



# DETROIT NEW CENTER INTERMODAL FACILITY

## PUBLIC AND STAKEHOLDER INVOLVEMENT PLAN

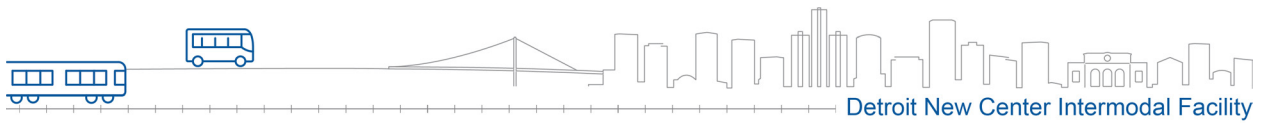


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# 1. Introduction

## 1.1 Purpose of the Plan

This Public and Stakeholder Involvement Plan (PIP) has been developed to serve as a guide under applicable federal and state regulations for conducting and documenting stakeholder coordination and public outreach efforts in support of the proposed Detroit New Center Intermodal Facility (DNCIF) project and the associated Environmental Assessment (EA) and the expected resulting Finding of No Significant Impact (FONSI). It outlines and then describes in detail the key goals of the plan, methods to achieve the stated goals, appropriate steps for the successful implementation of the PIP, and overall schedule of planned activities.

The PIP is a “living” document that will be updated periodically to reflect the achievements, status, and future events planned for the program. Approaches to methodology may vary during the life of the proposed project, dependent on the outcomes of initial meetings, comments received from project stakeholders, and in response to the measured success of outreach efforts as they occur. Copies of flyers, public notices, and other media coverage will be included. Meeting schedules, agendas, attendees, and summaries will be documented. An official record of each meeting conducted as part of the program will be appended to this document. The PIP will be available throughout the study process for public review on the project web page.

## 1.2 Proposed Action and Study Area

The DNCIF is a proposed project that would combine a bus station for Greyhound, the Michigan Flyer, and other transportation companies with the existing Amtrak train station at Woodward Avenue and Baltimore Street in New Center. Features of the DNCIF are shown in Figure 1.

