

SECTION 7.00 – MUNICIPALITY CONDUCTED PUBLIC HEARING GUIDANCE

For inclusion in the SIX YEAR IMPROVEMENT PROGRAM

Section 7.01 – Purpose	7-1
Section 7.02 – Definition of SYIP Public Hearing	7-1
Section 7.03 – Non-discrimination	7-1
Section 7.04 – Public Hearing Notification	7-3
Section 7.05 – Conduct of Public Hearing	7-4
Section 7.06 – Traditional Style Public Hearing or as Part of City/Town Council Meeting	7-4
Section 7.07 – Open Forum Style Public Meeting	7-5
Section 7.08 – Transcript of Proceedings	7-5

APPENDIX 7 – Guidance

1	Guidance for the Public Hearing Handout	7-1
G-2	Guidance for Traditional – Public Hearing Presentation	7-3
G-3	Guidance on Items to Check when Setting Up and Conducting Public Meetings	7-5
G-4	General Guidelines for Planning Meetings	7-9

APPENDIX 8 - Law

L-1	- FHWA Regulations 23 CFR, 771	8-1
L-2	- Environmental Justice in Minority Populations and Low-Income Populations	8-33
L-3	- Code of Virginia 51.5-40	8-37
L-4	- VR 602-01-2	8-39
L-5	- Section 33.1-18 of the Highway Laws of Virginia	8-40
L-6	- DPM 1-11	8-42
L-7	- Delegation of Authority for Design Approval	8-45

APPENDIX 9 - How to ...

H-1	How to Request a Public Meeting	9-1
H-2	How to Prepare a Project Brochure	9-3
H-3	How to Request a Mass Mailing of the Project Area	9-6
H-4	How to Prepare a Video	9-7
H-5	How to Request a Project Rendering	9-10
H-6	How to Prepare a Transcript for Submission	9-11
H-6	Areas of Responsibility	9-13