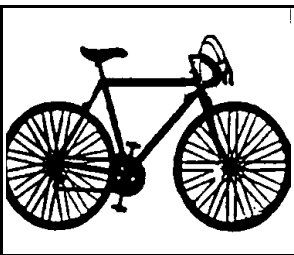
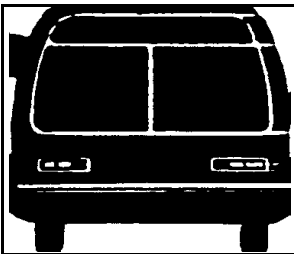
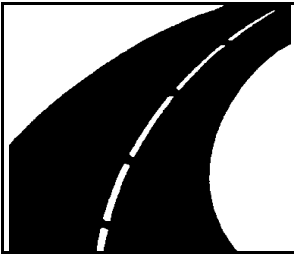
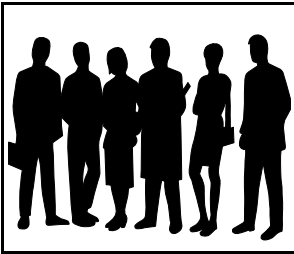


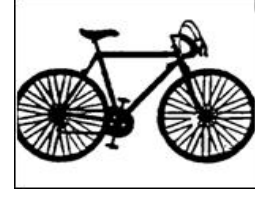
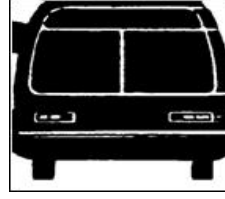
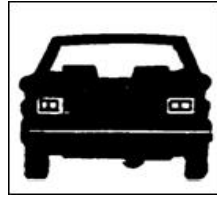
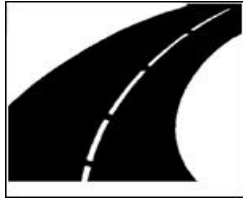
# L RTP Amendment



Janesville Area Metropolitan  
Planning Organization

[www.ci.janesville.wi.us](http://www.ci.janesville.wi.us)

November 2007



**MPO ORGANIZATION**

The Janesville Area MPO includes the following units of government: City of Janesville, City of Milton, Rock County, and the Towns of Harmony, Janesville LaPrairie, Milton and Rock. The work of the Janesville Area MPO is directed by a Policy Board which is advised by a Technical Advisory Committee. The City of Janesville Community Development is the staff for the MPO.

<b>Policy Board</b>		<b>TECHNICAL ADVISORY COMMITTEE</b>	
<b>COMMON COUNCIL</b>	<b>TOWN CHAIRPERSONS</b>	<b>CITY OF JANESVILLE</b>	<b>CITY OF БЕЛОIT</b>
Tim Welnitz	Roger Fanning Town of Harmony	Herb Stinski Assistant City Manager	Bob Soltau MPO Coordinator
Paul Williams Policy Board Chair	Mike Saunders Town of La Prairie	Jack Messer Director of Public Works, City Engineer (Vice Chair)	<b>WisDOT</b>
William Truman	Edward Marshall Town of Janesville	David Mumma Transit Director	Arun Rao Bureau of Planning
Russ Steeber	Mark Gunn Town of Rock	Bradley A. Cantrell Director of Community Development (Chair)	Franco Marcos SW Region
Craig DeGarmo	Bryan Meyer Town of Milton	Mike Payne Assistant Engineering Manager	<b>FTA</b> Marisol Simon Region 5 - Regional Administrator
Amy Loasching		Dennis Ryan Traffic Engineer	<b>FHWA</b>
George Brunner Policy Board Vice - Chair		<b>CITY OF MILTON</b>	Dwight McComb Plan. and Prog. Devel. Engineer
<b>CITY OF JANESVILLE</b>	<b>WisDOT</b>	Todd Schmidt City Administrator	<b>BICYCLE/PEDESTRIAN</b>
Steve Sheiffer City Manager	John Vesperman Planning Chief - Southwest Region	Howard Robinson Director of Public Works	Carolyn Brandeen Rock Trail Coalition
<b>CITY OF MILTON</b>		<b>ROCK COUNTY</b>	<b>TOWN CHAIRPERSONS</b>
Nathan Bruce Mayor		Scott Heinig Planning Director	Roger Fanning Town of Harmony
<b>ROCK COUNTY</b>		Ben Coopman Highway Commissioner	Mike Saunders Town of La Prairie
Charles Elliott Rock County Board of Supervisors		Charles Elliott Rock Co. Board of Supervisors	Edward Marshall Town of Janesville
<b>PREPARED BY:</b>	Janesville Area MPO	<b>FREIGHT</b> (non-voting member) Larry Schieve GM freight representative	Mark Gunn Town of Rock
			Bryan Meyer Town of Milton

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**Proposed Amendment to the Janesville Area MPO 2005-2035 Long Range Transportation Plan  
(Originally Adopted May 11, 2006)**

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## I. Introduction

The *2005-2035 Janesville Area MPO Long Range Transportation Plan* (LRTP) was adopted in May of 2006. The *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU) was signed into law in August of 2005. However, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) did not release their Statewide and Metropolitan Planning Rule (Vol 72, Federal Register 7224) until February 14, 2007. The final rule revises planning regulations at 23 CFR Parts 450 & 500 and 49 CFR Part 613, interpreting the SAFETEA-LU changes and making them effective July 1, 2007.

With the gap between the adoption of SAFETEA-LU and the publication of the Planning Rule, the Janesville Area Metropolitan Planning Organization (MPO) chose to move forward with the creation and adoption of the LRTP in accordance with the regulations outlined in the *1998 Transportation Equity Act for the 21st Century* (TEA-21), the precursor to SAFETEA-LU.

The purpose of this amendment to the LRTP, is to bring the Janesville Area MPO Planning Process into compliance with SAFETEA-LU regulations. The Janesville Area MPO has carefully reviewed its planning processes and the Long-Range Transportation Plan. MPO staff identified the steps necessary to address each SAFETEA-LU compliant issue, and the Technical Advisory Committee and Policy Board reviewed Staff's recommendations.

The amendment to the *2005-2035 Long-Range Transportation Plan* is being proposed under the auspices of a SAFETEA-LU Compliant Transportation Plan. On November 12, 2007, the MPO Policy Board approved the following additions, and changes to the *Janesville Area 2005-2035 Long Range Transportation Plan* by amendment.

**II. Resolution Endorsing 2007 Amendment to the *Janesville Area MPO 2005-2035 Long Range Transportation Plan***

**(continued on next page)**

RESOLUTION NO. 2007-4

**RESOLUTION OF THE POLICY BOARD OF THE JANESVILLE AREA METROPOLITAN PLANNING ORGANIZATION APPROVING AN AMENDMENT TO THE 2005-2035 JANESVILLE AREA LONG RANGE TRANSPORTATION PLAN.**

**WHEREAS**, the Janesville Urbanized Area has been designated by the Governor of the State of Wisconsin as a Metropolitan Planning Organization (MPO) for the purpose of carrying out cooperative, comprehensive and continuing urban transportation planning; and

**WHEREAS**, the plan was prepared to meet the requirements of *Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users* (SAFETEA-LU), as prescribed in the U.S. Code, Title 23 Section 134 and in accordance with joint Federal Highway Administration and Federal Transit Administration Metropolitan Planning Rule in the Code of Federal Regulations, Title 23, Part 450 and 500 and Title 49, Part 613, effective August 10, 2005.

**WHEREAS**, the principal elected officials of local governments including Rock County, the City of Janesville, the City of Milton, the towns of Rock, Milton, Harmony, Janesville, and La Prairie, their designated staffs, the technical advisory committee members and the public, have participated in the planning process; and

**WHEREAS**, public participation was provided in a manner consistent with formally adopted Public Participation Procedures that included local newspaper advertising, radio coverage, and public information meetings in locations with access to public transportation; and

**WHEREAS**, the long range plan considers all modes of transportation and reflects the forecasted growth, land use and transportation plans, goals, objectives and policies of the member communities; and

**WHEREAS**, the plan includes reasonably anticipated funding to meet the long term transportation needs, protect the environment and improve the quality of life for the citizens of the Janesville Urbanized Area; Now, Therefore:

**BE IT RESOLVED BY THE JANESVILLE AREA METROPOLITAN PLANNING ORGANIZATION THAT THE POLICY BOARD ADOPT THE AMENDMENT TO 2005-2035 JANESVILLE AREA LONG RANGE TRANSPORTATION PLAN FOR THE JANESVILLE URBANIZED AREA.**

ADOPTED: Nov 12, 2007  
November 12, 2007

APPROVED:   
Chair, MPO Policy Board

ATTEST:   
Bradley A. Cantrell, Community Development Director

### **III. Proposed Amendment to the *Janesville Area MPO 2005-2035 Long Range Transportation Plan* (Originally Adopted May 10, 2006)**

#### ***GENERAL CHANGES***

1. All references to “TEA-21” should be replaced by “SAFETEA-LU”.
2. In TEA-21, “safety and security” were one planning factor. SAFETEA-LU added safety as a standalone factor. Thus, references to the “seven planning factors” on page I-3, and elsewhere in the Plan, should be replaced by the following “eight planning factors”.
  1. Support the economic vitality of the metropolitan planning area, especially by enabling global competitiveness, productivity, and efficiency,
  2. Increase the safety of the transportation system for motorized and non-motorized users,
  3. Increase the security of the transportation system for motorized and non-motorized users,
  4. Increase the accessibility and mobility of people and freight,
  5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns,
  6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight,
  7. Promote efficient system management and operation, and
  8. Emphasize the preservation of the existing transportation system.

No additional action required for this area.

## **SECURITY**

### **SAFETEA-LU Regulation/s**

23 CFR 450.306(a)(3): Increase the security of the transportation system for motorized and non-motorized users.

23 CFR 450.306(h): The metropolitan transportation planning process should be consistent with the Strategic Highway Safety Plan, as specified in 23 USC 148, and other transit safety and security planning and review processes, plans, and programs as appropriate.

23 CFR 450.322(h): The metropolitan transportation plan should include a safety element that incorporates or summarizes the priorities, goals, countermeasures, or projects for the MPO contained in the Strategic Highway Safety Plan required under 23 USC 148, as well as .....and safeguard the personal security of all motorized and non-motorized users.

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

SAFETEA-LU added a new stand-alone factor, “increase security of the transportation system for motorized and non-motorized users.” TEA-21 combined “safety and security” in one element.

### **Janesville Area MPO Action**

1. References to the “seven planning factors” on page I-3, and elsewhere in the Plan, should be changed to “eight planning factors,” and amended to reflect that “security” is a standalone factor within SAFETEA-LU.

2. The following objective will be added to the list of objectives on page I-7.

Objective: Improve security of the region’s transportation system for motorized and non-motorized users. (Transit, Freight, Bicycle & Pedestrian, Highway)

3. Add the following security discussion to page I-14, directly after “Environmental Justice Requirement”.

The overall security of the transportation system is an important consideration of the MPO. The MPO will work to support the security efforts of FHWA, WisDOT and the participating jurisdictions. When appropriate and feasible, the MPO will assist with the development of security plans, policies and procedures.

4. The planning factors listed on pages VII-6 – VII-10 should be amended to reflect SAFETEA-LU expanded planning factors. Specifically, factor 2 on page VII-7 should be broken into two separate factors. The factor on security should read as follows.

Increase the security of the transportation system for motorized and non-motorized users.

Objective: Improve security of the region’s transportation system for motorized and non-motorized users. (Transit, Freight, Bicycle & Pedestrian, Highway)



**Policies & Planning Activities**

- Review current metropolitan transportation plans for emergency planning/security elements.
- Work with the public transportation operators/MPO/State in promoting security.
- Identify critical facilities and transportation system elements (transit systems, rails, Interstate system, and NHS routes).
- Increase the ability of the transportation system to support homeland security and to safeguard the personal security of all motorized and non-motorized users.

No additional action required for this area.

## ***SAFETY***

### **SAFETEA-LU Regulation/s**

23 CFR 450.306(a)(2): Increase the safety of the transportation system for motorized and non-motorized users.

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

TEA-21 combined “safety and security” under one element, and in SAFETEA-LU safety is emphasized as its own stand-alone factor; “increase safety of the transportation system for motorized and non-motorized users.”

### **Janesville Area MPO Action**

1. References to the “seven planning factors” on page I-3, and elsewhere in the Plan, should be changed to “eight planning factors” and amended to reflect that “safety” is a standalone factor within SAFETEA-LU.
2. The planning factors listed on pages VII-6 – VII-10 should be amended to reflect SAFETEA-LU’s expanded planning factors. Specifically, factor 2 on page VII-7 should be broken into two separate factors. The factor on safety should read as follows.

Increase the safety of the transportation system for motorized and non-motorized users,

Objective: Minimize the loss and damage to persons and property due to transportation-related accidents (Freight, Bicycle & Pedestrian, Highway)

Objective: Encourage more detailed bikeway facility planning efforts which address the possible expansion of both on-road and off-road bike facilities. (Bicycle & Pedestrian)

Objective: Reduce injuries and fatalities in all transportation modes. (Bicycle & Pedestrian, Highway)

Objective: Raise safety awareness of both the transportation industry and users of the transportation system. (Bicycle & Pedestrian, Highway)

### **Policies & Planning Activities**

- Regular pavement preservation and maintenance activities.
- Implement access control measures.
- Construct sidewalks and bicycle trails within access of transit routes.
- Maintain effective preventive maintenance program.
- Develop transit routes, bicycle/pedestrian routes, and streets that connect major activity centers.
- Incorporate proposed on-street bicycle routes into bridge construction or reconstruction design projects.

- Ensure maintenance of on-street bike routes and encourage tree and shrub clearance per AASHTO guidelines on operation and maintenance.
  - Implement congestion relief measures.
  - Monitor the major crash locations, evaluate potential problems, and implement improvements.
  - Update bicycle and recreation maps; coordinate mapping with Parks Department.
  - Connect urban area trail system to statewide Ice Age Trail.
  - Consider trail, transit route, and street access to existing and planned tourist destinations within the planning area.
  - Conduct a safety study with the aid of WisDOT.
3. On Page I-16, under “Planning Area Transportation Issues” the following bullet point should be added.
- Identifying hazardous locations so that limited funding can be targeted at high hazard areas.
4. On Page IV-23, the following discussion should be added directly under “Public Health and Safety.”

### **Background**

Safety is one of the eight planning factors of SAFETEA-LU and is one of the identified goals of the LRTP. Addressing the issue of safety, and identifying ways to enhance safety planning within the MPO area is a key component of the LRTP.

In the development of the LRTP, the MPO asked the participating local units of government to help identify needs and recommended projects. The cities of Janesville and Milton have several groups that meet to review safety issues and present project suggestions, and they used the recommendations of these groups to form the basis of their project recommendations to the MPO.

The 2035 LRTP includes a review of intersection crash volumes throughout the region, and a separate analysis of bicycle and pedestrian crashes. The Streets & Highways element specifically recommends further safety planning. The Element also identifies measures of congestion, and applies these measures to current and future roadway conditions in order to identify deficiencies. The identified deficiencies were one factor used in developing the list of priority roadway projects for the region. The Bicycle and Pedestrian Element addresses the need for a safer and more cohesive bicycle and pedestrian network, and maps future on and off-street bicycle routes. In addition, the Bicycle & Pedestrian Element identifies missing pedestrian linkages in the form of gaps in the existing sidewalks.

No further action required for this area.

## ***STRATEGIC HIGHWAY SAFETY PLAN (SHSP)***

### **SAFETEA-LU Regulation/s**

23 CFR 450.306(h): The metropolitan transportation planning process should be consistent with the Strategic Highway Safety Plan, as specified in 23 USC 148, and other transit safety and security planning and review processes, plans, and programs as appropriate.

23 CFR 450.322 (h): The metropolitan transportation plan should include a safety element that incorporates or summarizes the priorities, goals, countermeasures, or projects for the MPO contained in the Strategic Highway Safety Plan required under 23 USC 148, as well as .....and safeguard the personal security of all motorized and non-motorized users.

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

Prior to SAFETEA-LU, states were not required to have a SHSP. This regulation requires MPOs to consider and incorporate appropriate goals and objectives from the SHSP. The intent is to ensure coordination between the State and MPO, and have the MPO illustrate that their plans support the state's initiatives, where possible.

### **Janesville Area MPO Action**

1. On Page I-4, under “Major Transportation Planning Activities,” add a 7<sup>th</sup> activity that will read:

7. Wisconsin Strategic Highway Safety Plan

WisDOT’s Traffic Safety Council, a multi-disciplinary team that works with a wide range of safety professionals and advocates, prepared the Strategic Highway Safety Plan (SHSP) to provide background and information about highway safety in Wisconsin, and identify strategies to address key concerns. The SHSP describes Wisconsin’s most critical highway safety issues and outlines a plan to significantly reduce fatalities and serious injuries on all public roads.

The MPO considers the goals and objectives of the SHSP in the development of the LRTP, and when feasible, incorporates measures to support the initiatives of Wisconsin’s SHSP and its overall strategic goal: *By 2008, reduce traffic fatalities, injuries and crashes on Wisconsin roadways by 5% from the 2001-2005 average.*

2. On page IV-23, the following discussion should be added under “Public Health and Safety”.

In 2006, WisDOT’s Traffic Safety Council (TSC) developed the second edition of the Strategic Highway Safety Plan (SHSP) with the goal of significantly reducing fatalities and serious injuries on all public roads. The Plan’s overall strategic goal is: *By 2008, reduce traffic fatalities, injuries and crashes on Wisconsin roadways by 5% from the 2001-2005 average.*

There is the greatest opportunity to increase safety through coordination between the state and local jurisdictions. The following is a list of the goals taken from the SHSP and an analysis of how the MPO can best support the applicable goals.

1. Safety Belt Use
  - This goal is not proposed for inclusion in the SAFETEA-LU amendment to the 2005 LRTP, since it can only be accomplished by personnel internal to WisDOT or by local and county law enforcement personnel.
2. Improve the Design and Operation of Intersections
  - Thru the development of a spatial crash analysis system the MPO will be able to identify high incident locations and target efforts at redeveloping these locations.
3. Create a More Effective Safety Management System, Including Data Collection, Linkage, Analysis, Dissemination and Decision Making Processes
  - Again, thru the development of a spatial crash analysis system the MPO will be able to identify high incident locations, share this information with the appropriate parties, and use the data collected to analyze the crashes, and identify methods to reduce the incident rate, if any.
4. Reduce Speed Related Crashes
  - This goal is not proposed for inclusion in the SAFETEA-LU amendment to the 2005 LRTP, since it can only be accomplished by personnel internal to WisDOT or by local and county law enforcement personnel.
5. Reduce Impaired Driving
  - This goal is not proposed for inclusion in the SAFETEA-LU amendment to the 2005 LRTP, since it can only be accomplished by personnel internal to WisDOT or by local and county law enforcement personnel.
6. Keep Vehicles on the Road and Minimize Consequences of Leaving the Roadway
  - The MPO, when possible and appropriate, will encourage the creation of adequate shoulders on rural, as well as applicable urban roads, to help vehicles stay on the roadways.
7. Design Safer Work Zones
  - This goal is not proposed for inclusion in the SAFETEA-LU amendment to the 2005 LRTP, since it can only be accomplished by personnel internal to WisDOT or by local and county law enforcement personnel.
8. Increase Driver Safety Awareness
  - This goal is not proposed for inclusion in the SAFETEA-LU amendment to the 2005 LRTP, since it can only be accomplished by personnel internal to WisDOT or by local and county law enforcement personnel.

Analyzing locations with high incidents of vehicle crashes, identifying congestion issues, and developing mitigation techniques are two of the main ways that the MPO can support the overarching goal of the SHSP, to reduce traffic incidents, as well as the SHSP's supporting goals.

No further action required for this area.

## ***CONSISTENCY OF TRANSPORTATION PLAN WITH PLANNED GROWTH AND ECONOMIC DEVELOPMENT PLANS***

### **SAFETEA-LU Regulation/s**

23 CFR 450.306(a)(5): Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and Local planned growth and economic development patterns.

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

SAFETEA-LU expands the environmental factor by adding the phrase “promote consistency of the transportation plan and transportation improvements with State and local planned growth and economic development patterns.” TEA-21 stated, “Protect and enhance the environment, promote energy conservation, and improve quality of life”.

### **Janesville Area MPO Action:**

1. On page I-9, the following statement should be added to the end of the first paragraph under “Janesville Area MPO Development Trends”.

Thus, Figure 1-2 is a comprehensive land use plan for the MPO planning area, and formed the basis for the LRTP’s analysis of land use and transportation needs.

The Janesville Area 2005-2035 LRTP recognized and addressed planned growth and economic development plans in the development of the LRTP. On page I-7, Objective 5, “By designing future street and highway improvements which are compatible with existing land uses and which complement the land use plan”, specifically notes the MPO’s commitment to ensuring consistency between improvements and adopted plans within the planning area.

No further action required for this area.

## ***COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN***

### **SAFETEA-LU Regulation/s**

23 CFR 450.306(g): Preparation of the coordinated public transit-human services transportation plan, as required by 49 U.S.C 5310, 5316, and 5317, should be coordinated and consistent with the metropolitan transportation planning process.

### **Key changes between ISTE/TEA-21 and SAFETEA-LU**

This has been added to SAFETEA-LU in order to ensure that there is full coordination with the metropolitan planning process. SAFETEA-LU further states that the Coordination Plan does not have to be the MPO's responsibility.

### **Janesville Area MPO Action:**

1. On Page I-4, under "Major Transportation Planning Activities," add a 6<sup>th</sup> activity that will read:

6. Coordinated Public Transit-Human Services Transportation Plan

SAFETEA-LU requires that federal program grantees in the New Freedom, Job Access and Reverse Commute (JARC), and the Elderly and Disabled Transit (5310) programs certify that approved projects were derived from a "locally developed coordinated public transit-human services transportation plan", and that the plan be developed through a process that includes transportation and human services representatives from the public, private, and nonprofit sectors in order to receive program funding in federal fiscal year 2007. These requirements led to the completion of Rock County's *Public Transit-Human Services Transportation Coordination Plan*.

