

# PLANNING ADVISORY BOARD ZONING COMMISSION

DECEMBER 13, 2011

## PUBLIC PARTICIPATION PLAN—MINOR UPDATE

### Source

Great Falls Planning &  
Community Development  
Department

### Requested Action

Approve the updated Great  
Falls Planning Board Public  
Participation Plan

### Project Planner

Andrew Finch

### SUMMARY

#### Overview

The Great Falls Transit District (GFTD) has requested a minor modification to the Great Falls Planning Board Public Participation Plan to reflect GFTD's reliance on the Plan for transportation planning activities. The modified Plan is attached to this report as Attachment A.

#### Background

As the designated Metropolitan Planning Organization (MPO) for the Great Falls urban area, the Planning Board is required to prepare and follow a participation plan for public involvement in its planning activities and processes. This plan is required by Federal transportation planning guidance, which states:

*"The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process."*

The Great Falls Planning Board's Public Participation Plan was last updated in 2008. Recently, the Great Falls Transit District underwent a review by the Federal Transit Administration (FTA) for compliance with Federal transportation planning regulations.

Although the GFTD has relied upon the Planning Board's public participation plan for years, the FTA would like to see it explicitly stated in the Plan.

#### Conclusion

To satisfy FTA's request, the Transit District asked that specific language be added to the Plan. Therefore, Staff has provided an updated Plan for Board consideration, with the following clause included:

*Relationship of Public Participation Plan to Great Falls Transit District: The Great Falls Transit District relies on the Great Falls Planning Board Public Participation Plan's processes, activities and established times for public review and comment to satisfy project public participation requirements for Federal Transit Administration programmed projects.*

Finally, staff has also updated the Plan's Public Participation List (Appendix A) and changed "Planning Office" references to "Planning & Community Development Office."

Additions are indicated in red on the attached Plan.

### RECOMMENDATION

**It is recommended the Planning Board approve the updated Great Falls Planning Board Public Participation Plan.**

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**ATTACHMENT A**

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# **GREAT FALLS PLANNING BOARD**

## **PUBLIC PARTICIPATION PLAN**

June, 1982  
August, 1993  
May, 1996

December, 2005  
February, 2008  
December, 2011

## TABLE OF CONTENTS

| <u>SECTION</u>   | <u>PAGE</u> |
|--|-------------|
| INTRODUCTION   | 1           |
| POLICY   | 1           |
| GOALS AND OBJECTIVES   | 1           |
| PROCESS  | 2           |
| 1) Identify Participants   | 3           |
| 2) Disseminate Information   | 3           |
| 3) Receive Public Input  | 5           |
| 4) Respond to Public Input   | 6           |
| 5) Document Process  | 7           |
| 6) Fund Process  | 7           |
| 7) Review Process  | 7           |
| 8) Relationship of Public Participation Plan to Great Falls Transit District | 7           |

APPENDIX A – Public Participation List

APPENDIX B – “Public Involvement Techniques for Transportation Decision-Making”  
(Available in hard-copy in the Planning & Community Development Office, or on  
the World Wide Web at <http://www.fhwa.dot.gov/reports/pittd/contents.htm>)

## INTRODUCTION/HISTORY

In 1981, the Great Falls City-County Planning Board (Metropolitan Planning Organization) reviewed its citizen's participation process to assess its overall effectiveness. The reassessment was in response to guidelines developed by the U. S. Department of Transportation and the U. S. Environmental Protection Agency for citizen participation in the transportation planning process. It was concluded that a better defined and more effective citizen's participation process was needed. As such, the Planning Board prepared a participation program which addressed and identified weaknesses and outlined the procedures to be followed in carrying out the process.

With the passage of the Federal Intermodal Surface Transportation Efficiency Act of 1991, an additional assessment of the Planning Board's public involvement process was conducted and resulted in the process revision dated May, 1996.

On April 26, 2005, the Cascade County Board of Commissioners passed a resolution to dissolve the Great Falls City-County Planning Board and associated jurisdictional area, effective July 1, 2005. As a result of the dissolution, a 2005 update of the public involvement process reflected the change to the newly created Great Falls City Planning Advisory Board (referred to in this document as the "Great Falls Planning Board" or simply "Planning Board") that was designated as the Great Falls Metropolitan Planning Organization (MPO).

A review performed in late 2007 identified minor deficiencies in the involvement process outlined in this document. For example, the Plan made no reference to the use of the World Wide Web or electronic mail (e-mail), which had become common public outreach techniques used by the Board and Staff. The latest version of this document also includes minor revisions necessary for full compliance with the Safe, Accountable, Flexible, Efficient Transportation Equity Act – A Legacy for Users (SAFETEA-LU).

A minor update was performed in 2011 to provide reference to the Great Falls Transit District's reliance on this Plan.

