

CHAPTER 21

PUBLIC HEARINGS

PUBLIC HEARINGS 21-1

Policies and procedures governing public hearings are covered in Chapter 4 of the Policy and Procedure Manual. The actual preparation of the public hearing map is in accordance with instructions that are outlined in Section 21-2.

PREPARATION OF PUBLIC HEARING MAPS 21-2(1) COLOR ACCORDING TO LEGEND (See 21-2, F-1)

- (A) Color buildings and cemeteries inside and outside the proposed R/W even when they are in the proposed roadway pavement.
- (B) The proposed roadway takes precedence over everything except buildings, cemeteries and proposed bridges.
- (C) Show all existing roads that are within the R/W that will be removed.
- (D) Do not color existing drives or parking lots.
- (E) Do not show R/W monuments on a hearing map.
- (F) Proposed R/W takes precedence over Railroad R/W.
- (G) Items that are not being used can be removed from the legend and special items that need to be denoted such as proposed traffic signals, etc. can be added.

(2) LABEL (large enough to be seen easily)

- (A) Show Begin TIP Project in bold, black, capital letters and arrow

Example: **BEGIN TIP PROJECT R-9999**

-L- STA. 10+00.00

- (B) State Lines
- (C) County Lines
- (D) City Limits and Town Limits
- (E) Creeks, Rivers and Lakes
- (F) Railroads
- (G) Landmarks such as Parks, Appalachian Trail, Indian Reservations, Military Bases, Subdivision Names, etc. (Label in bold, black letters).
- (H) Historic Properties (outline property lines in bold, black, mini-skip lines and label "Historic Property" in bold, black letters).

PREPARATION OF PUBLIC HEARING MAPS (continued)

21-2

- (I) Property owners and property lines (If properties are small parcels, consider assigning a parcel number to each and set up a table on the hearing map listing the owners. Care should be taken to avoid covering property owner's names and house, etc.)
 - (J) Show -L- and -Y- line designations and the road/street route number with common name in bold, black letters.
Examples: **-L- PROPOSED US 17 BYPASS; -Y5- NC 49 (YORK ROAD)**
 - (K) Cemeteries (Show name of it if available.)
 - (L) Show Wetland Boundaries (labeled as WLB) and Stream Buffers, if applicable (labeled as BZ).
 - (M) Widths of proposed roadway, proposed median width, existing and/or proposed right of way width at each end of the map.
 - (N) Label the Slope Stake Line with (C) and (F) as appropriate.
 - (O) Show Existing Traffic Signals and Proposed Traffic Signals to be installed within 5 years after project letting.
 - (P) Label mainline stations @ 500' or 100 m intervals in bold, black letters.
 - (Q) Show destination of roads if there is a city, town or major road nearby.
Examples: **To Greensboro, To I-77, etc.**
 - (R) Show End TIP Project in bold, black, capital letters and arrow
Example: **END TIP PROJECT R-9999**
-L- STA. 90+00.00
- (3) DESIGN INFORMATION TO BE SHOWN:
- (A) Show North arrow, graphic scale of map with either English or Metric unit designation identified under the graphic scale and map legend at intervals of approximately six (6) feet.
NOTE: For the full size hearing map, please consider a scale of 1" = 100'(1:1000 in metric units) for "curb type" urban widening projects and a scale of 1"= 200'(1:2000 or 1:2500 in metric units) for rural, new location projects.
 - (B) Show typical sections of -L- mainline for each significantly different location or area. Show lane usage on typical.
(See 21-2, F-2).
 - (C) Show typical sections of major -Y- lines and show lane usage on typical.
 - (D) Show a box with the Functional Classification of the proposed mainline; Design Speed and maximum superelevation chart used for the horizontal alignment.

PREPARATION OF PUBLIC HEARING MAPS (continued)

21-2

Example: Functional Class. = Arterial
Design Speed = 60 mph
Max. Superelev. = 0.08

