



THE KENTUCKY TRANSPORTATION CABINET PUBLIC INVOLVEMENT PROCESS

**For Statewide Transportation Planning and Project Delivery:
Interested Parties, Public Involvement, and Consultation Process**

2016

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**KENTUCKY TRANSPORTATION CABINET
THE PUBLIC INVOLVEMENT PROCESS
FOR STATEWIDE TRANSPORTATION PLANNING AND PROJECT DELIVERY:
Interested Parties, Public Involvement, and Consultation Process**

1. INTRODUCTION

The Kentucky Transportation Cabinet (KYTC) has established procedures for the development of the Long Range Statewide Transportation Plan (LRSTP) and the Statewide Transportation Improvement Program (STIP) as mandated by the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), the Transportation Equity Act for the 21st Century (TEA-21), the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), and the Moving Ahead for Progress in the 21st Century Act (MAP-21), the Congressional Acts that authorized ongoing federal-aid transportation programs. In developing these procedures, the KYTC complied with 23 CFR 450.210 for “Interested Parties, Public Involvement, and Consultation” processes by providing opportunities for public review and comment at key decision points.

Within this document, the KYTC has established the following procedures to cover the LRSTP, the STIP, the Consultation Process, and the development and delivery of transportation improvements. The work that the KYTC conducts in pursuing its mission through project development and delivery moves in a continuous life cycle rather than a linear path. This process links the four main areas of transportation system development and maintenance as shown in **Figure 1.0-1** -- planning, design, construction, and operations -- to deliver a safe, efficient, environmentally sound and fiscally responsible transportation system that facilitates safe and efficient movement of people and goods.

A knowledge-driven process based upon valid, broad-based input is essential to the effective decision-making required to address the maintenance and improvement of Kentucky’s transportation system. This input comes from political, public and technical sources as graphically displayed in **Figure 1.0-2**.

Analysis of the existing system’s form and function as well as the impacts of anticipated improvements is the primary source of technical input. Political input includes guidance, as well as financial support, from state and national political leadership. Public input is generated from all users of the system, including those citizens in communities which are directly affected by proposed improvements.

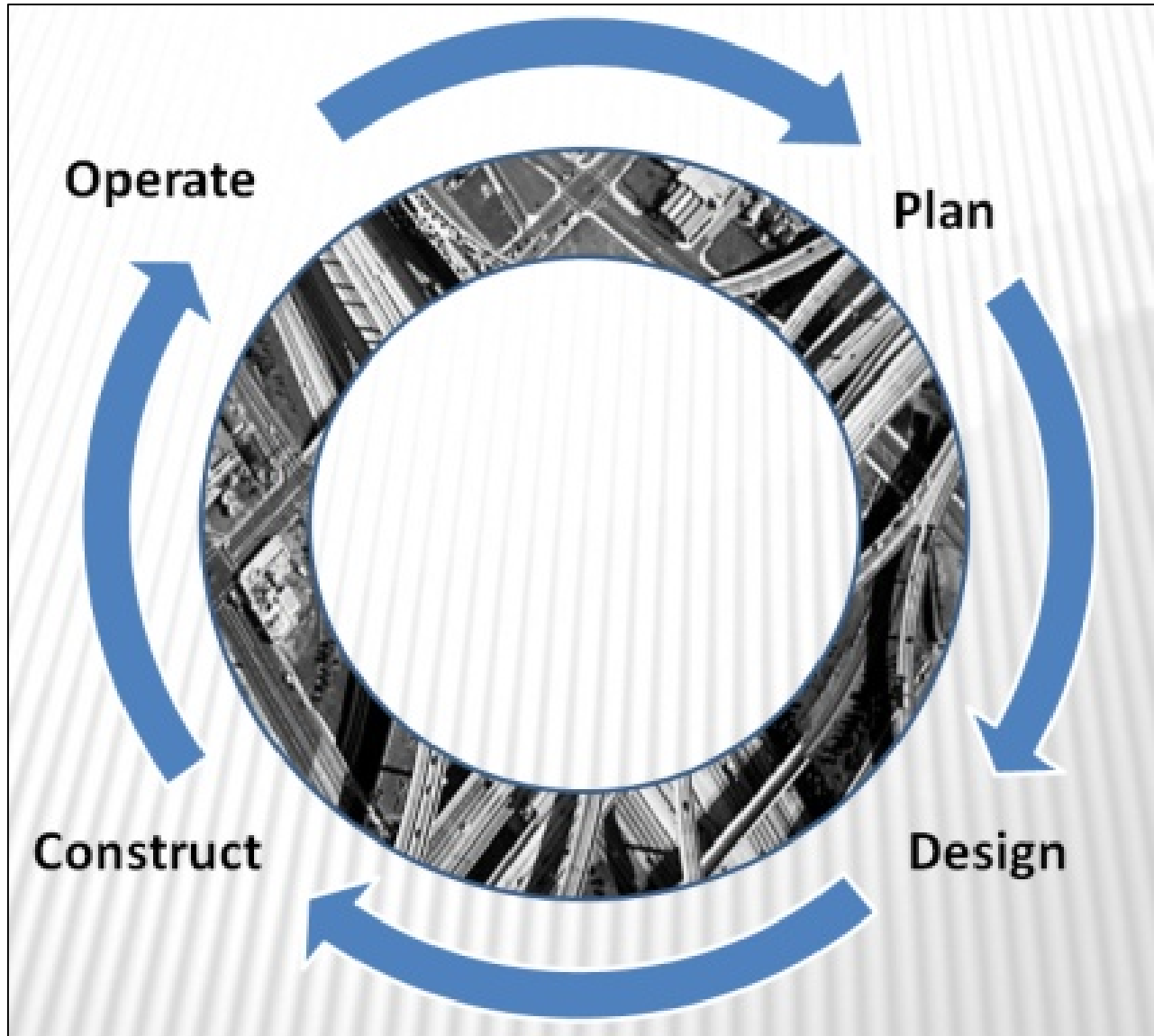


Figure 1.0-1 - KYTC Transportation Project Life Cycle

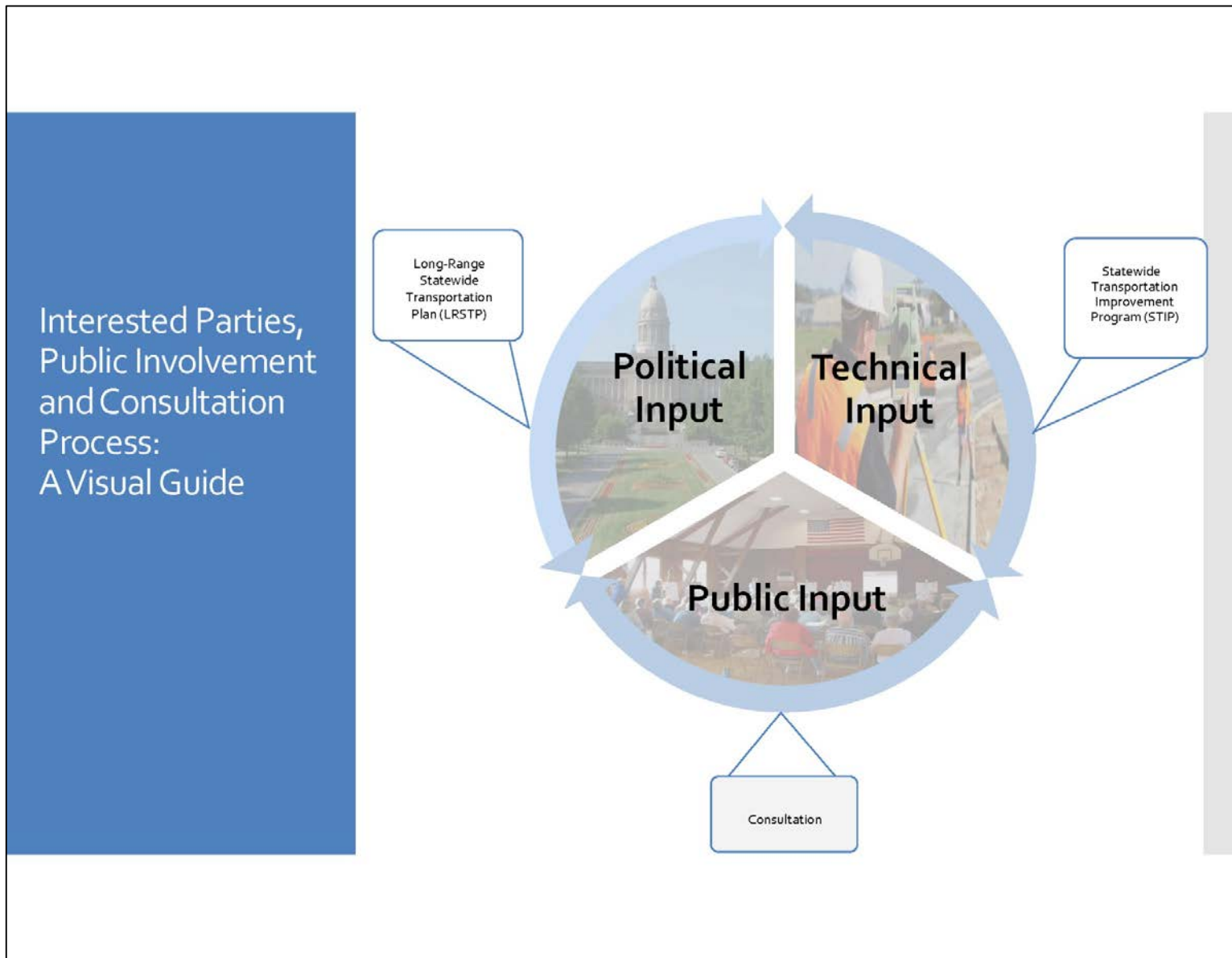


Figure 1.0-2 – Public Involvement with STIP, LRSTP and Consultation Process

The Public Involvement Process goal is to provide Kentuckians the opportunity to aide in the identification of transportation needs and priorities, the planning for how to meet those needs and priorities, and the development and delivery of transportation projects to turn those plans into realized improvements to the transportation system. In order to achieve this goal, the following public involvement objectives should be followed:

- “Identify” the affected population, particularly in the traditionally underserved communities, with consideration for their strengths and challenges.
- “Invite” these citizens to participate in the planning process.
- “Inform” the public of the planning and the project development processes for transportation needs.
- “Involve” the affected community during the planning and project development and delivery process so that concerns and needs can be expressed.
- “Improve” the participation process by measuring the success of public participation and incorporate those “lessons learned” into future efforts.

The connection of these objectives also known as the “Five I’s of Public Involvement” is shown visually in **Figure 1.0-3**.

These procedures include the identification of interested parties, the use of Area Development District(s) (ADD), Metropolitan Planning Organization(s) (MPO), KYTC Central Office and KYTC Highway District Office(s) (HDO), where applicable, to assist in engaging the public, through the consultation process for the identification and prioritization of transportation needs. Located within this document in **Appendix A** is a visual interpretation of the diversity of the state’s population (demographics) as it relates to public involvement activities.

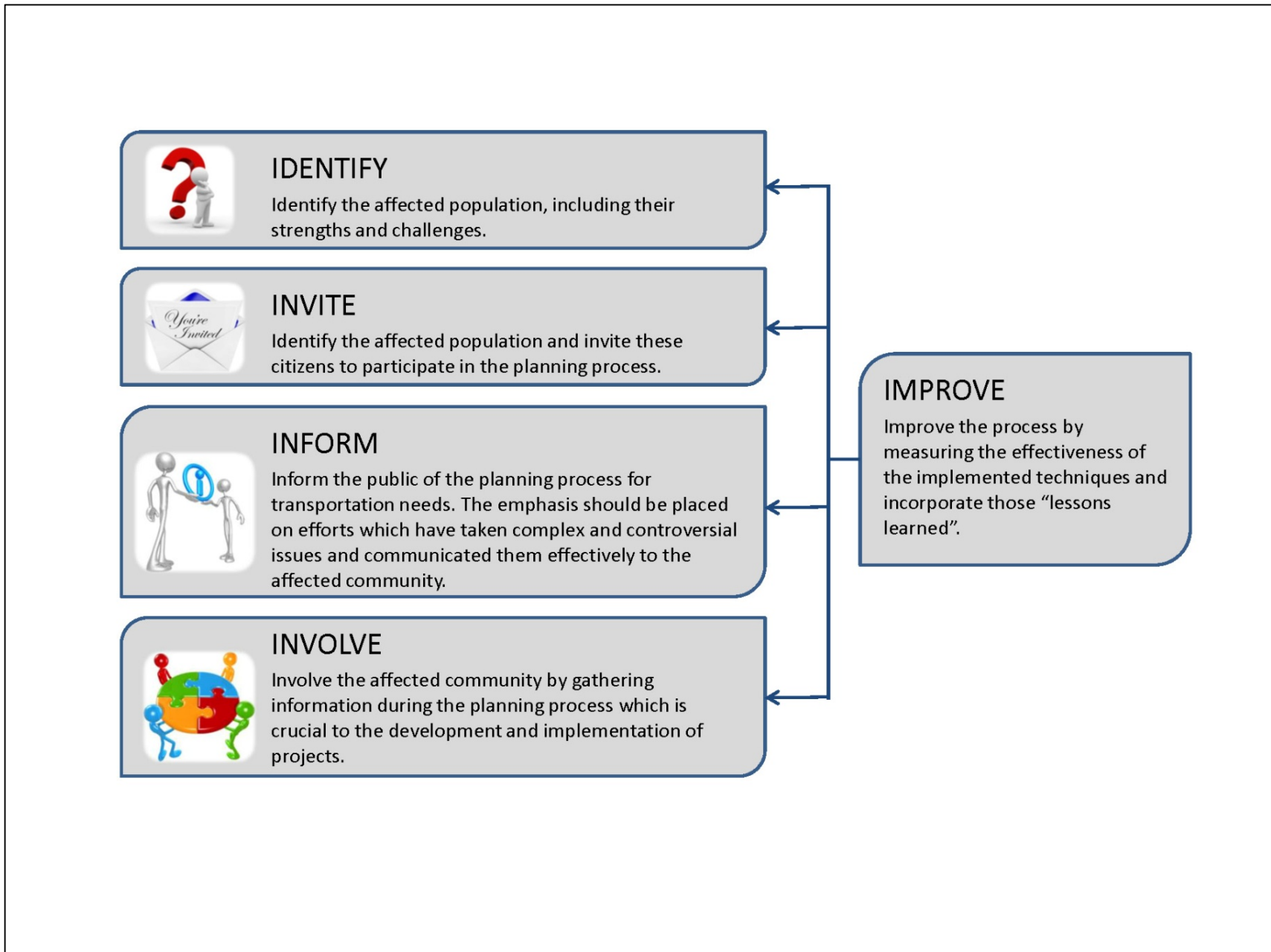


Figure 1.0-3 – Public Involvement Objectives

2. INTERESTED PARTIES

The KYTC LRSTP and the KYTC STIP are developed with the mission to provide a safe, secure, and reliable transportation system that ensures the efficient mobility of people and goods, thereby enhancing both the quality of life and the economic vitality of the Commonwealth of Kentucky.

