes which will have a potential for broad or compelling adverse impacts on any local jurisdiction, the natural environment, or the traveling public. Adding or deleting projects determined to be non-exempt from conformity analysis shall be treated as full TIP amendments.
- Any removal of a major capacity improvement project from the current TIP shall be treated using the same process as for addition of a similar project in order to assure that financial constraint and public participation requirements are met.

These general policies may be reviewed and amended from time to time and are intended to be flexible to accommodate special circumstances not foreseen at this writing. When doubt exists about the circumstances in any given case, a consultation process should be used to obtain guidance on interpreting the circumstance.

## Appendix B. Public Participation Affidavits

### AFFIDAVIT OF PUBLICATION

goals are:

- Goal One: Support the Economic Vitality of Southwest Michigan
- Goal Two: Promote Safety Conscious Planning and System Security in Southwest Michigan
- Goal Three: Ensure the Equitability and Accessibility of the Transportation System
- Goal Four: Preserve the Regional Transportation System
- Goal Five: Promote Livable Communities and Environmental Responsibility in Southwest Michigan
- Goal Six: Efficiently and Effectively Move People, Goods, and Services within Southwest Michigan

Plan to attend the St. Joseph City Council meeting, **Monday, July 21 at 6:00 p.m.** at 700 Broad St. in St. Joseph to offer your thoughts and insights on the area's transportation aspirations. This is the

first of three opportunities to comment on the TwinCATS LRP. Additional meetings will be held in the fall and winter to accept comment on the proposed LRP projects and on the full LRP document. The LRP goals and objectives are available at the SWMPC website ([http://www.swmpc.org/twincats\\_docs.asp](http://www.swmpc.org/twincats_docs.asp)) in pdf format or by contacting the SWMPC at 269.925.1137.

Input on the LRP goals and objectives may also be provided at the July 21 meeting of the TwinCATS Technical Advisory Committee (TAC). The TwinCATS TAC meets at 9:30 a.m. at the Southwest Michigan Regional Airport in Benton Harbor, Michigan. If you cannot either meet and would like to provide written comments, send your input via e-mail to Kelly Getman-Disette at

[mank@swmpc.org](mailto:mank@swmpc.org) or via postal mail to:

Kelly Getman-Disette  
Southwest Michigan  
Planning Commission  
185 E. Main St.,  
Suite 701  
Benton Harbor, MI  
49022  
HP/adv July 7, 2008

STATE OF MICHIGAN

COUNTY OF BERRIEN} SS

Jennifer Lyon, being duly sworn and says that she is Inside Sales Supervisor of The Herald-Palladium, a newspaper published, printed and circulated in the County of Berrien, State of Michigan: That the annexed printed notice has been printed and published in said newspaper 1 times. Same being on the following days, to wit:

July 7, 2008

Jennifer Lyon  
(Signature)

Subscribed and sworn to me this 8<sup>th</sup> day of July A.D. 2008.

Lynne Christian  
NOTARY PUBLIC, Berrien County, Michigan  
My commission expires 4-10 2012

**TwinCATS 2035 Long Range  
Transportation Plan  
Goals and Objectives**

The Southwest Michigan Planning Commission (SWMPC) is seeking public comment on the goals and objectives for the Twin Cities Area Transportation Study (TwinCATS) 2035 Long Range Transportation Plan (LRP). The six LRP goals are:

- Goal One: Support the Economic Vitality of Southwest Michigan
- Goal Two: Promote Safety Conscious Planning and System Security in Southwest Michigan
- Goal Three: Ensure the Equitability and Accessibility of the Transportation System
- Goal Four: Preserve the Regional Transportation System
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11: 7: 7

**State of Indiana  
St. Joseph County ss:**

Personally appeared before me, a notary public in and for said county and state, the undersigned Carol Smith

who, being duly sworn says that she is of competent age and is

Advertising Director of The South Bend Tribune, a daily newspaper which for at least five (5) consecutive years has been published in the City of South Bend, county of St. Joseph, State of Indiana, and which during that time, has been a newspaper of general circulation, having a bona fide paid circulation, printed in the English language and entered, authorized and accepted by the post office department of the United States of America as mailable matter of the second-class as defined by the act of Congress of the United States of March 3, 1879, and that the printed matter attached hereto is a true copy, which was duly published in said newspaper.

1 time s, the dates of publication being as follows:

July 7 2008

Carol Smith

Subscribed and sworn to before me this 7th day

of July 2008.