## POLICY

It is the policy of the Great Falls Planning Board to provide a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions and opportunities for early and continuing public participation in the development of urban area plans and programs.

## GOALS AND OBJECTIVES

The public involvement process will be guided by the following goal:

*To provide multiple opportunities for public input into the urban planning and decision making process through a flexible, responsive, inclusive, tailored and cost effective public involvement process.*

Objectives to meet this goal include:

- 1) Define and document the public involvement process. Complete documentation ensures consistency.
- 2) Seek out and consider the needs of those traditionally underserved, such as low-income and minority households. The planning process is open to all members of the community.
- 3) Integrate the public involvement process with the overall urban planning process. Participation by the public should not be viewed as something separate, but as a fundamental element of the overall planning effort.
- 4) Provide staff and financial resources to implement the public involvement process. To operate an effective program, adequate staff and financial commitments are required.
- 5) Periodically review the public participation process for its effectiveness. Occasional review is necessary to maintain quality.

## **PROCESS**

The process attempts to follow a series of steps to solicit input for any given program, plan or activity. The sequence in which steps are followed may vary or be adjusted depending on the uniqueness of the issue. As such, a specifically tailored procedure may be developed for each, as needed. Similarly, the composition of the affected or interested target audience, stakeholders or groups may vary depending on the type of activity for which response is being solicited. The sequence and composition will be determined by the Planning Board and Staff and may be dictated by the nature and type of planning activity. Additionally, the Planning Board and Staff, at their discretion and as dictated by State Statutes, Federal/State/local regulations, etc., will determine which planning activities require public review and response, as well as the purpose for review and the procedures to be followed.

The process involves the following steps, activities and commitments, which are discussed in detail below:

- 1) Identify Participants
- 2) Disseminate Information
- 3) Receive Public Input
- 4) Respond to Public Input
- 5) Document Process
- 6) Fund Process
- 7) Review Process

## 1) **Identify Participants**

The first step is to identify the target audiences, stakeholders, groups or individuals that may be interested in and/or be affected by the planning programs, projects or activities to be considered by the Planning Board. These groups or individuals are identified by referencing telephone books, city directories, and assessor's rolls; or by contacting other public/private agencies; or through staff knowledge and awareness. Once identified, a list containing the names and addresses of target groups and individuals are made. These lists are generally organized by areas of interest and are updated occasionally to reflect all potential sources of public involvement, and include organizations that represent individuals traditionally underserved by existing transportation systems.

An overall list of target audiences, stakeholders, groups, etc., has been developed. A copy is included in Appendix A.

For zone changes and other more specific planning proposals, those individuals directly affected, such as neighboring property owners, are identified and contacted. Additionally, when regulation amendments are proposed, those professionals who generally work in related fields, such as architects, engineers, land developers, realtors, and lawyers, are notified.

After potential participants are identified, the groups and/or individuals are contacted either directly by letter, e-mail or telephone or indirectly through public notices or staff presentations. The method of notification or contact is governed by State Statutes, local policies or the specifics of the issue.

## 2) **Disseminate Information**

Once potential participants within the community have been identified and encouraged to participate, the Planning Board will use a number of methods to disseminate information. Notice shall be timely, and access to the information will be reasonable. Information may be disseminated through either formal or informal methods.

*Formal dissemination* includes public notices, public hearings and annual reports:

**Public Notices:** Notices of public hearings will be published well in advance of the hearing. Generally, notices will be published in the legal advertisement section of the local newspaper at least once prior to the public hearing. The frequency of publication will vary, depending on State Statutes. Notices will also be mailed to area property owners and other potential participants. Notices will include information on the subject to be discussed and the location and time of the public hearing. A statement that additional information is available at the Planning & Community Development Office will be included, as well as the following statement regarding accessibility and civil rights:

For those individuals requiring an alternate format or requiring accommodations for disabilities, please call 455-8433 or TDD 454-0495. Persons will not be excluded from participation on the grounds of race, color, religion, national origin, gender, age, income, or handicap. Members of

groups whose civil rights are protected by the Constitution of the United States are encouraged to participate.

Occasionally such notices will be provided through a display advertisement, if warranted.

Internet Notices and Posting of Draft Documents: Notices of upcoming public hearings, opportunities for public involvement and comment will be posted on the City of Great Falls website, Great Falls Planning Board webpage, Montana Department of Transportation website, or special website created for a specific project or planning effort. This may include direct access to electronic versions of draft documents, graphics, conceptual visualizations, etc., as well as contact information. Information as to availability and locations of paper copies of review documents will be included, and also instructions for feedback and comment. Agendas for upcoming public hearings and regular meetings of the Planning Board will be regularly posted on the Planning Board's main webpage.

