

Project Understanding

The purpose of this project is to prepare a comprehensive transportation plan for the City of Dunwoody. The plan will identify strategies for the City to implement based on the policy and goal statements presented in the City's Comprehensive Plan. This effort will result in a detailed transportation master plan that meets the specific needs of the City by exploring and prioritizing multi-modal strategies, creating a community-wide bicycle and pedestrian network, increasing network connectivity, establishing pedestrian and bicycle friendly programs and road standards, and preserving the current investment on transportation infrastructure. The plan will also provide strategies for creating and supporting travel demand management (TDM) programs and identifying funding priorities for maintenance and capital improvements. The City of Dunwoody recognizes that the community is a partner in the process of determining the most appropriate strategies, programs, and projects to be undertaken. Therefore, the scope of this effort includes four Advisory Committee meetings, a Community Forum, and two Community Open Houses to gather input and address concerns from the community. The following are specific tasks involved in planning, facilitating, and conducting community involvement activities for the development of the comprehensive transportation plan.

Public Involvement Objectives

Collaboration with the public is critical to understanding the transportation issues and opportunities in the City. This Public Involvement Plan will establish a coordinated and effective process for public involvement. It will guide all public involvement activities throughout the planning process while focusing on techniques to actively engage community participation and involvement. This document will outline the purpose of the public involvement, targeted participants, and specific activities to be undertaken, including meetings, workshops, and outreach materials.

The primary goals of the public involvement for this project are:

- **Consult with community stakeholders (Advisory Committee) and the general public to gather their ideas for transportation solutions.** This process is an opportunity for community stakeholders and the public to voice their concerns and opinions about traffic and transportation in the City and how the master plan, and subsequent implementation can bring about positive change.

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- **Engage the public throughout the process.** This plan intends to educate, listen to, and learn from the public early and often throughout the process. The success of this process depends on the cooperation and support of the public. It is the project team's goal to ensure that those potentially impacted, influenced, and enhanced by this project are aware of the goals, timelines, and available information throughout the projects' duration.

Public Involvement Techniques

Information will be shared with the public through meetings, workshops, advisory committee, stakeholder interviews, and the City's website. This focus on targeted collection and distribution of information allows for public comment to be incorporated into the technical process in a meaningful way. A summary of planned public involvement techniques are described below:

City Council

City Council will be instrumental in guiding the development as the decision-making body for the City. Three City Council Briefings will be planned at key milestones.

Advisory Committee

The Advisory Committee will be instrumental in guiding the development of the plan through the identification of transportation issues and opportunities, development of plan goals and objectives, and review of the recommended action items. Four working sessions will be planned with the Advisory Committee at key milestones throughout development of the plan. Members of the Advisory Committee include individuals with either related professional experience or an expressed interest in transportation. The Advisory Committee is an important means of gathering input and providing feedback on an advisory basis to the consultant team.

Stakeholder Interviews

Interviews with key stakeholders allow an opportunity to share basis project information, to acquire their feedback, and to learn about the interviewee's views and perspective. Stakeholder interviews will be conducted to provide additional input related to issues and opportunities and recommended actions. Stakeholders will be selected by the project team in close consultation with the City.

Community Workshops

Community forums are an effective method for providing information to the public and for providing a means for the public to review and comment on the development of the plan and its results. Three community meetings are planned over the course of the development of the plan, including

- Community Workshop: Citizens and community members actively participate in reviewing existing conditions, developing and refining goals and objectives, identifying issues and opportunities, and defining transportation impacts on health through interactive activity stations. Activity stations may include:
 - Dot exercise
 - Mapping Exercise
 - Idea Bowl
- Community Open House: Review of identified alternative strategies, provide input into the preferred plan and preliminary recommendations and project list through interactive activities. Open house format may include a formal presentation and small group discussions or activity stations organized by the type of recommendation or area within the City.
- Final Community Open House: Present and review the final plan and recommendations. Open House format will encourage interaction between citizens and community members and the project team in order to allow for questions and understanding of the plan.

The project team will engage the community and encourage active participation through a variety of effective visual aids and tools that will accurately depict existing and future conditions, issues, and opportunities, and recommended strategies, policies, and projects. Tools employed may include a photographic inventory or important transportation resources and characteristics captured through the eyes of the stakeholder, and having the community evaluate and prioritize various transportation options through visual and verbal questions. A combination of these tools and others will be used to meet the specific needs of the plan and to take the public beyond the information phase and engage them in the discussion of the development of the plan.

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Discussion and tools designed to involve the community in identifying important health impacts to the community will also be incorporated into each open house.

Final plan recommendations may be presented to the public in an open house format before the final presentation to City Council.

The project team, in conjunction with City staff, will develop outreach notices, flyers, web content, press releases, and comment forms in preparation for the community workshops.

Website

The project team will provide the City with a description of the planning process, the project schedule, and timely updates of the plan to be posted on the City's website. City staff, after review and approval, will post the materials and information to the website. Meeting dates, time, and location will also be posted to the website. Surveys, existing conditions, issues and opportunities, identified alternatives, and the preliminary preferred plan will be posted to the website along with a method for the community to provide comment and feedback on the information and material presented on the website.

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Anticipated Schedule

A calendar of the public involvement activities relative to the overall project timeline is included below. This calendar is based on a nine month schedule and will be reviewed regularly to ensure consistency among technical milestones.

	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
Advisory Committee	*		*			*		*	
Community Workshop		*							
Community Open House						*			
Final Community Open House									*
Stakeholder Interviews				
City Council Briefing							*		*

Public Involvement Documentation

Documentation of the input and public involvement activities is a key component to the public involvement plan. Summaries of public involvement efforts will be complete in draft format within five days after the event and sent to City staff for review.

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Monitoring Update

The consultant team will revisit the public involvement plan at major milestones in the plan development and make changes as necessary to make most effective use of the project team time and public involvement tools.