

# Environmental Report (ER) and Environmental Assessment (EA) Template

2-08-2023

Wisconsin Department of Transportation

## Project Summary

|   |   |   |   |
|---|---|---|---|
| Project ID  | Project Termini   | Funding Sources <i>(check all that apply)</i><br><input type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/> Local           |   |
| Construction ID   |   | Estimated Total Project Cost (design, construction, real estate, etc). Include delivery cost in Year of Expenditure (YOE).<br>in          dollars         |   |
| Route Designation <i>(if applicable)</i>  | Township and Nearest Municipality   | Real Estate Acquisition Portion of Estimated Cost (YOE)<br>in          dollars  |   |
| National Highway System (NHS) Route<br><input type="checkbox"/> Yes <input type="checkbox"/> No   |   | Utility Relocation Portion of Estimated Cost (YOE)<br>in          dollars   |   |
| County  | Section / Township / Range  | Number of Relocations:<br>Residential          Business          Other  |   |
| Bridge Number(s) <i>(if applicable)</i>   | For an ER, indicate the date of the first tribal notification letter.<br>For an EA, indicate the date the Process Initiation Letter (PIL) was accepted by FHWA. | <b>Right of Way Acquisition</b>   |   |
|   |   | Acres   |   |
|   |   | Fee   |   |
|   |   | Temporary Limited Easement (TLE)  |   |
|   |   | Permanent Limited Easement (PLE)  |   |
|   |   | Highway Easement (HE)   |   |
| <b>Functional Classification of Existing Route (FDM 4-1-10 &amp; 4-1-15)</b><br><i>Check all that apply if there are multiple route classifications</i>   |   | <b>WisDOT Project Improvement Strategy and Type (FDM 3-5 &amp; FDM 11-1 attachment 10.1)</b><br><i>Check all that apply if there are multiple actions</i> |   |
|   | <b>Urban</b>  | <b>Rural</b>  |   |
| Freeway/Expressway  | <input type="checkbox"/>  | <input type="checkbox"/>  | Perpetuation – Preservation/Restoration   |
| Principal Arterial  | <input type="checkbox"/>  | <input type="checkbox"/>  | Perpetuation – Resurfacing                |
| Minor Arterial  | <input type="checkbox"/>  | <input type="checkbox"/>  | Perpetuation – Pavement Replacement       |
| Major Collector   | <input type="checkbox"/>  | <input type="checkbox"/>  | Perpetuation – Bridge Rehabilitation      |
| Minor Collector   | <input type="checkbox"/>  | <input type="checkbox"/>  | Perpetuation – Bridge Preventative        |
| Local   | <input type="checkbox"/>  | <input type="checkbox"/>  | Rehabilitation – Preservation/Restoration |
| No Functional Class   | <input type="checkbox"/>  | <input type="checkbox"/>  | Rehabilitation - Resurfacing              |
| Other   | <input type="checkbox"/>  | <input type="checkbox"/>  | Rehabilitation – Pavement Replacement     |
|   |   |   | Rehabilitation - Reconstruction           |
|   |   |   | Rehabilitation - Bridge Rehabilitation    |
|   |   |   | Rehabilitation - Bridge Replacement       |
|   |   |   | Modernization - Expansion                 |
|   |   |   | Preventative Maintenance                  |
|   |   |   | State Majors                              |
|   |   |   | Other – Describe:                         |
| <input type="checkbox"/> FHWA Draft Categorical Exclusion (CE)/WisDOT Draft Environmental Report (ER). <b>No significant impacts indicated by initial assessment.</b><br>The Bureau of Technical Services (BTS) only reviews and signs ERs if there is Section 4(f) involvement or if there is no FHWA action in any portion of the proposed project. |   |   |   |
| <input type="checkbox"/> FHWA/WisDOT Environmental Assessment (EA). <b>No significant impacts indicated by initial assessment.</b><br>When complete, the Draft ER or EA must be made available for public comment per FDM Chapter 6.  |   |   |   |
| _____<br>(Print – Preparer Name, Title, Company/Organization)   |   | _____<br>(Signature – Director, Bureau of Technical Services)   |   |
| _____<br>(Date – m/d/yy)  |   | _____<br>(Date – m/d/yy)  |   |
| _____<br>(Signature, Title)   |   | _____<br>(Signature, Title)   |   |
| <input type="checkbox"/> Region <input type="checkbox"/> Aeronautics <input type="checkbox"/> Railroads & Harbors   |   | <input type="checkbox"/> FHWA <input type="checkbox"/> FAA <input type="checkbox"/> FTA <input type="checkbox"/> FRA                                      |   |
| _____<br>(Date – m/d/yy)  |   | _____<br>(Date – m/d/yy)  |   |

Signatures are only needed here for draft versions of documents. If this is a final ER or EA, check the appropriate box(es) and sign the lines on the next page.