- (E) Show a box with current and design year traffic volumes with turning movements shown as the actual count; not listed in hundred's.
- (F) At intersections, show lane usage arrows. Show them either directly on the proposed roadway if scale permits or show as a separate diagram.
- (G) Show on-site detours and associated easements that may be required to construct a major structure or a major grade change. Show the detour on the map and provide a typical section. An off-site detour is sometimes proposed to maintain traffic during construction, then consideration should be given to identifying the proposed route on a vicinity map inset shown on the hearing map.
- (H) Show horizontal curve data for the mainline -L- alignment and alignments for major -Y- lines. Please identify the horizontal curve points (PC, PT, ST, SC, etc.) on the map. Show station marks on all alignments every 100' for English projects and at 20 m increments for metric projects.
- (I) If there are areas on the project where special commitments have been made to avoid impacts to a grove of trees, special landscaping, special walls or a small portion of a pond not to be disturbed, please label the general area or specific location "DO NOT DISTURB".
- (J) " PRELIMINARY - DO NOT USE FOR CONSTRUCTION " labels need to be on the map. Spacing should be the same as North arrow, scale and legend, approximately six (6) feet.
- (K) Show the following project identification on the inside of each hearing map and a smaller version of the identification on the outside of both ends of the Public Hearing Map - to be read while map is rolled up.
 - Corridor, Design or Combined Public Hearing Map, whichever applies to the project.
 - State and Federal Project Numbers with TIP Identification Number
 - County
 - Route Number and Location Description
 - Seal of North Carolina
 - Seal of NCDOT

PREPARATION OF PUBLIC HEARING MAPS (continued)

21-2

- (L) For projects using curb and gutter, show driveway curb cuts. Follow the "Driveway Manual" regarding the number of driveway access points allowed, but also use common sense and engineering judgement in replacing existing driveways. Do not include driveways and designated access points on undeveloped property.
- (M) Median Crossover Openings will be shown on the hearing map according to the Median Crossover Guidelines. **Intermediate crossover locations should not be shown on the hearing map, unless reviewed and approved by the State Highway Design Engineer.** Close coordination between the Highway Design Branch, Roadway Design Unit, Congestion Management Section of Traffic Engineering and the Division should take place in selecting the type of crossover design.
- (N) Show and label noise abatement measures that have been recommended in the planning document and/or Design Noise Report.
- (O) If Control of Access is involved whether it is existing C/A, partial C/A, or full C/A, identify the limits and type of the control of access. On partial C/A projects, add the following note to the hearing map: **"Partial Control of Access is defined as one access point per parcel. For properties with large road frontages (for example, 2000 feet or more), an additional access point may be considered. For properties that have access, such as via a side road, access to *insert mainline name (e.g. US 601)* may be eliminated."**
- (P) If sidewalk is proposed throughout the project, there is no need to show it on the hearing map plan, however, it does need to be shown on the typical section. If sidewalk limits are at random locations such as partially on one side and/or in areas where it is not continuous, then it would be a good practice to show the locations on the hearing map plan. Existing sidewalk should be shown in all cases.

(4) HEARING PREPARATION

- (A) Prepare an informational sheet for a Hearing Map Review. (See 21-2, F-3).
- (B) Set-up and hold a Hearing Map Review. (See 21-3)
- (C) Make sure the hearing map, which is presented to the public, has a well-defined black border around the edges. This can either be plotted with a wide, black border around the perimeter and reinforced with transparent tape or reinforce the edges with black masking tape. Half-size copies of the hearing map are not required to be taped.

PREPARATION OF PUBLIC HEARING MAPS (continued)

21-2

- (D) Review the planning document to make sure it agrees with the design shown on the hearing map.
- (E) Develop a very general traffic control concept to take to the public hearing if needed. Consult with the Division concerning how they think the project will be constructed. (See Part II, Chapter 12 of this Manual).
- (F) Take the preliminary grades and cross-sections to the public hearing for information in helping to explain impacts to the public if this need arises.
- (G) Develop a general knowledge of other area projects. It may be a good idea to take your TIP books to the hearing to help answer this type of inquiry.
- (H) Consider taking a list of key people such as the DOT Board Member(s), Division Engineer, Division Construction, Maintenance and Traffic Engineers, Division R/W Agent and LPO contact, etc. with telephone numbers and/or e-mail addresses who are involved with the project. Sometimes additional questions regarding other area TIP projects, maintenance and drainage issues, etc. are asked where a contact person is beneficial to those concerned.

