# Public Participation Plan 2019 Update











# TABLE OF CONTENTS

Glossary of Terms	2-4
South Carolina Department of Transportation Mission and Structure	5
Introduction	7
Federal Requirements	8
Goal and Strategies	9-10
Consultation Parties	10-11
The Statewide Multimodal Transportation Plan	12-14
The Statewide Transportation Improvement Program	14-17
Evaluating the Effectiveness of Public Participation	17
Appendix A – Planning Process for Rural Areas of the State	20-23
Appendix B – Consultation Parties	24-29
Appendix C – Minority Media Outlets	30-31
TABLES	
Table 1. SCDOT Office Directory	7
Table 2. Summary of Public Participation Policy	18
FIGURES	
Figure 1. SCDOT Engineering District Map	6
Figure 2. Metropolitan Planning Organizations (MPO) and Councils of Government (COG) in South Carolina	11
Figure 3. Stakeholder Participation Model	13
Figure 4. STIP Update and Amendment Process	15

# **GLOSSARY OF TERMS**

# **Amendment**

A change to the Statewide Transportation Improvement Program such as the addition of a project not previously programmed or significant schedule or project cost changes. Amendments require formal action by the Metropolitan Planning Organization. (See also Correction)

# **COG**

Council of Governments. Comprised of rural areas not within a Metropolitan Planning Organization (MPO).

# **Consultation Parties**

Local, state, regional, and federal agencies, transportation advocacy groups, environmental interest groups, and other entities that provide guidance and input into the planning process, identify critical transportation issues, and determine the goals and principles for implementation.

# Correction

A minor change to the Statewide Transportation Improvement Program. (See also Amendment) Minor changes include minor schedule changes or slight changes in project description, costs, and funding sources. These actions can be accomplished through an agreed upon administrative action and do not require official action by the Metropolitan Planning Organization.

# **Environmental Justice**

A federal policy that protects minority and low income populations from experiencing disproportionately high and adverse human health or environmental effects of federal-funded programs, policies, and activities.

# <u>Fixing America's Surface Transportation Act - (FHWA)</u>

On December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation Act, or "FAST Act" - the first Federal law in over ten years to provide long-term funding certainty for surface transportation. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for the Department's highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology and statistics programs.

# Federal Highway Administration (FHWA)

The United States Government agency that oversees the distribution of federal funds for and the activities pertaining to road systems in each state.



# GLOSSARY OF TERMS

# Geographical Information System (GIS)

An electronic system for capturing, storing, analyzing, and managing data and associated attributes which are spatially referenced to the Earth.

# Map -21

The Moving Ahead for Progress in the 21st Century Act (P. L. 112-141), was signed into law by President Obama on July 6, 2012. Funding surface transportation programs at over \$105 billion for fiscal years (FY) 2013 and 2014, MAP-21 is the first long-term highway authorization enacted since Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU).

# MPO

Metropolitan Planning Organization. Comprised of county road commissions, cities, villages, townships, and transit agencies in an area having a population in excess of 50,000.

# Multimodal

Trips involving multiple modes of transportation include automobile, bus, train, boat, bicycle, pedestrian, and airplane.

# National Environmental Policy Act (NEPA)

A federal policy, enacted in 1970, that established National Environmental Policy and action-forcing provisions to ensure that agencies consider the National Environmental Policy in their decision making process.

# Resource Committee

A group of stakeholders formed by the South Carolina Department of Transportation to aid in identifying the various needs and interests of people while developing the Statewide Multimodal Transportation Plan.

# RTMA

Regional Transportation Management Agencies. Local associations formed to bring together the various transit operators within a region to maximize service.

# **SAFETEA-LU**

Safe, Accountable, Flexible, Efficient Transportation

Equity Act – A Legacy for Users. The Federal legislation authorizing the distribution of federal Highway Trust Funds to the states prior to the 2012 MAP-21 funding bill.



# GLOSSARY OF TERMS

# **SCDOT**

South Carolina Department of Transportation. The South Carolina Department of Transportation's (SCDOT) mission is to provide a safe and efficient transportation system for the state of South Carolina. This is accomplished through building and maintaining roads and bridges as well as providing intermodal and freight programs services to the citizens of the state.

# <u>Stakeholders</u>

A person or group of people who affects or can be affected by transportation decisions or actions.

# Statewide Multimodal Plan

A document that identifies statewide transportation needs, and sets investment priorities for a period of at least twenty years, and establishes goals and objectives for addressing transportation needs throughout the state.

# STIP

Statewide Transportation Improvement Program. A document that lists specific transportation projects scheduled during a six-year period for the entire state.

# TIP

Transportation Improvement Program. A document that lists specific transportation projects scheduled during a six-year period within a metropolitan area planning boundary.

# Title 23

The United States Code is the codification by subject matter of the general and permanent laws of the United States. It is divided by broad subjects into 50 titles and published by the Office of the Law Revision Council of the U.S. House of Representatives. Title 23 covers highways.

# **Transit**

A public mode of transportation such as bus or train service.

# <u>Visualization Techniques</u>

The use of diagrams, pictures, maps, 3-D models, animation, or the like to supplement and enhance oral and written descriptions.



# SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION MISSION AND STRUCTURE

### **Mission**

The South Carolina Department of Transportation's (SCDOT) mission is to connect communities and drive our economy through the systematic planning, construction, maintenance and operation of the state highway system and the statewide intermodal transportation and freight system.

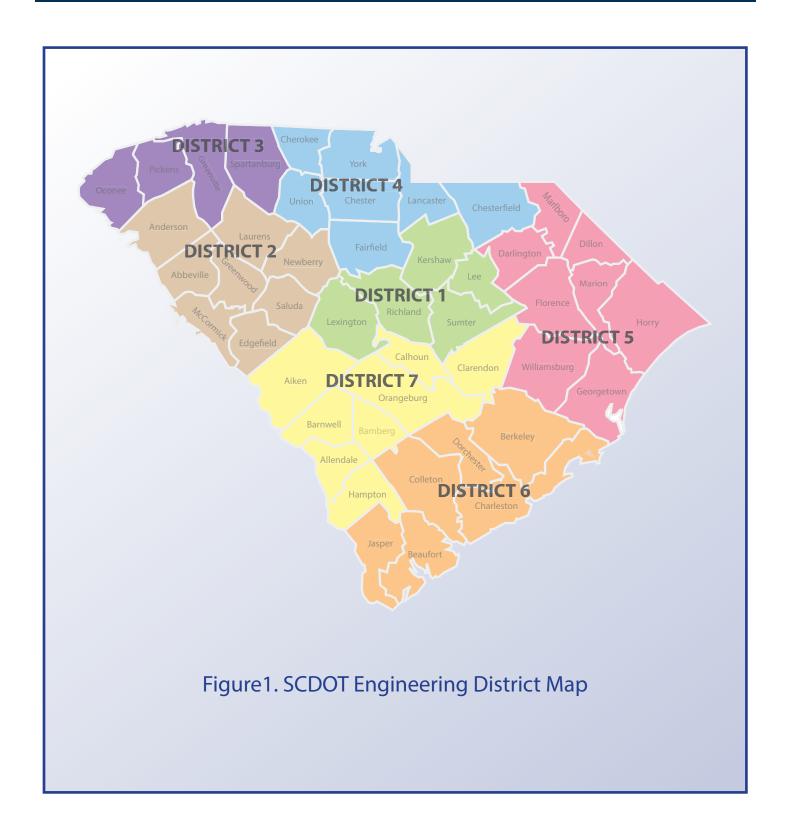
# **Organization**

The SCDOT Commission appoints the Secretary of Transportation who serves as the Chief Administrative Officer. The Secretary of Transportation is assisted by three Deputy Secretaries who manage the three divisions of the agency – Engineering, Finance and Administration, and Intermodal and Freight Programs.

