

South Lone Tree Rd. Planning & Environmental Linkages (PEL) Study | Public Involvement Plan

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Introduction and Overview

MetroPlan has developed recommendations to be used as part of the South Lone Tree Planning & Environmental Linkages (PEL) Study. The Public Involvement Plan (PIP) will provide a general set of activities associated with each task.

MetroPlan is a federally designated Metropolitan Planning Organization (MPO) for the Flagstaff region. According to federal regulations (23 CFR 450.104), an MPO is the required forum for cooperative transportation decision-making for the area. The MPO is considered the engine that drives regional collaboration and coordination, facilitating local resources to meet regional transportation needs while being responsive to community interests and local laws and policies.

Planning & Environmental Linkages

The purpose of this Planning and Environmental Linkages (PEL) study is to provide direction to the City of Flagstaff, MetroPlan, and member agencies about potential environmental impacts and mitigations to allow for timely development of the future roadway expansion along South Lone Tree Road.

This is a pre-planning environmental review study that will produce a final [Planning and Environmental Linkages \(PEL\) Statement and Checklist](#).

The PEL does not provide roadway design(s), however, it will identify and establish the largest potential footprint which will inform the future design of this section of roadway. This is the first step in the transportation planning process, the environmental constraints will be considered in the future planning and design phases, which will be led by the City of Flagstaff.

The PEL will:

- Identifies transportation issues
- Identifies environmental constraints and issues
- Builds collaborative relationships with resource agencies
- Develops the need and purpose for proposed improvements
- Streamlines the overall project development process and minimizes duplication
- Promotes efficient and cost-effective solutions and environmental stewardship
- Reduces delays in delivering projects

The PEL is expected to be completed in December 2022.

Study Area

The study area is within city limits along S. Lone Tree Road from Zuni Dr. to J.W Powell, approximately 900 feet of roadway will be evaluated. There are several significant projects planned along and near Lone Tree Road. These include:

- Lone Tree Overpass
- Lone Tree Road Widening (Butler to Pine Knoll Dr.)
- J.W. Powell Road Extension

The southern section of Lone Tree Road is integral to the above projects, but also future development and growth along Lone Tree Road and J.W. Powell Blvd. Future planned communities will build housing, commercial space, and parklands east of Lone Tree Road.



PLANNING FOR STAKEHOLDER AND PUBLIC ENGAGEMENT

This Public Involvement Plan (PIP) is intentionally designed to be flexible and adaptable to change and adjustment throughout the planning process, and to address all applicable requirements. This document will evolve and eventually become a record of all public involvement efforts and outcomes. Every version will be dated for documentation purposes.

Regional transportation planning involves many contributors:

- Regional Agencies
- Local Government
- User and Special Interest Groups
- Private Sector
- Federal Government
- Tribal Governments
- Public

Guidance from the International Association for Public Participation

In planning for public engagement activities, it is helpful to refer to [International Association for Public Participation \(IAP2\)](#) guidance to ensure that communications, outreach, and involvement activities are conducted in a manner appropriate and relevant to each unique project situation. This thoughtful approach to planning to engage the public encourages credibility through consideration of what “promise to the public” can be accomplished by each project. The levels of the IAP2 Public Participation Spectrum (see below) include *Inform*, *Consult*, *Involve*, *Collaborate*, and *Empower*. The *Inform* level represents the lowest level of public impact on a decision; the public at this level is a recipient of information. The *Empower* level represents the highest level of public impact on a decision; the public at

this level is a decision-maker. The promise to the public varies between those two extremes within the remaining three levels.

	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
<i>Role of the Public</i>	<i>Recipient</i>	<i>Commenter</i>	<i>Participant</i>	<i>Partner</i>	<i>Decider</i>
Promise to the public	We will keep you informed	We will keep you informed, listen to, and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible	We will implement what you decide

Source: IAP2 “Planning for Effective Public Participation” Student Manual © 2006.

In addition to these important Foundations and Core Values, Metroplan is expressly committed to the **accessibility** of the process for all residents, businesses, and other transportation system users within the region.

The following table provides a high-level overview of the anticipated spectrum of outreach for each project task.