The entire process is developed with a spirit of cooperation by working with the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), Metropolitan Planning Organizations (MPOs), Area Development Districts (ADDs), local city and county governmental agencies, and other interested parties located throughout the Commonwealth of Kentucky.

The entire planning process and the identification of transportation needs throughout the Commonwealth, utilizes input from the KYTC Central Office Divisions, the 12 KYTC HDOs, city mayors, county judges, MPOs, ADDs, state legislators, and through written comments and requests from a variety of sources such as:

- Citizens,
- Affected public agencies,
- Representatives of public transportation employees,
- Freight shippers,
- Providers of private transportation services,
- Representatives of the disabled,
- Representatives of users of pedestrian walkways and bicycle transportation facilities,
- Representatives of users of public transportation,
- Providers of freight transportation services,
- Other interested parties.

A visual interpretation of possible public involvement sources of input into planning and project delivery are shown in **Figure 2.0-1**.

Input is what fuels the process!
Sources of input into the project identification, prioritization and development process



Figure 2.0-1 – Public Involvement Sources

3. PUBLIC INVOLVEMENT PROCESS

The KYTC is working in concert with the ADDs and MPOs to ensure that public involvement processes are utilized that provide opportunities for public review and comments throughout the LRSTP and STIP document development, the consultation process as well as the project identification, prioritization, development, and delivery process.

3.1 AREA DEVELOPMENT DISTRICT PUBLIC INVOLVEMENT PROCESS

Kentucky has fifteen ADDs, and they are represented graphically in **Figure 3.1-1**.

Supplemental to the Cabinet's public involvement efforts are the public involvement procedures utilized by the ADDs. Each ADD documents their process and those documents may be available on the individual ADD Office website as well as being made available upon request.

In addition, a "transportation committee" for the area has been established. The membership of this committee includes a diverse group of interests that impact or are impacted by the transportation system. These committees are charged with setting goals and objectives for the regional transportation system; evaluating the transportation systems; identifying needs; and evaluating, prioritizing, and ranking transportation needs every two years as input to Kentucky's transportation project selection process. Efforts are made in establishing these committees to identify and involve the underserved populations, such as low-income and minority households, to ensure that their needs are considered.

ADD Transportation Committee meetings are held several times each year to continually evaluate the regional transportation system and to educate committee members about the statewide transportation planning process and current transportation issues and projects.

The ADDs may attend public meetings and various civic meetings to discuss the statewide transportation planning process and to solicit direct input from interested individuals or groups at key decision points as required. Minutes of committee meetings and public meetings are maintained. These minutes are available upon request and are posted on the websites of the ADD and MPO offices. The process is periodically reviewed to determine its effectiveness. Revisions are made as deemed appropriate.

Each ADD incorporates members with a specific interest in highway safety on their transportation committees to ensure that safety-conscious planning is continually incorporated into the transportation planning process.

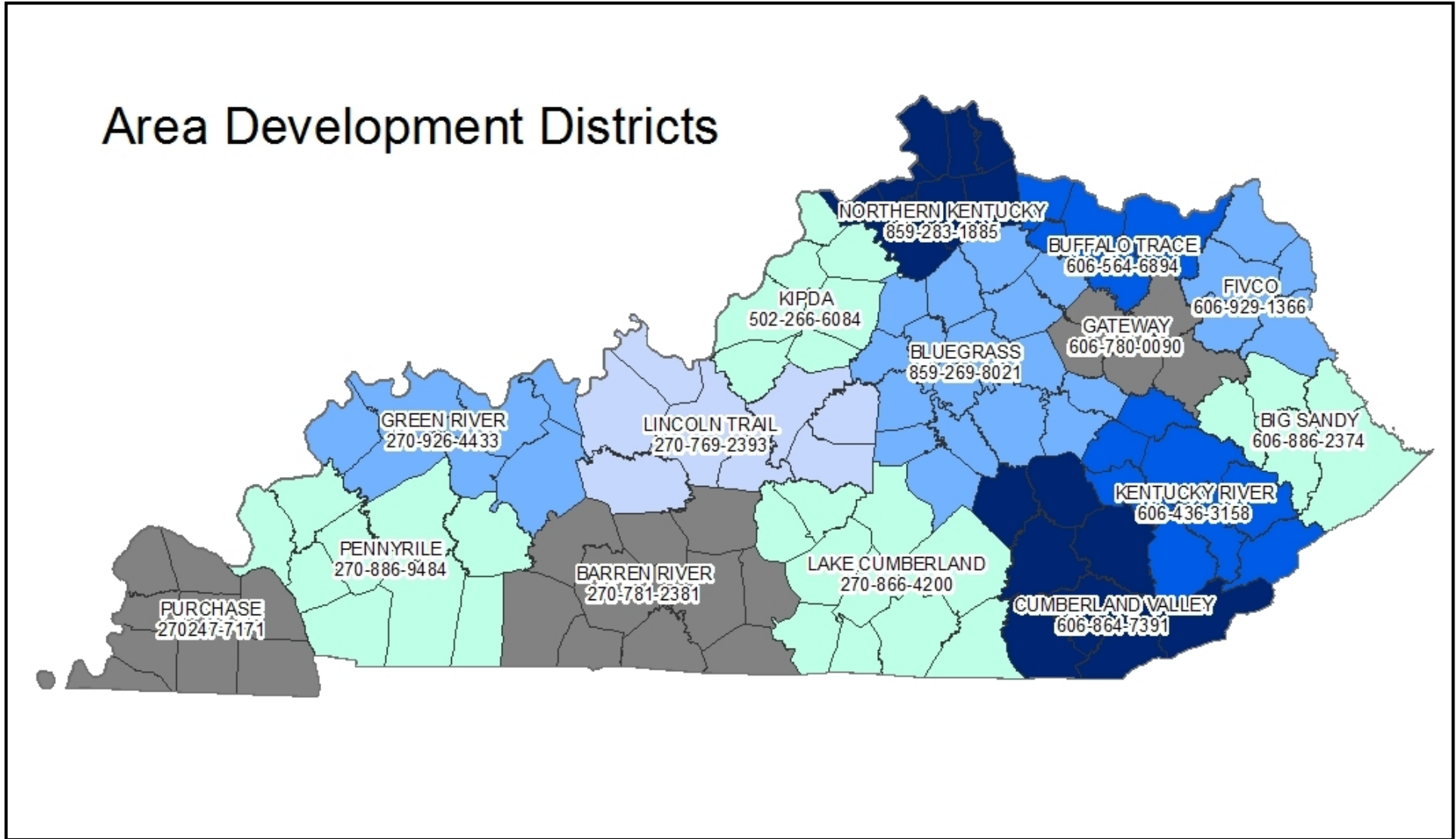


Figure 3.1-1 – Kentucky Area Development District Offices and Boundary Map

3.2 METROPOLITAN PLANNING ORGANIZATION PUBLIC INVOLVEMENT PROCESS

Kentucky consists of nine MPOs, and they are represented graphically in **Figure 3.2-1**.

Supplemental to the Cabinet's public involvement efforts are the public involvement procedures utilized by the MPOs in the development of their respective Metropolitan Transportation Plans (MTPs) and their Transportation Improvement Programs (TIPs). All activity pursuant to development of the MPOs TIPs is considered part of the STIP and complies with 23 CFR 450.324 "Development and Content of the Transportation Improvement Program (TIP)." In addition, each MPO is required to develop a Public Participation Plan that defines reasonable opportunities for interested parties to be involved in the MPO transportation planning process. MPO documents are available electronically on the respective MPO's web pages, as well as being available upon request.

MPO meetings are held several times each year to continually evaluate the metropolitan transportation system and to educate committee members about the metropolitan transportation planning process and current transportation projects and issues. The MPO members may attend various civic meetings to discuss the metropolitan planning process and to solicit direct input from interested individuals and groups. Minutes of committee meetings are maintained, are available upon request, and may be posted on the MPO web pages. The process is periodically reviewed to determine its effectiveness. Revisions are made as deemed appropriate.

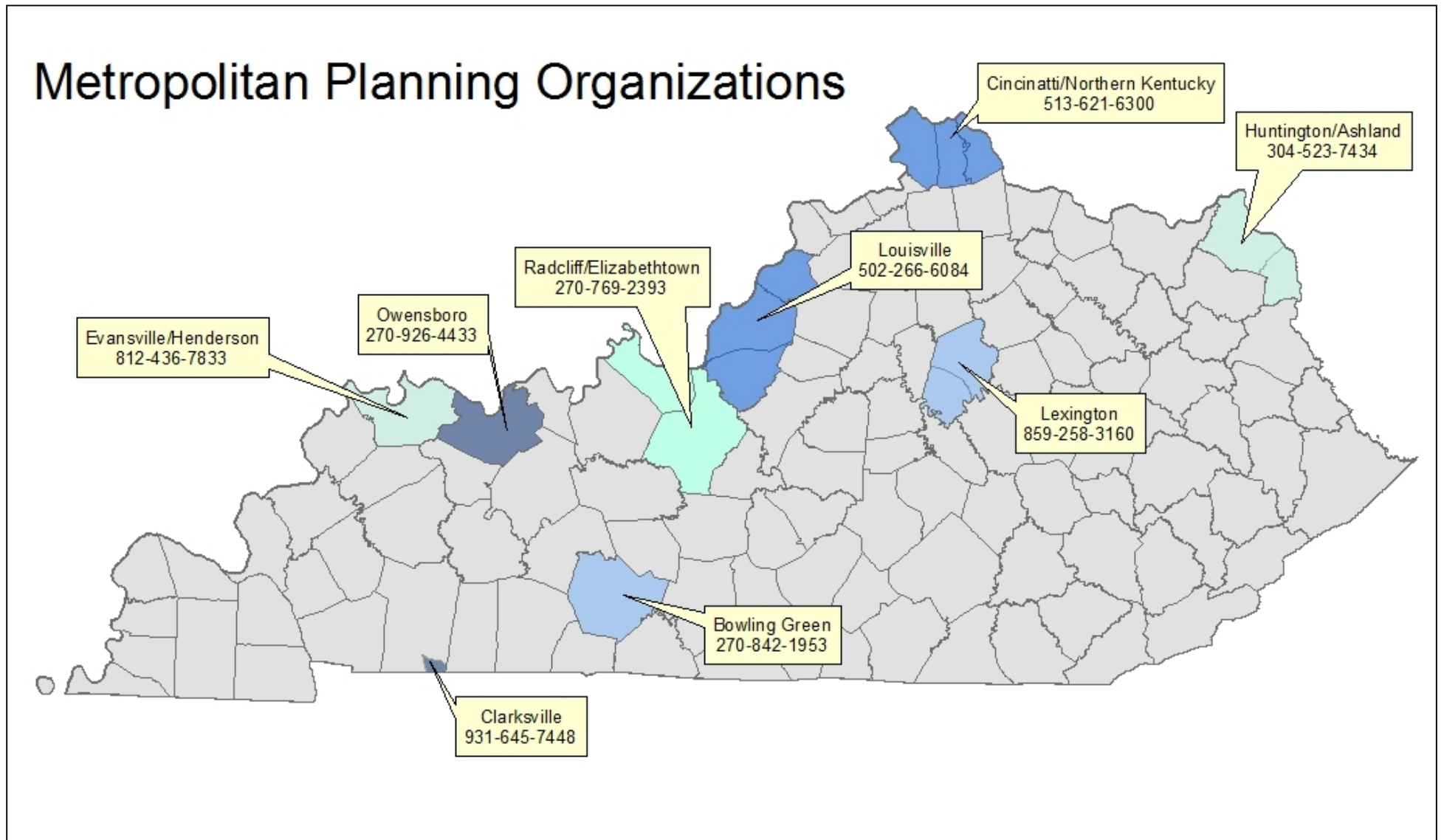


Figure 3.2-1 – Kentucky Metropolitan Planning Organization Offices and Boundary Map

3.3 KENTUCKY TRANSPORTATION CABINET PUBLIC INVOLVEMENT PROCESS

In carrying out the statewide transportation planning process, including development of the LRSTP and the STIP, the KYTC has developed a public involvement process that provides opportunities for public review and comment at key decision points.