Geraldine Dickey

Geraldine Dickey

Notary Public

Resident of St. Joseph County

My commission expires January 28, 2009

Charges \$ 22.47

## Appendix C. Level of Service

Table 1 Levels of Service for Two-Lane Highways

Level of Service	Two-Lane Highways
A	Average speeds approach 60 mph and passing frequency is not demanding
B	Average speeds of 55 mph can be expected and passing demand becomes significant to maintain speeds; demand equals capacity
C	Noticeable increases in platoon formations with average speeds of 52 mph; flow is stable but susceptible to congestion due to turning vehicles
D	Average speeds of 50 mph with unstable traffic flow; passing becomes impossible as demand exceeds capacity
E	Average speeds are below 50 mph with passing virtually impossible
F	Disturbances in flow cause LOS E to rapidly degenerate to LOS F

Table 2 Levels of Service for Multilane Highways

Level of Service	Multilane Highways
A	Free-flow conditions with minor disruptions easily absorbed
B	Average speeds are same as LOS A speeds, but ability to maneuver decreases
C	Affect of density on traffic flow is noticeable; minor disruptions may cause localized deterioration in service
D	Traffic congestion seriously impedes motorists ability to maneuver; minor disruptions cause service to deteriorate to LOS E and F
E	Operations are at or near capacity; flow is unstable and susceptible to queuing
F	Flow breaks down; vehicles experience stop-and-go movements

## **Appendix D. Volume to Capacity Ratio**

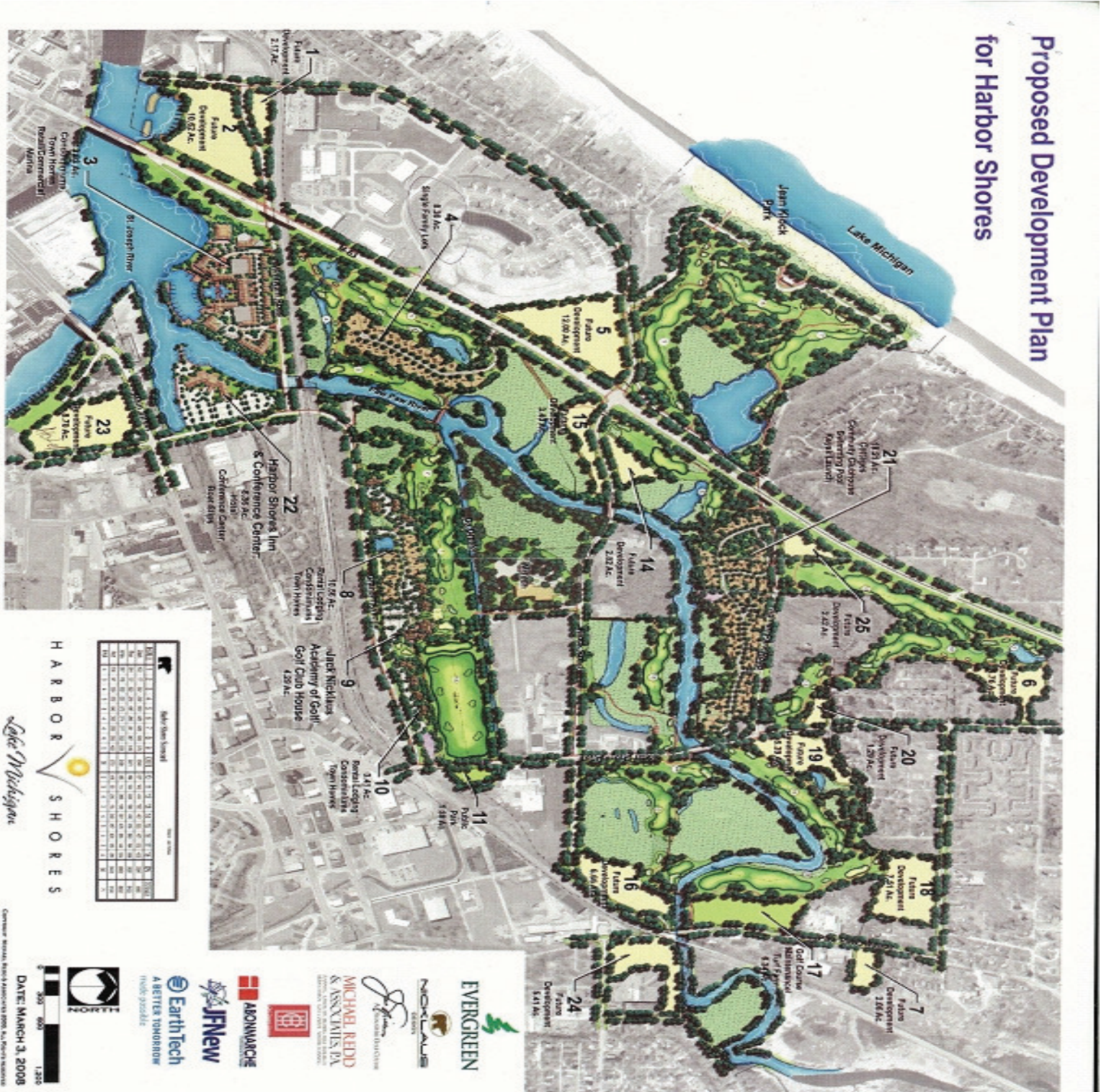
EXTENDED NAME	PR	BMP	EMP	FROM	TO	VOLUME	V/C_2006
I-94 BL (Red Arrow Hwy)	1360705	1.021	1.523	Glenford	Maiden Lane	14800.00	0.88
I-94 BL (Lakeshore Dr)	1360705	4.681	5.2	Wallace	Lakeview	13149.98	0.82
Old US-31 (Ferry St)	1365209	9.329	9.614	ECL Berrien Springs	Main Street	11074.09	0.87
Napier Avenue	1367002	0	0.126	M-63	East of M-63	13398.42	0.91
M-139	3111292	3.558	8.01	Hinchman	Marquette Woods	16414.75	0.94
M-139	3111292	8.994	9.032	Scottdale	M-63	14373.59	0.80
M-63 (Niles Rd)	3111292	10.595	10.869	Hollywood	I-94	15012.76	0.88
M-63 (Niles Rd)	3111292	10.869	11.187	I-94	Ansley Drive	16470.21	0.97
M-63 (Niles Rd)	3111292	11.187	12.024	Ansley	Lincoln	14200.00	0.84
M-63 (Niles Rd)	3111292	12.024	12.648	Lincoln	Hilltop	15410.00	0.91
M-63 (Niles Rd)	3111292	12.764	12.941	Hilltop	Washington	14200.00	0.84

