

# PUBLIC PARTICIPATION PLAN

A Strategy for Citizen Involvement



NORTHWEST PIEDMONT  
RURAL PLANNING ORGANIZATION



2015



# **PUBLIC PARTICIPATION PLAN**

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## Policy Statement

Through our philosophy and in our daily practice, the Northwest Piedmont Rural Planning Organization will actively seek comprehensive public input into our public transportation planning process.

### Purpose

The purpose of the Northwest Piedmont Rural Transportation Planning Organization (RPO) Public Involvement Plan (Plan) is to provide guidelines and policies for engaging the public in the transportation planning process. The Plan is intended to meet the following objectives:

- Create opportunities for the public to gain information about the transportation planning process and the RPO
- Engage the public throughout the planning process and provide meaningful opportunities to contribute to transportation decisions
- Increase the transparency and visibility of RPO activities in order to gain public support and trust
- Develop transportation projects that reflect the specific interests and needs of communities
- Satisfy the requirements of N.C.G.S. § 136-212 and federal transportation legislation

The Plan is not intended to preempt any public involvement activities conducted by the North Carolina Department of Transportation (NCDOT) or any local governments within the Northwest Piedmont RPO region.

### Public Participation

#### Outreach and Education

The Northwest Piedmont RPO will utilize the following strategies to educate stakeholders and keep the public informed about the transportation planning process:

- Notification of Meetings

The Northwest Piedmont RPO will provide notice of all regular and special meetings to RPO members and media outlets as well as members of the public upon request. The Northwest Piedmont RPO website will contain information about meeting dates, times, and locations. A list of media contacts that will receive meeting notifications is available in Appendix B.

- Press Releases

The Northwest Piedmont RPO will periodically issue press releases detailing significant actions of the RPO, including: Transportation Advisory Committee Meetings, County Advisory Committee Meetings, Adoption of a Comprehensive Transportation Plan, and Adoption of TIP Priority List. A list of media contacts that will receive press releases is available in Appendix B.

- Website

The Northwest Piedmont RPO will maintain a website to provide members, transportation stakeholders, and the public continual access to documents, data, events, and official RPO records. The website is hosted by the Piedmont Triad Regional Council.

- [Newsletters](#)
- [Publications](#)

- Partnerships with Local Jurisdictions
- Posting Official Documents in Public Locations
- Open Houses
- Presentations to Civic Organizations
- Public Input

The Northwest Piedmont RPO will utilize the following strategies to . . .

- Public Meetings
- Public Hearings
- Open Houses/Workshops
- Surveys

### **Identification of Stakeholders**

A stakeholder is any person or group who is affected by a transportation plan, program, or project. Stakeholders may include:

- The general public
- Business/industry organizations
- Environmental organizations
- Neighborhood organizations
- Public agencies
- Civic organizations
- Transit providers
- Motor freight carriers
- Taxicab companies

Stakeholder groups will be identified and will be included on a mailing list for notices of public hearings, workshops, etc. Appendix A contains a maintained list of stakeholders.

### **Identification of Special Populations Requiring Targeted Public Outreach**

Northwest Piedmont Rural Transportation Planning Organization will actively seek out opportunities for inclusion in the transportation planning public involvement process to those groups or persons that may traditionally or historically not been included or involved. Those groups or persons will included but not be limited to the following:

- The Poor
- The Elderly
- The Disabled
- Minorities
- ESL Population (Latino, Hmong, other)

## Posting of Draft and Final Planning Documents

Copies of draft and final versions of certain planning documents will be made available at the following locations in the Northwest Piedmont RPO region:

- All public libraries in Stokes, Davie, Yadkin, and Surry Counties
- The County Administrative offices in Stokes, Davie, Yadkin, and Surry Counties

Copies of draft and final versions of certain planning documents will be posted on the Northwest Piedmont Council of Governments' website, and be distributed to Northwest Piedmont RPO member governments for posting on individual county and town websites.

## Presentation to Civic Organizations

Presentations will be made to interested civic organizations on Northwest Piedmont RPO activities, the transportation planning process in general, or specific transportation projects. Northwest Piedmont RPO staff and/or NCDOT staff will make presentations.

Public Outreach activities will include efforts to involve traditionally underserved groups (i.e., minorities, elderly, low-income persons) in the transportation planning process. These efforts may include, but not be limited to, the following:

- Identifying areas in the Northwest Piedmont RPO region with concentrations of minority, elderly, and low-income populations
- Including organizations that deal directly with minority groups on the Stakeholder list
- Posting notification of meetings in County Health Departments and Senior Centers

## Public Input

Public Input is the process of gathering the views, opinions, and ideas of interested individuals and groups in the transportation planning process. Opportunities for public input provided by the Northwest Piedmont RPO include, but are not limited to, the following:

### Public Comment at Northwest Piedmont RPO TAC Meetings

Northwest Piedmont RPO TAC meetings are open to the public and provide opportunity for public comment.