Through assistance from the ADDs and MPOs, the KYTC will pursue appropriate measures to reach the general public including those traditionally underserved within the state. The ADDs, MPOs, and the KYTC may hold public meetings in places where these populations are comfortable gathering. As citizen concentrations are identified, the KYTC will include a process for seeking out and considering the needs of those traditionally underserved. The notices concerning public review and comments on the LRSTP and the STIP shall be advertised within statewide, significant regional and demographically targeted newspapers as appropriate. The notices for public review and comments may be advertised within statewide and/or regional newspapers including the following:

- Ashland Independent
- Bowling Green Daily News
- Covington Kentucky Enquirer
- Lexington-Herald Leader
- Louisville Courier-Journal
- Owensboro Messenger Inquirer
- Paducah Sun
- Somerset Commonwealth Journal
- Others as appropriate

Based upon the demographic diversity of the state as indicated through an analysis of the most recent United States Census Bureau data and applicable American Community Survey (ACS) data, as shown in Appendix A, efforts will be made for an effective outreach to the broad spectrum of citizens across Kentucky. This effort will include outreach to our traditionally underserved populations, specifically targeted to Environmental Justice (EJ) populations based upon low income, minority status, and low English proficiency.

To reach minority or underserved populations within the state, notices may be published in the following:

Minority Newspapers

- Cincinnati Herald
- Key News Journal – Lexington
- Louisville Defender
- Others as appropriate

Spanish Newspapers

- Al Dia en America – Louisville
- La Jornada Latina - Cincinnati
- La Voz de Kentucky – Lexington
- Others as appropriate

These newspaper advertisements will specify the number of calendar days for the public review and comment period, will identify an individual to whom comments can be sent, and will inform the public of the appropriate web site address. The KYTC will consider other accommodations upon request as required.

Minority radio stations may also be considered, as appropriate, in addition to the national, state and regional radio stations with the largest coverage areas. Some of these minority radio stations to consider are listed as follows:

<u>Call Letters</u>	<u>Band</u>	<u>Frequency</u>	<u>City of License</u>	<u>State of License</u>	<u>Primary Format</u>
WCND	AM	940	Shelbyville	KY	Regional Mexican
WCVG	AM	1320	Covington	KY	African-American Gospel
WIZF	FM	101.1	Erlanger	KY	Urban Contemporary
WUBT	FM	101.1	Russellville	KY	Urban Contemporary
WLRS	AM	1600	Eminence	KY	Spanish
WLOU	AM	1350	Louisville	KY	African-American Gospel
WMJM	FM	101.3	Jeffersontown	KY	Urban AC
WENS	LP	96.9	Vine Grove	KY	Spanish Religious
WDPJ	LP	93.5	Danville	KY	Spanish Religious

The number of calendar days for public review and comment periods is based upon the following schedules:

- Interested Parties, Public Involvement & Process Consultation Process Document 45 calendar days
- New LRSTP or STIP 30 calendar days
- Amendments to LRSTP or STIP 15 calendar days
- Administrative Modifications to LRSTP or STIP Not Required

3.3.1 KYTC Interested Parties, Public Involvement and Consultation Process Documents

The KYTC continuously evaluates ways of reshaping current public involvement procedures to comply with 23 U.S.C., 450.210 “Interested Parties, Public Involvement, and Consultation Processes.” As the STIP is updated every two years, the effectiveness of the public involvement process will be reviewed and revised as appropriate. The KYTC will allow a minimum of 45 calendar days for public review and written comments before revisions to the public involvement process are adopted. The final document will be posted to the KYTC website at www.transportation.ky.gov and KYTC Your Turn website at <http://yourturn.transportation.ky.gov> as part of the Cabinet’s commitment to the use of visualization techniques and public involvement.

3.3.1-1 New LRSTP and/or STIP

The formal LRSTP document will cover a minimum 20-year planning horizon, and periodically the KYTC will evaluate, revise, and update the LRSTP as appropriate as noted in **Figure 3.3-1**. The MPOs Metropolitan Transportation Plans will be incorporated into the LRSTP by reference. Common points of discussion to be addressed through the LRSTP are displayed graphically on the following page in **Figure 3.3-2**.

Long-Range Statewide Transportation Plan (LRSTP)

A policy plan with a 20 year scope that sets the vision for the state transportation system and defines the goals which support its development.




Figure 3.3-1 – What is the LRSTP

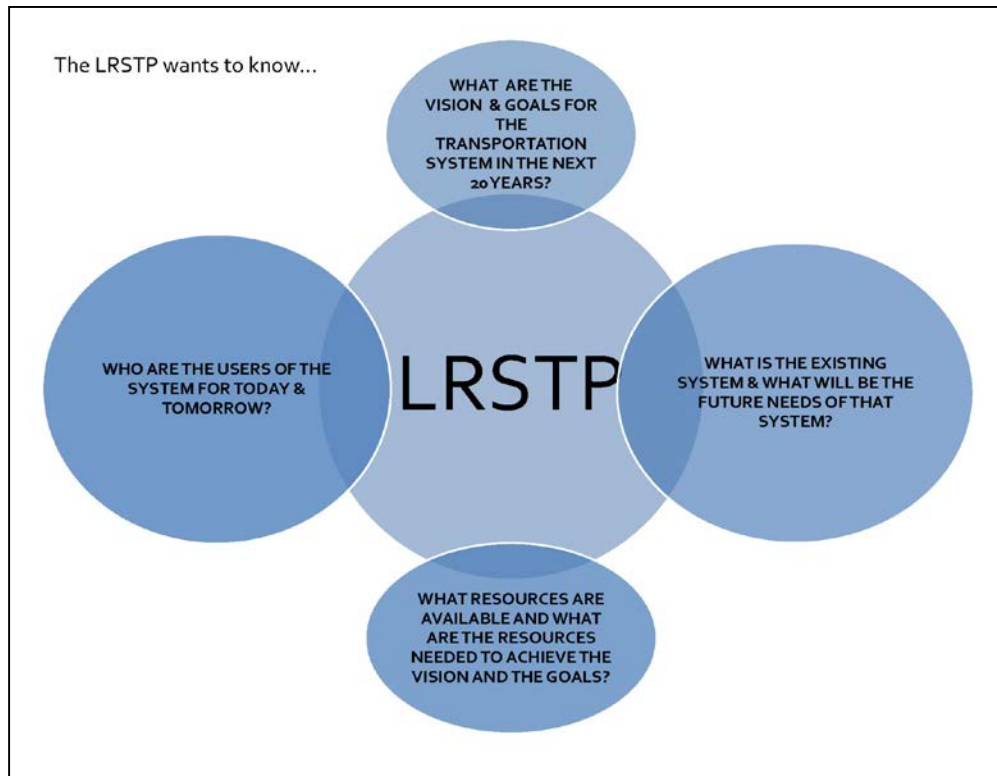


Figure 3.3-2 – The LRSTP Connection

The formal STIP document as defined in **Figure 3.3-3** may be prepared on a biennial basis (every two years) to coincide with state legislative approval of the biennial update of the Transportation Cabinet's Highway Plan, which will cover no less than four years, and will be updated at least once every four years as shown graphically in **Figure 3.3-4**. The MPOs TIPs will be incorporated into the STIP by reference to their specific federally-required documents.

As required by the Kentucky Revised Statutes (KRS), Chapter 176, the KYTC submits the Governor's Recommended Highway Plan (Recommended Plan) to the Kentucky General Assembly in January of even numbered years for their review and approval through the middle of April. During this same time period, the Recommended Plan is made available to the general public, who can contact the General Assembly members voicing their concerns and/or support of projects. As per KRS, the General Assembly by law has the authority to make revisions, additions, and deletions of highway projects, along with having the responsibility of voting on and approving a final Highway Plan by the middle of April of even numbered years. As per KRS, the approved Highway Plan serves as a supplement to the Commonwealth's Executive Branch Biennial Budget, and the entire Highway Plan process is repeated every two years.

Derived from the approved Highway Plan, the listing of highway improvement projects in the STIP consists of projects that have gone through an extensive identification process and where the public has been provided the opportunity to comment at various key decision points such as project identification and prioritization. In addition, the general public and concerned citizens have the opportunity to contact their legislators prior to the approval of the Highway Plan by the Kentucky General Assembly.

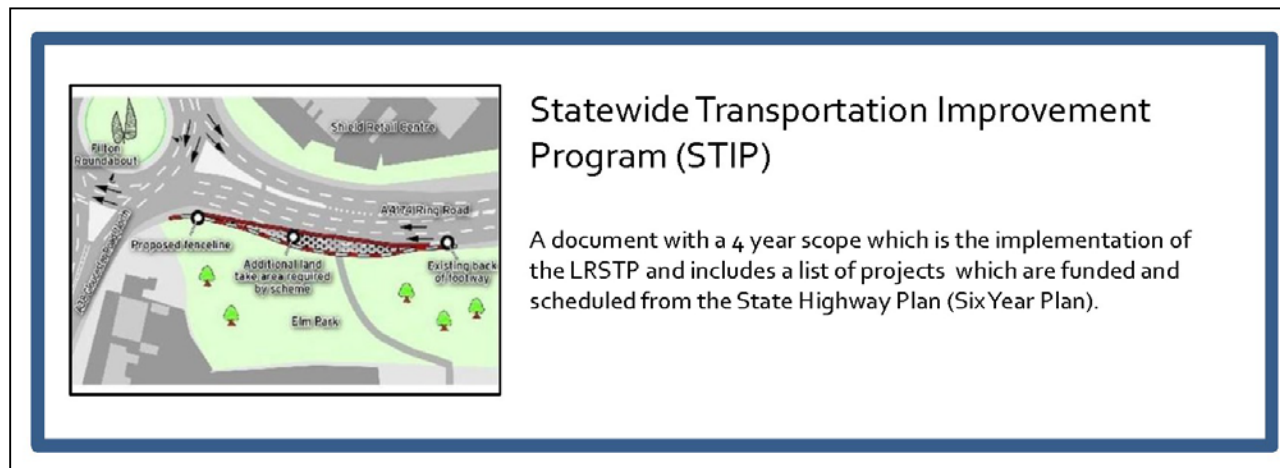


Figure 3.3-3 – What is the STIP

Public Participation in the Development of the STIP



Figure 3.3-4 – The STIP Connection

Upon completion of the approved Highway Plan, the final stages of preparing the new STIP begins. Around the first of May in even-number years, the process to prepare the Draft STIP begins in which projects from the approved Highway Plan are incorporated into the document. Once the entire process of having the 30-day public review and comment period, as well as the review and approval of the Draft STIP and final STIP by FHWA and FTA is completed, the final approved STIP document is printed and distributed in September of even-number years.

The process of preparing the STIP information, in conjunction with preparing the Highway Plan, begins in the winter of odd-number years and continues through the approval of the STIP by October 1 of even-number years. This STIP outreach effort is displayed visually on the following page in **Figure 3.3-5**.

As required by 23 CFR 450.216 (e), Federal Lands Highway Program TIPs shall be included without change in the STIP, directly or by reference, once approved by the FHWA.

To ensure that the public has ample opportunity to review and comment on the LRSTP as shown graphically in **Figure 3.3-6** and with the STIP documents, the KYTC will allow a minimum of 30 calendar days for public review and written comments for each proposed new LRSTP and each proposed new STIP. Notice of the 30-day public review and comment period will be advertised in statewide, significant regional and demographically targeted newspapers throughout the Commonwealth of Kentucky through assistance from the ADDs and MPOs as appropriate.

During this 30-day review and comment period, the FHWA and FTA will be provided the Draft LRSTP and Draft STIP documents for their review and comment.

The Draft LRSTP and Draft STIP will be publicly displayed in the KYTC Central Office, each of the 12 Highway District Offices, each of the 15 ADD Offices, and each of the 9 MPO Offices. Upon release of the Draft LRSTP and Draft STIP, a letter providing information on the availability of these documents will be sent to:

- Transit providers,
- FTA,
- USDA Forest Service,
- FHWA Eastern Federal Lands Highway Division,
- Other federal, regional, and state agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation,
- All county judge/executives,
- Mayors of all communities over 5,000 in population,
- Any individuals who ask to be included on an official mailing list maintained by the KYTC.