The Commission is the administrative and governing authority of SCDOT. It is composed of nine members: one member from each Congressional District and two at-large members. The District members are appointed by the Governor, subject to approval of the legislative delegations of their respective Districts. The at-large members are appointed by the Governor, subject to approval by a separate confirmation vote in both the Senate and the House of Representatives. The Commission body elects the Chairman. The Commission adopts its own rules and procedures, and serves as a general policy-making body for the various functions and purposes of the SCDOT as prescribed by law.

The agency is a centralized government agency. Planning, design, procurement, finance and human resource functions all operate from the central office in Columbia. The SCDOT field offices are divided into seven districts (See Figure 1, below on page 6 and Table 1 on page 7) each headed by a District Engineering Administrator. Each District has responsibility for the maintenance, construction, traffic, and equipment (mechanical) operations within its boundaries.







SCDOT Headquarters 955 Park Street Columbia, SC 29201 Phone: (803) 737-2314	SCDOT District Four 1232 J.A. Cochran Bypass PO Box 130 Chester, SC 29706 Phone: (803) 377-4155 Fax: (803) 581-2088
SCDOT District One 1400 Shop Road Columbia, SC 29201 Phone: (803) 737-6660 Fax: (803) 253-6401	SCDOT District Five 3018 East Palmetto Street Florence, SC 29506 Phone: (843) 661-4710 Fax: (843) 661-4704
SCDOT District Two 510 W. Alexander Avenue Greenwood, SC 29646 Phone: (864) 227-6971 Fax: (864) 227-6567	SCDOT District Six 6355 Fain Boulevard – Bldg. "C" North Charleston, SC 29406 Phone: (843) 740-1665 Fax: 843-740-1663
SCDOT District Three 252 South Pleasantburg Drive Greenville, SC 29607 Phone: (864) 241-1010 Fax: (864) 241-1115	SCDOT District Seven US Route 178 East Bowman Road Orangeburg, SC 29116 Phone: (803) 531-6850 Fax: (803) 531-6854

# Table 1. SCDOT Office Directory

# INTRODUCTION

The Public Participation Plan provides direction for effective participation in the development of the South Carolina Department of Transportation's (SCDOT) transportation plans and programs. For SCDOT's stakeholders, the participation plan describes opportunities to participate in identifying the statewide priorities for transportation investments in South Carolina. While many of the same communication techniques described in this plan are used during the study and design of specific transportation improvements, project development differs significantly from the statewide planning process. For this reason, project-level participation is not included within the scope of this plan.



Two major components of the statewide planning process are the Statewide Multimodal Transportation Plan and the State Transportation Improvement Program (STIP). The Statewide Multimodal Transportation Plan provides long-term guidance for the development of transportation programs and establishes strategies to achieve transportation goals for a 20-year period. The STIP is a short-term program that lists all road. Bridge, and transit projects scheduled for improvement based on available funding over a six-year period.

Following a description of the federal requirements for public participation, the Public Participation Plan provides an overview of goals and objectives for public involvement and a detailed description of the methodology used to solicit and incorporate public input in the Statewide Multimodal Transportation Plan and the STIP development processes.

# **FEDERAL REQUIREMENTS**

Along with the desire to include a diversified public in its planning processes, SCDOT relies on various federal statutes to help guide its participation activities.

The Federal regulations related to participation in transportation decision making can be found in the Code of Federal Regulations: Title 23; Chapter 1; Subchapter E; Part 450; Subpart B – Statewide Transportation Planning. These regulations leave the methods for carrying out participation to the discretion of each state; however, participation processes must provide:

- ➤ Early and continuous opportunities for participation
- ➤ Public meetings at convenient and accessible locations and times, as neccessary
- ➤ Timely information on transportation issues, processes, and procedures
- ➤ Reasonable access to technical and policy information
- > Electronically accessible and available public information via the World Wide Web
- ➤ Adequate notice for participation opportunities at key decision points
- ➤ Methods for considering and responding to public input
- ➤ A course of action for seeking out and considering the needs of traditionally underserved groups
- > Periodic review and evaluation of the participation process

The Americans with Disabilities Act of 1990 (ADA) states that "no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity." Sites for participation activities, as well as the information presented, must be accessible to persons with disabilities. ADA requires specific participation – particularly for developing para-transit plans – such as:

- > Outreach by developing contacts, mailing lists, and other means of notification
- ➤ Consultation with disabled individuals
- ➤ The opportunity for public comment
- ➤ Accessible formats
- ➤ Public Hearings when appropriate
- > Summaries of significant issues raised during the public comment period
- ➤ Ongoing efforts to involve persons with disabilities in planning



**Title VI of the Civil Rights Act of 1964**, together with related statues and regulations, provide that "no person shall on the grounds of race, color, and national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal funds. The entire institution, whether educational, private or governmental must comply with Title VI and related Federal civil rights laws, not just the program or activity receiving federal funds. "Executive orders regarding environmental justice and outreach to persons with limited English proficiency is also regulated under Title VI of the Civil Rights Act.

**Executive Order 12898**, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, 1994, states that "each Federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations." Traditionally underserved groups such as low-income and minority populations must be identified and given increased opportunity for involvement in order to ensure effective participation.

**Executive Order 13166**, Improving Access to Services for Persons with Limited English Proficiency, 2000, requires that recipients of federal financial aid must ensure that the programs and activities normally provided in English are accessible to persons with limited English proficiency.

