

MASSDOT - HIGHWAY DIVISION
Project Need Form

This form is intended to provide preliminary information about the proposed project. It is not expected that all information that is asked for is available or known but applicants are encouraged to complete the form as fully as possible.

Proponent: _____ Title: _____

Municipality/Organization: _____

PNF completed by: _____ Title: _____

Phone: _____ Email: _____

Date: _____

Part I – Facility Location and General Information

Municipality: _____

Route and/or Street(s): _____

MassDOT District: _____ MPO Region: _____

Estimated project limits by mile marker, station or other distinguishing landmarks such as cross street(s).
Please include a locus map of the project.

Start: _____

End: _____

Total Mileage: _____

What is the federal functional classification of the road? Identify each section.

- | | | |
|---|---|---|
| <input type="checkbox"/> Interstate | <input type="checkbox"/> Urban Collector | <input type="checkbox"/> Rural Major Collector |
| <input type="checkbox"/> Urban Principal Arterial | <input type="checkbox"/> Rural Principal Arterial | <input type="checkbox"/> Rural Minor Collector |
| <input type="checkbox"/> Urban Minor Arterial | <input type="checkbox"/> Rural Minor Arterial | <input type="checkbox"/> Other Classification _____ |

Is the proposed project on the National Highway System? Yes No

Is the proposed project eligible for Transportation Alternatives? Yes No

Who owns the roadway/facility? _____

Project Need: Briefly describe or characterize, in general terms, the primary project need or goal (e.g. rehabilitate a roadway, improve safety at an intersection, reduce corridor congestion, improve pedestrian facilities, or provide bike accommodation).

Identify the **Primary Asset** included in the project area (e.g. roadway, intersection, bridge, bike trail, structure). _____

Part II: Project or Program Description

Provide whatever information is available to characterize the existing, general attributes of the facility.

CHARACTERISTIC	DATA	Comments
Number of Lanes		
Lane Width		
Shoulder Width		
Existing Right of Way		
Annual Daily Traffic (ADT)		
Percent Truck Traffic		
Traffic Control (signal, flash, signs, etc.)		
Roadway Lighting		
Posted Speed Limit		
Transit Routes & Facilities		

In what type of area is the project located? *Project limits may include more than one type of area. For a definition of areas, please refer to Chapter 3 of the Guidebook.*

- Rural Natural
- Rural Village
- Rural Developed
- Suburban Low Density
- Suburban High Density
- Suburban Village/Town Center
- Urban Residential or CBD

How does the roadway/facility function in the community?

- High-speed, primary corridor with limited access
- Moderate speed, major corridor between towns/regions
- Low to moderate speed corridor between towns/regions
- Moderate speed, major street connecting residential areas to a town center or major connector
- Low to moderate speed street connecting residential areas with other streets
- Primarily or exclusively a residential street
- Exclusive pedestrian/bicycle facility

Regional Considerations: Identify any regional use of the roadway (Characterize how neighboring communities use the roadway, what kind of link it provides to major arterials or highways).

Part III: Identification of Problem, Need or Opportunity

A. Condition of Existing Facilities - Problem, Need, or Opportunity

1. Please describe the condition of the roadway, path, or other horizontal facility, such as type and extent of cracking, ride-ability, utility patching or other surface defects such as rutting, raveling, shoving, bleeding, etc. This may be based on visual inspection or automatic detection methods. Are deformations related to the pavement structure, indicating road sub-base issues? Include any PMS (Pavement Management System) ratings, PCI (Pavement Condition Index) data and/or photos, if available.

2. Please describe the condition of facility appurtenances, such as signs, signals, lighting, median barriers, guardrail, pavement markings, curbing, landscaping, fences, ITS components, etc.

3. Please describe any specific concerns related to the existing drainage system. If there is a history of flooding in the project area, describe the potential solutions under consideration, such as increased maintenance, repair/replacement of drainage infrastructure, raising the vertical profile, or culvert replacement, etc. Are there opportunities for improving storm water management, including drainage outfalls, within the project limits?

4. Please describe the condition of any other structures, or equipment (retaining walls, buildings, noise barriers, bus shelters, bike racks, etc.)

5. If the project/program includes a bridge or bridges, please describe the condition, such as bridge ratings, dates of inspection, weight restrictions, closings, structural adequacy, functional obsolescence, condition of other bridge elements, etc. Identify the bridge location and ID number (if known).

6. Please describe the condition of any existing pedestrian facilities. Include the limits and width of any existing sidewalks and identify any obstructions. Are the existing sidewalks ADA/AAB compliant? In addition, please characterize the pedestrian need, including any indication that pedestrians use the corridor beyond existing sidewalks (rutted paths, pedestrian using the roadway shoulder, etc.). ● GreenDOT

7. Please describe the existing bike accommodation (4' minimum shoulder width, bike lane, or shared use path), including the limits and width of any existing facility. In addition, please characterize existing bike traffic. ● GreenDOT

8. Identify and locate any underground utilities (water, sewer, gas, other) and overhead utilities (electric phone, cable). Identify any larger utility appurtenances, above ground or underground, such as cabinets or vaults. Identify any active or inactive railroad crossings.