As part of a state wide effort, the Janesville Area MPO (JAMPO) and the State Line Area MPO (SLATS) worked together to complete Rock County's *Human-Services Transportation Coordination Plan* in April of 2006. In order to meet the requirements of SAFETEA-LU and ensure that future iterations of the plan are coordinated and consistent with the MPO planning process, the MPO will continue to participate in the plan's development in whatever way is feasible.

2. On Page I-14, the following bullet should be added under "Efficient Use of the Existing Transportation System," directly following, "Bus Replacement/Rehabilitation Program".
  - *Public Transit-Human Services Transportation Coordination Plan*. Projects awarded under New Freedom, Job Access and Reverse Commute (JARC), and the Elderly and Disabled Transit (5310) programs must be part of an approved *Public Transit-Human Services Transportation Coordination Plan*. These plans are developed through a process that includes representatives of public, private, and nonprofit transportation and



human services providers, ensuring the coordination of services where needed, and the efficient allocation of resources.

3. The *Rock County Public Transit – Human Services Transportation Plan* (2006) attached to this amendment, should be added as an appendix to the Plan.

No further action required for this area.

## ***CONGESTION MANAGEMENT PROCESS (CMP) IN TMA***

### **SAFETEA-LU Regulation/s**

23 CFR 450.320(a): “The transportation planning process in a TMA shall address congestion management through a process that provides for safe and effective integrated management and operation of the multi-modal transportation system, based on a cooperatively developed and implemented metropolitan wide strategy of new and existing transportation facilities....”

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

In TEA-21 it was called a “congestion management system”, in SAFETEA-LU it is a “congestion management processes” and it is given a more central emphasis in plans and TIPs.

### **Janesville Area MPO Action:**

No action is required. The JAMPO is not a designated TMA, and it is not required to develop a CMP at this time.

## ***LONG RANGE PLAN UPDATE CYCLE***

### **SAFETEA-LU Regulation/s**

23 CFR 450.322(c): “The MPO shall review and update the transportation plan at least every 4 years in air quality nonattainment and maintenance areas.....”

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

In TEA-21 the plan was required to be updated every 3 years in nonattainment areas.

### **Janesville Area MPO Action:**

No action is required as JAMPO is an attainment area.

## ***ANNUAL LISTING OF OBLIGATED PROJECTS***

### **SAFETEA-LU Regulation/s**

23 CFR 450.332 (a): “In metropolitan planning areas, on an annual basis, no later than 90 calendar days following the end of the program year, the State, public transportation operator(s), and the MPO shall cooperatively develop a listing of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year.

23CFR 450.332(b): “The listing shall be prepared in accordance with §450.134(a) and shall include all federally funded projects authorized or revised to increase obligations in the preceding program year, and shall at a minimum include the TIP information under §450.324 (e)(1) and (4) and identify, for each project, the amount of Federal funds requested in the TIP, the Federal funding that was obligated during the preceding year, and the Federal funding remaining and available for subsequent years.

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

Under SAFETEA-LU two new project types must be included: pedestrian walkways, and bicycle transportation facilities. FHWA, WisDOT or FTA will supply this information to the MPO and the MPO will distribute it appropriately.

### **Janesville Area MPO Action:**

As these project listings are distributed to the MPO they will be posted on the MPO website, and made available to all those requesting them.

No further action required for this area.

## ***FISCAL CONSTRAINT***

### **SAFETEA-LU Regulation/s**

23 CFR 450.322(f)(10): A financial plan that demonstrates how the adopted transportation plan can be implemented.

- (i) For purposes of transportation system operations and maintenance, the financial plan shall contain system-level estimates of costs and revenue sources that are reasonably expected to be available to adequately operate and maintain Federal-aid highways (as defined by 23 U.S.C. 101(a)(5)) and public transportation (as defined by title 49 U.S.C. Chapter 53).
- (ii) For the purpose of developing the metropolitan transportation plan, the MPO, public transportation operator(s), and State shall cooperatively develop estimates of funds that will be available to support metropolitan transportation plan implementation, as required under §450.314(a). All necessary financial resources from public and private sources that are reasonably expected to be made available to carry out the transportation plan shall be identified.
- (iii) The financial plan shall include recommendations on any additional financing strategies to fund projects and programs included in the metropolitan transportation plan. In the case of new funding sources, strategies for ensuring their availability shall be identified.
- (iv) In developing the financial plan, the MPO shall take into account all projects and strategies proposed for funding under title 23 U.S.C., title 49 U.S.C. Chapter 53 or with other Federal funds; State assistance; local sources; and private participation. Starting December 11, 2007, revenue and cost estimates that support the metropolitan transportation plan must use an inflation rate(s) to reflect “year of expenditure dollars,” based on reasonable financial principles and information, developed cooperatively by the MPO, State(s), and public transportation operator(s).
- (v) For the outer years of the metropolitan transportation plan (i.e., beyond the first 10 years), the financial plan may reflect aggregate cost ranges/cost bands, as long as the future funding source(s) is reasonably expected to be available to support the projected cost ranges/cost bands.
- (vi) For nonattainment and maintenance areas, the financial plan shall address the specific financial strategies required to ensure the implementation of TCMs in the applicable SIP.
- (vii) For illustrative purposes, the financial plan may (but is not required to) include additional projects that would be included in the adopted transportation plan if additional resources beyond those identified in the financial plan were to become available.
- (viii) In cases that the FHWA and the FTA find a metropolitan transportation plan to be fiscally constrained and a revenue source is subsequently removed or substantially reduced (i.e., by legislative or administrative actions), the FHWA and the FTA will not withdraw the original determination of fiscal constraint; however, in such cases, the FHWA and the FTA will not act on an updated or amended metropolitan transportation plan that does not reflect the changed revenue situation.

**Key changes between ISTE/TEA-21 and SAFETEA-LU**

SAFETEA-LU requires that revenue and cost estimates that support the metropolitan transportation plan reflect “year of expenditure dollars” and that Operation and Maintenance (O & M) costs and revenues be shown for Federal-Aid highways and public transportation facilities.

**Janesville Area MPO Action:**

1. In SAFETEA-LU revenue and cost estimates need to be shown in “year of expenditure dollars” on a project level and O&M revenue and cost estimates only need to be shown for Federal-Aid highways and public transportation facilities.

In the *Janesville Area MPO 2005-2035 Long Range Transportation Plan*, the cost and revenue estimates are shown in 2005 constant dollars. The “LRTP Funding Summary” on page VII-5 is a summary of all spending within the LRTP using 2005 dollars. This table should be replaced with “LRTP Funding Summary Table (\$ in year of spending)”, which is shown below.

The amendment table, as well as the original table, was created by taking the total spending projected over the life of the plan divided by 30 (the number of years in the plan) to come up with an average cost per year. Since the values that went into this calculation were all in 2005 constant dollars, taking the total cost over the life of the plan and finding a yearly average is an accurate method of projecting yearly spending when assuming a constant level of spending from year to year, which has historically been the case in the MPO. This method also results in the total cost being a conglomeration of spending from all funding sources.

For the amendment, the MPO inflated the figures in the table to “year of expenditure dollars” using a 2.5% inflation rate. This is the inflation rate that WisDOT has approved for the TIP, using the CPI, and it is reasonable to use the same rate for the LRTP. The yearly average was increased to year of expenditure dollars using the standard financial formula of  $N \cdot (1 + .025)^y$ , where N is equal to the average yearly spending and y is equal to the year of inflation. The inflated spending per year was then summed to come up with the spending in each grouping of years (ie. 2005-2007).

Since the yearly average is a conglomeration of the total spending, using all categories of funding, this method accounts for inflation at all levels. This being due to the fact that if the inflated total is broken down into its subparts, or funding categories, those categories would also show the inflation rate. Thus, using this method, there is no need to break out each individual spending category or project, it is accounted for in the total.

The same method described for spending was used on revenues and the same assumptions and findings hold true.

The original table accounted for “Trail Operation and Maintenance Costs/Funding” under the Bicycle and Pedestrian Mode. This level of detail was no longer needed under SAFETEA-LU and was not included in the amended table.

SAFETEA-LU requires that O&M revenue and cost estimates be shown for Federal-Aid highways. Within the original table, these costs were accounted for under the “Streets and Highway Mode” in the category of “Estimated O & M Costs”. The method for accounting these costs is detailed in the Streets and Highways Element. Inflating these costs and revenues, as already described, meets the O & M requirements of SAFETEA-LU.

Using cost and revenue estimates in the year of spending for each mode results in surplus of \$96,000 over the life of the plan. With the exception of Bicycle and Pedestrian, each of the modes shows a surplus in funding. Bicycle and Pedestrian projects have a deficit of \$700,000, and will thus need to be prioritized, as identified Bicycle & Pedestrian Element of the 2005 LRTP.

The results of applying the inflation factor show that the same modes are in surplus as well as deficit. While the application of the inflation factor changed the values shown, the conclusions drawn from those numbers, and their relation to each other in relation to costs vs. revenues did not change. Thus, the application of an inflation factor does not result in alternate conclusions.

The method used by the MPO meets the intent of SAFETEA-LU by showing revenue and cost estimates in year of expenditure values at a modal level, which incorporates all individual project costs. Should these costs/revenues be broken down, the individual project costs would also be inflated, meeting the intent of SAFETEA-LU. The analysis provided here has shown that the method used by the MPO to inflate the expenditures and revenues at a modal level also accounts for inflation at a project level. In addition to this, the analysis has shown that while the application of an inflation factor changes the values it does not change the conclusions drawn. Therefore, there is no need to recreate every funding table within the plan to meet the intent of SAFETEA-LU. .

No further action required for this area.

**L RTP Funding Summary Table (\$ in year of spending)**

Estimated Expenditures By Mode	2005-2007		2008-2011		2012-2035		Total Estimated Expenses		
	Federal / State	Local	Federal / State	Local	Federal / State	Local	Federal / State	Local	Total
<b>Transit</b>									
Estimated Operating & Capital Expenses	\$5,522,361	\$1,380,590	\$12,939,858	\$3,234,965	\$69,043,029	\$17,260,757	\$87,505,248	\$21,876,312	\$109,381,560
<b>Total Est. Transit Costs:</b>	<b>\$5,522,361</b>	<b>\$1,380,590</b>	<b>\$12,939,858</b>	<b>\$3,234,965</b>	<b>\$69,043,029</b>	<b>\$17,260,757</b>	<b>\$87,505,248</b>	<b>\$21,876,312</b>	<b>\$109,381,560</b>
<b>Bicycle &amp; Pedestrian</b>									
Estimated Trail Project Costs	\$679,180	\$169,795	\$987,494	\$246,873	\$8,491,413	\$2,122,853	\$10,158,086	\$2,539,522	\$12,697,608
<b>Total Est. Bicycle &amp; Pedestrian Costs:</b>	<b>\$679,180</b>	<b>\$169,795</b>	<b>\$987,494</b>	<b>\$246,873</b>	<b>\$8,491,413</b>	<b>\$2,122,853</b>	<b>\$10,158,086</b>	<b>\$2,539,522</b>	<b>\$12,697,608</b>
<b>Streets &amp; Highways</b>									
Estimated O & M Costs	\$20,337,646	\$3,038,959	\$29,569,922	\$4,418,494	\$254,270,360	\$37,994,422	\$304,177,929	\$45,451,874	\$349,629,803
Estimated Project Costs	\$13,682,786	\$7,048,708	\$19,894,087	\$10,248,469	\$171,068,311	\$88,126,100	\$204,645,183	\$105,423,276	\$310,068,460
<b>Total Est. Street &amp; Highway Costs:</b>	<b>\$34,020,432</b>	<b>\$10,087,666</b>	<b>\$49,464,009</b>	<b>\$14,666,963</b>	<b>\$425,338,671</b>	<b>\$126,120,521</b>	<b>\$508,823,112</b>	<b>\$150,875,151</b>	<b>\$659,698,263</b>
<b>Total Estimated Expenditures:</b>	<b>\$40,221,973</b>	<b>\$11,638,052</b>	<b>\$63,391,361</b>	<b>\$18,148,801</b>	<b>\$502,873,113</b>	<b>\$145,504,132</b>	<b>\$606,486,447</b>	<b>\$175,290,984</b>	<b>\$781,777,431</b>
Annualized Est. Expenditures (\$ Per Year)	\$13,407,324	\$3,879,351	\$21,130,454	\$6,049,600	\$20,953,046	\$6,062,672	\$20,216,215	\$5,843,033	\$26,059,248
<b>Total Estimated Expenditures:</b>								<b>\$781,777,431</b>	

Estimated Revenues By Mode	2005-2007		2008-2011		2012-2035		Total Estimated Revenues		Summary
	Federal / State	Local	Federal / State	Local	Federal / State	Local	Federal / State	Local	Total
<b>Transit</b>									
Estimated Operating & Capital Assistance + Revenue (Local includes farebox/misc. + shortfall)	\$5,522,361	\$1,380,590	\$12,939,858	\$3,234,965	\$69,043,029	\$17,260,757	\$87,505,248	\$21,876,312	\$109,381,560
<b>Total Est. Transit Funding:</b>	<b>\$5,522,361</b>	<b>\$1,380,590</b>	<b>\$12,939,858</b>	<b>\$3,234,965</b>	<b>\$69,043,029</b>	<b>\$17,260,757</b>	<b>\$87,505,248</b>	<b>\$21,876,312</b>	<b>\$109,381,560</b>
<b>Bicycle &amp; Pedestrian</b>									
Estimated Trail Project Funding	\$641,305	\$160,326	\$932,425	\$233,106	\$8,017,879	\$2,004,470	\$9,591,608	\$2,397,902	\$11,989,511
<b>Total Est. Bicycle &amp; Pedestrian Funding:</b>	<b>\$641,305</b>	<b>\$160,326</b>	<b>\$932,425</b>	<b>\$233,106</b>	<b>\$8,017,879</b>	<b>\$2,004,470</b>	<b>\$9,591,608</b>	<b>\$2,397,902</b>	<b>\$11,989,511</b>
<b>Streets &amp; Highways</b>									
Estimated O & M Funding	\$20,337,646	\$3,038,959	\$20,337,646	\$3,038,959	\$254,270,360	\$37,994,422	\$294,945,653	\$44,072,339	\$339,017,992
Estimated Project Funding	\$14,186,571	\$7,308,234	\$20,626,566	\$10,625,807	\$177,366,864	\$91,370,809	\$212,180,001	\$109,304,849	\$321,484,851
<b>Total Est. Street &amp; Highway Funding:</b>	<b>\$34,524,218</b>	<b>\$10,347,192</b>	<b>\$40,964,212</b>	<b>\$13,664,765</b>	<b>\$431,637,224</b>	<b>\$129,365,230</b>	<b>\$507,125,654</b>	<b>\$153,377,188</b>	<b>\$660,502,843</b>
<b>Total Estimated Funding:</b>	<b>\$40,687,883</b>	<b>\$11,888,109</b>	<b>\$54,836,496</b>	<b>\$17,132,836</b>	<b>\$508,698,132</b>	<b>\$148,630,457</b>	<b>\$604,222,511</b>	<b>\$177,651,402</b>	<b>\$781,873,913</b>
Annualized Est. Funding (\$ Per Year)	\$13,562,628	\$3,962,703	\$18,278,832	\$5,710,945	\$21,195,755	\$6,192,936	\$20,140,750	\$5,921,713	\$26,062,464
<b>Total Estimated Funding:</b>								<b>\$781,873,913</b>	



## ***ENVIRONMENTAL MITIGATION ACTIVITIES***

### **SAFETEA-LU Regulation/s**

23 CFR 450.322 (f)(7): “[The metropolitan transportation plan shall, at a minimum, include:] A discussion of types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the metropolitan transportation plan. The discussion may focus on policies, programs or strategies rather than project level.”

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

SAFETEA-LU states that metropolitan and statewide transportation plans shall include a discussion of the types of potential environmental mitigation activities, and potential location for these activities in order to restore and maintain environmental functions that could be affected by the plan.

### **Janesville Area MPO Action**

1. On page IV-47, directly after the first paragraph, a new section should be added, “Environmental Mitigation”. It should read as follows.

#### **ENVIRONMENTAL MITIGATION**

The considerations and recommendations made during the planning process are preliminary in nature. Detailed environmental analysis of individual transportation projects occurs later in the project development process, normally during the preliminary engineering stage. It is at this stage that design elements such as alignment, capacity, etc. are refined and the environmental mitigation strategies can be properly identified.

Potential environmental mitigation activities may include: avoiding impacts altogether, minimizing a proposed activity/project size or its involvement, rectifying impacts (restoring temporary impacts), precautionary and/or abatement measures to reduce construction impacts, employing special features or operational management measures to reduce impacts, and/or compensating for environmental impacts by providing suitable, replacement or substitute environmental resources of equivalent or greater value, on or off-site. Where on-site mitigation areas is not reasonable or sufficient, relatively large off-site compensatory natural resource mitigation areas generally may be preferable, if available. These may offer greater mitigation potential with respect to planning, buffer protection and providing multiple environmental habitat value (example: wetland, plant and wildlife banks).

#### **Review of Projects**

In order to meet the requirements of SAFETEA-LU and facilitate the environmental review of the proposed projects in the LRTP, the MPO reviewed the recommended new roadway and expansion projects against key environmental features. Key environmental features examined were:

- Public and Managed Lands
- Scenic Features
- Hydrology
- Watersheds
- Floodplains
- Steep Slopes
- Soil Capability
- Cemeteries
- Archeological Sites
- Wetlands
- Forested Wetlands
- Woodlands
- Endangered Species

The MPO mapped the recommended roadway projects against key environmental features and sent them to interested environmental agencies and asked them to attend a meeting on June 7<sup>th</sup> to discuss the potential impacts of the projects on significant environmental features. The following groups attended the June 7<sup>th</sup> meeting:

- United States Army Corps of Engineers
- United States Environmental Protection Agency
- United States Fish and Wildlife Service
- Wisconsin Department of Natural Resources
- Wisconsin Department of Transportation: Central Office
- Wisconsin Department of Transportation: SW Region
- Federal Highway Administration

The comments received at the June 7<sup>th</sup> meeting were positive. Those who provided feedback felt that the maps were very comprehensive and covered the major environmental features. It was pointed out that the proposed Westside Bypass had the potential to impact wetlands once an alignment was identified, and this potential should be kept in mind during alignment considerations. It was also pointed out that there was the possibility of some rare orchids in the vicinity of the Highway 26 project. At the same time, it was noted that as a State project, it would be evaluated by the DOT. In general, the projects didn't present any significant environmental concerns that would require mitigation.

No further action required for this area.

## **CONSULTATION AND COOPERATION**

### **SAFETEA-LU Regulation/s**

23 CFR 450.316(b): “In developing metropolitan transportation plans and TIPs the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within in the metropolitan area, and the process shall provide for the design and delivery for transportation services within the area that are ....”

23 CFR 450.316(e): “MPOs shall, to the extent practicable, develop a documented process (es) that outline roles, responsibilities, and key decision points for consulting with other governmental agencies.....”

23 CFR 450.322(g): “The MPO shall consult, as appropriate, with State and local agencies responsible for land-use management, natural resources, environmental protection, conservation, and historic preservation concerning the development of the transportation plan.”

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

SAFETEA-LU requires a textual provision for consulting with state and Federal environmental protection, tribal government, wildlife management, land management and historic preservation agencies. This should include a comparison of maps and inventory lists. The process for consultation can be in a separate, stand alone-document.

### **Janesville Area MPO Action**

1. On page I-11, immediately after the last paragraph in “Environmental Corridors” the following should be added.

In addition to referencing plans, multiple environmental and historic data sets can be reviewed against potential projects utilizing GIS. Below is a list of environmentally significant datasets currently available to the MPO and the agencies they were obtained from.

- **Public and Managed Lands:** This data was created by the IAPTF as a comprehensive dataset containing all public and managed lands from federal, state, county, city, village government and private organizations. The data set contains forests, parks, wildlife areas and a variety of other conservation

easements or ownership holdings. The data was provided by the National Parks Service.

- **Scenic Features:** This data set describes specific map criteria locations used as part of a larger collaborative process to identify potential trail corridors in Rock County that would lead to further development and planning of the Ice Age National Scenic Trail. The point features in this data set may represent aerial, linear or generalized point locations. The data was provided by the National Parks Service.
- **Hydrology:** Rivers, Lakes, Ponds, Streams of Rock County as provided by ESRI.
- **Watersheds:** Watersheds within Rock County, Wisconsin, obtained from the Wisconsin Department of Natural Resources.
- **Floodplains:** Flood boundaries within Rock County as created by the Federal Emergency Management Association in 2005.
- **Steep Slopes:** Slopes within the range of 12%-20% and 20+% as mapped by the City of Janesville using DTM data provided by a privately contracted entity. The City of Janesville maps the steep slopes for the entire MPO Planning Area.
- **Soils:** This is a polygon feature indicating the soil capability, Agricultural Capability Units 1 – 4+, for Rock County. As queried from the 1974 Soil Survey of Rock County created by the USDA in conjunction with the State of Wisconsin. The data was provided by Rock County.
- **Cemeteries:** All the public access cemeteries within Rock County. This dataset does not contain cemeteries or family burial plots that are on private land or not accessible to the public. The data was provided by Rock County.
- **Archeological Sites:** This dataset represents the locations of archeological sites as listed in the Archeological Sites Inventory (ASI) of the Division of Historic Preservation, Wisconsin Historical Society. This specific data set is a customized selection of archaeological sites that exist within Rock County, Wisconsin.
- **Wetlands, Forested Wetlands, Woodlands:** Forested Wetlands, Wetlands, and Forest data were extracted from WiDNR's WISCLAND land cover grid completed in 1998 through the Upper Midwest Gap Analysis Program Image Processing Protocol. Land Cover categories labeled 'forested wetlands', 'wetlands', and 'Forest' were converted from the WISCLAND grid to a shapefile in 2000 by Vandewalle & Associates.
- **Endangered Species:** This information was digitized from WiDNR's Natural Heritage Inventory from December of 2006.

