



PUBLIC PARTICIPATION PLAN



TRIANGLE WEST TRANSPORTATION PLANNING ORGANIZATION

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EXPLAINING THIS DRAFT DOCUMENT

- This document is drafted in plain language and adheres to the Plain Language Guidelines published by the [U.S. Department of Interior](#).
- Most of this document was drafted prior to the release of the following Executive Orders:
 - EO 14173: Ending Illegal Discrimination and Restoring Merit-Based Opportunity (revokes EO 12898)
 - EO 14154: Unleashing American Energy (revokes EO 14008)TPO Staff are monitoring federal changes and will edit this document as necessary.
- This document does not contain any final figures, tables and/or images. Final images will be included within the final draft prior to adoption.
- Portions of this document are highlighted. **Blue highlights** indicate a significant date. All significant dates will be included in an overall timeline.
- **Bold** words/terms indicate key words and concepts.
- [Brackets] indicate where items such as links or images need to be inserted.

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TPO Background

What is a TPO?

Metropolitan Planning Organizations - commonly referred to as MPOs - and Transportation Planning Organizations - commonly referred to as TPOs - were set up by the Federal Highway Act of 1962. This Act created the federal requirement for urban transportation planning and required that transportation projects in urbanized areas of 50,000 or more people be based on **continuing, comprehensive** transportation planning undertaken **cooperatively** by states and local governments. Ultimately, MPOs and TPOs are responsible for planning the regional transportation system - including highways, bicycle and pedestrian facilities, transit, and rail.

What is the Triangle West Transportation Planning Organization?

The Triangle West Transportation Planning Organization (TWTPO) – or Triangle West was created in 1980. When created, Triangle West was originally named the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO). Triangle West is responsible for transportation planning for the western part of the Research Triangle in North Carolina. Triangle West is an umbrella organization made up of the TPO Board, the Technical Committee (TC), TPO Staff, local governments, and the State of North Carolina.



TPO Board - Made up of elected officials from each local government.

Technical Committee - Made up of transportation planning staff from each local government. Commonly referred to as the TC.

TPO Staff - Made up mostly of transportation planners and modelers who are directly employed by the TPO.

Local Governments - Often referred to as “member jurisdictions” including:

- City of Durham
- Town of Chapel Hill
- Town of Carrboro
- Town of Hillsborough
- County of Durham
- County of Orange
- County of Chatham

State of North Carolina - North Carolina Department of Transportation (NCDOT)

Who is in the Triangle West Transportation Planning Organization?

Triangle West’s membership of local governments, known as member jurisdictions, are listed below. These are local governments who are in or operate within Triangle West’s Metropolitan Area Boundary.

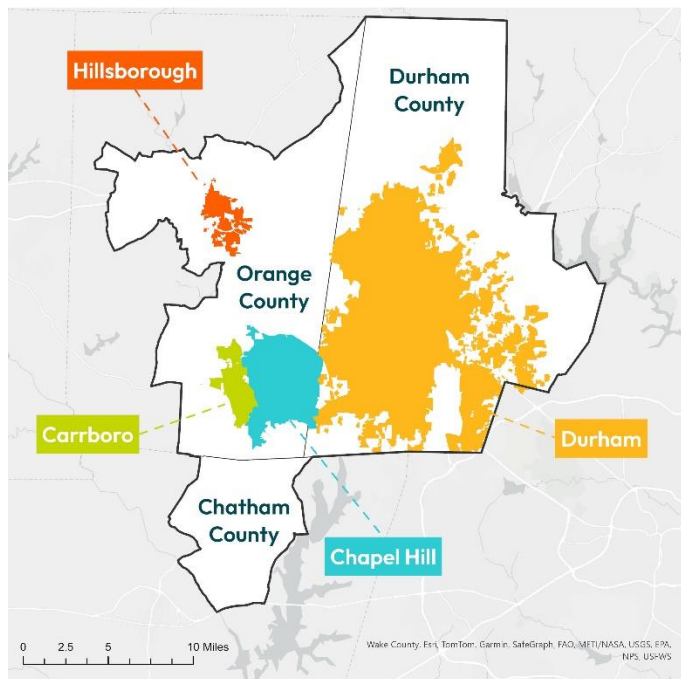
- City of Durham
- Town of Chapel Hill
- Town of Carrboro
- Town of Hillsborough
- County of Durham
- County of Orange
- County of Chatham

In addition to the listed member jurisdictions, NCDOT, and GoTriangle are member agencies of Triangle West. Member agencies are organizations that are a part of the TPO’s umbrella but are not local governments.

