

CITY OF LOS ANGELES
INTER-DEPARTMENTAL MEMORANDUM

Date: November 14, 2024

To: Honorable City Council
c/o City Clerk, Room 395
Attention: Honorable John Lee, Chair, Public Works Committee

From: Laura Rubio-Cornejo, General Manager 
Department of Transportation

Vincent P. Bertoni, AICP, Director 
Department of City Planning

Ted Allen, P.E., City Engineer 
Bureau of Engineering

Keith Mozee, General Manager and Executive Director 
City of Los Angeles Bureau of Street Services (StreetsLA)

Subject: **REPORT ON MOBILITY PLAN 2035 IMPLEMENTATION IN COMPLIANCE WITH MEASURE HLA – COMMUNITY ENGAGEMENT**

SUMMARY

As directed in Council File (CF) 24-0173, this report describes the Los Angeles Department of Transportation’s (LADOT) community engagement policies and guidelines, as well as the Department of Public Works (DPW) Bureaus of Engineering (BOE) and Street Services (BSS) construction notification processes for projects on Mobility Corridors that may result in closures of or disruption of access to the public right-of-way. Based on these existing processes, this report proposes standardized Citywide community outreach and engagement policies for projects on a mobility corridor, and recommends next steps to achieve the community engagement necessary to deliver Mobility Plan 2035 (MP2035) projects in compliance with the Healthy Streets LA (HLA) ballot measure that voters approved on March 5, 2024.

RECOMMENDATION

That the City Council

1. APPROVE the proposed community engagement and outreach/notification guidelines for all projects on MP2035 corridors that may result in closures of or disruption of access to the public right-of-way; and
2. DIRECT LADOT, DPW, and DCP to incorporate these guidelines into mobility project implementation work streams to comply with HLA.

BACKGROUND

Adopted in 2016, MP2035 is the City's Transportation Element of the General Plan and establishes a policy framework for how the City shall equitably allocate resources for future mobility improvements. MP2035 prioritizes those resources for pedestrian, transit, bicycle, goods movement, and vehicle investments on specified networks in order to safely and efficiently connect Angelenos to major destinations. Based on this guidance, LADOT conducts additional design, engineering, and community engagement to finalize individual projects and identify funding. MP 2035 Policy 4.4 recognizes that "community engagement is important to every stage of the planning phase" and states that "as projects get implemented in the City, continued engagement will be essential in finding context-sensitive solutions in various communities that may value different results."

In 2019, the City of Los Angeles entered into a settlement agreement over MP2035 which stipulated mandated minimum practices for outreach and analysis, for projects on certain streets designated as Boulevards or Avenues, that include a reduction of through vehicular travel lanes (for more details, see Attachment A).

Under this agreement, outreach and analysis for low volume projects (less than 1,000 vehicles/hour/lane (vphpl) segment volume for a Boulevard; and 900 vphpl segment volume for an Avenue, during a peak-hour threshold) must include:

- Notifying the affected Council Office, Neighborhood Council, and/or other identified project stakeholders
- A web portal to provide for the submission of Project feedback and other public input
- Distributing project information fact sheet to a project notification list

The agreement also stipulates that for high volume projects (more than or equal to 1,000 vphpl segment volume for a Boulevard; and 900 vphpl segment volume for an Avenue, during a peak-hour threshold), outreach and analysis must include:

- Developing a standardized MP2035 Project content worksheet for use in communicating with the public regarding proposed projects meeting the project evaluation threshold
- Notifying the affected City Council Office, Neighborhood Council, and/or other identified project stakeholders.
- Distributing project information to a project notification list
- Uploading project information to the City's Early Notification System
- Deployment of an Open Data portal or project website that will provide access to monitoring and evaluation data for projects that exceed the project evaluation threshold
- Implementation of a web portal to provide for the submission of Project feedback and other public input
- Conducting at least two public open houses about the project, with at least one open house outside of regular work hours
- Notification of any open house to businesses operating on streets that will lose street parking along their property frontage
- Distributing a project information fact sheet to properties along the affected block face

On March 5, 2024, City of Los Angeles voters approved Measure HLA which mandates that the City implement mobility improvements outlined in MP2035 whenever it makes an improvement to at least a one-eighth mile segment of road or sidewalk on a corridor designated on a network in MP2035. City-led

improvements that are on MP2035 enhanced transportation networks that do not include these minimally compliant elements will be subject to lawsuits by any resident of the City of Los Angeles.