The MPO will continue to work with the appropriate agencies to maintain a comprehensive listing of available datasets.

2. On page I-9, "Environmental Corridors" should be changed to "Environmental Conditions."

3. On Page I-8, following “Public Participation” an additional subheading should be added “Environmental Consultation”. It should read as follows.

The Janesville Area MPO recognizes the importance of considering the environmental impacts of transportation projects and the efficiencies that can be gained by considering these impacts in the early phases of plan development. To this end, in 2007, the MPO developed and adopted the *Environmental Consultation Plan* to guide environmental coordination and consultation efforts during the LRTP development process.

In an appendix to the LRTP, the MPO will document the consulting agencies contacted throughout the plan’s development, and the agencies that submit comments at each stage. The comments submitted at public meetings will be recorded as part of the meetings.

When applicable, the MPO will utilize the comments received through the consultation process to develop the plan recommendations and project mitigation recommendations.

4. As an appendix to the Plan, the *Environmental Consultation Results* listed at the end of this amendment should be added to the LRTP.
5. As an appendix to the Plan, the Janesville Area *Environmental Consultation Plan* (2007) should be added.

No further action required for this area.

## ***AIR QUALITY CONFORMITY***

### **SAFETEA-LU Regulation/s**

23 CFR 450.322(c): “The MPO shall review and update the transportation plan at least every 4 years in air quality nonattainment and maintenance areas.....”

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

Under SAFETEA-LU, air quality non-attainment and maintenance areas are required to update their long-range plans every four years instead of every three years, as stated in TEA-21.

### **Janesville Area MPO Action**

At this time, the Janesville Area MPO is in attainment for air quality.

No action required.

## ***TRANSPORTATION FACILITIES/OPERATION AND MANAGEMENT STRATEGIES***

### **SAFETEA-LU Regulation/s**

23 CFR 450.322 (f)(3): Operational and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods.

23 CFR 450.322 (f)(6): Design concept and design scope descriptions of all existing and proposed transportation facilities in sufficient detail, regardless of funding source, in nonattainment and maintenance areas for conformity determination under the EPA's transportation conformity rule (40 CFR part 93). In all areas (regardless of air quality designation), all proposed improvements shall be described in sufficient detail to develop cost estimates.

23 CFR 450.322 (f)(10)(i): For the purpose of transportation system operations and maintenance, the financial plan shall contain system-level estimates of costs and revenue sources that are reasonably expected to be available to adequately operate and maintain Federal-aid highways (as defined by 23 U.S.C. 101(a)(5)) and public transportation (as defined by title 49 U.S.C. Chapter 53).

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

SAFETEA-LU emphasizes "Operations and management strategies in metropolitan transportation plans." This change is to foster good planning practice in order to maximize resources.

### **Janesville Area MPO Action**

Based on the current Janesville Area 2005-2035 Long Range Transportation Plan, no action is required.

## ***INTERESTED PARTIES AND PARTICIPATION/PARTICIPATION PLAN***

### **SAFETEA-LU Regulation/s**

23 CFR 450.316(a): “The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, 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 reasonable opportunities to be involved in the metropolitan transportation planning process.”

23 CFR 450.316(a)(1): “The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:.....”

23 CFR 450.316(e): “MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b) and (c) of this section, which may be included in the agreement(s) developed under Section 450.314.”

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

SAFETEA-LU has expanded the definition of “interested parties” and requires that “interested parties” consult on the development of the participation plan. SAFETEA-LU also states that a documented process to outline roles, and responsibilities is required, and that the document have a 45-day review period.

### **Janesville Area MPO Action**

The Janesville Area MPO sought input from “interested parties” in the development of the 2007 *Public Participation Plan*. Prior to adoption, the draft Public Participation Plan was available for review on the MPO’s webpage, at the Janesville Planning Services Department, and at the Janesville Hedberg and Milton Public libraries. Those listed on the MPO’s public participation mailing list (150 + individuals) were notified of the document’s development, as well as availability, and were asked for their comments.

Members of the Technical Advisory Committee (TAC) and MPO Policy Board were also asked to review and comment on the document. This includes member jurisdictions, WisDOT, FHWA, FTA and others. Many groups, such as FHWA and WisDOT submitted suggested changes, which were discussed and then incorporated in to the final document as appropriate. Only one group, the Southwest Wisconsin Workforce Development Board, scheduled a one-on-one meeting to discuss the document with MPO staff. Bob Borremans, Executive Director, represented the Southwest Wisconsin Workforce Development Board



and stated that they felt the document was well done and inclusive. He had no substantive changes to suggest.

A public meeting/open house was held on November 29, 2006. No comments were received during the public meeting/open house. The MPO Policy Board approved the *Public Participation Plan* on November 29, 2006. The Janesville Area MPO *Public Participation Plan* (November 2007) complies with SAFETEA-LU.

The Janesville Area MPO sought input from “interested parties” in the development of the 2007 *Environmental Consultation Plan*. Prior to adoption, the draft Environmental Consultation Plan was available for review on the MPO’s webpage, at the Janesville Planning Services Department, and at the Janesville Hedberg and Milton Public libraries.

The document is still in the draft stages. Prior to adoption, members of the TAC and MPO Policy Board will be asked to review and comment on the document. This includes member jurisdictions, WisDOT, FHWA, FTA and others. Suggested changes will be discussed and then incorporated in to the final document as appropriate.

1. The Janesville Area MPO *Public Participation Plan* (November 2007) should be added as an appendix to the *Janesville Area MPO 2005-2035 Long Range Transportation Plan*.
2. Upon adoption, the Janesville Area MPO *Environmental Consultation Plan* should be added as an appendix to the *Janesville Area MPO 2005-2035 Long Range Transportation Plan*.

No further action required for this area.

## ***VISUALIZATION TECHNIQUES FOR LONG-RANGE TRANSPORTATION PLAN***

### **SAFETEA-LU Regulation/s**

CFR 450.316 (a)(1)(iii): “[The participation plan shall..... describe explicit procedures, strategies, and desired outcomes for:] Employing visualization techniques to describe metropolitan transportation plans.”

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

SAFETEA-LU requires metropolitan transportation plans to utilize visualization techniques to better facilitate the public’s understanding of issues being presented, both in the written document and in meetings.

### **Janesville Area MPO Action**

The Janesville Area MPO utilizes visualization techniques throughout the development of the plan. When appropriate and feasible, maps, photos, and PowerPoint presentations are employed to illustrate basic information concerning planning activities. The Janesville Area MPO *Public Participation Plan* (November 2007) addresses the visualization techniques that are to be utilized during the development of the LRTP and any updates.

The Janesville Area MPO will continue to follow the visualization guidelines set forth in the Janesville Area MPO *Public Participation Plan* (November 2007), which has been developed to be SAFETEA-LU Compliant.

No action required.

## ***PUBLICATION OF THE PLAN***

### **SAFETEA-LU Regulation/s**

23 CFR 450.322(j): The metropolitan transportation plan shall be published or otherwise made readily available by the MPO for public review, including (to the maximum extent practicable) in electronically accessible formats and means, such as the World Wide Web.

23 CFR 316(a): The MPO shall develop and use a document participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation 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 reasonable opportunities to be involved in the metropolitan transportation planning process.

### **Key changes between ISTEA/TEA-21 and SAFETEA-LU**

TEA-21 did not require the plan to be electronically accessible. SAFETEA-LU requires the plan to be made available electronically, such as the World Wide Web. This revision provides the public another means of viewing and participating in the transportation planning process. Additionally, SAFETEA-LU requires a documented process for providing opportunities for individuals and agencies to participate.

### **Janesville Area MPO Action**

The Janesville Area MPO currently utilizes the World Wide Web to present material related to the *Janesville Area MPO 2005-2035 Long Range Transportation Plan* and other MPO activities. Drafts and final documents of the current plan have been made available on the web, and hard copies upon request. In addition, documents have been made available at the local libraries.

The Janesville Area MPO will continue to present plan information electronically.

The MPO has a Public Participation Plan (November 2006) and an Environmental Consultation Plan, that document the participation process.

No action required.

#### **IV. Rock County Public Transit – Human Services Transportation Plan (2006): Appendix**

SAFETEA-LU requires that federal program grantees in the New Freedom, Job Access and Reverse Commute (JARC), and the Elderly and Disabled Transit (5310) programs certify that approved projects were derived from a "locally developed coordinated public transit-human services transportation plan", and that the plan be developed through a process that includes representatives of public, private, and nonprofit transportation and human services providers and participation by the public in order to receive program funding in federal fiscal year (FFY) 2007. These requirements led to the completion of Rock County's *Public Transit-Human Services Transportation Coordination Plan*.

As part of a statewide effort, the Janesville Area MPO (JAMPO) and the State Line Area MPO (SLATS) worked together to complete Rock County's *Human-Services Transportation Coordination Plan* in April of 2006. The MPOs facilitated the meeting because, at that time, they did not administer any transportation funding and were therefore seen as impartial entities.

In order to develop the plan, 122 individuals were invited to attend the April meeting via a mailed invitation and a follow up phone call. On the day of the meeting, 21 people attended. The purpose for the meeting was to facilitate a discussion between human service agencies that support transportation and the public and private transit providers. At the meeting, an assessment of human services needs and transportation services was conducted and an action plan was created to address the needs identified. The action plan creates goals through which we can rank future progress. A summary of the plan created through the discussion and insight gained at the April 2006 meeting is provided here.

## Framework for Action: Community Assessment & Action Plan

### *“Done Well”, “Can Do Better” Exercise*

Joann facilitated a discussion on what is being done well in Rock County for transportation coordination, and what could improve based on the Framework’s five areas. Participants were divided into five groups each having one section to discuss. Unfortunately eight participants left after lunch so the group idea was switched to all participants completing the task.

### Section 1: Making Things Happen By Leadership and Partnership

Needs to Begin    **Needs Substantial Action**    Needs Action    Done Well

Things Done Well	Things That Could Be Done Better
Coordination Alliances formed in County	
Insurance assistance from County (Clinton & Evansville)	Need more information on who provides what services
Evansville, Clinton, Edgerton have medical transportation coordination	Include J & S in coordination and planning efforts.
Transit Insurance for all systems (public only) TIMCOW	Need more stakeholders at the table (school districts, United Way, Chamber of Commerce)
	Human Service Departments & county board members need to participate
	Expand Insurance program and vehicle maintenance

**Section 2: Taking Stock of Community Needs and Moving Forward**

**Needs to Begin**    **Needs Substantial Action**    **Needs Action**    **Done Well**

<b>Things Done Well</b>	<b>Things That Could Be Done Better</b>
County Working on transportation survey and comprehensive plan both county-wide and local	Develop a Rock County Coordination Plan with all stakeholders involved
United Way has a current survey distributed	

**Section 3: Putting Customers First**

**Needs to Begin**    **Needs Substantial Action**    **Needs Action**    **Done Well**

<b>Things Done Well</b>	<b>Things That Could Be Done Better</b>
Word of mouth works (Rock Cty. Older Adults Committee)	County website needs to be linked to other websites that do/offer transportation or have transportation needs
Yellow pages directory of senior resources	County media office could do better
Transit Info available	Use radio and other outlets to communicate transportation services/issues/meetings
Aging newsletter	Develop and Aging and Disability Resource Center for Rock Cty.
Social service discharge planning at hospitals considers transportation	Increase Para transit & transit marketing
County Aging Plan includes customer survey & transit system	
Transit system has travel training programs	
Door-to-door – CoA cities	

**Section 4: Adapting Funding For Greater Mobility**

**Needs to Begin**    **Needs Substantial Action**    **Needs Action**    **Done Well**

Things Done Well	Things That Could Be Done Better
	Private funding more stringent; agencies receive subsidies from private sources which are not counted as part of funding stream which is unfair
	Need fully allocated costs for All

**Section 5: Moving People Efficiently**

**Needs to Begin**    **Needs Substantial Action**    **Needs Action**    **Done Well**

Things Done Well	Things That Could Be Done Better
Transit refers to Aging and private sector	Review insurance issue to better utilize vehicles sitting idle
Intercity coordination	DUI or bar transportation – seek help from Tavern League
Assisted living has volunteers who are covered on insurance rider of ALF	Get all county 211 system
County has aging referral system	

**County Action Plan:**

Listed below are the action items the participants agreed were priorities. The number one priority is to develop a transportation coordination workgroup and increase the number of stakeholders that participate. Joyce Lubben from the Office on Aging agreed to set-up the first meeting and let the group decide on the process for future meetings.

**Rock County Transportation Coordination Action Plan**

Section 1: Making Things Happen By Working Together		
Action Item Priorities	Responsible Parties/ Lead	Timeframe
Create an Interagency Council that would bring multiple groups to the table; consider UWR or other facilitator to assist with meetings	Use existing Intercity committee initially; could become a County Advisory Board	ongoing
	Council on Aging (Joyce) will set-up the next meeting	6-8 months
Section 2: Taking Stock of Community Needs & Moving Forward		
Action Item Priorities	Responsible Parties/ Lead	Timeframe
Develop County Transportation Coordination Plan with a newly formed workgroup	Newly formed workgroup (TTC)	To be determined; consider the plan be part of the comprehensive Smart Growth Plan being done by the County
Section 3: Putting Customers First		
Action Item Priorities	Responsible Parties/ Lead	Timeframe
County website expansion	County IT department	1-2 years.
Increase Transit and Para transit Marketing	New workgroup	6-12 months
Section 4: Adapting Funding For Greater Mobility		
Action Item Priorities	Responsible Parties/ Lead	Timeframe
Support Federal initiative on cost methodology	Federal Coordinating Council	ongoing
Section 5: Moving People Efficiently		
Action Item Priorities	Responsible Parties/ Lead	Timeframe
Insurance Pool (volunteers, transit, Para transit)	Interagency Council & local groups	1-2 years
Create county/statewide 211 number	Interagency Council & new workgroup	1-2 years



**MEETING NOTES**  
**PUBLIC TRANSIT - HUMAN SERVICES**  
**TRANSPORTATION COORDINATION MEETING**  
**Thursday, April 27, 2006 9:00 A.M – 3:00 P.M.**  
**Rock County Courthouse**

**Presenters:** Bobbie Beson-Crone, WisDOT Human Services Transportation Coordination Program Analysis; Jo Ann Hutchinson, United We Ride Coordinator

**Attendees:**

21 participants out of 122 invitations

**List of Projects Review**

**Meeting Notes**

- Change in Agenda to approve 5310 projects at beginning since some participants were leaving at lunch time
- Group approved the list of the two Rock county Section 5310 projects for the fiscal year 2006-2007
- Introductions-Bobbi Beson-Crone went over packet
- Jo Ann Hutchinson gave an overview of United We Ride
  - Praised WisDOT for putting out toolkit
  - Private provider asked questions about how they receive coordination input
  - Dave Mumma suggested they go to Professional Agencies at State Level as suggested in packet
  - Also discussion about roads/bridges funding approval framework as possible model to be used in approving 5310 projects.
  -

**LUNCH BREAK** – (eight participants left after lunch)

- Jo Ann presented the Community Framework for Action Plan
  - Covered medical transportation expo brochure
  - Talked about CTAA helping with funding and mediation between groups (go to website)
  - Went over Medicare/Medicaid possible changes with helping provide different transit trips
- At next meeting it was discussed that there should be presentations by service providers stating what they do to notify people of services
- Went over Self-Assessment tools and the group discussed what is being done well in the community and what could be done better.
- STRAP funding was talked about...is available for rural transit providers
- It was brought to the groups attention that Roland Mross could be brought in as a free facilitator/mediator for future discussions
- It was decided that a “TCC” committee should be formed for future decision making with some form of Rock County Government being the lead agency
- Next meeting should be held in approximately 3-6 months with Joyce Lubben taking the lead
  - Key items discussed for the next meeting were:

- The framework of the TCC, its responsibilities and members
  - The nomination of the TCC members
  - The possible mission, goals and objectives of the TCC – to be further refined by its members.
  - The advertising of transportation and human services – is there a way to do it better overall, and work together?
  - Identification of long-term transportation goals that would better provide for the needs of human services and the identification of objectives that will help us begin to reach those goals
- 
- Meeting was adjourned

Respectfully Submitted,  
Jason Dupuis, SLATS  
6/9/2006

## V. Environmental Consultation Results: Appendix

May 18, 2007

To Whom It May Concern:

As part of SAFETEA-LU, the federal transportation legislation signed into law in 2005, the Janesville Area MPO (MPO) is required to initiate consultation efforts with federal, state, tribal and local environmental, regulatory and resource agencies when developing the *Long Range Transportation Plan* (LRTP). The MPO adopted its current LRTP in 2006, prior to the deadline for SAFETEA-LU implementation. With the recent publication of the SAFETEA-LU regulations enacted by congress, the MPO is required to amend its LRTP to comply with SAFETEA-LU requirements by 2008. Environmental consultation is just one of the requirements of the new SAFETEA-LU legislation.

To facilitate SAFETEA-LU's required consultation process, the MPO has prepared the attached documentation illustrating the road expansion projects recommended in the adopted *2005-2035 Janesville Area Long Range Transportation Plan* (LRTP), along with the known environmental factors in the MPO area. An executive summary of the LRTP and a description of the process the MPO followed to develop the plan are also included. The entire LRTP document is available on the MPO's webpage, <http://www.ci.janesville.wi.us/citysite/mpo.html>.

Please review the attached materials and note any potential environmental concerns your agency might have, mitigation steps that may need to be pursued should the projects proceed, and any other issues of significance to your organization.

The Janesville Area MPO will be hosting a meeting to review the road projects recommended in the LRTP and gather comments on June 7, 2007 at FHWA's offices from 12:30 to 2:00, located at:

567 D'Onofrio Drive, Suite 100  
Madison, WI 53719

Should you not be able to attend this meeting, please submit your comments to the MPO by June 5<sup>th</sup>.

Thank you for your cooperation.

Sincerely,

Alexis Kuklenski  
Janesville Area MPO Coordinator  
608-755-3095

## **Summary of 2005-2035 Janesville Area Long Range Transportation Plan Development Process**

The 2005-2035 Janesville Area Long Range Transportation Plan (LRTP) was developed over 3 years and involved extensive opportunities for external review, as outlined in the MPO's 2004 *Public Participation Procedures*, which can be viewed on the MPO webpage <http://www.ci.janesville.wi.us/citysite/mpo.html>. The LRTP plan contains 4 main transportation elements: Transit, Bicycle & Pedestrian, Streets & Highways, and Freight. The elements were developed through a 3-step process that included a pre-draft, draft, and final draft stage. During the pre-draft stage, the MPO collected and analyzed data pertinent to each element. In the draft stage the data was compiled into report form, complete with recommendations, and presented to the MPO's Technical Advisory Committee (TAC). Through TAC review, the final draft document was crafted, and then presented the MPO Policy Board for their review. Following their review and input, the final document was adopted.

The members of the TAC and Policy Board provided vital overview and insight during the planning process. They reviewed each section of the plan separately. They provided direction and guidance through their review of each element and identified the need for additional data in specific areas of the plan. The members of the TAC and Policy Board are listed in Figure 1.

The MPO encouraged the public and outside agencies to review the documents and provide input during all stages of plan development. The TAC and Policy Board meetings were key opportunities for review and decision-making. Each meeting was advertised as a public meeting and noticed as such in the local newspaper. All documents presented at the meetings were available for review at the local libraries, on the MPO website and at City Hall. Prior to each meeting, the MPO mailed a meeting notice to each of the 160 interested entities listed on the "Public Participation Mailing List".

The plan's key decision points are listed below:

### TAC Meetings:

- January 18, 2005
- June 14, 2005
- October 4, 2005
- November 30, 2005
- December 19, 2005
- January 31, 2006

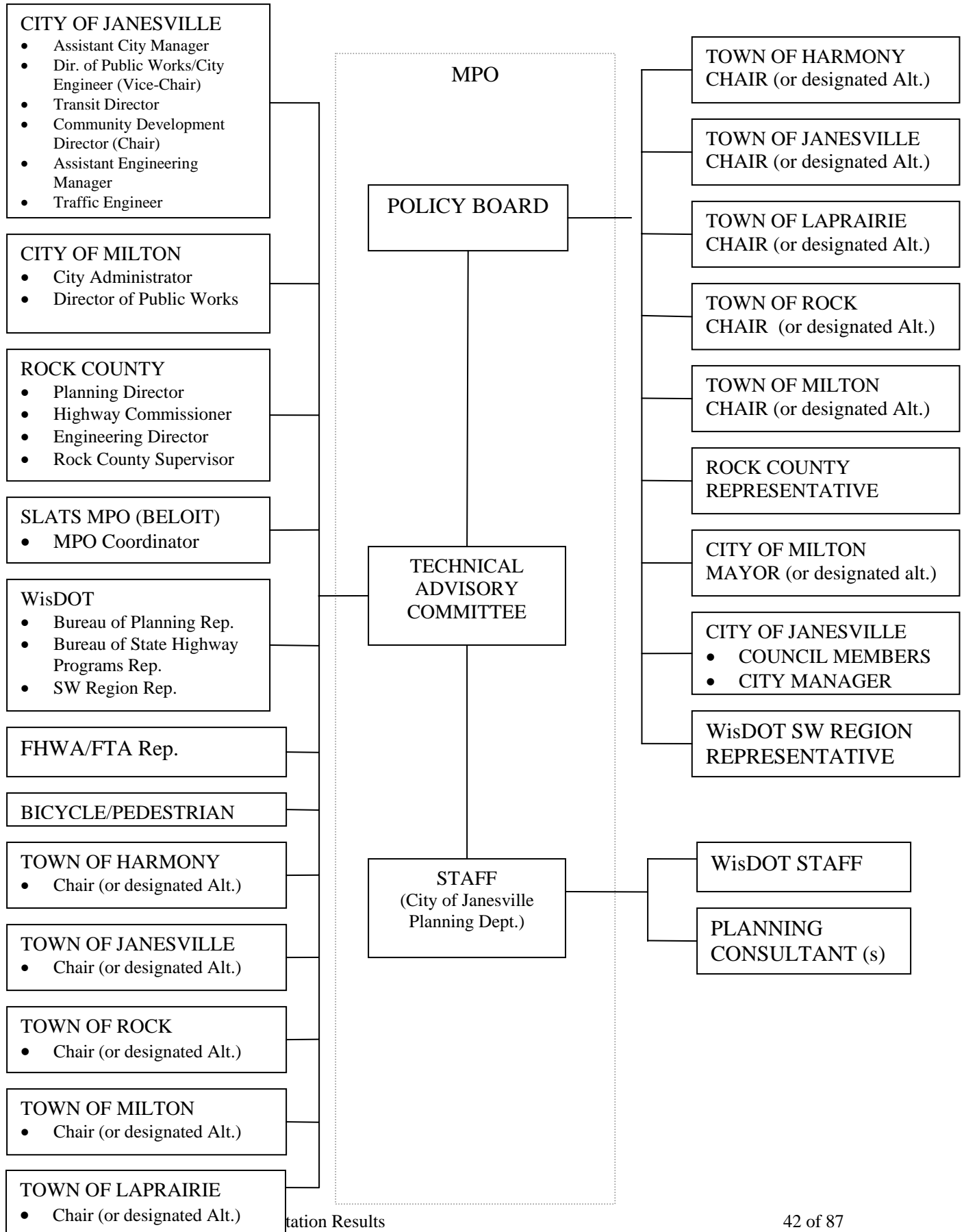
### Policy Board Meeting

- May 10, 2006

These dates indicate key document review points where the public, and TAC or Policy Board were invited to review the sections of the plan, and provide feedback.