Public Hearings: Public hearings are required prior to implementing major public programs and projects or prior to legislative action on public issues such as zoning. The Planning Staff, or other agencies as appropriate, will present the topics under consideration and will request response from those in attendance. Visualizations will be used whenever possible to explain the topics under consideration. Public hearings will be held at convenient and accessible locations and times.

Annual Reports: Annually, a Director's Annual Report will be prepared. The report will be published and distributed, as appropriate.

*Informal dissemination* includes telephone calls, e-mails, in-office visits, direct mailings, informational meetings and the media.

Telephone/E-mail/In-office Visits: The Planning Board will provide information to the public on the general planning process as well as specific proposals. The information will be provided verbally over the telephone, electronically via e-mail, or in the Planning & Community Development Office through in-office visits by the public. The information provided in the office may include maps, reports, handouts, etc.

Informational Meetings: Informational meetings will be used to informally present information on either the general planning process or specific proposals. The Planning Staff may initiate the meetings or the meetings may be at the request of public groups, the Planning Board or public/private bodies/agencies. The Planning Staff may provide both oral and visual presentations, with various visualization techniques employed. Meetings will be held in convenient and accessible locations and times for prospective participants, such as schools for neighborhood residents, the Civic Center for city-wide meetings or in the usual meeting places for specific groups. People will be notified of informational meetings through newspaper advertisements, news articles, direct mailings or public service announcements in local newspaper, radio or television. The scheduling of informational meetings will depend on the needs of the prospective participants and the availability/resources of the Planning Board and Staff.



Direct Mailings/E-mailings: Information on various planning subjects will also be mailed directly to individuals and groups upon request or as initiated by the Planning Board for specific purposes. E-mailings may also include electronic copies of draft planning documents, comment forms, or other informational items provided in electronic format.

Media: The Planning Staff will continue to maintain a good working relationship with the local media. Copies of all meeting agendas prepared by the Planning Board will be mailed or e-mailed to the local newspaper and other media as appropriate. The media generally interviews the Planning Staff before and after these meetings to discuss the agenda items in more detail. The media generally provides news coverage prior to and during Planning Board review and consideration of major plan updates, subdivisions, zone changes, annexation requests, regulation changes and other specific planning proposals and issues. Occasionally, feature articles on planning related topics are written. Television and radio provide a general overview to a very wide spectrum of the public, whereas the newspaper presents much more detailed information for the interested reader.

Efforts will be made by the Planning Board and Staff to provide the media with information that is accurate and understandable, whether written, spoken or illustrated. Information will also be provided in a timely and relevant manner so the public has sufficient prior knowledge and opportunity to effectively participate. Such information may be provided via a formal press release.

### **3) Receive Public Input**

In many instances, the Planning Board concurrently disseminates information to and receives information from the public. The manner in which the information will be received depends on the manner in which the information will be disseminated or on the manner in which the public response will be requested.

Formally, public response will be received through public hearings, public response forms, on-line comment solicitation and ad hoc committees.

Public Hearings: During public hearings, those interested in and/or affected by planning proposals will be given an opportunity to directly present their comments to the Planning Board. A public hearing is required before adoption of the Transportation Plan. The Public hearing will be held at the Civic Center, a location well known to the public, convenient and accessible (especially to those with mobility limitations). The public hearing is anticipated to be conducted during the Board's regular meeting time - 3:00 P.M. - and will be held on the second or fourth Tuesday of each month. However, if public input and interest indicates a need otherwise, the hearing can be held at a different time or place.

Public Response Form: Public response forms are intended to solicit general response on a broad, community level. The manner in which the response forms will be disseminated will vary depending on the planning activity. The public will generally be requested to mail, e-mail, or deliver their response forms in-person, which may include their questions and/or comments. Depending on the nature of the planning issue or topic, response forms will then be considered by the Planning Board and Staff or provided to the appropriate agency for specific consideration and/or response. These

agencies may include the City of Great Falls, Cascade County, the Montana Department of Transportation, the Great Falls Transit District, etc.

Internet Requests for Comments and Posting of Draft Documents: Requests for public involvement and comment will be posted on the City of Great Falls website, Great Falls Planning & Community Development Department's webpage, Montana Department of Transportation website, or special website created for a specific project or planning effort. This may include direct access to electronic versions of draft documents and/or informational graphics, as well as contact information. Direct comment via e-mail will be encouraged, and information as to availability and locations of paper copies of review documents will be included.

Ad Hoc Committees: Ad hoc committees provide participation from selected groups on specific planning issues, such as regulations changes, major community expenditures, initiation of new programs, etc. Although these groups are small, they represent the viewpoints pertinent to the issue at hand. Ad hoc committees can either review and make suggestions or develop their own proposals. The Planning Board generally does not have occasion to implement or solicit the services of ad hoc committees. However, the mechanism is recognized as a possible alternative.