With the passage of HLA, the importance of having effective coordination between LADOT and DPW to carry out the necessary planning, design, engagement, and engineering to deliver comprehensive projects on all MP2035 networks becomes much more significant. Many MP2035 projects are currently in various phases of implementation, including several grant funded capital projects that require coordination between LADOT and DPW to deliver.

In June 2024, the Los Angeles City Council (Council) directed LADOT, DCP and DPW to develop and report with formal community outreach and engagement policies for Projects on a Mobility Corridor. These policies will inform the standard project development processes and timelines, which LADOT and DPW are also directed to report back on in this file.

DISCUSSION

As the lead agency for transportation planning and mobility project development in the City of Los Angeles, including for projects identified on corridors in designated networks in MP2035, LADOT developed and adopted a robust framework for engagement practices that incorporate the requirements of the Mobility Plan Settlement. As lead agencies for construction, repair, and maintenance in the public right-of-way, BOE and BSS set standards for and provide construction notification during project implementation. The guidelines outlined below describe LADOT's existing community engagement processes for projects on MP2034 corridors and the Bureaus' requirements for construction notification.

Based on LADOT's [Community-First Engagement](#) approach, LADOT's Community Engagement Guidelines (outlined below) serve as standard practices to ensure that project managers effectively scope community engagement activities based on community and project specific context. The Guidelines are informed by extensive application to actual projects and best practices in the field, and generate community engagement plans that are targeted and aim to prioritize resources in communities identified as high-need, based on factors included in the Department of City Planning (DCP) Community Health and Equity Index; indicators that denote systemic disinvestment and have led to community members being historically and often deliberately excluded from infrastructure planning processes.

Overall, LADOT's engagement policy and Community Engagement Guidelines reflect that:

- The City should undertake meaningful engagement at every phase of project
- The type of project will influence the range of engagement activities that are deployed; however, there should still be comprehensive engagement strategies that incorporate community perspectives and awareness
- Community engagement is an iterative process and additional engagement strategies can be incorporated to supplement the Guidelines where appropriate and where capacity and funding allows
- Projects and programs requiring immediate implementation or "rapid response" do not negate the need for equitable engagement; rather, by practicing meaningful engagement, the Department can facilitate better long-term relationships, more effective solutions, and potentially see more efficient implementation.

DPW, through BOE and BSS, builds physical street infrastructure and maintains a state of good repair in the public right-of-way, including the MP2035 networks. As part of the construction process and maintenance for this physical infrastructure, BSS and BOE have standard construction notifications incorporated as part of delivery. Notifications serve as a form of outreach to ensure that community members are well informed ahead of the work commencing, and have adequate time to plan ahead to avoid construction impacts and use alternate routes.

Based on these practices, this report presents formal community outreach and engagement policies for projects on a MP2035 Mobility Corridor that may result in modifications to, closures of or disruption of access to the public right-of-way. These policies are based on LADOT's current framework and engagement guidelines and DPW's construction notification process. This will ensure that as part of Measure HLA implementation, communities receive meaningful community engagement as part of the project scoping and delivery process, and are adequately informed once projects are ready to be constructed. These policies provide a model for formal, Citywide community engagement standards appropriate for all mobility projects.

Mobility Plan Corridor Project Engagement

LADOT incorporated lessons learned from recent project delivery and created a standardized framework that affirms all projects require some level of communication and engagement, and that communities who despite being most impacted but historically have been excluded should be prioritized as much as possible, while streamlining resource requirements and standardizing practices. The framework aims to reach core audiences who may be most impacted by a project, as well as those who may benefit the most, while involving stakeholders in a deliberate and efficient manner to ensure that the ultimate design or proposal is effective in achieving project goals and will be successfully delivered. Core audiences include stakeholders within the community who will experience the project including residents, community organizations, businesses, as well as City partners such as the Los Angeles Fire Department, Los Angeles Police Department, and other departments whose work or services may be impacted.

