

ACTPO

April 22, 2015

Staff Updates

HOP/Traffic Study/Project Meetings

- SR 194/234 Intersection in East Berlin Borough
 - Staff was made aware of concerns and discussions between the Borough and Penn DOT regarding this intersection.
 - Borough Officials are here to discuss.

- US 15 Safety Improvements
 - Met with Penn DOT officials individually in February.
 - Met with Huntington and Latimore Township officials jointly in February.
 - Communication issues discovered on this project.

Staff Updates

HOP/Traffic Study/Project Meetings

- Eisenhower Drive Project
 - JMT (consultant) is holding regional meetings with municipal stakeholders.
 - Conewago/McSherrystown and Hanover/Penn/York County meetings were held earlier this month.
 - Uploaded all relevant information on the history of the project to JMT.

- SR 94 & Berlin Road
 - A Department Forces safety project is underway at this intersection.
 - Project will add a center turning lane between Berlin Road and Pine Run Road
 - Larger TIP project will continue to move forward.

Staff Updates

HOP/Traffic Study/Project Meetings

- Grand History Trail
 - Staff has been assisting HABPI with an effort to identify potential trail connections between Gettysburg and Emmitsburg for that portion of the project.

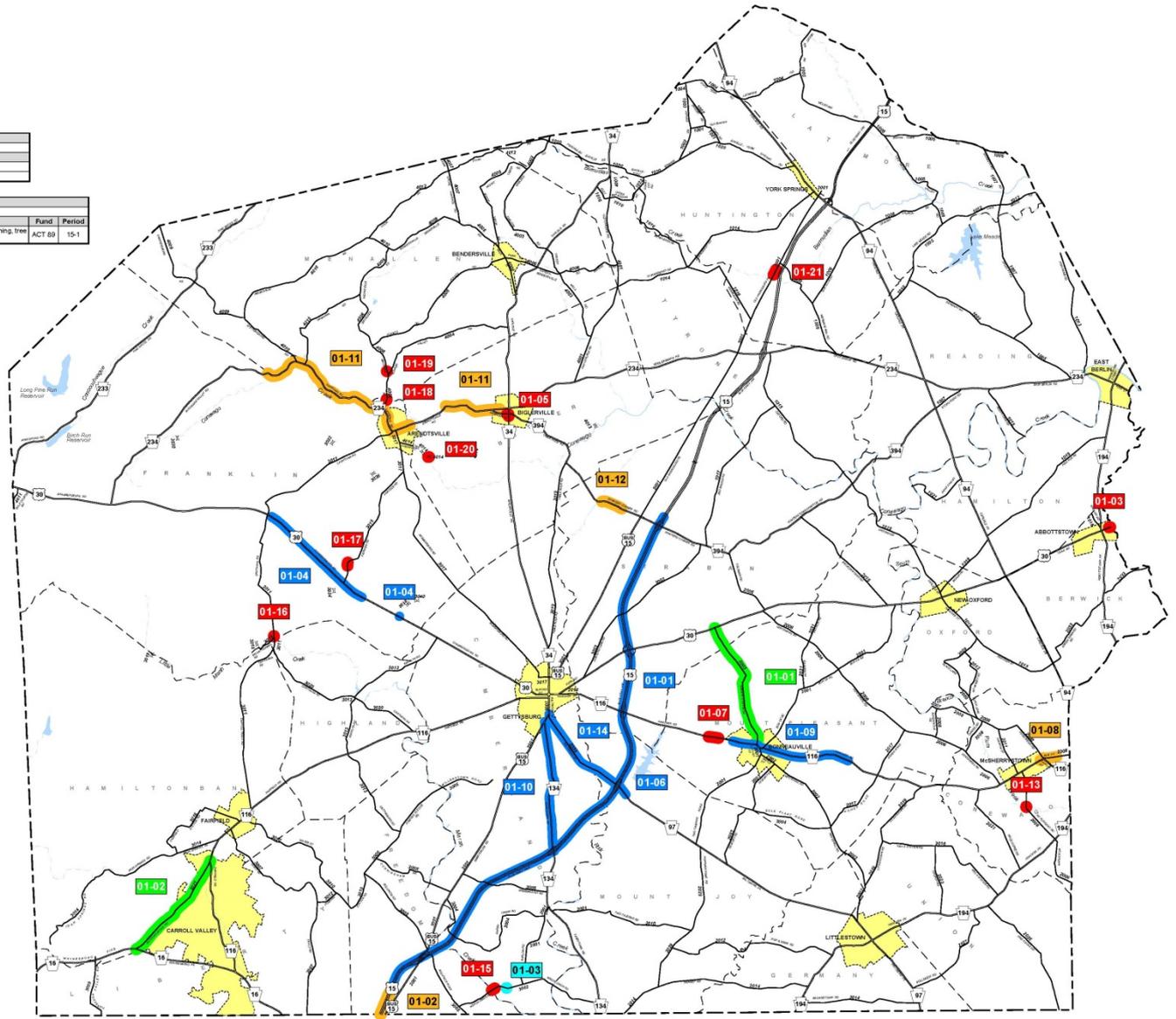
- Adams County Bicycle Transportation Map
 - Penn DOT consultant is assisting staff and stakeholders create this map.
 - HABPI is assisting staff with the project.
 - Similar maps have been developed for Cumberland, Dauphin and other counties.