A Public Hearing was not required. After reviewing and addressing substantive public comments and coordinating with other agencies, it is determined this action:

- Will NOT significantly affect** the quality of the human environment. This document is a Final CE/Final ER.
- Will NOT significantly affect** the quality of the human environment. This document is a Final EA/Finding of No Significant Impact (FONSI).
- Has potential to significantly affect** the quality of the human environment. Draft Environmental Impact Statement (EIS) required.

A Public Hearing was held, and after reviewing and addressing substantive public comments, updating the Draft CE/ER or EA and coordinating with other agencies, it is determined this action\*:

- Will NOT significantly affect** the quality of the human environment. This document is a Final CE/Final ER.
- Will NOT significantly affect** the quality of the human environment. This document is a Final EA/Finding of No Significant Impact (FONSI).
- Has potential to significantly affect** the quality of the human environment. Draft Environmental Impact Statement (EIS) required.

\_\_\_\_\_  
(Print – Preparer Name, Title, Company/Organization) (Date – m/d/yy)

\_\_\_\_\_  
(Signature – Director, Bureau of Technical Services) (Date – m/d/yy)

\_\_\_\_\_  
(Signature, Title) (Date – m/d/yy)

- Region
- Aeronautics
- Railroads & Harbors

\_\_\_\_\_  
(Signature, Title) (Date – m/d/yy)

- FHWA
- FAA
- FTA
- FRA

\*Include Environmental Document Availability and Hearing Summary following this page.

If you have any questions about completing this Template, you should speak with your Region Environmental Coordinator (REC) or your Bureau of Technical Services, Environmental Process and Documentation Section (BTS-EPDS) Liaison.

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## 1. Table of Contents:

A table of contents should always be included, and all pages should be numbered consecutively for ease of review and readability. Bookmarks in the electronic version of the document should match the headings in your table of contents.

Items listed (with corresponding page numbers provided) in the Table of Contents could include;

- Purpose and Need
- Summary of Alternatives
- Description of Proposed Action
- Public/Government/Tribal Involvement
- Traffic Summary
- Agency and Tribal Coordination
- Alternatives Comparison Matrix
- Environmental Factors Matrix
- Environmental Commitments
- Factor Sheets (List each Factor Sheet included separately)
- Appendices/Exhibits – These could include but are not limited to;
  - Project location maps
  - NEPA Study Limits map (if necessary)
  - Existing and proposed plan sheets (if necessary)
  - Cross-sections (if necessary)
  - Land use maps (if necessary)
  - Agency and Tribal Correspondence
  - Conceptual Stage Plan (if necessary)

Other attachments as needed to support ER and EA Template and Factor Sheet Documentation

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## 2. Abbreviations and Acronyms:

All abbreviations and acronyms used throughout the document should be listed and spelled out here. A basic example list can be found here: <https://wisconsin.gov/Pages/doing-bus/eng-consultants/cnslt-rsrcs/environment/formsandtools.aspx>

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## 3. Document Type and Template Use Criteria:

### 3a. Document Type:

If an ER is being completed, list the number and text of the applicable CE from FHWA, FTA or FRA regulations (23 CFR 771.116-118) and discuss how this project fits the criteria for a CE. Your REC can assist in completing this question. See 23 CFR 771.117:

[https://www.ecfr.gov/cgi-bin/text-idx?SID=71f8f57d01c75d4de367012fca26a091&mc=true&node=pt23.1.771&rgn=div5#se23.1.771\\_1117](https://www.ecfr.gov/cgi-bin/text-idx?SID=71f8f57d01c75d4de367012fca26a091&mc=true&node=pt23.1.771&rgn=div5#se23.1.771_1117) and for a definition see:

[https://www.ecfr.gov/cgi-bin/text-idx?SID=71f8f57d01c75d4de367012fca26a091&mc=true&node=pt40.37.1508&rgn=div5#se40.37.1508\\_14](https://www.ecfr.gov/cgi-bin/text-idx?SID=71f8f57d01c75d4de367012fca26a091&mc=true&node=pt40.37.1508&rgn=div5#se40.37.1508_14)

### 3b. Project is a Complete FHWA Action

Check all boxes that apply to the proposed project. To process your project with this template, you must be able to check either boxes 1-3 or the last box. If you are unable to check either boxes 1-3 or the last box in this section, you cannot complete this template and must reassess the project scope to meet the criteria. Proposed projects being developed under WEPA must also meet these criteria.