Informally, the Planning Board will collect public comment through the mail, e-mail, during in-office visits, telephone calls or informational meetings. The public may present their questions, opinions or suggestions in response to public notices, news articles or may simply request information. Informational meetings will allow participation through a "question and answer" format, or through other formats designed to provide direct communication and interaction.

Other public involvement techniques which may be considered to solicit or encourage public input are listed and referenced in Appendix B, available in hard-copy in the Planning & Community Development Office or on the World Wide Web at <http://www.fhwa.dot.gov/reports/pittd/contents.htm>.

#### **4) Respond to Public Input**

Public comment received through the above methods will then be summarized and considered along with other issues when the Planning Board reviews and takes action on projects or proposals. Depending on the specific issue, public comment may result in new or modified alternatives. Public comment may also be documented or referenced in planning reports and studies.

The Planning Staff will attempt to respond to public questions, comments and information requests in a timely manner by telephone, letter, e-mail or in person. Efforts will be made to keep interested groups or individuals up to date on the respective planning activity.

## **5) Document Process**

In order to ensure that the public involvement process is consistent and effective, records will be maintained of the activities conducted under each step of the process. This may include taping public hearings; preparing minutes of Planning Board or major committee meetings; preparing file memos of public comments made by telephone or in-office visits; retention of e-mails or other electronically transmitted comments (electronic and/or paper copies); or, placing copies of informational and response letters in the respective subject file. Additionally, as specific public involvement activities occur, complete records will be maintained and explicit consideration and response to public input will be demonstrated, as appropriate. All of these materials will be kept in the Planning & Community Development Office and will be available to the public unless confidentiality dictates otherwise.

## **6) Fund Process**

For each Federal fiscal year, a Unified Planning Work Program will be approved by the Planning Board. Included in the Work Program will be specific work elements in which various plans and projects may be proposed. Activities associated with implementing these work elements will include identifying participants, disseminating information and collecting and responding to public comments. As a result of this interrelationship, the Planning Board's public involvement process will become an integral part of the overall planning process. Additionally, specific financial and staff resources for providing general information and responding to day-to-day public requests will be accounted for under Work Element 100 "Transportation Program Administration and Participation" and Work Element 101 "Service" of each annual Unified Planning Work Program. The "Transportation Program Administration and Participation" work element outlines major public involvement activities.

## **7) Review Process**

Periodic reviews of the public involvement process will be conducted by the Planning Board in order to monitor and assure its effectiveness. Effectiveness will be measured by how well the process achieves its goals. If necessary, appropriate revisions will be made. Additionally, the process will be revised to respond to any changes in Federal, State or local public involvement requirements.

## **8) Relationship of Public Participation Plan to Great Falls Transit District**

The Great Falls Transit District relies on the Great Falls Planning Board Public Participation Plan's processes, activities and established times for public review and comment, to satisfy project public participation requirements for Federal Transit Administration programmed projects.