LADOT's framework identifies four project levels (1, 2, 3a, 3b) by which all LADOT projects and programs are categorized. Each project level is associated with best practice engagement strategies that should be incorporated as part of the community engagement process. In addition to *best practice* engagement strategies, there are additional *suggested strategies* that project teams can consider incorporating into the engagement process where capacity and funding allows. Best practice strategies are designed to be incremental, with each level building upon the last. For example, a project designated as Level 3b, must incorporate best practice strategies from Level 1, 2, and 3a.

Level 1 projects involve little to no changes in user experience with no foreseen tradeoffs, and require outreach to inform versus full scope engagement to consult. Most MP2035 mobility projects will fall under Level 2, 3a, or 3b, which each have some level of foreseen changes to user experience. For example, a level 2 project may include the installation of a Class II bike lane, without lane reconfiguration, that may alter user experiences on the roadway for bicyclists and drivers. A level 3a project may include the installation of a Class IV bike lane in a neighborhood where reconfiguration is necessary and will impact user experiences. A 3b project is similar to 3a, however, changes to the user experience would impact several communities directly across multiple Council Districts, reflecting additional engagement complexity. Level 3a and 3b projects on corridors above defined traffic volume

thresholds are subject to the Mobility Plan Settlement Agreement requirements, which are incorporated into LADOT's guidelines. Collectively, these policies incorporate community members in the project development process to inform final project designs.

Engagement on Mobility Plan Corridors begins at the outset of project development during project scoping and continues through final construction. Engagement strategies take local community context into account and include open houses, surveys, and community presentations, as well as additional strategies that further meet people where they are. Such strategies include the incorporation of community ambassadors, local community members recruited to help inform engagement methods based on their local knowledge and perspective on what will be effective within their own community. Additional engagement strategies can be incorporated to supplement the Guidelines where appropriate and where capacity and funding allows.

Timelines vary based on project need, but typically, Level 2 projects range from two to five months (including implementation) and Level 3a and 3b projects range from four months to a year, and eight months to two years respectively (including implementation). These timelines take DPW coordination into account for project elements such as resurfacing or curb ramps for example, however, timelines may vary depending on DPW's construction schedule. With existing resources, LADOT currently carries out approximately two level 3a or 3b project campaigns each year.

Attachment B provides a more detailed overview of LADOT's existing standard engagement practices according to project level, defined by the extent to which a given project or program will introduce changes to the user experience and/or roadway operations.

Construction Notification

Following the results of the community engagement process, and once a final project is ready for construction, community members are informed by a series of notifications based on project type. LADOT will provide project information, such as a link to a project webpage, to go along with construction notices. Construction notice practices also apply to DPW work carried out in the PROW on corridors not designated on MP2035 networks.

BSS issues a notification of committed resurfacing projects via mail to affected stakeholders along the corridor on the 20th of each month to provide a minimum 30-day notice. For MP2035 projects that require coordinated resurfacing for project delivery, once LADOT completes engagement and has an initial vetting of all permit holds including Capital Projects, Utility Permits, and Construction permit holds - via NavigateLA or the PWRS on the corridor, LADOT will communicate those two steps have been completed. Subsequently, BSS will then confirm work with a final permit clearance and include the corridor in a 30-day mailed notification to affected stakeholders of street work. A second notice is hand-delivered to affected stakeholders along the corridor at least five to seven days prior to construction, and temporary no parking signs are posted at least three to five days prior to construction. If there are two phases of construction (grinding and paving) a third notice is hand delivered to affected stakeholders along the corridor one to five days prior to construction.

For construction related to slurry seal projects, including on MP2035 corridors scheduled following community engagement, BSS hand-delivers notices to affected stakeholders along the corridor five to seven days prior to construction, and posts temporary no parking signs three to five days prior to construction. BSS also issues notices to stakeholders one to two weeks prior to construction for all curb ramp projects.

For MP2035 projects constructed in coordination with BOE, as well as standard PROW projects constructed by BOE, construction notices are issued at least 10 days before the start of construction. BOE and/or its contractors shall notify, in writing, abutting property occupants of the proposed construction start date. For BOE projects that include excavations or utility work, BOE notifies all residents and businesses along the affected streets of the nature, scope of work, contact phone numbers, and project schedule, by flyers and/or the posting of construction advisory signs. The flyers are delivered a minimum of seven days prior to commencement of any construction. Additionally, residents and businesses must be notified not less than 48 hours prior to excavation on their street with a similar flyer detailing when the excavation work will be completed. At the request of the Bureau of Contract Administration inspector or if there are major changes in the construction activity, additional notices may be disseminated directly to affected neighbors adjacent to the work being performed. This may include social media and or project webpage updates, e-blasts, notification through community newsletters, or community meetings.