23 CFR 771.111(f) To ensure meaningful evaluation of alternatives and to avoid commitments to transportation improvements before they are fully evaluated, the action evaluated shall:

- (1) Connect logical termini and be of sufficient length to address environmental matters on a broad scope
- (2) Have independent utility or independent significance, i.e., be usable and be a reasonable expenditure even if no additional transportation improvements in the area are made
- (3) Not restrict consideration of alternatives for other reasonably foreseeable transportation improvements
- Project is not an action resulting in construction and does not require compliance with (1-3) above

### 3c. ER and EA Template Applicability

When preparing an EA, if at any point in the environmental documentation process it becomes apparent that the project will not

result in the preparation of a FONSI, you must coordinate with the Region Environmental Coordinator (REC) and Bureau or Technical Services-Environmental Process and Documentation Section (BTS-EPDS) to determine the appropriate type of environmental document. Proceed to Question 4.

When preparing an ER, check all boxes that apply to the proposed project. If you are unable to check a box in this section, coordinate with the REC and BTS-EPDS to determine the appropriate type of environmental document. Proposed projects being developed under WEPA must also meet these criteria. 23 CFR 771.117(a) Categorical exclusions (CEs) are actions which, based on experience with similar actions, do not involve significant environmental impacts. They are actions which:

- Do not induce significant impacts to planned growth or land use for the area
- Do not require the relocation of significant numbers of people
- Do not have a significant impact on any natural, cultural, recreational, historic or other resource
- Do not involve significant air, noise, or water quality impacts
- Do not have significant impacts on travel patterns
- Do not otherwise, either individually or cumulatively, have any significant environmental impacts

### 3d. Unusual Circumstances that may preclude approval at the ER level

Check all boxes that apply to the proposed project. If any boxes in this section are checked, consultation with the REC, BTS-EPDS and FHWA is required prior to making a final CE determination. 23 CFR 771.117(b) Any action which normally would be classified as a CE but could involve unusual circumstances may require the FHWA, in cooperation with the applicant, to conduct additional environmental studies to determine if the CE classification is proper. Proposed projects being developed under WEPA must also meet these criteria.

Such unusual circumstances include:

- Significant environmental impacts
- Substantial controversy on environmental grounds
- Significant impact on properties protected by Section 4(f) of the DOT Act or Section 106 of the National Historic Preservation Act (not required for WEPA document, consult with REC or EPDS for requirements)
- Inconsistencies with any Federal, State, or local law, requirement or administrative determination relating to the environmental aspects of the action
- Project includes auxiliary lanes or capacity expansion

Describe any coordination with the REC, BTS-EPDS and FHWA related to any unusual circumstances:

[See the FHWA/WisDOT Programmatic Agreement for details on unusual circumstances.](#)

<http://wisconsin.gov/Pages/doing-bus/eng-consultants/cnslt-rsrcs/environment/formsandtools.aspx>

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### 4. Environmental Document Statement:

This environmental document is an essential component of the National Environmental Policy Act (NEPA) and/or Wisconsin Environmental Policy Act (WEPA) project development process, which supports and complements public involvement and interagency coordination.

The environmental document is a full-disclosure document which provides a description of the purpose and need for the proposed action, the existing environment, analysis of the anticipated beneficial or adverse environmental effects resulting from the proposed action and potential mitigation measures to address identified effects. This document also allows others the opportunity to provide input and comment on the proposed action, alternatives and environmental impacts. Finally, it provides the decision maker with appropriate information to make a reasoned choice when identifying a preferred alternative.

This environmental document must be read entirely so the reader understands the reasons that one alternative is identified as the preferred alternative over other alternatives considered.