Adams County 2015 Active Projects

M-213 Department Force Surface Improvement Work					
Map #	SR	BeginOff	EndOff	Local Name	Treatment
01-01	2005	00100000	00001037	Granite Station Rd	Level/Overlay
01-02	5021	00100000	00002050	Jacks Mt. Rd	Level/Overlay

M-213 Department Force SuperStructure Work								
Map #	SR	Segment	Offset	Local Name	Treatment	Fund	Period	
01-05	3002	145	0000	1800	Mason Dixon Rd, Bush Homer Branch to Marsh Creek	super structure replacement, underpinning, tree removal, and rock placement	ACT 89	15-1

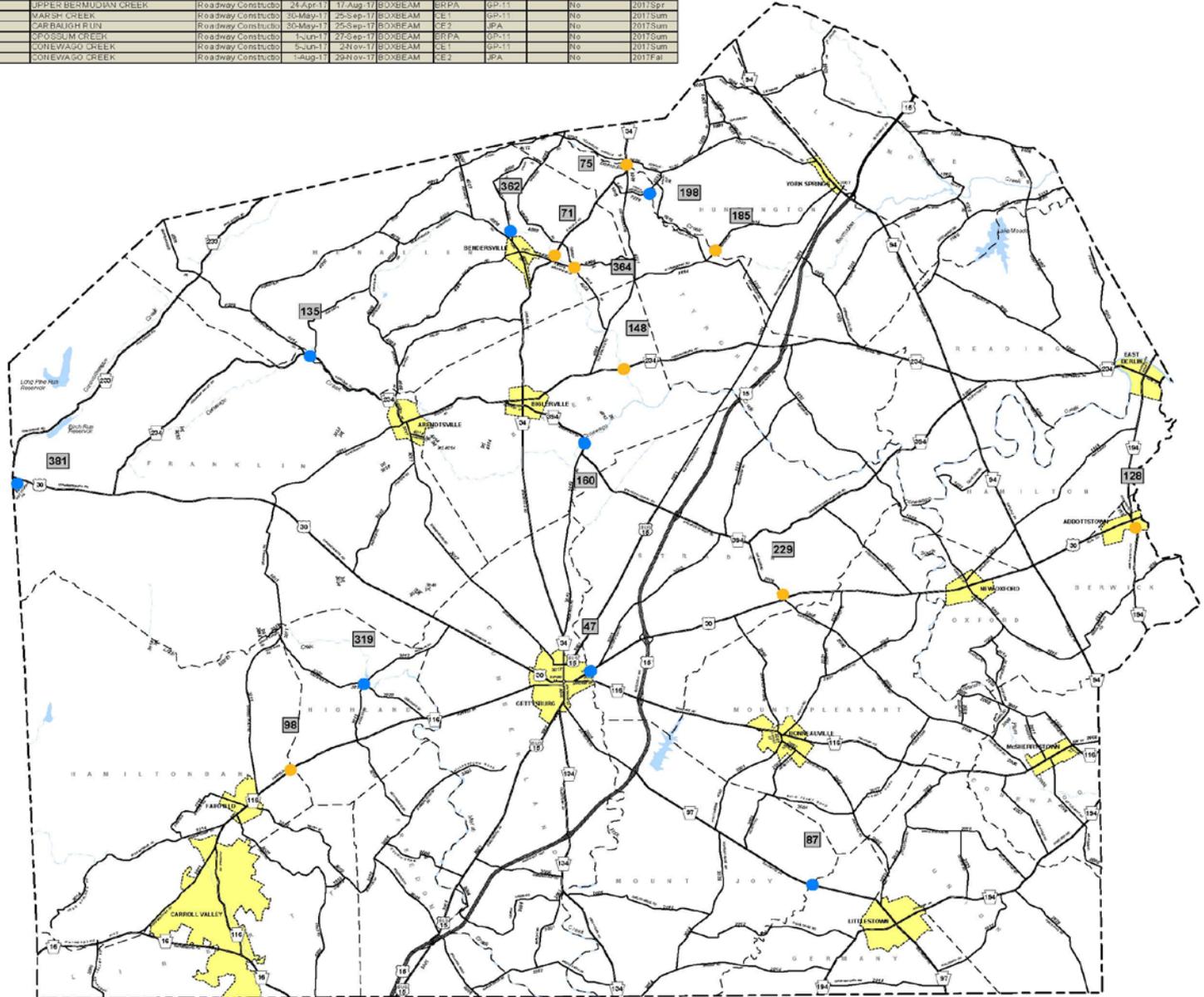
Adams County Construction Contracts				
Map #	MPMS #	SR	Title	Type of Work
01-01	90201	15	Rt. 15	Resurface
01-02	90251	15	Rt. 15	Rumble Strips
01-03	82523	30	East King Street Bridge	Bridge Replacement
01-04	90990	30	Rt. 30	Resurface
01-05	87416	34	S Main St Bridge	Bridge Replacement
01-06	28168	354	Baltimore Pike	Resurface
01-07	68744	116	Hanover Road Bridge	Bridge Replacement
01-08	85652	116	Rt. 116 and Oxford Ave	Safety Improvement
01-09	90244	116	Hanover Road	Resurface
01-10	90961	134	Rt. 134	Resurface
01-11	90252	234	Rt. 234	Signs - Markings
01-12	90243	264	Rt. 264	High Friction Surface
01-13	79651	2006	Plum Creek Bridge	Bridge Preservation
01-14	87963	2035	Baltimore Road	Resurface
01-15	18149	3002	Mason Dixon Rd Bridge	Bridge Rehabilitation
01-16	20557	3011	Ontario Road Bridge	Bridge Preservation
01-17	87674	3015	Fairview Road Bridge	Bridge Replacement
01-18	99859	4008	Brysonia Road Bridge	Bridge Preservation
01-19	89860	4008	Pleasantdale Creek Bridge	Bridge Preservation
01-20	90864	4014	Beechertown Road Bridge	Bridge Preservation
01-21	58603	3001	Old Hbg Road Bridge 3	Bridge Replacement