### **SCDOT's GOALS and STRATEGIES**

The South Carolina Department of Transportation's goal, through this plan, is to provide the highest quality participation possible for transportation decision-making related to all actions involving the Statewide Multimodal Transportation Plan and the STIP. This can only be achieved when stakeholders are identified and incorporated into the planning process. To achieve this goal, major planning and program development objectives include:

- 1. Solicit public participation in each phase of the statewide planning process. Participation starts with early and continuous involvement in important policy or project decisions before they are finalized. In South Carolina, the Multimodal Transportation Plan (MTP) starts with early coordination and input from stakeholder groups. SCDOT coordinates with MPOs and COGs to develop local and regional plans and programs that solicit public participation at the local level. As drafts and revisions are developed for plans and programs, the public is encouraged to provide comments that are considered prior to any final approval by the SCDOT Commission.
- Seek broad identification and representative involvement of stakeholders and users of all transportation modes.
   SCDOT's customer base includes not only the general public and federal, state, local and tribal
  - units of government, but businesses, industries, and transportation service providers as well as organizations that represent people with specific transportation needs. SCDOT has developed strategic partnerships with consultation parties to maximize the distribution of information and solicitation of comments. To further solicit a broad representation of stakeholders, SCDOT will provide a link on its website at https://www.scdot.org/projects/press-releases.aspx for citizens to sign up to receive transportation planning information.
- 3. Utilize effective and equitable avenues for distributing information and receiving comments. In addition to standard notifications and solicitations for comments, SCDOT uses minority media outlets in an effort to reach traditionally underserved stakeholders. Comments are received through standard mail as well as electronic mail and SCDOT's internet site.



- 4. Provide educational materials and design participation initiatives that will support and encourage effective participation.
  - Effective participation in the transportation decision-making process requires an understanding of transportation issues and the framework for making transportation investment decisions. Visualization techniques such as videos, posters, maps, and pictures can be especially helpful for describing the plan and program development.
- 5. Support and encourage continuous improvement in the methods used to meet the public need for information and involvement.
  - Public information and involvement methods are continually evolving. SCDOT is committed to periodic review and evaluation of its public participation process. This ranges from soliciting comments on the process to analyzing the data from comments received to consulting with other Departments of Transportation on the effectiveness of their public participation plans.

### **CONSULTATION PARTIES**

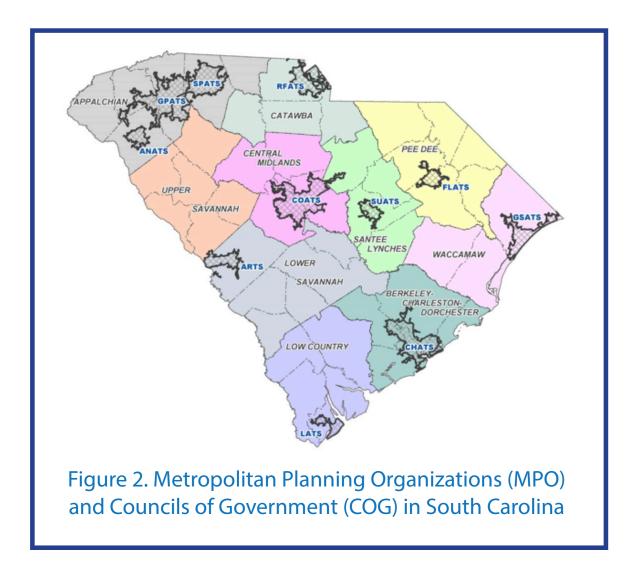
Federal transportation laws require the establishment of a Metropolitan Planning Organization (MPO) in every urbanized area of the United States with a population over 50,000. In South Carolina, there are eleven (11) Metropolitan Planning Organizations that were created in order to ensure that existing and future expenditures for transportation projects and programs were based on a comprehensive, cooperative, and continuing (3-C) planning process. The role of the MPO includes: establishing a local forum for transportation decision making; evaluating transportation alternatives; developing and updating a long- range transportation plan; developing a Transportation Improvement Program (TIP); and getting the public involved as early as possible.

There are also **10 Councils of Governments (COGs)** in South Carolina to assist SCDOT in transportation planning for areas outside of designated MPOs. COGs serve county and municipal governments from a regional perspective and offer a wide variety of planning, economic development and social service coordination. Each COG produces a regional long-range transportation plan and a rural Transportation Improvement Program (TIP).

The SCDOT coordinates with all MPOs and COGs to ensure the local process is consistent with state and federal policies. SCDOT staff is also available to relate local and regional needs and concerns to statewide interests.

The planning process for rural areas of the State is outlined in **Appendix A**. In addition, the MPO and COG areas are depicted on the map in **Figure 2**, **on page 11**, as well as listed in **Appendix B**, **Consultation Parties**.





There is a federal emphasis to link the planning process with the National Environmental Policy Act (NEPA). To address this and other needs of the SCDOT, the Office of Planning has developed the Feasibility Report. This report will address five key aspects of a project: Purpose and Need, Project Goals, Project Scope, Cost and Schedule. Prior to projects being included in the STIP for Preliminary Engineering (PE), there will be collaboration between the project sponsor(s) and numerous groups within the SCDOT to develop the Feasibility Report. All information included in the Feasibility Report will feed or inform the NEPA process once the project moves into the PE phase.

In addition to the resource agency coordination through the Feasibility Report process, SCDOT also provides notification of Statewide Multimodal Transportation Plan and STIP development to federal land management agencies, such as US Fish and Wildlife Service, US Forest Service, Native American Tribes, Department of the Interior - National Parks Service, and U.S. Military Installations.



The Catawba Indian Nation is the only federally recognized Indian Tribal government located in the state of South Carolina. The Catawba Indian Nation has representation on the Rock Hill/Fort Mill Area Transportation Study Metropolitan Planning Organization and Catawba Council of Governments Boards to participate in discussion and decision making opportunities on those bodies. In addition, they are identified as primary stakeholders and are afforded continuous participation opportunities during the Statewide Multimodal Transportation Plan and STIP development. Although the Catawba Indian Nation is the only in-state tribe, out-of-state consulting tribes such as the Eastern Band of Cherokee Indians, the United Keetoowah Band of Cherokees, and the Muskogee Creek Indians receive direct notification on pending STIP or Multimodal Transportation Plans and have access to the STIP information on the website: https://www.scdot.org/inside/planning-stip.aspx. The SCDOT coordinates with the Federal Highway Administration to maintain an updated list of individual Tribes.

A full list of consultation parties is listed in Appendix B.

### THE STATEWIDE MULTIMODAL TRANSPORTATION PLAN

When the Intermodal Surface Transportation Efficiency Act (ISTEA) was signed into law in 1991, there were provisions in the law that required each state to prepare a long range statewide transportation plan, with a minimum 20-year forecast period, that provides for the development and implementation of the multimodal transportation system for the State. The long range plan is required by South Carolina State law and it considers and includes, as applicable, elements and connections between public transportation, non-motorized modes, rail, commercial motor vehicle, waterway, and aviation facilities with an emphasis on early and continuous public involvement. These provisions were reemphasized and in some cases strengthened by successor legislation, Transportation Equity Act for the Twenty First Century (TEA-21), Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the Moving Ahead for Progress in the 21st Century Act (MAP-21), and the current legislation Fixing America's Surface Transportation Act or the FAST Act.

The Statewide Multimodal Transportation Plan is a comprehensive evaluation of South Carolina's transportation system. The MTP evaluates various modes of transportation including: roadways, bridges, aviation, freight rail, passenger rail, water ports, inland port, mass transit, intercity bus, and bicycle and pedestrian accommodations. The Plan is updated approximately every five years, while elements may be updated more frequently as needed. Stakeholders provide technical input, guidance, and feedback for specific elements of the plan (See Figure 3, below).