[The environmental document statement should be included with every ER and EA to assist the public in understanding the purpose of the document. Additional text can be added at the end of this statement if applicable.](#)

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### 5. Fiscal Constraint:

Projects identified in the WisDOT Statewide Transportation Improvement Program (STIP) per 23 CFR 450.218(g), which are typically FHWA or Federal Transit Administration (FTA) funded projects, must demonstrate fiscal constraint. In addition, and regardless of funding source, projects defined as regionally significant per 23 CFR 450.104 and 23 CFR 450.218(h), must also demonstrate fiscal constraint.

Indicate whether a project ID for a subsequent phase following design (either a project ID for substantial right-of-way acquisition or a project ID for construction) is included in the most recent version, or a previous version of the STIP, included in a STIP amendment, or listed in the STIP with a Backlog Advanceable Pilot Program (BAPP) STIP label. One of the boxes must be checked to demonstrate fiscal constraint.

If the proposed project is within a metropolitan planning area, it also must be in the metropolitan planning organization (MPO) Transportation Improvement Program (TIP).

FHWA requires projects have reasonable assurance of project funding in place prior to approving an environmental document. This is demonstrated by showing fiscal constraint. For environmental document purposes, fiscal constraint is demonstrated by a project ID having a current or past Statewide Transportation Improvement Program (STIP) label. An example of a STIP label is 2022-2025 STIP.

The STIP is a four-year prioritized listing of highway and transit projects for the state of Wisconsin. Updated every year, the STIP includes both capital and non-capital projects that are federally funded or considered regionally significant in both urban and rural areas. The STIP incorporates by reference the Transportation Improvement Programs (TIPs) prepared by the state's 14 metropolitan planning organizations (MPOs). The STIP is approved by the Federal Highway Administration and the Federal Transit Administration. The STIP is published on the WisDOT website.

WisDOT may begin the environmental review process without having funding available to construct the project, however, for the final environmental document to be approved, one of the following three situations must be applicable to demonstrate fiscal constraint: 1) the proposed project must be in the STIP, or a previous STIP, for a subsequent phase following design – either a project ID for substantial right-of-way acquisition or a project ID for construction (a small amount of real estate or small amount of construction prep work could be included in the last year of the current STIP if the next year STIP includes more robust funding); 2) listed in the STIP with a Backlog Advanceable Pilot Program (BAPP) STIP label; or 3) have a STIP amendment completed for the project. If a STIP amendment is needed, be aware that STIP amendments are a two-month process. Amendments are posted on the STIP page on the WisDOT website. Use of a past STIP label needs to be discussed with the region environmental coordinator to be sure the STIP label is still applicable.

Additionally, if the project is within a metropolitan planning area, the proposed project also must be in the MPO's TIP. The information included in the STIP (and TIP if applicable) must match the information in the environmental document (project description, termini/limit, estimated project cost/funding, etc.).

Regionally significant project means a transportation project (other than projects that may be grouped in the TIP and/or STIP or exempt projects as defined in EPA's transportation conformity regulations (40 CFR part 93, subpart A) that is on a facility that serves regional transportation needs (such as access to and from the area outside the region; major activity centers in the region; major planned developments such as new retail malls, sports complexes, or employment centers; or transportation terminals) and would normally be included in the modeling of the metropolitan area's transportation network. At a minimum, this includes all principal arterial highways and all fixed guideway transit facilities that offer an alternative to regional highway travel. (23 CFR 450.104)

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | The proposed action is not federally funded with FHWA or FTA funds per 23 CFR 450.218(g), does not require federal approval, and is not considered a regionally significant project. Federal fiscal constraint requirements do not apply. |
|--------------------------|---|