### Public Hearings

Public hearings will be held by the Northwest Piedmont RPO's Transportation Advisory Committee (TAC) prior to taking formal action on specific planning documents. These actions may include:

- Adoption of Annual Planning Work Program
- Adoption of Comprehensive Transportation Plan
- Amendment to Comprehensive Transportation Plan
- Adoption of Transportation Improvement Program Project Priority List



## Open Houses

Northwest Piedmont County Advisory Committees will hold periodic open houses to gather input on possible transportation projects and to provide information on current transportation projects within the specific County and throughout the Northwest Piedmont RPO. Information on the activities of the Northwest Piedmont RPO will also be presented. These meetings will be open to the public in an informal setting. Although open houses will have no fixed agendas or formal presentations, written materials will be provided and staff may give brief speeches orienting the public to technical planning concepts and the transportation planning process. RPO staff and committee members will be available to provide details and answer questions.

## Surveys

Surveys will be developed, administered, and analyzed to gauge the opinions and values of all potentially affected citizens on specific transportation planning issues and/or projects. Survey content, distribution methods and geographic target area will be dependent on the specific transportation planning issues or project and the demographic profile of the citizens likely to be impacted.

# Schedule of Public Involvement

## Regular Public Involvement Opportunities

- Planning Documents - All documents, resolutions, meeting minutes, etc. adopted by the Northwest Piedmont RPO are kept at the Piedmont Triad Regional Council (LPA) offices at 1398 Carrollton Crossing Drive, Kernersville, NC 27284. These documents will be made available for public review upon request.
- Meetings - Transportation Advisory Committee (TAC) and Transportation Coordinating Committee (TCC) meetings are open to the public, and will include opportunity for public comment. Notification of meetings will be sent to news media in the region.
- Public Hearings - Notification of all public hearings held by the Northwest Piedmont RPO will be sent to news media in the region.
- Press Releases - All press releases issued by Northwest Piedmont RPO will be sent to news media in the region.

## Public Involvement for Specific Activities

Public involvement strategies will vary depending on the particular issue or project for which public comment is desired. Typical actions for specific activities of the Northwest Piedmont RPO may include, but are not limited to:

### Comprehensive Transportation Plan

- Regular Meetings of the TCC & TAC
- Public Input Meetings
- Posting of Draft and Final Document
- Public Meetings on Draft Comprehensive Transportation Plan

- Presentations to Civic Organizations
- Presentations to County and Municipal Boards

### **Prioritization of Projects for Recommendation to State's TIP**

- Regular Meetings of the TCC & TAC
- Public Hearings
- Posting of Draft and Final Document on NWRPO Website
- Public Comment of Draft TIP at Public Forums

### **Specific Projects/Issues**

- Press Releases
- Public Forums
- Regular Meetings of TAC
- Presentations to Civic Organizations
- Surveys

### **Planning Work Program**

- Press Release; press release will be a general statement of projects with the total budget for the year.
- TAC Meeting Dates
- Posted on Web Page.

## **Response to Public Input**

Public involvement may be documented in a variety of ways. Any comments (written or oral) received during a meeting of the Northwest Piedmont RPO's TAC will be included in the meeting minutes. Also, any comments (written or oral) received during a public hearing held by the Northwest Piedmont RPO's TAC will be included in the meeting minutes. Comments (written or oral) received during workshops, open houses, or presentations to civic organizations will be summarized, presented to the TCC and TAC, and kept on file. Results of surveys will be compiled, summarized, presented to the TCC and TAC, and kept on file.

Public comments may be included as appendices in formal documents or plans for which they were made.

The TAC may direct Northwest Piedmont RPO staff to respond directly to public comments.

## **Appendices**

**Appendix A: Stakeholders**

**Appendix B: Media Contacts**

## **Appendix A: Stakeholders**

### **Local Governments**

Davie County

Cooleemee

Mocksville

Stokes County

Danbury

Walnut Cove

Surry County

Dobson

Elkin

Mount Airy

Pilot Mountain

Yadkin County

Boonville

East Bend

Jonesville

Yadkinville

### **Other Governmental**

North Carolina Department of Transportation

### **Chambers of Commerce**

Davie County Chamber of Commerce

Yadkin County Chamber of Commerce

Stokes County Chamber of Commerce

Greater Mount Airy Chamber of Commerce

King Chamber of Commerce

Yadkin Valley Chamber of Commerce

Winston Salem Metropolitan Planning Organization

## **Economic Development Commissions**

Davie County Economic Development Commission  
Yadkin County Economic Development Commission  
Stokes County Economic Development Commission  
Surry County Economic Development Partnership

## **Regional Organizations**

Northwest Piedmont Area Agency on Aging  
Piedmont Triad Regional Council

## **Public Transportation Providers**

YVEDDI  
Piedmont Authority for Regional Transportation (PART)

## **Taxicab Companies**

## **Motor Freight Carriers**

## **Other Stakeholders**

Senior Service Providers  
Service Providers for the Disabled  
Public Safety  
Police Departments  
Sheriff's Departments  
Fire Departments  
EMS  
911 Communications  
Cycling & Walking Groups  
Recreation Departments

School Systems

Community Colleges

Downtown Associations

Historical Societies

Planning Boards

Realtors

Tourism Development Authorities

## Appendix B: Media Contacts

### Radio Stations

WFDD 88.5

### Newspapers

Davie County Enterprise Record

Mt. Airy News

Winston-Salem Journal

The Stokes News

The Tribune (Elkin)

The Yadkin Ripple