



Public Involvement Program

SR 406 (Garden Street) Corridor Planning Study

From West of I-95 to East of US 1

MP 0.082 to MP 2.949

Project FM No.: 435627-1-12-01

Section Number: 70002 000

Contract Number: C-14547

Prepared for

Florida Department of Transportation – District 5

Submitted by:

Greg Moore, PE



VHB, Inc.

Date:

3/9/2015

Approved by:

Judy Pizzo



Planning Project Manager
FDOT District 5

Date:

3.10.2015



Public Involvement Program

SR 406 (Garden Street)

Concept Development and Evaluation

From North Area Adult Education Center to Indian River Avenue

MP 0.000 to MP 2.949

Project FM No.: **436187-1-12-01**

Section Number: 70002 000

Contract Number: **C-9C62**

Prepared for

Florida Department of Transportation – District 5

Submitted by:

Kevin Freeman, PE

Approved by:

Judy Pizzo, MSURP

VHB, Inc.

Project Manager

FDOT District 5

Date: _____

Date: _____





Document Log

Created: 1/26/2015 PIP created

Revision: 5/22/2015 Revisions per FDOT comments

Revision: 7/7/2015 Revisions per FDOT comments

Revision: 9/16/2015 Revisions to PVT and Public Kickoff Meeting information

Revision: 4/6/2016 Revisions to PVT and Public Alternatives Meeting information

Revision: 9/21/2017 Revised Document for Concept Development and Evaluation Study



Contents

INTRODUCTION	1
DESCRIPTION OF PROJECT	1
PROJECT INTRODUCTION AND BACKGROUND –	1
CONCEPT DEVELOPMENT AND EVALUATION PURPOSE –	1
PROJECT GOALS –	3
PUBLIC INVOLVEMENT PROCEDURES	3
PURPOSE OF THE PUBLIC INVOLVEMENT PROGRAM –	3
TEAM ORGANIZATION AND COORDINATION –	4
PUBLIC INVOLVEMENT OPPORTUNITIES –	4
IDENTIFICATION OF AFFECTED PUBLIC ENTITIES –	6
PUBLIC NOTIFICATION –	6
STUDY SCHEDULE	9
PERFORMANCE MEASURES	9

INTRODUCTION

DESCRIPTION OF PROJECT

Contract No.:	C-9C62
Financial Project ID:	436187-1-12-01
Project Limits:	SR 406 (Garden Street) From North Area Adult Education Center to Indian River Avenue
County:	Brevard (within the City of Titusville)
Project Length:	2.949 Miles
Project Schedule:	14 months

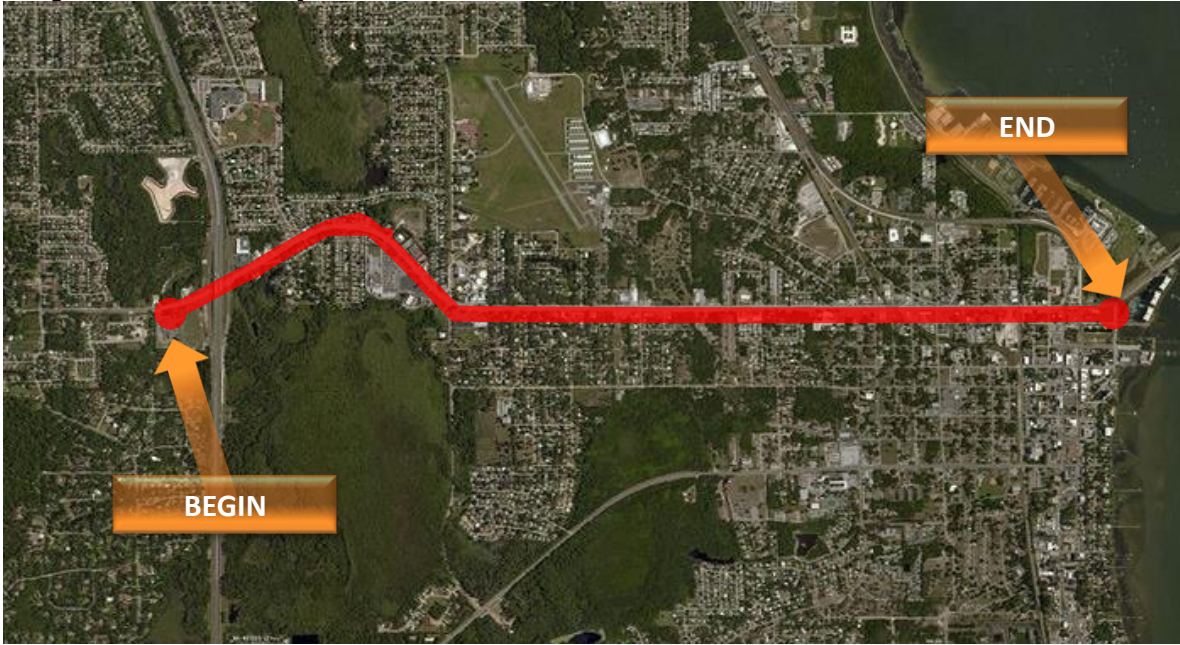
PROJECT INTRODUCTION AND BACKGROUND – This project has been requested by the City of Titusville to coordinate the development of a future vision for the SR 406 (Garden Street) corridor that will establish a multimodal approach to provide for future transportation needs. This study will involve a community-based evaluation to determine how best to meet the needs of current and future users, and to establish a long-term plan to guide evolution of the corridor that appropriately correlates the balance between land use and transportation planning. This project will be coordinated with local and regional agency partners, such as the Space Coast Transportation Planning Organization (SCTPO), Brevard County, the City of Titusville, Space Coast Area Transit (SCAT), Titusville Community Redevelopment Area (CRA), Florida East Coast (FEC) Railway, and potentially Flagler Development Corporation to develop potential solutions that establish a more multimodal urban environment utilizing a context-sensitive approach.