The opportunities for input, as well as the input received at each date listed above is extensively documented in the LRTP Appendix: *Opportunities for Public Comment*, which can be viewed on the MPO webpage.

Figure 1



## **Map Discussion**

Attached are several maps illustrating the road projects recommended within the *Janesville Area 2005-2035 Long Range Transportation Plan (LRTP)* compared to key environmental factors within the region. Page S-9 of the enclosed Executive Summary describes the projects, and their development timeframe.

Due to the long-range nature of the plan, many of these projects have **NOT** entered into the study phase, they have not been awarded funding, or undergone any design work. These projects are labeled as “Plan. Exp. – New Road”, “Plan. Exp. – Add Capacity”, “Rec. for Future Consideration” and “Rec. for Study”. Based on your review and comments, the MPO will develop mitigation recommendations and general policies to be incorporated into a future amendment of the LRTP.

Projects labeled as “committed” on the map are those that have already been identified for funding within the near future, and in some cases work has begun. Some of these projects are preservation projects, and some are expansion projects, as indicated on page S-9 of the enclosed Executive Summary.

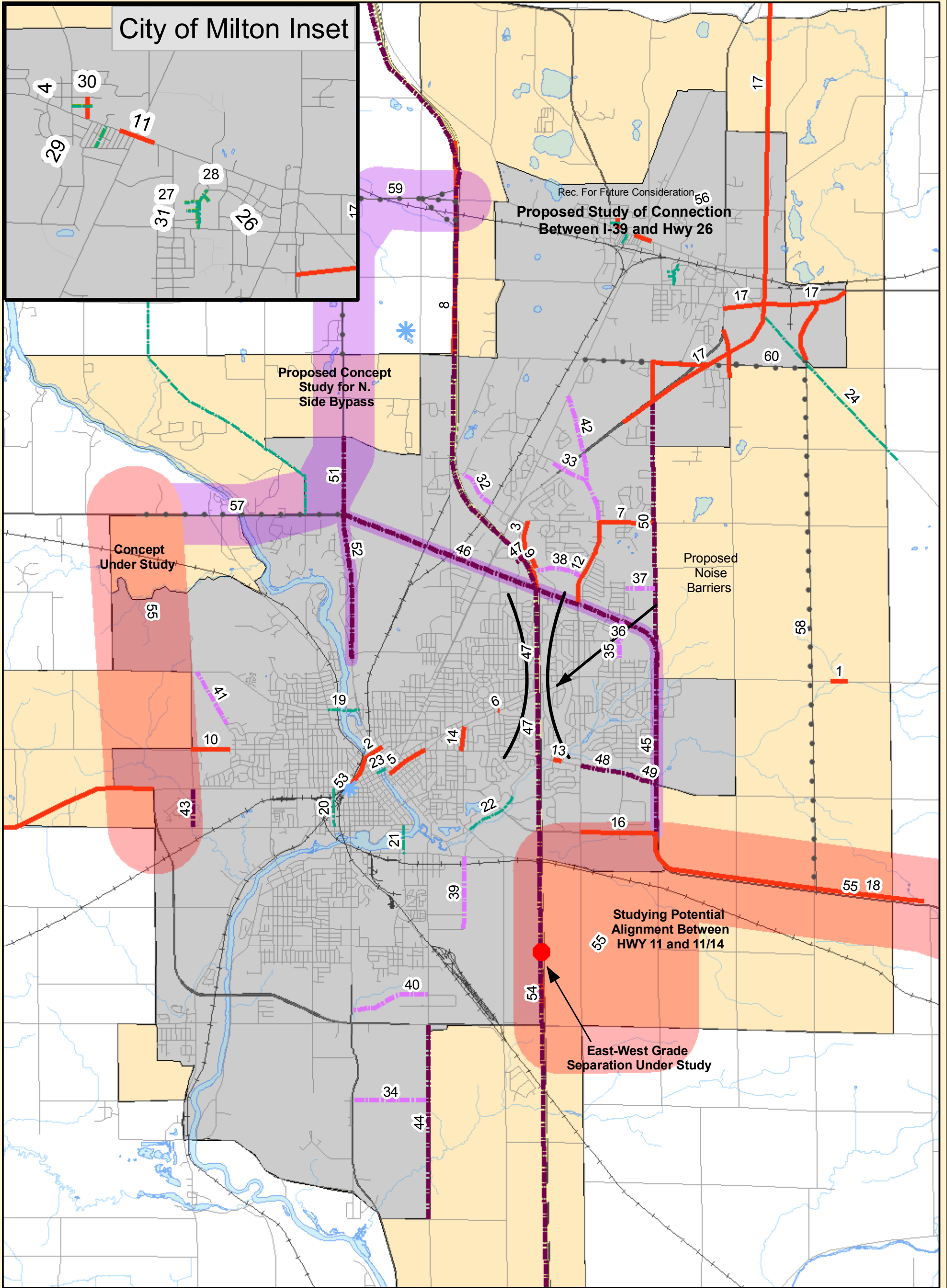
At the June 7<sup>th</sup> meeting we can discuss the specifics of the individual projects, along with any potential issues your agency has identified. Or, you can contact the MPO anytime beforehand.

Please feel free to contact us with any questions.

Alexis Kuklenski  
MPO Coordinator

608-755-3095

# City of Milton Inset



Janesville Area  
MPO

## 1 Road Projects Recommended In 2005-2035 L RTP



### Recommended Projects

- Under Study\*
- Recommended For Study\*
- Committed
- Planned SR Preservation
- Plan. Exp. - New Road
- Plan. Exp. - Add Capacity
- Rec. For Future Action

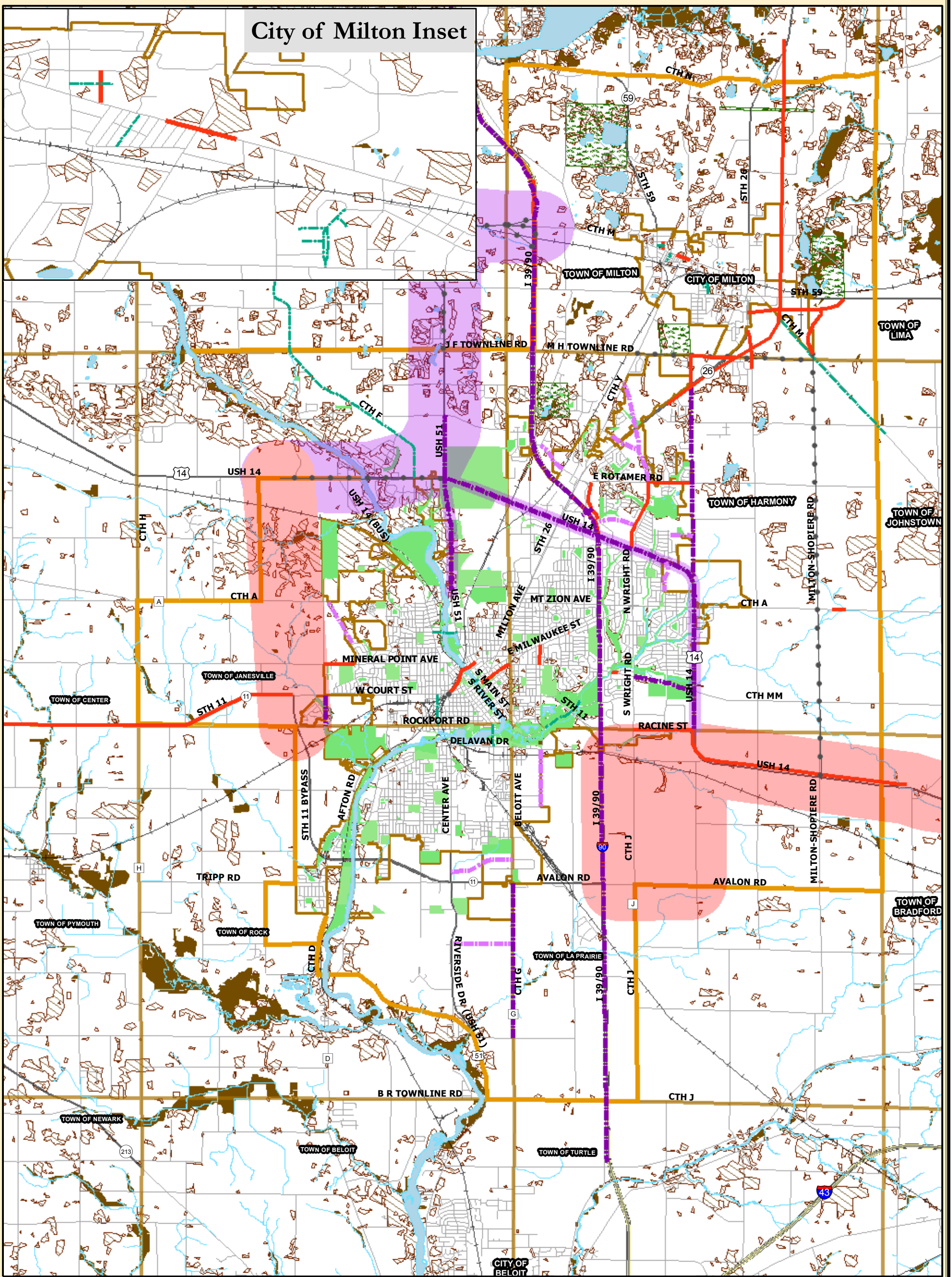
- Urban Area
- MPO Boundary
- Lakes

- Interstates
- Major Roads
- Local Roads
- Railroads

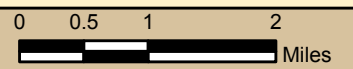
\*Projects under or proposed for study have not been approved, nor has their final alignment been identified. The colored area indicates the potential location of the corridor, should the project be approved.



# City of Milton Inset



## Janesville Area MPO | 2 Natural Features



Sources: Rock County, City of Janesville

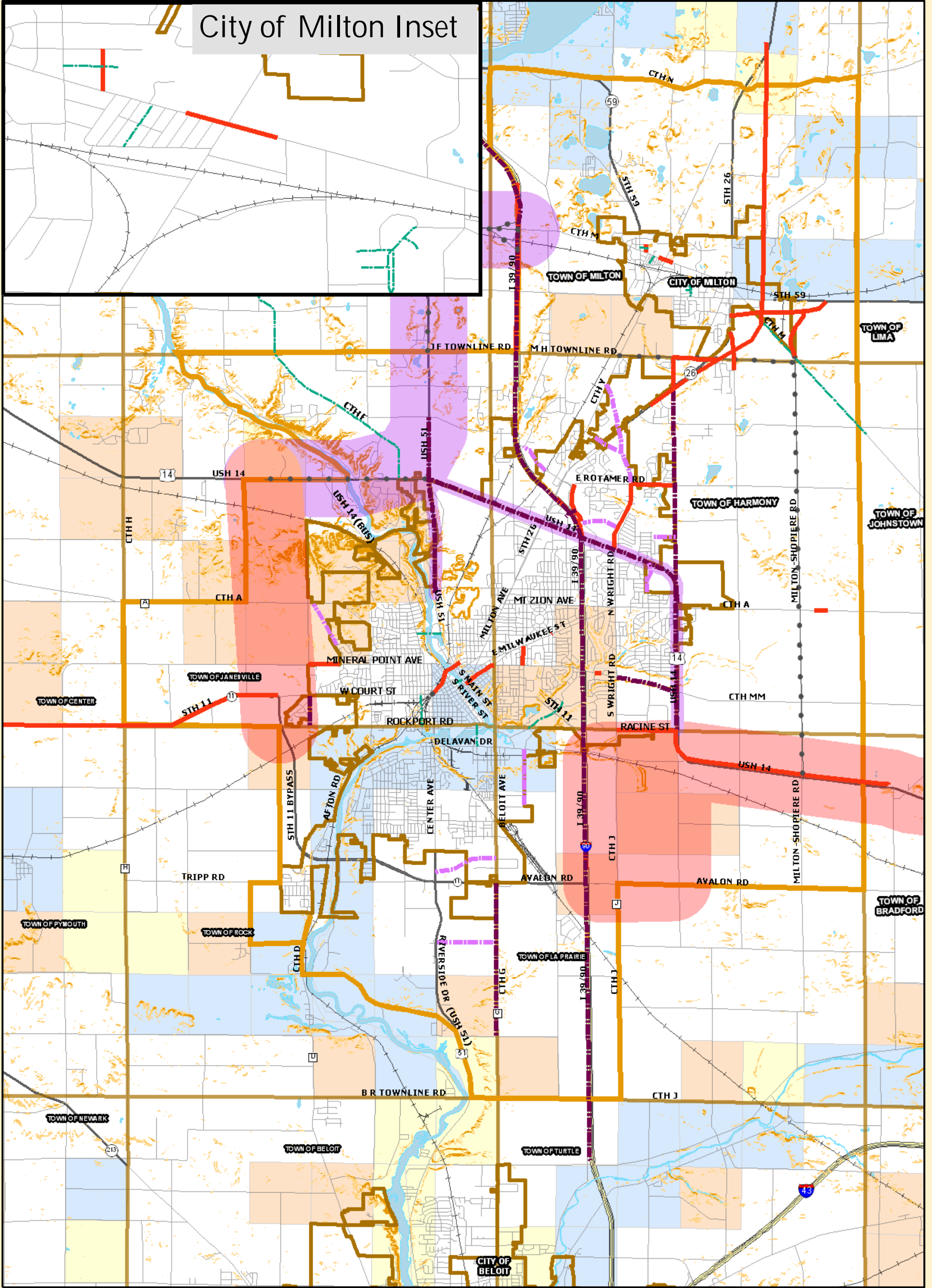
- |                                 |                               |                        |                             |
|---------------------------------|-------------------------------|------------------------|-----------------------------|
| Wooded Areas                    | <b>Recommended Projects</b>   | Under Study*           | MPO Planning Area           |
| Wetlands                        | Committed                     | Recommended For Study* | Municipal Boundaries (2007) |
| Ecologically Significant Land** | Planned SR Preservation       |                        | Interstates                 |
| Floodplains                     | Plan. Exp. - New Road         |                        | Major Roads                 |
| Public Open Space               | Plan. Exp. - Add Capacity     |                        | Local Roads                 |
|                                 | Rec. For Future Consideration |                        | Railroads                   |

\*\*As presented through 2002 Rock County Natural Area Survey

\*Projects under or proposed for study have not been approved, nor has their final alignment been identified. The colored area indicates the potential location of the corridor, should the project be approved.



# City of Milton Inset



Janesville Area MPO

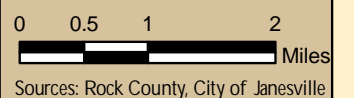
## 3 Endangered Species & Steep Slopes

- Sections Containing Rare or Endangered Species
- Aquatic
  - Terrestrial
  - Both
- Steep Slopes
- 12% - 20%
  - 20% +

- Recommended Projects
- Under Study\*
  - Recommended For Study\*
  - Committed
  - Planned SR Preservation
  - Plan. Exp. - New Road
  - Plan. Exp. - Add Capacity
  - Rec. For Future Consideration

- MPO Planned Area
- Municipal Boundaries (2007)
- Interstates
- Major Roads
- Local Roads
- Railroads

\*Projects under or proposed for study have not been approved, nor has their final alignment been identified. The colored area indicates the potential location of the corridor, should the project be approved.

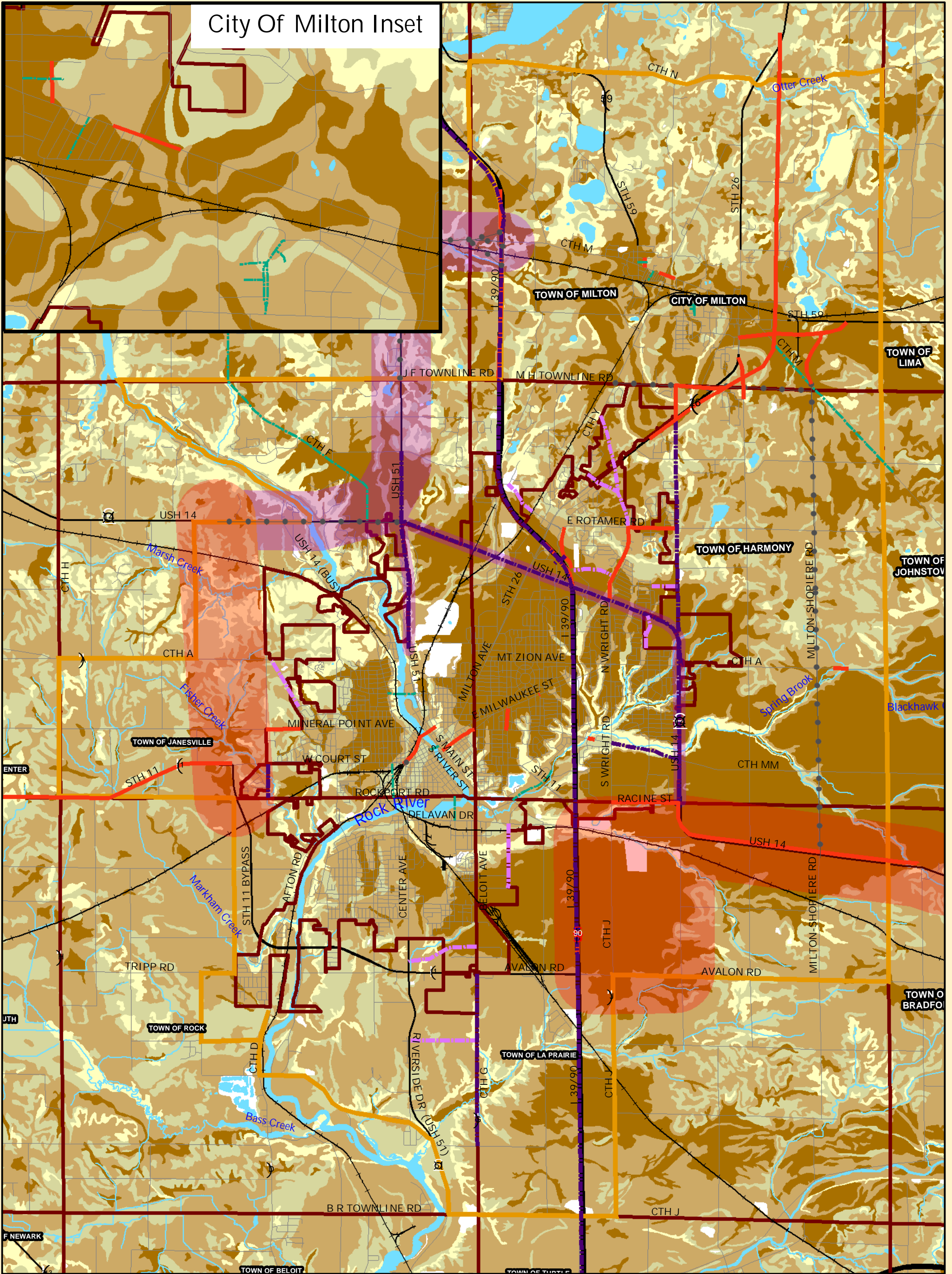


Sources: Rock County, City of Janesville

5/16/07



# City Of Milton Inset



Janesville Area MPO

## 4 Soil Suitability for Agriculture



- Soil Capability Class**
- Capability Class - I
  - Capability Class - II
  - Capability Class - III
  - Capability Class - IV-VIII
  - Not rated or not available

- Recommended Projects**
- Under Study\*
  - Recommended For Study\*
  - Committed
  - Planned SR Preservation
  - Plan. Exp. - New Road
  - Plan. Exp. - Add Capacity
  - Rec. For Future Consideration

- MPO Planning Area
- Municipal Boundary (2007)
- Surface Water

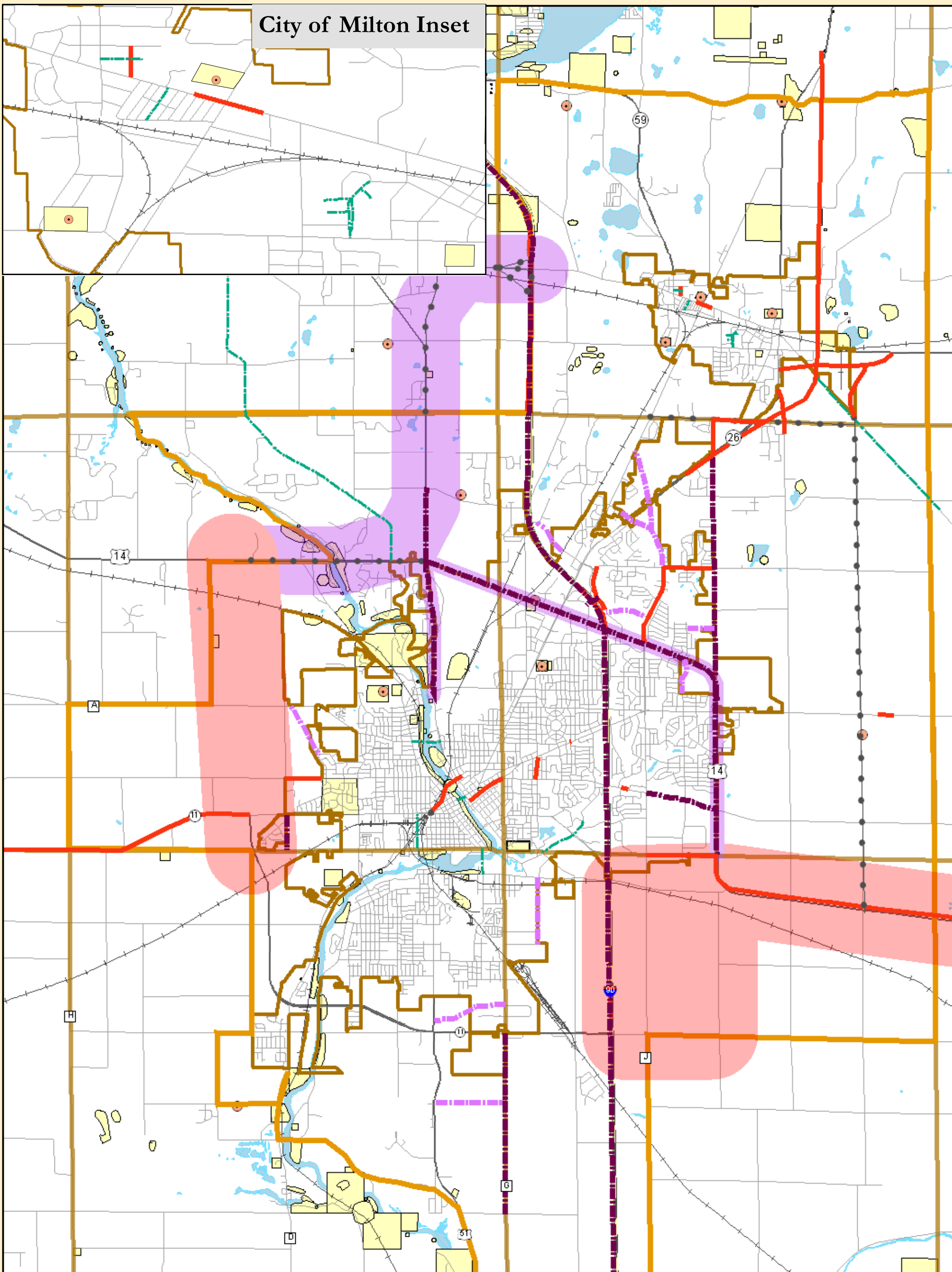
- Interstates
- Major Roads
- Local Roads
- Railroads

\*Projects under or proposed for study have not been approved, nor has their final alignment been identified. The colored area indicates the potential location of the corridor, should the project be approved.