PROJECT TASK		IAP2 SPECTRUM	TARGET AUDIENCE	RECOMMENDED DELIVERABLES
<i>Task 1</i>	Project kick-off	Inform, Consult, Collaborate	Stakeholders, leaders, property owners, public	Website, mailing list notice, property owner notification, tribal leaders notice, community organizations/groups.
<i>Task 2</i>	Develop Corridor Base & Future Conditions	Inform, Consult, Involve	Stakeholders, leaders, property owners, public	Documents posted online, email notifications, committee meeting updates, online public survey w/direct mail invite to residents south of I-40
<i>Task 3</i>	Develop Conceptual Footprint	Consult, Involve, Collaborate	Stakeholders, Leaders	Meeting updates, communications with City staff/elected officials
<i>Task 4</i>	Establish Purpose & Need Statement	Consult, Collaborate	Stakeholders, leaders, property owners, public	Documents posted online, email notifications, committee meeting updates.
<i>Task 5</i>	Planning and Environmental Linkages Questionnaire & Checklist	Inform	Stakeholders, Leaders	Documents posted online, email notifications, committee meeting updates

Stakeholder's Outreach and Participation

The best way for an MPO to build a Stakeholder and Public Involvement Plan is to lean on its existing relationships: MPOs are a product of important working relationships among a variety of local, county, regional, and state government representatives, as well as community organizations, and cannot be effective without them.

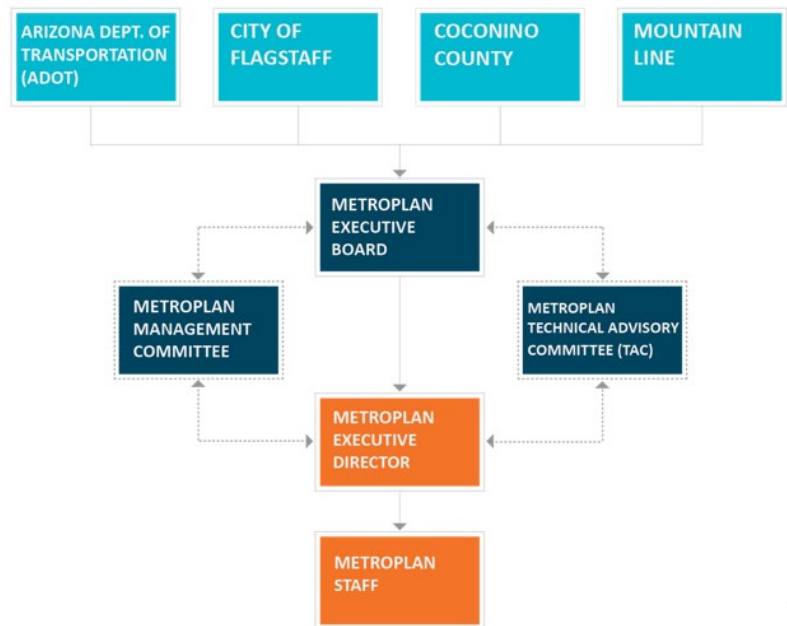
MetroPlan is committed to working with community stakeholders to design the public involvement program, discover community values, concerns, and interests, help inform public survey tools and increase the reach of the engagement program.

A **stakeholder** is a person or group with the power to respond to, negotiate with, or change the strategic future of an organization. MetroPlan, with assistance from its Technical Advisory Committee (TAC) and Partners, developed a stakeholder list of individuals representing the following interests:

- Bicycle and Pedestrian
- Citizens
- Education
- Engineering
- Environment
- Housing
- Management
- Planning
- Policy
- Public Health
- Roads
- Social Services
- Title VI
- Transit
- Transportation

Many of MetroPlan's Committee and Executive Board members represent the interests above. Project discussions and updates are provided monthly to the group(s).

MetroPlan Committee Structure



The below list captures the variety of stakeholders that have been invited to participate in this pre-planning process.

Property Owners	Tribal Governments	Local, State, & Federal Agencies	Community Organizations/Service Providers
<ul style="list-style-type: none"> Arizona Board of Regents – NAU Flagstaff Lodge No. 7 Free & Accepted Masons Towns on Lone Tree Owners, LLC PC Village Association Inc. TLC PC Golf LLC 	<ul style="list-style-type: none"> Hualapai Tribe Pueblo of Zuni Navajo Nation Tonto Apache Tribe Yavapai Apache Nation Yavapai Prescott Indian Tribe White Mountain Apache Tribe San Carlos Apache Tribe Hopi Tribe Fort McDowell Yavapai Tribe Mescalero Apache Tribe 	<ul style="list-style-type: none"> Federal Highway Administration (FHWA) Arizona Department of Transportation (ADOT) US Fish & Wildlife Service Army Corp. of Engineers Arizona Game & Fish City of Flagstaff Coconino County Mountain Line 	<ul style="list-style-type: none"> Coconino Community College Kinsey Elementary School Grand Canyon Trust Center for Biological Diversity Friends of Walnut Canyon Transwestern Pipeline Century Link/Lumen APS Friends of Flagstaff Future Flagstaff Arboretum Conservation Study Forum

How We Will Engage the Community

Given that this project is the first step of the planning process it is important to be strategic in engagement and outreach, especially as this project is not currently funded or scheduled for construction.

The PEL process is a data-driven environmental study to inform future design. The process is technical and does not lend itself to the typical public outreach strategies this early in the planning stage as no decisions or voting are taking place.