Map is provided for data only. Please refer to the project description for more information. The map is provided for information only and does not constitute a contract. The user assumes all responsibility for the use of the map. The map is provided for information only and does not constitute a contract. The user assumes all responsibility for the use of the map.

Adams County P3 Bridge Locations

RBR County	Bridge Key	BMS	Location	Over	Activity Name	Start	Finish	RBR Bridge	NEPA Appr Type	Permit Type	School Req.	Staged Construction	Start Season
Adams	00229	01208050400591	1 MI S.E. HUNTERSTOWN	235' WESTERN MARYLAND RR	Roadway Constructio	12-Apr-19	8-Aug-19	BOXBEAM	RR PA	GP-11	School	No	2019Spr
Adams	00076	01003402700030	DAVLE	BERMUDIAN CREEK	Roadway Constructio	23-May-16	16-Sep-16	BOXBEAM	CE1	GP-11	School	No	2016Sum
Adams	00098	01011601100030	1 MI N.E. OF FAIRFIELD	MUDDY RUN	Roadway Constructio	23-May-16	16-Sep-16	BOXBEAM	CE1	GP-11	School	No	2016Sum
Adams	00364	01440951202997	ASPEKS	POSSUM CREEK	Roadway Constructio	26-May-16	21-Sep-16	BOXBEAM	RR PA	GP-11	School	No	2016Sum
Adams	00128	01013402401889	ARSTTSTOWN	BRANCH OF BEAVER CREEK	Roadway Constructio	27-May-16	23-Sep-16	BOXBEAM	CE1	GP-11	School	No	2016Sum
Adams	00148	01023403100030	2 MI N.E. OF BELLERVILLE	POSSUM CREEK	Roadway Constructio	27-May-16	23-Sep-16	BOXBEAM	CE1	GP-11	School	No	2016Sum
Adams	00071	01003402200745	N. OF BIGLERVILLE	POSSUM CREEK	Roadway Constructio	31-May-16	26-Sep-16	BOXBEAM	CE1	GP-11	School	No	2016Sum
Adams	00196	01101400501731	VILLAGE OF LIMERICK MIL	BERMUDIAN CREEK	Roadway Constructio	6-Jun-16	30-Sep-16	BOXBEAM	RR PA	GP-11	School	No	2016Sum
Adams	00087	01009701000350	1 MI N. OF LITTLESTOWN	ALLOWAY CREEK	Roadway Constructio	21-Mar-17	27-Oct-17	BOXBEAM	RR PA	GP-11	Yes	2017Spr	
Adams	00047	01003003000030	GETTYSBURG	ROCK CREEK	Roadway Constructio	13-Apr-17	20-Nov-17	CE2	JPA	GP-11	Yes	2017Spr	
Adams	00199	01101601101587	WARDEN'S	SPICEY BERMUDIAN CREEK	Roadway Constructio	24-Apr-17	11-Aug-17	BOXBEAM	RR PA	GP-11	School	No	2017Spr
Adams	00319	01301301000051	KNOXLYN	MARSH CREEK	Roadway Constructio	30-May-17	25-Sep-17	BOXBEAM	CE1	GP-11	No	2017Sum	
Adams	00361	01401100101013	NEAR ADAMS & FRANKLINE	CARBAUGH RUN	Roadway Constructio	30-May-17	25-Sep-17	BOXBEAM	CE2	JPA	No	2017Sum	
Adams	00362	01440500101339	1/4 MI N. OF BENDERVILLE	POSSUM CREEK	Roadway Constructio	1-Jun-17	27-Sep-17	BOXBEAM	RR PA	GP-11	No	2017Sum	
Adams	00160	01039400000578	VILLAGE OF TABLE ROCK	CONEWAGO CREEK	Roadway Constructio	5-Jun-17	28-Nov-17	BOXBEAM	CE1	GP-11	No	2017Sum	
Adams	00135	01023401200343	CULPS CORNERS	CONEWAGO CREEK	Roadway Constructio	1-Aug-17	29-Nov-17	BOXBEAM	CE2	JPA	No	2017Fall	



Legend

Color	Description
Yellow	2019 Construction Start
Blue	2017 Construction Start



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Functional Classification Map

- How did we get here?