FIGURE 1

21 - 2

F - 1

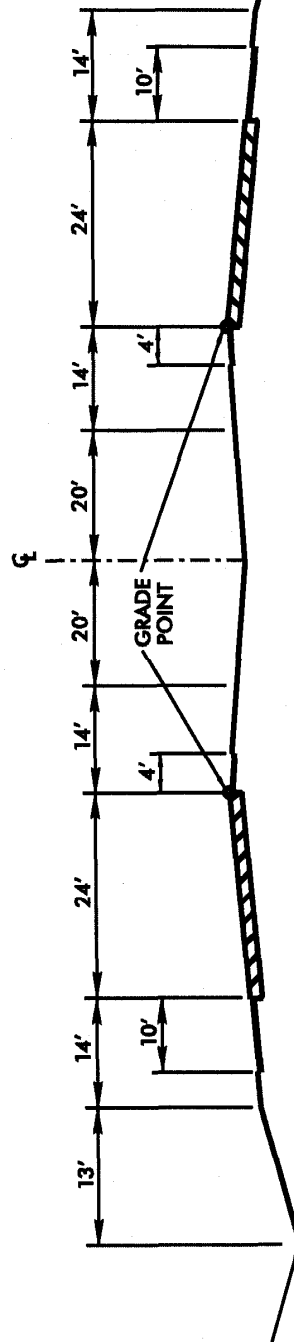


FIGURE 2

21 - 2

F - 2

SAMPLE



TYPICAL SECTION OF PROPOSED CONSTRUCTION

"SAMPLE"

HEARING MAP INFORMATION PREPARED BY ROADWAY DESIGN			
Description : US 74 relocation from SR 2244 west of Kings Mt. eastward to I-85			
DATE: August 14, 1977		PROJECT: 6.800003	
TYPE HEARING: D.P.H. Map Review		COUNTY: Gaston	
ACCESS CONTROL: Full Control		ROUTE: US 74	
LENGTH: 9.0 miles		PROJECT ENGR: Smith	
DESIGN SPEED: 70 MPH		P & R REVIEW: 7-11-77	
TENTATIVE DATE TO R/W: Dec. 1977		FHWA REVIEW: 7-14-77	
TENTATIVE LETTING DATE: Oct. 1978		P B ACTION:	
ESTIMATED COST	T.I.P	ROADWAY DESIGN	OTHER
ROADWAY COST	-	\$14,800,000	
STRUCTURE COST	-	5,000,000	
TOTAL	\$18,000,000	19,800,000	
R/W COST	4,000,000	4,600,000	
TOTAL COST	22,000,000	24,400,000	
TRAFFIC: 1977 - 8,200 TO 9,900 ADT 1997 - 17,800 TO 18,000 ADT		R/W: Minimum 370'	RELOCATEES: R - 147 B - 8
TYPICAL SECTION: 2 - 24' lanes with 68' median			
ADDITIONAL INFORMATION: (STAGING, HANDLING OF TRAFFIC, ETC)			
<u>Intersection:</u> US 74 - Diamond type interchange with a loop SR 2034 - Separation - no access SR 2036 - Diamond type interchange			
<u>Maintenance of Traffic:</u> Traffic to be maintained along existing portions of US 74			
MAP:			

FIGURE 4

21 - 2

F - 4

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

Notice of a public hearing on the location and design of Hammond Road from Rush Street to US 70 including the extension of Tryon Road from Tryon Hills to Old Garner Road.

Project 8.2432801

U-515

Wake County

The above public hearing will be held on November 18, 1980 at 7:30 PM in the Auditorium of the Highway Building located on Wilmington Street in Raleigh. The hearing will consist of an explanation of the proposed location and design, right of way requirements and procedures, relocation advisory assistance and State-Federal Relationship. The hearing will be open to those present for statements, questions, comments and/or submittal of material pertaining to the project. Additional material may be submitted for a period of ten days from the date of the hearing to Ms. Deborah Barbour, P.E., State Design Engineer, NC Department of Transportation, P.O. Box 25201, Raleigh, NC 27611.

The design for Hammond Road is two 24' roadways with a 30' median on a 120' right of way. The properties will have a right turn access at designated locations with access controlled between access locations.

The design for Tryon Road is a 64' face to face of curb from the shopping center to Hammond Road and a 24' roadway from this point to Old Garner Road. The right of way varies from 90' to 110' and is non-control of access.

The location begins at Rush Street and Hammond Road and follows a southerly direction intersecting US 70 just east of the Capital Pentecostal Holiness Church.

The map setting forth the location and design is available for public review in the Transportation Building, Wilmington Street, Raleigh, NC.