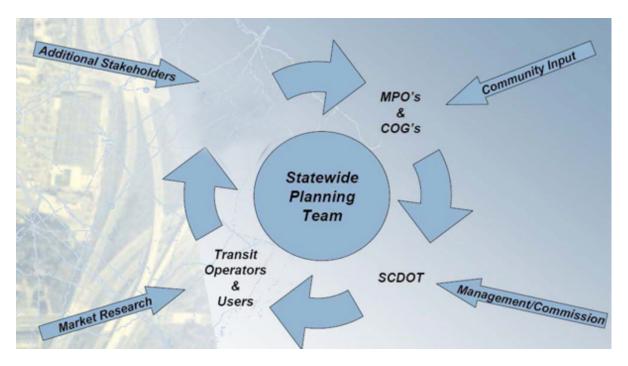


Figure 3. Stakeholder Participation Model

The following guidelines will be followed throughout the Statewide Multi-modal Transportation Plan development:

- The Statewide Multimodal Transportation Plan will be developed in consultation with Stakeholders utilizing a multimedia campaign to consist of:
  - A press release will be created to inform the stakeholders of the Multimedia campaign
  - Newspaper Editorials\articles to inform the public of the updated MTP to invite their input
  - Direct Notification will be made to inform MPOs/COGs, Tribal Government Leaders, and technical committees
  - Regional transportation forums will serve to gather input from COGs, MPOs and CTCs
  - Online technical interaction to survey stakeholders about the MTP
  - Social media will capture the press release and public comment process
  - Per request, bi-lingual translators will make the above information available in Spanish
  - The SCDOT Commission will release the draft Statewide Multimodal Transportation Plan prior to soliciting public comment.
  - The draft plan will be made available to the public on the SCDOT website.
  - MPOs and COGs will be encouraged to include a link on their website to direct the public to the draft plan on the SCDOT website.
  - A 30-day comment period will be provided to receive comments from the public. The comment period will begin the first full day following the announcement and expire after 30 calendar days.



- Announcements to solicit comments on the Statewide Multimodal Transportation Plan will be distributed through the SCDOT Communications Office to media outlets throughout the state.
- Announcements will also be mailed directly to stakeholders and outlets for underserved groups identified in Appendix C.
- Announcements will be provided in Spanish.
- Comments will be accepted in writing and can be mailed, e-mailed, or documented through the SCDOT website.
- Upon request, the staff will provide written responses to substantive comments. In general, staff responses will include an acknowledgment of the comment, a statement indicating that the comment will be provided to the SCDOT Commission for consideration, and as appropriate, information addressing the concern(s)/question(s).
- All comments will be provided to the SCDOT Commission for consideration prior to approving the Statewide Multimodal Transportation Plan.
- Once the draft is approved it will be uploaded to the SCDOT website.
- As requested and when available, SCDOT staff will provide presentations on the Multimodal Plan to interested groups.

# THE STATEWIDE TRANSPORTATION IMPROVEMENT PROGRAM

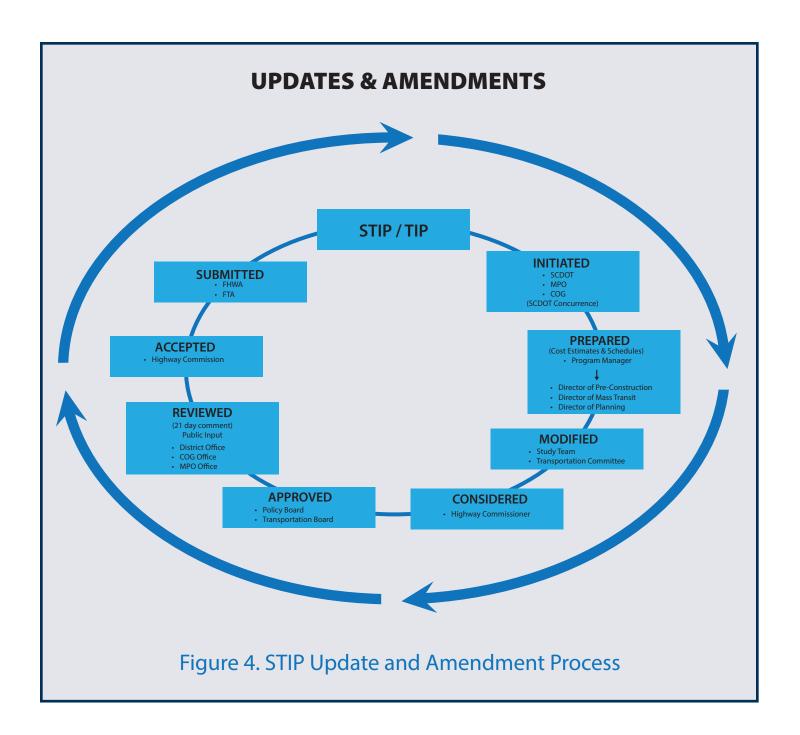
The Statewide Transportation Improvement Program (STIP) is a six-year list of specific investments in the surface transportation system and is updated every four years. Only certain modes of transportation are included in the STIP. The STIP includes all federal and state projects from the categories of interstate, bridge replacement, resurfacing, safety, air quality, system upgrade, transit, planning, enhancements, and federal lands. The STIP is a financially constrained program, meaning that the total cost of the projects cannot exceed available funds. The STIP is developed concurrently with the MPO TIPs.

In June 2007, state legislation was passed in South Carolina to restructure and reform SCDOT. Among the numerous provisions, Section 57-1-370 addresses the STIP development in an effort to establish a consistent process for identifying highway improvement projects. Subsection (B) (8) of this section states, "the commission shall establish a priority list of projects to the extent permitted by federal laws or regulations, taking into consideration at least the following criteria: (1) financial viability including a life cycle analysis of estimated maintenance and repair costs over the expected life of the project; (2) public safety; (3) potential for economic development; (4) traffic volume and congestion; (5) truck traffic; (6) the pavement quality index; (7) environmental impact; (8) alternative transportation solutions; and (9) consistency with local land use plans." The SCDOT Commission ensures that priorities from each plan are ranked in accordance with state law prior to solicitation for public comment.

The STIP is a living document and requires modifications as project information changes. Modifications are defined as corrections and amendments. STIP corrections are minor updates that do not require public participation or SCDOT Commission approval. An example of a correction would include typographical or punctuation errors and programming updates that do not affect project



scheduling or financial imbalances. STIP amendments are major updates that require both public participation and SCDOT Commission approval. Examples of STIP amendments may include updating funding categories, adding new projects, or changes in project budget and scope. The STIP update and amendment process is shown in Figure 4, below.