The Triangle West’s boundary includes:

- Durham County (entire county)
 - City of Durham
- Orange County (part of the county)
 - Town of Chapel Hill
 - Town of Carrboro
 - Town of Hillsborough
- Chatham County (part of the county)

TRIANGLE WEST MEMBER JURISDICTIONS



INTRODUCTION OF PUBLIC PARTICIPATION PLAN

The Public Participation Plan – formerly referred to as the Public Involvement Policy or PIP – for the Triangle West TPO explains how to involve community members and other stakeholders in planning a transportation system that supports regional goals like better travel options, economic growth, sustainability, and fairness.

This policy outlines how major plans, programs, and studies will be developed and approved. It explains how the public will be informed, how they can share their feedback, and how long public comment periods will last. This Public Participation Plan also includes guidelines that the TPO will be following to better connect with and be a part of the regional community, including but not limited to:

- Public Meetings
- Stakeholder and Focus Groups
- Online Tools
- Emailing Lists
- Safety Audit Walks

The PPP is consistent with current federal guidance, as outlined most recently in the Infrastructure Investment and Jobs Act (IIJA). It also includes a review every three years to improve how the TPO gathers public input.

PURPOSE OF THE PUBLIC PARTICIPATION PLAN

The Public Participation Plan ensures that community members can take part in transportation planning at every step. This policy makes sure that regional transportation decisions align with what matters most to the public. We accomplish this with ten key objectives.

OBJECTIVES

1. **Include Everyone:** Make sure a diverse group of people is involved in all steps of transportation planning and decision-making.
2. **Focus on Equity:** Pay special attention to underserved people and communities, preference communities, and communities and individuals in opportunity zones. These communities and people include those affected by environmental injustice, with limited English proficiency, low-income individuals, zero-car households, families, and children. The TPO Prioritize communities directly affected by plans or projects.
3. **Start Early and Stay Engaged:** Keep the public involved from the beginning of planning through the development of projects.
4. **Share Clear Information:** Provide residents and officials with easy-to-understand details to help them better understand transportation issues.
5. **Listen and Respond:** Learn about residents' and officials' values and opinions and create a system to effectively respond to their feedback.
6. **Use Various Tools:** Reach people through different methods like social media, websites, workshops, meetings, events, and mailing lists to meet diverse needs.
7. **Make it Visual:** Use maps, graphics, and other visuals to make transportation plans and projects easier to understand.
8. **Ensure Accessibility:** Share completed plans, policies, and technical information online through the TPO's website and other digital platforms in an accessible format.
9. **Collaborate with Agencies:** Work with federal, state, and local agencies involved in areas like land management, environmental protection, historic preservation, tourism, disaster risk reduction, and economic development during planning.
10. **Review and Improve:** Regularly evaluate how well the public involvement process meets federal requirements.

LEGAL FRAMEWORK AND PLAN APPLICATION

Over time, the federal government has improved the transportation planning process to make better project decisions. This includes focusing on public input, environmental impacts, and other important factors, while ensuring the federal government plays a guiding role. Additionally, various federal initiatives have been introduced through Executive Orders in recent decades.

The Infrastructure Investment and Jobs Act (IIJA) – also known as, the Bipartisan Infrastructure Law (BIL), signed in 2021, continues to build on earlier federal guidelines for

public participation in transportation planning. These guidelines date back to laws like the FAST Act (2015) and others before it. TPOs must create a public participation plan that gives clear opportunities for the public and stakeholders to give input and feedback on TPO's Core Documents, like the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). This plan also explains how equitable public participation will be included in all the TPO's key planning efforts. Other federal laws like Title VI of the Civil Rights Act of 1964 and Executive Orders 14008 and 12898, require TPOs to prioritize equitable outcomes and that these outcomes are achieved via accessible and inclusive public engagement processes.

Federal Regulations	RELATION TO THIS PLAN
Title VI of the Civil Rights Act of 1964	Prohibits MPOs from discriminating on the grounds of race, color, or national origin. Title VI requires all people to have fair access to participate in MPO's planning processes.
Executive Order 12898 (1994)	Requires MPOs to address environmental justice (EJ) in their policies and projects. Also, Executive Order 12898 requires meaningful public participation from affected communities in the transportation planning process.
Executive Order 14008 (2021)	Established the Justice40 Initiative , which requires MPOs to receive meaningful public participation from disadvantaged communities and that MPO staff must engage residents in identifying needs, setting priorities, and evaluation the impacts of proposed projects.

PUBLIC PARTICIPATION FRAMEWORK

What Activities Require Public Participation?