Figure 1: DNCIF Conceptual Site Plan

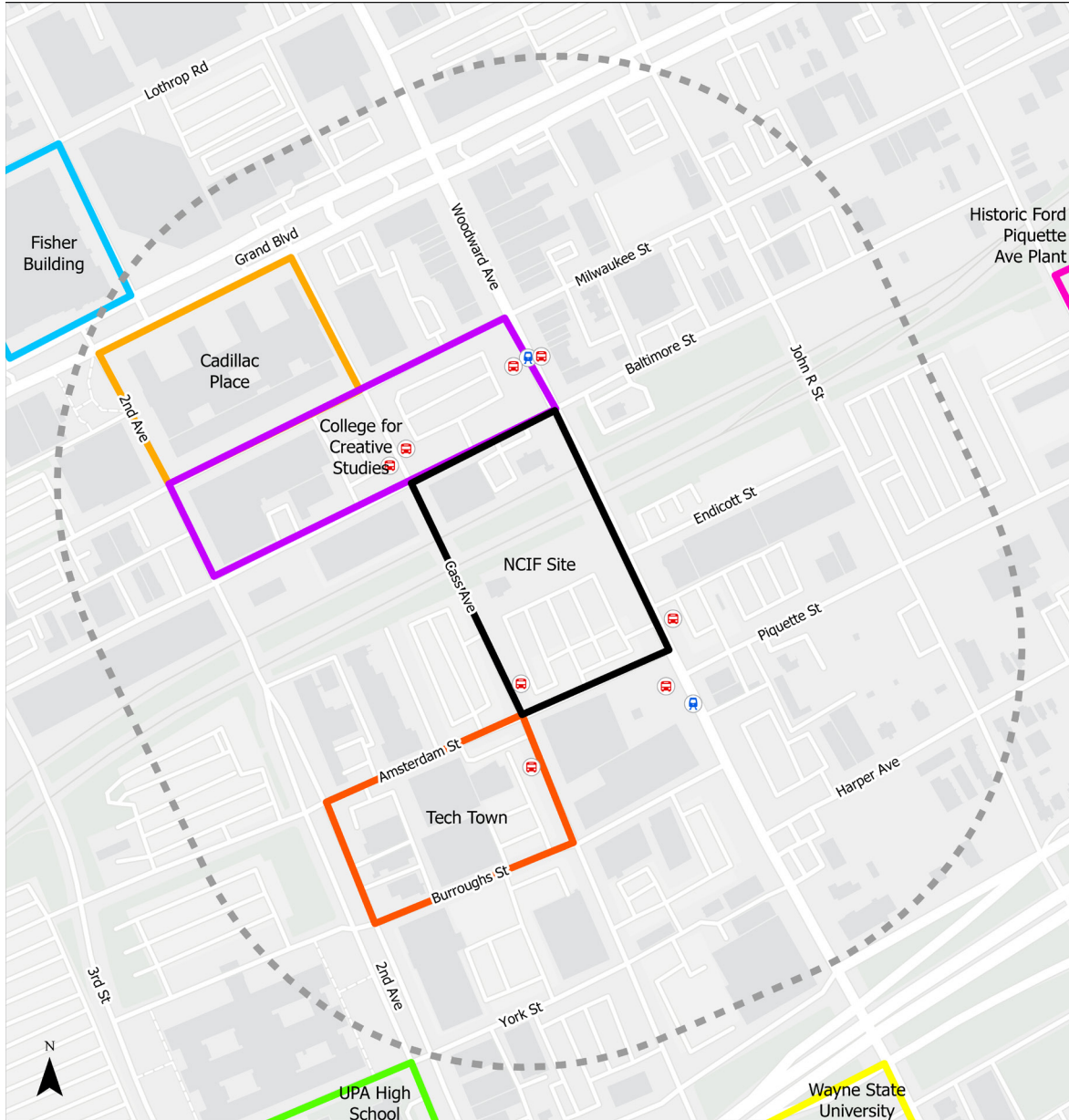
1. Passenger Station (exact location TBD)
2. Parking Deck
3. Intercity Bus Terminal
4. Passenger Underpass
5. Pick-up / Drop-off Spaces
6. Temporary Greening (future use TBD)
7. Future Development Site (TBD)





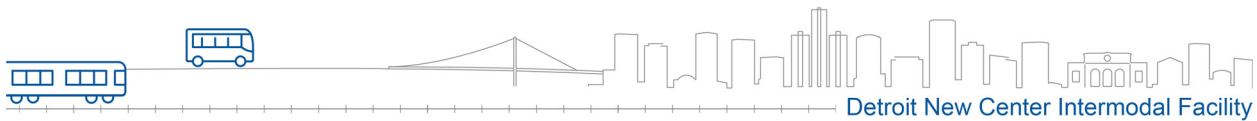
The study area for the DNCIF, as shown in Figure 2, is the area within a quarter mile of the site (the parcels between Baltimore Street, Woodward Avenue, Amsterdam Street, and Cass Avenue).

**Figure 2: Study Area**



### 1.3 Project Team

The DNCIF project is led by the Michigan Department of Transportation (MDOT) and supported by AECOM. The Federal Transit Administration (FTA) is overseeing the development of the EA.



## 1.4 Applicable Regulations

The following regulations may need to be considered for the DNCIF project:

- National Environmental Policy Act of 1969, 42 U.S.C. §4321 et seq.
- Council on Environmental Quality Regulations for Implementing the National Environmental Policy Act, 40 CFR Part 1500
- Department of Transportation Order 5610.2(a), August 2011 (Final DOT Environmental Justice Order)
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, February 11, 1994
- National Ambient Air Quality Standards
- Section 106 of the National Historic Preservation Act of 1966, as amended, 16 U.S.C. §470 et seq.
- Section 4(f) of the US Department of Transportation Act of 1966, 49 U.S.C. §303
- Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, 42 U.S.C. §61
- Endangered Species Act of 1973, 16 U.S.C. §1531 et seq., 50 CFR Part 17
- Migratory Bird Treaty Act of 1918, 16 USC §§ 703–712, as amended

## 1.5 COVID-19 Contingency Plan

In the event any of the outreach methods described in the following sections must be held virtually due to the COVID-19 pandemic and various stay at home directives, the project team is well-equipped to adapt the involvement process to use web-based meeting platforms to hold collaboration sessions with stakeholders or to hold virtual meetings with the public.