# The following guidelines will be followed during the four year STIP update process:

- The STIP will be updated on a four-year cycle.
- The STIP will include all MPO TIPs as approved and all COG programs that have been developed consistent with the local public involvement process.
- A draft STIP containing all federal and state programs will be approved by the SCDOT Commission prior to soliciting public comment.
- The Statewide Transportation Improvement Program will be developed in consultation with Stakeholders utilizing a multimedia campaign to consist of:
  - A press release will be created to inform the stakeholders of the Multimedia campaign
  - Newspaper Editorials\articles to inform the public of the updated STIP to invite their input
  - Direct Notification will be made to inform MPOs/COGs, Tribal Government Leaders and technical committees
  - Regional transportation forums will be conducted and serve to gather input from COGs, MPOs and CTCs
  - Online technical interaction to survey stakeholders about the STIP
  - Social media will capture the press release and public comment process
  - Per request bi-lingual translators will make the above information available in Spanish
- A 21-day comment period will be provided to receive comments from the public. The comment period will begin following the first full day after the announcement and expire after 21 calendar days.
- Access to copies of the draft STIP will be made available to the public at each COG office and the seven SCDOT Engineering District Offices. A copy of the draft will also be made available on the SCDOT website. All MPOs and COGs will be encouraged to include a link on their website to direct the public to the draft STIP on the SCDOT website: https://www.scdot.org/inside/planning-stip.aspx.
- Announcements to solicit comments on the STIP will be distributed through the SCDOT Communications Office to media outlets throughout the state.
- Announcements to solicit comments on the STIP updates will be announced on SCDOT social media outlets.
- Announcements will also be mailed directly to stakeholders and outlets for underserved groups identified in Appendix C.
- ➤ Announcements will be provided in Spanish.
- Submitted comments will be accepted in writing and can be mailed, emailed, or documented through the SCDOT website: https://www.scdot.org/projects/press-releases.aspx
- > Staff will provide responses to all substantive comments. Staff responses will include an acknowledgment of the comment, a statement indicating that the comment will be provided to the SCDOT Commission for consideration, and as appropriate, information addressing the concern(s)/question(s).
- All comments will be provided to the SCDOT Commission for consideration prior to approving the STIP.



# The following guidelines will be followed during STIP amendments:

- ➤ The STIP will be revised as program and project information changes.
- ➤ For the System Upgrade Program, revisions to the STIP will occur following the completion of a local public involvement process and approval by the MPO policy committee or COG board.
- ➤ For statewide programs or projects administered by SCDOT, the proposed changes will be approved by the SCDOT Commission for public comment.
- ➤ A 21-day comment period will be provided to receive comments from the public. The comment period will begin following the first full day after the announcement and expire after 21 calendar days.
- ➤ Announcements to solicit comments on the proposed changes will be distributed through the SCDOT Communications Office to media outlets throughout the state.
- ➤ Announcements to solicit comments on proposed changes will be announced on SCDOT social media outlets.
- Announcements will also be emailed directly to stakeholders and outlets for underserved groups identified in Appendix C.
- ➤ Announcements will be provided in Spanish.
- ➤ Access to copies of the proposal will be made available to the public at each COG office and the seven SCDOT Engineering District Offices. A copy of the draft revision will also be made available on the SCDOT website. All MPOs and COGs will be encouraged to include a link on their website to direct the public to the draft STIP revision on the SCDOT website.
- ➤ Comments will be accepted in writing and can be mailed, e-mailed, or documented through the SCDOT website.
- > Staff will provide written responses to substantive comments. Staff responses will include an acknowledgment of the comment, a statement indicating that the comment will be provided to the SCDOT Commission for consideration, and as appropriate, information addressing the concern(s)/question(s).
- ➤ All comments will be provided to the SCDOT Commission for consideration prior to approving the proposed change as a revision to the STIP.

# **EVALUATING THE EFFECTIVENESS OF PUBLIC PARTICIPATION**

Public participation evaluation is not a single event but a continual review and analysis of the public participation processes, strategies, and techniques. SCDOT is committed to constantly improve its process to achieve its goal of ensuring that anyone wishing to do so have sufficient knowledge and participation opportunities in the transportation decision- making process.

### To ensure the public participation process remains current and effective, SCDOT will:

- Periodically request comments on the process from MPOs, COGs, consultation parties, and state and federal agencies.
- Periodically request comments on the process from local citizens through the use of brief online surveys via: http://www.scdot.org/default.aspx.
- Internally assess the success of various tools and techniques used to acquire input. Assessments
  may address the level of input, the type of input received, and/or the role the input had in the
  process.



PROGRAM UPDATES	PUBLIC ENGAGEMENT	COMMENT PERIOD	
Statewide Transportation Improvement Program (STIP)	Regional Stakeholders Engagement	21 days	
Statewide Multi-modal Transportation Plan	Regional Stakeholders Engagement	30 days	
Public Participation Plan	Online Services	45 days	
AMENDMENTS			
Statewide Transportation Improvement Plan (STIP)	Online Services	21 days	
Statewide Multi-modal Transportation Plan	Online Services	30 days	
Public Participation Plan	Online Services	45 days	

Table 2. Summary of Public Participation Policy



# SCDOT Public Participation Plan APPENDIXES

# **APPENDIX A**

SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION
STATEWIDE TRANSPORTATION PLANNING PROCESS
CONSULTATION AND COOPERATION WITH LOCAL OFFICIALS
IN NON-METROPOLITAN (RURAL) AREAS

# **APPENDIX B**

**CONSULTATION PARTIES** 

# **APPENDIX C**

MINORITY MEDIA OUTLETS



# APPENDIX-A

South Carolina Department of Transportation
Statewide Transportation Planning Process
Consultation and Cooperation with Local Officials in Non-Metropolitan (Rural) Areas

# **Background**

SCDOT first began enhancing the statewide planning process and local consultation procedures in response to the directives of the Intermodal Surface Transportation Efficiency Act of 1991(ISTEA). At that time, rural project identification, evaluation, and prioritization was the responsibility of SCDOT. Consultation with local officials took place as a function of public involvement activities associated with the statewide long-range transportation plan and State Transportation Improvement Program (STIP).

A revised process was ultimately implemented following the directives of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and the adoption of the STIP in 2006. A working committee including representatives from South Carolina's ten Council of Governments (COGs) and the FHWA Division Office assisted SCDOT in developing the revised process.

The fundamental change in the process began with a partnership between SCDOT and the ten regional COGs, which have representation from all 46 counties in the state. SCDOT created a Rural System Upgrade Program referred to as Guideshares, which includes the federal-aid construction program for the areas outside of the metropolitan planning organizations (MPOs). Rural Guideshares were allocated by COG regions based on rural population. SCDOT initially prepared a list of potential transportation needs based on travel, congestion, and safety data for each region in the state. The COGs used the listing as the basis for discussion with local officials, economic development groups, and members of the legislative delegation. Through these meetings, additional projects were also identified. The COGs developed steering committees made up of local government staff to evaluate and rank potential projects. Rural project priorities were endorsed by the COG boards and forwarded to the SCDOT Commission for final approval. The COGs facilitated all public involvement activities for projects programmed in the STIP.