EXTENDED NAME	PR	BMP	EMP	FROM	TO	VOLUME_2035	V/C_2035
M-63 (Niles Rd)	3111292	10.595	10.869	Hollywood Road	I-94 WB ramps	17824.83	1.05
M-63 (Niles Rd)	3111292	10.869	11.187	I-94 WB ramps	Ansley Drive	19379.68	1.14
M-63 (Niles Rd)	3111292	12.388	12.648	Eagle Point	Brunn Drive	16287.26	1.07
I-94/I-94 BL	1773702	0	0.491	I-94 WB	I-94 BL (Red Arrow)	9424.33	1.12
M-139	3111292	3.558	6.851	Hinchman Road	John Beers Road	20191.27	1.10
M-139	3111292	6.851	8.01	John Beers Road	Marquette Woods	20040.19	1.00
Old US-31 (Ferry St)	1365209	9.329	9.614	Old US-31 (Cass St)	East Model Area	12845.90	1.01
Red Arrow Highway	1359407	20.655	20.771	North of Livingston	Cook Power Plant Rd	9006.29	0.85
I-94 BL (Red Arrow Hwy)	1360705	1.021	1.523	Glenford	Maiden	16938.49	0.95
I-94 BL (Lakeshore Dr)	1360705	1.523	2.588	Maiden	Brown School Road	12198.08	0.93
I-94 BL (Lakeshore Dr)	1360705	2.588	3.114	Brown School	Hawthorne	12065.08	0.87
I-94 BL (Lakeshore Dr)	1360705	3.114	3.657	Hawthorne	Hilltop	11932.40	0.84
I-94 BL (Lakeshore Dr)	1360705	4.37	4.681	Cleveland	Wallace	11552.42	0.93
I-94 BL (Lakeshore Dr)	1360705	4.681	5.2	Wallace	Lakeview/Winchester	13973.32	0.87

