

Public Involvement Policy

Chapter 6, FDM



Tribal Conference – October 2014
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Today's Presentation

Chapter 6, Public Involvement (PI)

- Updates
- Chapter 26 v Chapter 6
- Public meetings vs. hearings
- Tribal involvement into PI
- Questions



CHANNEL3000.com



YouTube



NEWS 10



What is Chapter 6 about?

WisDOT's policy that...

- Emphasizes the importance of public involvement (PI)
- Focuses on PI during the Project Development phase
- Describes how to conduct public meetings and hearings



Process Used

1. Identified team members

Environmental staff

Regional staff

Office of Public Affairs

Cultural Resources

FHWA

2. Conducted several rounds of edits with input gathered, updates made

3. FHWA gave final approval



Intended Audience

WisDOT staff and/or consultants

- Plan, develop and implement projects with the appropriate public involvement component(s)
- Chapter 6 follows the department's FDM process, and content aligns with other chapters



Chapter 26 v Chapter 6

Chapter 26 – Cultural Resource Preservation (NHPA)

- Section 106 duties and requirements
- Section 106 Process
- Reporting procedures
- Compensation regarding historic preservation
- Burial sites and burial related discoveries
- Professional qualifications
- Other applicable laws

Chapter 6 – Public Involvement National Environmental Policy Act (NEPA)

- Introduction
- Process development
- Public involvement meetings
- Hearings

Chapter 6 - 4 Sections

Section

Topic

1

Introduction

5

Process Development

10

Public Involvement Meetings

15

Hearings



Changes and Updates

- Provides updated information, techniques and laws
- Provides a structured approach in conducting public involvement uniformly
- Emphasizes the importance regarding public involvement and the general public to foster better decision-making



Outcomes of PI

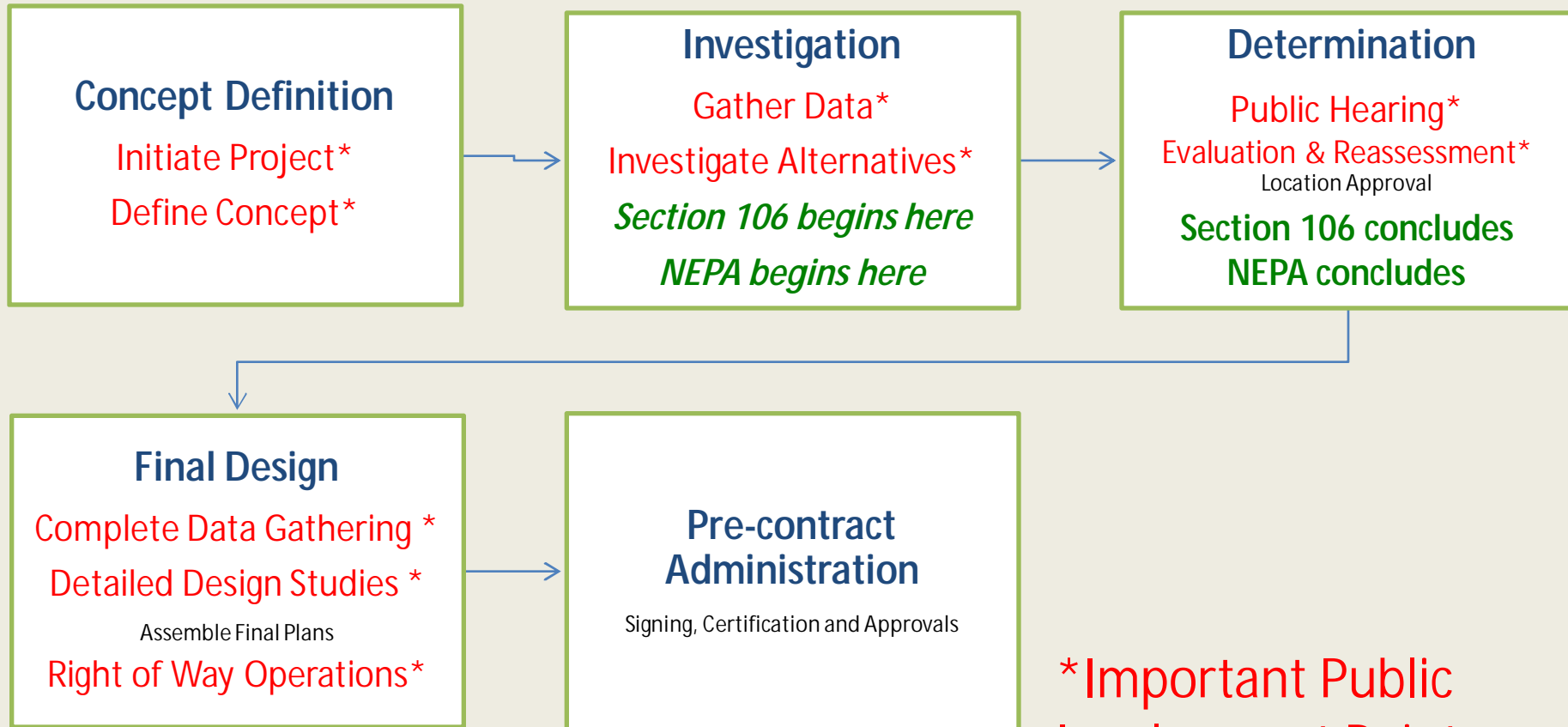
Better project decisions based on data, public's input

