

**APPENDIX C**  
**PUBLIC PARTICIPATION PROCESS FOR PLAN AMENDMENT**

## **INTRODUCTION**

The public participation process used in developing the SAFETEA-LU compliance amendment to the *Year 2035 SATP* included: a public comment period, a public hearing, and having all meetings of the Sheboygan MPO Technical and Policy Advisory Committees and of the Bay-Lake Regional Planning Commission pertinent to development of the SAFETEA-LU compliance amendment to the *Year 2035 SATP* open to the public. The MPO staff also actively participated in meetings of the Sheboygan County Non-Motorized Transportation Pilot Program (NMTPP) Citizens' Advisory and Technical Committee (CATC); input from that committee was instrumental in the updating of recommended bicycle and pedestrian transportation recommendations found in Section 4 of this plan amendment. Finally, multiple environmental consultation meetings were held in June 2007, which contributed to the development of Section 3 of this plan amendment.

The following narrative provides highlights of the public participation process for the SAFETEA-LU compliance amendment to the *Year 2035 SATP*. Documentation concerning this process is available from the Bay-Lake Regional Planning Commission office; this involves notices to news media, paid advertisements announcing public comment opportunities, lists of participants at the public hearing and at all meetings where the plan amendment was being developed, any correspondence from the public specific to individual plan components, and the public participation plan for the MPO program.

## **PUBLIC MEETINGS**

All meetings of the Sheboygan MPO Technical and Policy Advisory Committees and of the Bay-Lake Regional Planning Commission are open to the public. Notice of these meetings is provided on a timely basis to area news media.

- The January 25, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved review of areas where the *Year 2035 SATP* had gaps in fully complying with recent federal transportation legislation (the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users, or SAFETEA-LU).
- The February 22, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved review of goals and objectives from the WisDOT *Strategic Highway Safety Plan (SHSP)* that needed to be incorporated into the *Year 2035 SATP* in order to make it SAFETEA-LU compliant, as well as review of the status of other “gaps” that needed to be filled in order to make the *Year 2035 SATP* compliant with SAFETEA-LU (including an update on the environmental consultation process).
- The March 29, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved: distribution and review of an Executive Summary of the *Year 2035 SATP* that was to be distributed to pertinent agencies as part of the environmental consultation process; an update on the environmental consultation process; and a brief update on other tasks associated with making the *Year 2035 SATP* compliant with SAFETEA-LU.
- The April 26, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved a brief update on the SAFETEA-LU compliance amendment to the *Year 2035 SATP*, with an emphasis on the environmental consultation process.

- The May 24, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved: extensive review of elements being addressed in the environmental consultation process; and a brief update on other tasks associated with making the *Year 2035 SATP* compliant with SAFETEA-LU.
- The June 28, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved: an extensive update on environmental consultation efforts (including: review of the June 5, 2007, environmental consultation meeting; review of a special environmental consultation meeting held with Wisconsin DNR Southeast Region staff on June 14, 2007; and review of environmental analysis conducted to date); and discussion of other areas where the *Year 2035 SATP* may need to be amended to meet SAFETEA-LU requirements.
- The August 23, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved: distribution and review of an outline for the SAFETEA-LU compliance amendment to the *Year 2035 SATP*; distribution and review of Section 3 of the plan amendment (Mitigation of Environmental Impacts of Major Transportation Projects); and distribution and review of a preliminary draft of Section 1 of the plan amendment (Transportation Safety).
- The September 27, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved: distribution and review of a revised outline for the SAFETEA-LU compliance amendment to the *Year 2035 SATP*; distribution and review of a revised draft of Section 1 of the plan amendment (Transportation Safety); distribution and review of a preliminary draft of Section 2 of the plan amendment (Transportation Security); distribution of copies of Section 3 of the plan amendment (Mitigation of Environmental Impacts of Major Transportation Projects) to members of both committees unable to attend the August 23, 2007, meeting; distribution and review of a preliminary draft of Section 4 of the plan amendment (Update of Bicycle and Pedestrian Recommendations to be Consistent with the *Sheboygan County Pedestrian and Bicycle Comprehensive Plan: 2035*); and discussion of Section 5 of the plan amendment (Updated Financial Plan), which remained under development.
- The October 25, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved: continued review of Sections 1 and 2 of the plan amendment (including review of FHWA Wisconsin Division staff comments on Section 1); review of FHWA Wisconsin Division staff comments on Section 3 of the plan amendment; continued review of Section 4 of the plan amendment (including distribution and review of maps depicting recommended bicycle and pedestrian transportation projects; review of Section 4 generated considerable discussion); and distribution and review of a preliminary (and partial) draft of Section 5 of the plan amendment.
- The November 29, 2007, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved: a report on revisions made to Sections 1 through 3 of the plan amendment; and distribution and review of a full draft of Section 5 of the plan amendment (Updated Financial Plan). It was noted that no changes had been made to Section 4 of the plan amendment (Update of Bicycle and Pedestrian Recommendations to be Consistent with the *Sheboygan County Pedestrian and Bicycle Comprehensive Plan: 2035*).