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | <p>The proposed action is federally funded with FHWA or FTA funds per 23 CFR 450.218(g), requires federal approval, or is considered a regionally significant project (23 CFR 450.104). The proposed action is approved in the most recent version of the STIP or approved in a STIP amendment. Indicate the STIP label or STIP amendment label, the portion of the proposed project funded and the page number on which the project can be found. If the proposed project is within a metropolitan planning area, it also must be in the metropolitan planning organization (MPO) transportation improvement program (TIP).</p> <p>For projects in metropolitan planning areas, indicate the name of the TIP or TIP amendment, the portion of the proposed project funded and the page number on which the project can be found.</p> <p>The name of the STIP or STIP amendment, the portion of the proposed project funded and the page number on which the project can be found should be listed in the text box above. This information is required to demonstrate fiscal constraint. The information in the environmental document must match the information that is listed in the STIP and in the TIP, if applicable (project description, termini/limit, estimated project cost/funding, etc.).</p> |
| <input type="checkbox"/> | <p>The proposed action is federally funded with FHWA or FTA funds per 23 CFR 450.218(g), requires federal approval, or is considered a regionally significant project (23 CFR 450.104). The proposed action was approved in a previous STIP but is no longer included in the most recent STIP because initial project funding authorization has occurred. Indicated the STIP label or STIP amendment label, the portion of the project funded and the page number on which the project can be found.</p> <p>For projects in metropolitan planning areas, indicate the name of the TIP or TIP amendment, the portion of the proposed project funded and the page number on which the project can be found.</p> <p>The name of the STIP or STIP amendment, the portion of the proposed project funded and the page number on which the project can be found should be listed in the text box above. This information is required to demonstrate fiscal constraint. The information in the environmental document must match the information that is listed in the STIP and in the TIP, if applicable (project description, termini/limit, estimated project cost/funding, etc.).</p>   |

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## 6. Purpose and Need:

For general guidance on completing the ER and EA Template see FDM 20, Environmental Documents, Reports and Permits: <https://wisconsin.gov/rdwy/fdm/fd-20-00toc.pdf>

This section should: (1) briefly describe the project status in a few sentences, (2) clearly state the purpose of the project, and (3) clearly identify the need(s) for the project. This section lays the foundation for the development of the range of alternatives evaluated and the identification of a preferred alternative.

The purpose and need should not state the outcome or solution of the proposed project.

### Developing the Purpose and Need

The project purpose is a broad statement defining the transportation problems (needs) to be solved and outlining the overall goal(s) to be achieved through addressing the problem identified. The purpose should typically be defined in just a few sentences.

The project need should be a detailed explanation of specific transportation problems or deficiencies that require action. The need statements should include technical information, such as measures of traffic efficiency, demand (origin-destination patterns, modal links, queue lengths, motorist delays, level of service, etc.), and other goals (system linkage, economic development, safety improvement, legislative directives, etc.) as needed. The discussion should focus on the problem(s) requiring action, rather than how to solve the problem. The “problem solving” is done through the alternatives discussion.

When developing the need:

- Provide evidence of issues that need to be addressed
- Include details that are comprehensive and specific
- Re-examine and update as appropriate throughout the project development process

The following may be discussed in the purpose and need:

1. All projects must meet project-defining characteristics at 23 CFR 771.111(f).
  - Connect logical termini and be of sufficient length to address environmental matters on a broad scope;
  - Have independent utility or independent significance, i.e., be usable and be a reasonable expenditure even if no additional transportation improvements in the area are made; and
  - Not restrict consideration of alternatives for other reasonably foreseeable transportation improvements.
2. Project Status  
Briefly describe the project’s history, including measures taken to date, other agencies and governmental units involved, spending, schedules, etc. If relevant, also include a discussion of adjacent recent or planned projects and if they have an impact on the termini or scope of the project.
3. Maps  
Include a map(s) of sufficient detail to clearly indicate the project termini and where the project is in the state. Additional maps must be included in the document to identify the alternatives considered (include existing conditions and proposed changes) and be of sufficient detail for reviewers to determine the extent of proposed actions. Reference all maps included in the document. All maps should include the following information:
  - Title
  - Label all roadways and other relevant landmarks referred to in the text
  - Include town or other jurisdictional boundaries as needed
  - Use aerial photos as a base layer
  - Include standard cartographic features such as scale, legend, and directional orientation (compass rose, north arrow, etc.)
  - If the proposed project includes work off the mainline including side roads or work outside the existing right-of-way, a map should be included delineating the boundaries of the area evaluated in the environmental document
4. Existing conditions including the functional classification of the road and if it is part of the National Highway System (NHS).
5. Need Factors  
It is recommended that need factors be organized starting with discussion of the greatest need first. Only those need factors that apply should be discussed. Include the most recent and relevant data to support all need factor discussions.