## 1.6 Goals and Objectives

This PIP is intended to support environmental documentation for the DNCIF project. The plan is the foundation of the public and stakeholder involvement program and, as such, will be an integral component of the overall project. The objective of creating and implementing this plan is to generate the best possible outcome for the project by involving stakeholders and the public as early and as often in the decision-making process as is practicable. In providing opportunities for citizens and organizations to participate in the project planning process, MDOT seeks to achieve the following goals:

- Provide inclusive, accessible, and meaningful opportunities for anyone interested to contribute to the process.
- Clearly communicate what the project is, the process for it to be implemented, and opportunities to get involved.
- Utilize engaging involvement methods that generate excitement about the project and set the project up for successful implementation.
- Engage a broad cross-section of stakeholders who can provide timely, accurate, and authentic project information.
- Create opportunities for stakeholders to collaborate and coordinate with each other.
- Communicate the results of public and stakeholder involvement and how those results are being incorporated into the development of the project.

## 2. Schedule

The public and stakeholder involvement process is comprised of three phases outlined in Figure 3.

Figure 3: Overall Public and Stakeholder Involvement Schedule

Phase 1	Phase 2	Phase 3	Phase 4
<ul style="list-style-type: none"> <li>• <b>Timeframe:</b> May-July 2022</li> <li>• <b>Objective:</b> Familiarize stakeholders and the public with the proposed action, how it was arrived at, and next steps</li> <li>• <b>Information Presented:</b> <ul style="list-style-type: none"> <li>• Draft Purpose &amp; Need</li> <li>• EA Process</li> <li>• Conceptual Design Options</li> </ul> </li> <li>• <b>Information Collected:</b> <ul style="list-style-type: none"> <li>• Comments on Purpose &amp; Need and Conceptual Design Options</li> <li>• Others to engage in the process</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Timeframe:</b> Oct-Nov 2022</li> <li>• <b>Objective:</b> Update on design options and EA status</li> <li>• <b>Information Presented:</b> <ul style="list-style-type: none"> <li>• Summary of Phase 1 Input</li> <li>• Updated Conceptual Design Options</li> <li>• Preliminary Environmental / Community Impact Findings</li> </ul> </li> <li>• <b>Information Collected:</b> <ul style="list-style-type: none"> <li>• Comments on updated Conceptual Design Options and resources under study</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Timeframe:</b> Feb-May 2023</li> <li>• <b>Objective:</b> Present Final Design Concept, conduct Public Hearing, and initiate comment period</li> <li>• <b>Information Presented:</b> <ul style="list-style-type: none"> <li>• Summary of Phase 2 Input</li> <li>• Final Design Concept</li> <li>• EA Document</li> </ul> </li> <li>• <b>Information Collected:</b> <ul style="list-style-type: none"> <li>• Comments on Final Design Concept and EA findings</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• <b>Timeframe:</b> June-July 2023</li> <li>• <b>Objective:</b> Update on EA and overall project status</li> <li>• <b>Information Presented:</b> <ul style="list-style-type: none"> <li>• Summary of Phase 3 Input</li> <li>• FONSI</li> <li>• Next Steps for the Project</li> </ul> </li> <li>• <b>Information Collected:</b> <ul style="list-style-type: none"> <li>• Comments on FONSI</li> </ul> </li> </ul>

Different audiences will be engaged at different times throughout the process to ensure the project team receives input needed for the EA at the appropriate time and to facilitate successful public involvement by working with stakeholders to prepare materials for and advertise public involvement opportunities. Figure 4 illustrates the cadence of meetings planned for the public and stakeholder involvement process. Engagement is expected to continue with the Advisory Committees and the public beyond the timeline shown and into the final design and construction phases of the project.