If additional information is desired contact Carl Goode, P.E., Manager - Office of Human Environment, P.O. Box 25201, Raleigh, NC 27611; telephone 919-250-4092

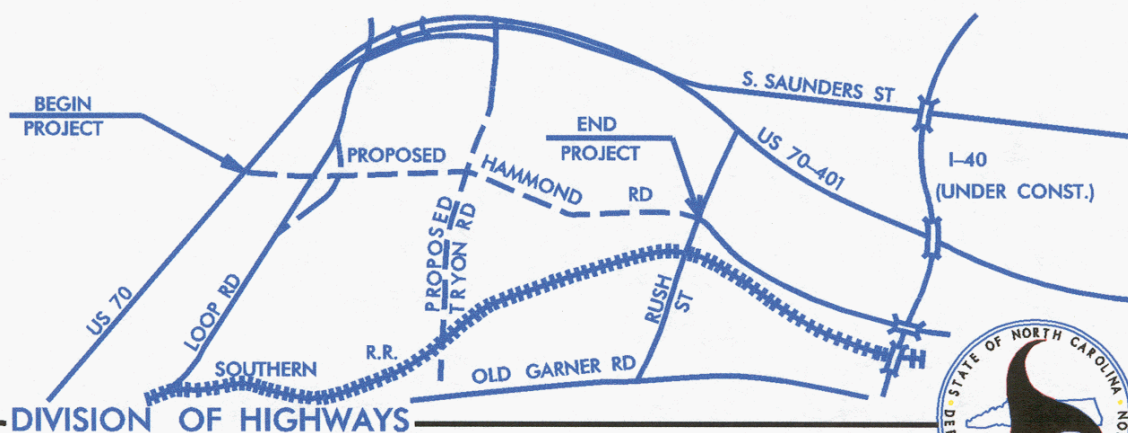


FIGURE 5

21 - 2
F - 5

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

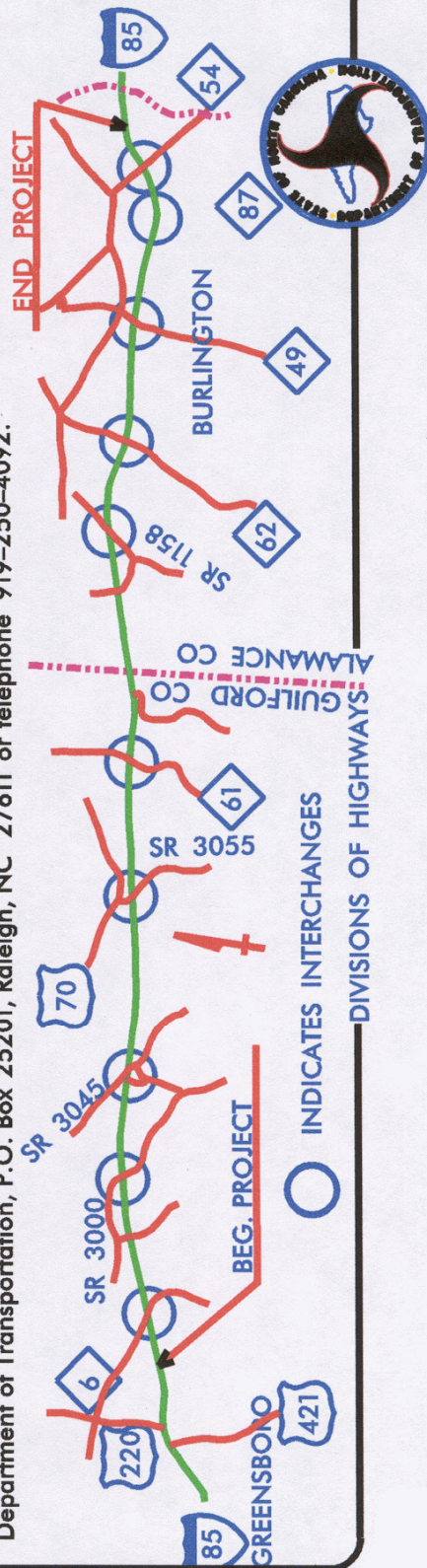
Notice of a public hearing on the proposed widening of I-85 from SR 3032 at Greensboro to NC 54 at Burlington
 Project 8.1531901 I-303 Guilford & Alamance Counties

The North Carolina Department of Transportation will hold the above public hearing on November 24, 1980 at 7:30 PM in the Eastern Guilford High School located just off of Bethel Church Road between Greensboro and Gibsonville. The hearing will consist of explanation of the proposed design, right of way requirements and procedures, relocation advisory assistance and State-Federal Relationship. The hearing will be open to those present for statements, questions, comments and/or submittal of material pertaining to the proposed widening. Additional material may be submitted for a period of ten days from the date of the hearing to Ms. Deborah Barbour, P.E. State Highway Engineer-Design, North Carolina Department of Transportation, P.O. Box 25201, Raleigh NC 27611.