Next Steps

HLA mandates that City resurfacing projects of at least one-eighth of a mile include a striping design that complies with the recommended elements included in MP2035. Resurfacing projects on MP2035 networks that do not include these minimally compliant elements will be subject to lawsuits by any resident of the City of Los Angeles. In order to comply with HLA, resurfacing and MP2035 project delivery must be planned and scheduled to align with MP2035 project development, pavement preservation program scheduling considerations, accommodate community engagement requirements and timelines, as well as construction notification.

Each year, BSS posts an updated five-year list of anticipated resurfacing projects to BOE's Public Way Reservation System (PWRS) and Navigate LA, and distributes it to more than 200 stakeholders via email. Based on this projected five-year list, BSS develops a one-year proposed list to deliver resurfacing throughout the Fiscal Year. Once BSS confirms resurfacing eligibility, it schedules projects and issues a monthly notification of committed projects on the 20th of each month. This committed list is circulated beyond the stakeholders who receive the five- and one- year proposed lists, to ensure community members receive ample notification of resurfacing projects scheduled in their neighborhoods.

In order to develop MP2035 striping plans with scheduled resurfacing, and engage communities in accordance with LADOT's Community-First Engagement Guidelines, LADOT prioritizes projects based on safety, equity, and connectivity criteria and develops a one and five year work plan. Based on the workplan LADOT submits priority MP2035 corridors to BSS to consider for its five- and one- year proposed resurfacing lists. BSS incorporates requested MP2035 corridors into its annual resurfacing schedule and monthly committed lists based on resurfacing eligibility and available resources. MP2035 corridors will not be resurfaced without adequate time to engage communities and design MP2035 striping plans with HLA-compliant designs.

Community engagement, outreach, and notification is one element of project development and delivery. Once approved by Council, LADOT, DPW, and DCP will incorporate these guidelines into a standardized timeline necessary for HLA-compliant project planning, design, utility work, and environmental clearance, as directed in this Council File. This standardized timeline will inform a methodology to develop a shared five-year work plan that implements MP2035 in compliance with HLA and incorporates the obligations and constraints each department manages, as directed for a forthcoming report.

FINANCIAL IMPACT

There is no financial impact to the General Fund resulting from this report.

LRC:MR:ce:gh

Attachments:

Attachment A - Settlement Agreement, Exhibit A: Project Outreach and Evaluation Process for Mobility Plan 2035 Implementation

Attachment B - LADOT Engagement Guidelines and Practices

Project Outreach and Evaluation Process for Mobility Plan 2035 Implementation

(1) Outreach and Engagement

Low Volume Projects

For any City of Los Angeles Mobility Plan 2035 (MP2035) street design project on a designated Boulevard or Avenue that includes the reduction of through travel lanes that currently experience **less than**: 1,000 vehicles/hour/lane (vphpl) segment volume for a Boulevard; and 900 vphpl segment volume for an Avenue, during a peak hour threshold:

The City's project team will conduct outreach to discuss individual project goals, potential benefits, safety improvements, mobility issues, and other considerations. Outreach shall include:

- (a) Notifying the affected City Council Office, Neighborhood Council, and/or other identified project stakeholders.
- (b) A web portal to provide for the submission of Project complaints, concerns, positive feedback and other public input.
- (c) Distributing project information fact sheet to a project notification list (which is comprised of individuals or organizations who have sent an email to a published designated City email address to request future projects notices).

High Volume Projects

For any City of Los Angeles MP2035 street design project on a designated Boulevard or Avenue that includes the reduction of through travel lanes that currently experience **more than or equal to**: 1,000 vehicles/hour/lane (vphpl) segment volume for a Boulevard; and 900 vphpl segment volume for an Avenue, during a peak hour threshold:

In consultation with the City Council office where the project is located, City's project team will develop a context sensitive engagement strategy that provides guidance for how to engage with the community to discuss individual project goals, potential benefits, safety improvements, mobility issues, and other considerations. Outreach shall include:

- (a) Developing a standardized MP2035 Project content worksheet for use in communicating with the public regarding proposed projects meeting the project evaluation threshold.
- (b) Notifying the affected City Council Office, Neighborhood Council, and/or other identified project stakeholders. Materials should be provided to the respective Neighborhood Council at least two weeks prior to the regularly scheduled NC

meeting. The timing to provide the materials may be waived at the discretion of the Neighborhood Council.

