

## **PUBLIC PARTICIPATION PLAN FOR TRANSPORTATION PLANNING IN THE REGION 9 AREA**

In compliance with the provisions of the Fixing America's Surface Transportation (FAST) Act, the Region 9 Transportation Planning Region has approved the following public participation plan to engage interested parties and resource agencies in the transportation planning process.

The transportation planning process takes place at local, regional, tribal, state, and federal levels. It is based on comprehensive, continuing, and coordinated activities that work together to identify, prioritize, and meet transportation needs at these various levels. Public participation in this process begins with finding what opportunities are available and expressing interest or concern.

Bi-State Regional Commission is the Regional Planning Agency (RPA) designated to cooperatively facilitate public participation in the Region 9 transportation planning process in rural Scott County and all of the Muscatine County are in Iowa in cooperation with the communities and counties, and state/federal departments of transportation, and among the various modes of transportation. The RPA is charged with carrying out regional transportation planning that provides early and ongoing opportunities for involvement, timely information, reasonable access to information, adequate notification, diverse participation, and periodic review and evaluation of the participation process. This public participation plan outlines the parameters for conducting these requirements.

### **Public Notices**

All meeting announcements and agendas of the Region 9 Transportation Technical Committee and Policy Committee shall be sent to local news media and the Regional Transportation Advisory Group (RTAG) prior to the actual meeting date no less than **48 hours** in advance. It is common practice to send meeting announcements and agendas one week in advance of a meeting. Agendas of these Committees are posted at Bi-State Regional Commission offices and on the Bi-State Regional Commission website ([www.bistateonline.org](http://www.bistateonline.org)) while minutes are web-posted following approval by these Committees. In addition, proposed amendments to the annual Transportation Improvement Program shall be sent to the same local media and RTAG, as well as local jurisdictions within the Region 9 area, as part of the Technical and/or Policy Committee agenda. Other transportation-related advisory committees may be posted on this website to provide added transportation-related information, such as the Bi-State Regional Trails Committee and Bi-State Region Air Quality Task Force meetings. Notice of public hearings will be published in local newspapers of general circulation and posted on the Bi-State Regional Commission website per the time period noted in "Public Hearings" of this plan.

### **Regional Transportation Advisory Group**

The intent of the federal transportation legislation is to provide a special effort for an early and continuing public involvement process which seeks out and considers the transportation needs of a diverse public, including traditionally underserved populations (Executive Order 12898-Federal Action to Address Environmental Justice in Minority and Low-Income Populations, 1994), as well as providing an opportunity for consultation with resource agencies as defined in the current transportation act. The Regional Transportation Advisory Group (RTAG) will fulfill that role (see attachment). Involvement in the RTAG is open to any interested party, business, organization, or interested citizen within the Region 9 area wanting to be involved in the transportation planning process. RTAG serves as the diverse, multi-modal advisory group to the Transportation Technical Committee. Input from RTAG members are taken and concerns expressed and relayed to the members of the Transportation Technical Committee. Members will receive all meeting notices, as noted in Public Notices above, for the Technical and Policy Committee meetings. In addition, members will receive proposed Transportation Improvement Program amendments, Surface Transportation Block Grant (STBG) Program and Transportation Alternatives Set-Aside (TASA) submission notices and proposed changes to the Public Participation Plan, Regional Transit Development Plan (TDP), Regional Intelligent Transportation System (ITS) Architecture Plan or the Iowa Region 9 Long Range Transportation Plan (LRTP).

### **Annual TIP Project Request Notifications**

Individual jurisdictions, members of RTAG, and the media shall be informed as to when Region 9 is seeking projects for inclusion in the annual Transportation Improvement Program through an announcement requesting Transportation Improvement Program annual element additions, modifications or deletions for the proposed fiscal years, as part of an annual update cycle, typically thirty (30) days prior to a draft document review by the Technical Committee.