The proposed design is to widen I-85 to six lanes. The interchanges will be reconstructed to the extent necessary to meet current standards. Additional right of way will be required at some interchanges.

A map of the proposed design and a copy of the Environmental Assessment is available for public review at the Division Office of the North Carolina Department of Transportation in Greensboro, NC.

If additional information is desired contact Mr. Carl Goode, P.E., Manager - Office of Human Environment, North Carolina Department of Transportation, P.O. Box 25201, Raleigh, NC 27611 or telephone 919-250-4092.



ADDITIONAL INFORMATION ON PUBLIC HEARINGS

21-3

- (1) The Roadway Design Project Engineer will be responsible for the hearing map review. The hearing map should be reviewed by the following:
- (A) Federal Highway Administration (if applicable)
 - (B) State Highway Design Engineer
 - (C) Public Involvement and Community Studies
 - (D) State Roadway Design Engineer and Assistant State Roadway Design Engineer
 - (E) Program Development - TIP Development Unit
 - (F) Traffic Engineering and Safety Systems Branch, Congestion Management Section
 - (G) Signals and Geometrics Section (if applicable)
 - (H) Project Development and Environmental Analysis Branch
 - (I) Hydraulics Unit (if applicable)
 - (J) Structure Design Unit (if applicable)
 - (K) Public Affairs
 - (L) Geotechnical Engineering Unit
 - (M) MPO Representative (If in MPO area).
 - (N) Division Staff (Division Engineer or Division Construction Engineer).
 - (O) Right-of-Way Branch representative.
 - (P) Consultant Coordination Section (If any part of the project is to be done by a Private Engineering Firm).
 - (Q) Corps of Engineers (If applicable).

At the design public hearing, the Roadway Design Project Engineer or appointed representative should prepare good notes of the oral comments rendered at the hearing. These notes will be used in developing the agenda for the Post Design Hearing Meeting. (The Public Hearing transcript may not be available in all cases; the notes will provide a good summary in case the transcript is not available.)

After the comment period is over, the Roadway Design Project Engineer will contact the Citizens Participation Unit to obtain a copy of all written comments received following the hearing. The Project Engineer will then begin to compile the summary of comments, which will be used as an agenda for the post hearing meeting. In order to address the public's concerns in a timely manner, the post hearing meeting date should ideally be held no longer than six weeks after the date of the design public hearing. (There may be extenuating circumstances or additional studies that may delay this date).

Post Design or Combined Public hearing Meeting

The Roadway Design Project Engineer will set the post hearing meeting date and will invite all the attendees who were invited to the design public hearing map review. In addition, if the project is extremely controversial or not favored by the public, it may be appropriate to invite the Board of Transportation Members. In a

situation where there is extreme controversy, the hearing comments should be discussed with the Public Involvement and Community Studies Unit, Roadway Design Assistant Unit Head and Unit Head to determine the appropriate attendees.

Following the post hearing meeting, the Roadway Design Project Engineer will prepare the post hearing meeting minutes or summary. These minutes are to be reviewed by the Roadway Design Assistant Unit Head and should be prepared as a memorandum to the Post Hearing Meeting Attendees for the State Roadway Engineer's signature.

These minutes should be very formal and informative. They should also state resolution of issues or issues that are to require further studies. Also, any letters from citizens that seek additional information or require a written response should be discussed to determine who will prepare the written response.

- (2) Once the hearing map review has been held, the Public Hearing Officer may need the following information from the Project Engineer.
 - (A) Hearing map
 - (B) Two (2) replicas of hearing map, one for a relocation study and one for display prior to the hearing.
 - (C) Information for public handouts at hearing.

NOTE: Contact between the Public Hearing Officer and the Project Engineer shall be immediately after a hearing map is reviewed for a public hearing.

- (3) Combined public hearing maps are not to be prepared on aerial mosaics without approval of the Public Hearing officer.
- (4) The Corridor Public Hearing Map is to be reviewed by the State Highway Design Engineer.