## Appendix A- Public Participation List

Update: Nov 2011

| Category                  | Organization Name                                  | Address                | City        | State | Zip   |
|---------------------------|--|------------------------|-------------|-------|-------|
| Bicycle/Pedestrian        | Get Fit Great Falls                                | 1004 Central Ave       | Great Falls | MT    | 59403 |
| Bicycle/Pedestrian        | Safe Kids Coalition                                | 115 4th St S           | Great Falls | MT    | 59401 |
| Boards/Commissions        | Advisory Commission on International Relationships | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | Cascade County Conservation District               | 12 3rd St NW           | Great Falls | MT    | 59404 |
| Boards/Commissions        | Cascade County Planning Board                      | 121 4th St N # 2H-21   | Great Falls | MT    | 59401 |
| Boards/Commissions        | City of Great Falls Park Board                     | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | Community Development Council                      | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | Design Review Board                                | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | Golf Advisory Board                                | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | Great Falls City Planning Board                    | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | Great Falls International Airport Authority        | 1920 Airport Ct        | Great Falls | MT    | 59404 |
| Boards/Commissions        | Great Falls Transit District Board                 | 3905 Northstar Blvd    | Great Falls | MT    | 59405 |
| Boards/Commissions        | Library Board (c/o Great Falls Public Library)     | 301 2nd Ave N          | Great Falls | MT    | 59401 |
| Boards/Commissions        | Montana ExpoPark Advisory Board                    | 400 3rd St NW          | Great Falls | MT    | 59401 |
| Boards/Commissions        | Neighborhood Councils                              | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | Parking Advisory Commission                        | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | Police Commission                                  | PO Box 5021            | Great Falls | MT    | 59403 |
| Boards/Commissions        | West Great Falls Flood Control & Drainage District | c/o 429 19th St SW     | Great Falls | MT    | 59404 |
| Business                  | Black Eagle Community Center                       | 2332 Smelter Ave NE    | Black Eagle | MT    | 59414 |
| Business                  | Cascade County Tavern Association                  | 1108 Central Ave       | Great Falls | MT    | 59401 |
| Business                  | Downtown Great Falls Association                   | #13 5th St N           | Great Falls | MT    | 59401 |
| Business                  | Great Falls Area Chamber of Commerce               | 100 1st Ave N Ste 3    | Great Falls | MT    | 59401 |
| Business                  | Great Falls Builders Exchange                      | 202 2nd Ave S Ste 101  | Great Falls | MT    | 59405 |
| Business                  | Great Falls Business Improvement District          | 13 5th St N            | Great Falls | MT    | 59401 |
| Business                  | Great Falls Development Authority                  | 300 Central Ave        | Great Falls | MT    | 59401 |
| Business                  | Great Falls Realtors Association                   | 1016 9th St S          | Great Falls | MT    | 59405 |
| Business                  | Holiday Village Mall                               | 1200 10th Ave S Ste 14 | Great Falls | MT    | 59405 |
| Business                  | Home Builders Association of Great Falls           | 600 6th St NW Ste 5    | Great Falls | MT    | 59403 |
| Business                  | Westgate Center Merchant's Association             | 1807 3rd St NW         | Great Falls | MT    | 59404 |
| Emergency/Law Enforcement | Cascade County Disaster & Emergency Services       | 521 1st Ave NW         | Great Falls | MT    | 59401 |
| Emergency/Law Enforcement | Cascade County Sheriff's Office                    | 3800 Ulm N Frontage Rd | Great Falls | MT    | 59405 |
| Emergency/Law Enforcement | Emergency Preparedness Officer                     | 105 9th St S           | Great Falls | MT    | 59401 |
| Emergency/Law Enforcement | Great Falls Emergency Services                     | 514 9th Ave S          | Great Falls | MT    | 59405 |
| Emergency/Law Enforcement | Great Falls Fire Rescue                            | PO Box 5021            | Great Falls | MT    | 59403 |
| Emergency/Law Enforcement | Great Falls Police Department                      | PO Box 5021            | Great Falls | MT    | 59403 |
| Freight                   | BNFS   | 617 Bay Dr             | Great Falls | MT    | 59404 |
| Freight                   | Corporate Air                                      | 1940 Airport Ct        | Great Falls | MT    | 59404 |
| Freight                   | CW Transportation & Delivery                       | 105 Smelter Ave NE     | Great Falls | MT    | 59404 |
| Freight                   | D & R Knutson Trucking Inc                         | 1316 3rd West Hill Dr  | Great Falls | MT    | 59404 |
| Freight                   | Dixon Brothers Inc                                 | PO Box 1367            | Great Falls | MT    | 59403 |
| Freight                   | F & S Transport                                    | 2300 9th Ave N         | Great Falls | MT    | 59401 |
| Freight                   | Federal Transport                                  | 610 9th St N           | Great Falls | MT    | 59401 |
| Freight                   | Hi-Line Motor Carriers                             | 4500 N Star Blvd       | Great Falls | MT    | 59405 |

