



Public Participation in Planning



SHOW OF HANDS

Interactive exercise for the room.

Raise your hand if the question applies to you and your experience.



GROUND RULES

- ▣ **Let everyone have a chance to speak**
- ▣ **Ok to disagree**
- ▣ **But... disagree with the idea, not the person.**
- ▣ **Do not interrupt one another**

DVRPC's Records Policy & Public Participation Plan

June 26, 2018 PPTF Meeting

Alison Hastings
Manager, Office of Communications & Engagement



What is a Records Policy?

- Gives citizens the right to access government records.
- All government information is presumed to be available to the public, unless exempted.
- Protects government body from exorbitant requests.
- Gives government body guidelines for responding to requests.
- In NJ - Open Public Records Act (OPRA)
- In PA - Right-to-Know Law (RTK)
- Federal agencies - Freedom of Information Act (FOIA)



DVRPC's Records Policy

- An Appendix to DVRPC's Public Participation Plan, adopted by Board in March 2014.
- Intended to balance benefits of general public access to records with other considerations of privacy, confidentiality, informed decision-making, and security.
- Contracts with other public/private entities may prohibit us from disclosing information, reports, etc.
- Best Practice: Put information on website to begin with.



DVRPC's Records Policy con't

- DVRPC did not have a robust policy before 2014.
- Between 2010 and 2012, DVRPC received a large number of requests for records; but we didn't have a policy to guide responses to requesters.
- PA Court Case - Commonwealth Court - July 2013 decision found that DVRPC is not subject to PA RTK
- NJ quasi-judicial - NJ Government Records Council - June 2013 found that DVRPC is not subject to NJ OPRA
- DVRPC drafted a Public Records Policy throughout 2013; released for public comment; and approved by Board in March 2014.



2017: Reexamination of Records Policy

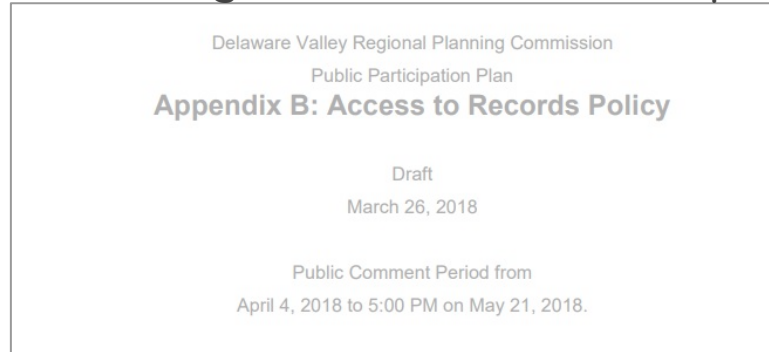
Staff and co-counsel found that:

- Current exemptions are not specific enough.
- Current policy has no guidelines on response timeline.
- Member governments fall under two different state disclosure laws.
- Different member governments in same state may interpret same law differently. Ex. “Ownership” vs. “Access.”
- Information requested may be governed by contracts.



Proposed Policy

- Modeled on Delaware River Port Authority's policy. DRPA is a "sister agency" in that it was also created by interstate compact law.
- Public Comment period from 4/4/2018 to 5/21/2018. Received 3 public comments. One comment after public comment period.
- Right now, could go to the Board for adoption in July 2018.





Proposed Policy

- 13 exemptions.
 - Current policy has 7 exemptions
 - PA's Right-To-Know policy has 30+ exemptions.
- New section on “Commission’s Response,” which would tie staff to a timeline for responding.
- Revised Request Form that creates better documentation for staff to track request, determination, and response.

DELAWARE VALLEY
dvrpc
REGIONAL
PLANNING COMMISSION

190 N INDEPENDENCE MALL WEST
8TH FLOOR
PHILADELPHIA, PA 19106-1520
Phone: 215-592-1800
Fax: 215-592-9125
www.dvrpc.org

Access to Records Request Form
Please complete and send to DVRPC by email (public_affairs@dvrpc.org), U.S. Mail, fax (215-592-9125), or in-person at DVRPC's offices.

Date requested: _____

Request submitted by: _____ E-mail U.S. Mail Fax In-person

Name of Requester (Required): _____

Street Address (Required): _____

City/State/Zip (Required): _____

Telephone (Optional): _____
Email (Optional): _____

Records Requested: Please provide as much specific detail as possible so that DVRPC can identify the information requested. (Minimum 100 characters)

Do you want to be notified in advance if the cost exceeds \$10? Yes No

For DVRPC Use Only

Date Received by Records Officer: _____

30-Calendar Day Response Deadline: _____ Extension (if applicable): _____

Date Response Provided: _____

Records Officer Signature: _____



Proposed Policy - Examples of Exemptions

- Personnel Records
- Copyrighted or proprietary information (ex. Purchased data)
- Information that would give another entity an unfair advantage if released
- Records that contain personal information (ex. Social security numbers, home mailing addresses)
- Information that would endanger public safety and security (ex. Some technical engineering drawings)

DVRPC's Public Participation Plan



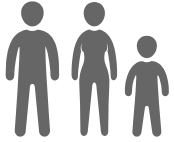
Legislative Basis

Starting with 1991 Federal Transportation Legislation - Intermodal Surface Transportation Efficiency Act (ISTEA) - MPOs were mandated to create, adopt, and follow public participation plans.