- A. Began by reviewing Principal and Minor Arterials

- 1. Reviewed AADT and functionality as determining factors

- 2. Other Principal Arterial  Other Freeways/Expressways

- 1. US 15- Mason Dixon Line to SR 94 Interchange

- 3. Minor Arterials  Other Principal Arterials

- 1. SR 94- end at US 15 Interchange

- 2. SR 97

- 3. SR 116- From Jacks Mountain Road to York County Line

- B. Collectors and Local Roads

- 1. Used similar format for reviewing

Functional Classification Map

Revised Matrix - draft

Classification Factors	Federal Aid System						Non-Federal Aid		Classification Factors			
	Interstate	Other Freeways/ Expressways	Other Principal Arterials	Minor Arterials	Major Collectors	Minor Collectors	Local					
Mobility and Land Access	LEAST		Opportunities for entry/exit and Amount of travel friction from vehicle access/egress				MOST		Mobility and Land Access			
Total Trip Length	LONGER			in between			SHORTER		Total Trip Length			
Efficiency of Travel (non-peak hour)	MOST		Allowing travel to destination by the shortest route and with as little delay as possible						LEAST			
Divided/ Undivided	Divided	Both	Both	Undivided	Undivided	Undivided	Undivided	Undivided	Divided/ Undivided			
Access Points	Fully Controlled	Both	Both	Uncontrolled	Uncontrolled	Uncontrolled	Uncontrolled	Uncontrolled	Access Points			
	Fewer points with few or no at-grade			Multiple points per mile with all at-grade								
FHWA Usage - AADT (urban)	35,000 - 129,000	13,000 - 55,000	7,000 - 27,000	3,000 - 14,000	1,100 - 6,300		80 - 700	FHWA Usage - AADT (urban)				
FHWA Usage - AADT (rural)	12,000 - 34,000	4,000 - 18,500	2,000 - 8,500	1,500 - 6,000	300 - 2,600	150 - 1,110	15 - 400	FHWA Usage - AADT (rural)				
YC Usage - AADT (urban)	5,000 +			3,000 - 15,000	1,300 - 9,000		< 1,500	YC Usage - AADT (urban)				
YC Usage - AADT (rural)	5,000 +			3,000 - 10,000	1,300 - 6,000	600 - 3,500	< 1,000	YC Usage - AADT (rural)				
Significance	National-Statewide-Regional			Regional-Countywide-Municipal			Municipal-Community		Significance			
Qualitative (urban)	<ul style="list-style-type: none"> Serve major activity centers, highest traffic volume corridors, longest trip demands Carry high portion of total urban travel on minimum of mileage Interconnect and provide continuity for major rural corridors to accommodate trips entering and leaving urban area and movements through the urban area Serve demand for intra-area travel between the central business district and outlying residential areas 			<ul style="list-style-type: none"> Interconnect with and augment the principal arterials Serve trips of moderate length at a somewhat lower level of travel mobility than principal arterials Distribute traffic to smaller geographic areas than those served by principal arterials Provide more land access than principal arterials without penetrating identifiable neighborhoods Provide urban connections for rural collectors 			<ul style="list-style-type: none"> Serve both land access and traffic circulation in higher density residential, and commercial/industrial areas Penetrate residential neighborhoods, often for significant distances Distribute and channel trips between local streets and arterials, usually over a distance of greater than ¼ of a mile 		<ul style="list-style-type: none"> Serve both land access and traffic circulation in lower density residential, and commercial/industrial areas Penetrate residential neighborhoods, often only for a short distance Distribute and channel trips between local streets and arterials, usually over a distance of less than ¼ of a mile 		<ul style="list-style-type: none"> Provide direct access to adjacent land Provide access to higher systems Carry no through traffic movement 	Qualitative (urban)