Collaboration between this project and the concurrent US 1 (SR 5) Concept Development and Evaluation will be ongoing throughout the project. A segment of the SR 406 (Garden Street) study area overlaps the US 1 (SR 5) study area and is anticipated to have many of the same stakeholders. In an effort to maximize public input without creating meeting fatigue, one Public Meeting will be held for both studies, some stakeholder interviews may be combined, and the field review of both study areas in one trip.

CONCEPT DEVELOPMENT AND EVALUATION PURPOSE – A Concept Development and Evaluation is to continue the efforts and the recommendations made in the Corridor Planning Study forward to help bridge the gap between planning and design. This study will provide a more detailed analysis of the recommended improvement strategies defined in the previous study, provide conceptual plans, and help scope the project for the design phase.



Project Location Map





PROJECT GOALS – The result of the Concept Development and Evaluation will be a *Concept Development Study Technical Memorandum* that details the recommended concept plans that meet the goals and objectives defined in during the Corridor Planning Study phase of the project. The goals and objectives were defined to enhance the multimodal characteristics of the corridor. Furthermore, this project will continue to integrate Context Sensitive Solution (CSS) principles within the transportation planning process assisting the City of Titusville and Brevard County in reaching their multimodal transportation goals by encouraging the consideration of land use, transportation and infrastructure needs in an integrated manner, in accordance with FDOT’s Transportation Design for Livable Communities (TDLC) policy. This will be done in an environment that encourages input and buy-in from stakeholders and internal FDOT staff such as the context-sensitive solutions team, project development, traffic operations, design, and maintenance.

The efforts to be undertaken by FDOT are anticipated to involve a collaborative effort with key agency stakeholders, and will include establishment of a Project Visioning Team (discussed on page 4) to actively seek input into the planning process and to promote a heightened awareness of context-sensitive design issues.

PUBLIC INVOLVEMENT PROCEDURES

PURPOSE OF THE PUBLIC INVOLVEMENT PROGRAM – Successful public involvement is about building credibility, understanding and consensus. This requires a process that is characterized by technical competence, integrity, and good listening. These principles will create the framework for the SR 406 (Garden Street) Concept Development and Evaluation Study public involvement strategy.

Activities implemented as part of this PIP will allow people living and working within the project study area, and other interested parties, to contribute to the decision-making process and to influence the choices that will be made about the SR 406 (Garden Street) corridor. The fundamental objectives of the PIP are to ensure that the concerns and issues of those with a stake in the project are identified; that stakeholders are given opportunities to review and comment on the findings of the alternatives; and that stakeholder concerns are addressed. The PIP effort will assist FDOT in developing a project that meets the needs of the community in addition to gaining greater acceptance and support of the project.

Gaining community consensus among the varied stakeholders in the study area is essential to achieve a successful project outcome. The keys to gaining community consensus are:

- Include project stakeholders early and continuously in the project process and include their input to define the initial alternatives;
- Make technical and other project information readily available;
- Provide open access to the decision-making process;



- Maintain regular communication with the project stakeholders to achieve community buy-in.