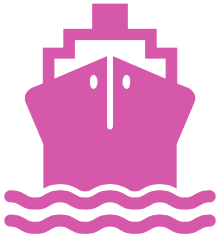


Legislative Basis

Each federal transportation act slightly changes Public Participation requirements. Example:



Definition of Interested Parties: In general.—Each metropolitan planning organization shall provide citizens, affected public agencies, representatives of public transportation employees, **public ports**, **freight shippers**, **providers of freight transportation services**, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as a carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), **representatives of users of public transportation**, **representatives of users of pedestrian walkways and bicycle transportation facilities**, **representatives of the disabled**, and other interested parties with a reasonable opportunity to comment on the transportation plan.



1991 - ISTEA

1998 - TEA-21

2005 - SAFETEA-LU

2015 - FAST



DVRPC's Public Participation Plans

- 1990s - Required by ISTEA
- 2001 - Public Participation Plan
- 2004 - Update - added public disclosure policy and Environmental Justice analysis (related to Title VI Compliance)
- 2008 - Update - complied with SAFETEA-LU
- 2014 - Revision - Included updated Public Disclosure Policy (DVRPC's current records policy; not proposed policy).
- 2018 - *Proposed Revision - Proposed "Access to Records" Policy*



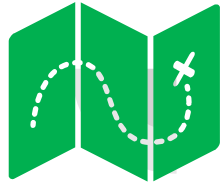
DVRPC's Public Participation Plan - A *Strategy for Citizen Involvement (2014)*

DVRPC Activities covered by the Public Participation Plan

- Long-Range Plan
- Transportation Improvement Program
- DVRPC Board meetings
- DVRPC committee meetings
- Public Participation Task Force
- Regular Evaluation



a **Strategy**
for **Citizen Involvement**



DVRPC's Public Participation Goals:

- Provide opportunities for interested parties to identify regional concerns and priorities;
- Encourage public involvement among our various audiences, including traditionally underserved groups;
- Increase the public's awareness of opportunities and activities to actively participate in DVRPC plans and programs;
- Obtain meaningful public input to inform the Commission's planning and decisionmaking process; and
- Inform and educate our stakeholders, share information, and increase overall awareness of regional planning.



How do we do we meet those goals?

Meetings

Different types of meetings depending on audience, project/plan, and available resources:

- Open houses
- Workshops
- Information Sessions
- Listening Sessions
- Public meetings (legally noticed; opportunity to make public comments on the record)
- **Webinars, web conferences, or virtual meetings**
- **Road Shows**



How do we meet those goals?

Accessible Meetings

- Always held in ADA-accessible facilities
- When possible, in transit-accessible locations
- Held at various times: evenings, lunch meetings, on weekends
- Translation and interpretation available upon request (seven days before scheduled meeting)
- **Partner with a local host organization or member government**



How do we meet those goals?

Public Input

- Hold public comment periods for mandated documents
- Use public comments
- Respond to public comments that are specific to document out for public comment (not all organizations, government agencies have to do this).
- Document changes based on public comments



How do we meet those goals?

Communications

- Robust website that complies with accessibility standards
- Event calendar for public meetings/events and agendas (10 days ahead of time)
- Data resources - **GIS Data Downloads, Map Viewers**, Data Bulletins and Analytical Reports (narrative reports)
- **Actively Managed Social Media Channels (real-time information)**
- Monthly Newsletter (proactive communications)
- **Product Search**
- **Actively Managed Contact Lists**



How do we meet those goals?

Other Ways

Accessible Staff

DVRPC Resource Center (on-site)

Speakers Bureau (Subject Matter Experts)

Planner's Methodology - to be updated in FY2019

- Opportunity to expand Public Participation Plan
- Best practices
- Ask PPTF for involvement, contributions, guidance



Roles of the PPTF

- Provide ongoing public access to the regional planning and decision-making process;
- Review timely issues;
- Serve as a conduit to organizations and communities across the region for DVRPC's data and projects; and
- Assist the Commission in implementing public outreach strategies.

Opportunities: co-host an event/meeting in your community; serve on a grant review committee; forward info to your contacts/networks; “test-run” engagement activities at PPTF meetings; leadership positions; serve on Regional Technical Committee



We can always do better

We value PPTF's time, commitment and input.

Mid-Year Check-in and Survey

- 1) Sending emails announcing public notices directly to PPTF members instead of relying on HTML email distribution.
 - Mailing those materials to PPTF member if that member requests.
- 2) Providing more updates between meetings.
- 3) Asking chairs to plan and lead meetings.
- 4) Planning PPTF meetings around your interests.

