TYPE 2 CE PUBLIC HEARING
PUBLIC OFFICIALS EMAIL SAMPLE

Florida Department of Transportation

NAME
GOVERNOR

District Address

NAME
SECRETARY

Subject for Email: Public Hearing scheduled for (Study Name) PD&E Study on (Date), FPID (Number), (Location)

The Florida Department of Transportation (FDOT) invites you to a public hearing for the (study name) Project Development & Environment (PD&E) Study from (project limit) to (project limit) in (location).

Participate in the hearing:

In-Person
Day, Date
Location
Address
Anytime between 5 – 6 p.m. Open House
6 p.m. Formal presentation and comment begins
This will include (description of format).

Virtually
Day, Date
Register in advance: (Registration Link)
6 p.m. Formal presentation and comment
This will include (description of format).

This hearing is being conducted to present the preferred alternative and analysis completed to date, as well as to give interested persons an opportunity to express their views concerning the proposed improvements.

Project documents will be available for public viewing from (date) to (date), (year), at (location), (address) and at (FDOT District Office address). They will also be available on the project webpage.

If you are unable to attend the hearing, comments can be provided by (date) through the project webpage or by email or mail to the project manager to be included in the formal hearing record.

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Webpage URL
Project Manager Name
District Address
Project Manager Email

[IF APPLICABLE Add any specific language below: Access change, Section 106, Section 4(f).]

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Any person requiring special accommodations under the Americans with Disabilities Act or requiring translation services (free of charge) should contact (name), District Title VI Coordinator, at (phone number), or email at name@dot.state.fl.us at least seven days prior to the public meeting.

The environmental review, consultation, and other actions required by applicable federal environmental laws for this project are being, or have been, carried out by the Florida Department of Transportation (FDOT) pursuant to 23 U.S.C. § 327 and a Memorandum of Understanding dated May 26, 2022 and executed by the Federal Highway Administration and FDOT.