



PUBLIC

PARTICIPATION



PLAN

MOUNTAINLAND METROPOLITAN PLANNING ORGANIZATION



**MOUNTAINLAND ASSOCIATION OF GOVERNMENTS
REGIONAL PLANNING**

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PUBLIC PARTICIPATION PLAN

INTRODUCTION

Mountainland, as the metropolitan planning organization in Utah County provides reliable information for public review and incorporates public input into all planning activities. Mountainland works to inform the public of its programs and encourages public comments at every decision making opportunity. This includes involvement in the early stages of transportation and community plan development and continuing through the update and final approval process. Citizens, affected public



agencies, transportation agencies, private providers of transportation, and other interested parties are invited to participate on committees that discuss transportation and land use issues. Without the involvement of local citizens, it is difficult to design a transportation program that effectively meets the needs of the public.

Mountainland solicits public participation and integrates public concerns throughout the planning process. Participation from special interest groups, minority individuals and organizations, senior and lower income citizens, state and local government agencies, businesses, and citizens of Utah County are sought when establishing community task forces and public advisory committees. These community task forces and public advisory committees strengthen Mountainland's planning process by providing the public the opportunity to

comment on plan objectives and project funding from the start.

STATEWIDE COORDINATION

The MPO will coordinate with the state and other MPOs wherever possible to enhance public consideration of the issues, plans, and programs and reduce redundancies and costs.

TITLE VI

Staff conscientiously follows the Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794, which ensures that no person shall, on the grounds of race, color, sex, national origin, or physical handicap, be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination under any program receiving Federal assistance from the United States Department of Transportation.

Mountainland MPO is committed to assuring that all persons, regardless of race, color, sex, national origin or physical handicap, have access to participation in the planning process and are not denied the benefits of such participation.

AMERICANS WITH DISABILITIES ACT

Staff identifies actions necessary to comply with the Americans With Disabilities Act of 1990 (ADA) (Pub. L. 101-336, 104 Stat. 327, as amended) and U.S. DOT regulations "Transportation for Individuals with Disabilities" (49 CFR parts 27, 37, and 38), to assure that everyone is able to participate in the transportation planning process. In compliance with ADA requirements, MPO meetings are held in wheelchair-accessible meeting rooms at facilities with accessible parking.

PUBLIC PARTICIPATION PROGRAM

The public participation program is reviewed periodically by the Mountainland staff for its effectiveness in assuring that the public is provided full and open access to all transportation planning documents. Mountainland staff looks for new ways to inform the public and solicit their comments.

A revision or amendment to any portion the Public Participation Program requires a 45-day public comment period.

STUDIES & PLANS

Mountainland staff initiates special studies as part of the development for new plans or the updating of previous plans. A kick-off brainstorming session or focus group, involving community leaders, technical staff, minority representatives, and the public, is



initiated. A technical and/or public advisory committee is then established, depending on the type study. Next, regularly scheduled meetings are started, a final draft plan is the result of this process and a formal public comment period can then begin.

Sponsoring agencies need to include documentation of the public participation they held for the project prior to the project being inserted into any Mountainland document.

Copies of all draft and final plans are available through the Mountainland office, Mountainland website www.mountainland.org, and for copying at local copy stores. All reports and documents are provided in other

languages upon request for free via an online translation program.

People making comments or asking questions about any transportation plan receive a verbal or written acknowledgement from a qualified staff member. Their comments and names are included in the final copy of the planning document and their name will be added to the mailing list for receipt of notices of future planning activities.

REGIONAL TRANSPORTATION PLAN

The Regional Transportation Plan (RTP) contains the policies and programs to guide the implementation of transportation projects. The RTP lists the proposed transportation projects to be constructed in the next 20 to 30 years. The RTP must conform to the federal Air Quality Conformity standards and the State's Implementation Plan for Air Quality prior to adoption. The RTP is updated every four years using the latest development patterns and growth projections.

The Regional Planning Committee approves the draft RTP prior to the start of a 30-day public comment period. If significant revisions are required as of the result of comments received on regionally significant projects during the comment period, then a new revised draft plan is made available for an additional 30-day comment period. A public meeting is held during the first 30-day public comment period.

After the public comment is completed and all comments and any changes are incorporated into the RTP the Regional Planning Committee adopts the Plan.