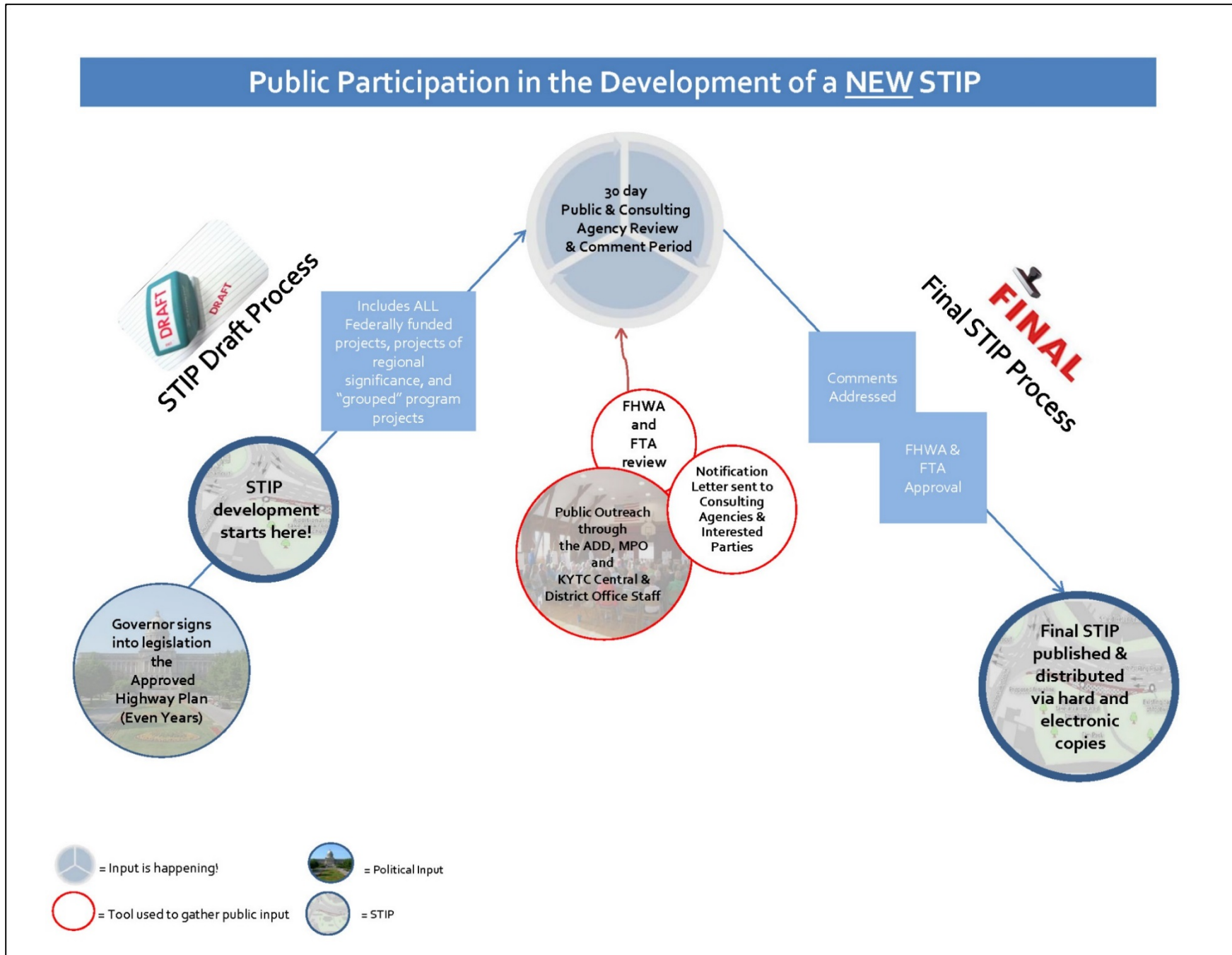


Figure 3.3-5 – The STIP Process and Public Involvement

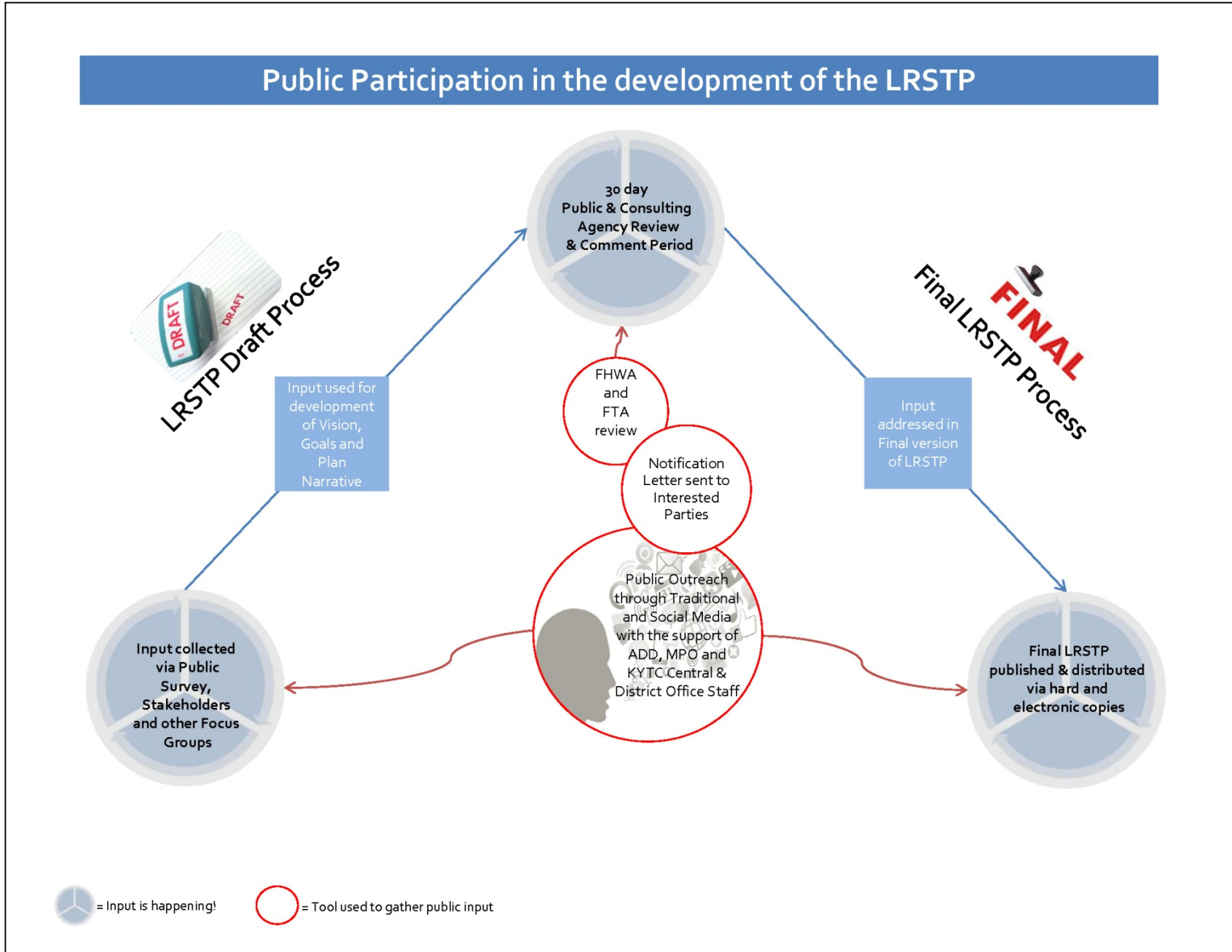


Figure 3.3-6 – The LRSTP Process and Public Involvement

Additional public involvement will be considered in those instances where the complexity of the LRSTP and STIP, or magnitude of public response indicates to the KYTC the need for additional efforts.

The Draft LRSTP or Draft STIP document will be posted to the KYTC web site. An electronically accessible format of the Draft LRSTP and Draft STIP will be available to search and print as appropriate. An electronic process will be established for those reviewing the Draft LRSTP and Draft STIP to submit electronically their comments and questions to the KYTC. According to 23 CFR 450.210 (a)(1)(v), visualization techniques will be used to the maximum extent practicable to describe the Draft LRSTP and Draft STIP documents.

In reviewing a Draft LRSTP or Draft STIP, the KYTC shall involve various interagency groups that represent environmental, traffic, ridesharing, parking, transportation safety and enforcement, airports, port authorities, toll authorities, and appropriate private transportation provider concerns. The KYTC will also involve city officials as appropriate, as well as local, state, and federal environmental resources and permit agencies. In each case, the reviewing entity will be expected to provide comments within the specified review period. As noted in Section 1 – Interested Parties and Section 3 – Consultation Process, the various state, federal, and local agencies are involved in the development process of the LRSTP and STIP at key decision points throughout the entire process.

Review of the Draft LRSTP and Draft STIP may consist of public meetings held at convenient and accessible locations and times, notices to neighborhood associations, legal notices in local newspapers, or any additional efforts that will significantly enhance the public's understanding of the planning-level recommendations being presented by the LRSTP or STIP document. The number, time, and location of any public meetings will be tailored to fit the circumstance being addressed. If such public outreach is deemed necessary, the Draft LRSTP or Draft STIP comment period may be extended to allow adequate time for receipt of post-meeting comments. Whenever possible, ADD and MPO public involvement processes will be coordinated with the statewide process to enhance public consideration of the issues, plans, and programs, and to reduce redundancies and costs.

3.3.1-1.1 For the LRSTP, the following apply:

After the initial 30-day public review and comment period, the KYTC will aggregate comments, prepare responses, and finalize the LRSTP document. Copies of the final edition of the LRSTP document will be made available for public information and also to both the FHWA and FTA. The final LRSTP document will be posted on the KYTC web site.

3.3.1-1.2 For the STIP, the following apply:

After the initial 30-day public review and comment period, the KYTC will aggregate comments, prepare responses demonstrating explicit consideration and response to public input, and finalize the STIP document. Copies of the final edition of the STIP document will be made available to both the FHWA and FTA for review and comment. When the FHWA and FTA comments have been addressed, the final STIP document will be prepared and will include a copy of the joint approval letter from FHWA and FTA. Copies of the final STIP will be prepared and copies will be available for public information and distribution. Copies of the final STIP will be made available to the consulting partner agencies (in the list noted earlier in this section) and to any individuals who ask to be included on an official mailing list maintained by the KYTC. Also, the final approved STIP document will be posted on the KYTC web site.

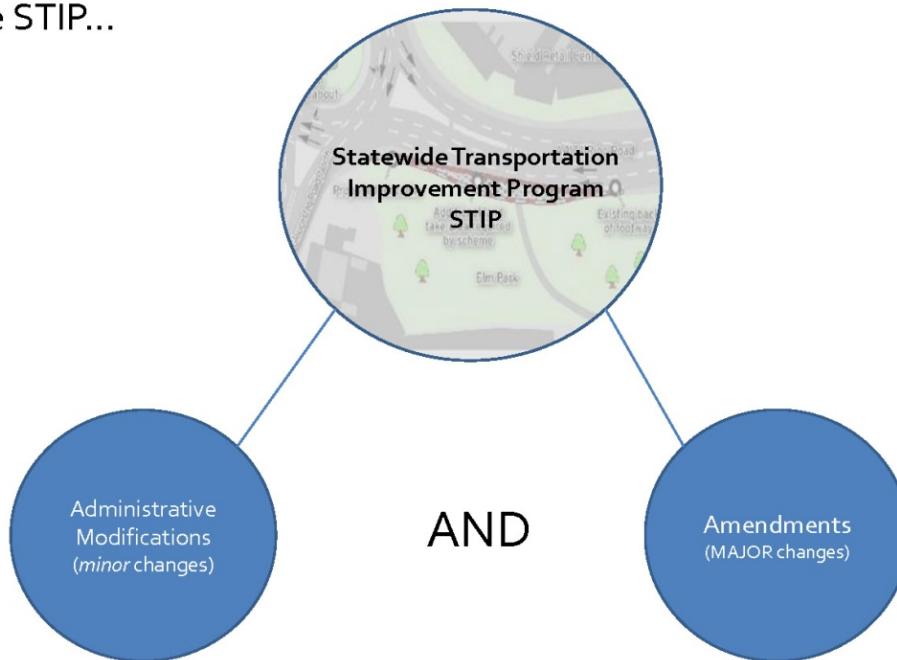
3.3.1-2 Revisions to the LRSTP and/or STIP

On various occasions revisions may be required to the LRSTP or STIP. Revisions to a LRSTP or STIP may involve a minor revision or may involve a major revision. On a case-by-case basis, the KYTC, FHWA and/or FTA determines whether the revision is minor or major as per definition of “Administrative Modification” and the definition of “Amendment” outlined in 23 CFR 450.104. These two types of revisions are displayed graphically regarding the STIP on the following page in **Figure 3.3-7**.

The KYTC, FHWA, and FTA will utilize applicable requirements and classifications of projects that are not considered to be of appropriate scale for individual identification a given program year as outlined in 23 CFR 771.117 (c) and (d) and/or 40 CFR part 93.126 “Exempt Projects” and 93.127 “Projects Exempt from Regional Emissions Analysis.” These appropriately identified projects may be grouped by function, work type, and/or geographic area into the ZVarious programs and other program placeholders to determine if a STIP revision is required.

Public Participation in *Revisions* to the STIP

There are two types of revisions to the STIP...



How are the types different?

Figure 3.3-7 – STIP Revision Types

3.3.1-2.1 Administrative Modifications to STIP

Administrative modifications are minor revisions to the STIP that include minor changes to:

- Projects/project phase costs,
- Funding sources of previously included projects,
- Project phase initiation dates,
- The delineation of projects in program placeholder which include:
 - Congestion Mitigation and Air Quality (CMAQ) projects,
 - Transportation Alternatives (TA) projects,
 - High Cost Safety Improvement (HSIP-HCS) projects.

An administrative modification is a revision that does not require:

- Public review and comment,
- Re-demonstration of fiscal constraint,
- A conformity determination (in air quality conformity nonattainment and maintenance areas).

For administrative modifications to the STIP, the official STIP mailing list will be utilized to distribute information pertaining to the revision. As STIP administrative modifications are made, each administrative modification will be posted on the KYTC web site. Each of these documents will be provided in an electronically accessible format with the means to search and print as appropriate.

The changes that would require one revision type over another are shown below in **Figure 3.3-8**.

3.3.1-2.2 Amendments to the STIP

Amendments are revisions to the STIP that include major changes to a project included in the STIP. This includes a major change in:

- Project Cost,
- Project/project phase initiation dates,
- Design concept or design scope (e.g., changing project termini or the number of through traffic lanes).

The differences between the requirements for Amendments and Administrative Modifications are provided visually in **Figure 3.3-9**.

Public Participation in *Revisions* to the STIP

The difference is...

Administrative Modifications

Minor revisions to the STIP that include *minor* changes to:

- Projects/project phase costs
- Funding sources of previously included projects
- Project phase initiation dates
- The delineation of projects in a program place holder
 - Congestion Mitigation and Air Quality projects (CMAQ)
 - Transportation Alternatives (TA) projects
 - High Cost Safety Improvement (HSIP-HCS) projects

VS.

Amendments

MAJOR revisions to the STIP that include **MAJOR** changes. This includes a **MAJOR** change in:

- Project cost
- Project/project phase initiation dates
- Design concept or design scope (e.g., changing project termini or the number of through traffic lanes)
- The addition or deletion of projects, except those types of projects not considered to be of appropriate scale for individual identification as outlined in the 23 CFR 771.117 (c) and (d) and/or CFR part 93.126 "Exempt Projects" and 93.127 "Projects Exempt from Regional Emissions Analysis," which are the grouped projects listed in the "ZVarious" programs and other program placeholders such as the Transportation Alternatives (TA) and Congestion Mitigation and Air Quality (CMAQ)



Figure 3.3-8 – Differences between STIP Revision Types

Public Participation in *Revisions* to the STIP

The difference in requirements...

Administrative Modifications

DO NOT require...

- Public review and comment
- Re-demonstration of fiscal constraint
- A conformity determination (in air quality conformity nonattainment and maintenance areas)

VS.

Amendments

DO require...