- (c) Distributing project information to a project notification list (to include anyone who has requested future projects notices by email to designated City email address).
- (d) Uploading project information to the City's Early Notification System.
- (e) Deployment of an Open Data portal or project website that will provide access to monitoring and evaluation data for projects that exceed the project evaluation threshold.
- (f) Implementation of a web portal to provide for the submission of Project complaints, concerns, positive feedback and other public input.
- (g) Conducting at least two public open houses about the project, with at least one open house outside of regular work hours.
- (h) Notification of any open house to businesses operating on streets that will lose street parking along their property frontage.
- (i) Distributing a project information fact sheet to properties along the affected block face.

The City shall consider in good faith any comments from Fix the City, Inc. regarding suggested improvements to any Open Data portal or project website created pursuant to this Agreement.

Additional outreach may include:

- (j) Developing a centralized project clearinghouse to inform the public of project elements

The City's project team will not install any street design projects prior to having completed the above activities. Upon the request of the Council Office, the project team shall apply an engagement strategy where a diverse representation of community members collaborate with the project team to help define desired project outcomes, identify solutions and develop alternatives.

(2) Evaluation Metrics

The City of Los Angeles will invest in developing a project evaluation strategy for City-led street design projects informed by Mobility Plan 2035 for High Volume Projects. This project evaluation strategy will be centered on safety and access (including travel time performance), and will help inform any potential operational adjustments that may be warranted after project installation and sufficient observation. This strategy will include recommendations on project evaluation area, appropriate regular time periods for analysis based on data availability, and potential adjustment based on the evaluation feedback. The project should be monitored annually for three consecutive years after implementation but

no fewer than two consecutive years after implementation, except if negative performance indicators fail to materialize within the first year, project evaluation can be discontinued at the discretion of the City Council member of the district where the project is located. To the extent that the project is anticipated to result in neighborhood intrusion impacts, the project evaluation area will be expanded to include neighborhood streets and will be evaluated based on criteria established in LADOT's Transportation Impact Study Guidelines. As part of defining the project evaluation area, the strategy should recommend screening criteria to identify when to consider neighborhood intrusion impacts. The City will consider additional project evaluation metrics upon request by stakeholders, public agencies, or elected officials.

Evaluation metrics may include, but are not limited to, collecting the following objectively verified before and after data:

- (a) Collisions (specific to travel mode, including injury severity).
- (b) Vehicle, bicycle, and pedestrian volumes.
- (c) Vehicle travel time.
- (d) Vehicle speed.

Evaluation metrics must include:

- (e) LAFD response times, for the first, second, and third in stations, as reported by the Fire Department's FireStatLA Section ("Fire Response Data").

The project evaluation strategy shall include the development of a reporting protocol to assess and publicly disclose project-related outcomes relative to the project goals supported by objective analysis of the evaluation metrics. If the project fails to achieve intended outcomes or results in unintended impacts, the protocol will direct LADOT staff on post-project community engagement to share and receive feedback with interested stakeholders, and reporting mechanism to document and present findings to the City Council members where the project is located, in whole or in part. If the LAFD response times are shown to substantially degrade based on the station level data for the project area, LADOT shall work with LAFD to further evaluate project contribution to the delay. As part of the report to City Council, LADOT would recommend whether the roadway changes should remain as is, identify if any modifications are needed, or if any features should be removed, or restored to pre-project conditions. As part of this report, LADOT and LAFD would recommend corrective actions that would best address the change in emergency response times, which could include project modifications or other measures to improve emergency response times in the project area.