Primary need factors to consider include:

- Safety: Explain if the proposed action is necessary to correct an existing or potential safety hazard. In addition, explain if the existing accident rate is excessively high and why. Include relevant data to support discussion. When citing crash rates, explain the basis for the range of years referenced. For example, it may not be applicable to use the latest 5 years of data because an adjacent roadway may have been under construction that could have skewed the crash data during that time

- Roadway Deficiencies: Explain existing roadway deficiencies (e.g., substandard geometrics, load limits on structures, inadequate cross-section, high maintenance costs, etc.)
- Capacity: Discuss existing and projected capacity of the present facility and its ability to meet current and projected traffic demands. Discuss what capacity and levels of service for existing and proposed facilities are needed. Include relevant data to support discussion
- System Linkage: Discuss if the proposed action is a "connecting link" and how it fits into the local or regional transportation system. Include all modes of transportation, as applicable, in your discussion
- Transportation Demand: Discuss the action's relationship to any statewide plan or adopted urban transportation plan. In addition, explain any related traffic forecasts that are substantially different from those estimates of the 23 U.S.C. 134 (Section 134) planning process
- Legislation: Explain if there is a federal, state, or local governmental mandate for the action
- Modal Interrelationships: Explain how the proposed action will interface with and serve to complement airports, rail and port facilities, mass transit services, bike/pedestrian facilities, etc.
- Social Demands or Economic Development: Describe how the action will foster new employment and benefit schools, land use plans, recreation facilities, etc. In addition, describe projected economic development/land use changes that indicate the need to improve or add to the highway capacity

#### Tips

- Use words like portion, section, etc. Avoid words like "segment" and "significant," which have specific meaning for environmental documents
- If using the terms "will", "shall", or "must", support the statement with data (e.g. identify where the requirement comes from), otherwise, consider using "proposed," "possible," or "may"

#### Resources:

Federal Highway Administration Environmental Review Toolkit <http://environment.fhwa.dot.gov/projdev/tdmneed.asp>  
 FDM chapter 20 <http://wisconsin.gov/rdwy/fdm/fd-20-00toc.pdf>

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## 7. Summary of Alternatives:

This section discusses the range of alternatives considered, including the no build alternative, as well as those eliminated from further consideration. The discussion of each alternative should include an explanation of why it was considered and how it will address the purpose and need. If an alternative is eliminated from further consideration, include an explanation for elimination based on how it does not meet the purpose and need, how it does not meet all the purpose and need elements compared to other alternatives or how it has more impacts than similar alternatives that also meet the purpose and need. Any alternative(s) carried forward for further evaluation must be analyzed equally and should describe how environmental impacts have been avoided, minimized, or compensated where applicable. All alternatives should be labeled consistently throughout the document, starting with the no build alternative.

Alternatives must include the following:

1. Begin with the No Build alternative, which is used as a baseline for comparison against the other alternatives considered
2. Build alternatives are to include consistent labeling (numbered and named, etc.) throughout the discussion and document
3. Be specific about all changes to the current roadway. Define what a reconstruct or an intersection improvement will include
4. Identify all alternatives considered, even if eliminated early in the process, and a brief description. Specifically identify the alternative(s) that were carried forward for detailed study.
5. Identify the Preferred Alternative (if known).
6. Clearly describe how each alternative does/does not meet the purpose and need. An alternative may meet a portion or level of the purpose and need.
7. Equally analyze all the environmental factors (minimally those listed in Question 21, the Factors Matrix) that may affect the selection of an alternative and discuss. Additional guidance and tools to assist in the task can be found on the BTS Environmental webpage. <http://wisconsin.gov/Pages/doing-bus/eng-consultants/cnslt-rsrcs/environment/default.aspx>
8. Discussion of fiscal considerations that affect all alternatives (positively or negatively).  
 It is advisable to include more than one build alternative so there are options if one alternative becomes unbuildable due to an issue identified late in the process (e.g., community opposition, significant wetland impacts, Section 4(f) impacts, etc.).

#### Resources:

NEPA and Transportation Decisionmaking: [www.environment.fhwa.dot.gov/projdev/tdmalts.asp](http://www.environment.fhwa.dot.gov/projdev/tdmalts.asp)  
 FDM 20: <http://wisconsin.gov/rdwy/fdm/fd-20-00toc.pdf>

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## 8. Description of Preferred Alternative:

This section describes the preferred alternative in greater detail than the Summary of Alternatives. This section should be as concise as possible while fully describing the preferred alternative, especially if multiple project types are proposed (i.e. reconstruct and recondition). Describe all aspects of the project, regardless of funding source (not just the Federal aid portion).