- Public review and comment
- Re-demonstration of fiscal constraint
- A conformity determination (in air quality conformity nonattainment and maintenance areas)



Figure 3.3-9 – Requirements between STIP Revision Types

Amendments are also required with the addition or deletion of projects, except those types of projects not considered to be of appropriate scale for individual identification or outlined in 23 CFR 771.117(c) and (d) and/or 40 CFR part 93.126 “Exempt Projects” and 93.127 “Projects Exempt from Regional Emissions Analysis,” which are the grouped projects listed in the ZVarious programs and other program placeholders.

An amendment is a revision that requires:

- Public review and comment,
- Re-demonstration of fiscal constraint,
- A conformity determination (in air quality nonattainment and maintenance areas).

The decision-making process for the different STIP revision types are shown graphically in **Figure 3.3-10**.

For STIP amendments that have not undergone public involvement through the MPO process or the Highway Plan process, a 15-day public review period will be provided and public notice advertisements will be placed in statewide, significant regional, and demographically targeted newspapers. Selected newspapers will be identified through assistance from the corresponding ADDs and MPOs. In addition, other possible public outreach efforts targeted to the specific region of the state directly affected by the proposed STIP amendment may be required and will be determined on a case-by-case basis.

The proposed amendment will be displayed at the KYTC Central Office as well as the appropriate Highway District, ADD, and MPO offices for public review and comment. KYTC will make available to the public the description of project, location of project, proposed project phases, proposed type of funding, and scheduled fiscal year of each phase that KYTC wants to amend into the STIP. Also, KYTC will revise the “Fiscal Constraint” tables outlined in the STIP to reflect the required funding for the proposed new project vs. available funding. KYTC will provide hard copies of the information and the information will be made available on the KYTC STIP website. The public will be provided the means to submit written and electronic review comments on proposed STIP amendment.

At the conclusion of the 15-day review period, public comments will be addressed, additional public outreach may be conducted as necessary, and the final STIP amendment will be provided to FHWA and FTA for approval. For amendments to the STIP from areas within MPO boundaries, the public involvement process conducted for the respective MPO TIP will suffice as the required public involvement for the STIP.

As STIP amendments are approved, each amendment will be posted on the KYTC website. Each of these documents will be provided in an electronically accessible format with the means to search and print as appropriate.

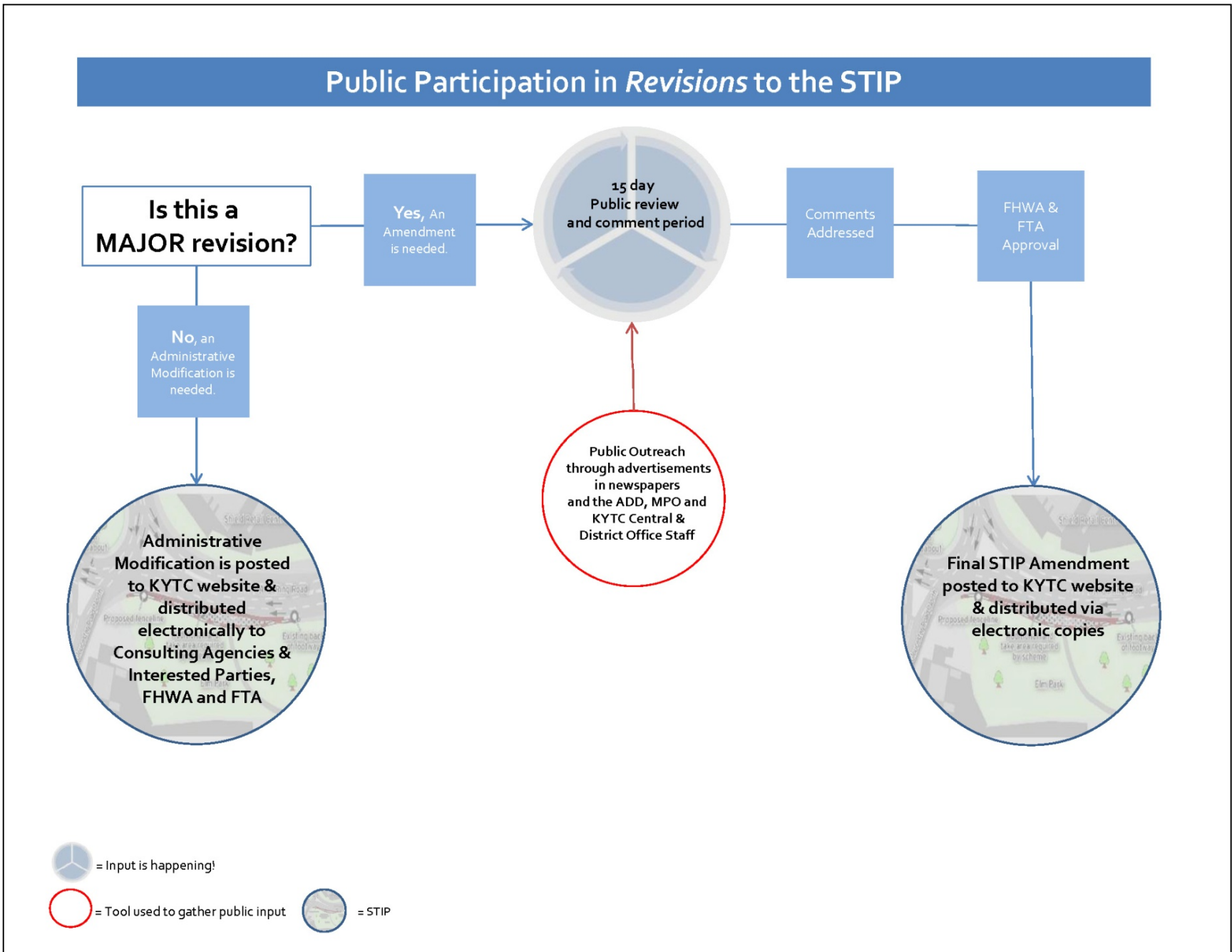


Figure 3.3-10 – STIP Public Involvement Process for Different Revision Types

4. CONSULTATION PROCESS

The KYTC receives numerous requests each year from the 12 KYTC Highway District Offices, input from city mayors, county judges, MPOs, ADDs, state legislators, and through written comments and requests from the general public and concerned citizens. The KYTC has established guidelines for ADDs, MPOs, local city and county elected officials, and other interested parties located throughout the Commonwealth of Kentucky to identify and recommend potential projects.

The requests are considered on a case-by-case basis, and each requestor may be provided with written correspondence explaining what can be done at the current time and recommendations for future actions. These requests are assembled within an electronic transportation needs database (Project Identification Form (PIF) database) along with maintaining hard copies of project requests and corresponding project information. This listing of identified transportation needs is referred to as the “Unscheduled Needs List (UNL).”

The KYTC maintains the “Unscheduled Needs List (UNL),” and these projects may include highway, bikeway, pedway, intermodal access, and intelligent transportation system (ITS) projects. Safety projects, bridge projects, other operations and maintenance projects may be noted as such and referred to the appropriate KYTC Highway District Office (HDO). Each newly suggested project will be checked against the current STIP, Highway Plan, and UNL to make sure that the project is not already identified.

As projects are being identified, all project requests should include the following information to be considered as a UNL project:

- Route number or “new route”,
- A clear problem statement that describes the need for the project in terms that can be verified by data analysis or from professional studies,
- A thorough description of the project and location (including road or street names, if applicable),
- Beginning and ending termini mile points for projects located on state-maintained roads,
- Length of project to the nearest tenth of a mile,
- Any existing data concerning the condition, safety, or capacity of the roadway,
- Cost estimates for the proposed projects which are prepared by the Highway District Offices,
- Any other information available to describe the purpose, need, and/or justification for the project.

Through this consultation process as shown graphically in **Figure 4.0-1**, individual projects or needed corridor improvements are identified and may be assigned relative priorities and rankings by local officials, ADDs, and MPOs. Relative priorities and rankings may then be applied by KYTC HDO and KYTC Central Office staff to needs district-wide and statewide, respectively.

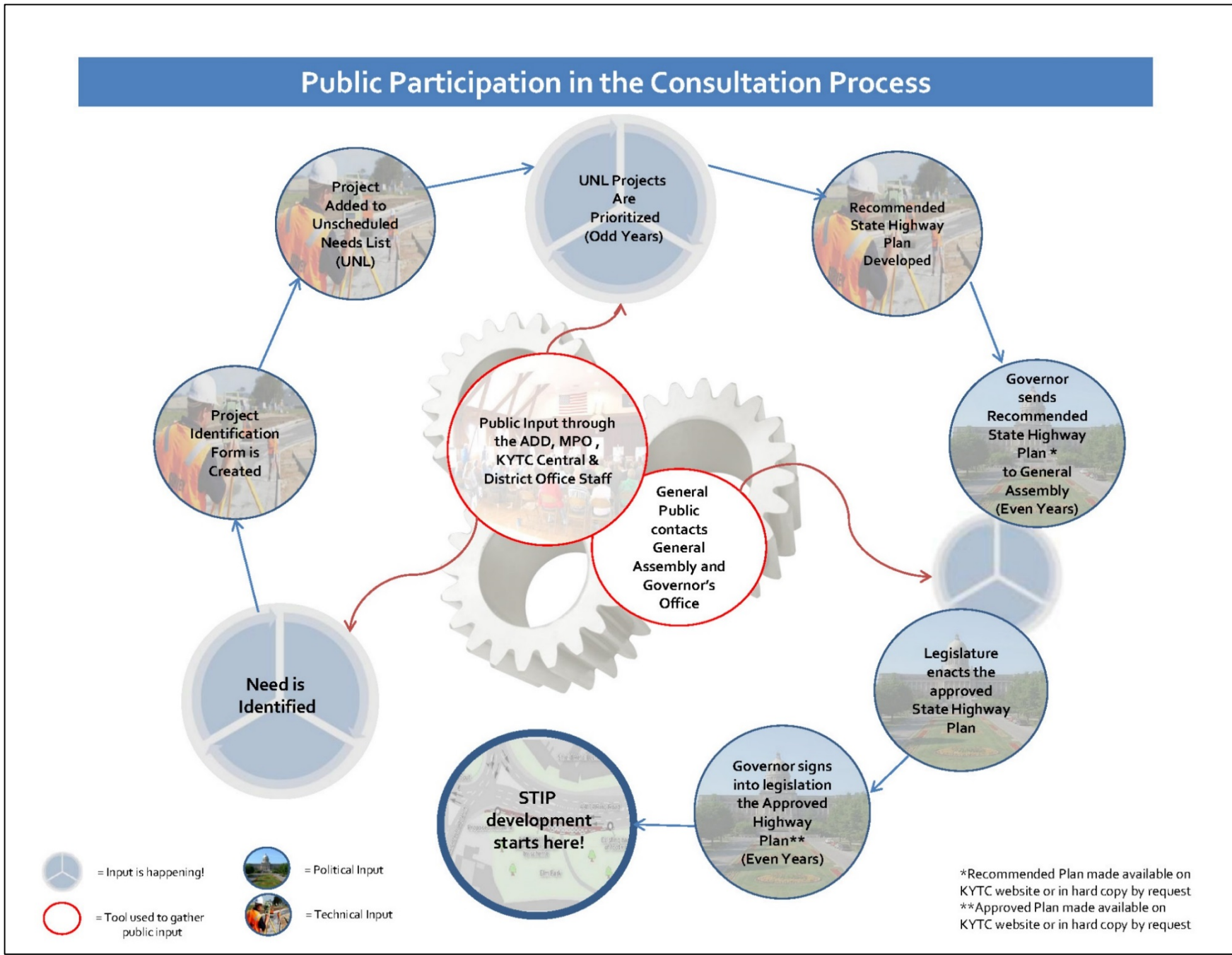


Figure 4.0-1 – Public Involvement in the Consultation Process

Those projects that rank consistently high at the local, regional, highway district, and statewide levels, and meet other data-driven selection criteria, may be recommended for inclusion in the Highway Plan from which the STIP is developed. This prioritization process is repeated every two years to ensure that the KYTC keeps the transportation needs current and assures a continuing and proactive planning process.

4.1 DETERMINATION OF CONSULTATION EFFECTIVENESS

In accordance with 23 CFR 450.210, at least every 5 years the KYTC will review and solicit comments from non-metropolitan local officials and other interested parties for a period of not less than 60 calendar days regarding the effectiveness of the KYTC statewide transportation planning consultation process including proposed changes. The KYTC will send specific requests for comments to the Kentucky Association of Counties, Kentucky League of Cities, regional planning agencies, or directly to non-metropolitan local officials as to the effectiveness of the KYTC consultation process and any proposed changes.

Upon receiving the comments and proposed changes, the KYTC will review the comments and proposed changes, and at its discretion, determine whether to adopt any of the proposed changes. If a proposed change is not adopted, the KYTC will make publicly available its reasons for not accepting the proposed change, including notification to non-metropolitan local officials or associations. If the KYTC elects to revise their current public involvement process to include any of the proposed changes, a 45-day public review and comment period will be conducted prior to officially adopting the proposed changes to the public involvement process.

5. PUBLIC INVOLVEMENT DURING THE PROJECT LIFE CYCLE

Public involvement is more than just a single hearing or only one meeting near the end of the project development process. Public involvement should be early and continuous throughout the life cycle of a project. The four principal phases of that project life cycle are illustrated on the following page in **Figure 5.0-1**.

A key element of effective communication with the public is to cultivate their general understanding of the KYTC project development and delivery process as described in **Figure 5.0-2**.

Furthermore, it is essential for the KYTC staff to understand the community's values in order to avoid, minimize, and mitigate impacts as well as to narrow the range of alternatives for a transportation improvement. The community also should be made aware of the tradeoffs and constraints involved in the process, which should encourage public acceptance of the project. If involved early, the public can provide significant insight (directly or indirectly) into the project's goals and needs and its effects on their community.