We will conduct outreach and engagement during the development of the Core Documents:

1. Metropolitan Transportation Plan (MTP)
2. Transportation Improvement Program (TIP)
3. Unified Planning Work Program (UPWP)
4. Public Participation Plan (PPP) (this document)
5. Congestion Management Process (CMP)

We will also conduct outreach and engagement during other complementary planning processes and during the development of federally required documents:

Complementary Planning Processes:

6. Air Quality Conformity
7. Bicycle and Pedestrian Planning
8. Transit Planning
9. Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan)
10. Safety Action Planning/Vision Zero
11. Special Studies

Other Federally Required Documents:

1. Title VI Non-Discrimination Plan
2. Limited English Proficiency (LEP) Plan
3. Environmental Justice Report
4. ADA Transition Plan

This is not an all-inclusive list of planning processes the TPO will undertake. The appropriate level of public participation will be decided by TPO Staff at the beginning of each planning process.

What are the Types of Public Participation?

How Can I Participate?

You can participate in several ways to make sure your voice is heard. These include:

1. **Board and TC Meetings:** The TPO holds meetings where people can learn about the plans and give their feedback. Public meetings include regular TPO Board Meetings and Technical Committee meetings - typically hosted the 2nd and 4th Tuesdays of the month, respectively. Additionally, public meetings such as special meetings and joint board meetings can be scheduled. The public meeting calendar is adopted at the end of each calendar year and can be found on the Triangle West's website: TriangleWest.org or TWTPO.org.
2. **Public Meetings:** The TPO will host public meetings to share information, provide updates, and collect feedback. Public meetings will typically focus on a particular plan or project.
3. **Surveys:** The TPO sends out surveys to gather opinions from the public on proposed changes to policies and plans or new projects. Surveys will be made available in different languages (as required per the LEP Plan) and will be available for you to complete online. Additionally, TPO Staff will attend community events and meetings of community organizations to help people with accessing the surveys.
4. **Online Tools:** The TPO uses websites and social media to keep people informed and ask for their input. Our main website is TWTPO.org but other

websites for our Core Documents may also be used to inform you and ask for your opinions, such as Destination2055NC.com. You can connect with us on the following social media platforms:

- Facebook: Triangle West TPO – <https://www.facebook.com/TriangleWestTPO/>
 - X/Twitter: Triangle West TPO - <https://x.com/TriangleWestTPO>
 - Instagram: Triangle West TPO - <https://x.com/TriangleWestTPO>
 - NextDoor: [INSERT NAME OF NEXTDOOR ACCOUNT – INCLUDE LINK]
 - BlueSky: Triangle West TPO - <https://bsky.app/profile/twtpo.bsky.social>
 - Reddit: Triangle West TPO - <https://www.reddit.com/user/TriangleWestTPO/>
 - LinkedIn: [INSERT NAME OF LINKEDIN ACCOUNT – INCLUDE LINK]
5. **E-Mail Lists:** We send information about upcoming and ongoing projects to those on our mailing list, ensuring they have the chance to participate. You can subscribe to our newsletter here: [INSERT LINK TO SIGN UP FOR MONTHLY NEWSLETTER – CONSTANT CONTACT]
 6. **Safety Audit Walks:** The TPO participates in community-led walks through neighborhoods to better understand and gain first-hand experience of existing conditions. Safety Audit Walks are prioritized in our most disadvantaged communities.
 7. **Focus Group/Steering Committee:** For some planning processes, focus groups or steering committees are created. Additionally, we will involve the public in other ways to ensure meaningful public participation is continuous. Ways we will connect with the community:
 1. **Community Organization Meetings:** TPO Staff will attend meetings of community organizations, when invited and feasible.
 2. **Community Events:** TPO Staff will attend community events such as festivals and farmers' markets.
 3. **Community Education:** TPO Staff will provide educational and informational content via in-person and online presentations.

How Will I Be Included?

TPO Staff has several ways of involving the public in transportation planning processes. We also aim to engage the public equitably. Equitable public participation ensures that no matter of someone's age, race, gender, ethnicity, income, language, location, etc. they have the chance to participate. We achieve equitable engagement by:

- **Language:** The TPO will maintain translation services on all Triangle West's websites and webpages. The TPO will ensure that people who do not speak English fluently can participate by translating surveys and educational/informational content into other languages, in accordance with the LEP Plan. Additionally, the TPO will provide translation services for people with disabilities including, but not limited to, American Sign Language

and braille upon request. You must contact the TPO's Title VI Coordinator at least 48 hours before a meeting at (919) 503-4116, if you need language transition services or additional assistance.