MetroPlan and its partners want to be clear that:

1. The purpose of this study is to collect data and public feedback on any **environmental constraints and potential mitigations** as they relate to future roadway expansion.
2. The purpose of this PEL is to **provide evidence of project preparation** which is a competitive advantage for future grants and/or funding appropriations.
3. The engineering, design, and construction for this **project are not currently funded or scheduled.**
4. The engineering, design, and construction of the roadway will be based on **future planning phases** – thus the community will be asked to provide further feedback during that time where they will be *empowered* to make decisions on roadway designs to accommodate a variety of modes.

While the PEL provides guidance on future project planning and development that will be carried out by the City of Flagstaff. **MetroPlan intends to provide the public with the opportunity to be engaged through all levels of the IAP2 Public Participation Spectrum, except for “Empower”**. Empower is based on the decision-making process – because this is a data-collection project there are no decisions being made at this time. However, as future planning of the roadway is developed, these individuals, groups, and organizations will be invited to collaborate with the city and will then be empowered to decide on mitigation tactics and roadway design.

As a pre-planning process, MetroPlan will rely on existing communications such as email lists and newsletters, provide regular stakeholder updates at monthly meetings, and host a survey and open house that will engage the community and provide critical feedback from the public.

Project Website

The PEL will have a prominent presence at metroplanflg.org including opportunities for the public to review the information and provide comments at their convenience. We will further rely on our network of stakeholders to direct their constituents to the project website through their agency or individual communication channels.

Notifications

Adjacent property owners and relevant community organizations/groups: Project notification letters and/or emails will be sent to these individuals and groups. These letters will provide PEL project background and information, project timeline, and ways to participate and provide feedback.

Tribal Governments: will receive similar project notifications as property owners and community organizations. However, the tribes will be asked specifically for their knowledge of cultural resources in the project area, to inform us about their concerns, and let us know if they wish to be consulted by MetroPlan. These tribal consultation letters will follow the Arizona State Historic Preservation Office (SHPO) Government-to-Government Consultation Toolkit.

Study area residents and businesses: A direct mailer will target residents and businesses within one mile of the study area (south of I-40) for a total of 1053 mailers. The intent is to inform, educate, and invite residents to take part in the online survey and open house.

Virtual Meetings

Virtual meetings are generally more convenient for people to attend because they can do so from their home or office and do not have to take time out of their schedule to travel to a location that may or may not be easily accessible for them. Due to the restricted timeline for this project, MetroPlan will rely on its monthly Technical Advisory Committee (TAC) and Executive Board meetings that are accessible to the public. This will further allow the public to provide comments throughout the life of the project, over a four (4) month period.

Online Surveys

An online survey will be posted on the city’s [Community Forum](#) to collect feedback from community members. This survey will provide staff with a better understanding of the needs and concerns of the community within the study area.

Open House and Interactive Mapping Activity

The team recognizes that in addition to monthly meetings and an online presence, it will be crucial to provide opportunities for the community to participate, especially residents and businesses that reside within the study area. It is for this reason, and the benefit of enhanced dialogue with the community, that MetroPlan will host a 2-hour “open house” where community members can annotate the study area map to further identify the needs of South Lone Tree and provide information and feedback to staff. An emphasis will be placed on inviting residents (via direct mailer) and property owners adjacent to the study area. The event will be open to everyone and is currently planned to take place at Coconino Community College. Staff hopes to intercept faculty, staff, and students as they too use this corridor frequently.

The results will be reviewed for trends and compared to online results.

Schedule of activities

Date	Outreach Type
February 6	Pre-Project consultation with Federal Highway Administration (FHWA)
<i>On-going</i>	<i>Project updates and coordination with the Technical Advisory Committee (TAC) and Executive Board</i>
August 25	Kick-off meeting with City transportation department
August 31	Launch of PEL Project Website: www.metroplanflg.org/pe1
September 6	Notification letter and invite to adjacent property owners
September 26	Notification letters and invite to Tribal Governments
September 28	Notification letters and invite to community organizations, groups, and service providers
November 7 - 20	Online Survey – Flagstaff Community Forum
November 8-9	1100 direct mailers/invite sent to residents and businesses
November 17	Open House & Interactive Mapping Activity
January	Final presentation and findings – virtual meeting (TAC)

Reporting of Results

The results of the public involvement program will be important to help policymakers in the region understand public opinion related to actions that will be needed to achieve the RSTSP safety goals.

All conversations with stakeholders and the public (e.g., notes from in-person and virtual meetings, survey results, etc.) will be documented and posted to the project website. The documentation of conversations and survey results, therefore, will be thoughtfully prepared and summarized to provide credible assurance to stakeholders and the public that MetroPlan is listening.