A thorough discussion of the preferred alternative should include the following (as applicable):

- Explanation of why the preferred alternative was identified.
- Description of the actions that may or would likely occur.
- Transportation Management Plan (TMP):
  - Detour routes
  - Improvements required for the detour route
  - Temporary roadways or bridges that may be necessary and any associated impacts
  - Impacts to local businesses because of construction staging
  - State whether construction will include through traffic or be open to local traffic only
- At a minimum, the following maps should be included that correspond to the narrative and are appropriately referenced in the text of the document:
  - Map(s) indicating the proposed action(s), notable impacted and/or adjacent resources and existing infrastructure
  - Map(s) for detour routes, including proposed improvements and structures
  - All maps should include the following information:
    - Title
    - Label all roadways and other relevant landmarks
    - Include town boundaries or other jurisdictional boundaries if needed
    - Use aerial photographs as a base layer
    - Include standard cartographic features such as scale, legend, and directional orientation (compass rose, north arrow, etc.)
  - Cross-section diagram of the preferred alternative.
  - Other maps or graphics that have been referenced in the text of the document.

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## 9. Land Use Adjoining the Project and Surrounding Area:

Describe the land use adjacent to and surrounding the project. Land use adjacent to the project includes land/property that has frontage abutting the project's right-of-way (ROW). Land use surrounding the project refers to land/property outside of the project ROW, but with the potential for direct and indirect impacts. The distance from which surrounding land use is considered varies by project and depends on the project scope as well as the potential for impacts.

- Discuss adjacent and surrounding land use(s) and include the following as applicable:
- Type of land use adjacent to and surrounding the project area
- Land use trends over time
- A list or summary of county or municipal land use plans
- US Census metropolitan and micropolitan statistical areas information or trends
- Population forecasts
- Maps (must correspond to the discussion and be appropriately referenced)

### Resources:

Wisconsin Land Cover Maps: <https://dnr.wisconsin.gov/maps/WISCLAND>

Wisconsin Regional Planning Commissions: <https://www.awrpc.org/>

State and Local Government Net: [www.statelocalgov.net/state-wi.cfm](http://www.statelocalgov.net/state-wi.cfm)

Wisconsin Land Information Program (Wisconsin Department of Administration):

<https://doa.wi.gov/Pages/LocalGovtsGrants/WLIP.aspx>

Wisconsin State Cartographers Office: [www.sco.wisc.edu/](http://www.sco.wisc.edu/)

Wisconsin Department of Administration, Intergovernmental Relations (Comprehensive Planning):

<https://doa.wi.gov/Pages/LocalGovtsGrants/Comprehensive-Planning.aspx>

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## 10. Planning and Zoning:

Identify any local or regional plans for the project area and any relevant zoning regulations. Discuss if the proposed action is compatible with local and regional plans. Also discuss if the action is compatible with current and planned zoning and development within the project area. Include a brief discussion of any other highway projects or studies that may be adjacent to, connect to or impact the project. Use the most current plans available, and update project information if the project has been in the project development process over many years or has stopped and restarted.

Plans may include regional planning commission (RPC) plans, metropolitan planning organization (MPO) plans, comprehensive plans, long-range plans, drainage district plans, transportation improvement programs (TIPs), the statewide transportation improvement program (STIP), wellhead protection plans, WisDOT transportation plans, land use plans, WisDOT stormwater management plans,

downtown main street plans, traffic study plans, airport plans and others. Include reference to the appropriate TIP or STIP. Include a discussion of plans across all transportation modes (for example, bicycle plans, pedestrian plans, rail plans or transit plans) within the project area.

Include in the discussion a reference to the plan(s) used and the date published. Do not attach any plans in the appendix unless deemed critical to the project and referenced directly in the text. There is no need to include the first page of the plan in the appendix or attachments. A discussion of the plans and how they relate to the project is required.

#### Resources:

See resources above in Land Use

Connections 2030: <https://wisconsin.gov/Pages/projects/multimodal/conn2030.aspx>

WisDOT FDM 25: <https://wisconsin.gov/rdwy/fdm/fd-25-05.pdf#fd25-5-15>

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### 11. Indirect Impacts:

If any of the following boxes are checked, the Pre-Screening Worksheet for EA and ER Projects for Determining the Need to Conduct a Detailed Indirect Effects Analysis must be completed and attached to this environmental document.