- **Physical:** The TPO will prioritize selecting accessible places when hosting in-person meetings and events. Places that are accessible via transit, biking, and walking are preferred. The TPO will also select ADA-compliant places for in-person meetings and events. When selecting a place for in-person meetings and events, TPO Staff will consider what communities are most likely to be impacted and host events within those communities. The TPO will also use online tools like online surveys to make sure people can provide comments and complete surveys when physical access isn't possible. Additionally, the TPO will host public meetings during evenings and weekends and provide food and childcare, when possible.
- **Digital:** The TPO will improve digital accessibility by using social media to connect with more people in the community. The TPO will also use tools, like digital tablets, to collect public comments and feedback when attending community events and other in-person events. Additionally, the TPO will update the website to comply with Web Content Accessibility Guidelines (WCAG), Version 2.1, Level AA by April 24, 2026.

The TPO will be making our events easier to attend and providing information in multiple formats.

- **Written Documents, including Plans, Agendas, Minutes and Flyers:** You can receive written documents in another language or in braille by calling the TPO's Title VI Coordinator at (919) 503-4116. You must call the TPO at least 48 hours in advance of the event for meeting agendas and flyers. However, the sooner you call, the better.
- **Audio:** If you are hearing or speech impaired and you use a teletypewriter (TTY) service, please call North Carolina Relay at (800) 735-2962 and request a connection to the Triangle West Transportation Planning Organization at (919) 503-4116.

Who is Considered the Public and Stakeholders?

Public and Stakeholders

To best reach you (members of the public and stakeholders), TPO Staff have created lists of organizations, media, and trusted community members to aid in sharing information regarding our planning processes.

Type of Stakeholder	Examples of Stakeholder Type
Local Government	Town of Carrboro, Town of Chapel Hill, City of Durham, Town of Hillsborough,

	Chatham County, Orange County, Durham County
Governmental Partners	Central Pines Regional Council, Capital Area Metropolitan Planning Organization, Central Pines Rural Planning Organization, North Carolina Department of Transportation
Cyclists and Pedestrians	BikeDurham, Going Places, Durham Striders, BikeWalkNC, Carrboro Bicycle Coalition, Bicycle Alliance of Chapel Hill
Law Enforcement and Emergency Services	Town of Carrboro Police Department, City of Durham Police Department, Orange County Emergency Services
Universities, Colleges, and Technical Schools	Duke University, North Carolina Central University, University of North Carolina, Durham Technical Community College
Elementary and Middle Schools	Safe Routes to School Coordinators, Duke School
Transit Providers	GoDurham, GoTriangle, Chapel Hill Transit, Amtrak
Tourism	Discover Durham
Special Destinations	DPAC, North Carolina State Parks and Recreation Areas
Economic Development	Chatham Chamber of Commerce, Greater Durham Chamber of Commerce, Research Triangle Foundation, Chapel Hill Downtown Partnership, The Chamber for a Greater Chapel Hill-Carrboro (Carolina Chamber), Hillsborough/Orange County Chamber of Commerce
Agriculture/Forestry	
Environmental Protection	Southern Environmental Law Center, Triangle Land Conservancy, Wildlands Network, North Carolina Wildlife Resources Commission, Triangle Connectivity Collaborative, NC Conservation Network
People with Disabilities	Durham Mayor's Committee for Persons with Disabilities,
Youth	B.O.O.S.T.
Older adults (65+)	Durham Center for Senior Life, Orange County Department on Aging

Racial and Ethnic Minorities	Durham Committee on the Affairs of Black People, Merrick-Moore Committee Development Corporation, Bragtown Community Association
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Public Comments

How Much Time Will I Get to Provide Comments?

The TPO Board set a reasonable amount of time for the public to review and share feedback on plans and projects. Below, you'll find the minimum public comment periods for common TPO planning processes and activities. More details about public participation, including what counts as a major amendment, are provided in a later section of this document. Public comment periods will be scheduled for a minimum of 45 days in length for the PPP, MTP, CTP and 30 days in length for Complementary Planning Processes.

Planning Process	Action	Public Period
Public Participation Plan	Adoption and Amendments	45 Days
Metropolitan Transportation Plan		
Comprehensive Transportation Plan		
TIP (Amendment/Project Priority Lists/Project Point Assignment)	Release and Adoption	30 Days
Complementary Planning Processes	Adoption and Amendments	21 Days
Other Federally Required Documents	Adoption and Amendments	30 Days

How Can I Provide Public Comments?