In 2012, the SCDOT Commission adopted the Statewide Multi-modal Transportation Plan. The planning process utilized the COGs to develop regional transportation plans that collectively provided the basis for establishing statewide priorities.

Today each COG has transportation functions similar to that of MPOs. A portion of SCDOT's State, Planning, and Research (SPR) funding is allocated to the COGs to facilitate an ongoing rural transportation planning process. Each COG is required to submit a Rural Planning Work Program (RPWP) outlining the planning emphasis areas and planning projects for the year.

To help ensure ongoing communications between SCDOT and the ten COGs, Partnering Sessions are held on a quarterly basis, or as needed, to discuss relevant transportation issues. In addition, SCDOT hosts an annual COG/MPO Workshop, which offers a technical agenda for staff responsible for the day-to-day planning functions.



# **Planning Process**

In accordance with U.S.C. Title 23, Section 135, Statewide Planning, federal law specifies that each State shall carry out a transportation planning process that provides for consideration of projects and strategies that will—

- **A.** support the economic vitality of the United States, the States, and metropolitan areas, especially by enabling global competitiveness, productivity, and efficiency;
- **B.** increase the safety and security of the transportation system for motorized and nonmotorized users;
- C. increase the accessibility and mobility options available to people and for freight;
- **D.** protect and enhance the environment, promote energy conservation, and improve quality of life;
- **E.** enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight;
- **F.** promote efficient system management and operation; and emphasize the preservation of the existing transportation system.

Each COG, in partnership with SCDOT, is responsible for implementing a transportation planning process that fully complies with the federal planning requirements established by Fixing America's Surface Transportation (FAST) Act. Through this process, each COG establishes regional goals and objectives, identifies the current condition of the transportation system, provides research and data analysis, identifies and prioritizes transportation needs for input to the Statewide Multi-modal Transportation Plan and STIP.

# **Transportation Subcommittees**

Each COG maintains a regional transportation advisory committee with representatives from local government, transportation providers, and special interest groups. The COGs are encouraged to include representatives from the SCDOT, MPO staff if appropriate, representative from the Department of Health and Environmental Control (DHEC) if appropriate, transportation providers, County Transportation Committee (CTC), planning, zoning, and public works officials, community leaders, school district representatives, as well as underserved populations.

These committees play an important role in identifying, analyzing and prioritizing transportation needs and goals for their respective regions. As a result of the transportation advisory committees and COG boards, local governments are directly consulted and given an opportunity to identify transportation needs on the state system. Transportation advisory committees are encouraged to meet at least bi-annually or as needed to review project status, evaluate proposed modifications to the STIP, update long-range plan and funding priorities, comment on rural functional classification changes, receive input on the rural work programs, and coordinate special studies.



# **Long-Range Transportation Plans**

The rural planning process is based on the development and maintenance of regional transportation plans. Each plan provides a description of the transportation priorities for a 20- 30 year period. At a minimum, regional long-range plans include an inventory of existing highway conditions, projection of future needs (trend or model based), evaluation of potential environmental, social, and cultural impacts, a ranking and prioritization of projects based on Act 114 of 2007, and documentation of public input. The COGs are encouraged to consider nine elements in their long-range plans, including system upgrade, intersections, freight, bridges, safety, maintenance/resurfacing, signalization, mass transit, and bike and pedestrian facilities. Potential projects are ranked and recommended by the advisory committees to the COG boards based on funding availability. The long-range plans include both constrained and unconstrained needs. Each long-range plan is updated every 5 years from the date of adoption. Each COG maintains a copy of their respective long-range plan for public distribution.

# **Project Recommendations**

Each COG, in cooperation with SCDOT and the Steering Committee prioritize transportation needs, based on Act 114 of 2007, identified in the long-range plan and STIP. Potential projects and regional priorities reflected in the STIP are endorsed by the COG Board and provided to the SCDOT Commission for their consideration.

# **Feasibility Reports**

Feasibility Reports are conducted in close coordination between SCDOT, MPO's, and COG's for projects identified in the STIP and constrained projects included in long range plans. These reports typically involve transportation improvement projects, such as a widening and new location alignment(s).

Elements of the Feasibility Report include defining the purpose and need, the project goals, scope, cost and schedule. Social, cultural, natural resources, and environmental concerns are identified using GIS database information for the environmental screening process.

# State Transportation Improvement Program (STIP)

SCDOT publishes and maintains a 6-year STIP detailing program funding levels, projects, and funding schedules. The STIP is updated every four-years. Through the rural planning process, the COGs provide SCDOT with updated project priorities for inclusion in the STIP. Projects must be included in the regional long-range plans prior to being eligible for the STIP. Each COG endorses its regional priorities for consideration by the SCDOT Commission.

Each COG is responsible for advertising and documenting public comment for any amendment to the STIP within their region (see STIP process for definition of amendment/adjustment). The COG has discretion of advertising by legal ad or press release and chooses the appropriate media distribution based on the program change. STIP amendments require a 21-day comment period and all comments are forwarded to the SCDOT Secretary of Transportation prior to SCDOT Commission action. Copies of the STIP are made available for public review at the COG office and appropriate SCDOT Engineering District Office(s).



SCDOT is responsible for advertising and distributing copies of the draft STIP to each COG and District Office when an amendment involves a change of statewide significance and for the 3-year update of the STIP.

# Statewide Multi-modal Transportation Plan

SCDOT maintains a multi-modal transportation plan that provides a comprehensive evaluation of the state's transportation system. The plan provides recommendations for investment in transportation facilities for at least a 20-30 year period. The plan is a product of a partnership with the Federal Highway Administration (FHWA), the state's COGs and transportation providers. The collection of regional transportation plans, including the long-range plans for the state's Metropolitan Planning Organizations (MPOs) provides the underlining framework for the statewide planning plan. The COGs participate in the maintenance and update of the Statewide Multi-modal Transportation Plan every five years.

# Rural Work Plans and State Planning Funds

The COGs work under contract with SCDOT to receive SPR funding to support transportation planning activities. Each COG receives an equal share of funding.

A Rural Planning Work Program (RPWP) is developed by each COG to define the work elements and specific tasks to be performed within a year. The RPWPs follow the state fiscal year from July 1st to June 30th. The COGs are reimbursed on a quarterly basis for satisfactory work completed as required in their RPWP. Quarterly reports documenting work progress are included with each invoice. SCDOT and FHWA provide planning emphasis areas to encourage specific planning activities, such as freight analysis, safety considerations, and bicycle and pedestrian needs, as well as traditional highway planning. The development and maintenance of the regional long-range transportation plans is an ongoing priority for each COG. Each COG Board endorses the work tasks outlined in the RPWP.

# **Local Consultation**

FAST Act legislation provides for states to consult with and consider the concerns of non-metropolitan officials when making transportation decisions in their Statewide Transportation Planning and Programming processes.