**Figure 4: Meeting Schedule**

	2022									2023					
<b>Audience</b>	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July
Agencies	Blue					Green					Dark Green			Blue	
Advisory Committees		Blue					Green			Dark Green				Blue	
Public			Blue				Green						Dark Green *		Blue

\* = Public Hearing

### 3. Public Involvement

#### 3.1 Audiences

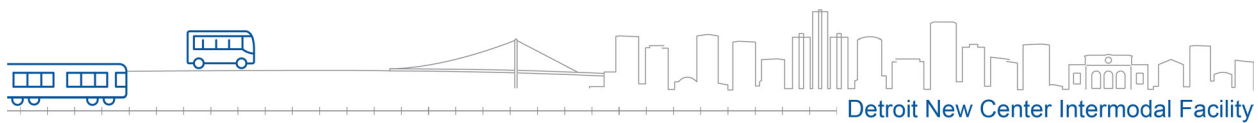
Citizens using the current Amtrak train station and bus facility as well as those residing, employed, commuting, or using public facilities within the study area boundaries will be targeted for inclusion throughout the public involvement process for the DNCIF. Citizens will be identified by various methods including, but not limited to, using Geographic Information System (GIS) resources, working with the Local Advisory Committee (see the Stakeholder Involvement section of this PIP), contacting local businesses to determine where employees reside, and in-field reviews of the local area. Contacts will be updated during the life of the study with information received through meetings and correspondence.

Understanding that the area surrounding the DNCIF site is an area of persistent poverty<sup>1</sup>, nearly three-quarters of New Center neighborhood residents are people of color, and one in three households in the New Center neighborhood have no access to a car, concerted efforts are needed to ensure that disadvantaged populations are included in the process. The project team will work with the Local Advisory Committee to identify disadvantaged communities and the most effective methods for including them and will directly provide information to residents and businesses within the study area wherever possible.

Translated materials can be developed using MDOT’s contract with Bromberg and Associates for non-English speaking populations. ADA-compliant materials will also be provided for individuals with disabilities. Meeting accommodations can be made for persons who require mobility, visual, hearing, written, or other assistance for participation. Large print materials, auxiliary aids or the services of interpreters, signers, or readers are available upon request by contacting Megan Dover at 517-290-1198 or [DoverM@Michigan.gov](mailto:DoverM@Michigan.gov), or completing Form 2658 for American Sign Language (ASL): [https://www.michigan.gov/mdot/0,4616,7-151-9621\\_31783-\\_\\_\\_.00.html](https://www.michigan.gov/mdot/0,4616,7-151-9621_31783-___.00.html). Requests should be made at least five days prior to the meeting date. Reasonable

<sup>1</sup> “Area of Persistent Poverty” is defined by the US Department of Transportation as any Census Tract with a poverty rate of at least 20 percent as measured by the 2014-2018 5-year data series available from the American Community Survey of the Bureau of the Census. <https://datahub.transportation.gov/stories/s/RAISE-Peristent-Poverty-Tool/tsyd-k6ij/>





efforts will be made to provide the requested accommodation or an effective alternative, but accommodations may not be guaranteed.

## 3.2 Notification of Involvement Opportunities

MDOT Communications staff will develop and publish press releases, post on social media including Twitter and Facebook, and post physical copies of information about public involvement opportunities at the current Amtrak train station and bus station and at surrounding public facilities. The project team will work with the Local Advisory Committee to disseminate information through their own communication networks.

## 3.3 Methods

### 3.3.1 Project Web Page

The project web page is located at <https://www.michigan.gov/mdot/projects-studies/studies/traffic-and-environmental-linkages-studies/new-center-intermodal-facility>.