2/20/07

Sources: Rock County/City of Janesville, Soils data: USDA Non-irrigated Soil Capability Class

# City of Milton Inset

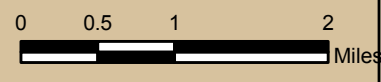


Janesville Area MPO

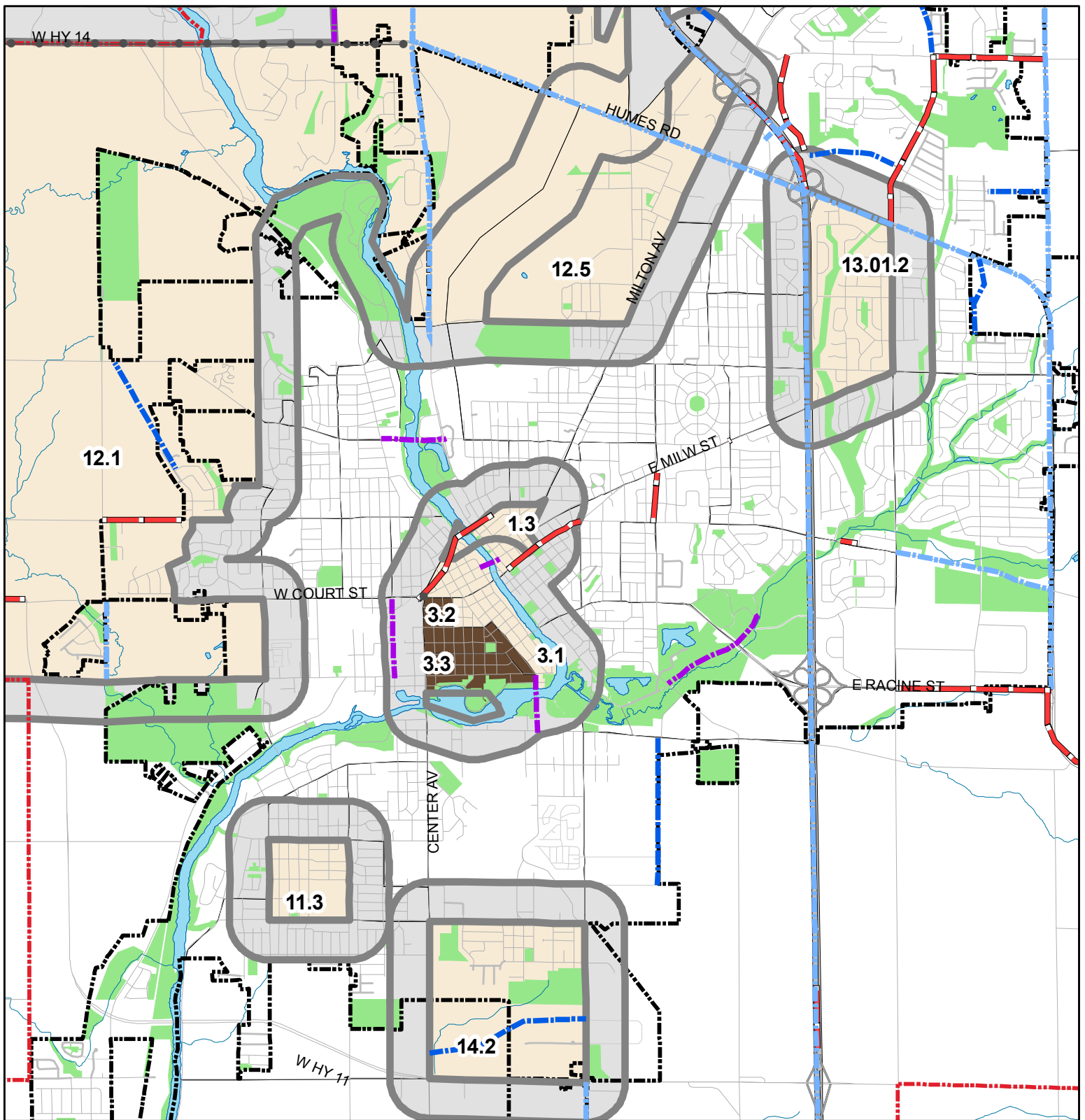
## 5 Historical and Archeological Points of Interest

- |                                  |                               |             |
|----------------------------------|-------------------------------|-------------|
| Archeologically Significant Site | <b>Recommended Projects</b>   | Interstates |
| Cemetery Sites                   | Committed                     | Major Roads |
| MPO Boundary                     | Planned SR Preservation       | Local Roads |
| Municipal Boundaries (2007)      | Plan. Exp. - New Road         | Railroads   |
|                                  | Plan. Exp. - Add Capacity     |             |
|                                  | Rec. For Future Consideration |             |
|                                  | Under Study*                  |             |
|                                  | Recommended For Study*        |             |

\*Projects under or proposed for study have not been approved, nor has their final alignment been identified. The colored area indicates the potential location of the corridor, should the project be approved.



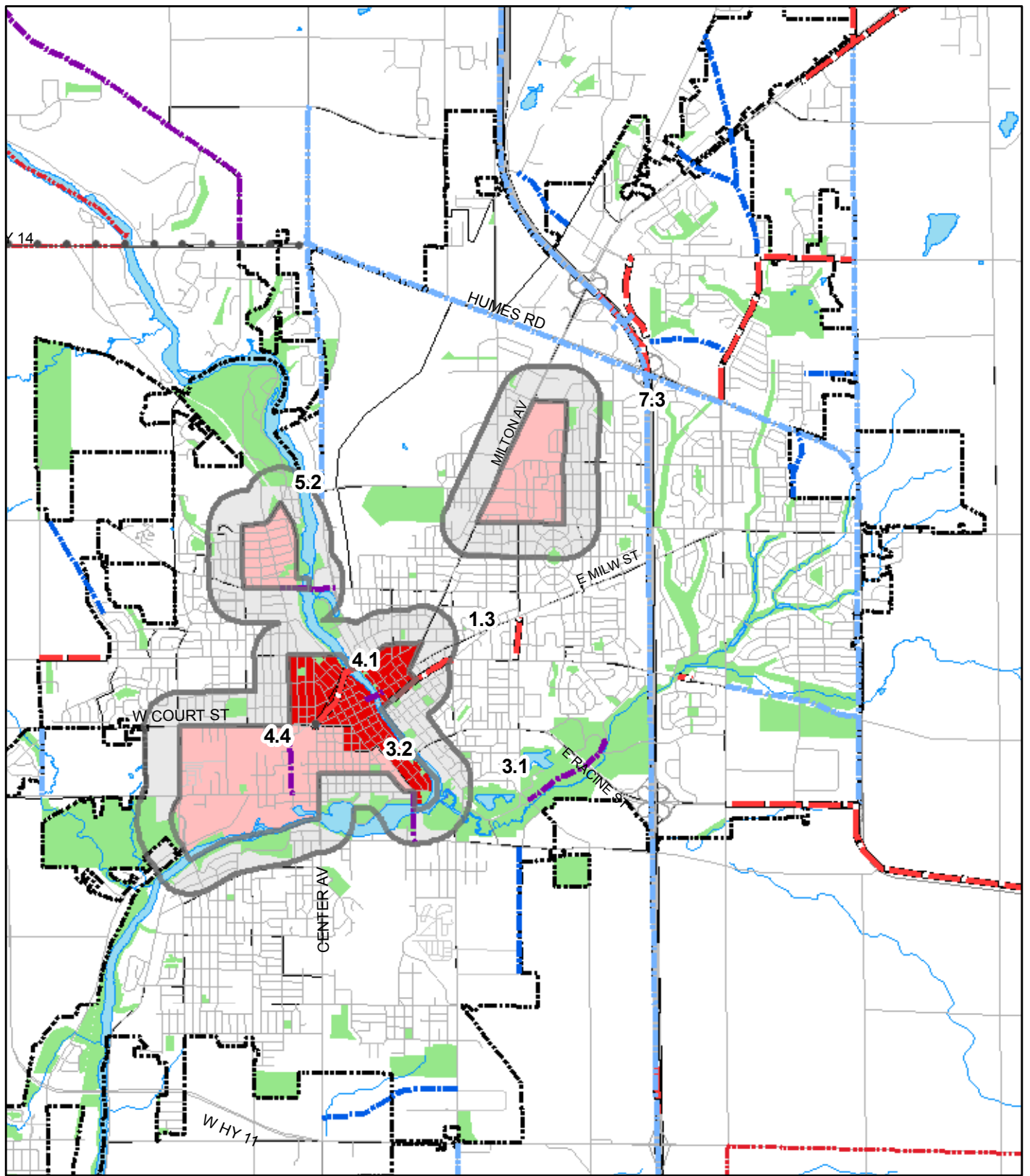
Sources: Rock County, City of Janesville



- |   |                             |                   |
|---|-----------------------------|-------------------|
| MPO Planning Area                       | <b>Recommended Projects</b> | <b>% Minority</b> |
| Parks/Open Space                        | Committed                   | 0-7.7%            |
| 1/4 Mile Minority Population Buffer     | Planned SR Preservation     | 7.8-10.9%         |
| 3.1 Census Tract and Block Group Number | Plan. Exp. - New Road       | >11%              |
|   | Plan. Exp. - Add Capacity   |                   |
|   | Rec. For Future Action      |                   |

2000 US Census Bureau data. Environmental justice target areas are those with minority population levels greater than 7.8% (>1 Standard Deviation from the MPO mean).

## Minority Population & Recommended L RTP Projects



2000 US Census Bureau data. Environmental justice target areas are those with percent poverty levels greater than 12% (>1 Standard Deviation from the MPO mean).

### Poverty Level & Recommended Projects

**Summary:**

In order to meet the requirements of SAFETEA-LU and facilitate the environmental review of the proposed projects in the LRTP, the MPO reviewed the recommended new roadway and expansion projects against key environmental features. Key environmental features examined were:

- Public and Managed Lands
- Scenic Features
- Hydrology
- Watersheds
- Floodplains
- Steep Slopes
- Soil Capability
- Cemeteries
- Archeological Sites
- Wetlands
- Forested Wetlands
- Woodlands
- Endangered Species

The MPO mapped the recommended roadway projects against key environmental features and sent them to interested environmental agencies and asked them to attend a meeting on June 7<sup>th</sup> to discuss the potential impacts of the projects on significant environmental features. The following groups were invited to the meeting:

- City of Janesville
- City of Milton
- Rock County
- Town of Milton
- Town of Rock
- Town of LaPrairie
- Town of Janesville
- Town of Harmony
- DATCP
- FAA c/o Wisconsin Bureau of Aeronautics
- FHWA
- Historic Preservation - Public History
- National Park Service
- National Resources Conservation Service
- Rock County Land Conservation, USDA Service Center
- Rock County Sheriff's Dept.
- US Army Corps of Engineers
- US Environmental Protection Agency
- US Fish and Wildlife

- WisDOT - Bureau of Aeronautics
- WisDOT - Southwest Region
- Rock County Planning and Development

The following groups attended the June 7<sup>th</sup> meeting:

- United States Army Corps of Engineers
- United States Environmental Protection Agency
- United States Fish and Wildlife Service
- Wisconsin Department of Natural Resources
- Wisconsin Department of Transportation: Central Office
- Wisconsin Department of Transportation: SW Region
- Federal Highway Administration

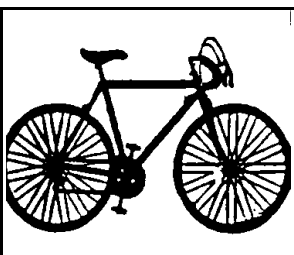
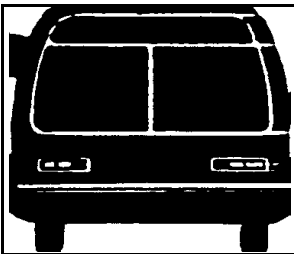
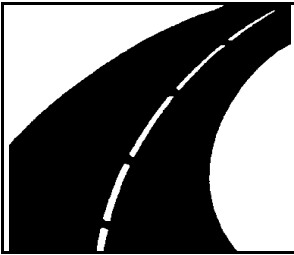
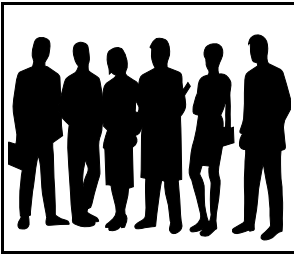
The comments received at the June 7<sup>th</sup> meeting were positive. Those who provided feedback felt that the maps were very comprehensive and covered the major environmental features. It was pointed out that the proposed Westside Bypass had the potential to impact wetlands once an alignment was identified, and this potential should be kept in mind during alignment considerations. It was also pointed out that there was the possibility of some rare orchids in the vicinity of the Highway 26 project. At the same time, it was noted that as a State project, it would be evaluated by the DOT. In general, the projects didn't present any significant environmental concerns that would require mitigation. Those present did feel that it would be important to be aware of future opportunities to reconnect key environmental features that have been impacted by past transportation improvements.

## **VI. Public Participation Plan: Appendix**

**(continued on next page)**



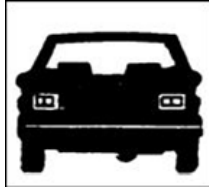
# Public Participation Plan



Janesville Area Metropolitan  
Planning Organization

[www.ci.janesville.wi.us](http://www.ci.janesville.wi.us)

November 2006



**MPO ORGANIZATION**

The Janesville Area MPO includes the following units of government: City of Janesville, City of Milton, Rock County, and the Towns of Harmony, Janesville LaPrairie, Milton and Rock. The work of the Janesville Area MPO is directed by a Policy Board which is advised by a Technical Advisory Committee. The City of Janesville Community Development Department is the staff for the MPO.

<b>Policy Board</b>		<b>TECHNICAL ADVISORY COMMITTEE</b>	
<p><b>COMMON COUNCIL</b></p> <p>Thomas J. Brien</p> <p>Tim Wellnitz</p> <p>Greg Addie</p> <p>George Bruner</p> <p>Craig DeGarmo</p> <p>Paul Williams Policy Board Vice - Chair</p> <p>Tom Wellnitz Policy Board Chair</p> <p><b>CITY OF JANESVILLE</b></p> <p>Steve Sheiffer City Manager</p> <p><b>CITY OF MILTON</b></p> <p>Nathan Bruce Mayor</p> <p><b>ROCK COUNTY</b></p> <p>Charles Elliott Rock County Board of Supervisors</p>	<p><b>TOWN CHAIRPERSONS</b></p> <p>Roger Fanning Town of Harmony</p> <p>Mike Saunders Town of La Prairie</p> <p>Edward Marshall Town of Janesville</p> <p>Mark Gunn Town of Rock</p> <p>Bryan Meyer Town of Milton</p> <p><b>WisDOT</b></p> <p>John Vesperman Planning Chief - Southwest Region</p>	<p><b>CITY OF JANESVILLE</b></p> <p>Thomas O. Rogers Assistant City Manager</p> <p>Jack Messer Director of Public Works, City Engineer (Vice Chair)</p> <p>David Mumma Transit Director</p> <p>Bradley A. Cantrell Community Development Director Chair</p> <p>Dan Lynch Engineering Director</p> <p>Dennis Ryan Traffic Engineer</p> <p><b>CITY OF MILTON</b></p> <p>Todd Schmidt City Administrator</p> <p>Howard Robinson Director of Public Works</p> <p><b>ROCK COUNTY</b></p> <p>Steve Schraufnagel Interim Planning Director</p> <p>Ben Coopman Highway Commissioner</p> <p>Charles Elliott Rock Co. Board of Supervisors</p> <p><b>FREIGHT</b> (non-voting member) Joe Houser GM freight representative</p>	<p><b>CITY OF BELOIT</b></p> <p>Bob Soltau MPO Coordinator</p> <p><b>WisDOT</b></p> <p>Arun Rao Bureau of Planning</p> <p>Franco Marcos Planner, SW Region</p> <p><b>FTA</b></p> <p>Marisol Simon Region 5 - Regional Administrator</p> <p><b>FHWA</b></p> <p>Stephanie Hickman Community Planner</p> <p><b>BICYCLE/PEDESTRIAN</b></p> <p>Carolyn Brandeen Rock Trail Coalition</p> <p><b>TOWN CHAIRPERSONS</b></p> <p>Roger Fanning Town of Harmony</p> <p>Edward Marshall Town of Janesville</p> <p>Mike Saunders Town of LaPrairie</p> <p>Mark Gunn Town of Rock</p> <p>Bryan Meyer Town of Milton</p>
<p><b>PREPARED BY:</b> Janesville Area MPO in October of 2006</p> <p style="text-align: center;"><b>Adopted: November 29, 2006</b></p>			

The development and distribution of this report was financed in part through a joint planning grant from the U.S. Department of Transportation, Federal Highway Administration, Federal Transit Administration and the Wisconsin Department of Transportation

## **INTENT**

The purpose of this document is to inform Janesville area citizens, metropolitan planning organization (MPO) committee members, and public and private transportation providers about the public participation process used during the review and approval of MPO transportation planning documents. This guide specifically outlines the procedures to be used during the development of the Transportation Improvement Program (TIP), Long Range Transportation Plan (LRTP), and other plans and studies as appropriate.

## **METROPOLITAN PLANNING ORGANIZATION**

The Janesville Area MPO is responsible for developing transportation plans and programming projects for the Janesville planning area. As part of its responsibilities, the MPO is charged with providing a forum for cooperative transportation planning and decision-making and establishing a public involvement process that ensures opportunities for early and continuing general public involvement in the review and evaluation of Janesville area transportation plans and programs.

The Janesville Area MPO is represented by the following units of government:

- City of Janesville
- City of Milton
- Rock County
- Janesville Township
- Harmony Township
- La Prairie Township
- Milton Township
- Rock Township

The City of Janesville Community Development Department serves as the staff for the MPO, and MPO functions are directed by a 16 member Policy Board. The MPO Policy Board is advised by a 24-member Technical Advisory Committee (TAC). Figure 1 illustrates the membership of the MPO Policy Board and TAC.

## **INTRODUCTION**

Public involvement in the formulation and approval of MPO plans and programs, specifically the Long Range Transportation Plan and the TIP, is an important part of the Janesville area transportation planning process. With the passage of the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA), all levels of government were mandated to enhance their public involvement process. ISTEA increased the significance of long range planning at the local level which prompted various local interest groups to want to play a greater role in the decision-making process. The Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), signed into law in June 1998, continued the intent of ISTEA by requiring public participation policies and procedures that enable the public to examine transportation issues early in the development stages of plans and projects. The Safe, Accountable, Flexible, Efficient Transportation Equity

Act: A Legacy for Users (SAFETEA-LU), passed in 2005, follows the lead of its predecessors, mandating that opportunities for public involvement occur early and often.