TEAM ORGANIZATION AND COORDINATION – To ensure an all-inclusive public involvement process, the following team will support and participate in the study process:

- **Project Management Team:** The Project Management Team (PMT) will be involved in the overall management and technical assistance, and will meet at key milestones of the study. The PMT is composed of the FDOT District Five project manager and key agency staff.
- **Project Partners:** The Project Partners will consist of FDOT, Brevard County, Space Coast Transportation Planning Organization (SCTPO), City of Titusville, and Space Coast Area Transit (SCAT). This group will meet to discuss at key milestones of the study.
- **Consultant Team:** The Consultant Team will conduct day-to-day study activities and manage the study schedule and budget. FDOT will provide technical data and internal reviews.

PUBLIC INVOLVEMENT OPPORTUNITIES – A Concept Development and Evaluation represents the ideal opportunity to engage local and regional project stakeholders in the identification of issues, establishment of planning goals, and project visioning leading to the identification of potential improvement alternatives. Collaboration with the public and project stakeholders to seek input into the development of the *Concept Development Technical Memorandum* is an essential part of this project.

PROJECT VISIONING TEAM: During the Corridor Planning Study, specific agency staff and other interested parties were identified to actively participate as part of a Project Visioning Team (PVT) that assisted and guided the planning process throughout the study in the development of a multi-modal planning approach. The PVT consisted of approximately 20 members, including representatives from the following:

- Florida Department of Transportation
- Space Coast TPO
- Brevard County
- City of Titusville
- SCAT
- Titusville CRA
- Greater Titusville Renaissance

The PVT will meet again for two (2) meetings during the Concept Development and Evaluation, coordinated by the consultant team. The list of members will be updated to reflect any position changes and to the extent that any additional active local residents, businesses, or property owners wish to become engaged as stakeholders in the process.



PUBLIC MEETING: One (1) public meetings will be held to solicit input from any and all interested parties that wished to actively engage in the planning process.

The consultant team will be responsible for the preparation of the following materials:

- Project newsletter or similar handout
- Multi-media presentation/video loop, equipment and graphics for presentation, meeting equipment set-up and tear-down
- Roll plots, display boards and other boards such as Welcome Board, Title VI Board, and other needed displays
- Meeting notifications: This includes, but is not limited to, letters/emails to elected and appointed officials, press releases, legal/display and Florida Administrative Register advertisements, and post card mailings to property owners and other interested parties.
- A summary no later than 10 business days following the meeting
- Responses to comments no later than 5 business days following the comment period ending date

All public involvement materials and summaries will be uploaded to the CFLRoads project website; and documented in the *Concept Development Technical Memorandum*.

Meeting Facilities Evaluation: Public meeting facilities will be convenient to the study area, in a location where people normally congregate, and which are accessible to public transportation. Potential meeting sites will be visited and reviewed for suitability, including whether they are appropriate for the meeting purpose and format, and whether they comply with the requirements of the Americans with Disabilities Act of 1990. Special considerations will also be given to ensure compliance with the 2005 Jessica Lunsford Act.

The approved site for the public meetings held during the Corridor Planning Study were at the City of Titusville City Hall Council Chambers. The Council Chambers along with local community centers, churches, and other public facilities will be considered to hold the public meeting.

AGENCY/STAKEHOLDER COORDINATION (Space Coast TPO and City of Titusville): An updated presentation will be given to the City of Titusville Council, the TPO Board and Committees prior to the conclusion of the study.

OTHER STRATEGIES TO EMPLOY:

- In accordance with Florida Statute (F.S.) 163.3181 (2), local city and county governments follow procedures providing for effective public participation in the process of developing and/or amending local government comprehensive plans.
- Periodic evaluation of the PIP to determine effectiveness of public involvement activities.



- Documentation of comments, commitments, community issues, and continual update of this document to be passed to design project manager to prepare the Community Awareness Plan (CAP).
- FDOT/TPO liaison will communicate the status of this project at all TPO committee meetings throughout the life of the project. Feedback received by the committee members will be documented in this plan. Any adverse responses from the committee will be reviewed and responded to by the Project Visioning Team.
- Distribution of flyers to major employers, grocery stores, libraries, post office, transit vehicles, and restaurants in study area.