Instructions on how to provide public comments will be provided when public comment periods open. However, all public comments can be emailed to us at PublicComments@TWTPPO.org or provided during our hybrid Technical Committee Meetings and Board Meetings.

How Will I Be Notified?

Triangle West Website: TPO Staff will maintain a calendar of meetings and activities on its website and prominently post all public involvement opportunities. In addition, the Triangle West website will provide electronic copies of plans, programs, maps, technical and visualization documents, and other information related to TPO planning activities.

Social Media: TPO Staff will maintain accounts on social media platforms, such as Twitter/X and Facebook, to promote meetings and other public participation opportunities.

E-mail Lists: TPO Staff will announce public comment periods and other opportunities for participation in the monthly newsletter.

Press Releases: TPO Staff will release press releases in partnership with the public relation offices of our member jurisdictions.

Additional Methods: TPO Staff will occasionally attend community events and community organization meetings to share and/or create opportunities for public participation. Additionally, TPO staff will host public meetings with methods that are flexible to meet the varying needs of our region and including:

- Workshops in which residents can speak one-on-one with staff
- Focus groups where a facilitator helps solicit feedback
- Charrettes that allow residents to make hands-on contributions to design elements
- Pop-up events conducted at popular locations for targeted groups
- Summits that bring together industry experts and community organizations to discuss important transportation issues.

How Will the TPO Retain Public Comments?

TPO Staff will keep track of spoken and written comments. This may include a combination of the following:

- A log of all written public comments
- A transcript of spoken comments
- A memo or summary of public comments
- A report documenting how public comments and feedback were incorporated into the planning process

A copy of these documents will be presented to both the Technical Committee and TPO Board. The documents will also be included as a part of the respective adopted plan. TPO Staff will redact personal information, including names, phone numbers, email addresses, etc., when including public comments into adopted plans. Triangle West reserves the right

to exclude public comments from the inclusion in adopted plans that have any of the following:

- Vulgar, abusive or threatening language, defamatory statements or nudity in pictures or attachments;
- Personal attacks, hate speech, or offensive terminology;
- Suggestions or encouragement of illegal activity;
- Unsolicited business proposals or endorsements/promotion of commercial services, products or entities;
- Infringements of copyrights, trademarks or other intellectual property;
- Endorsements of political parties, candidates or groups; and,
- Off-topic comments/posts, spam or links to unrelated sites.

How Will the TPO Respond to Public Comments?

The TPO's goal when responding to public comments is to ensure people feel heard and that their opinions are valued. The TPO will respond to public comments by:

- Providing clear, thoughtful, and transparent responses to address concerns and questions,
- Incorporating relevant feedback into plans and decisions wherever possible,
- Building trust and fostering ongoing engagement with the community, and
- Demonstrating how public input influences transportation planning and project outcomes.

How Will the TPO Measure Success of Public Participation?

To measure the success of public participation, the TPO will keep track of the following. When measuring success TPO Staff will address the following questions and document indicators throughout the planning processes and our daily work.

1. Representation in Participation

- **What to Measure:**
 - Are participants reflective of the demographic, geographic, and socio-economic diversity of the community?
 - Are underserved and historically marginalized groups actively involved?
- **Indicators:**
 - Attendance and participation rates across different demographics (e.g., age, race, income, language proficiency). Surveys created by the TPO will collect the following demographic information to track this metric:
 - Race and ethnicity
 - Gender
 - Age

- Income
 - Disability Status
 - Car ownership
 - English proficiency
- Input collected from traditionally underrepresented groups.

2. Accessibility of Engagement Opportunities

- **What to Measure:**

- How easily can all people access meetings, materials, and participation opportunities?
- Were barriers like language, transportation, or technology addressed?

- **Indicators:**

- Use of translation and interpretation services.
- Availability of meetings at varied times and locations, both in-person and virtual.
- Accessible materials (e.g., plain language, multiple languages, large print, or braille).

3. Quality of Public Input

- **What to Measure:**

- Did the engagement process result in meaningful, actionable feedback?
- Were stakeholders able to share their priorities, concerns, and solutions?

- **Indicators:**

- Number and depth of public comments received.
- Stakeholder feedback about their ability to contribute effectively.

4. Integration of Feedback

- **What to Measure:**

- To what extent was public input incorporated into the decision-making process?
- Are the outcomes reflective of community priorities, especially those of underserved groups?

- **Indicators:**

- Documentation of how feedback was considered and acted upon.
- Presence of community priorities in the final plans or decisions.

5. Trust and Satisfaction

- **What to Measure:**

- Do participants feel their voices were heard and valued?
- Are they satisfied with the engagement process and outcomes?