The following items will be included in the body of the project web page:

- Project description (text, plan diagram, and 3D diagram)
- Overview of the Purpose and Need and Goals and Objectives
- Project schedule
- A link to sign up for the monthly project e-newsletter
- A link to submit a question or comment via a Microsoft Form

The following resources will be posted on the project web page as links for visitors to view and download throughout the course of the project:

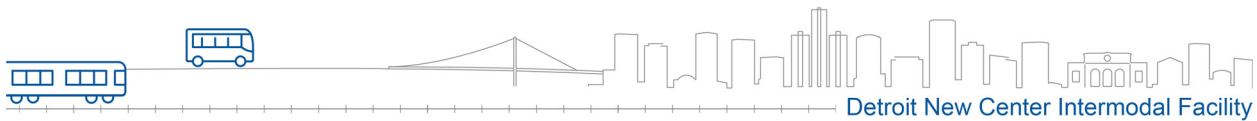
- Public and Stakeholder Involvement Plan
- Purpose and Need (draft version before finalization, then final version)
- Presentation slide decks from Government Advisory Committee (GAC) and Local Advisory Committee (LAC) meetings
- Presentation slide decks and recordings from virtual public meetings
- EA document (draft for 30-day comment period concurrent with Public Hearing, then final version)

### 3.3.2 Project Newsletter

The Project Team will develop and distribute monthly project e-newsletters to provide subscribers with information about the project and ways to get involved. The e-newsletters will also be posted on the project web page. The public will be able to subscribe using the project web page or by indicating that they would like to be added to the distribution list at a public meeting. Mailed copies will be available upon request.

### 3.3.3 Site-Specific Outreach at Existing Facilities

The Project Team will visit the Howard Street Bus Station and the existing Amtrak station to survey patrons about their use and access of the existing facilities and their feedback on the



relocation of the intercity bus station to the DNCIF site. Patrons will also be notified of upcoming public meetings.

### **3.3.4 Public Meetings and Surveys**

A series of in-person and virtual public meetings will be held for each phase of the process. Virtual meetings will be hosted via Zoom. An online survey will accompany both in-person and virtual meetings to collect input from attendees as well as those who are unable to attend.

#### ***Phase 1***

In Phase 1, the project team will introduce the DNCIF project and site location, present the draft Purpose and Need, and explain the project elements, additional site opportunities, and design drivers. The public will be able to provide input on the following questions via paper or online survey:

- How often do you use the current train and bus stations?
- How would rebuilding the train station and relocating the bus station to the site in New Center affect you?
- Do you have any questions or comments about the project goals?
- Do you have any questions or comments about the project concept? Are we missing any project elements?
- Are there elements of the project that you have concerns about, or potential impacts that need to be addressed?
- What neighborhood context elements are most important and relevant for the DNCIF site? Are there other important places that should influence our design approach?

#### ***Phase 2***

In Phase 2, the project team will present and solicit input on updated conceptual design options that incorporate input from Phase 1 as well as preliminary findings from the environmental and community impact analyses conducted for the EA. The public will be able to provide input on the following questions via paper or online survey:

- How well does the proposed design provide access for each mode of transportation?
- Do you have any questions or comments about the potential environmental and community impacts of the project? Did we miss anything?
- Which type of bike storage would you rather see at the DNCIF?
- Would you like cafe/retail space to be included in the DNCIF?
- Which type of atrium would you rather see at the DNCIF?
- Which type of facade would you rather see for the side of the station that faces Baltimore Avenue?
- Do you have other thoughts about the design of the station?
- Do you have any other questions or comments?

#### ***Phase 3***

In Phase 3, the project team plans to present and solicit input on the final design concept for the DNCIF using both 2D graphics and physical 3D models. The project team will also hold the EA Public Hearing to present and solicit input on the EA document, including mitigation.

#### **Phase 4**

In Phase 4, the project team plans to report back on input received during the EA Public Hearing and public comment period, present commitments being made in the FONSI, and close the loop on any open issues from the previous phase of engagement.

In addition to feedback exercises specific to each phase of public engagement, the project team will provide general comment forms at each public meeting. Comprehensive summaries of the public's needs and goals, identified critical issues, and contributions to options guidance will be documented and analyzed for each phase, and will be incorporated first into the Purpose and Need, continuing through analysis and the selection of a final design concept. They will also be shared with the agencies, Government Advisory Committee, Local Advisory Committee, and other stakeholders during scheduled meetings (see the Stakeholder Involvement section of this PIP).