| Category      | Organization Name                                | Address                   | City          | State | Zip   |
|---------------|--|---------------------------|---------------|-------|-------|
| Freight       | Hovland Trucking Inc                             | 129 Riverview D           | Great Falls   | MT    | 59404 |
| Freight       | Industrial Transfer and Storage Company Inc      | 750 6th St SW #200        | Great Falls   | MT    | 59404 |
| Freight       | K&K Trucking                                     | 5100 49th St SW           | Great Falls   | MT    | 59404 |
| Freight       | Logistics International                          | 306 Washington Blvd       | Great Falls   | MT    | 59404 |
| Freight       | Maslowski Trucking Inc                           | 217 Riverview 3 E         | Great Falls   | MT    | 59404 |
| Freight       | Mather's Express                                 | 2226 Central Ave W #19    | Great Falls   | MT    | 59404 |
| Freight       | Mergenthaler's Transfer & Storage                | 4144 N Park Trl           | Great Falls   | MT    | 59405 |
| Freight       | Molerway Freight Lines Inc                       | 4801 N Star Blvd          | Great Falls   | MT    | 59405 |
| Freight       | Montana Motor Carriers' Association              | 501 N Sanders # 201       | Helena        | MT    | 59601 |
| Freight       | Northwest Airlines Inc                           | 2800 Terminal Dr          | Great Falls   | MT    | 59404 |
| Freight       | Shumaker Trucking and Excavating                 | 3501 Havre Hwy            | Great Falls   | MT    | 59404 |
| Freight       | UPS  | 5100 Tri Hill Frontage Rd | Great Falls   | MT    | 59404 |
| History       | C.M. Russell Museum                              | 400 13th St N             | Great Falls   | MT    | 59401 |
| History       | City-County Historic Preservation Advisory Comm. | PO Box 5021               | Great Falls   | MT    | 59403 |
| History       | Lewis & Clark Trail Heritage Foundation          | 600 Central Ave, ste. 327 | Great Falls   | MT    | 59403 |
| History       | Lewis and Clark Interpretive Association         | PO Box 2848               | Great Falls   | MT    | 59403 |
| History       | Lewis and Clark Interpretive Center              | 4201 Giant Springs Rd     | Great Falls   | MT    | 59403 |
| History       | Lewis and Clark Interpretive Center Foundation   | PO Box 398                | Great Falls   | MT    | 59401 |
| History       | Portage Route Chapter                            | PO Box 2424               | Great Falls   | MT    | 59403 |
| History       | Preservation Cascade, Inc.                       | 4901 3rd Ave S            | Great Falls   | MT    | 59405 |
| History       | The History Museum                               | 422 2nd St S              | Great Falls   | MT    | 59405 |
| Housing       | Great Falls Housing Authority                    | 1500 Chowen Springs Loop  | Great Falls   | MT    | 59405 |
| Housing       | Habitat For Humanity                             | 417 Central Ave           | Great Falls   | MT    | 59401 |
| Housing       | Neighborhood Housing Services                    | 509 1st Ave S             | Great Falls   | MT    | 59401 |
| Medical       | Benefis Healthcare (East Campus)                 | 1101 26th St S            | Great Falls   | MT    | 59405 |
| Medical       | Benefis Healthcare (West Campus)                 | 500 15th Ave S            | Great Falls   | MT    | 59405 |
| Medical       | Center For Mental Health                         | PO Box 3089               | Great Falls   | MT    | 59403 |
| Medical       | City-County Health Department                    | 115 4th St S              | Great Falls   | MT    | 59401 |
| Military      | Malmstrom Air Force Base                         | 228 75th St N             | Malmstrom AFB | MT    | 59402 |
| Military      | Montana Air National Guard                       | 2800 Airport Ave B        | Great Falls   | MT    | 59404 |
| Minorities    | Indian Family Health Clinic                      | 1220 Central Ave Ste 1B   | Great Falls   | MT    | 59401 |
| Minorities    | Little Shell Tribe-Chippewa                      | 1807 3rd St NW            | Great Falls   | MT    | 59404 |
| Minorities    | Montana United Indian Association                | 105 Smelter Ave NE #111   | Great Falls   | MT    | 59404 |
| Minorities    | Native American Local Government Commission      | PO Box 5021               | Great Falls   | MT    | 59403 |
| Organizations | Big Brothers/Big Sisters of Great Falls          | 18 6th St N Ste 26        | Great Falls   | MT    | 59401 |
| Organizations | Community Beautification Association             | 2800 Upper River Rd       | Great Falls   | MT    | 59405 |
| Organizations | For the Children Coalition                       | 1601 2nd Ave N            | Great Falls   | MT    | 59401 |
| Organizations | Great Falls Baseball Club                        | 1015 25th St N            | Great Falls   | MT    | 59401 |
| Organizations | Great Falls Bicycle Club                         | 220 Woodland Estates Rd   | Great Falls   | MT    | 59404 |
| Organizations | Great Falls Conservation Council                 | 615 3rd Ave N             | Great Falls   | MT    | 59401 |
| Organizations | Great Falls Cross Country Club                   | PO Box 2725               | Great Falls   | MT    | 59403 |
| Organizations | PULSE  | PO Box 1084               | Great Falls   | MT    | 59403 |
| Medical       | City-County Health Department                    | 115 4th St S              | Great Falls   | MT    | 59401 |
| Military      | Malmstrom Air Force Base                         | 228 75th St N             | Malmstrom AFB | MT    | 59402 |
| Military      | Montana Air National Guard                       | 2800 Airport Ave B        | Great Falls   | MT    | 59404 |