- **Indicators:**

- Survey results or interviews measuring community trust and satisfaction.
- Increase in repeat participation from community members over time.

6. Long-Term Engagement

- **What to Measure:**

- Are communities, especially marginalized ones, continuing to participate in future processes?
- Are relationships with these groups being sustained?

- **Indicators:**

- Growth in participation from underserved groups over time.
- Formation of ongoing partnerships or advisory groups with underrepresented communities.

7. Equitable Distribution of Benefits

- **What to Measure:**

- Did the engagement process lead to outcomes that equitably benefit all groups, particularly vulnerable populations?

- **Indicators:**

- Analysis of how project benefits (e.g., transportation access, reduced environmental impacts) are distributed across different communities.
- Reduction of disparities in access to resources or services.

CORE DOCUMENTS

Metropolitan Transportation Plan (MTP):

The Metropolitan Transportation Plan (MTP) is a federally required long-term plan updated every four years. It focuses on the region's transportation needs for the next 20 years or more. The MTP is produced in partnership with CAMPO, Central Pines Regional Council, and the Federal Highway Administration. The plan includes policies, programs, and projects that align with the region's goals and guide how state and federal transportation funds will be spent.

The MTP is developed through a cooperative and ongoing planning process. It includes projects for transit, highways, local roads, and biking and walking. It sets priorities for transportation investments and outlines big-picture project designs.

The plan also looks at how transportation impacts the environment and considers population, land use, and economic changes in the region. This is an early and important chance for the public and stakeholders to share ideas and shape the region's transportation future.

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Community Events
- Community Education

Key Stakeholders:

- Local Governments
- Cyclists and Pedestrians
- Universities, Colleges, and Technical Schools
- Transit Providers
- People with Disabilities
- Youth

- Older adults
- Racial and Ethnic Minorities

Transportation Improvement Program (TIP):

The Transportation Improvement Program (TIP) is a 10-year plan that shows the funding and timeline for transportation projects like biking, walking, highways, rail, and public transit. It is developed using NCDOT's revenue estimates and a prioritization process known as SPOT. Every two years, the TPO Board approves its version of this plan.

Amendments to the TIP are where project updates are recorded. Amendments may include formal Amendments and Administrative Modifications. Formal Amendments require public review and are required when a project is being added or deleted, when the project budget changes by more than \$2 million and 25% of the original cost, if there are major changes to the project scope, or when a project phase moves into or out of the first four fiscal years of the TIP. All other changes may be processed as an Administrative Modification. Administrative Modifications do not require public input and are posted on the agendas of Technical Committee and TPO Board meetings.

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Email List
- Surveys
- Online Tools

Key Stakeholders:

- Local Governments
- Transit Providers
- Governmental Partners
- Economic Development
- Universities, Colleges, and Technical Schools

Public Participation Plan (PPP):

The PPP is a federally required document that outlines how the TPO will engage the public during planning processes. The PPP:

- Provides the Triangle West's organizational structure
- States the objectives of public participation with the TPO
- Assigns public comment periods and notification requirements

- Describes types of public participation
- Lists community stakeholders

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Community Events
- Community Education

Key Stakeholders:

- Local Governments
- Cyclists and Pedestrians
- People with Disabilities
- Youth
- Older adults
- Racial and Ethnic Minorities

Congestion Management Process (CMP):

The Congestion Management Process (CMP) is a plan to help manage and improve transportation systems. It focuses on reducing traffic congestion, keeping transportation reliable, and making travel safe and efficient for people and goods. Federal law requires areas with over 200,000 people, like Triangle West, to have a CMP. These areas are called Transportation Management Areas (TMAs). The CMP measures how well the system is working and identifies strategies to improve it. These strategies should be included in the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP).

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools

Key Stakeholders:

- Local Governments
- Transit Providers

Unified Planning Work Program (UPWP):

The UPWP is the Triangle West's yearly budget and work plan. It lists the main transportation planning activities for the year. The plan includes the costs, where the funding comes from, and a timeline for completing each activity. The Triangle West Board reviews and approves the UPWP every year.

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools

Key Stakeholders:

- Local Governments
- Transit Providers

COMPLEMENTARY PLANNING PROCESSES

Air Quality Conformity:

Air Quality Conformity means making sure transportation plans and projects do not create too much air pollution. Triangle West produces an Air Quality Conformity Determination Report (AQ-CDR) that shows that future transportation-related pollution will stay below allowed levels.