IDENTIFICATION OF AFFECTED PUBLIC ENTITIES – During the Corridor Planning Study, a formal, comprehensive community inventory was conducted to develop a study area stakeholder database. A variety of resources were used to compile the database to include key community members and leaders who can provide information about the community, local elected and appointed officials, local agencies, property owners, businesses owners and operators, chamber of commerce leaders, neighborhood homeowner’s association (HOA) presidents, religious leaders and school principals.

A detailed list of the elected and appointed officials is provided in the *Appendix*. This list has been updated to reflect changes since the Corridor Planning Study was concluded. This list will continue to be updated as additional stakeholders are identified.

POTENTIAL CONTROVERSIES: None at this time.

PUBLIC NOTIFICATION – The following techniques will be employed to notify the public of the Concept Development and Evaluation public meeting and to facilitate an exchange of ideas and information about the project. The goal of early coordination is to incorporate community input prior to key decision points in the study. An effort will be made to solicit input from all who had an interest or stake in the Concept Development and Evaluation proposed concept. The opportunity will be provided to active local residents, businesses, or property owners whom wish to become engaged in the process.

LEGAL/DISPLAY NEWSPAPER ADVERTISEMENTS – In accordance with Section 120.525, F.S., the FDOT shall give notice of public meetings, hearings, and workshops by publication in the *Florida Administrative Register* and on the agency’s website not less than 7 days before the event. Legal/display newspaper advertisements will be published in the highest circulating newspaper in the area. Online media will be used as well, where possible. For the newspaper advertisement, it will be published a minimum of one (1) time, 10 to 14 days prior to the date of the event. The advertisements will announce the date, time, location, and purpose of the study’s public meetings for the general public.



INVITATIONAL AND INFORMATIONAL LETTERS – Letters will be mailed or emailed, as appropriate, to jurisdictional agencies, elected, and appointed officials to provide information about the study and to announce public meeting at least 25 but no more than 30 days before the public meeting.

Post card mailouts will be mailed to property owners and tenants to receive at least 14 to 21 days prior to the public meeting.

DIRECT MAIL LIST – The following will be contacted by direct mail in order to obtain input into the planning study process and/or to provide project information.

- All individuals owning and/or occupying property within the project study area. This includes all individuals owning and/or occupying property within 300 feet of the existing SR 406 (Garden Street) right-of-way (as required by Section 339.155, F.S.). The mailing list coverage area map developed for the Corridor Planning Study will be utilized. This list will be compiled using the most current data available from the Brevard County Property Appraiser's Office.
- Local public officials, community service organizations, local and regional transportation officials, environmental agencies and special-interest groups for each city and county affected by the project.
- Individuals, public or private groups, organizations, agencies, or businesses that requested to be placed on the mailing list.

MEDIA RELEASES – Media releases will be prepared and submitted to the FDOT's Project Manager and the FDOT's Public Information Officer for publication 3 to 5 days prior to the meetings. Local newspaper, television station and radio station information is provided in the *Appendix*.

WEBSITE – The CFLRoads project website will be updated to contain project products, meeting notices, and other informational materials as appropriate. A method to provide comments on the project or ask the project manager a question will also be provided. In addition, a QR code will be generated and made available on the postcard mail-out to allow the public the opportunity to directly link to the specific project website where all material will be available to view and/or print.

SOCIAL MEDIA – Social media, such as Facebook and Twitter posts are developed and maintained by FDOT. The study team will coordinate with FDOT to provide content materials for social media. The study team will also coordinate with local agencies to post notifications about the upcoming public meeting in regard to this study.



E-MAIL BLASTS AND LISTS – E-mail blasts will be used to provide stakeholders and citizens information on the study and will be coordinated with the FDOT PM. This may include the following:

- Stakeholder and PVT e-mail blasts sent to the stakeholders and PVT members. These e-mail blast will be used to keep stakeholders up-to-date on the progress of the study and announced new content on the website, upcoming PVT meetings, public meetings and other study developments.
- Citizen e-mail blasts to all individuals who request to be on the project e-mail list. Individuals can join the e-mail list through communication with study team members.

PERSONAL INTERACTION – The telephone conversations, email exchanges, and face-to-face meetings that will take place during the course of the study also provide a method for the timely exchange of relevant information about the study. These communications will be documented and retained in the project files.

