

## **SECTION 2D – 5 - NOTICE OF WILLINGNESS TO HOLD A PUBLIC HEARING**

### **RESPONSIBILITY**

Requirements for a public hearing may be satisfied by a well-publicized notice of willingness to hold a public hearing. An opportunity to review the project plans and other information is given in this procedure. A public hearing is held if a written request is made and contact by VDOT cannot resolve questions.

Willingness to hold a public hearing may be posted on most Federal-Aid Secondary projects and some Federal-Aid Primary, Urban, and Interstate projects. Responsibility for initiation of the process is vested in the Local Assistance Division for Secondary and Urban Projects, and Location and Design Division for all other projects.

### **PROCEDURES**

Until the Notice of Willingness to hold a public hearing expires, it must be assumed that a hearing will be required. The Department must have sufficient plans, maps and other information concerning the proposed project available for public review in the District and Residency offices. If a public hearing is requested, a study report or informational brochure (as well as other necessary displays such as mosaics) will be prepared for use at the hearing.

### **PUBLISHING NOTICE OF WILLINGNESS TO HOLD A PUBLIC HEARING**

The [Public Involvement Section](#), upon receipt of all the required data, will prepare the public notice and arrange for proper advertisement of the Department's willingness to hold a public hearing. The notice is to be published subsequent to the preparation of the appropriate environmental document on Federal-Aid projects.

### **NO REQUEST FOR PUBLIC HEARING**

If no requests for a public hearing are received within the time limit given in the notice, a hearing is not required and the public hearing requirements are then considered to be satisfied.

The District Location and Design Engineer will write a memorandum to the appropriate Assistant **State\*** Location and Design Engineer requesting approval with the following statement at the bottom of the letter for approval signature:

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\* Rev. 7/06