This document provides a set of guidelines and standards that the Janesville Area MPO intends to follow when soliciting general public comments on local transportation plans and programs. Flexibility in the proposed procedures will be maintained throughout the public participation process in order to encourage maximum public involvement. **The public participation plan will be reviewed and evaluated at least every 5 years, and amended as necessary to reflect changes in federal legislation. Any amendments will be reviewed and approved by the MPO Policy Board.**

## **GOALS AND OBJECTIVES FOR THE PUBLIC INVOLVEMENT PROCESS**

The following public participation objectives of the Janesville Area MPO were originally adopted in 1994 and form the foundation for the guidelines included in this document:

- Early and continuing opportunities for public involvement
- Timely dissemination of information about transportation plans and programs
- Reasonable public access to technical and policy information
- Adequate notice to the public regarding public involvement opportunities and activities
- Adequate time for public review and comment at important decision points.
- Documentation of public comments in MPO plans and programs
- Periodic review and revision of the public participation process.

## **PUBLIC PARTICIPATION CONTACTS**

The Janesville Area MPO maintains and updates an extensive list of organizations and individuals from whom public involvement is sought. The public contacts include the media, schools, major employers, freight shippers, providers of freight transportation services (e.g. planning/logistics, transfer, and storage companies), public transit users and their representatives, social service agencies, health care centers, senior housing developments, special interest groups, government agencies, and private citizens. The MPO will solicit input from various agencies and individuals on the mailing list during the appropriate stages of the TIP, long range transportation plan, and other special studies such as the Transit Development Plan updates. Transit users will be initially contacted about public meetings through postings or displays at the Downtown Transit Transfer Center.

A copy of the MPO public participation mailing list will be available for review at the City of Janesville Community Development Department (City Hall). Any agency or individual may request to be added to the mailing list for future meeting notification and document distribution.

The long range transportation plan, TIP and other special studies, as appropriate, will be developed in consultation with state and local agencies such as the EPA, Army Corps of Engineers, DNR, adjoining planning agencies and units of government and local historic preservation interests. Where possible, the MPO will depend on the DOT's coordination process. When this is not possible, the MPO will contact additional state and local agencies related to the afore mentioned topics, inform them of the projects or plans being considered and how to submit their comments.

## **POLICY BOARD AND TECHNICAL ADVISORY COMMITTEE MEETINGS**

A Class One Public Notice will be printed in the *Janesville Gazette* and on the MPO web page to announce both Policy Board and Technical Advisory Committee meetings. The notice shall state the purpose, time, and location of the meeting as well as staff contact information. The public notices shall be printed in the local newspaper at least one week prior to the meeting.

The site for all Policy Board and Technical Advisory Committee meetings will be adequate in size for the audience, accessible to persons with disabilities, located on or convenient to the public transportation routes and provide adequate parking. The special needs of the population being served will be considered when choosing meeting locations. Public requests for alternate meeting locations will be considered and every attempt at accommodation will be made. Any applicable handouts will be available to the public as they enter the meeting room. Individuals may make oral comments, submit written comments, or send comments to the MPO staff at the appropriate postal or email address.

A sign language interpreter for hearing impaired persons will be made available if requested. If requested, staff members will provide assistance in describing exhibits or provide information in alternative formats for visually impaired person or those with other disabilities. Upon request, MPO staff will work with persons of limited English proficiency (LEP) to include them in the planning process.

When possible the MPO shall use visualization techniques such as maps, transportation models, drawings, photographs, or illustrative renderings of proposals to present the projects, plans or topics being discussed at each meeting.

## **DOCUMENTS**

All documents, including maps can be viewed at the City of Janesville Community Development Department (City Hall), the Janesville-Janesville Hedberg and Milton libraries and on the MPO website. Individuals can obtain paper copies of the documents or CDs containing the documents at the City of Janesville Community Development Department (City Hall). Visualization aids used in presentations to the TAC or Policy Board can be viewed at the City of Janesville

Community Development Department (City Hall). The aids specific to the meeting will be kept for at least 2 weeks after the meeting.

## **PUBLIC PARTICIPATION PROCEDURES**

The draft of the Public Participation Plan will be reviewed by the Technical Advisory Committee. After the review process, the final adoption of the Public Participation Plan is subject to MPO Policy Board approval. A 45 – day public comment period will be available prior to the adoption of the plan by the Policy Board. During the 45 – day public comment period, a public notice will be printed in the local newspaper and posted on the MPO web page. The public notice will state where the document can be reviewed and staff contact information. Contact information for MPO staff will include an address, telephone number, fax number, and email address. The document will be available for review at the City of Janesville Community Development Department (City Hall), the Janesville-Janesville Hedberg and Milton libraries, and on the MPO web page. Comments received on the public participation procedures and the MPO’s response to those comments will be attached to the draft document and made available to technical and policy committee members.

Amendments to the Public Participation Plan will follow the same procedures as the draft plan with review by the Technical Advisory Committee followed by a 45-day public comment period before final approval of the amendment(s) by the MPO Policy Board.

The Public Participation Plan will also be used to fulfill the public participation procedures required by the Federal Transit Administration for review and approval of the Program of Projects for transit purposes.

## **LONG RANGE TRANSPORTATION PLAN**

The 2005-2035 Janesville Area Long Range Transportation Plan examines the existing highway transit, and bicycle/pedestrian systems, identifies existing and projected problems with the system, and proposes long range transportation systems improvements. TEA-21 legislation requires MPOs to amend and update their long range plan in order to reflect the transportation issues and projects that will affect the planning area over a 20-30 year horizon. Plan goals, objectives, policies, and priorities will be reviewed by the Technical Advisory Committee, special committees, as appropriate, the general public and the Policy Board in the initial stages of the federally-required five year updates to the long range transportation and land use plan.

### Goal and Objects for Public Participation

- Goal: Early and continuing opportunities for public involvement

Objective: Notify individuals and groups by mailings that the plan is being developed and that they can contact the MPO to learn more about the Long Range Transportation Plan and provide any comments on the process.

Objective: Post in the newspaper and on MPO website a public notice that announces the development of the plan, meetings of the Technical Advisory Committee and MPO contact information.

- Goal: Timely dissemination of information about the Long Range Transportation Planning process

Objective: Post public notices in the local newspaper and on the web page at least one week prior to all public meetings.

Objective: Provide a place for the public to access drafts of the Long Range Transportation Plan prior to public meetings.

- Goal: Adequate notice to the public regarding public involvement opportunities and activities

Objective: Post a public notice in the local newspaper, at the Janesville Transit Center, and on the MPO website announcing public meeting(s) and open house(s). The notice shall include the time and location of the meeting(s).

- Goal: Adequate time for public review and comment at important decision points of the Long Range Transportation Plan.

Objective: Allowing a 30-day public comment period before final approval of the Long Range Transportation Plan.

Objective: Providing MPO staff contact information including phone number, fax number, address, and email on all public notices, mailings, and web page.

- Goal: Documentation of public comments in the Long Range Transportation Plan

Objective: Provide an appendix to the final document that summarizes all public comments and MPO's response.

### Long Range Plan Draft

#### Plan Development

The factors that affect future transportation needs and the anticipated impacts of transportation system improvements are identified and analyzed at the plan development stage. It is at this stage that long range plan goals, objectives and policies will be reviewed, discussed, and developed. Participants in this review will include MPO Staff, Technical Advisory Committee members

including representatives from the townships contained within the planning area, City of Janesville, City of Milton, Rock County, WisDOT, FHWA, FTA, and members of the general public. The activities that will take place during the plan development stage are described below.

- An introductory overview report will be developed that identifies the major multimodal (highway, transit, rail, bicycle/pedestrian) factors to be analyzed in the long range plan. The report will outline key transportation issues in the area and the transportation planning goals, objectives, and policies that will be used to determine which projects or studies will be recommended for development or construction over the 20 -30 year planning period. The report will also include a summary of transportation planning documents that relate to the long range plan or are to be used as a foundation for developing the long range transportation plan. The goals, objectives, policies, and related planning documents included in the report will reflect the transportation planning activities of the entire Janesville MPO planning area, will be developed in consultation with all MPO jurisdictions, the general public, and Technical Advisory Committee members, and other appropriate parties such as the EPA and DNR. After review by the Technical Advisory Committee, the MPO Policy Board will review and approve the overview report and all subsequent sections of the long range plan.
- Technical input on plan development will be coordinated through meetings with county and township representatives, City of Janesville, City of Milton, WisDOT, FHWA, FTA and public and private transportation providers in the MPO area. These Technical Advisory Committee meetings will be open to the public. The Technical Advisory Committee will discuss and recommend for approval a general land use map for the long range transportation plan. The map will identify general land uses for all developed and undeveloped land within the MPO planning area boundary and will reflect a 20 to 30 year growth horizon. Upon approval by the MPO Policy Board, the land use map will be incorporated into the introductory overview report.

Input on the initial stage of the plan will be received by the MPO through written comment, by calling or emailing MPO staff directly or by electronic email. These comments will be discussed at the technical meetings or open houses held during the plan development stage and incorporated in the final document.

#### Draft Plan Review

Interested organizations and the general public are encouraged to review the draft plan to ensure that it reflects the future transportation needs of the Janesville planning area.

- As sections of the Draft Plan are completed, they will be distributed to all Technical Advisory Committee members, and executive summaries of the Draft plan sections will be distributed to Policy Board members. Organizations and individuals on the MPO public participation mailing list will be notified when each section is complete and ready for review by the TAC. Full copies of the Draft plan sections will be available for review at the Janesville-Janesville Hedberg and Milton libraries, at the City of Janesville Community Development Department (City Hall), and on the MPO web page. Reserved



copies of the Draft plan sections, and CDs containing the draft sections will be kept at the City of Janesville Community Development Department (City Hall) for any organization or individual who may like to obtain a copy.

- Continued technical input into the presentation of the draft plan is encouraged through meetings with county and township representatives, City of Janesville, City of Milton, WisDOT, FHWA, FTA and public and private transportation providers in the MPO area. Meetings with the MPO Technical Advisory Committee & Policy Board will be open to the general public and noticed as such.
- Copies of the Draft Plan will be available for public viewing at the City of Janesville Community Development Department (City Hall), Janesville-Janesville Hedberg and Milton libraries, and on the MPO web page. Individuals will also be able to obtain CDs containing copies of the document.
- A public meeting(s) or open house will be held at which members of the general public may provide comment on draft sections of the plan. Public notice of the meeting (s) will be printed in the local newspaper, posted on the MPO web page, and MPO mailing list contacts will be mailed meeting notices.

Comments will be received by the MPO through written comment, by calling the MPO staff directly or by email. There will be 30- day public comment period between the review of the Draft Plan by the Technical Advisory Committee and the final approval by MPO Policy Board. All public comment and the MPO's response will be summarized in the final document.

#### Final Plan Distribution

The final plan will be sent to all organizations included on the MPO's Technical Advisory Committee including local, county, state, and federal levels of government. A final copy will also be available for review at the Janesville Hedberg and Milton libraries and on the MPO web page. Reserved copies of the plan will be kept at the City of Janesville Community Development Department (City Hall) for any organization or individual who may like to obtain a copy.

During any of the separate public information meeting(s) held on the Long Range Transportation Plan, individuals will have the opportunity to speak one-on-one with MPO staff and make any comments concerning the document. Comments will be documented for public record in meeting minutes and will be incorporated into the appendix of the plan. Individuals may make oral comments, submit written comments, or send comments to the MPO staff at appropriate postal or email address. Any applicable handouts will be available to the public as they enter the meeting room.

The site for such meeting(s) will be adequate size for the audience, accessible to persons with disabilities, located on or convenient to the public transportation routes and have adequate parking. An effort will be made to choose a time that will accommodate the majority of the public, while still allowing the voting members to participate fully. Meetings will be scheduled so that persons who must rely on public or specialized transit can attend and still return home

during the hours of operation of those systems and also accommodate those persons who work both during the day and in the evening. A sign language interpreter for hearing impaired persons will be made available if requested. If requested, staff members will provide assistance in describing exhibits or provide information in alternative formats for visually impaired person or those with other disabilities. Upon request, MPO staff will work with persons of limited English proficiency (LEP) to include them in the planning process.

### Amendments

Amendments to the Long Range Plan will be reviewed by the Technical Advisory Committee and notice of the meeting will be posted in the local newspaper and on the MPO web page. Final approval of the amendments will be made by the MPO Policy Board after a 30-day public comment period. All comments and MPO response will be attached to the amended plan.

## **TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

The Transportation Improvement Program is a staged six-year listing of actual highway, transit, and enhancement projects within the metropolitan area. The TIP is prepared as a cooperative effort by the MPO, the Wisconsin Department of Transportation, transit operators, and other local agencies. The program identifies the scheduled construction year of the proposed project, type of project, funding source and funding level. In the Janesville planning area, the TIP is updated on an annual basis, and any area transportation project using federal funds must be included in the document. The TIP must be endorsed by the MPO Policy Board and WisDOT prior to being submitted to the Federal Highway Administration for funding. The MPO is charged with providing citizens and other interest parties with appropriate opportunities for comment on the TIP before the Policy Board grants final approval.

### Identification of Projects

- Projects are requested from the following units of governments or departments:
  - City of Janesville (Engineering Department)
  - City of Milton
  - Towns of Harmony, Janesville, LaPrairie, Milton, and Rock
  - Rock County Highway Department
  - Rock County Planning & Development Agency
  - Wisconsin Department of Transportation (District 1 office)
  - Janesville Transit System
  - Rock County Specialized Transit
  - Rock County Health Care Center
  - Lutheran Social Services.
  - Rock Trail Coalition
  - All other public, private, or not-for-profit transit providers identified as Mass Transportation – Providers in the TIP

Inclusion of projects in the TIP is based on funding availability and compliance with short and long range plans for metropolitan planning area.

- Project submittals initiate the public involvement process and provide opportunity for input into the draft TIP.
- At the time that the Request for Projects (RFPs) are forwarded to the participating agencies and providers, a public notice is printed in *The Janesville Gazette* announcing the development of the TIP to the general public. The notice informs the public that they can contact the MPO to learn more about the TIP and provide any comments on the process. The notice also informs the public that a future public meeting will be held at which they can provide comments.
- The MPO will document all public comments received during the RFP period. A summary of these public comments and how they were addressed will be incorporated into the appendix of the TIP.

#### Draft TIP

The Draft TIP is developed by the MPO staff after receiving project proposals from the local government agencies and transportation providers.

- The Draft TIP is sent to all members of the MPO Technical Advisory Committee plus all other transportation providers (both public and private) in the metropolitan area.
- The MPO will rely on WisDOT's consultation process to inform organizations such as the DNR, EPA, Army Corps of Engineers, and historic preservation groups of the projects being considered.
- Per SAFETEA-LU requirements, representatives of transit users, freight shippers, and providers of freight transportation services on the public participation mailing list will be notified of the availability of the draft TIP. A copy of the proposed transit projects will be posted at the transit transfer center. Transit patrons will be notified that copies of the Draft TIP are also available for review at the Janesville Hedberg and Milton libraries, the City of Janesville Community Development Department (City Hall), and the Janesville Transit System office.
- Copies of the Draft TIP will be made available for public review at the Janesville Hedberg and Milton libraries, at the City of Janesville Community Development Department (City Hall), and on the MPO web page. Oral and written comments on the Draft TIP will be taken by the MPO and documented in the Draft TIP prior to the development of the Final TIP.
- The MPO Technical Advisory Committee meets to discuss the projects that have been included in the Draft TIP. Additions or deletions to the list are suggested at this time. The

Technical Advisory Committee meeting is an open meeting and the general public is invited to attend through a notice published in *The Janesville Gazette*.

- There will be a 20-day comment period after the Technical Advisory Committee reviews the TIP, and before final approval by the MPO Policy Board.

Both the Draft and Final versions of the TIP contain a separate chapter describing the public involvement stages included in the development of the document. A section of this chapter is devoted to summarizing public comments on TIP development along with MPO staff's response to these comments or questions. The MPO staff will usually respond to written comments or questions by directly speaking with the interested individual. The MPO will keep official documentation of the TIP – related materials including legal notices, Technical Advisory Committee and Policy Board structures, press releases, meeting attendee lists, and meeting summaries on file and available to the public in the MPO office at the City of Janesville Community Development Department (City Hall) for a period of seven years.

If requested by a number of organizations or individuals, the MPO will hold a separate open public information meeting or public hearing to present an overview of the Transportation Improvement Program. The MPO staff will be available for one-on-one discussions regarding the document(s). Individuals may also make oral comments, drop written comments into a comment box or send comments to the MPO staff at the appropriate postal or email address.

The site for such a meeting or hearing would be of adequate size for the audience, accessible to persons with disabilities, located on or convenient to public transportation routes and provide adequate parking. A time would be chosen so that a maximum number of people could attend. Meetings will be scheduled so that persons who must rely on public or specialized transit can attend and still return home during the hours of operation of those systems, and also accommodate those persons who work both during the day and in the evening. A sign language interpreter for hearing impaired persons will be made available if requested. If requested, staff members will provide assistance in describing exhibits or provide information in alternative formats for visually impaired person or those with other disabilities. Upon request, MPO staff will work with persons of limited English proficiency (LEP) to include them in the planning process.

### Final TIP Distribution

The MPO Policy Board determines final approval of the TIP after no further significant changes are made to the Draft TIP. The Final TIP is then published and submitted to the Federal Highway Administration, Federal Transit Administration, Wisconsin Department of Transportation and other local levels of government in the MPO planning area. Transportation providers and other individuals requesting a copy are also forwarded a copy of the Final TIP. Copies of the Final TIP will be made available for public review at the Janesville Hedberg and Milton libraries, the MPO office at City of Janesville Community Development Department (City Hall), and the Janesville Transit System office.

## Amendments

### No Amendment Required:

- Schedule
  - Changing the implementation schedule for projects within the first four years of the TIP.
- Scope
  - Changes in the scope (character of work or project limits) while remaining reasonable consistent with the approved project.
- Funding
  - Changing the source (Fed, state, local); category (IM, NHS, STP, earmarks); or amount of funding for a project without changing the scope of work or schedule for the project or any other project within the first four years of the TIP.

### Minor Amendment (processed through MPO committee structure and WisDOT)

- Schedule
  - Adding an exempt/preservation project in to the first four years of the TIP, including advancing a project for implementation from an illustrative list or from the out-years of the TIP.
  - Moving an exempt/preservation project out of the first four years of the TIP.
- Scope
  - Changing the scope (character of work or project limits) of an exempt/preservation project within the first four years of the TIP such that the current description is no longer reasonable accurate.
- Funding
  - Change in project funding that impacts the funding for other projects within the first four years of the TIP forcing any exempt/preservation project out of the four-year window.

### Major Amendment (public involvement opportunity and processed through MPO committee structure and WisDOT)

- Schedule
  - Adding a non-exempt/expansion project to the first four years of the TIP, including advancing a project for implementation from an illustrative list or from the out-years of the TIP.
- Scope
  - Significantly changing the scope (character of work or project limits) of a non-exempt/expansion project within the first four years of the TIP such that current description is no longer reasonable accurate.
- Funding (thresholds to be defined by the MPO in consultation with WisDOT and FHWA and subject to WisDOT approval).

- Adding or deleting any project that exceeds the lesser of:
  - 20% of the total Federal funding programmed for the calendar year, or
  - \$1,000,000.

## **PLANNING STUDIES**

In addition to the TIP and Long Range Transportation Plan, public involvement is periodically requested for special transportation or transit studies that involve the MPO. An example would be the Transit Development Plan which is typically updated every five years. Notice of the MPO-related special transportation studies will be conducted through press release to the local newspaper, and by direct mail to specific agencies and individuals. The public notice will contain information on how interested parties can contact the MPO to comment or request additional information.

The site for special transportation meetings will be adequate in size for the audience, accessible to persons with disabilities, located on or convenient to the public transportation routes and provide adequate parking. Any applicable handouts will be available to the public as they enter the meeting room. Individuals may make oral comments, drop written comments into a comment box, or send comments to the MPO staff at the appropriate postal or email address. Public comments will be documented, and if appropriate to the study format, will be incorporated into the final document.

## **OUTREACH EFFORTS AND TECHNIQUES**

The MPO will use several types of outreach efforts and techniques during the public participation process which include the media, local newspaper, the MPO web page, local cable access channel, and mailings.

- Area media groups are contacted when meeting notices and agendas are published. Agendas are sent to the Courthouse, the libraries, WCLO and WKPO. Meeting notices are sent to the Janesville Gazette, Forward Janesville, United Press International, WKPO, WREX-TV and WTVO.
- All public notices will be published in the *Janesville Gazette*. In addition the *Janesville Gazette* will also publish articles regarding planning efforts. For example, the planning of major highways/bypasses or neighborhood planning efforts are often articles in the newspaper.
- WCLO, local news radio, covers local issues for the Rock County listening audience.
- MPO staff will post all public notices and planning documents on the MPO web page. Staff contact information including an address, telephone number, fax number, and email address will also be provided on the web page.

- The MPO will also utilize the local cable access station (JATV) to announce upcoming meetings and planning efforts.
- Documents will be available for the public to view at the City of Janesville Community Development Department (City Hall), Janesville Hedberg and Milton libraries, and on the MPO web page. Special planning projects or notices about such projects may also be posted or available for viewing at the Janesville Transit Transfer Center.
- Public meetings and special planning efforts may also be featured in the City of Janesville's *Park Place News*, a quarterly newsletter sent to all Janesville residents.
- Meeting announcements may be sent to individuals and groups on the MPO mailing list. Public meetings announcements on special projects (neighborhood plans, highways, etc.) will be sent to residents who are directly affected by the proposed planning activity.
- MPO Staff will occasionally go out to the Township meetings and communities as part of the public participation process.

Additional outreach efforts will be used when appropriate. These additional efforts will be noted for possible future use during further public participation opportunities.

## **ENVIRONMENTAL JUSTICE**

This section is included to fulfill the 1994 Presidential Executive Order 12898, *Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Population* in the applicable MPO documents.. This order accompanied by Title VI of the 1964 Civil Rights Act attempts to identify, avoid, and minimize disproportionately harmful or hazardous health and environmental affects on low-income and minority populations. More specifically, the US DOT and FHWA identify three fundamental environmental justice principles:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social economic effects, on minority populations and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in receipt of benefits by minority and low-income populations.