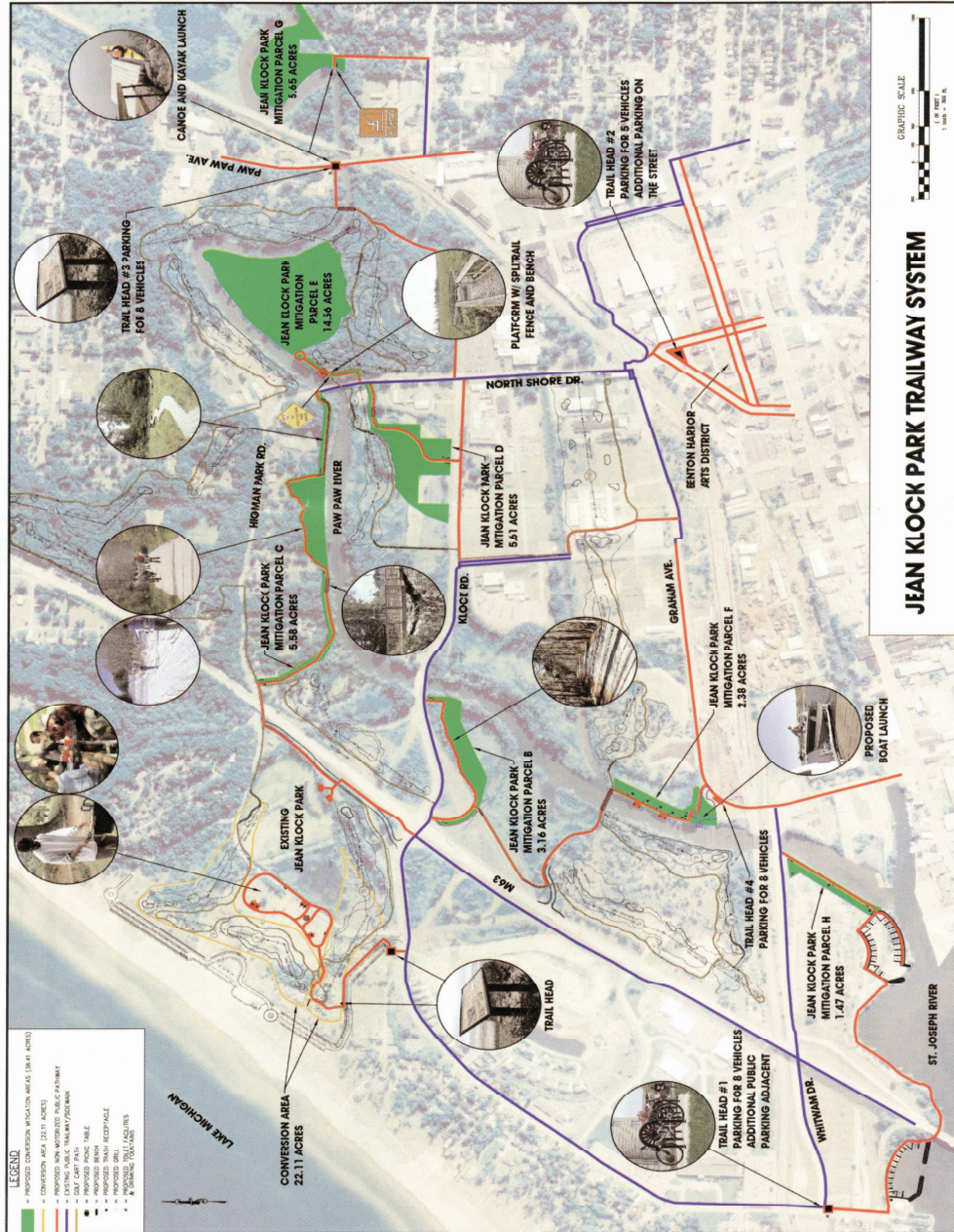
I-94 BL (Main St)	1360705	5.457	5.484	Forres	Hatch	11043.76	0.79
I-94 BL/M-63 (Main St)	1360705	5.583	5.67	M-63	Price Street	15933.07	0.79
I-94 EB	1360802	27.357	28.106	M-63	M-139	37951.57	0.82
I-94 EB	1360804	26.915	28.262	M-63	M-139	38541.73	0.82
I-94 WB	1360802	34.543	36.444	I-196	East Boundary	28759.77	0.82
I-94 WB	1360804	33.948	36.451	I-196	East Boundary	28767.48	0.82
I-94 BL (Main St)	1363303	1.991	2.531	Paw Paw	M-139 (Fair)	15982.72	0.89
Napier Avenue	1367002	0	0.307	M-63	Langley	14369.48	0.98
Cleveland Avenue	1382201	0.634	1.358	S of Nelson	S of Hawthorne	11281.31	0.87
Ferry Street	1921403	14.114	14.406	Shawnee Road	Old US-31 (Cass St)	7047.42	0.83
M-139	3111292	2.539	2.886	US-31 NB ramps	US-31 SB ramps	22702.46	0.80
M-139	3111292	8.01	8.994	Marquette Woods	Scottdale Road	14216.37	0.79
M-139	3111292	8.994	9.032	Scottdale	M-63	17660.42	0.99
M-63 (Niles Rd)	3111292	11.187	12.024	Ansley Drive	Lincoln Avenue	14902.33	0.88
M-63 (Niles Rd)	3111292	12.024	12.388	Lincoln Avenue	Eagle Point Drive	16330.25	0.96
M-63 (Niles Rd)	3111292	12.648	12.764	Brunn Drive	Hilltop Road	16513.30	0.97