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools

Key Stakeholders:

- Local Governments
- Transit Providers
- Environmental Protection

Bicycle and Pedestrian Planning:

Triangle West works with local governments, the North Carolina Department of Transportation (NCDOT), and neighboring communities to plan and improve walking and biking options in the western Triangle region. Our goal is to make walking and biking safe and convenient ways to travel. Bicycle and Pedestrian plans supported by Triangle West include:

- Durham Bike + Walk Plan
- Carrboro Bike Plan
- Chapel Hill Mobility and Connectivity Plan
- Orange County Bicycle Pedestrian Plan

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Community Events

Types of Stakeholders:

- Local Governments
- Cyclists and Pedestrians
- Universities, Colleges, and Technical Schools
- Transit Providers
- People with Disabilities
- Youth
- Older adults
- Racial and Ethnic Minorities

Transit Planning:

Triangle West also works with local governments, local transit agencies, NCDOT, and neighboring communities to plan and improve transit options in the western Triangle region. These transit options include buses, paratransit, and rail. Transit plans supported by Triangle West include:

- Orange County Transit Plan
- Durham County Transit Plan

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Community Events

Types of Stakeholders:

- Local Governments
- Cyclists and Pedestrians
- Universities, Colleges, and Technical Schools
- Transit Providers
- People with Disabilities
- Youth
- Older adults
- Racial and Ethnic Minorities

Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan):

Triangle West partners with local governments and human services agencies to create a Coordinated Plan. The Coordinated Plan is a way of organizing different transportation services to make sure that people, especially those with special needs (likes seniors, people with disabilities, or low-income individuals) can get to where they need to go easily and efficiently. The Coordinate Plan supports services like GoDurham's ACCESS and Chapel Hill Transit.

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Community Events

Key Stakeholders:

- Local Governments
- Transit Providers
- People with Disabilities
- Older adults

Safety Action Planning/Vision Zero:

Triangle West is developing a Regional Safety Action Plan to improve transit, pedestrian/bicyclist, and highway safety in the Triangle West planning area. The plan will depict a snapshot of the crash types, severities, and locations, identify safety and security deficiencies in the area, and will guide development of new strategies and campaigns for improving the overall safety of transportation in the region.

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Summit
- Community Events
- Community Education

Key Stakeholders:

- Local Governments
- Cyclists and Pedestrians
- Universities, Colleges, and Technical Schools

- Transit Providers
- People with Disabilities
- Youth
- Older adults
- Racial and Ethnic Minorities

Special Studies:

Triangle West conducts special studies when needed for critical roadways and corridors that experience high levels of congestion or have unique transportation challenges. Special studies are important because their recommendations are usually incorporated into the TPO's long-range plans and eventually evaluated for possible funding, construction and policy changes. Special studies include:

- Chapel Hill Transit High-Capacity Transit Corridor Feasibility
- Orange County Bicycle and Pedestrian Plan
- US 15-501 Corridor Study
- Durham-to-Roxboro Rail Trail Feasibility Study
- US 70 East Corridor Study

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Community Events
- Community Education

Key Stakeholders:

- Local Governments
- Cyclists and Pedestrians
- Universities, Colleges, and Technical Schools
- Transit Providers
- Tourism
- Special Destinations
- Tourism

- Economic Development
- Environmental Protection
- People with Disabilities
- Youth
- Older adults
- Racial and Ethnic Minorities

OTHER FEDERALLY REQUIRED DOCUMENTS:

Title VI Non-Discrimination Plan:

Triangle West is committed to making sure that everyone can participate in activities, regardless of race, color, sex, age, national origin, language skills, or disability. The TPO has adopted a [Title VI Non-Discrimination Plan](#) that specifies how the MPO will comply with Title VI that includes these main features:

- TPO non-discrimination statement
- Signed assurances of compliance
- A designated Title VI Liaison and organizational structure
- Training for TPO Staff related to Title VI implementation
- Complaint procedures, complaint form and complaint log
- [Public Involvement Policy](#), updated 2021
- [Limited English Proficiency Plan \(LEP\)](#), updated 2021
- [Environmental Justice Report](#), updated 2020

The Title VI Non-Discrimination Plan will be updated for consistency with this document, the PPP.

Types of Public Participation:

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Community Events
- Community Education

Key Stakeholders:

- People with Disabilities
- Youth
- Older adults
- Racial and Ethnic Minorities

Environmental Justice Report:

Environmental Justice (EJ) means making sure that everyone, no matter their race, color, national origin, or income, is treated fairly and has a say in how environmental laws, rules, and policies are created, carried out, and enforced. The Triangle West Board adopted the [Environmental Justice Report](#) in 2020 and will be updated in 2025. The report contains an overview of communities with environmental justice concerns in the Triangle West area and an assessment of the TPO's major planning activities.