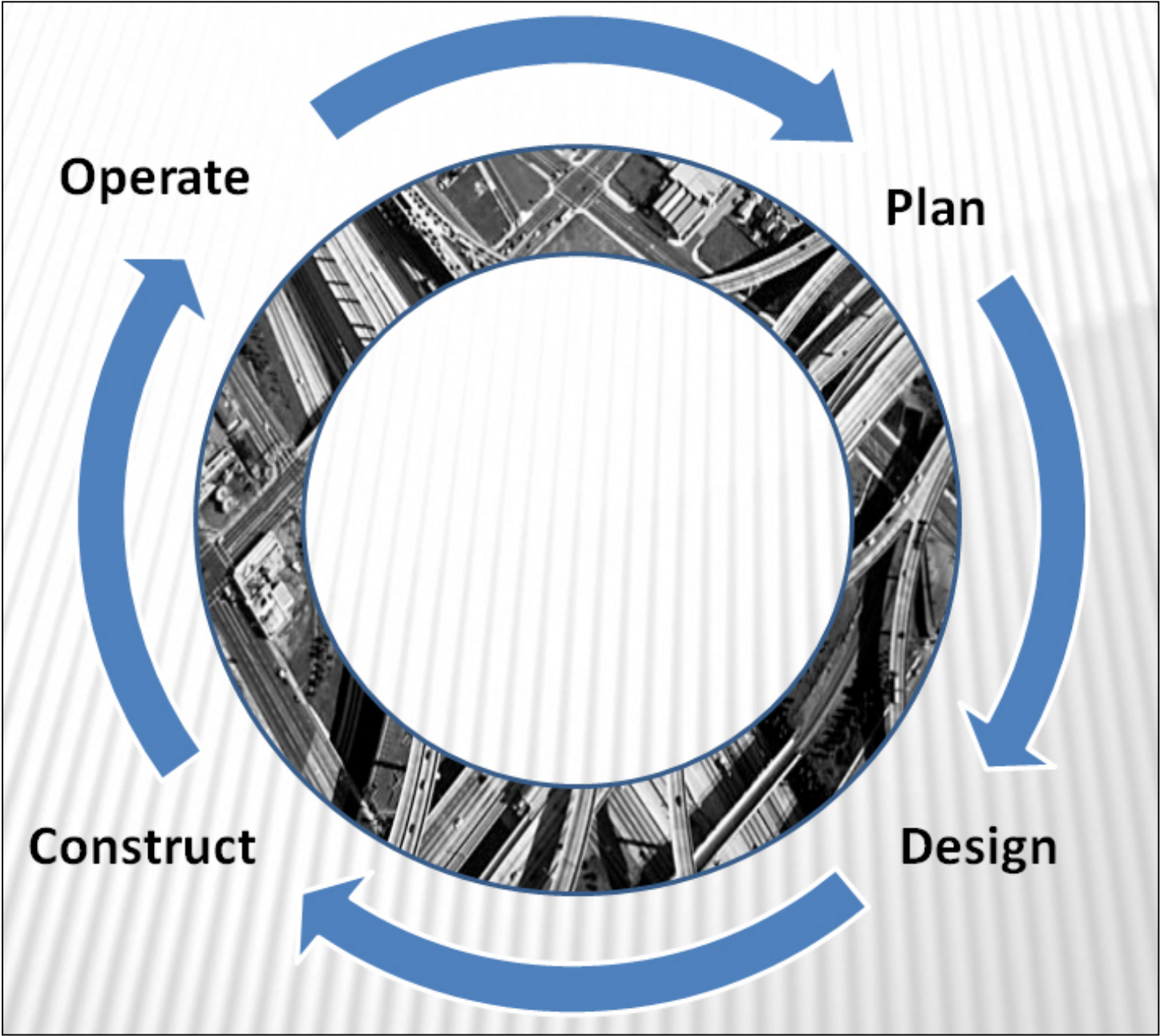


Figure 5.0-1 - Transportation Phases of Project Life Cycle

How We Build Roads

Step 1: Long-Range Planning

- Identify/prioritize purpose & need
- Identify & address public concern
- Identify priorities for State Highway Plan



Step 2: State Highway Plan

- Project revenue for federal & state funds
- Break revenue into funding categories
- Match required state funds to federal funds
- Balance all fund categories
- Determine projects & programs that can be funded with projected revenues



Step 3: Project Planning



- Determine project limits
- Verify funding needs
- Identify public concerns
- Verify project needs
- Identify project goals
- Identify environmental concerns
- Coordinate with resource agencies
- Make project recommendations

Duration: 1 – 2 Years

Step 4: Preliminary Design & Environmental Analysis

- Conduct field surveys
- Inventory existing resources to identify protected, endangered & important resources
- Identify & address public concerns by conducting meetings & distributing reports
- Develop alternatives
- Prepare environmental documentation

Duration: 1 – 2 Years



Step 5: Final Design



- Develop final alignments
- Develop right-of-way needs
- Drill for soil & rock samples
- Identify & address public comments
- Review environmental commitments
- Develop construction plans

Duration: 1 – 2 Years

Step 6: Right-of-Way Purchase (Land Acquisition)

- Determine property values
- Meet with property owners
- Address property owner concerns
- Make offers & buy property
- Sign deeds
- Assist with relocations

Duration: 1 Year



Step 7: Utility Relocation



- Move utilities out of construction zone
- Pay utility companies for relocations

Duration: 1 Year

Step 8: Construction

- Address public concerns
- Construct roadway
- Fulfill environmental commitments
- Maintain traffic

Duration: 1 – 2 Year



Step 9: Maintenance

- Remove snow & ice
- Patch potholes & resurface
- Mowing & many other items

Duration: The Life of the Road



Figure 5.0-2 – KYTC Project Development and Delivery Process

The viewpoints and opinions of the public are important considerations in the transportation decision-making process. The public includes:

- Users of the facility
- Nearby property owners affected by the project
- Elected officials
- Others interested in the outcome of the project

The seven basic steps for effective public involvement in any project are:

1. Create a plan for public involvement activities. Costs for public involvement should be accounted for in the project budget. When public involvement is significant, a separate budget should be created.
2. Identify the interested and affected public.
3. Invite the public to participate in the process. Provide adequate accessibility to the meeting space and meeting materials.
4. Inform the public of the existing conditions, issues and concerns, and potential solutions. If significant time lapses between the public involvement meetings and the letting of the project, consider updating the public through media, newsletters, websites or other means as appropriate.
5. Conduct public involvement activities to collect the concerns and preferences of the public. Provide assistance to the public to facilitate their involvement. This can include but is not limited to providing interpreters.
6. Review and consider input, and provide feedback to the public. If significant time lapses between the public involvement meetings and the letting of the project, consider updating the public through media, newsletters, websites or other means as appropriate.
7. Evaluate the public involvement activities and improve the process accordingly.

This process is referred to as the “Five I’s of Public Involvement” as illustrated in **Figure 5.0-3**.

5.1 PROJECT DEVELOPMENT

During the project life cycle, public involvement activities are the most extensive during the project development phase. This phase is critical because it links the planning process with the actual human and natural aspects of the project, as well as design, and eventual construction and operation. The responsible party for the public involvement efforts on a particular project goes primarily through the associated KYTC HDO and the designated project manager or resident engineer(s). **Figure 5.1-1** provides the contact number for each of the 12 HDOs throughout Kentucky as well as their color coded district boundaries by county and associated interstates and parkways for reference.

Kentucky Interstates and Parkways



- AU** Audubon Parkway
- BC** Bert T. Combs Mountain Parkway
- BG** Martha Layne Collins Bluegrass Parkway
- EB** Edward T. Breathitt Pennyrlie Parkway
- HR** Hal Rogers Parkway
- JC** Julian M. Carroll Purchase Parkway
- LN** Louie B. Nunn Cumberland Parkway
- WK** Wendell H. Ford Western Kentucky Parkway
- WN** William H. Natcher Parkway

KYTC Highway Districts

1	(270) 898-2431	7	(859) 246-2355
2	(270) 824-7080	8	(606) 677-4017
3	(270) 746-7898	9	(606) 845-2551
4	(270) 766-5066	10	(606) 666-8841
5	(502) 210-5400	11	(606) 598-2145
6	(859) 341-2700	12	(606) 433-7791

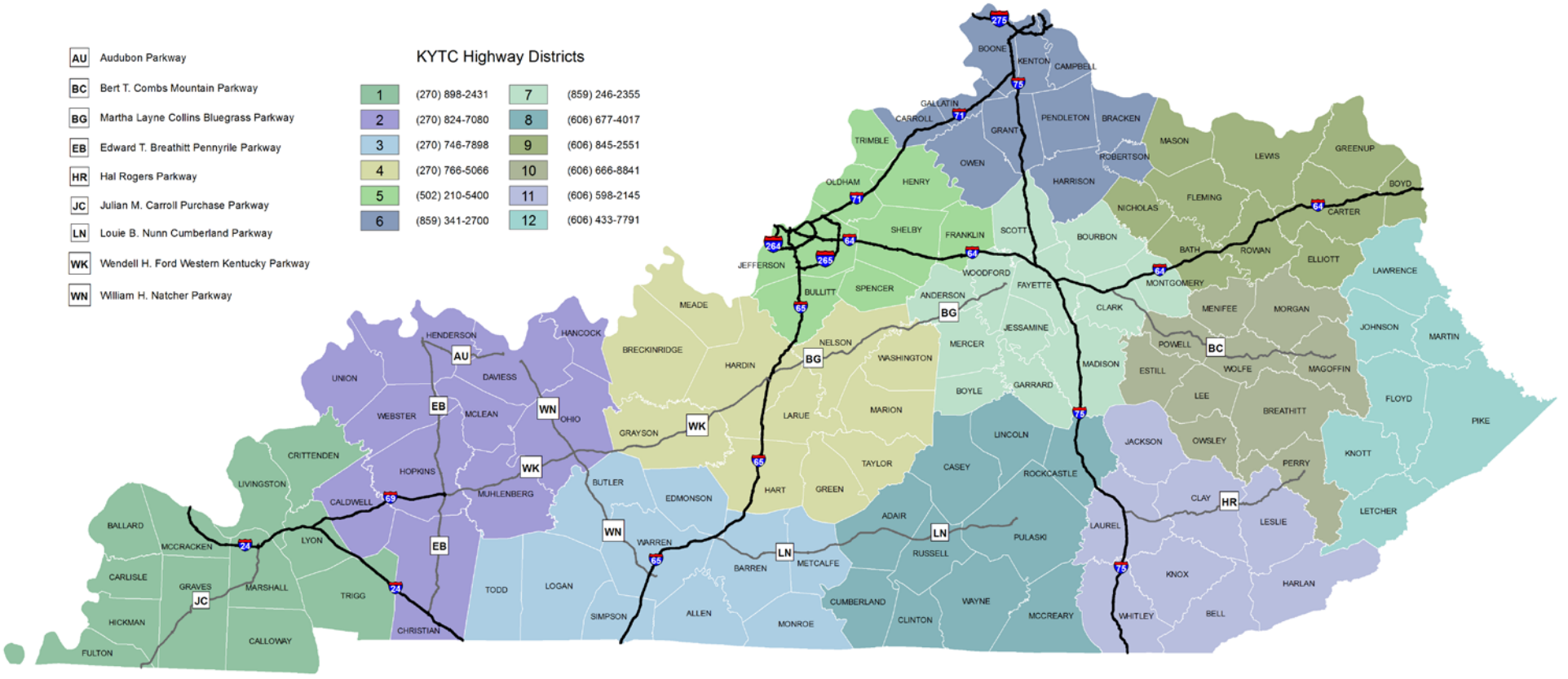


Figure 5.1-1 – Kentucky Highway District Offices and Boundary Map

5.1.1 Corridor or Area Transportation Planning Studies

While system-wide plans have a policy-based focus, corridor or area transportation planning studies are more narrowly focused on either a specific facility, such as a roadway, or the transportation needs for a defined area such as a rural county, a small community, or a neighborhood. Corridor planning activities can include the planning for new corridors which provide for the future mobility or access needs of a region or community or the identification of improvements to existing corridors in order to preserve or enhance the ability of that facility to move traffic safely and efficiently. Area transportation planning studies focus upon the transportation needs within a small geographic unit such as town or county. Both planning efforts must consider possible environmental impacts upon the human and natural resources within the study area.

Throughout corridor or area transportation planning studies, extensive effort should be made to reach out to as many groups as possible to receive comments directly from the people who will benefit from and be impacted by the identified transportation improvements. These studies provide the public and interested stakeholders opportunities to learn about the planning process, possible outcomes, and project schedules, as well as provide an opportunity to build relationships and show the public the importance of their participation.

5.1.2 Design, Right-of-Way Acquisition and Utility Relocation

The KYTC Division of Professional Services (DPS) in accordance with KRS 45A.825 (2)(c), maintains their website by providing procurement bulletins and public notices of a request for proposals as well as notices of the materials that the procuring agency will provide to a firm to assist that firm in responding to a request for proposals concerning planning and design engineering services. These materials shall include, but are not limited to, the request for proposals form and the project evaluation sheet to be used by the relevant selection committee. The notice shall also set a deadline for filing responses to a request for proposals with the procuring agency. It is intended that firms in all regions of the Commonwealth are given an equal opportunity to be selected.

The request for professional engineering services are advertised on the KYTC DPS website on the 2nd Tuesday of each month, and the Consultant Selection Results are also posted on this website immediately following each consultant selection meeting in accordance with the previously noted KRS and the DPS Guidance Manual.

This selection process includes the Chairperson of the Professional Engineering and Engineering-Related Services Selection Committee notifying the Director of Professional Services, or designee, of the firms determined by the committee to be the three (3) best qualified and their order of ranking. The director, or designee, will then notify these top-ranked firms of their selection and send a letter to these three (3) finalists advising them of their ranking.