The current rural planning process in South Carolina meets the intent of the local consultation rule by involving non-metropolitan local officials, through the COGs, to directly participate in the development of transportation plans and priorities for their region. This consultation process also applies to the Statewide Multi-modal Transportation Plan by including the COGs and other transportation providers as partners in the planning process.

To help monitor the effectiveness of the consultation process, a survey will be provided to each COG Board to evaluate their satisfaction with the opportunities for participation in the statewide planning process. The most recent survey was conducted early-2016 and subsequent surveys will be conducted every five years or as needed.



# APPENDIX-B

# **Federal and State Agencies:**

- ♦ Federal Highway Administration Division Office (FHWA)
- US Department of Transportation
- Coast Guard Base Charleston
- United States Army Corps of Engineers
- Department of the Interior National Parks Service (NPS)
- South Carolina Department of Natural Resources (DNR)
- South Carolina Department of Archives and History (SCDAH)
- South Carolina State Ports Authority (SCSPA)
- ♦ South Carolina Department of Health and Environmental Control
- South Carolina Forestry Commission
- South Carolina Department of Commerce
- South Carolina Department of Parks, Recreation, and Tourism (SCPRT)
- South Carolina USDA Rural Development
- South Carolina Department of Labor, Licensing and Regulation
- South Carolina State Library
- Commission on Minority Affairs

# Railways:

- ♦ South Carolina Association of Railroads
- Norfolk Southern Corporation
- CSX Transportation

# **Associations and Advocacy Groups:**

- South Carolina Trucking Association
- South Carolina Alliance To Fix Our Roads (SCFOR)
- Municipal Association of South Carolina (MASC)
- South Carolina Association of Counties (SCAC)
- Orangeburg County Development Commission (OCDC)
- Comporium Communications
- Gullah Geechee Sea Island Coalition
- ◆ Transportation Association of South Carolina (TASC)

# **Chambers of Commerce:**

- South Carolina Chamber of Commerce
- Charleston Metro Chamber of Commerce
- Black Chamber of Commerce
- South Carolina Manufacturers Alliance



# **Environmental Groups:**

- ♦ South Carolina Wildlife Federation (SCWF)
- South Carolina Coastal Conservation League (SCCCL)
- Sierra Club
- National Audubon Society
- The League of Women Voters of South Carolina
- Conservation Voters of South Carolina
- Upstate Forever

# Regional Transportation Authority's (RTAs):

- Charleston Area Regional Transit Authority (CARTA)
- Berkeley-Charleston-Dorchester Regional Transportation Management Association
- Central Midlands Regional Transit Authority
- Coast Regional Transportation Authority
- Generations Unlimited
- ♦ Edgefield County Senior Citizens Council
- ♦ McCormick County Senior Center
- Newberry County Council on Aging
- ♦ Fairfield County Transit System
- Lowcountry Regional Transportation Authority
- Lower Savannah Council of Governments
- Pee Dee Regional Transportation Authority
- City of Spartanburg (SPARTA)
- Spartanburg County Government
- Santee Wateree Regional Transportation Authority (SWRTA)
- Williamsburg County Transit System

# **Mobility Advocates:**

- Palmetto Cycling Coalition
- Greater Bluffton Pathways
- ♦ Sun City Cyclers
- mybikelaw.com
- Coastal Cyclists
- Charleston Moves
- Bike Columbia
- ♦ Bikeville-Greenville
- ♦ Greenville Spinners

- Palmetto Cycling Coalition/Greenville Spinners
- Palmetto Cycling Coalition/Kickin Asphalt Bicycle
- ♦ Club/Squeaky Wheels
- ♦ Bike Rock Hill
- ♦ Bike Rock Hill/Rock Hill Bicycle Club
- Palmetto Cycling Coalition/Spartanburg Freewheelers
- Partners for Active Living
- Sumter County Active Lifestyles



# **Airports:**

- Greenville-Spartanburg Airport
- Owens Field Airport
- Florence Regional Airport
- ♦ Columbia Metro Airport
- ♦ Myrtle Beach International Airport
- ♦ Hilton Head Airport
- Charleston Airport

# **South Carolina Universities:**

- Clemson University Strom Thurmond Institute of Government and Public Affairs
- The University of South Carolina
- South Carolina State University -James Clyburn Transportation Center
- The Citadel
- ♦ Francis Marion University

# **Council of Governments:**

- ♦ SC Appalachian Council of Governments
- Waccamaw Regional Planning and Development Council of Governments
- Upper Savannah Council of Governments
- Catawba Regional Council of Governments
- Berkeley-Charleston-Dorchester Council of Governments
- Lowcountry Council of Governments
- Central Midlands Regional Planning Council
- Lower Savannah Council of Governments (LSCOG)
- Santee Lynches Council of Governments
- ♦ Pee Dee Regional Council of Governments

# **Metropolitan Planning Organizations:**

- Anderson Area Transportation Study (ANATS)
- Augusta Regional Transportation Study (ARTS)
- Charleston Area Transportation Study (CHATS)
- Columbia Area Transportation Study (COATS)
- Florence Area Transportation Study (FLATS)
- Greenville-Pickens Area Transportation Study (GPATS)
- Grand Strand Area Transportation Study (GSATS)
- Rock Hill-Fort Mill Area Transportation Study (RFATS)
- Spartanburg Area Transportation Study (SPATS)
- Sumter Area Transportation Study (SUATS)
- Hilton Head Areas (LATS)



# **State & Federal Recognized Indian Tribal Government**

### **State Tribes**

**Beaver Creek Indians** 

Edisto Natchez Kusso Tribe of SC

Pee Dee Nation of Upper SC

Pee Dee Indian Tribe of SC

Santee Indian Organization

The Waccamaw Indian People

Wassamasaw Tribe of Varnertown Indians

Chaloklowa Chickasaw Indian People

United Tribes of SC Eastern Cherokee, Southern Iroquois and United Tribes of SC

Natchez Tribe of South Carolina

Pee Dee Indian Tribe of Beaver Creek

Lower Eastern Cherokee Nation of SC Piedmont American Indian Association

American Indian Chamber of Commerce SC

Little Horse Creek American Indian Cultural Center, Clearwater, SC

Catawba Indian Nation

# **Federal Tribes**

Absentee-Shawnee Tribe of Oklahoma

Catawba Nation of South Carolina

Catawba Tribe of South Carolina

**Cherokee Nation** 

Eastern Band of Cherokee

Eastern Shawnee Tribe of Oklahoma

Kialegee Tribal Town of the Creek Nation of Oklahoma

Poarch Band of Creek Indians

Shawnee Tribe of Oklahoma

The Chickasaw Nation

Tuscarora Nation

# **Eastern Band of Cherokee**

Eastern Shawnee Tribe of Oklahoma

Kialegee tribal town of Creek nation of Oklahoma

Poarch Band of Creek Indians

Shawnee Tribe of Oklahoma

The Chickasaw Nation

United Keetoowah Band of Cherokee Indians

**Tuscarora Nation** 



# **Disability & Special Needs County Boards:**

- Aiken DSN
- ♦ Allendale/Barnwell
- Anderson
- Bamberg
- Beaufort
- ♦ Calhoun
- Charleston
- ♦ Cherokee
- Chester/Lancaster
- Clarendon
- Colleton
- Darlington
- Dorchester
- ♦ Fairfield
- Florence
- Georgetown
- Greenville
- Hampton
- Horry
- Jasper
- ♦ Kershaw
- Laurens
- ♦ Lee
- Marion/Dillon
- Marlboro
- Newberry
- Oconee
- Orangeburg
- Pickens
- Richland/Lexington
- ♦ Sumter
- ♦ Union
- ♦ Williamsburg
- ♦ York