The Janesville Area MPO will comply with federal Environmental Justice requirements by adhering to the following strategy:

- Announce public meetings and planning efforts thru public notices in the local newspaper.

- Identify minority and low-income interest groups in the Janesville area and include them in all mailings announcing public meetings and planning efforts.
- Identify concentrations of low-income and minority populations by mapping demographic data .
- Identify current transportation systems serving minority and low-income populations in TDP.
- Develop mapping system to assess impact of distributions of transportation programs, policies, and activities established in the Long Range Plan and TIP.
- Continuing evaluation of effectiveness of public involvement process.

## **EVALUATION CRITERIA AND PROCESS**

The public participation plan will be reviewed and evaluated at least every 5 years, and amended as necessary to reflect changes in federal legislation. The evaluation will consist of examining the following information:

- Number of Public Notices (newspaper/web page)
- List of where public notices are posted/published
- Number and variety of opportunities for public involvement
- Number of days from public notice announcement to planning activity (meeting, forum, open house, review of document, etc.)
- Number of days for public review and comment
- Number of local newspaper stories
- Number of public comments and suggestions
- Number of citizens at public meetings
- Number of individuals/groups on mailing list.
- Number of places that documents are placed for public viewing. Determine if they are in centrally located places and the hours that they are open for business.
- Quality of comments received.

Based on the data the MPO will determine if all possible resources are being used to involve the public and if these resources are effective. Effectiveness is ultimately determined by how many citizens take the opportunity to make comments or suggestions or that come to public meetings. A survey could also be sent out to individuals/groups on mailing list to determine ways to better reach the public or if a public involvement technique worked. A survey can also determine why individuals/groups do not participate.



## **COMPLAINTS**

All complaints regarding the Public Participation Process shall be filed with the Janesville Area MPO Coordinator. Complaints are reviewed by the MPO Coordinator and Planning Director. If the MPO Coordinator and Planning Director are unable to resolve the issue the complaint will be reviewed by the City Attorney. Complaints may also be heard by jurisdictions included within the MPO Planning Boundary. Those jurisdictions would then file the complaint with the MPO Coordinator.

## **DOCUMENTATION**

Copies of all planning documents will be available for viewing at the Janesville Hedberg and Milton libraries, at the City of Janesville Community Development Department (City Hall), and on the MPO web page.

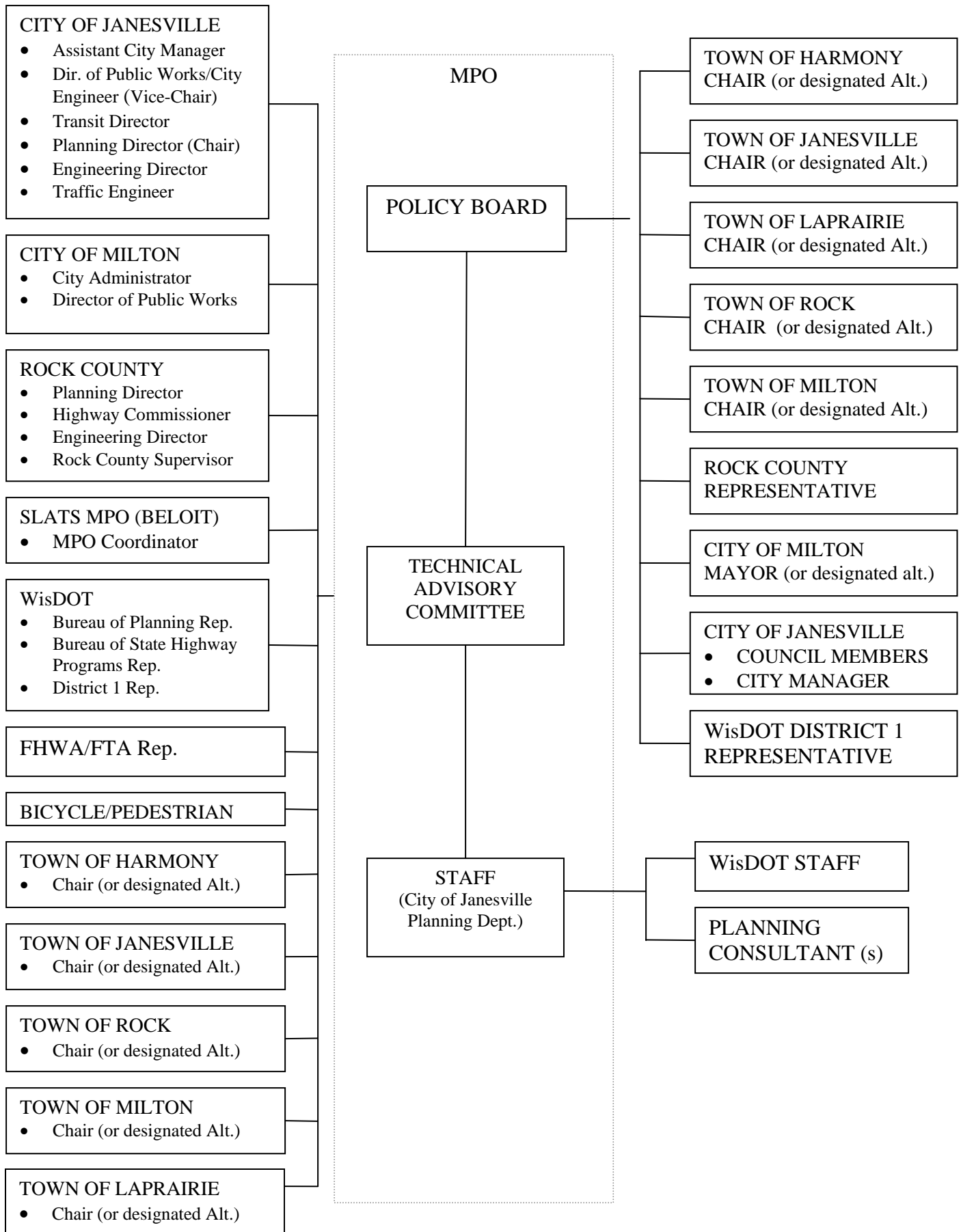
Please submit comments or questions to:

Janesville Area MPO – Community Development Department  
18 N. Jackson St.  
P.O. Box 5005  
Janesville, WI 53545  
Telephone: (608)755-3095  
Fax: (608) 755-3196  
Email: [planning@ci.janesville.wi.us](mailto:planning@ci.janesville.wi.us)

[www.ci.janesville.wi.us](http://www.ci.janesville.wi.us)

November 16, 2007

**FIGURE 1**  
**JANESVILLE AREA MPO ORGANIZATIONAL STRUCTURE**



## Appendix

### **Public Participation**

Prior to adoption, the draft Public Participation Plan was available for review on the MPO's webpage, at the Janesville Planning Services Department, and at the Janesville Hedberg and Milton Public libraries.

Those listed on the MPO's public participation mailing list were notified of the documents availability and were asked for their comments. Members of the Technical Advisory Committee (TAC) and MPO Policy Board were also asked to review and comment on the document. This includes member jurisdictions, WisDOT, FHWA, FTA and others.

Many groups, such as FHWA and WisDOT submitted suggested changes, which were discussed and then incorporated in to the final document as appropriate.

Only one group, the Southwest Wisconsin Workforce Development Board, scheduled a one-on-one meeting to discuss the document with MPO staff. Bob Borremans, Executive Director, represented the Southwest Wisconsin Workforce Development Board and stated that they felt the document was well done and inclusive. He had no substantive changes to suggest.

## JANESVILLE AREA METROPOLITAN PLANNING

### ORGANIZATION

**Planning Services Department  
18 North Jackson Street  
Janesville, WI 53545**

Janesville Area MPO Policy Board Meeting  
**Wednesday, November 29, 2006**  
Municipal Building - Room 416  
Scheduled for 7:15 p.m.

Meeting Notes

**I. Call to Order**

Vice-chair Williams called the meeting to order at 7:40 p.m.

**II. Roll Call**

**Members**

Present / Absent	Present / Absent
<u>  x  </u> ___ Tom Brien, Janesville Common Council	___ <u>  x  </u> Charles Elliot, Rock County
<u>  x  </u> ___ Tim Wellnitz, Janesville Common Council	___ <u>  x  </u> Mike Saunders, LaPrairie
___ <u>  x  </u> Greg Addie, Janesville Common Council	___ <u>  x  </u> Twp
<u>  x  </u> ___ Tom Wellnitz, Janesville Common Council (Chair)	___ <u>  x  </u> Edward Marshall, Janesville
<u>  x  </u> ___ George Brunner, Janesville Common Council	___ <u>  x  </u> Twp
<u>  x  </u> ___ Paul Williams, Janesville Common Council (Vice Chair)	___ <u>  x  </u> Roger Fanning, Harmony
<u>  x  </u> ___ Craig DeGarmo, Janesville Common Council	___ <u>  x  </u> Twp
<u>  x  </u> ___ Steve Sheiffer, Janesville City Manager	___ <u>  x  </u> Mark Gunn, Rock Twp
	<u>  x  </u> ___ Brien Meyer, Milton Twp
	___ <u>  x  </u> John Vesperman, WisDOT
	___ <u>  x  </u> (ARRIVED LATE)
	___ <u>  x  </u> Nathan Bruce, City of Milton
	___ <u>  x  </u> Mayor

Others Present: Brad Cantrell (Community Development Director, Janesville), Duane Cherek (Planning Services Manager, Janesville), Alexis Kuklenski (MPO Coordinator), Jack Messer (Public Works Director, Janesville), Dave Mumma (Janesville Transit), Dan Lynch (Engineering Director, Janesville)

### III. Approval of Minutes

1. **Approval of the October 24, 2005 minutes.** On a motion by Member Bruner, seconded by Member Tim Wellnitz, the October 24, 2005 minutes were unanimously approved with no discussion. Motion carried: 9-0-0
2. **Approval of the May 10, 2006 minutes.** On a motion by Member Sheiffer, seconded by Member Tim Wellnitz, the May 10, 2006 minutes were unanimously approved with no discussion. Motion carried: 9-0-0

### IV. New Business

1. **Election of a new Chair and Vice-Chair.** Member Sheiffer nominated Paul Williams for chair and George Brunner for vice-chair. There were no other nominations. On a motion by Member Sheiffer, seconded by Member DeGarmo, the Policy Board unanimously agreed to elect Paul Williams as the chair of the Janesville Area MPO and George Bruner as the vice-chair. Motion carried: 9-0-0

Member Sheiffer made a motion to review New Business Items 4, 5, 6 and 7 and then vote on all items at once. The motion was seconded by Member Brien and the motion was unanimously approved. Motion carried: 9-0-0

2. **Approval of the 2007-2012 Transportation Improvement Program (TIP).** *John Vesperman entered the meeting at 7:45 and Tom Wellnitz excused himself from the meeting.* Alexis Kuklenski, MPO Coordinator, reviewed the key items of the TIP. Member Williams asked about the LaPrairie weigh station. Discussion ensued about if the City of Janesville supported the project and if the project should be included in the TIP. Concerns about the weigh station's impact on air quality in Rock County were expressed. After a discussion regarding the operational structure of the proposed facility, the policy board agreed that environmental impacts caused by the new station would be minimal, and the projects inclusion in the TIP was supported. There was general discussion on the projects that were new to the TIP. Member Sheiffer brought up the issue of bike trail funding and in the discussion asked if the Policy Board would like to begin using STP-Urban funds for these projects. The Policy Board stated that at this time it is not their intention to use STP-Urban funds for anything other than roadway projects.
3. **Approval of the 2007 Work Program.** Alexis Kuklenski, MPO Coordinator, reviewed the key items of the Work Program. There was general discussion on the Milwaukee/Court Street Study listed in the Work Program. The discussion centered on if the project should be undertaken, and the appropriate timing if it was undertaken. The majority of members present felt that the study should be completed, but not until after the work scheduled for E. Court Street had been done. The Policy Board decided to instruct staff to hire a consultant at the end of 2007, with the majority of the work to be done in the spring of 2008. There was also discussion on the need to study the Five-Points intersection and prepare an improvement plan, but no decision was reached.
4. **Approval of update to the Public Participation Plan.** Alexis Kuklenski, MPO Coordinator, reviewed the changes made to the Public Participation Plan. Member

Williams asked that the references to the Hedberg Public Library be changed to the Janesville Hedberg Public Library.

- 5. Approval of the Transit Development Plan.** Alexis Kuklenski, MPO Coordinator, reviewed the key recommendations of the Transit Development Plan. Member Bruce asked for clarification on some of the route modifications. Dave Mumma, Janesville Transit Director, reviewed the movements of the bus.

Member Sheiffer made a motion to adopt MPO resolution 2006-5, endorsing the 2007-2012 Janesville Area MPO TIP. The motion was seconded by Member Bruce and unanimously approved. Motion carried: 9-0-0

Member Sheiffer made a motion to adopt the 2007 Work Program, the update to the Public Participation Plan, and adopt the Transit Development Plan. The motion was seconded by Member DeGarmo and unanimously approved. Motion carried: 9-0-0

- 6. Informational Communications.** Alexis Kuklenski, MPO Coordinator, reviewed the following items. There was no discussion.
- a. Public Transit-Human Services Transportation Plan
  - b. GIS Update
  - c. Commuter Transportation Study

**V. Old Business**

None

**VI. Communications from members**

None.

**VII. Matters not on the agenda.**

Member Meyer asked for an update on the street improvements planned for CTH Y and HWY 26. Brad Cantrell, Janesville Community Development Director, provided the update.

**VIII. Adjournment**

Member Sheiffer made a motion to adjourn the meeting and was seconded by Member Williams. The motion passed unanimously.

The MPO Policy Board meeting of November 29, 2006 adjourned at 9:10 p.m.

Respectfully submitted,

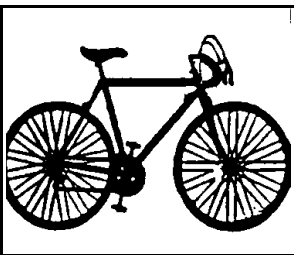
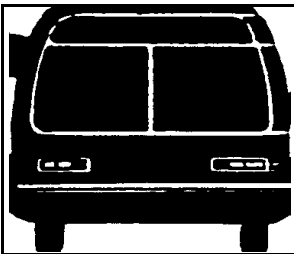
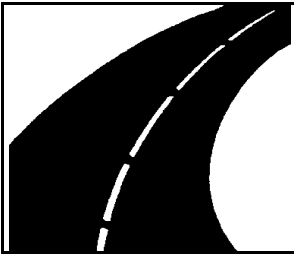
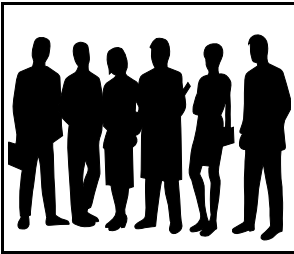
Alexis Kuklenski  
MPO Coordinator

cc: Duane Cherek  
Brad Cantrell

## **VII. Environmental Consultation Plan: Appendix**

**(Continued on next page)**

# Environmental Consultation Plan

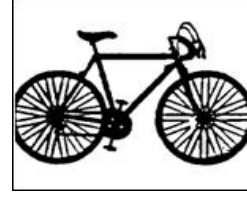
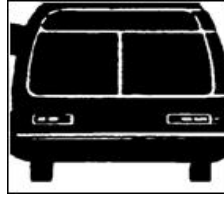
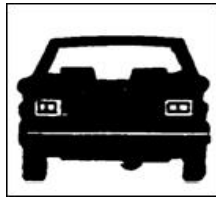
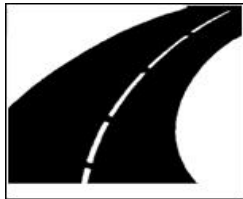


Janesville Area Metropolitan  
Planning Organization

[www.ci.janesville.wi.us](http://www.ci.janesville.wi.us)

November 2007





**MPO ORGANIZATION**

The Janesville Area MPO includes the following units of government: City of Janesville, City of Milton, Rock County, and the Towns of Harmony, Janesville LaPrairie, Milton and Rock. The work of the Janesville Area MPO is directed by a Policy Board which is advised by a Technical Advisory Committee. The City of Janesville Community Development is the staff for the MPO.

<b>Policy Board</b>		<b>TECHNICAL ADVISORY COMMITTEE</b>	
<b>COMMON COUNCIL</b>	<b>TOWN CHAIRPERSONS</b>	<b>CITY OF JANESVILLE</b>	<b>CITY OF БЕЛОIT</b>
Tim Welnitz	Roger Fanning Town of Harmony	Herb Stinski Assistant City Manager	Bob Soltau MPO Coordinator
Paul Williams Policy Board Chair	Mike Saunders Town of La Prairie	Jack Messer Director of Public Works, City Engineer (Vice Chair)	<b>WisDOT</b>
William Truman	Edward Marshall Town of Janesville	David Mumma Transit Director	Arun Rao Bureau of Planning
Russ Steeber	Mark Gunn Town of Rock	Bradley A. Cantrell Director of Community Development (Chair)	Franco Marcos SW Region
Craig DeGarmo	Bryan Meyer Town of Milton	Mike Payne Assistant Engineering Manager	<b>FTA</b> Marisol Simon Region 5 - Regional Administrator
Amy Loasching		Dennis Ryan Traffic Engineer	<b>FHWA</b>
George Brunner Policy Board Vice - Chair	<b>WisDOT</b>	<b>CITY OF MILTON</b>	Dwight McComb Plan. and Prog. Devel. Engineer
<b>CITY OF JANESVILLE</b>	John Vesperman Planning Chief - Southwest Region	Todd Schmidt City Administrator	<b>BICYCLE/PEDESTRIAN</b>
Steve Sheiffer City Manager		Howard Robinson Director of Public Works	Carolyn Brandeen Rock Trail Coalition
<b>CITY OF MILTON</b>		<b>ROCK COUNTY</b>	<b>TOWN CHAIRPERSONS</b>
Nathan Bruce Mayor		Scott Heinig Planning Director	Roger Fanning Town of Harmony
<b>ROCK COUNTY</b>		Ben Coopman Highway Commissioner	Mike Saunders Town of La Prairie
Charles Elliott Rock County Board of Supervisors		Charles Elliott Rock Co. Board of Supervisors	Edward Marshall Town of Janesville
<b>PREPARED BY:</b>	Janesville Area MPO	<b>FREIGHT</b> (non-voting member)	Mark Gunn Town of Rock
	<b>June 2007</b>	Larry Schieve GM freight representative	Bryan Meyer Town of Milton

The printing of this report was financed in part through a joint planning grant from the U.S. Department of Transportation, Federal Highway Administration, Federal Transit Administration and the Wisconsin Department of Transportation

**INTENT**

The purpose of this document is to inform federal, state and local agencies within the Metropolitan Planning Organization (MPO) area with environmental interests (see Figure 1) of the MPO’s intent to update the Long Range Transportation Plan (LRTP). This guide specifically outlines the plan development, notification, and involvement process for these groups during the development of the LRTP.

**Figure 1.**

<b>Roll</b>	<b>Group</b>	<b>Point of Contact</b>
Consulting Agency	City of Janesville City Council	George Brunner, President
Consulting Agency	City of Milton	Nathan Bruce, Mayor
Consulting Agency	DATCP	Peter Nauth, AIS Program, Land Resources Bureau
Consulting Agency	FAA c/o Wisconsin Bureau of Aeronautics	Wendy Hottenstein
Consulting Agency	FHWA	Stephanie Hickmann, Environmental Coordinator
Consulting Agency	Historic Preservation - Public History Rm: 308	Michael Stevens, SHPO
Consulting Agency	National Park Service	Mary Tano, Manager
Consulting Agency	National Resources Conservation Service	David Hvizdak, Soil Scientist
Consulting Agency	Rock County	Craig Knutson, County Administrator
Consulting Agency	Rock County Land Conservation, USDA Service Center	Thomas Sweeney, County Land Conservationist
Consulting Agency	Rock County Land Conservation, USDA Service Center	Roger Allan, County Natural Resource Conservationist
Consulting Agency	Rock County Sheriff’s Dept.	Gary Groelle
Consulting Agency	Town of Harmony	Roger Fanning, Chair
Consulting Agency	Town of Janesville	Edward Marshall, Chair
Consulting Agency	Town of La Prairie	Michael Saunders, Chair
Consulting Agency	Town of Milton	Bryan Meyer, Chair
Consulting Agency	Town of Rock	Mark Gunn, Chair
Consulting Agency	US Army Corps of Engineers	Tamara Cameron, Regulatory Branch
Consulting Agency	US Army Corps of Engineers	Stacy Marshall, Regulatory Project Manager
Consulting Agency	US Environmental Protection Agency	Newton Ellens, Environmental Review Branch
Consulting Agency	US Fish and Wildlife	Louise Clemency, Fish and Wildlife Biologist
Consulting Agency	WisDOT - Bureau of Aeronautics	David Greene, Director
Consulting Agency	WisDOT - Southwest Region	Jenny Grimes, Environmental Coordinator
Information	City of Janesville	Brad Cantrell, Community Development Director
Information	City of Janesville	Jack Messer, Director of Public Works
Information	City of Janesville	Tom Presny, Parks Director
Information	City of Janesville	Steve Sheiffer, City Manger
Information	City of Milton	Todd Schmidt, City Administrator
Information	Rock County Planning and Development	Scott Heinig, Director
Information	WisDOT - Southwest Region	Franklin Marcos

## **METROPOLITAN PLANNING ORGANIZATION**

The Janesville Area MPO is responsible for developing transportation plans and programming projects for the Janesville planning area. As part of its responsibilities, the MPO is charged with providing a forum for cooperative transportation planning and decision-making.

The Janesville Area MPO is represented by the following units of government:

- City of Janesville
- City of Milton
- Rock County
- Janesville Township
- Harmony Township
- La Prairie Township
- Milton Township
- Rock Township

The City of Janesville Community Development Department serves as the staff for the MPO, and MPO functions are directed by a 16 member Policy Board. The MPO Policy Board is advised by a 24-member Technical Advisory Committee (TAC). Figure 2 illustrates the membership of the MPO Policy Board and TAC.