Once the source for engineering services have been determined and any necessary contracts are executed, the project proceeds into the design phase. Public involvement outreach for the design of highway projects is dependent on project location, type of project, and magnitude. The review of demographic information can identify any underserved or special audiences within a project area and will assist in the determination of the appropriate level of outreach.

In project areas where demographics indicate a population of non-English speaking individuals, public involvement will include a mechanism to access project information. Efforts shall be made to identify and accommodate any disabled or any other special need participants.

Public Meetings, formal and informal, are the backbone of a public involvement program. People expect and need opportunities to discuss agency programs and plans.

A primary objective of early public meetings is to identify issues and concerns that need to be addressed as the project advances. A primary objective of public hearings or public meetings during later stages of a project is to provide details for public review and comment and to discuss the resolution of the issues and concerns that were developed in the earlier meetings, particularly when involved with environmental commitments.

With approval from the Chief District Engineer, the Project Development Manager (PDM) will be directly responsible for initiating all public meetings, public hearings, or other public involvement as early as feasible in the design process. The PDM will determine the level of public involvement for state-aid projects. The PDM has the responsibility and authority for scheduling and holding public meetings and public hearings or for offering the opportunity to request a public hearing.

In compliance with 23 Code of Federal Regulations (CFR) 771.111 (h)(2)(iii), the KYTC will provide the opportunity to request a public hearing or will hold a preliminary line and grade corridor and/or design public hearing for any major federal-aid project. A public hearing or the opportunity to request a public hearing shall be required on any federal-aid project that:

- Requires an Environmental Assessment, Findings of No Significant Impacts (EA/FONSI) or an Environmental Impact Statement (EIS) document
- May require significant amounts of right of way
- May substantially change the layout or functions of connecting roadways or of the subject facility
- May have a substantial adverse impact on abutting property
- May have a significant social, economic, environmental or other effect
- The FHWA has determined that a public hearing is in the public interest

The code specifies that the KYTC is to submit a copy of the hearing transcript to FHWA along with the certification and report.

Projects approved as a categorical exclusion (CE) may utilize a public meeting. When no major relocations are involved and little controversy appears likely, a project approved as a CE may not require any direct public involvement. As such, public hearings are more regulatory in nature than public meetings. Public meetings may be conducted the same way as public hearings, but this is not a requirement.

Before a public hearing is scheduled, the PDM may elect to offer an “Opportunity to Request a Public Hearing.” Offering the opportunity for a public hearing may be appropriate if a public meeting has been recently held and additional information would not be gained.

Design, right-of-way acquisition, and utility relocation phases of project development happen concurrently and are dependent upon one another. Considering this relationship among these phases, representatives from all phases of project development should be present at these public meeting and public hearings.

5.2 PROJECT DELIVERY AND PRESERVATION

5.2.1 Construction

During the construction phase of the project life cycle, public involvement takes on more of a public information role, informing citizens about the award of construction project contracts, lane closures, median changes, business access impacts, work hours and work zones, detours, as well as and ribbon cuttings. The KYTC HDO is responsible for providing up-to-date information and solicits the public’s concerns in order to minimize the disruption to businesses, residents, and commuters during the construction phase.

The KYTC Division of Construction Procurement (DCP) website contains vital information relating to the procurement of highway construction and maintenance projects. This includes the notices for project lettings. Projects are advertised 3 weeks in advance of the letting. The notice is posted on the DCP website and in a statewide paper (Lexington Herald Leader).

The Division of Construction Procurement posts the results of each letting on their website immediately after the letting. These results include the bids and the Engineer’s Estimate for every project in the letting. The Awards Meeting is held approximately 10 days after the letting deadline and this schedule is also on the DCP website. After the Awards Meeting, the website is updated to provide the status of the project, if the project was awarded, and the contractor to whom it was awarded.

The Office of Public Affairs attends the Awards Meeting as their office provides the public notice on larger projects or projects that will have a significant impact on the public. The District Public Information Officers (PIO) disseminate information about the awarded projects and the effects these projects will have on traffic.

Just prior to beginning and during the construction phase, the public must be kept informed of construction-related activities. This includes the use of alternative routes during construction, contacts for additional information, and so on. If a significant amount of time has elapsed (because of funding or other issues) between the end of the project design (and its associated coordination activities) and the start of construction, extra effort may be necessary to remind the public of the upcoming improvements and changes to travel routes. Media advisories, a project social media campaign, project website, dynamic message boards, and sometimes public meetings are examples of possible techniques for public involvement activities during this phase.

5.2.2 Operations and Maintenance

Public involvement during the operations and maintenance phase is typically focused on informing the public about lane closures, work zones, detours, and temporary access impacts, but also utilizing public outreach for certain proposed improvements. Examples of operations activities include but are not limited to the following: modifications to traffic signals, pavement markings, and signage. Some examples of maintenance activities include roadside mowing/landscaping, winter weather activities, pavement or bridge repairs, and drainage system upkeep. The KYTC HDO uses a menu of various possible techniques for public involvement activities during this phase which may include: media advisories, a project social media campaign, specific project website, dynamic message boards, and public meetings as needed. Specific example applications of these techniques are the use of social media to inform the public of specific lane closures in construction and maintenance zones and the use of smart phone apps to report major scheduled disruptions to traffic flows for large work zone issues or for major events such “Thunder over Louisville”, the Kentucky Derby, marathon races, etc.

5.3 EVALUATING THE PUBLIC INVOLVEMENT PROCESS FOR THE PROJECT LIFE CYCLE

Public involvement evaluation is not a single event but a continual review and analysis of the public participation processes, strategies, and techniques. The KYTC is committed to constantly improve its process to achieve its goal of ensuring that anyone wishing to do so have sufficient knowledge and participation opportunities in the transportation decision-making process.

6. CONTACT INFORMATION

As a method to capture comments for this plan review, please click on the following KYTC “Your Turn” website link <http://yourturn.transportation.ky.gov>, and then click on the associated brief survey link for eight short questions concerning this Public Involvement Process (PIP). This survey link will be active from Monday, November 16, 2015 through Friday, January 1, 2016.

Additionally, any individual, agency, or organization may provide written comments at any time concerning the public involvement process to:

State Highway Engineer
Department of Highways
Transportation Cabinet Office Building, 6th Floor
200 Mero Street
Frankfort, Kentucky 40622
Phone: 502-782-4966

For special accommodations or additional information, please contact KYTC Public Affairs at 502-564-3419.

A
DEMOGRAPHIC
OVERVIEW OF
KENTUCKY

POPULATION BY RACE

Commonwealth of Kentucky and top five counties

WHITE		
	Total	White
Kentucky	4,361,333	3,835,013
Jefferson	746,580	548,625
Fayette	300,843	229,229
Kenton	160,828	146,192
Boone	121,214	111,327
Warren	115,438	95,614
BLACK / AFRICAN-AMERICAN		
	Total	Black/African-American
Kentucky	4,361,333	341,576
Jefferson	746,580	153,967
Fayette	300,843	43,137
Christian	74,169	15,263
Hardin	106,211	12,826
Warren	115,438	10,737
AMERICAN INDIAN / ALASKAN NATIVE		
	Total	American Indian/Alaskan Native
Kentucky	4,361,333	8,811
Jefferson	746,580	1,152
Fayette	300,843	810
Kenton	160,828	419
Christian	74,169	351
Boone	121,214	336
ASIAN		
	Total	Asian
Kentucky	4,361,333	51,411
Jefferson	746,580	16,949
Fayette	300,843	10,613
Warren	115,438	3,191
Boone	121,214	2,842
Hardin	106,211	2,355

HAWAIIAN / PACIFIC ISLANDER		
	Total	Hawaiian / Pacific Islander
Kentucky	4,361,333	2,019
Hardin	106,211	425
Christian	74,169	260
Jefferson	746,580	216
Fayette	300,843	146
Grant	24,685	140
HISPANIC <i>(Includes Hispanic or Latino of Any Race)</i>		
	Total	Hispanic
Kentucky	4,361,333	136,340
Jefferson	746,580	33,326
Fayette	300,843	20,516
Hardin	106,211	5,591
Warren	115,438	5,462
Christian	74,169	4,909
OTHER <i>(Includes Some Other Race and Two or More Races)</i>		
	Total	Other
Kentucky	4,361,333	122,503
Jefferson	746,580	25,671
Fayette	300,843	16,908
Warren	115,438	5,560
Kenton	160,828	5,157
Hardin	106,211	5,059

Source: US Census Bureau,
2009-2013 American Community Survey (ACS) 5-Year Estimates

POPULATION BY AGE

Commonwealth of Kentucky and top five counties

Infants/Children		
	Total	< 5 Years
Kentucky	4,361,333	279,125
Jefferson	746,580	48,528
Fayette	300,843	19,254
Kenton	160,828	11,580
Boone	121,214	8,970
Hardin	106,211	7,753
Young People		
	Total	5-24 Years
Kentucky	4,361,333	1,164,476
Jefferson	746,580	191,124
Fayette	300,843	87,244
Kenton	160,828	41,976
Boone	121,214	37,748
Hardin	106,211	34,061

Adults		
	Total	25-64 Years
Kentucky	4,361,333	2,324,590
Jefferson	746,580	406,140
Fayette	300,843	162,154
Kenton	160,828	88,777
Boone	121,214	66,062
Hardin	106,211	57,604
Elderly		
	Total	65+ Years
Kentucky	4,361,333	597,503
Jefferson	746,580	101,535
Fayette	300,843	32,491
Kenton	160,828	18,656
Boone	121,214	14,487
Hardin	106,211	12,929

Source: US Census Bureau,
2009-2013 American Community Survey (ACS) 5-Year Estimates

POPULATION BY INCOME

Commonwealth of Kentucky and top five counties

Lowest Median Household Income	
Kentucky	\$ 43,036
Owsley	\$ 19,986
McCreary	\$ 20,972
Clay	\$ 21,883
Wolfe	\$ 22,574
Lee	\$ 22,920

Highest Median Household Income	
Kentucky	\$ 43,036
Woodford	\$ 57,580
Scott	\$ 61,893
Spencer	\$ 65,209
Boone	\$ 67,225
Oldham	\$ 83,391

Lowest Percentage of Population Below Poverty Level	
Kentucky	14.4%
Oldham	5.2%
Spencer	5.7%
Boone	7.4%
Woodford	7.4%
Anderson	7.6%

Highest Percentage of Population Below Poverty Level	
Kentucky	14.4%
Owsley	29.4%
Clay	31.4%
Lee	32.1%
Wolfe	33.1%
Martin	33.2%

Source: US Census Bureau,
2009-2013 American Community Survey (ACS) 5-Year Estimates

VEHICLE OWNERSHIP AND COMMUTING BEHAVIOR

Commonwealth of Kentucky and top five counties

Total Housing Units	
Kentucky	1,930,158
Jefferson	337,943
Fayette	135,987
Kenton	69,081
Warren	47,882
Boone	46,635
Occupied Housing Units with No Vehicle	
Kentucky	131,126
Allen	31,038
Muhlenberg	10,424
Clay	4,915
Oldham	3,057
Fulton	2,784

Commuters Driving Alone	
Kentucky	1,512,405
Jefferson	282,989
Fayette	120,447
Kenton	64,876
Boone	50,694
Warren	45,049
Commuters Using Public Transportation	
Kentucky	20,249
Jefferson	10,256
Fayette	2,398
Kenton	1,727
Campbell	808
Boone	591
Highest Commute Time (in minutes)	
Pendleton	38.8
Robertson	35.6
Lawrence	34.9
Bracken	34.9
Menifee	34.8

Source: US Census Bureau,
2009-2013 American Community Survey (ACS) 5-Year Estimates

LANGUAGE SPOKEN AT HOME

Commonwealth of Kentucky and top five counties

English only	
Kentucky	3,879,829
Jefferson	639,518
Fayette	248,231
Kenton	143,040
Boone	105,178
Warren	97,346
Language other than English only	
Kentucky	202,638
Jefferson	58,200
Fayette	33,447
Warren	10,793
Hardin	7,480
Boone	7,112
English less than "very well"	
Kentucky	85,829
Jefferson	26,224
Fayette	15,142
Warren	5,969
Boone	3,209
Kenton	2,337
Spanish with English less than "very well"	
Kentucky	49,237
Jefferson	13,661
Fayette	8,833
Warren	2,754
Shelby	1,740
Kenton	1,482

Source: US Census Bureau, 2009-2013 American Community Survey (ACS) 5-Year Estimates