# **Agency on Aging:**

- ♦ State Plan on Aging
- ♦ AAA Region I (Anderson, Cherokee, Greenville, Oconee, Pickens & Spartanburg)
- AAA Region II (Abbeville, Edgefield, Greenwood, Laurens, McCormick & Saluda)
- AAA Region III (Chester, Lancaster, York and Union)
- ♦ AAA Region IV (Fairfield, Lexington, Newberry, Richland)
- AAA Region V (Aiken, Allendale, Bamberg, Barnwell, Calhoun and Orangeburg)
- AAA Region VI (Clarendon, Kershaw, Lee and Sumter)
- ♦ AAA Region VII (Chesterfield, Darlington, Dillon, Florence, Marion, & Marlboro)
- AAA Region VIII (Georgetown, Horry, and Williamsburg)
- AAA Region IX (Berkeley, Charleston, and Dorchester)
- ♦ AAA Region X (Beaufort, Colleton, Hampton, and Jasper)

# **League of Women Voters:**

- Charleston
- South Carolina
- Clemson Area
- ♦ Columbia Area
- Darlington County
- Florence Area
- Georgetown County
- ♦ Greenville County
- Hilton Head Island/Bluffton Area
- Horry County Member-At-Large Unit
- Spartanburg County
- Sumter County

# **County Administrators, Supervisors and Clerks to Council in these counties:**

- Abbeville County
- Aiken County
- Allendale County
- ♦ Anderson County
- Bamberg County
- ♦ Barnwell County
- ♦ Beaufort County
- Berkeley County
- ◆ Calhoun County
- Charleston County
- ♦ Cherokee County
- ♦ Chester County

- Chesterfield County
- Clarendon County
- Colleton County
- Darlington County
- Dillon County
- Dorchester County
- ♦ Edgefield County
- ◆ Fairfield County
- ♦ Florence County
- Georgetown County
- Greenville County
- Greenwood County

- Hampton County
- Horry County
- Jasper County
- Kershaw County
- Lancaster County
- Laurens County
- Lee County
- Lexington County
- Marlboro County
- Marion County
- McCormick County
- Newberry County

- Oconee County
- Orangeburg County
- Pickens County
- Richland County
- Saluda County
- Spartanburg County
- Sumter County
- Union County
- Williamsburg County
- York County



# APPENDIX C - MINORITY MEDIA OUTLETS RADIO

Radio Station	Area	Region	Demographic	Language
WVGB 1490 AM	Beaufort	Low Country	African American	English
WHPB 1390 AM	Belton	Upstate	African American	English
WTGH 620 AM	Cayce	Midlands	African American	English
WCOO 105.5 FM	Charleston	Low Country	African American	English
WJNI 106.3 FM	Charleston	Low Country	African American	English
WPAL 100.9 FM	Charleston	Low Country	African American	English
WSSP 94.3 FM	Charleston	Low Country	African American	English
WWBZ 98.9 FM	Charleston	Low Country	African American	English
WWWZ 93.3 FM	Charleston	Low Country	African American	English
WXST 99.7 FM	Charleston	Low Country	African American	English
WQIZ 810 AM	Charleston	Low Country	African American	English
WXTC 1390 AM	Charleston	Low Country	African American	English
WZJY 1480 AM	Charleston	Low Country	African American	English
WHXT 103.9 FM	Columbia	Midlands	African American	English
WLXC 98.5 FM	Columbia	Midlands	African American	English
WSSB 90.3 FM	Orangeburg	Midlands	African American	English
WQKI 93.9 FM	Orangeburg	Midlands	African American	English
WWDM 101.3 FM	Columbia	Midlands	African American	English
WXBT 100.1 FM	Columbia	Midlands	African American	English
WDSC 800 AM	Dillon	Pee Dee	African American	English
WBZF 98.5 FM	Florence	Pee Dee	African American	English
WCMG 94.3 FM	Florence	Pee Dee	African American	English
WSQN 102.9 FM	Florence	Pee Dee	African American	English
WYNN 106.3 FM	Florence	Pee Dee	African American	English
WPFM 1350 AM	Florence	Pee Dee	African American	English
WTNI 1490 AM	Florence	Pee Dee	African American	English
WYNN 540 AM	Florence	Pee Dee	African American	English
WLMC 1470 AM	Georgetown	Pee Dee	African American	English
WJMZ 107.3 FM	Greenville	Upstate	African American	English
WPCI 1490 AM	Greenville	Upstate	African American	English
WPJM 800 AM	Greenville	Upstate	African American	English
WLBG 860 AM	Laurens	Upstate	African American	English
WMIR 1200 AM	Myrtle Beach	Pee Dee	African American	English
WPJS 1330 AM	Myrtle Beach	Pee Dee	African American	English
WASC 1530 AM	Spartanburg	Upstate	African American	English
WTUA 106.1 FM	St. Stephen	Low Country	African American	English
WLJI 98.3 FM	Sumter	Midlands	African American	English
WWKT 99.3 FM	Sumter	Midlands	African American	English
WQMC 1290 AM	Sumter	Midlands	African American	English
WAAW 94.7 FM	Williston	Midlands	African American	English

# MINORITY MEDIA OUTLETS NEWSPAPER

Newspaper	Area	Region	Demographic	Language
Charleston Black Times	Charleston	Low Country	African American	English
Columbia Black News	Columbia	Midlands	African American	English
Florence Black Sun	Florence	Pee Dee	African American	English
Greenville Black Star	Greenville	Upstate	African American	English
Orangeburg Black Voice	Orangeburg	Midlands	African American	English
View South News	Orangeburg	Midlands	African American	English
Rock Hill Black View	Rock hill	Midlands	African American	English
Sumter Black Post	Sumter	Midlands	African American	English

# MINORITY MEDIA OUTLETS SPANISH

Newspaper	Area	Region	Demographic	Language
Que Onda	Columbia	Midlands	Hispanic	Spanish
Radio Station	Area	Region	Demographic	Language
WAZS 980AM	Summerville	Low Country	Hispanic	Spanish
WBLR 1430 AM	Batesburg	Midlands	Hispanic	Spanish
WDAB 1580 AM	Traveler's Rest	Upstate	Hispanic	Spanish
WGVL 1440 AM	Greenville	Upstate	Hispanic	Spanish