## **INTRODUCTION**

Environmental consultation on the LRTP an important part of the Janesville area transportation planning process. This document provides a set of guidelines and standards that the Janesville Area MPO intends to follow when developing the LRTP to ensure that all interested environmental agencies have an opportunity for consultation.

## **GOALS AND OBJECTIVES FOR THE ENVIRONMENTAL CONSULTATION PROCESS**

The following objectives form the foundation for the guidelines included in this document:

- Early and continuing opportunities for involvement by consulting agencies
- Timely dissemination of LRTP information to consulting agencies and feedback from said agencies
- Adequate notice to the consulting agencies regarding public involvement opportunities and activities
- Adequate time for review and comment at important decision points by the consulting agencies.
- Documentation of comments by consulting agencies on the LRTP plan
- Periodic review and revision of the environmental consultation process.

## **ENVIRONMENTAL CONSULTATION CONTACTS & CONTACT METHOD**

The Janesville Area MPO maintains and updates with each new LRTP, an extensive list of federal, state and local agencies with environmental interests within the MPO area, these entities make up the “Environmental Consultation Contact List”, and are listed in Figure 1. The MPO will alert the agencies on the list of the development of the LRTP, and their input will be sought at key decision points. They will also be invited to be involved in the development of the *Environmental Consultation Plan*.

A copy of the most recent “Environmental Consultation Contact List” will be available for review at the City of Janesville Community Development Department (Janesville Municipal Building). Any federal, state or local agency may request to be added to the list for future meeting notification and document distribution, but this does not automatically make them a consulting agency. The list of consulting agencies is to be determined administratively by the MPO Director.

At the federal and/or state level a separate process may be developed to bring the federal and state resource agencies together to for consultation. Should this process be developed, the MPO will work with the appropriate agencies to coordinate efforts.

Whenever feasible, email will be the primary method of notification and information distribution for all stages of consultation.

## **ENVIRONMENTAL CONSULTATION PLAN DEVELOPMENT PROCESS**

The *Environmental Consultation Plan* will be developed in coordination with the MPO’s consulting agencies. The Plan will be developed in 3 phases pre-draft, draft and final draft. The agencies within the MPO area that have an environmental interest will be contacted during the pre-draft phase and alerted of the development of the MPO’s *Environmental Consultation Plan* and their input on a pre-draft will be requested. Interested agencies will have two weeks to submit their comments to the MPO. This can be done in writing, in person, or via the phone. During this phase, the MPO will gather input and ideas on how to formulate the document.

From the work done in the pre-draft phase, the MPO will draft the *Environmental Consultation Plan*. The document will then be distributed to the consulting agencies for their input. The consulting agencies will have 10 working days to submit their comments on the draft to the MPO. This can be done in writing, over the phone, or in person. The MPO will follow up with the consulting agencies when needed, and use the comments received to prepare the final draft of the document.

Upon completion, the final draft will be distributed to the consulting agencies along with the TAC meeting information, 30 days before the associated TAC meeting, and the consulting agencies will have 20 days to submit their comments to the MPO in writing. The comments received will be shared with the TAC at the meeting. After the TAC’s review, the final adoption

of the *Environmental Consultation Plan* is subject to MPO Policy Board (PB) approval. A 20 – day public comment period will be available prior to the adoption of the plan by the Policy Board. During the 20 – day public comment period, a public notice will be printed in the local newspaper. The public notice will state where the document can be reviewed and staff contact information. Contact information for MPO staff will include an address, telephone number, fax number, and email address. The document will be available for review at the City of Janesville Community Development Department (Janesville Municipal Building), the Janesville-Hedberg and Milton libraries, and on the MPO web page. Comments received on the final draft of the *Environmental Consultation Plan* and the MPO’s response to those comments will be attached to the final draft document and made available to policy board committee members.

Amendments to the *Environmental Consultation Plan* will follow the same process as the adoption of the final draft plan. The amendment to the final draft will be distributed to the consulting agencies along with the TAC meeting information, 30 days before the associated TAC meeting, and the consulting agencies will have 20 working days to submit their comments to the MPO in writing. The comments received will be shared with the TAC at the meeting. Following review by the TAC, there will be a 20-day public comment period before final approval of the amendment(s) by the MPO Policy Board.

## **ENVIRONMENTAL CONSULTATION PROCESS FOR LRTP**

The Janesville Area MPO recognizes the importance of considering the environmental impacts of transportation projects and the efficiencies that can be gained by engaging in this process in the early phases of plan development. To this end, the MPO has developed the *Environmental Consultation Plan* to guide environmental coordination and consultation efforts during the LRTP development process.

The elements of the LRTP will be developed in four phases: information gathering, pre-draft, draft, and final draft. The activities within each phase will be as follows:

### **Information Gathering**

- The MPO will review the “Environmental Consultation Contact List,” confirming the appropriateness of the agencies included and the contact information on record.
- The MPO will notify the agencies on the “Environmental Consultation Contact List” that the MPO will be updating the LRTP.
- The MPO will provide the agencies on the “Environmental Consultation Contact List” the opportunity to provide input on the process for development of the LRTP plan.
- The MPO will work with the agencies on the “Environmental Consultation Contact List” to compile the available environmental data that is relevant to the MPO planning area.

### **Pre – Draft**

- The MPO will utilize the data provided in the information gathering stage to create the infrastructure expansion recommendations of the element.

- The MPO will map the infrastructure expansion recommendations of the plan against the known environmental resources provided by the consulting agencies in the pre-draft stage, and share the maps with the consulting agencies.
- The consulting agencies will provide the MPO with feedback on the infrastructure expansion recommendations of the plan.

### **Draft**

- The MPO will utilize the feedback provided by the consulting agencies in the pre-draft phase to create a draft of the element to be presented to the TAC.
- The draft element will be presented to the consulting agencies 30 days prior to the associated TAC meeting, and the consulting agencies will have 20 days to submit their comments in writing. The MPO will be available to meet to review the consulting agencies written comments, up to 5 working days before the associated TAC meeting.
- The MPO will share the comments received with the TAC at the meeting.

### **Final Draft**

- Based on the recommendations of the TAC, the MPO will create the final draft for MPO Policy Board review.
- There will be a 45-day public comment period between TAC review and final Policy Board adoption.
- The MPO will alert the consulting agencies of the element's availability and the date of the MPO Policy Board meeting.

The intent of the consultation plan is to provide all interested parties with the opportunity to comment on the plan early and often. It may become appropriate to work with other jurisdictions or entities to bring the interested parties together, requiring a deviation from the timelines outlined above. The MPO director has the authority to authorize these changes in order to facilitate the scheduling and staging of document review.

### **Documentation of Comments Received During Each Stage**

In an appendix to the LRTP, the MPO will document the consulting agencies contacted throughout the plan's development, and the agencies that submit comments at each stage. The comments submitted at public meetings will be recorded as part of the meetings and recorded accordingly.

### **Result of Consultation**

When applicable, the MPO will utilize the comments received through the consultation process to develop the plan recommendations and project mitigation recommendations.

## COMPLAINTS

All complaints regarding the *Environmental Consultation Processes* shall be filed with the Janesville Area MPO Coordinator. Complaints are reviewed by the MPO Coordinator and Community Development Director. If the MPO Coordinator and Community Development Director are unable to resolve the issue the complaint will be reviewed by the City Attorney. Complaints may also be heard by jurisdictions included within the MPO Planning Boundary. Those jurisdictions would then file the complaint with the MPO Coordinator.

## DOCUMENTATION

Copies of all planning documents will be available for viewing at the City of Janesville Community Development Department (Janesville Municipal Building), and on the MPO web page.

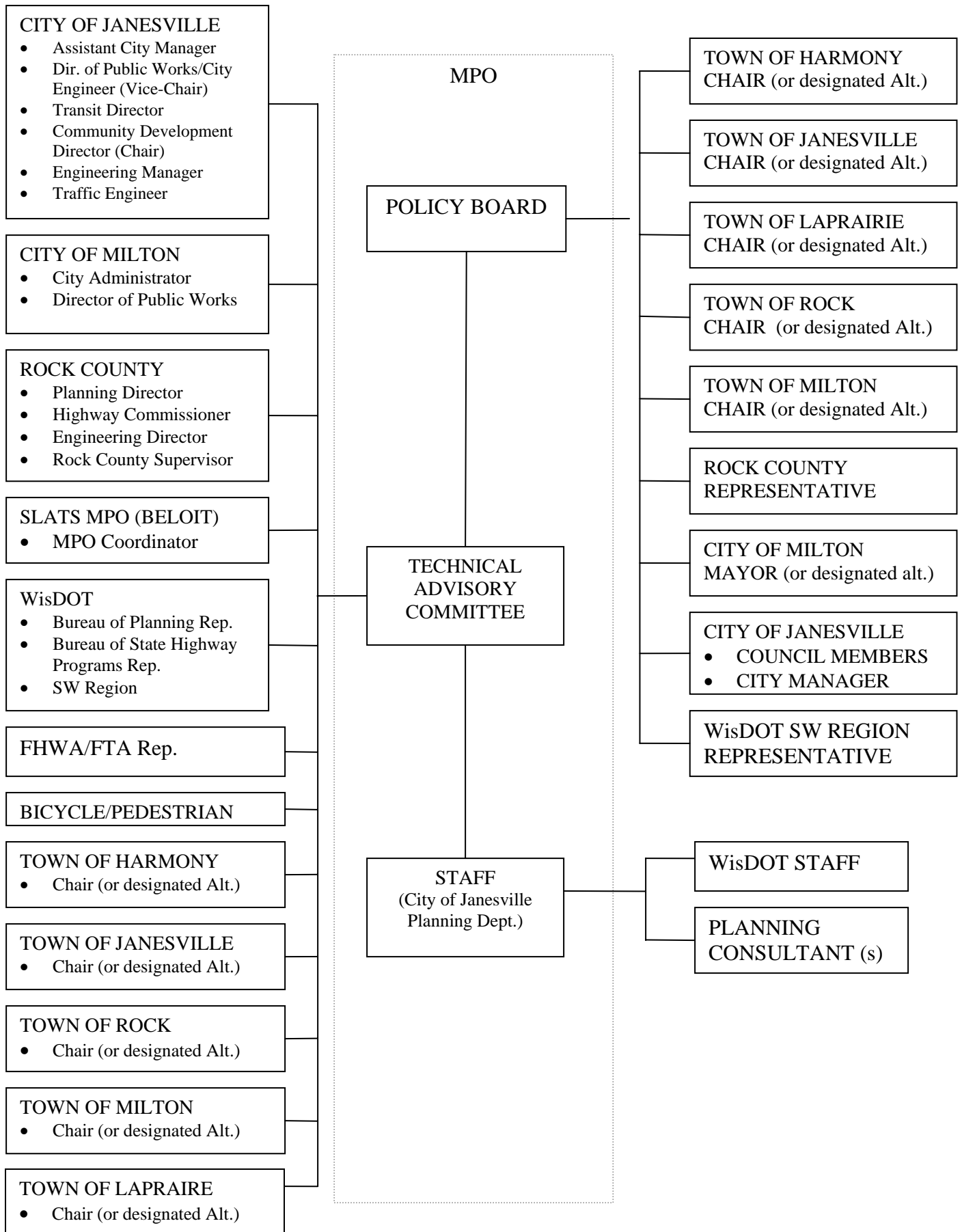
Please submit comments or questions to:

Janesville Area MPO – Community Development Department  
18 N. Jackson St.  
P.O. Box 5005  
Janesville, WI 53545  
Telephone: (608)755-3095  
Fax: (608) 755-3196  
Email: [planning@ci.janesville.wi.us](mailto:planning@ci.janesville.wi.us)

[www.ci.janesville.wi.us](http://www.ci.janesville.wi.us)

May - 2007

**FIGURE 2**





## **PLAN APPENDIX**

Those listed on the environmental consultation mailing list were notified of the development of the plan and asked to participate in its development. Following the preparation of a draft plan, the plan was posted on the MPO's website and those listed on the mailing list were notified of the documents availability and asked for their comments. Following this, the final draft plan was available for review on the MPO's webpage, at the Janesville Planning Services Department, and at the Janesville Hedberg and Milton Public libraries. A public hearing/open house was held at the TAC and Policy Board meetings, both of which were publicly noticed.

Many groups, such as FHWA and WisDOT submitted suggested changes, which were discussed and then incorporated in to the final document as appropriate. No substantive changes were suggested.

**Environmental Consulting Agency Mailing List**

<b>Roll</b>	<b>Group</b>	<b>Point of Contact</b>
Consulting Agency	City of Janesville City Council	George Brunner, President
Consulting Agency	City of Milton	Nathan Bruce, Mayor
Consulting Agency	DATCP	Peter Nauth, AIS Program, Land Resources Bureau
Consulting Agency	FAA c/o Wisconsin Bureau of Aeronautics	Wendy Hottenstein
Consulting Agency	FHWA	Stephanie Hickmann, Environmental Coordinator
Consulting Agency	Historic Preservation - Public History Rm: 308	Michael Stevens, SHPO
Consulting Agency	National Park Service	Mary Tano, Manager
Consulting Agency	National Resources Conservation Service	David Hvizdak, Soil Scientist
Consulting Agency	Rock County	Craig Knutson, County Administrator
Consulting Agency	Rock County Land Conservation, USDA Service Center	Thomas Sweeney, County Land Conservationist
Consulting Agency	Rock County Land Conservation, USDA Service Center	Roger Allan, County Natural Resource Conservationist
Consulting Agency	Rock County Sheriff's Dept.	Gary Groelle
Consulting Agency	Town of Harmony	Roger Fanning, Chair
Consulting Agency	Town of Janesville	Edward Marshall, Chair
Consulting Agency	Town of La Prairie	Michael Saunders, Chair
Consulting Agency	Town of Milton	Bryan Meyer, Chair
Consulting Agency	Town of Rock	Mark Gunn, Chair
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Consulting Agency	US Army Corps of Engineers	Stacy Marshall, Regulatory Project Manager
Consulting Agency	US Environmental Protection Agency	Newton Ellens, Environmental Review Branch
Consulting Agency	US Fish and Wildlife	Louise Clemency, Fish and Wildlife Biologist
Consulting Agency	WisDOT - Bureau of Aeronautics	David Greene, Director
Consulting Agency	WisDOT - Southwest Region	Jenny Grimes, Environmental Coordinator
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Information	City of Janesville	Jack Messer, Director of Public Works
Information	City of Janesville	Tom Presny, Parks Director
Information	City of Janesville	Steve Sheiffer, City Manger
Information	City of Milton	Todd Schmidt, City Administrator
Information	Rock County Planning and Development	Scott Heinig, Director
Information	WisDOT - Southwest Region	Franklin Marcos

May 21, 2007  
*Sent via-email*

**RE: Janesville Area MPO: Invitation to be a Consulting Agency on the Development of the Environmental Consultation Plan**

To Whom It May Concern:

As part of SAFETEA-LU the Janesville Area MPO (MPO) is required to initiate consultation efforts with federal, state, local and tribal environmental, regulatory and resource agencies when developing a *Long Range Transportation Plan* (LRTP). To facilitate SAFETEA-LU's required consultation process, the MPO is going to develop an *Environmental Consultation Plan* to guide this process.

The Janesville Area MPO, as shown in Map 1, consists of the City of Janesville, the City of Milton and portions of the towns of Milton, Harmony, LaPrairie, Rock, and Janesville. As an agency involved in planning for this area the MPO would like to invite your organization to be an environmental consulting agency. The responsibilities of an environmental consulting agency will be two fold:

1. Help draft the initial *Environmental Consultation Plan*.
2. Provide feedback and technical assistance on the development of future long-range transportation plans.

If your agency is interested in acting as a consulting agency, please complete the attached form and return it to the MPO by June 14, 2007.

Sincerely,

Alexis Kuklenski  
MPO Coordinator

---

Organization: \_\_\_\_\_

Main Contact Person: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Yes, we are interested in acting as an environmental consulting agency for the development of the *Janesville Area Long Range Transportation Plan*, and the staff member listed above is available to assist with the plan's development.

No, we are not interested in acting as an environmental consulting agency for the development of the *Janesville Area Long Range Transportation Plan*.

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Date: \_\_\_\_\_

Please write any addition questions or comments below. \_\_\_\_\_

July 11, 2007  
*Sent via-email*

**RE: Development of the *Janesville Area MPO Environmental Consultation Plan***

To Whom It May Concern:


In May, the Janesville Area MPO (MPO) contacted you regarding the creation of an *Environmental Consultation Plan*. At this time, the MPO would like your help in creating their *Environmental Consultation Plan*.

If you are interested, please review the DRAFT *Environmental Consultation Plan* posted on the website. You can access the document by visiting <http://www.ci.janesville.wi.us/citysite/mpo.html>, and clicking on the folder at the top of the page. The document is labeled "DRAFT Environmental Consultation Plan". Please provide your comments to the MPO by July 23. If you would like, you can call the MPO and set up a meeting to discuss your comments in person.

Thank you for your assistance in creating the MPO's *Environmental Consultation Plan*.

Sincerely,

Alexis Kuklenski  
MPO Coordinator

**JANESVILLE AREA METROPOLITAN PLANNING  
ORGANIZATION**  
  
**Planning Services Department**  
**18 North Jackson Street**

**Janesville, WI 53545**

Janesville Area MPO Policy Board Meeting  
**Monday, November 12, 2007**  
 Municipal Building - Room 416  
 Scheduled for 6:15 p.m.

**Meeting Notes**

**IX. Call to Order**

Chairman Williams called the meeting to order at 6:15 p.m.

**X. Roll Call**

**Members**

Present / Absent		Present / Absent	
<u>  x  </u>	___ Tim Wellnitz, Janesville Common Council	<u>  x  </u>	___ Charles Elliot, Rock County (represented by Rich Cannon, Rock County Planning Department)
<u>  x  </u>	___ Paul Williams, Janesville Common Council (Chair)*	<u>  x  </u>	___ Mike Saunders, LaPrairie Twp (Arrived late)
<u>  x  </u>	___ William Truman, Janesville Common Council	___	<u>  x  </u> Edward Marshall, Janesville Twp
<u>  x  </u>	___ Russ Steeber, Janesville Common Council *	___	<u>  x  </u> Roger Fanning, Harmony Twp
<u>  x  </u>	___ Craig DeGarmo, Janesville Common Council	___	<u>  x  </u> Mark Gunn, Rock Twp
___	<u>  x  </u> Amy Loasching, Janesville Common Council	___	<u>  x  </u> Bryan Meyer, Milton Twp
<u>  x  </u>	___ George Brunner, Janesville Common Council (vice-chair)	<u>  x  </u>	___ John Vesperman, WisDOT
<u>  x  </u>	___ Steve Sheiffer, Janesville City Manager	<u>  x  </u>	___ Nathan Bruce, City of Milton Mayor

Others Present: Brad Cantrell (Community Development Director, Janesville), Duane Cherek (Planning Services Manager, Janesville), Alexis Kuklenski (MPO Coordinator), Jack Messer (Public Works Director, Janesville), Jay Winzenz (

**XI. Approval of Minutes**

**3. Approval of the June 25, 2007 minutes.** Chairman Williams noted that Member Brunner’s name should have an additional ‘n’. On a motion by Member Sheiffer, seconded by Member Steeber, the June 25, 2007 minutes were approved with the noted correction and no other discussion. Motion carried: 11-0-0

**XII. New Business**

1. **Review and approval of *Environmental Consultation Plan*.** Alexis Kuklenski, MPO Coordinator, presented the proposed *Environmental Consultation Plan*. There was no discussion from the members. On a motion by Member Steeber, seconded by Member Wellnitz, the Policy Board unanimously agreed to adopt the *Environmental Consultation Plan*. Motion carried: 11-0-0.
2. **Review and approval of the *TIP Prioritization Process*.** Alexis Kuklenski, MPO Coordinator, presented the proposed *TIP Prioritization Process*. There was no discussion from members. On a motion by Member Steeber, seconded by Member Wellnitz, the Policy Board unanimously agreed to adopt the *TIP Prioritization Process*. Motion carried: 11-0-0.
3. **Review and approval of an amendment to the *2005-2035 Long Range Transportation Plan*.** Alexis Kuklenski, MPO Coordinator, presented the proposed amendment to the *2005-2035 Long Range Transportation Plan*. Member Bruce stated that Milton is interested in completing a study to examine the feasibility of extending transit service from Janesville to Milton. Kuklenski noted that there were two appropriate places to note such a project, the long range plan, which is updated every five years, and the Work Program, updated annually. Kuklenski stated that the next logical step would be for the City of Milton to formally contact the MPO with their request so the project could be incorporated into the next Work Program. She also noted that at this time, the City of Janesville pays the local share of MPO planning funds, and should Milton pursue the study, they would have to provide the local share of all funds required for the project. Member Bruce said that that Milton is prepared to pay their share. There was no further discussion from members. On a motion by Member Steeber, seconded by Member Wellnitz, the Policy Board unanimously agreed to adopt MPO resolution 2007-4, approving the amendment to the *2005-2035 Long Range Transportation Plan*. Motion carried: 11-0-0.
4. **Review and approval of the *2008 Work Program*.** Alexis Kuklenski, MPO Coordinator, presented the proposed *2008 Work Program*. There was no discussion from members. On a motion by Member Steeber, seconded by Member Wellnitz, the Policy Board unanimously agreed to adopt the *2008 Work Program*. Motion carried: 11-0-0.
5. **Review and approval of the *2008-2013 Transportation Improvement Plan*.** Alexis Kuklenski, MPO Coordinator, presented the proposed *2008-2013 Transportation Improvement Plan*. The Board asked for additional descriptive detail on a couple of projects. There was no substantive discussion. On a motion by Member Brunner, seconded by Member Bruce, the Policy Board unanimously agreed to adopt MPO Resolution 2007-3, approving the *2008-2013 Transportation Improvement Plan*. Motion carried: 11-0-0.

### **XIII. Other items for discussion or action**

None

### **XIV. Adjourn**

The MPO Policy Board meeting of November 12, 2007 adjourned at 6:40 p.m.

Respectfully submitted,

Alexis Kuklenski  
MPO Coordinator