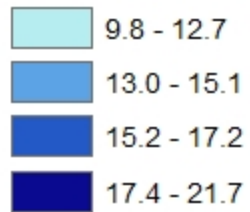
LOW LITERACY POPULATION

Commonwealth of Kentucky and top five counties

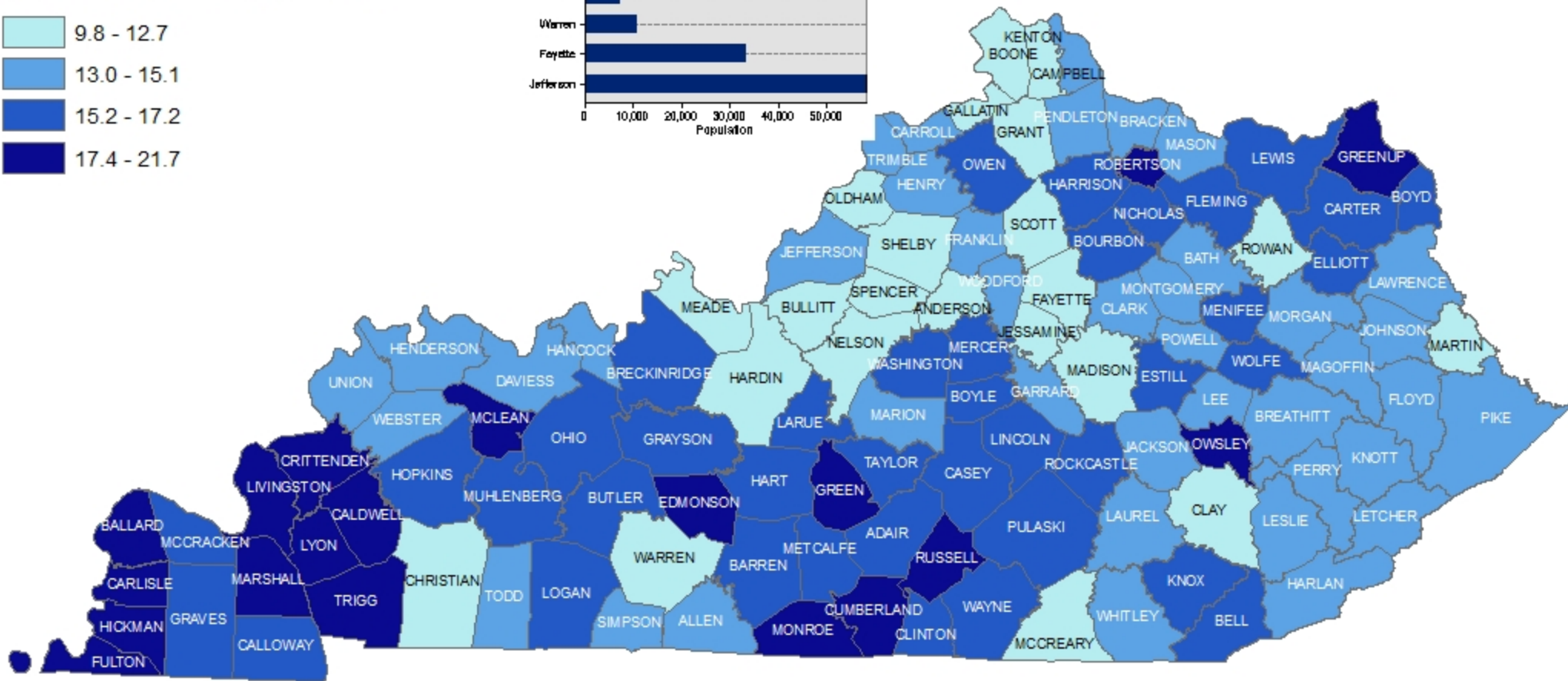
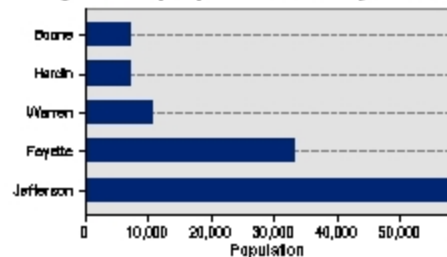
Less than 9th Grade education adults 25+ years	
Kentucky	240,178
Jefferson	19,756
Fayette	8,488
Pike	6,627
Pulaski	5,353
Laurel	5,066

Source: US Census Bureau, 2009-2013 American Community Survey (ACS) 5-Year Estimates

Percentage of State Population Considered "Elderly" (65+)



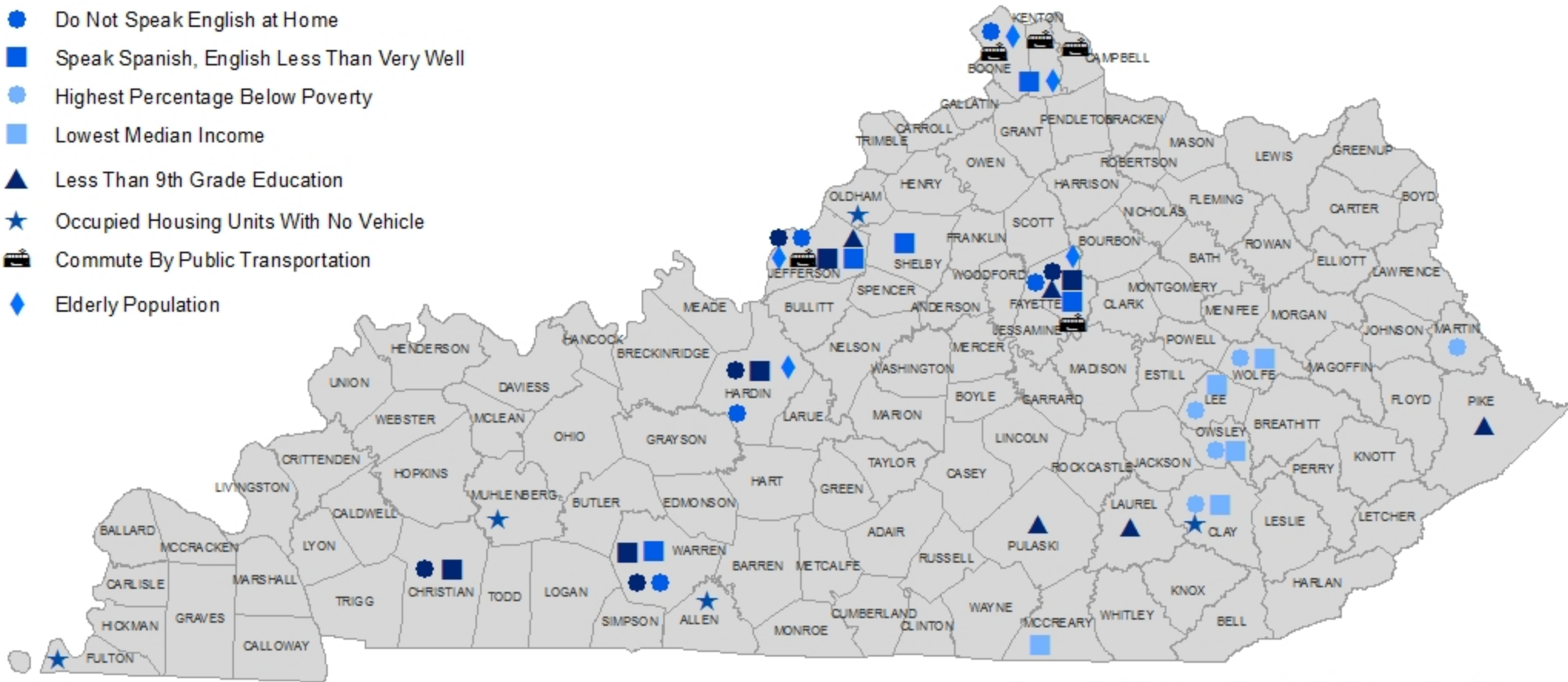
6 Largest County Populations of Elderly Citizens



Traditionally Underserved Populations

Five Most Populated Kentucky Counties Per Category

- African American
- Hispanic
- Do Not Speak English at Home
- Speak Spanish, English Less Than Very Well
- Highest Percentage Below Poverty
- Lowest Median Income
- ▲ Less Than 9th Grade Education
- ★ Occupied Housing Units With No Vehicle
- 🚊 Commute By Public Transportation
- ◆ Elderly Population



Source: 2013 American Community Survey 5 Year Data

**GUIDELINES
FOR
IDENTIFICATION OF NEW PROJECTS FOR UNSCHEDULED NEEDS LIST**

- **New Projects** may include: Highway, Intermodal Access, and Intelligent Transportation System (ITS) Projects among others.
- Safety projects, bridge projects, etc. should be noted as such and referred to the Highway District Office first. The Highway District Office staff will advise you as to whether this project should be included in the Unscheduled Needs List (UNL) process or referred through another program.
- Check any NEW Project against the current Highway Plan and Unscheduled Needs List first, to make sure that this project has not already been added to the Highway Plan or previously been identified. When the Highway Plan is approved by the Kentucky Legislature, projects should be checked against the approved list of projects.
- All New Projects should include the following:
 - Route Number or “New Route”
 - A thorough description of the project and location (including road or street names, if applicable)
 - The beginning and ending termini
 - Milepoints, using HIS Route Log (accessible on the Internet)
 - Length of project to the nearest thousandth of a mile
 - Any existing data concerning the condition, safety, or capacity of the roadway
 - A clear problem statement for the project
 - Any other information available to describe the purpose, need and/or justification for this project
 - Cost estimates to be prepared by the Highway District Offices, unless otherwise available.
- Purpose Statement - Provide a purpose statement that describes the need for the roadway in terms that can be verified by data analysis or from professional studies. Typical statements can include needs such as capacity, safety, system linkage, geometric deficiencies, transportation demand, social demands, economic development, and intermodal relationships. The purpose statement should focus on the need for a project instead of possible solutions to solve the problems.
- Need Statement - Provide as thorough a description of the project and termini as possible. Consult the Highway District Office for clarification of road/route names of state-maintained routes. The project description should utilize the information presented in the purpose statement to identify the actions to be taken. These may include terms such as capacity additions, safety improvements, corridor completion, alignment improvements, freight movement, and connections to other transportation modes.

- Milepoints - Locate the beginning and ending points of the road improvement as closely as possible. If you have questions, call the Highway District Office or some other local expert to clarify this information.
- New Routes - For new routes on the state-maintained system, contact the Highway District Office and ask for help in determining the point where the new road diverges from an existing road, marking the milepoint and the route number on the project list, and then do the same at the other end. If the new route is to serve as a bypass or draw traffic off roadway, please indicate the existing route that is to be relieved along with the milepoint range affected.
- Project Cost - ADDs do not provide the cost for a totally new project. The Highway District Offices will provide the cost estimates for a project. For MPOs, the Highway District Offices will clarify any cost estimates. Cost estimates should be periodically reviewed and updated to reflect current year construction costs.
- Please provide the total miles of the project as accurately as possible, to the nearest thousandth. For new routes and bypasses where the exact location is not known, please make an estimate as to the expected length of the project.
- Segmenting a New Project - When adding a new project, please try to determine the segments as realistically and logically as possible. Please consult with the Highway District Office staff if in doubt. Further segmenting of projects will not be allowed after the prioritization process begins.
- Segmenting an Existing Project - Segmenting of existing projects is allowed during the Identification/Evaluation Phase only. Please consult the Highway District Office for logical and realistic segmenting of projects.
- Format - Please use the most current electronic version of the Project Identification Form when submitting any new projects and include as much data as possible. You may attach listings of new projects on separate sheets using the same format as the Unscheduled Needs List. Include a new Project Identification Form for each new project or an updated Project Identification Form for projects with changed or updated information.
- Please complete the Project Identification Form as thoroughly as possible. This form is available in electronic format and may be obtained by contacting the Division of Planning at 502-564-7183.



TRANSPORTATION CABINET

Frankfort, Kentucky 40622
www.transportation.ky.gov/

Steven L. Beshear
Governor

Michael W. Hancock, P.E.
Secretary

November 7, 2014

Mr. Jose Sepulveda
Division Administrator
Federal Highway Administration
330 West Broadway
Frankfort, KY 40601

Dear Mr. Sepulveda:

Subject: 2014 Long-Range Statewide Transportation Plan for Kentucky

In accordance with 23 CFR 450.210 and 23 CFR 450.214, the Kentucky Transportation Cabinet (KYTC) has finalized and hereby certifies the 2014 Update of the Kentucky Long-Range Statewide Transportation Plan (LRSTP) for the twenty year period of 2014 through 2035 as the "Official" Long-Range Statewide Transportation Plan for Kentucky. Kentucky has made every attempt to develop this update of the Statewide Transportation Plan in accordance with Federal statutes, regulations, and guidelines, as available in 2014. Please note that the subject Plan supersedes the first Statewide Transportation Plan for Kentucky submitted to FHWA in 1995, the Update submitted to FHWA in 1999, and the 2006 Long-Range Statewide Transportation Plan.

In accordance with the Cabinet's "Public Participation Process for Statewide Transportation Planning," the draft 2014 LRSTP was available for public review for an extended period of forty-five days (May 7, 2014 – June 23, 2014) with copies made available at the offices of the state's fifteen Area Development Districts, twelve Highway District Offices, nine Metropolitan Planning Organizations, and in three locations in the State Transportation Office Building in Frankfort. A separate document, entitled "Public Involvement for the 2014 Long-Range Statewide Transportation Plan", will be provided which fully demonstrates the Cabinet's extensive efforts to provide the public full and complete opportunities for input and comments at key decision points during the development of the 2014 LRSTP. We have revised this Plan to incorporate comments made through the review and comment process. All comments received and public involvement efforts will be included in the Public Involvement Document.

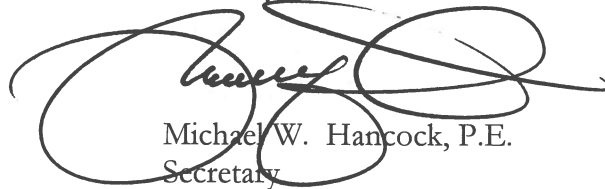


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Mr. Jose Sepulveda
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November 7, 2014

We have enclosed five copies of the subject plan for your office. The 2014 LRSTP has also been posted on the KYTC web site at <http://transportation.ky.gov> and KYTC "Your Turn" webpage at <http://yourturn.transportation.ky.gov> as a final approved document and notification of the 2014 LRSTP has been provided to over 900 agencies or individuals throughout Kentucky. If you have any questions or should need additional copies, please contact John W. Moore at (502) 564-7183.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael W. Hancock", is written over a circular stamp or seal. The signature is fluid and cursive.

Michael W. Hancock, P.E.
Secretary

Enclosures

c: Gary Valentine, Deputy State Highway Engineer for Project Development
John W. Moore, Director – Division of Planning



TRANSPORTATION CABINET

Frankfort, Kentucky 40622
www.transportation.ky.gov/

Steven L. Beshear
Governor

Michael W. Hancock, P.E.
Secretary

November 7, 2014

Ms. Yvette G. Taylor
Regional Administrator
Federal Transit Administration, Region IV
230 Peachtree, NW
Suite 800
Atlanta GA 30303

Dear Ms. Taylor:

Subject: 2014 Long-Range Statewide Transportation Plan for Kentucky

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Ms. Yvette G. Taylor
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November 7, 2014

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Enclosures

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John W. Moore, Director—Division of Planning