### **Public Comment/Notification**

The general public shall be afforded the opportunity to provide comments via the Technical and Policy Committee meetings on the annual Transportation Planning Work Program (TPWP) activities, Transportation Improvement Program, Regional ITS Architecture Plan, Regional Transit Development Plan, Long Range Transportation Plan (LRTP), and the Public Involvement Process (PPP) through the process outlined under "Public Notices" above. In the case of the Iowa Region 9 Long Range Transportation Plan (LRTP), the Public Participation Plan (PPP), and the prioritization process for the Surface Transportation Block Grant (STBG) Program and the Transportation Alternatives Set-Aside (TASA) Program, a minimum of a thirty (30) day comment period shall be provided prior to action by the Policy Committee. In matters involving adoption of or amendments to the Transportation Improvement Program (TIP), Regional Transit Development Plan (TDP), and Regional ITS Architecture Plan, a minimum seven (7) day comment period shall be utilized prior to approval by the Transportation Policy Committee. The prioritization process of both the Surface Transportation Block Grant (STBG) Program and Transportation Alternatives Set-Aside (TASA) Program will require a minimum thirty (30) day comment/notification period to be provided prior to action by the Region 9 Transportation Policy Committee. In matters involving adoption or amendments to the Transportation Planning Work Program, Transportation Improvement Program (TIP), Regional Transit Development Plan, and Regional ITS Architecture Plan, a minimum of 48 hours, but typically seven (7) day comment period shall be utilized prior to approval by the Transportation Policy Committee. Additional notice may be provided through meetings of the Transportation Technical committee in advance of action by the Policy Committee.

### **Publications**

The RPA shall publish or otherwise make available for public review, at a minimum, the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) in an electronically accessible format and means (to the maximum extent practicable), such as the World Wide Web. The LRTP and TIP publications developed by the RPA will be placed on the Bi-State Regional Commission website, [www.bistateonline.org](http://www.bistateonline.org). Other transportation planning publications may be posted to allow for interested parties to review and access additional RPA transportation planning information. Within these publications, the RPA may employ visualization techniques to help clarify transportation planning issues and/or activities. At a minimum, visualization techniques shall be applied to the LRTP and TIP. Visualization techniques may include maps, graphs, charts, tables, diagrams, or other methods. The LRTP will include a specific public participation outline during the update process that will be reviewed by the Technical and Policy Committees, and the results will be documented in the LRTP.

### **Public Hearings**

Prior to approval of the final Transportation Improvement Program (TIP), the Region 9 Transportation Policy Committee shall hold a public hearing on all the projects being considered for approval in the TIP. The Region 9 Transportation Policy Committee shall hold public hearings, as deemed necessary, for TIP amendments and prior to the approval of the Iowa Region 9 Long Range Transportation Plan. Fourteen (14) days prior notice will be given for all public hearings. No other documents noted will require a public hearing but shall afford public comment opportunities, as noted under "Public Comment."

### **Data**

As part of non-discrimination requirements, Bi-State Regional Commission will maintain information on protected class (race, color, national origin, gender, age, or disability) and Limited English Proficiency (LEP) populations within the Region 9 Area, including demographics and identification of potential barriers (language, mobility, temporal, or

other) that may prevent underserved persons from effectively participating in the metropolitan transportation planning process. This information is contained in the Bi-State Regional Commission Title VI Program and Non-Discrimination Policy.

### **Accommodation**

Persons requiring special material or presentation formats will be asked within a public notice for advance request of at least one week prior to a public hearing prior to consideration of adoption or approval by the Policy Committee.. Reasonable accommodations to provide documents in an accessible format, as required by the Americans with Disabilities Act and Executive Order 13166 (Improving Access for Persons with Limited English Proficiency, 2000), will be made when requested by the public. For meeting notices and agendas, requests at least one working day in advance of the meeting is requested for reasonable accommodation prior to consideration of adoption or approval. Persons requesting assistance will be referred to the appropriate Bi-State Regional Commission staff who will make reasonable accommodations for translation services or other accommodations based on the request. Meetings will be held at convenient and accessible locations and times with emphasis to engage minority, low-income, and LEP populations. Receipt of public input will be taken in a variety of formats – written, oral, or other means – where accommodations are requested and reasonable.

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