## **4. Stakeholder Involvement**

### **4.1 Audiences**

The following groups have been identified as groups that may have a stake and/or interest in the project and will be targeted for inclusion during the stakeholder involvement phases of the DNCIF. Representatives and contact information for each are included in the [DNCIF Stakeholder Contact List](#).

- **Steering Committee:** leadership from funding agencies and partners
- **City of Detroit:** targeted group of key City staff
- **Project Tenants:** Amtrak and intercity bus providers
- **Participating and Cooperating Agencies:** Federal, State, and local NEPA stakeholders
- **Government Advisory Committee:** Federal, State, and local government representatives and staff as well as the local transportation providers
- **Local Advisory Committee:** neighboring institutions and community organizations
- **Railroad Owners:** Consolidated Rail Corporation (Conrail) and Canadian National Railway

#### **4.1.1 Advisory Committees**

MDOT, in partnership with the City of Detroit, will create the committees for the DNCIF. These committees will be comprised of various governmental officials, interest groups, and business and community representatives. The committees are a representative form of public involvement that relies on delegates who bring ideas for the future of the DNCIF and concerns of their respective groups to the table for discussion, and in turn communicate those discussions back to their agency, business, or community interest groups. The committees are not governing or decision-making bodies. They are representative bodies of invested stakeholders who will help the project team ultimately identify a final design concept for the DNCIF to advance into future design and construction phases.

Committee members will:

- Act as a representative of the agency, organization, business, or community group that they attend on behalf of, bringing unique knowledge and perspective on the project and its respective issues and opportunities.
- Facilitate two-way communications with the entity or community that they represent.

- Provide an independent and local perspective to the project.
- Provide accurate local input to the process on key issues and opportunities.
- Provide feedback on public meeting format and content that will shape the community’s understanding of the project.
- Review and evaluate draft documents and reports in a timely manner.
- Strive to avoid sidetracking, personality conflicts, and hidden agendas.
- Commit to actively participate in the process to identify mutually agreeable solutions.

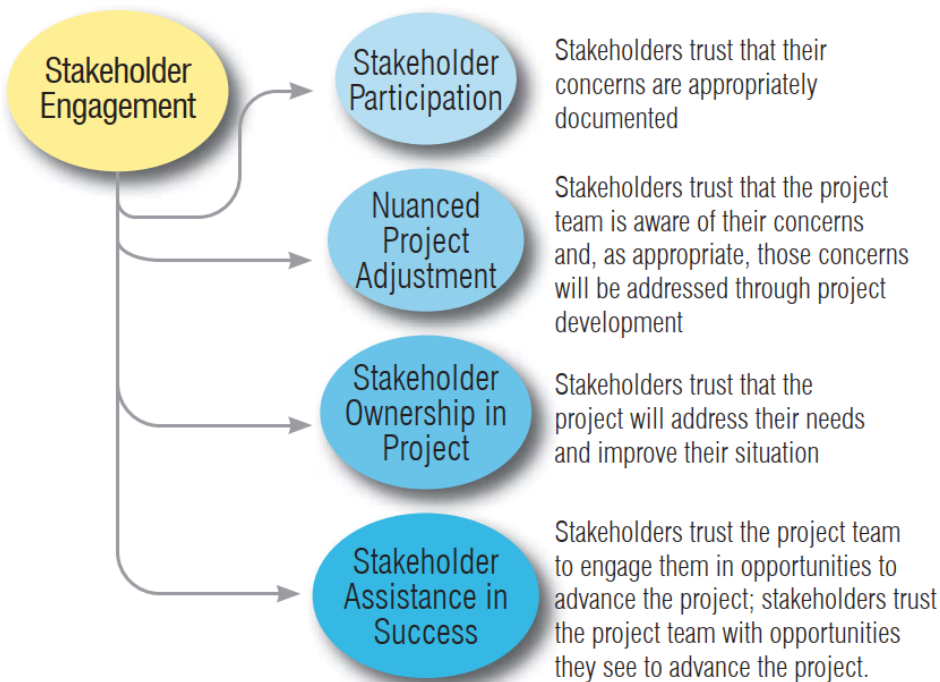
## 4.2 Notification of Involvement Opportunities

The project team will send email invitations directly to stakeholders to schedule meetings.