Qualitative (rural)	<ul style="list-style-type: none"> Serve corridor movements having trip length and travel density characteristics indicative of substantial statewide or interstate travel Serve all or nearly all urbanized areas and a large majority of urban clusters areas with 25,000 and over population Provide an integrated network of continuous routes without stub connections (dead ends) 			<ul style="list-style-type: none"> Link cities and larger towns (and other major destinations such as resorts capable of attractive travel over long distances) and form an integrated network providing interstate and inter-county service Spaced at intervals, consistent with population density, so that all developed areas within the State are within a reasonable distance of an arterial roadway Provide service to corridors with trip lengths and travel density greater than those served by rural collectors and local roads and with relatively high travel speeds and minimum interference to through movement 			<ul style="list-style-type: none"> Provide service to any county seat not on an arterial route, to the larger towns not directly served by the higher systems, and to other traffic generators of equivalent intra-county importance such as consolidated schools, shipping points, county parks, important mining and agricultural areas Link these places with nearby larger towns and cities or with arterial routes Serve the most important intra-county travel corridors 		<ul style="list-style-type: none"> Be spaced at intervals, consistent with population density, to collect traffic from local roads and bring all developed areas within a reasonable distance of a minor collector Provide service to smaller communities not served by a higher class facility Link locally important traffic generators with their rural hinterlands 		<ul style="list-style-type: none"> Serve primarily to provide access to adjacent land Provide service to travel over short distances as compared to higher classification categories Constitute the mileage not classified as part of the arterial and collector systems 	Qualitative (rural)

Functional Classification Update

- **Since the January ACTPO Meeting:**
 - February 3, 2015- Sent out Functional Classification letter, map, and spreadsheet to all Adams County municipalities
 - Comment time period was February through March
 - Received three (3) comments/questions
 - Re-Evaluated several roads and revised spreadsheet
 - Straban Township: April 6, 2015- Board of Supervisors approved the inclusion of Shealer/Boyd's School Road into the Adams County Functional Road Classification

Comments and Questions Received

- **February 10, 2015: Biglerville Borough**

- Question regarding current SR 234 designation of major collector in Borough, but Minor Arterial west of Biglerville.

- **February 23, 2015: Fairfield Borough**

- Question regarding impact of changing road classification for Tract Road and Pumping Station Road to Local Road.

- **March 5, 2013: Hamiltonban Township**

- Questions about:

- Increasing SR 16 and 116 designations to Principal Arterial.
- Bullfrog Road (SR 3005) designation location.

- Comments:

- Pumping Station Road segment location not in Fairfield Borough or Hamiltonban.
- Concern regarding Tract Road change from Minor Collector to Local Road.