**THANK
YOU!**

Reviving Vine

Improving Multimodal Connections on Vine Street

Al Beatty, DVRPC



Public participation strategy:

Open House

Project background:

- Increase neighborhood connections
- Enhance multimodal, inclusive mobility
- Improve safety and rebalance roadway uses
- Transform Vine Street into a safe, attractive, community-oriented public space



Strategy in practice:

- Location: Holy Redeemer
- Partner: PCDC
- Data: survey, conversations
- DVRPC Staff: 15
- Other Considerations: translation, promotion, followup surveys

How feedback/data will be used:

- Quantitative analysis, qualitative review
- Ideas informed final recommendations
- Analysis included in report



HENRY PELAMAN

8 開放空間和美化 開放空間和美化

Open Space and Beautification 開放空間和美化

Rail Park Entrance

Lighting

Wall Removal

Small Landscape Courts

Today's Menu

A photograph of a modern playground in Camden, New Jersey. The playground features a large, colorful structure with a green slide and a yellow canopy. In the background, the iconic Bix Creek Bridge spans across the water. The sky is blue with scattered white clouds. A black metal fence runs across the middle ground, separating the playground from the foreground. The foreground is a lush green lawn.

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Camden Health Element

Amy Verbofsky, DVRPC



Public participation strategy: **Roadshow**

Project background:

- **Element of the City's Master Plan**
- **Provide a high-level vision to promote health as a priority for Camden's future growth and development**
- **Generate policies and actions for improving opportunities for everyone to be healthy**



Strategy in practice:

- We come to you
- Flexible presentation that can be adapted to different meeting lengths and formats
- Many smaller meetings with opportunities for discussion
- Ongoing process: March until...
- Requires at least 2 DVRPC staff per meeting

Challenges:

- Finding groups that want to host us
- Scheduling takes a long time
- Finding community groups to meet with



How feedback/data will be used:

- **Develop a vision for a healthy Camden**
- **Prioritize what areas to focus on**
 - **Strategies around homelessness, mental health, and addiction will be included as a result of the roadshows**
- **Future versions of the roadshow may focus on proposed recommendations. Feedback would be used to develop and prioritize strategies and policies.**

TWEET or HEADLINE from the FUTURE

Camden city goes entire year without any housing evictions at all.

CAMDEN CITY IS FIRST CITY IN NATION where VAS experienced county and Reside

from the FUTURE

s Fall lower

at all of camdens fresh fruits and

TWEET or HEADLINE from the FUTURE

Camden air quality meets EPA regulations.
↳ less truck traffic

Camden schools turn on water fountains.

TWEET or HEADLINE from the FUTURE

Camden voted best place to live ^{& work} in Camden county!

Camden named among to destinations to visit in NJ

TWEET or HEADLINE from the FUTURE

Local Farmers and Producers opportunity to sell products
#farmersmarkets #HCS1

DISTRICT SCHOOL FOOD IS with youth input and voice!
#waterfountains are clean and w

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Station Area Planning for the King of Prussia Rail

Andrew Svekla, DVRPC



Lower Providence

West Norriton

Norristown

Norristown Transportation Center

MANAYUNK/NORRISTOWN LINE

Upper Merion

422

23

Valley Forge National Historical Park

PROPOSED KOP RAIL EXTENSION

First Ave East

Bridgeport

Bridgeport

First & Moore

Mall Blvd North

Henderson Rd

DeKalb St

276

1/2 MILE

Wills Blvd

Hughes Park

202

76

Tredyffrin

MONTGOMERY COUNTY
CHESTER COUNTY

AWARE COUNTY

NISL

Gulph Mills



KING OF PRUSSIA

Public participation strategy: **Stakeholder Workshop**



Study goals:

- 1. Develop strategies to enhance pedestrian and bicycle access to the proposed stations**
- 2. Identify opportunities for transit-supportive development.**



Strategy in practice:

- Small group dynamics
- Diverse perspectives and experience
- “Hands-On” structured activities
- Reporting back to the group

How feedback/data will be used:

Workshop comments and outputs inform the recommendations made by the study team





marker, trace the buildings that you do not think will change in the foreseeable future or are of important community value.

LOW TO MODERATE SUSCEPTIBILITY TO CHANGE

Using a yellow marker, trace the lots and/or buildings that may need minor improvements or rehabilitation in the coming years.

HIGH SUSCEPTIBILITY TO CHANGE

Using a red marker, trace the lots and/or buildings that are inappropriate for their location, underutilized, deteriorated, or vacant. These properties, or portions of them, may be appropriate for new infill and/or redevelopment.

Station Area Issues & Notes

Proposed R development

Insert an image if you have one. Right click the pic and choose “Change Background”.



Or use **this one if you want a
pic with words on the side**

Please only choose the big picture
or the one with words! Not both.



4

Marcus Hook Grade Crossing Study

Mike Ruane, DVRPC



Public participation strategy:

Steering Committee

Project background:

- Evaluate existing conditions on 4th Street
- Identify improvements for crossing safety
- Explore options to minimize negative impacts to local community



Strategy in practice:

- Meetings in the borough
- Project staff: 2 (varies)
- Agencies, local officials and staff, business stakeholders
- Several meetings throughout project
- Short technical presentations with discussion

How feedback/data will be used:

- Guided scope and improvement strategies
- Educational to project team and community members
- Serves as a foundation for ongoing coordination



Panel questions

Discussion and questions about public participation strategies

