

2019 HTMPO Public Participation Plan, Comments Received

HTMPO Staff received an email from Laura Phillips with the FHWA on 6/7/19 with comments on the proposed Public Participation Plan. The comments have been addressed as follows.

Page 8, Section 5: Public Participation Policy

Comment: *"Is a hearing different from a meeting?"*

Response: Yes. From the FHWA website:

Public meetings present information to the public and obtain informal input from community residents. Held throughout the planning process, they are tailored to specific issues or community groups and are either informal or formal. Public meetings have been used for many years to disseminate information, provide a setting for public discussion, and get feedback from the community

A public hearing is a more formal event than a public meeting. Held prior to a decision point, a public hearing gathers community comments and positions from all interested parties for public record and input into decisions. Public hearings are required by the Federal government for many transportation projects and are held in transportation planning at the discretion of the sponsoring organization. Public notices in a general circulation newspaper cite the time, date, and place of a hearing. The period between notice and hearing dates provides time for preparing comments for submission to an agency. During this period, the agency accepts questions and provides clarification.

For further clarification please see

https://www.planning.dot.gov/PublicInvolvement/pi_documents/2a-a.asp

Page 12, 2.2 Presentation / Meeting / Workshops, Formal Meetings

Comment: *"It is good practice to use sign-in sheets at public meetings, to document who attends and to maintain contact information for notices to the public and stakeholders. I know you already do this, but it is good to document it in your plan, to support the continuance of the practice should staff change, and so that anyone reading the document knows what to expect at meetings."*

Response: Added the following language to the first paragraph:

A sign-in sheet will be used at each meeting to document attendees and to maintain contact information for notices to the public and stakeholders.

Comment: Include email address

Response: The email address will change over time based on staff. Statement updated to include a generic email address.

Page 15, 3.0 Traditionally Underserved Populations, Enhanced Outreach Methods

Comment: *"Use of visualization techniques is not just for traditionally underserved populations; it applies to all populations. This item may fit better under either the section on techniques or activities."*

Response: Copied language on visualization techniques to Section 4.0 Public Outreach Activities. It will be included in both sections.

Page 16, 4.0 Public Outreach Activities

Comment: *"You may want to include the minimum amount of time deemed as sufficient for planned meetings (meetings that are not urgent or 'last minute')."*

Response: Added the following language:

The MPO will generally advertise meetings at least two weeks prior to planned meetings, though exception may be made for urgently needed special meetings called by the MPO Policy Committee Chairman.

Page 21, 6.3 Transportation Improvement Program, Letter L

Comment: *"This paragraph does not reflect the language used in the 'Procedures to Amend or Administratively Modify the LA STIP & TIPs.' There are no 'major' and 'minor' amendments. Revisions are categorized as 'amendments and 'administrative modifications.' Also, if a 'major amendment' is the same as an 'amendment' then the definition in the parentheses is not complete. And if a 'minor amendment' is the same as an 'administrative modification', then the definition found in the parentheses is not correct."*

Response: MPO Staff concurs with this comment. This section has been removed to comply with the TIP Amendment Procedures adopted at the April 2019 Policy Committee meeting. The section now reads:

Amendments and Administrative Modifications to the TIP shall be administered through the approved TIP Adjustment Process and Procedures (Appendix C).