More trust and better relationships

Increases efficiency by early involvement



WisDOT's PROJECT DEVELOPMENT PROCESS and PI



* Important Public Involvement Points



Section 1 Introduction

- Goals & Objectives: every project must include some public involvement
- Statutes, rules, regulations and laws discussion is simplified
- Chapter 6 applies to all federal, state and local projects



NEPA and Required PI

Document Type	Required PI
CE Categorical Exclusion	Minimal
ER Environmental Report	As appropriate
EA Environmental Assessment	As appropriate Notice of Opportunity to Request a Public Hearing
EIS Environmental Impact Statement	Yes Hearing required

Section 5 Process Development

- Staff resources
- Public involvement Plan
- Techniques
- Special PI considerations
- PCR, FOIA and WI Open Records



Tribal Liaison

Key **WisDOT** contact person to help you

Collaborate with Project Development staff to choose appropriate PI techniques

WI Tribes must have an opportunity to provide input into the planning and project development process

Section 6.5.2



Section 10 Public Involvement Meetings

- What is a Public Involvement Meeting
- Number required
- Developing a PIM
- PIM and Section 4(f) De Minimis findings
- Government Board and Committee meetings



Involvement or Information

Involvement

- Two way communication
- Answers questions
- Solicits public's input
- Takes feedback into consideration
- Could be discussions, dialogues, focus groups, meetings, etc

Information

- Static
- One way
- Data, facts, figures
- Diorama or other ways to display the project
- Brochures, posters in local establishments, stores, etc


PUBLIC INVOLVEMENT MEETING

PUBLIC HEARING

Communication	Regulatory required
WisDOT provides information, answers questions and solicits the public's input and feedback	Document level determines if regulatory required or not
Fosters, collaboration, trust, and relationship building	Two parts – Opportunity to Request a Public Hearing and the Public Hearing
It is NOT considered a public hearing	All documents will be part of the record
Tends to be informal with methods appropriate to the audience	Has a structured process with a Chairperson and court reporters



Section 15 Public Hearings

- Actions requiring a public hearing 
 - Public hearing types
 - Hybrid style provisions
 - Conducting the hearing
 - Public hearing record
- s. 84.02 STH system changes*
 - s. 84.11 Local bridges*
 - s. 84.12 Interstate bridges*
 - s. 84.25 Controlled access highways*
 - s. 84.295 Freeways and expressways*
 - Environmental Impact Statement*



PUBLIC HEARINGS & MEETINGS

<http://www.dot.wisconsin.gov/news/hearings/index.htm>

Includes some upcoming events

Past 2012-14 events meetings and hearings

Includes a link to the event summary/contact



REQUESTING A PUBLIC HEARING

If a Request for a Public Hearing results from publishing a Notice of Opportunity to Request a Public Hearing, then a public hearing must be held unless the person making the request rescinds that request **IN WRITING**.

(FDM 6-15-25.2)



Public Hearing Notices

Planning is key!

- Publish Notice twice in local newspapers when the hearing is being conducted for an environmental document that does not include actions (s. 84.25, s.84.295, etc)
- First notice – at least 30 days before hearing
- Second notice – publish not more than 14 days before hearing
- If timelines can't be met, region must contact the Bureau of Technical Services for assistance.



Cooperating Agency

**Jurisdiction by law or
having expertise**



Participating Agency

Interest in the project

Agency must be a
government agency

Tribes can be a
Participating and/or
Cooperating agency,
Government to
Government

More resources
and contact
information



PUBLIC INVOLVEMENT FORMS & TEMPLATES

<http://www.dot.wisconsin.gov/business/engrserv/environment/forms-tem-chklist/>

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Environmental programs
Environmental areas
Forms and tools
Laws, policies and regulations
Manuals and guidebooks
Resources and references

Forms and tools for environmental documentation

Forms and other business tools used for the research, development and legal compliance of environmental documentation.


- [WisDOT environmental review matrix](#)
- [Wisconsin/FHWA Finding of De Minimis Impact on Parks, Recreation Areas, and Wildlife and Waterfowl Refuges](#)
- [Wisconsin/FHWA Finding of De Minimis Impact on Historic Property](#)
- [WisDOT Facilities Development Manual](#)
- [WisDOT Programmatic Environmental Checklist DT2261](#)
- [State statutes related to transportation](#)
- [State general statutes](#)
- [State transportation rules](#)
- [EPA general environmental legislation](#)

Public Involvement – Forms and Templates

- [Public involvement meeting comment form](#)
- [Public involvement meeting handout template](#)
- [Public involvement plan template](#)
- [Public involvement meeting sign-in sheet](#)
- [Notice of opportunity to request a public hearing template](#)
- [Notice of public hearing template](#)
- [Standard and special distribution lists for public hearing notices](#)
- [Public hearing press release template](#)
- [Public involvement meeting and public hearing display ad template](#)
- [Public hearing handout packet template](#)
- [Public hearing chairperson's packet template](#)
- [Instruction sheet for court reporters](#)
- [Public hearing sign in sheet](#)
- [Public hearing record table of contents template](#)

Questions about the content of this page:
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Wisconsin Department of Transportation

<http://www.dot.wisconsin.gov/>

search for "public involvement"

or "Facilities Development Manual" for entire Chapter 6



Questions

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