STATE ROUTE NUMBER	SEGMENT NUMBER(S)	NHS-Yes, No, Add, Remove	Federal-Aid- Yes, No, Add, Remove	Length (Ft)	Length (Miles)	Change From	Change To	Street Name	Municipalities Affected
						CURRENT FUNCTIONAL CLASS DESCRIPTION	FUNCTIONAL CLASSIFICATION CHANGE DESCRIPTION		
		No	Add	6,692	1.27	N/A	Major Collectors	Boyd's School Road	Straban
		No	Add	5,731	1.09	N/A	Major Collectors	Shealer Road	Straban
15	0010-0431	Yes	Yes	124,581	23.59	Other Principal Arterials	Other Freeways/Expressways	Blue-Gray Highway	Freedom, Cumberland, Mount Joy, Straban, Butler, Tyrone, Huntington, York Springs
94	0080-0251	Add	Yes	52,922	10.02	Minor Arterials	Other Principal Arterials	Carlisle Pike	Conewago, Berwick, Oxford, Hamilton, Reading, Huntington, Latimore
97	0010-0191	Add	Yes	36,588	6.93	Minor Arterials	Other Principal Arterials	Baltimore Pike	Germany, Littlestown, Mount Joy
116	0060-0190; 0280-0490	Add	Yes	96,774	18.34	Minor Arterials	Other Principal Arterials	Fairfield Road/Hanover Road	Straban, Mount Pleasant, Bonneauville, Union, Conewago, McSherrystown, Highland, Fairfield, Carroll Valley, Cumberland
1004	0010-0060	No	No	12,502	2.37	Minor Collectors	Local Roads	Goodyear Rd/Latimore Rd.	Huntington, Latimore
1005	0230-0270	No	No	12,693	2.4	Minor Collectors	Local Roads	Mountain Rd.	Latimore
1007	0030-0110	No	No	26,764	5.07	Local Roads	Minor Collectors	Stoney Point Rd/Braggtown Rd	Latimore, Reading
1014	0010-0120	No	No	29,203	5.53	Minor Collectors	Local Roads	Cranberry Rd/Cranberry Valley Rd.	York Springs, Huntington, Tyrone
1015	0230-0250	No	No	7,211	1.37	Local Roads	Minor Collectors	Oxford Rd	Tyrone
1019	0030-0130	No	Add	27,077	5.13	Minor Collectors	Major Collectors	Berlin Rd/Pine Run Rd	Hamilton, Oxford
1020	0010-0040	No	Remove	9,168	1.74	Major Collectors	Minor Collectors	Peach Glen-Idaville Rd	Huntington
2001	0060-0080	No	No	7,479	1.42	Minor Collectors	Local Roads	Barlow Two-Taverns Rd	Mount Joy
2001	0130-0140	No	Remove	8,656	1.64	Major Collectors	Minor Collectors	Locust Ave/Cedar St	Cumberland, Bonneauville
2002	0020-0070	No	Add	16,506	3.13	Minor Collectors	Major Collectors	White Hall Rd	Union, Mount Pleasant
2005	0010-0060	No	Add	16,430	3.11	Minor Collectors	Major Collectors	Granit Station Rd.	Bonneauville, Straban
2006	0050-0250	No	Add	48,638	9.21	Local Roads	Major Collectors	Centennial Rd/Third St./Mt. Pleasant Rd/Narrow Dr.	Straban, Mount Pleasant, Conewago, McSherrystown
2009	0010-0020	No	No	4,454	0.84	Local Roads	Major Collectors	Chapel Rd	Conewago
2021	0010-0050	No	No	12,134	2.3	Local Roads	Minor Collectors	Race Horse Rd	Conewago
2029	0010-0080	No	No	19,664	3.72	Minor Collectors	Local Roads	Hoffman Home Rd	Mount Joy
2035	0010-0050	Add	Yes	12,789	2.42	Minor Arterials	Other Principal Arterials	Baltimore Pike/North Queen St.	Cumberland, Gettysburg
3001	0240-0290	No	Yes	15,485	2.93	Major Collectors	Minor Arterials	Old Harrisburg Rd	Straban
3001	0410-0470	No	Remove	18,290	3.46	Major Collectors	Minor Collectors	Old Harrisburg Rd	Huntington, York Springs
3003	0010-0020	No	Remove	5,848	1.11	Major Collectors	Minor Collectors	Hunterstown Rd	Straban
3005	0060-0100	No	No	12,775	2.41	Local Roads	Minor Collectors	Bullfrog Road	Freedom
3006	0010-0040	No	No	11,117	2.11	Minor Collectors	Local Roads	Barlow-Greenmount Rd	Cumberland
3007	0010-0120	No	No	32,230	6.1	Minor Collectors	Local Roads	Tract Rd	Fairfield, Liberty, Hamiltonband
3010	0080-0100	No	No	7,725	1.46	Minor Collectors	Local Roads	Pumping Station Rd	Liberty, Freedom
3013	0130-0140	No	Remove	3,992	0.76	Major Collectors	Minor Collectors	Knoxlyn Rd	Cumberland
3017	0010-0050	No	Yes	11,957	2.26	Minor Arterials	Major Collectors	Lincoln Ave/College Ave/Mummasburg Rd	Gettysburg, Cumberland
3021	0010-0060	No	Add	14,870	2.82	Local Roads	Major Collectors	Jacks Mountain Rd	Hamiltonband, Carroll Valley
4003	0040	No	No	3,710	0.7	Local Roads	Minor Collectors	Center Mills Rd	Menallen
4008	0030-0140	No	No	30,127	5.7	Minor Collectors	Local Roads	Brysonia Rd/Brysonia-Wenksville Rd/Bendersville-Wenksville Rd.	Menallen

