

## 2010 Census Urban Statewide Review Instructions

If you are the primary agency, enclosed are two copies of a map (or maps) for your area. These maps display the area of the 2010 Census Urbanized Area (UZA) or Urban Clusters (UC) over 5,000 populations and the current Adjusted Census Urban Boundary (ACUB). The FHWA urban adjustment process allows you to add areas to the Census Urban Areas that follow criteria contained in the guidelines. The additional areas you add are considered the “Proposed ACUB”. Secondary agencies will meet with and use the primary agency mark-up maps using the same instructions and guidelines.

The term Urban Area (UA), refers to both 2010 Census UZA’s and UC’s (over 5,000 populations).

The Michigan Geographic Framework (MGF) is a Geographic Information System (GIS) and the official MDOT record of ACUB and National Functional Classification (NFC) revisions approved from FHWA.

Primary and secondary agencies are terms created by MDOT for this process. Primary refers to the agency that is sent the mark-up maps; secondary agencies are not sent maps and are encouraged to work with the primary agency in the urban adjustment process. All Agencies can access the map information over the MDOT “Proposed Adjusted Census Urban Boundary” website explained in step 3 & 11 below.

The current ACUB shown on the mark-up maps is for reference only. This boundary will NOT be automatically “grandfathered” in as part of the update process.

**The ACUB boundary may default to the 2010 Census UA if no proposed area(s) are agreed upon with MDOT by June 1, 2013.**

### Steps

1. Review the attached “guideline” document that describes the criteria required to adjust the 2010 Census UA’s. The 2010 Census UA boundaries represent the USC Title 23 minimum boundary for the ACUB. In Michigan, the entire contiguous corporate limits at the time of the statewide review of any incorporated city or village deemed partially urban by the Census can be considered part of the proposed ACUB. You may propose additional area for inclusion to the Proposed ACUB based upon the attached guidelines.
2. MDOT will be posting requested instructional meetings on the following website.  
[http://www.michigan.gov/mdot/0,4616,7-151-9622\\_11033\\_11155-278914--,00.html](http://www.michigan.gov/mdot/0,4616,7-151-9622_11033_11155-278914--,00.html)
3. A “Proposed Adjusted Census Urban Boundary” web mapping application has been developed by MDOT to provide a communication aid for Proposed ACUB submittals and as a source of information and the ability to print additional maps.  
<http://mcgiwebuat.mcgi.state.mi.us/acub>.

4. Local agencies and MPO's will have two main methods available to them to convey their Proposed ACUB selection choices to MDOT.
  - a. Use paper maps supplied by MDOT to mark and label and mail in. These can be supplemented by using the Proposed ACUB web mapping application where you can print maps from the application and mark up and mail in. Please keep copies for yourself as well.
  - b. GIS; use the GIS layers specified below from the 2010 US Census site (reference layers such as roads must be MGF V12), they can be attributed and sent in either ESRI shape or Caliper format geographic layers. Or you can request the Census GIS files below of your area from MDOT – obtaining them will not be as fast as the Census download.
    - i. Link to MGF V12 GIS layers. <http://www.mcgi.state.mi.us/mgdl/>
    - ii. Link to 2010 US Census Urban Area shape file <ftp://ftp2.census.gov/geo/tiger/TIGER2010/UA/2010/> US file named tl\_2010\_us\_uac10.zip. MI = 26
    - iii. Link to MI 2010 US Census Block shape file with population <http://www2.census.gov/geo/tiger/TIGER2010BLKPOPHU/> MI = 26, file named tabblock2010\_26\_pophu.zip.
5. Indicate the Proposed ACUB areas that extend beyond the 2010 Census UA boundaries on the supplied paper “Mark-up Maps” or in GIS. Delineate your own “group(s)” of Census Blocks or area(s) that shares one or more common urban criteria. See the Guideline document for more details and GIS instructions.
6. If a Proposed ACUB area expands enough to share a border with another Proposed ACUB, the border roads shall all be assigned to one or the other urban area. The particular ACUB assignment does not determine agency funding, as the Act51 jurisdiction will determine this.
7. It is suggested to meet with all the road agencies (primary and secondary) officials to go over the guidelines and then meet with MDOT within one to six months after the start (September 14, 2012). An iteration process may occur where we cooperate together to come to an agreement on the Proposed ACUB by June 1, 2013.
8. Adopt a resolution indicating that you have complied in the ACUB update process. A sample resolution is enclosed. Signatures should represent all that apply: the MPO, county road commission(s), city or village officials, transit agencies, and Indian Reservations as appropriate.
9. US Census and FHWA have determined that two UA's from the US 2000 Census in MI are no longer UA's as determined from Title 23 of USC, Section 101 (a). They will be contacted with separate instructions.

10. Return one copy of the marked-up map or GIS file, documentation as appropriate, and a copy of the signed resolution to the following address by June 1, 2013. MPO's must also include an approval letter.

Michael Toth, Transportation Planner  
MDOT- Bureau of Planning, Mailcode: B340  
Asset Management Section  
425 W. Ottawa Street  
Lansing, MI 48909

11. The "Proposed Adjusted Census Urban Boundary" website mapping application <http://mcgiwebuat.mcgi.state.mi.us/acub> will be updated to reflect your submitted Proposed ACUB areas. This will serve as your check to verify the Proposed ACUB has been recorded properly to be submitted to FHWA.
12. This material is subject to change as needed to conform to any new urban adjustment guidance that may be released by FHWA during this process. At time of this publishing, Sept 14, 2012, MDOT's understanding is that this process and information is correct for USC Title 23 and the new authorization, **Moving Ahead for Progress in the 21<sup>st</sup> Century Act** (MAP21). Updates and information can be accessed from the MDOT Federal-Aid Highway & Urban Areas website at [http://www.michigan.gov/mdot/0,1607,7-151-9622\\_11033\\_11155---,00.html](http://www.michigan.gov/mdot/0,1607,7-151-9622_11033_11155---,00.html) & the FHWA site Census Urbanized Areas and MPO/TMS Designation [http://www.fhwa.dot.gov/planning/census\\_issues/urbanized\\_areas\\_and\\_mpo\\_tma/](http://www.fhwa.dot.gov/planning/census_issues/urbanized_areas_and_mpo_tma/)
13. If you have any questions, please contact Mike Toth at (517) 335-2932 or [tothm@michigan.gov](mailto:tothm@michigan.gov). Meetings may be arranged for groups at the nearest MDOT Region/TSC office upon request.