TITLE VI, VIII AND ADA COMPLIANCE – To assure compliance with Title VI of the U.S. Civil Rights Act of 1964, as supplemented by Title VIII of the 1968 Civil Rights Act, as amended, if minority groups are identified as an element of the concerned public, the application and implementation of public involvement techniques will be fully described in the public involvement program record. In addition, coordination with the Florida Department of Transportation’s District 5 Title VI Coordinator will take place to ensure that all of the concerns are fully addressed to comply with Title VI, Title VIII, and the Americans with Disabilities Act (ADA) of 1990.



STUDY SCHEDULE

Below is a tentative schedule for the major public involvement activities:

Activity	2017							2018									
	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Project Kickoff	■																
Field Reviews / Report Updates		■															
Project Visioning Team Meeting					★				★								
Concept Development					■												
Public Meeting											★						
Final Report												■					
Project Completion																★	

PERFORMANCE MEASURES

In June of 2008, FDOT District 5 developed a performance based document that would ensure that all interested stakeholders have the open opportunity to participate in the transportation decision making process and that during the process, the public input is considered during all of the project development stages. As indicated in the *Performance Measures to Evaluate the Effectiveness of Public Involvement Activities in Florida* report, the following five (5) objectives should be considered during the project development and decision making process.

1. Provide equitable access to transportation decision-making.
2. Inform the public early, clearly and continuously.
3. Use a variety of methods to involve and engage the public.
4. Carefully consider public input in transportation decisions.
5. Obtain resolutions of support for the City of Titusville and Brevard County.



The following indicators or measures are used to assess the public acceptability, accessibility, sound decision-making process, educational explanation of issues, cost effectiveness of involvement, and in general public process outcome based on general feedback and comments received.

Objectives	Measures for Success	Results
Provide multiple opportunities for affected citizens and stakeholders to help define the transportation System through the public involvement process.	Public meeting was widely advertised in a timely manner with sufficient material for the public to be informed on the project.	
	Public meeting was conveniently located and the meeting times were acceptable to 75% of the invitees or participants.	
	Public input is captured, documented and responded (when necessary).	
Public with disabilities have access to project related information and stakeholders have the ability to participate fully in the public process.	All disabled persons that requested accommodations were satisfied with efforts made to accommodate their needs. 100% compliance is required.	
Diversity of participation in the development of the public development and information process.	The representatives attending the public involvement meetings reflect the demographics for the area (age, race/ethnic, income, gender and employment).	
	The Project Visioning Team is comprised of similar demographics for the area (age, race/ethnic, income, gender and employment).	
Ensure that the public information disseminated is clear, informative, timely, adequate and in plain language.	At a minimum 75% of the public meeting attendees agree that the information provided by FDOT was clear.	
	90% of the affected parties feel that sufficient notice was provided at public meeting.	
	At a minimum 75% of the public meeting attendees agree that the public information and presentation was adequate.	
Ensure that the public inquiries were responded to in a timely manner.	Responses to the public inquiries were made within two (2) business days from the date received.	
	Responses to the public comments received at the public meetings were made within five (5) business day from the end date of the public comment period.	



Objectives	Measures for Success	Results
Obtain resolutions of support for the City of Titusville and Brevard County	Receive local agency acceptance of what FDOT can and cannot do to improve the operations and safety of the corridor.	
	Obtain support for the project by verbal or written communications received from local agencies. Surveys can be used to obtain feedback.	
	Receive executed resolutions of support from the City and County after the final deliverable.	

The Public Involvement Program is considered a fluid document and will be updated throughout the study process as necessary.

APPENDIX

STATE AGENCIES

Florida Department of Transportation
Central Environmental Management Office
Department of Transportation
605 Suwannee Street
Tallahassee, FL 32399-0450

Florida Department of Environmental
Protection (FDEP) – Central District
3319 Maguire Blvd, Suite 232
Orlando, Florida 32803-3767

Florida Department of Agriculture and
Consumer Services
Division of Administration
507 S. Calhoun Street
Tallahassee, FL 32399-0800

Florida Department of State – Division of
Historical Resources
500 S. Bronough Street
Tallahassee, FL 32399-0250

Florida Fish and Wildlife Conservation
Commission (FFWCC)
Farris Bryant Building
620 S. Meridian Street
Tallahassee, FL 32399-1600

Florida Transportation Commission
605 Suwannee Street, MS 9
Tallahassee, FL 32399-0450

South Florida Water Management District
3301 Gun Club Road
West Palm Beach, FL 33406

St. Johns River Water Management District
P.O. Box 1429
Palatka, FL 32178-1429

REGIONAL AGENCIES

East Central Florida Regional Planning Council
309 Cranes Roost Blvd. Suite 2000
Altamonte Springs, Florida 32701