Changes to NHS and Federal Aid Funding

NHS	Add	
SR	Linear Ft.	Miles
94	52,922	10.02
97	36,588	6.93
116	96,774	18.34
2035	12,789	2.42
Total	199,073	37.71

Federal Aid	Add	
SR	Linear Ft.	Miles
1019	27,077	5.13
2002	16,506	3.13
2005	16,430	3.11
2006	48,638	9.21
2009	4,454	0.84
3021	14,870	2.82
Total	127,975	24.24

Federal Aid	Remove	
SR	Linear Ft.	Miles
1020	9,168	1.74
2001	8,656	1.64
3001	18,290	3.46
3003	5,848	1.11
3013	3,992	0.76
Total	45,954	8.71

Federal Aid	Add	
Street Name (No SR Assigned)	Linear Ft	Miles
Boyds School Road	6,692	1.27
Shealer Road	5,731	1.09
Total	12,423	2.36

Functional Classification Map

Next Steps

- MPO Approval
- Three (3) maps signed by MPO Chair
- Letter of Justification (MPO)
- Letter of Concurrence (Penn DOT)
- Submit formal packet to PennDOT

Compliance with Title VI of the Civil Rights Act of 1964

- ACTPO must comply.
- Items needed to be in compliance:
 - Title VI Complaint Procedures – **DONE**
 - Title VI Complaint Form – **DONE**
 - List of Title VI investigations, complaints, and lawsuits – **DONE**
 - Demographic summaries – **DONE**
 - Limited English Proficiency Plan (LEP) – **DONE**
 - Public Participation Plan (PPP) – **Draft Plan for Review**
 - Included in all recipient and sub-recipient agreements involving federal funds – **As Needed**

Public Participation Plan

Goals

- Ensure that interested parties in Adams County have an active and ongoing role in the regional transportation planning process;
- Establish a dependable process with open meetings and public access to technical data and non-technical information;
- Increase public knowledge about the transportation planning process in the region and identify ways interested parties can become more involved;
- Provide interested parties with multiple opportunities for meaningful involvement in the regional transportation planning process;
- Identify, seek out and engage minority populations, low-income populations, Limited English Proficient persons, and persons with disabilities;
- Employ effective techniques for outreach and communication;
- Serve as a guide to ACTPO/ACOPD staff for outreach and participation activities and efforts involving transportation and other planning activities;
- Document what we learn from interested parties in a format for consideration and use by the ACTPO Board ('the Board'), Adams County Planning Commission (ACPC), ACOPD staff, and others to improve our outreach and participation efforts.

Public Participation Plan – Media Types

Traditional Media	Description	Formats	Time	Level of Investment Cost	Skill	Primary Role	
						Give Information	Get Information
Media Releases and Advertising	Media releases convey information through the television, radio, and/or newspaper. This is a controlled message with a broad distribution. Plans Display and Exhibits Draft materials, particularly maps and graphics can be presented at public venues such as government buildings, area libraries, shopping centers, etc. and/or used as part of outreach meetings	Feature Story Press Release Display Ad	Low	Low	Low	●	
Press Conference	Press conference is typically part of a formal public meeting where decision makers formally announce significant news related to a progress or a decision related to community issues or activities.	Newspaper Radio Television	Low	Low to Medium	Low	●	
Legal Notices and Local Advertisements	These notices and advertisements are provided to inform the general public of upcoming public involvement opportunities. These techniques are typically used in conjunction with the local newspaper and websites.	Newspaper	Low	Low to Medium	Low	●	