- Board and TC Meetings
- Public Meetings
- Surveys
- Online Tools
- Email Lists
- Focus Group/Steering Committee
- Community Events
- Community Education

Key Stakeholders:

- People with Disabilities
- Youth
- Older adults
- Racial and Ethnic Minorities

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Appendix

Social Media Policy

The Triangle West Transportation Planning Organization uses social media to share information and seek input from the public and stakeholders. Links to Triangle West TPO social media accounts can be found in this document and on the website (TriangleWest.org or TWTPO.org).

Comments posted on or messages received by Triangle West's social media accounts are opinions of the commenter/messenger and not of the Triangle West TPO. The comments posted may be read by the public. Triangle West reserves the right to remove comments/postings from its social media sites that contain any of the following:

- Vulgar, abusive or threatening language, defamatory statements or nudity in pictures or attachments;
- Personal attacks, hate speech, or offensive terminology;
- Suggestions or encouragement of illegal activity;
- Unsolicited business proposals or endorsements/promotion of commercial services, products or entities;
- Infringements of copyrights, trademarks or other intellectual property;
- Endorsements of political parties, candidates or groups; and,
- Off-topic comments/posts, spam or links to unrelated sites.

Emergency Policy

In the event of an emergency, pandemic or event that prevents in-person meetings, whether to enforce social distancing measures or otherwise, the Triangle West TPO may use virtual platforms to ensure continuity of operations, when feasible. The virtual platforms used will continue to allow the public access to meetings and other types of public participation methods. These procedures apply to any Board, technical committee or other public meetings held by Triangle West TPO.

Access in Times of Declared Emergencies

Triangle West will continue its public participation processes if a declared emergency occurs. During a declared emergency, epidemic or pandemic, Triangle West may modify its public participation procedures. Alternative public participation strategies may include adjusting public comment time periods and the Triangle West's responses to comments. Other strategies may include enhanced use of media and social media resources and additional email distribution to subscribers. Additional engagement may be used through the website, online interactions, online surveys or other virtual methods of engagement.

Additionally, Triangle West may rely on its stakeholders to assist in the distribution of information. This may include requesting member jurisdictions to post information on their websites and social media platforms, as well as asking community organizations to assist in disseminating information, particularly in underrepresented communities.

Emergency Provisions for Public Participation

To comply with recommendations and executive orders issued during declared emergencies, Triangle West will be proactive and flexible in meeting its Public Participation Plan requirements. Emergencies may also be declared at the Executive Director's discretion to allow for flexibility and to accommodate time-sensitive requests. Triangle West will continue to provide opportunities for public participation throughout its planning activities. However, some PPP activities may be delayed or deferred and should be replaced with other engagement strategies to ensure that all residents have an opportunity to participate. Public participation methods include but are not limited to virtual or hybrid meetings, online surveys, social media and interactive components of the Triangle West website. Where possible, Triangle West will maintain the PPP's standard methods and timeframes for reporting and responding to public comments. However, if the timeframe must be shortened or the methods modified, Triangle West will take the necessary steps to meet state and federal deadlines. Due to the nature of the emergency, public participation activities may have to be suspended.

Demographic Survey Questions

Below includes demographic survey questions that will be included in surveys produced by Triangle West. These questions are optional but when answered, the responses provide TPO Staff with a better understanding of who is represented in survey responses. The image below shows the demographic survey questions. Demographic survey questions will be updated on annual basis considering demographic changes and guidance from government partners and local governments.

Select ALL options below that apply to you.

- ☐ I am 17 years or younger.
- ☐ I am 18-24 years old.
- ☐ I am 24-65 years old.
- ☐ I am 65 years or older.
- ☐ I identify as a woman.
- ☐ I identify as a man.
- ☐ I identify as non-binary or other gender.
- ☐ I am or considered to be disabled.
- ☐ Five (5) or more people live in my household.
- ☐ My household's total income is at or under \$43,130 per year.
- ☐ My household has zero cars.
- ☐ I do not speak, read or write English well.
- ☐ I am Hispanic, Latino or of Spanish origin.
- ☐ I represent a minority race or 2+ races (Black, Asian, South Asian, Native American, Alaskan Native, Middle Eastern, Hawaiian, Pacific Islander)

Plain Language

As a commitment to better connecting with our community, the Triangle West TPO will be using Plain Language wherever possible. The Federal Plain Language Guidelines can be found here: <https://www.plainlanguage.gov/guidelines/>.