Amendment Process: All amendments have a 30-day public comment period. If significant revisions are required as of the result of comments received on regionally significant projects during the comment period, then a new revised draft plan is made available for an additional 30-day comment period.

TRANSPORTATION IMPROVEMENT PROGRAM

The Transportation Improvement Program (TIP) is a list of the funded transportation projects that start or are constructed over a four year period. The TIP must conform to the federal Air Quality Conformity standards and the State's Implementation Plan for Air Quality. The TIP is completely updated every four years drawing projects from the Regional Transportation Plan. The TIP is updated by an amendment process, whereas projects can be added in, taken out, or corrected throughout the four year life of the TIP.

All draft and final TIPs and all amendments are brought before the Technical & Planners Advisory Committee for their review and recommendations prior to being forwarded to Regional Planning for evaluation.

The Regional Planning Committee approves the draft TIP prior to the document being released for public comment. They also approve the final copy of the Transportation Improvement Program after the public comment period has ended.

The public comment period is 30 days. If significant revisions are required as of the result of comments received on regionally significant projects during the comment period, then an additional 30-day comment period is required. A public meeting will be held during the first public comment period.

Project sponsors requesting a project for insertion in the Mountainland Transportation Improvement Program are required to supply a description of their public participation process in the planning of their project with the Concept Report.

Amendment Process:

There are three different ways that the TIP can be amended: See the flow chart.

Staff Modification:

A staff modification does not require public

comment or Regional Planning approval. Staff modification is based on the following:

- Change in project funding source
- Additional funds are needed: less than 25% and up to \$250k
- Move project within the 4-year TIP
- Minor project scope changes

Board Modification:

Public comment will be conducted during the regularly scheduled Regional Planning meeting. If no comments or changes are required Regional Planning will approve the modifications at the meeting. Board modification is based on the following:

- Regionally Significant Project (new or changed) from Phase 1 of the Regional Transportation Plan
- New non-regionally significant project
- Additional funds are needed: more than 25% or over \$250k

Full Amendment:

A 30-day public comment period is required prior to Regional Planning approval. A full amendment is needed for the following:

- New or change to a Regionally Significant Project not from Phase 1 of the Regional Transportation Plan
- New regional emission analysis is needed
- A Regional Transportation Plan amendment is required

