



Columbia Public Works

Public Involvement Process

The following flow chart represents the typical public involvement process during project development. Depending on the type and complexity of the project, the process may vary. Public Works staff is always available to meet with interested parties as a group or individually to discuss projects and how they may affect property owners.

- ❖ Initiate Project
- ❖ Identify interested parties (stake holders)
- ❖ Develop conceptual plan(s)
- ❖ Hold informal public meeting with interested parties
 - Gather initial public input
- ❖ Create Preliminary Plan(s) and report to Council
- ❖ Council sets Public Hearing date
- ❖ Send letter to interested parties with:
 - Public Hearing date, time and location
 - Copy of the report to council
- ❖ Public Hearing held at city council meeting
 - Additional public input received
 - Council discussion
 - Direction from council to develop final plan(s)
- ❖ Develop right-of-way plan and descriptions
- ❖ Present ordinance to council to acquire right-of-way easements and for bid call
- ❖ Acquire right-of-way easements
- ❖ Develop final plans and specifications
- ❖ Complete bidding and contracting
- ❖ Complete construction