| Category                               | Organization Name                           | Address                 | City        | State | Zip   |
|--|---|-------------------------|-------------|-------|-------|
| Minorities                             | Indian Family Health Clinic                 | 1220 Central Ave Ste 1B | Great Falls | MT    | 59401 |
| Minorities                             | Little Shell Tribe-Chippewa                 | 1807 3rd St NW          | Great Falls | MT    | 59404 |
| Minorities                             | Montana United Indian Association           | 105 Smelter Ave NE #111 | Great Falls | MT    | 59404 |
| Minorities                             | Native American Local Government Commission | PO Box 5021             | Great Falls | MT    | 59403 |
| Organizations                          | Big Brothers/Big Sisters of Great Falls     | 18 6th St N Ste 26      | Great Falls | MT    | 59401 |
| Organizations                          | Community Beautification Association        | 2800 Upper River Rd     | Great Falls | MT    | 59405 |
| Organizations                          | For the Children Coalition                  | 1601 2nd Ave N          | Great Falls | MT    | 59401 |
| Organizations                          | Great Falls Baseball Club                   | 1015 25th St N          | Great Falls | MT    | 59401 |
| Organizations                          | Great Falls Bicycle Club                    | 220 Woodland Estates Rd | Great Falls | MT    | 59404 |
| Organizations                          | Great Falls Conservation Council            | 615 3rd Ave N           | Great Falls | MT    | 59401 |
| Organizations                          | Great Falls Cross Country Club              | PO Box 2725             | Great Falls | MT    | 59403 |
| Organizations                          | PULSE                                       | PO Box 1084             | Great Falls | MT    | 59403 |
| Organizations                          | Recreational Trials Inc.                    | PO Box 553              | Great Falls | MT    | 59403 |
| Organizations                          | Young Enthusiast Society                    | PO Box 1084             | Great Falls | MT    | 59403 |
| Private Provider                       | Big Sky Bus Lines Inc (school bus)          | 2920 15 St NE           | Black Eagle | MT    | 59414 |
| Private Provider                       | Diamond Cab                                 | 1000 11th St N          | Great Falls | MT    | 59401 |
| Private Provider                       | Great Falls Historic Trolley Tours          | 315 5th St S            | Great Falls | MT    | 59405 |
| Private Provider                       | Hall Transit Charter Service Inc            | 2620 Upper River Rd     | Great Falls | MT    | 59405 |
| Private Provider                       | Laird Leisure Travel                        | 1106 9th St S           | Great Falls | MT    | 59405 |
| Private Provider                       | Rimrock Trailways                           | 326 1st Ave S Ste 2     | Great Falls | MT    | 59401 |
| Public Transportation Employee Union   | Teamster's Union Local No 2                 | 1112 7th St S #104      | Great Falls | MT    | 59405 |
| Representative of Users-Disabled       | ADA Advisory Council                        | 3905 North Star Blvd    | Great Falls | MT    | 59405 |
| Representative of Users-Public Transit | Great Falls Transportation Advisory Council | 3905 North Star Blvd    | Great Falls | MT    | 59405 |
| Schools                                | Central Catholic High School                | 2800 18th Ave S         | Great Falls | MT    | 59405 |
| Schools                                | Foothills Community Christian School        | 2210 5th Ave N          | Great Falls | MT    | 59401 |
| Schools                                | Great Falls Public Schools                  | 1100 4th St S           | Great Falls | MT    | 59405 |
| Schools                                | Heritage Baptist School                     | 5100 10th Ave N         | Great Falls | MT    | 59405 |
| Schools                                | Holy Spirit Catholic School                 | 2820 Central Ave        | Great Falls | MT    | 59401 |
| Schools                                | McLaughlin Research Institute               | 1520 23rd St S          | Great Falls | MT    | 59405 |
| Schools                                | Montana School for the Deaf & Blind         | 3911 Central Ave        | Great Falls | MT    | 59405 |
| Schools                                | Montana State University-Great Falls        | 2100 16th Ave S         | Great Falls | MT    | 59405 |
| Schools                                | Montana State University--Northern          | 2100 16th Ave S         | Great Falls | MT    | 59405 |
| Schools                                | Mountain States Baptist College             | 216 9th St N            | Great Falls | MT    | 59401 |
| Schools                                | Our Lady of Lourdes Catholic School         | 1305 5th Ave S          | Great Falls | MT    | 59405 |
| Schools                                | Treasure State Academy                      | 100 46th St N           | Great Falls | MT    | 59405 |
| Schools                                | University of Great Falls                   | 1301 20th St S          | Great Falls | MT    | 59405 |
| Senior Citizen                         | Aging Services                              | 1801 Benefis Ct         | Great Falls | MT    | 59405 |
| Senior Citizen                         | Benefis Skilled Nursing Center              | 2621 15th Ave S         | Great Falls | MT    | 59405 |
| Senior Citizen                         | Cambridge Court Retirement Community        | 1109 6th Ave N          | Great Falls | MT    | 59401 |
| Senior Citizen                         | Downtowner Retirement Apartments            | 100 Central Ave         | Great Falls | MT    | 59401 |
| Senior Citizen                         | Eagles Manor Retirement Home                | 1501 9th St S           | Great Falls | MT    | 59405 |
| Senior Citizen                         | Foster Grandparents                         | 1801 Benefis Ct         | Great Falls | MT    | 59405 |
| Senior Citizen                         | Missouri River Manor                        | 1130 17th Ave S         | Great Falls | MT    | 59405 |
| Senior Citizen                         | Park Place Health Care Center               | 1500 32nd St S          | Great Falls | MT    | 59405 |
| Senior Citizen                         | Rainbow Retirement                          | 20 3rd St N             | Great Falls | MT    | 59401 |