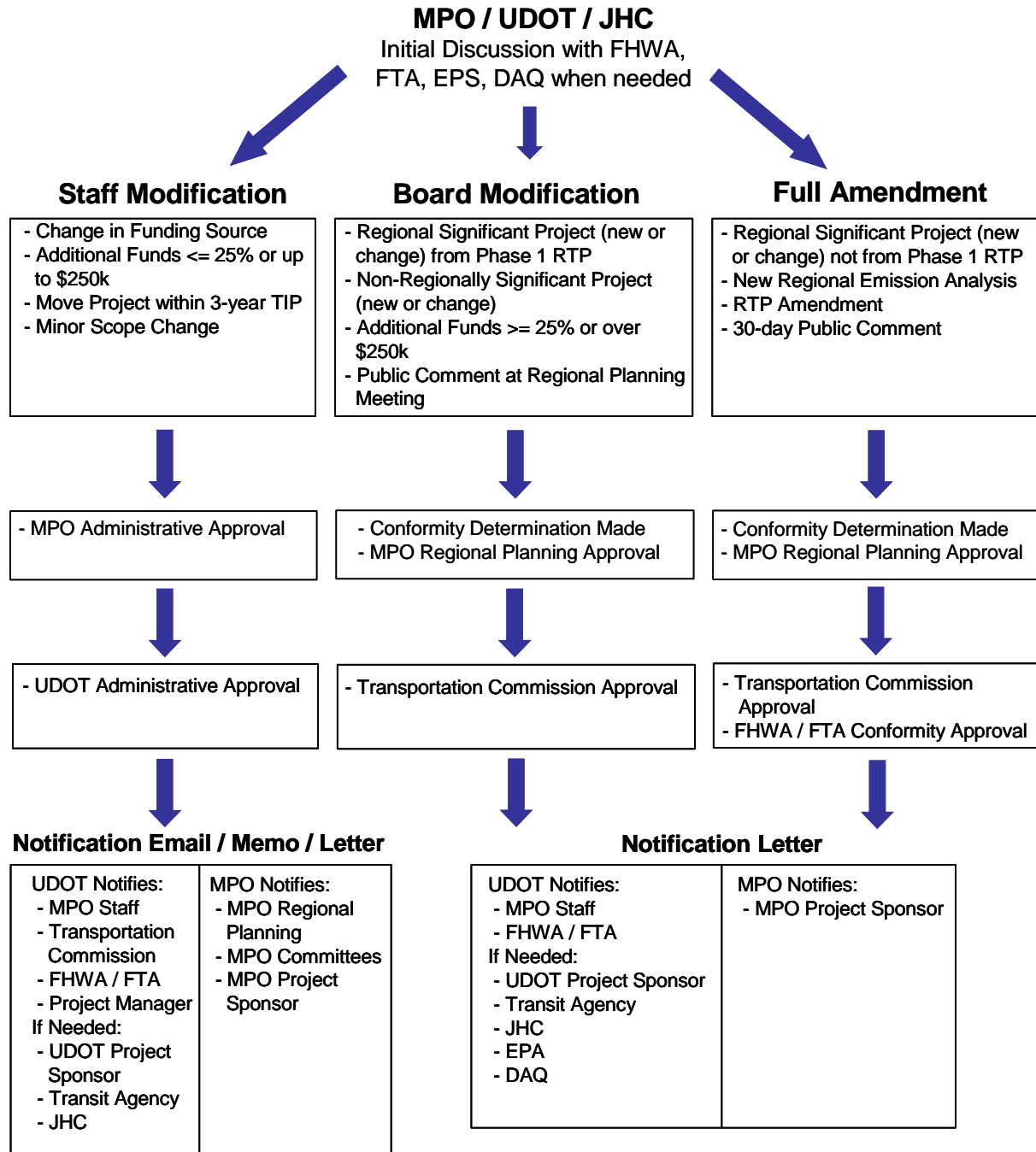
OTHER PLANS & DOCUMENTS

All other major plans and documents will have a 30-day public comment period with an additional 30 days, if necessary.

Amendments: All amendments will have a 30-day public comment period with an additional 30 days, as necessary.

TIP / STIP CHANGE PROCESS

Sponsor Requests Project Change



Update Live TIP / STIP on UDOT and MPO Websites

UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program describes the annual transportation planning work that is undertaken by the Mountainland Metropolitan Planning Organization. This program gives an overview of the planned work, budget and sources of funding. The Unified Planning Work Program is updated every year and is approved by the Regional Planning Committee prior to inclusion into the Mountainland Association of Governments' annual budget.

Both the Utah Department of Transportation and Utah Transit Authority provide information on the work that is planned in the Mountainland MPO area for inclusion into the Work Program.

PRESENTATIONS

Staff members continue to make presentations to city and county planning commissions, local elected officials, local business groups, and college/university classes on Mountainland's planning activities. Presentations are also given to local Chambers of Commerce, legislators, and legislative committees. Staff documents the presentation dates.

Staff members write and publish annual reports, informational newsletters, brochures, and questionnaires about transportation planning issues from a regional perspective.

LEGAL NOTICES AND/OR NEWS ARTICLES

When plans are available for public review and comment a legal notice and/or news article is placed in major newspapers in the area. News articles in Spanish are placed in known Spanish publications.

Press releases, flyers, posters, newspaper advertisements, mailings, e-mail, cable TV bulletin boards, and/or legal notices are utilized to inform the public about transportation plans.

Legal Notices and meeting agendas are posted at the Mountainland office and on the Mountainland website.

A legal notice for all formal public hearings is placed in local newspapers at least 15 days prior to the event.

MAILING LIST

Mountainland maintains an extensive mailing list with names of individuals who have expressed an interest or who have participated in a previous transportation planning processes. This list includes:

- Elected officials
- Environmental groups
- Businesses
- State government officials and staffs
- Publications
- Local community staffs
- Neighborhood groups
- Minority groups and businesses
- Citizens

Post cards in English and Spanish are mailed to all on the mailing list inviting them to open houses or public meetings.