(3) Additional Items

- (a) In addition to the engagement process identified above, the City will initiate a citywide program where community members are invited to identify the streets and communities that are ready for project typologies as identified in Mobility Plan 2035. This will assist in prioritizing City-led street design projects based on existing community support.
 - (b) The City will invest in developing a city-wide project engagement strategy that provides guidance for how to engage on all City-led street design projects to discuss individual project goals, potential benefits, safety improvements, mobility issues, and other considerations.
 - (c) The items in this Section 3 shall include any activities implemented before adoption of this settlement agreement.
- (4) **Resource availability.** The Department responsible for a project covered by this Agreement shall ensure that prior to project implementation resources will be available to meet the City's obligations under this Agreement, which may include, but are not limited to, funding available in the project budget or in department budgets. LADOT shall notify the Council Office for the Council District in which the project is located prior to initiation of project development process if staff determine there are insufficient resources to execute the engagement and monitoring protocols established pursuant to this Agreement. The City Council may authorize a project to proceed without implementing the engagement and monitoring protocol in this Settlement Agreement provided all of the following requirements are met:
- (a) Minimum Outreach for the project is provided by:
 - (i) Notifying the affected City Council Office, Neighborhood Council, and/or other identified project stakeholders, including Fix the City, Inc.;
 - (ii) Implementation of a web portal is provided for the submission of Project complaints, concerns, positive feedback and other public input; and
 - (iii) Distributing project information fact sheets to any parties required to be noticed under this Paragraph 4.
 - (b) The Council approves the authorization after a public hearing at least fifteen (15) days after notice is provided to everyone on the project notification list, any identified stakeholders, the relevant neighborhood council(s), and for High Volume Projects, the property owners fronting the project. Notice shall be by U.S. Mail.
 - (c) Minimum Evaluation. If the Council approves the authorization as set forth in (b), LADOT shall be obligated only to report pre- and post-project Fire Response Data for two years following project completion. Any other evaluation for such project is at the discretion of LADOT.

No greater than 10% of projects covered by this Agreement shall be exempted from the requirements herein, as calculated on an annual basis. Where there are fewer than 10 such projects for a given year, only one project may be found to be exempt.

(5) **Definitions.** For purposes of Section 2:

Negative Performance Indicators shall mean more than 20 complaints a month, on average over a 12 month period, related to vehicle delay, safety, access, or neighborhood intrusion.

Vehicle speed is typically measured as the 85th percentile speed - the speed at or below which 85% of vehicles are observed to travel along a specific roadway segment or monitoring point.

Travel time is the time it takes for a motorist to traverse a specific roadway segment - in other words, the time it takes a vehicle to travel between predefined end points.

Vehicle, pedestrian and bike counts are collected at intersections or along roadway segments. Counts can be collected either manually or automatically. Manual counts are typically collected in-person in the field or through the use of video. Automatic counts employ pneumatic tubes across a roadway to register hourly and daily volumes.

Attachment B: LADOT Engagement Guidelines and Practices

Project level: 1			
<i>Engagement goal: Inform</i>			
Description: Projects that involve little to no changes in user experience with no foreseen tradeoffs.			
Project Type Examples	Best Practice Engagement Strategies	Additional Suggested Strategies	Typical Engagement Timeline
<p>Examples of these types of projects may include:</p> <ul style="list-style-type: none"> ● Bike sharrow pavement markings ● Striping changes such as edgelines ● Signal modifications, and minor curbside operational changes to parking and/or loading 	<ul style="list-style-type: none"> ● Notify Council District ● Notify the following stakeholders as applicable: <ul style="list-style-type: none"> ○ Neighborhood Council ○ Community member/org who requested improvement ○ Businesses impacted directly ○ PAC and/or BAC 	<ul style="list-style-type: none"> ● Direct stakeholder meetings or briefings as needed ● Written update for Neighborhood Council 	<ul style="list-style-type: none"> ● Planning and design: 3-4 weeks ● Project installation: 3-4 weeks (depending on implementation schedule)

Project level: 2

Engagement goal: Involve and collaborate

Description:

Projects that will alter the user experience with some identified tradeoffs.