| Category                              | Organization Name  | Address                      | City        | State | Zip   |
|---------------------------------------|--|------------------------------|-------------|-------|-------|
| Senior Citizen                        | Retired Senior Volunteer Program                         | 1004 Central Ave #2          | Great Falls | MT    | 59401 |
| Senior Citizen                        | Senior Citizens Center                                   | 1004 Central Ave #2          | Great Falls | MT    | 59401 |
| Social Services/Low Income/Disabled   | American Red Cross                                       | 1300 28th St S #3            | Great Falls | MT    | 59405 |
| Social Services/Low Income/Disabled   | Cascade County Office of Public Assistance               | 201 1st St S Suite #1        | Great Falls | MT    | 59403 |
| Social Services/Low Income/Disabled   | Center for Mental Health                                 | 915 1st Ave S                | Great Falls | MT    | 59401 |
| Social Services/Low Income/Disabled   | Community Access   | 1025 Central Ave             | Great Falls | MT    | 59401 |
| Social Services/Low Income/Disabled   | Eagle Mount- Great Falls                                 | 4792 13th St S               | Great Falls | MT    | 59405 |
| Social Services/Low Income/Disabled   | Easter Seals-Goodwill Northern Rocky Mountain            | 4400 Central Ave             | Great Falls | MT    | 59405 |
| Social Services/Low Income/Disabled   | Family Connections                                       | 202 2nd Ave S #201           | Great Falls | MT    | 59405 |
| Social Services/Low Income/Disabled   | Great Falls Weed and Seed                                | 509 1st Ave S                | Great Falls | MT    | 59401 |
| Social Services/Low Income/Disabled   | Head Start   | 1220 3rd Ave S               | Great Falls | MT    | 59401 |
| Social Services/Low Income/Disabled   | MT Dept. of Public Health and Human Services             | 201 1st St S #1              | Great Falls | MT    | 59405 |
| Social Services/Low Income/Disabled   | North Central Independent Living Services Inc            | 1120 25th Ave NE             | Black Eagle | MT    | 59414 |
| Social Services/Low Income/Disabled   | Opportunities Inc.                                       | 905 1st Ave N                | Great Falls | MT    | 59401 |
| Social Services/Low Income/Disabled   | Quality Life Concepts Inc                                | 215 Smelter Ave NE # 1       | Great Falls | MT    | 59403 |
| Social Services/Low Income/Disabled   | Salvation Army   | 1000 17th Ave S              | Great Falls | MT    | 59405 |
| Social Services/Low Income/Disabled   | St. Thomas Child and Family Center                       | 1710 Benefis Ct              | Great Falls | MT    | 59405 |
| Social Services/Low Income/Disabled   | St. Vincent de Paul Society                              | 426 Central Ave W            | Great Falls | MT    | 59404 |
| Social Services/Low Income/Disabled   | United Way of Cascade County                             | PO Box 1343                  | Great Falls | MT    | 59403 |
| Social Services/Low Income/Disabled   | YWCA   | 220 2nd St N                 | Great Falls | MT    | 59401 |
| State/County/City Employee Union Rep. | Montana Public Employees Association                     | PO Box 5600                  | Helena      | MT    | 59604 |
| State/Federal Land Management         | Bureau of Land Management- Undaunted Stewardship Program | 5001 Southgate Drive         | Billings    | MT    | 59101 |
| State/Federal Land Management         | Department of Natural Resources & Conservation           | PO Box 201601                | Helena      | MT    | 59620 |
| State/Federal Land Management         | Montana Department of Environmental Quality              | PO Box 200901                | Helena      | MT    | 59620 |
| State/Federal Land Management         | MT Natural Heritage Program                              | PO Box 201800                | Helena      | MT    | 59620 |
| State/Federal Land Management         | US Army Corps of Engineers                               | 10 West 15th Street Ste 2200 | Helena      | MT    | 59626 |
| State/Federal Land Management         | US Environmental Protection Agency                       | 10 West 15th Street Ste 3220 | Helena      | MT    | 59626 |
| State/Federal Land Management         | US Forest Service  | 200 East Broadway            | Missoula    | MT    | 59807 |

# APPENDIX B



U.S. Department of Transportation  
Federal Highway Administration



U.S. Department of Transportation  
Federal Transit Administration

## Public Involvement Techniques for Transportation Decision-making\*



prepared by  
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Federal Transit Administration

September 1996

Electronic Version of  
Publication No. FHWA-PD-96-031  
HEP-30/9-96/(4M)QE  
Posted on the Internet December 1996

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\* Available in hard-copy in the Planning & Community Development Office, or on the World Wide Web at <http://www.fhwa.dot.gov/reports/pittd/contents.htm>