PUBLIC MEETINGS

A public meeting is held prior to the final approval on the following plans:



- Regional Transportation Plan with Air Quality Conformity Analysis
- Transportation Improvement Program
- Selection of any locally preferred alternative for any transportation corridor that is regionally significant.



MPO OPEN HOUSE

OPEN HOUSE

Mountainland sponsors a Transportation and Community Planning Open House each year. Transportation and community planning representatives from Mountainland, Utah Department of Transportation, Utah Transit Authority, Utah Division of Air Quality, Utah County, and the various communities in the MPO display current and future transportation and community development plans.

Mountainland staff, city staffs, UDOT, and UTA representatives are available to explain documents and answer questions. This public process includes written comments, one-on-one exchanges, and group discussions.

These exchanges detect the changes the public would like to see in the coming years and incorporates their comments into proposed plans and reports.



MPO OPEN HOUSE

A staff member provides Spanish translation, if necessary, at open houses.



MPO OPEN HOUSE



VISIONING WORKSHOPS



PUBLIC ADVISORY COMMITTEES

A Public Advisory Committee is established for certain special studies and for the development of transportation related plans. The committee is comprised of transportation planners and technicians and interested people who volunteer or are appointed by local elected officials. In the past, these committees have been instrumental in the planning of the Regional Transportation and Transit Plans, I-15 Corridor Management Plan, Inter-Regional Corridor Alternative Analysis, and Non-Motorized Transportation System.

COMMITTEES

Mountainland's staff is involved in various community-based committees where transportation issues are discussed. Staff also helps with the public participation processes associated with these committees.

Long range planning issues, transportation projects, and matters related to federal transportation funds are presented and discussed in the monthly Regional Planning and Technical & Planners Advisory Committees meetings. The public is always welcome at any of the following committee meetings.

The following Mountainland sponsored committees meet on a regular basis:

- *Regional Planning Committee:* Includes the mayors in Utah County, a Utah County Commissioner, a Utah Department of Transportation Commissioner, a Utah Transit Authority Board Member, a Utah Air Quality Board Member, and representatives from various state and federal agencies. This committee meets once a month.
- *Technical & Planners Advisory Committee:* Includes technical and

planning staff of all the participating jurisdictions and agencies in the metropolitan planning area. They meet once a month.

- *Utah Valley Trail Committee:* Meets regularly to discuss bike, trail, and pedestrian issues.

CONCLUSION

Participation by community members provide a more comprehensive decision making process than technical staff alone can achieve. Effective public involvement requires educating the citizens regarding transportation needs and the benefits and costs of potential alternatives.

Individual projects are more likely to be accepted and supported by the community if community members are given the opportunity to have an active role in shaping the decisions embodied in a plan or program. Informed citizens can better assist elected officials in reaching sound decisions supported by the community.

It is the citizen that uses the transportation network daily that can supply the transportation planning agency information about congested areas, road connectivity, visions of future roads, transit routes, traffic signal timing, etc. Therefore, public participation is not only a requirement but a vital tool utilized by the Mountainland planners, engineers, and elected officials.

Public knowledge, participation, and input are key elements in all areas of the Mountainland transportation planning efforts. Having meaningful and extensive public involvement from start to finish in the planning process enhances all plans and proposals which satisfies the goals of long range planning and makes the job of the Metropolitan Planning Organization easier.

PUBLIC PARTICIPATION MEETINGS BY STAFF

Transportation & Community Planning Open House - 2005, 2006, 2007, 2008

Area Chambers of Commerce

Provo/Orem	Springville
American Fork	Payson
Pleasant Grove	Spanish Fork

BYU Class Presentations

UVSC Class Presentations

Utah State Chamber of Commerce Conference

City Council

Lindon	Payson	Springville
American Fork	Mapleton	Spanish Fork
Orem	Highland	Eagle Mountain
Provo	Saratoga Springs	Lehi

Utah Legislative Transportation Interim Committee

Utah County Legislative Caucus

Utah County League of Women Voters

Conference of Minority Transportation Officials – 2006, 2007, and 2008

Rotary Clubs

Provo, 2006, 2008
American Fork, 2005, 2008
Orem, 2006

Bus Rapid Transit Agency Coordination Meeting

Bus Rapid Transit Workshops

North Utah County East / West Corridor Study Workshops and Focus Groups

Provo Downtown Strategic Plan