## 4.3 Methods

The stakeholder involvement process is intended to produce the outcomes illustrated in Figure 5. Throughout the project, a record of all stakeholder coordination activities will be maintained documenting key discussions, agreements, and comments made.

**Figure 5: Intended Outcomes for Stakeholder Involvement**



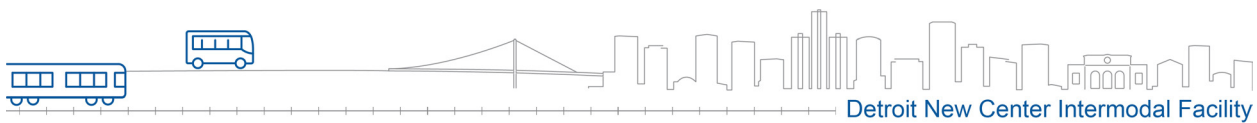
### 4.3.1 Project Web Page

The project web page is located at <https://www.michigan.gov/mdot/projects-studies/studies/traffic-and-environmental-linkages-studies/new-center-intermodal-facility>. See section [3.3.1](#) for more information.

### 4.3.2 Project Newsletter

The Project Team will develop and distribute monthly project e-newsletters to provide subscribers with information about the project and ways to get involved. The e-newsletters will also be posted on the project web page. The public will be able to subscribe using the project





web page or by indicating that they would like to be added to the distribution list at a public meeting. Mailed copies will be available upon request.

### **4.3.3 Stakeholder Meetings**

#### ***City of Detroit***

The project team will conduct meetings with a targeted group of key staff at the City of Detroit at the end of each month to update staff on the status of the project and the public and stakeholder involvement process and to solicit input as the project progresses.

#### ***Project Tenants***

Amtrak and the intercity bus providers' needs are a key driver of the DNCIF, requiring close coordination with the project team throughout the process and especially at the beginning. As such, the project team will conduct meetings with Amtrak and the intercity bus providers on an ad hoc and/or recurring basis to ensure alignment with these stakeholders' needs.

#### ***Participating and Cooperating Agencies***

The project team will conduct four meetings with the agencies throughout the process:

- ***Agency Meeting #1 (Kick-Off):*** The project team will introduce the agencies to the project, EA process, and schedule. All parties will be informed of the items needed from them and the timeline for sharing with the project team.
- ***Agency Meeting #2:*** The project team will provide an update on progress made and items needed moving forward.
- ***Agency Meeting #3:*** The agencies will review the EA and provide feedback to the project team.
- ***Agency Meeting #4:*** The project team will discuss feedback from the EA Public Hearing and comment period, the FONSI, and next steps for the project beyond the NEPA process.

#### ***Government and Local Advisory Committees***

The project team will conduct five meetings with each committee throughout the process:

- ***Committee Meeting #1:*** The project team will introduce the project, EA process, and schedule. Intended outcomes include understanding needs and goals, receiving guidance to inform conceptual design options, and soliciting assistance with public involvement from the committee members.
- ***Committee Meeting #2:*** The project team will report back on public input received in Phase 1, share conceptual design options and key questions related to each option, and discuss preliminary environmental and community resources under study.
- ***Committee Meeting #3:*** The project team will report back on input received in Phase 2, and the committees will review the EA, discuss the refined conceptual design, and review the Public Hearing plan.
- ***Committee Meeting #4:*** The project team will report back on public input received in Phase 3, review the FONSI, and discuss next steps for the project.

#### ***Railroad Owners***

The MDOT Office of Rail will lead coordination with the railroad owners on an ad-hoc basis to address needs and issues specific to this group.