STATE ELECTED OFFICIALS

STATE SENATE

State Senator DISTRICT 13
Andy Gardiner
1013 East Michigan Street
Orlando, FL 32806

STATE HOUSE OF REPRESENTATIVES

State Representative District 50
Tom Goodson
Suite 1C
400 South Street
Titusville, FL 32780-7610

Local Elected & Appointed Officials and Local Agencies

LOCAL ELECTED AND APPOINTED OFFICIALS

BREVARD COUNTY

2725 Judge Fran Jamieson Way
Viera, FL 32940

COMMISSIONER DISTRICT 1*

Rita Pritchett

COMMISSIONER DISTRICT 2

Jim Barfield

COMMISSIONER DISTRICT 3

John Tobia

COMMISSIONER DISTRICT 4

Curt Smith

COMMISSIONER DISTRICT 5

Kristine Isnardi

*Project located within District

CITY OF TITUSVILLE

555 S. Washington Avenue
Titusville, FL 32796

CITY COUNCIL

MAYOR

Walt Johnson

VICE MAYOR

Matt Barringer

COUNCIL MEMBER

Sarah Stoeckel

COUNCIL MEMBER

Dan Diesel

COUNCIL MEMBER

Jo Lynn Nelson

LOCAL AGENCIES

SPACE COAST TRANSPORTATION

PLANNING ORGANIZATION

TECHNICAL ADVISORY COMMITTEE (TAC)

Carol Holden
2725 Judge Fran Jamieson Way,
Melbourne, FL 32940

CITIZENS' ADVISORY COMMITTEE (CAC)

Carol Holden
2725 Judge Fran Jamieson Way,
Melbourne, FL 32940

BICYCLE, PEDESTRIAN, & TRAILS

ADVISORY COMMITTEE (BPTAC)

Carol Holden
2725 Judge Fran Jamieson Way,
Melbourne, FL 32940

GOVERNING BOARD

Carol Holden
2725 Judge Fran Jamieson Way,
Melbourne, FL 32940

BREVARD COUNTY

OFFICE OF EMERGENCY MANAGEMENT

1746 Cedar Street
Rockledge, Florida 32955

FIRE/RESCUE HEADQUARTERS

1040 South Florida Ave.
Rockledge, FL 32955

COUNTY MANAGER

2725 Judge Fran Jamieson Way, Bldg. C
Viera, FL 32940

DIRECTOR OF PUBLIC WORKS

2725 Judge Fran Jamieson Way
Suite 201-A
Melbourne, FL 3294

DIRECTOR OF PLANNING

2725 Judge Fran Jamieson Way, Bldg. A
Viera, FL 32940

CITY OF TITUSVILLE

COMMUNITY DEVELOPMENT DIRECTOR

Peggy Busacca

PUBLIC WORKS ENGINEER

Gail Gilchrist

PLANNING MANAGER

Brad Parrish

NEWS MEDIA CONTACTS

PRINT

Orlando Sentinel
633 North Orange Avenue
Orlando, FL 32801
www.orlandosentinel.com
407-420-5100

Florida Administrative Code, Register and Laws
Florida Department of State
R.A. Gray Building
Mail Station 22
Tallahassee, FL 32399-0250
<https://www.flrules.org/>
E-mail: administrativecode@dos.state.fl.us
850-245-6270

TELEVISION (as required)

WKMG TV Local 6 - CBS
4466 North John Young Parkway
Orlando, FL 32804
407-521-1200

WFTV TV Channel 9 ABC
490 E. South Street
Orlando, FL 32801
407-841-9000

WESH TV Channel 2 – NBC
1021 North Wymore Road
Winter Park, FL 32789
407-645-2222

WOFL TV Channel 35 - FOX
35 Skyline Drive
Lake Mary, FL 32746
407-644-3535

WUCF TV PBS
12443 Research Parkway, Suite 301
Orlando, FL 32826
407-823-1300

RADIO

WMFE FM 90.7 National Public Radio
11510 East Colonial Drive
Orlando, Florida 32817

WDBO FM 96.5
4192 North John Young Parkway
Orlando, FL 32804
321-281-2000

WA1A FM 107.1
1800 W. Hibiscus Blvd., Suite 138
Melbourne, FL 32901

SOCIAL MEDIA

FDOT Facebook page
<https://www.facebook.com/FLDOT>

FDOT Twitter
<https://twitter.com/MyFDOT>