CORRIDOR PUBLIC HEARINGS

21-4

This type of hearing is typically held on new location projects where various corridor alternatives are studied. Generally, a Corridor Public Hearing is held after the completion of a Draft Environmental Impact Statement (DEIS) document. However, some new location projects may be studied under an Environmental Assessment (EA) Document and a Corridor Public Hearing may be needed or beneficial. In these cases, the Project Development Unit and the Human Environment Unit of the Project Development and Environmental Analysis Branch (PDEA) and Roadway Design should discuss when the hearing should be held in relation to the completion of the EA document and the Design Public Hearing.

The primary purpose of a Corridor Public Hearing is to inform the public of the alternatives under consideration and to obtain public input. Therefore, these corridors should reflect a design that avoids and minimizes impacts to the extent practicable. Also, the main focus of the Corridor Public Hearing Map is not only the design details and how individual property owners are impacted, but how each potential highway corridor benefits and impacts the region from a transportation systems perspective.

The Corridor Public Hearing Map is prepared on orthophotography (aerial photography) and is based on the functional design. The map consists of multiple corridor bands that include certain minimal design features as defined in the section entitled PREPARATION OF CORRIDOR PUBLIC HEARING MAPS.

PREPARATION OF CORRIDOR PUBLIC HEARING MAPS

21-5

(2) Mapping Requirements

- (J) Use orthophotography and preliminary mapping (Note – if older than 3 years evaluate the need for updated mapping)
- (K) Projects that are relatively short in length (5 miles or less) use scale of 1"=200'.
- (L) Projects that are longer than 5 miles use scale of 1"=500'.

(2) Label On CORRIDOR HEARING MAP (all text in bold, black and capital letters):

- (A) Show North arrow, graphic scale of map and map legend at each end of maps.
- (B) State Lines (according to legend)
- (C) County Lines (according to legend)

REV. DATE: 02/01/10

REV. NO. 6

PREPARATION OF CORRIDOR PUBLIC HEARING MAPS(Continue)21-5

-
- (D) City Limits and Town Limits (according to legend)
 - (E) Label city and town names in bold, visible letters in a white box.
 - (F) Creeks, Rivers, Lakes, and Streams (according to legend)
 - (G) Label Railroads.
 - (H) Landmarks such as Hospitals, Parks, Appalachian Trail, Indian Reservations, Military Bases, Subdivision Names, Churches, Cemeteries, Schools, etc. (Label in bold, visible letters in a white box).
 - (I) Historic Properties and Boundaries – with orange hatch lines. Historic Districts and properties will be labeled with the same linestyle. Add the label “-HPB-” for historic property boundaries or “-HDB-” for the historic district boundaries along the line. (according to legend)
 - (J) Show Wetland Boundaries (labeled as WLB) in blue color with marsh symbols within the boundaries. (according to legend)
 - (K) Show all existing right of way lines of public roads within the project limits.
 - (L) Show property lines (according to legend). Show property owners names for the large tracts only.
 - (M) Show the road/street route number with common name in bold, black letters in a white box.
 - (N) Show destination of main roads to a city or town.
 - (O) Show buildings with brown color.
- (3) Design Features & Information To Be Shown On CORRIDOR HEARING MAP:
- (A) “PRELIMINARY PLANS - SUBJECT TO CHANGE” labels need to be on the map.
 - (B) Show a box with the Functional Classification of the proposed mainline; Design Speed; Maximum Superelevation chart used for the horizontal alignment; and the date and a mission number of the orthophotography.

PREPARATION OF CORRIDOR PUBLIC HEARING MAPS(Continue)

21-5

Example:

DESIGN DATA	
Functional Class.	= Arterial
Design Speed	= 60 mph
Max. Superelev.	= 0.06
ORTHOPHOTO DATA	
Flight Mission	= M-6721
Flight Date	= 04-03-07

- (C) Show Begin and End TIP project in a white box with white leader lines and arrows.