Public Participation Plan – Media Types

New Media	Description	Formats	Time	Level of Investment Cost	Skill	Primary Role	
						Give Information	Get Information
Email Distribution	Emails are an inexpensive means to communicate to a wide range of stakeholders. This communication tool is limited to individuals and groups with access to email and therefore should be used in association with other outreach communication efforts. Facilitation Group facilitators help the audience arrive at a collective decision by providing a neutral role in asking questions and help in summarizing responses and reactions.	Email Blast Email Lists	Low	Low	Low	●	●
Website	Use of the Adams County government website can be effective for sharing materials and communicating meeting times and other announcements. The website should be maintained to keep information current.		Low	Low	Low	●	●
Social Networking Tools	These tools include the use of Facebook, twitter, blogs, etc. as an inexpensive way to reach audiences that may not be able to attend scheduled meetings.	Facebook Twitter YouTube	Low	Low	Low	●	●

Public Participation Plan – Outreach Techniques

Tools	Description			Level of Investment		Primary Role	
		Formats	Time	Cost	Skill	Give Information	Get Information
Public Outreach -- Disseminating Information							
Information Displays / Communications	These public communication materials can be used to educate, advertise, and share important information to a large target audience. These materials can be directed to specific stakeholders or the general public. In addition to mailing, these information pieces can be distributed in local stores, churches, etc.	Brochure Newsletter Fact Sheets Posters	Medium to High	Medium to High	Low	●	
Informational Presentations	Information interviews are used to meet individually with stakeholders and community members to obtain input or review on a planning effort.		Medium	Medium	Low	●	
Visualization Tools	Visualization techniques are the use of images, graphics, maps, diagrams, etc. to communicate information.	Maps Graphics	High	High	High	●	
Public Outreach - Receiving Feedback							
Charrettes / Visioning Exercises	The charrette / visioning exercise is typically a hands-on workshop that is focused on the identification of problems and solutions in a short and intense time period. A variety of stakeholders and professionals are invited to be part of the solution development process.		Medium	Medium	Medium		●
Citizen Advisory Committee	The Citizen Advisory Committee (CAC) is a group formed to represent the community. The CAC is used to advise and comment on specific activities and issues assigned to the group.		Medium	Low	Low		●
Facilitated Meetings	Group facilitators help the audience arrive at a collective decision by providing a neutral role in asking questions and help in summarizing responses and reactions.		Medium	High	Medium		●
Focus Groups	Focus groups are small formal group discussions directed toward providing direct input and comment on policies, plans, and program development. Focus groups can occur in established organization/group meetings or through ad hoc focus groups specifically formed for a particular planning effort.		Medium	Low	Low		●
Public Meetings, Workshops, Open Houses	Public Meetings, Workshops and Open Houses can be used to provide a formal presentation with questions and answer period or can be structured as an open-house format to allow greater individualized attention.		Medium	Medium	Low to Medium	●	●
Stakeholder Interviews	Stakeholder interviews are used to meet individually with stakeholders and community members to obtain input or review on a planning effort.		Low	Low	Low		●
Surveys, Questionnaires, Comment Forms	Surveys and questionnaires are used to solicit information and viewpoints from the community. These tools can be in the form of postal mailings, door-to-door canvassing, or through internet or email distribution.		Low	Low	Low		●

Public Participation Plan: Readability

Score	Good Range For:
80-100	“Underserved Audiences”
60-70	Average Readers, “The General Public”
45-55	White Collar Professionals, Elected Officials, Journalists, Most Donors & Funders Planning Professionals (<i>find preferable</i>)
30-40	Planning Professionals <i>(find tolerable)</i>
<30	Rewrite until you achieve a higher score

Public Participation Plan: Readability

- Long sentences are harder to read than short sentences.
- Long words are harder to read than short words.
- Passive sentences are harder to read than active sentences.

Public Participation Plan

Public Comment Period

- Comment Period was held from March 2nd until April 17th.
- Copies were distributed to all Municipalities and Outreach Targets identified in the Plan.
- Block ad was placed in the Gettysburg Times.
- An announcement and a copy of the Draft Plan were posted on the County website.
 - 42 page hits during the comment period.
- The only comments received were from Municipal Officials asking questions about display of the document.