Source: MDT, Yellow identifies segments that are approaching deficiencies.

## Appendix E. Harbor Shores Map



Four Trail Heads will be created throughout the linear park system outside of the existing Jean Klock Park. These Trail Heads will direct users through signage and will provide demand-generated facilities such as parking spaces, drinking fountains and restroom facilities.



**For additional information check out the following....**

- ♦ A Discovery Tour of the Project Area..look for signs like the one shared to the right.
- ♦ A community focused website located at [www.harborshoresdevelopment.org](http://www.harborshoresdevelopment.org)
- ♦ A video on the project airing on Channel 98





## **Appendix F. LRTP Goals and Objectives Public Notice**

### **SOUTHWEST MICHIGAN PLANNING COMMISSION**

**185 East Main Street, Suite 701, Benton Harbor, MI 49022**

Date: July 2, 2008

#### **TwinCATS 2035 Long Range Transportation Plan Goals and Objectives**

The Southwest Michigan Planning Commission (SWMPC) is seeking public comment on the goals and objectives for the Twin Cities Area Transportation Study (TwinCATS) 2035 Long Range Transportation Plan (LRTP). The six LRTP goals are:

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Input on the LRTP goals and objectives may also be provided at the July 21 meeting of the TwinCATS Technical Advisory Committee (TAC). The TwinCATS TAC meets at 9:30 a.m. at the Southwest Michigan Regional Airport in Benton Harbor, Michigan. If you cannot either meeting and would like to provide written comments, send your input via e-mail to Kelly Getman-Dissette at [getmank@swmpc.org](mailto:getmank@swmpc.org) or via postal mail to:

Kelly Getman-Dissette  
Southwest Michigan Planning Commission  
185 E. Main St., Suite 701  
Benton Harbor, MI 49022

## Appendix G. LRTP Draft Public Notice

Public Notice  
Regarding  
TwinCATS 2035  
Long Range Plan  
Draft & American  
Recovery and  
Reinvestment Act  
Project List

In accordance with the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the 2035 Long Range Plan (LRP) draft and American Recovery and Reinvestment Act Project list will be available on the Southwest Michigan Planning Commission (SWMPC) website. (<http://www.swmpc.org/twincats.asp>) Any person wishing to comment on the LRP and or the American Recovery and Reinvestment Act Project list may do so by contacting Nickolas Musson, at 269.925.1137 ex 24 or emailing at [mussonn@swmpc.org](mailto:mussonn@swmpc.org). Comments will be accepted from March 2, 2009 to March 16, 2009. If you would like to comment in person there will be a public hearing on March 16, 2009 at the TwinCATS meeting, starting at 9:30 AM at the Southwest Michigan Regional Airport.  
HP/adv March 1, 2009

### AFFIDAVIT OF PUBLICATION

STATE OF MICHIGAN

COUNTY OF BERRIEN } SS

Evelyn Marbut, being duly sworn and says that  
  
she is Inside Sales Supervisor of The Herald-Palladium,  
  
a newspaper published, printed and circulated in the  
  
County of Berrien, State of Michigan: That the  
  
annexed printed notice has been printed and published  
  
in said newspaper 1 times. Same being  
  
on the following days, to wit:

March 1, 2009  
  
Evelyn Marbut  
(Signature)

Subscribed and sworn to me this 5th Day of  
March A.D. 2009.

[Signature]  
NOTARY PUBLIC, Berrien County, Michigan  
  
My commission expires 4-10 2012

3450 Hollywood Road, P.O. Box 128, St. Joseph Michigan 49085 • (269) 429-2400 or toll free in Michigan (800) 356-4262 • Fax (269) 429-7661