



**OKLAHOMA**  
Transportation

**DOCUMENTED  
COOPERATIVE PROCESS  
FOR  
CONSULTING  
NON-METROPOLITAN  
LOCAL OFFICIALS**

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## Introduction

The federal planning guidance in 23 CFR Part 450 requires that each state must obtain comments concerning the effectiveness of the current process for cooperating with non-metropolitan local officials in their statewide planning process. This document summarizes Oklahoma’s process(es) for cooperating with and considering the concerns of non-metropolitan local officials during the development of our Statewide Long Range Transportation Plan (LRTP) and the Statewide Transportation Improvement Program (STIP). This process must be “separate and discrete” from Oklahoma’s general public involvement process.

Regulatory citation 23 CFR §450.210(b) for this process states,

*The State shall provide for nonmetropolitan local official participation in the development of the long-range statewide transportation plan and the STIP. The State shall have a documented process(es) for cooperating with nonmetropolitan local officials representing units of general purpose local government and/or local officials with responsibility for transportation that is separate and discrete from the public involvement process and provides an opportunity for their participation in the development of the long-range statewide transportation plan and the STIP. Although the FHWA and the FTA shall not review or approve this cooperative process(es), the State shall provide copies of the process document(s) to the FHWA and the FTA for informational purposes.*

- 1. At least once every five years, the State shall review and solicit comments from nonmetropolitan local officials and other interested parties for a period of not less than 60 calendar days regarding the effectiveness of the cooperative process and any proposed changes. The State shall direct a specific request for comments to the State association of counties, State municipal league, regional planning agencies, or directly to nonmetropolitan local officials.*
- 2. The State, at its discretion, shall be responsible for determining whether to adopt any proposed changes. If a proposed change is not adopted, the State shall make publicly available its reasons for not accepting the proposed change, including notification to nonmetropolitan local officials or their associations.*

## Background

ODOT has developed the following public involvement methods and processes to ensure consultation with local officials in non-metropolitan areas for transportation planning programs administered by ODOT as required by federal regulation 23 CFR 450.210(b).

A non-metropolitan area includes all areas of the state that are located outside one of Oklahoma's three metropolitan planning areas (Oklahoma City, Tulsa and Lawton), and areas located outside of the bistate metropolitan area in Ft. Smith, AR.

This process is separate and discrete from the public participation process used for transportation policy and project development in metropolitan areas of greater than 50,000 in population. In metropolitan areas, transportation plan development is cooperatively administered by the Metropolitan Planning Organizations who conduct their own public involvement.

The following methods and processes apply to the *Statewide Transportation Improvement Program (STIP)*. The STIP is a financially constrained federal program which identifies priority and regionally significant transportation projects in which full funding is reasonably anticipated to be available during a four (4) year period. Included is a schedule of projects developed by the Metropolitan Planning Organizations, Indian Reservation Roads Program, County Program and other transportation programs as necessary. The STIP details specific projects, and funding, and anticipated construction let dates by year, county and ODOT District. It is developed biennially and revised through a series of amendments.

The following methods and processes also apply to the *Long Range Transportation Plan* (herein referred to as "the Plan"). The Plan contains policies that guide transportation planning for a minimum of 20 years into the future. It is intermodal, that is, it considers policies for highways, rail, air, waterways, rural transit, and pedestrian/bicycle forms of transportation. Unlike the STIP, the Plan does not usually contain specific transportation projects; however, it may identify corridors for transportation improvements. The Plan is updated every five (5) years.

## Public Involvement Methods

ODOT will use the following methods to consult, notify, solicit input, receive comments, and give notice of availability to the officials in non-metropolitan areas for the above described planning documents. Exact methods depend on the situation and will embrace a combination, as appropriate, of the following methods:

- Conduct public meetings in person and/or virtually;
- Make decision-makers available, as possible, and reasonable, for meetings with individuals and groups;
- Use the ODOT web site ([www.odot.org](http://www.odot.org)) for information notices, documents, and public input;
- Provide telephone and/or e-mail contacts for input and comment;
- Publish "Notices of Availability," Press Releases, and Legal Notices;
- Form and use advisory groups as appropriate;

- Provide traditional and electronic informational mailings;
- Provide informational pamphlets;
- Advertise as appropriate; and
- Make documents available in electronic format, on the ODOT website.

## Process for Consultation with Local Officials in Non-Metropolitan Areas

ODOT will use the following process for consultation with local officials in non-metropolitan areas:

- ODOT will solicit the following organizations to include informational articles, solicit comments, give notice of availability, notice of public meetings, and other information as appropriate through their organization:

- Oklahoma Municipal League
- Association of County Commissioners of Oklahoma
- Oklahoma Chambers of Commerce
- Oklahoma Association of Regional Councils
- Other organizations as appropriate and available

- Local officials will be notified of public meetings and any other public outreach associated with the transportation planning process and document preparation through the appropriate “Methods” discussed above; and
- ODOT will provide for multiple means of input into the planning process and documents through the appropriate “Methods” discussed above.

## Process for Public Involvement

### Statewide Transportation Improvement Program (STIP)

As determined necessary, ODOT will include the previously described consultation process in consulting with local officials on the STIP. In addition, ODOT will undertake the following:

- The STIP public involvement process will be made available to the following as necessary through one or more of the “Methods” discussed previously:
  - General public
  - Elected Federal Representatives
  - Elected State Representatives
  - Elected County Officials
  - Elected Municipal Officials
  - State and Federal agencies
  - Tribal Governments and Tribal Transportation Officials
  - Substate planning districts

- Metropolitan Planning Organizations
  - Public Libraries
  - Chambers of Commerce
  - Minority and economically disadvantaged groups
  - Rural Transit Providers and Oklahoma Transit Association
  - All others interested in the statewide planning process
- Statewide public outreach will be conducted every two years in conjunction with the update of the STIP. The STIP will also be presented in order to solicit public input on amendments as they occur;
  - Participation in informal meetings between ODOT District personnel, Local officials and Tribal Governments to discuss specific issues and project concepts;
  - ODOT will advertise the availability of the STIP;
  - ODOT will provide multiple means for input into the planning process and STIP through the appropriate “Methods” discussed previously; and
  - ODOT will make the preliminary and final STIP available on its website. Preliminary and final copies of the STIP will also be available through electronic format.

### **Long Range Transportation Plan**

ODOT will include the above process in consulting with local officials on the Long Range Transportation Plan. In addition, ODOT will undertake the following:

- The Plan’s public involvement process will be made available to the following through the appropriate “Methods” discussed above:
  - General public
  - Elected Federal Representatives
  - Elected State Representatives
  - Elected County Officials
  - Elected Municipal Officials
  - State and Federal agencies
  - Tribal Governments and Tribal Transportation Officials
  - Substate planning districts
  - Metropolitan Planning Organizations
  - Public Libraries
  - Chambers of Commerce
  - Minority/economically disadvantaged groups
  - Rural Transit Providers and Oklahoma Transit Association
  - All others interested in the statewide planning process
- In an effort to present and gather input on revisions to the Plan, statewide public outreach will be conducted every five years. The outreach will include presentation of



the existing Plan, information on the Plan update, methods for contacting the Plan update managers, tools for review, and providing input on the Plan;

- ODOT will advertise the availability of the Plan; and
- ODOT will provide multiple means of input into the planning process of the Plan through the appropriate “Methods” discussed above.