Example: **BEGIN TIP PROJECT R-9999
ALTERNATIVES 1, 2 & 3**

**END TIP PROJECT R-9999
ALTERNATIVES 1, 2 & 3**

- (D) Show a corridor band for each alternative using a different color for each.
- (E) Label the corridor width in bold, visible letters in a white box. The width of the corridor bands are generally 1000 feet. Around interchange locations the corridor area should expand to contain the area of the potential interchange configuration. Along existing roads and/or new two lane facilities, the corridor width may be less than 1000 feet, i.e. 400 to 500 feet.
- (F) Corridor bands should extend down -Y- lines as appropriate to identify potential construction and C/A limits in these locations. This is beneficial not only to the public and potentially affected property owners, but it assists with the screening process to make sure all possible environmental features are identified, i.e. wetlands, streams, historic properties, etc.
- (G) Show only the centerline alignment for the mainline. *Do not show stations, bearings and curve data.*
- (H) Show the proposed edges of travel lanes and slope stakes within each corridor. *Do not show concrete medians, paved shoulders, sidewalks; and curb & gutter.*

PREPARATION OF CORRIDOR PUBLIC HEARING MAPS(Continue)

21-5

- (I) Show proposed right of way requirements including control of access limits within each corridor.
- (J) Show existing and proposed major structures (R.C. box culverts, box culvert extensions and bridges) within each corridor band according to legend.
- (K) Show Noise Sensitive Areas with red hatch lines.
- (L) Show Existing Traffic Signals. *Do not show Proposed Traffic Signals.*
- (M) Show only the mainline typical section with lane usage.
- (N) Show the current and design year ADT for each corridor.
- (O) Show the following project identification (16"x6" box) on the inside of each hearing map and a smaller version of the identification (8"x3" box) on the outside of both ends of the Corridor Public Hearing Map to be read while map is rolled up.
 - Corridor Public Hearing Map
 - State WBS Element and Federal Project Numbers with TIP Identification Number
 - County
 - Route Number and Location Description
 - Seal of North Carolina
 - Seal of NCDOT
- (P) A Directional Crossover with Median U-turn detail should be shown in an inset on the hearing map, if applicable.
- (Q) Add a block to the Corridor Hearing Map with a note describing the type of control of access anticipated for the project.

Partial Control of Access

"Partial Control of Access is defined as one access point per parcel. For properties with large road frontages (for example, 2000 feet or more), an additional access point may be considered. For properties that have access, such as via a side road, access to insert mainline name (e.g. US 601) may be eliminated."

Limited Control of Access

“Limited Control of Access is defined as a connection to a facility provided only via ramps at interchanges (major crossings) and at-grade intersections (minor crossings and service roads). No private driveway connections allowed.”

Full Control of Access

“Full Control of Access is defined as a connection to a facility provided only via ramps at interchanges. All cross-streets are grade-separated. No private driveway connections allowed.”
































(4) Key Map

Consider making a “Key Map” for projects with multiple maps and corridors. The map should be clearly labeled as “Key Map” in the project identification box. The purpose of a key map is to display all the corridors under consideration and to clarify the orientation of multiple corridors. This map should include:

- (A) The orthophotography
- (B) All corridor color bands
- (C) All road/street route numbers with common names
- (D) Begin and end TIP project
- (E) North arrow
- (F) Project scale
- (G) Legend showing each alternative color

Do not show preliminary mapping and any functional design features in a key map.

CORRIDOR PUBLIC HEARING MAP

LEGEND	
	ALTERNATE 1
	ALTERNATE 2
	ALTERNATE 3
	ALTERNATE 4
	ALTERNATE 5
	ALTERNATE 6
	ALTERNATE 7
	ALTERNATE 8
	ALTERNATE 9
	ALTERNATE 10
	BUILDINGS
	LAKES, RIVER, STREAMS AND PONDS
	PROPOSED RIGHT OF WAY
	PROPOSED CONTROL OF ACCESS
	PROPOSED PARTIAL CONTROL OF ACCESS
	PROPOSED LIMITED CONTROL OF ACCESS
	EXISTING CONTROL OF ACCESS
	CITY OR TOWNSHIP LIMITS
	PROPERTY LINES
	4F PROPERTY
	HISTORIC PROPERTY
	WETLAND
	WETLAND LIMITS BOUNDARY
	STREAM BUFFER ZONE
	JURISDICTIONAL STREAM LINES
	NOISE SENSITIVE AREA
	PROPOSED STRUCTURES
	EXISTING STRUCTURES TO BE REMOVED
	EXISTING STRUCTURES TO BE RETAINED
	EXISTING PAVEMENT TO BE REMOVED
	2008 PRESENT ADT
	2030 FUTURE ADT
	EXISTING TRAFFIC SIGNAL