Project Type Examples	Best Practice Engagement Strategies	Additional Suggested Strategies	Typical Engagement Timeline*
<p>Examples of these types of projects may include:</p> <ul style="list-style-type: none">● Class 2 or Class 4 bike facility installation with no lane reconfiguration● A coordinated suite of pedestrian improvements such as crosswalks, curb extensions, signal upgrades or other features at an intersection or throughout a corridor● Minor adjustments to transit service or stop locations.	<p>Level 1 Strategies plus:</p> <ul style="list-style-type: none">● Development and distribution of project fact sheet● Direct outreach to community members affected via any of the following:<ul style="list-style-type: none">○ Phone○ Letter or Mailer○ Email○ Canvassing● Survey or feedback mechanism such as a web portal● Presentation at Neighborhood Council Transportation Committee● Notification to community organizations, including CBOs, schools and/or business groups	<p>Level 1 Strategies plus:</p> <ul style="list-style-type: none">● Stakeholder meetings as needed	<ul style="list-style-type: none">● Planning and design: 4-12 weeks● Project installation: 4-8 weeks (depending on implementation schedule)

Project level: 3a

Engagement goal: Collaborate and empower

Description:

Major projects that will alter the user experience within a larger neighborhood/community with notable tradeoffs.

Considerations:

Lane reconfiguration projects subject to the Mobility Plan 2035 Settlement Agreement may fall under this project level.

Project Type Examples	Best Practice Engagement Strategies	Additional Suggested Strategies	Typical Engagement Timeline*
<p>Examples of these types of projects may include:</p> <ul style="list-style-type: none">● The installation or upgrade of bike infrastructure involving other changes to the roadway design● Transit priority improvements● Reconfiguration of travel and/or parking lanes● Neighborhood traffic calming to implement NEN networks● A corridor safety project● An area-wide bike, pedestrian or transportation plan	<p>Level 1 and 2 Strategies plus:</p> <ul style="list-style-type: none">● At least one workshop or charrette (two workshops for high volume projects under the MP2035 settlement agreement)● Community organization briefings or presentations (to staff or to organization membership as appropriate)● Deployment of a project webpage● Tabling at community events or at key community resources, such as a grocery or transit stop● Notify and collaborate with LAFD and LAPD <p>Additional requirements: For high volume projects that include the reduction of through travel lanes under the MP2035 settlement agreement, engagement should be coupled with the following outreach:</p> <ul style="list-style-type: none">● Notification of any open house to businesses operating on streets that will lose street parking along their property frontage● Distributing a project information fact sheet to properties along the affected block face	<p>Level 1 and 2 Strategies plus:</p> <ul style="list-style-type: none">● Social media campaign● Partner with community organizations● Community round tables or listening sessions● Walk/bike audits	<ul style="list-style-type: none">● Planning and design: 2-6 months● Project installation: 2-4 months (depending on implementation schedule)

Project level: 3b

Engagement goal: Collaborate and empower.

Description:

Major projects that will alter the user experience across neighborhoods and council districts with notable tradeoffs.

Considerations:

Lane reconfiguration projects subject to the Mobility Plan 2035 Settlement Agreement may fall under this project level.

Project Type Examples	Best Practice Engagement Strategies	Additional Suggested Strategies	Typical Engagement Timeline*
<p>Examples of these types of projects may include:</p> <ul style="list-style-type: none">● The installation or upgrade of bike infrastructure involving other changes to the roadway design● Transit priority improvements● Reconfiguration of travel and/or parking lanes● Neighborhood traffic calming to implement NEN networks● A corridor safety project● An area-wide bike, pedestrian or transportation plan	<p>Level 1, 2 and 3a Strategies plus:</p> <ul style="list-style-type: none">● Presentation at Neighborhood Council Board Meeting● Social media campaign● Targeted direct outreach to community members affected via <u>all</u> of the following:<ul style="list-style-type: none">● Phone● Letter or Mailer● Email● Canvassing● Tabling● Partnership with CBOs and community ambassadors <p>Additional requirements: For high volume projects that include the reduction of through travel lanes under the MP2035 settlement agreement, engagement should be coupled with the following outreach:</p> <ul style="list-style-type: none">● Uploading project information to the City’s Early Notification System● Notification of any open house to businesses operating on streets that will lose street parking along their property frontage● Distributing a project information fact sheet to properties along the affected block face	<p>Level 1, 2 and 3a Strategies plus:</p> <ul style="list-style-type: none">● Community organization roundtable or meeting● Focus group or community advisory committee● Post signage at key community focal points, such as on the street or at transit stops● LADOT staff office hours	<ul style="list-style-type: none">● Planning and design: 4-8 months● Project installation: 4-12 months (depending on implementation schedule)