9. Describe any repair or preventive maintenance to the roadway or appurtenances. Include the extent of the work (resurfacing, rehabilitation, reconstruction or replacement) and when the last repair was done? ● GreenDOT

B. Mobility - Problem, Need, or Opportunity

1. Please describe any existing or prospective highway congestion issues. Identify the nature and extent of congestion, including when it occurs and whether there is queuing. Include any traffic analysis, including LOS (Level of Service) data, if available. ● GreenDOT

2. Please describe any need or opportunity for greater connectivity or improved access along the corridor or to particular points along the facility. Identify any missing connection or constraint in access that could be improved for greater mobility. ● GreenDOT

3. Please identify any mobility issues for pedestrians, bicyclists and transit users. Identify if roadway is included in any local, regional or statewide bicycle routes. Include any obstacles or missing connection of existing pedestrian facilities, as well as any impediments that effect pedestrian access and mobility. Include any pedestrian or bicycle data, including bicycle LOS (Level of Service) analysis, or user count data, if available. ● GreenDOT

C. Safety and Security - Problem, Need, or Opportunity

1. Please describe any safety concerns on the facility. Provide any crash history within the project limits, including number and severity of crashes, type of crashes and whether there have been any fatalities. Include the calculated crash rate, if available.

2. Please describe adjacent significant activity centers (schools, senior centers, places of assembly, industrial operations, or parks). Please describe any safety issues for other users such as pedestrians, bicyclists, persons with disabilities, transit riders, trucks, school children, etc. ● GreenDOT

3. Please describe whether there are any known evacuation routes identified at the state, local or private level.

D. Economic Development - Problem, Need, or Opportunity

1. Please describe any current, planned, or potential economic development opportunities within the project limits, that would be supported by improvements to the facility. Do these developments reflect Smart Growth Development and Sustainable Development principles? ● GreenDOT

2. Identify any need or opportunity to improve access to services, promote industry clusters, facilitate affordable housing or job creation within the area. ● GreenDOT

E. Environmental - Problem, Need, or Opportunity

Please describe any need or opportunity associated with environmental aspects, as listed below. Links to guidance clarifying the resource areas are provided in brackets.

1. Wetland(s) [<http://www.mass.gov/dep/water/waterres.htm>]

2. Water Supply Watershed(s) [<http://www.mass.gov/dep/water/drinking/sourcewa.htm>]

3. Impaired Water Body(ies) [<http://www.mass.gov/dep/water/resources/10list3.pdf>]

4. Priority Habitat(s) [http://www.mass.gov/dfwele/dfw/nhosp/gis_resources.htm]

5. Historic/Cultural/Scenic Resource(s): Are there listed or eligible properties, any archeological resources or scenic by-ways within or adjacent to the project area?

6. Air Quality and Greenhouse Gases: Is there a potential to reduce greenhouse gases, through construction methods; operational modifications; changes in connectivity, access, or travel behavior; or other methods? ● GreenDOT

7. Hazardous Materials: Are there concerns about hazardous materials within the project limits or on any adjacent properties? Could any prior use of adjacent properties be an issue?

F. Community - Problem, Need, or Opportunity

Please provide some background about the area where the facility is located and describe any need or opportunity that may be may address or impact the community or neighborhood, as outlined below.

1. Please characterize the abutting land use in the area surrounding the facility. How does the facility function within the area? Please note if some or all of the area falls within an environmental justice (EJ) area.

2. Are there opportunities to promote healthy transportation modes of walking, biking or transit use by improving pedestrian, bicycle or public transit infrastructure or operations? ● GreenDOT

3. Identify any need or opportunity to improve access to services, jobs, housing, transit or recreation for residents within the area. ● GreenDOT

G. Transportation Enhancements - Problem, Need, or Opportunity

1. Identify any need or opportunity to incorporate transportation alternatives, such as provisions and programs related to pedestrians, bicyclists or rail trail facilities or education; landscaping; scenic/historic acquisition, beautification, preservation, programs, or facilities; outdoor advertising management; archeological planning and research; environmental mitigation or wildlife mortality reduction efforts.

H. Planning and Public Outreach - Problem, Need, or Opportunity

1. Describe any Public Outreach that has occurred so far on the proposed improvements, including public informational meetings, local mailings, workshops, etc.

2. Are there any special needs that need to be accommodated to fully engage the public with respect to public outreach?

3. Identify any local or regional planning documents that identify the problem, need or opportunity outlined within this PNF.

4. Identify efforts to coordinate with relevant government agencies, including RTA(s), DCR, regulatory agencies, or neighboring municipalities.

Thank you for completing this form. Please submit the PNF to the Regional MPO/RPA and the MassDOT Highway Division District office.