- The January 24, 2008, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved an update on the five sections of the SAFETEA-LU compliance amendment to the *Year 2035 SATP*.
- The February 8, 2008, meeting of the Bay-Lake Regional Planning Commission Work Program Committee involved an update on Sheboygan MPO program activities, including an update on the SAFETEA-LU compliance amendment to the *Year 2035 SATP*.
- The February 28, 2008, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved discussion on how to bring to finality unresolved issues involving Sections 4 and 5 of the plan amendment.
- The March 27, 2008, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved distribution and review of revised drafts of Sections 4 and 5 of the plan amendment.
- The May 1, 2008, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved distribution and review of re-revised drafts of Sections 4 and 5 of the plan amendment.
- The June 26, 2008, joint meeting of the Sheboygan MPO Technical and Policy Advisory Committees involved distribution and review of revised drafts of Sections 1 and 2 of the plan amendment. At this meeting, it was noted that Section 3 of the plan amendment was edited somewhat to change the implementation timetable for some capacity modifying projects in the *Year 2035 SATP*, as well as to make changes suggested by FHWA Wisconsin Division staff and update the adoption status of comprehensive plans for some communities in the metropolitan planning area. It was also noted that no changes were made to Sections 4 and 5 of the plan amendment since the May 1, 2008, meeting.

### **PUBLIC COMMENT PERIOD**

A public comment period concerning the SAFETEA-LU compliance amendment to the *Year 2035 SATP* occurred from July 9, 2008, through August 8, 2008. The draft SAFETEA-LU compliance amendment to the *Year 2035 SATP* was made available at five locations in the Sheboygan area during the public comment period. A notice concerning the public comment period was published in the July 9, 2008, edition of the *Sheboygan Press*. Other area news media also were notified on this public comment period, including three newspapers (the *Sheboygan Press*, the *Sheboygan Falls News*, and the *Plymouth Review*), and three radio stations (WHBL, WJUB, and WXER/WCLB). In addition, the draft plan amendment was posted on the Bay-Lake Regional Planning Commission's web site.

(Summarize comments received on the plan amendment). All written comments received during the public comment period are available at the Bay-Lake Regional Planning Commission office.

### **PUBLIC HEARING**

A public hearing concerning the draft SAFETEA-LU compliance amendment to the *Year 2035 SATP* was held on Wednesday, July 23, 2008, from 4:00 p.m. to 5:00 p.m., at the Sheboygan County Administration Building (Room 302), 508 New York Avenue, Sheboygan. (Summarize public hearing attendance). Jeffrey Agee-Aguayo represented the Bay-Lake Regional Planning Commission at the public hearing.

A limited number of display maps were produced for the public hearing. These maps illustrated: the capacity modifying street and highway projects recommended in the amended *Year 2035 SATP*, and recommended bicycle and pedestrian transportation projects in the amended *Year 2035 SATP*. Display maps depicting the capacity modifying street and highway projects recommended in the plan superimposed on 2002 land use, various environmental features and historic sites were not produced for the public hearing; however, these maps were available in a smaller format for public hearing attendees.

### **PUBLIC PARTICIPATION PLAN FOR MPO TRANSPORTATION PLANNING**

The public participation plan for transportation planning activities under the Sheboygan MPO transportation planning program is on file at the Bay-Lake Regional Planning Commission office. This plan was adopted by the Commission in June 2007.

### **OTHER PUBLIC INVOLVEMENT PROCESSES WHICH INFLUENCED THE PLAN AMENDMENT**

#### **Sheboygan County Non-Motorized Transportation Pilot Program**

Sheboygan County was one of four jurisdictions in the United States designated for a “non-motorized transportation pilot program” (NMTTP) in SAFETEA-LU in 2005. This designation authorized up to \$25 million (less with obligation limits, administrative expenses, etc.) to implement non-motorized facilities (bicycle, pedestrian, etc.) and programs in designated jurisdictions from federal fiscal years 2006 through 2009.

Sheboygan County has established a planning process to implement this program county-wide. Criteria have been established to evaluate project proposals. MPO staff serves on the Citizens’ Advisory and Technical Committee (CATC) for the program, and also serves on the Technical Subcommittee for the program. In addition, MPO staff has provided information from MPO and regional bicycle transportation plans for consideration in the planning process for this pilot program.

Section 4 of this SAFETEA-LU compliance amendment to the *Year 2035 SATP* (Update of Bicycle and Pedestrian Recommendations) was prepared to be consistent with the planning efforts of Sheboygan County’s Non-Motorized Transportation Pilot Program, and in particular with the *Sheboygan County Pedestrian and Bicycle Comprehensive Plan: 2035*, which was recommended for approval by the NMTTP CATC and was approved by the Sheboygan County Board in September 2007.

#### **Environmental Consultation Meetings**

The following environmental consultation meetings were held in June 2007:

- June 5, 2007: Multi-agency environmental consultation meeting held at the WisDOT Northeast Region office in Green Bay. Meeting participants included representatives from the following agencies: U.S. Fish and Wildlife Service; Wisconsin DNR – Madison; Sheboygan County Planning and Resources Department; WisDOT Northeast Region; FHWA Wisconsin Division; USEPA Region 5 – Chicago; WisDOT Bureau of Planning and Economic Development – Madison; and U.S. Army Corps of Engineers – Green Bay Field Office.
- June 14, 2007: Environmental consultation meeting with Wisconsin DNR Southeast Region staff at the DNR Plymouth Service Center.

- June 28, 2007: Sheboygan MPO Technical and Policy Advisory Committees Joint Meeting in Sheboygan: local input on environmental consultation issues was obtained.

Section 3 of the SAFETEA-LU compliance amendment to the *Year 2035 SATP* (Mitigation of Environmental Impacts of Major Transportation Projects) was prepared based in part on input received at these environmental consultation meetings. More detailed documentation of these environmental consultation meetings can be found in Section 3 of the plan amendment. In addition, minutes from the June 5, 2007, multi-agency environmental consultation meeting can be found in Appendix A of the plan amendment.