An alternative being carried forward for detailed analysis includes:

- Economic development as an element of the purpose and need
- Construction of one or more new or additional through lanes
- Construction of a new interchange or elimination of an existing interchange
- Construction of one or more additional ramps or relocation of a ramp lane to a new quadrant on an existing interchange
- Relocation of an existing roadway to a new alignment (this does not include minor modifications to the existing roadway alignment)

Location of Pre-Screening Worksheet for EA and ER Projects for Determining the Need to Conduct a Detailed Indirect Analysis: <https://wisconsin.gov/Documents/doing-bus/eng-consultants/cnslt-rsrcs/environment/appa-prescreenwrksht.pdf>

A minor modification may include adjusting a curve or a vision corner but maintaining the majority of the current alignment.

- Changing an at-grade intersection to a grade-separated intersection with no access or a grade-separated intersection to an at-grade intersection.
- Construction of one or more additional intersections along the mainline created by a new side road access.
- One or more new access points along a side road within 500' of the mainline.

Relocating an existing access point(s) further from the intersection as part of the project to address safety and design goals is not considered a new access point.

- None of the above boxes have been checked, it has therefore been concluded that the proposed action will not result in indirect effects.
- The proposed action may result in indirect effects. The Pre-Screening Worksheet for EA and ER Projects for Determining the Need to Conduct a Detailed Indirect Effects Analysis attached here: \_\_\_\_\_ indicates a detailed indirect effects analysis is not required.
- The proposed action may result in indirect effects. It has been determined that a detailed indirect effects analysis is required. A summary of the detailed analysis is located here: \_\_\_\_\_

The Pre-Screening Worksheet or a summary of the detailed analysis should be attached to the document as an appendix or exhibit. Consult your REC or BTS-EPDS staff for questions or guidance.

Resources: Guidance for Conducting an Indirect Effects Analysis (which includes the Pre-Screening Worksheet Template) <https://wisconsin.gov/Documents/doing-bus/eng-consultants/cnslt-rsrcs/environment/indirecteffectsguide2014sp.pdf>

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### 12. Environmental Justice (EJ):

Under U.S. Executive Order 12898 and State Executive Order #161, department actions must identify and address, as appropriate, disproportionately high and adverse human health or environmental effects of their programs, policies, and activities on minority populations and low-income populations. EJ is important because it helps ensure full and fair participation by potentially affected communities in every phase of the transportation decision-making process. EJ considerations should be an integral part of the alternatives analysis process. EJ should be considered as early as scoping. It is far too late to consider EJ only when a preferred alternative is identified.

Describe how minority populations and low-income populations were identified. Describe the methods used to communicate project information to minority populations and low-income populations and to solicit input from minority populations and low-income populations about concerns or potential impacts. The Public Involvement Plan (PIP) should be a useful tool for communicating project information to minority populations and low-income populations and soliciting their input. A separate EJ

plan may be needed if a minority population or low-income population is present, depending on the scope and impacts of the project and the relative size of minority populations or low-income populations.

Data should be obtained from the U.S. Census Bureau. U.S. EPA EJ Screen may also be used. In addition, local units of government, local planning documents, and WisDOT real estate staff may also have demographic information relating to minority populations or low-income populations. A windshield survey is not sufficient on its own but is strongly recommended to field verify data. Include complete reference(s) for the data source(s) used to obtain EJ and demographic data.

| How was information obtained about the presence of populations covered by Executive Order 12898, Federal Actions to Address Environmental Justice in Minority and Low-Income Populations (EO 12898)? (check all that apply)   |  |
|---|--|
| <input type="checkbox"/> Public Involvement Plan (PIP)  | <input type="checkbox"/> EJ plan for the project |
| <input type="checkbox"/> U.S. Census data   | <input type="checkbox"/> Survey/questionnaire    |
| <input type="checkbox"/> Local government   | <input type="checkbox"/> U.S. EPA EJ Screen      |
| <input type="checkbox"/> Real estate company  | <input type="checkbox"/> WisDOT Real Estate      |
| <input type="checkbox"/> Public involvement meeting(s)  | <input type="checkbox"/> Windshield survey*      |
| <input type="checkbox"/> Official plan (such as a comprehensive plan or MPO plan)   |  |
| <input type="checkbox"/> Health and human services agencies or organizations (e.g. U.S. Department of Health and Human Services, Wisconsin Department of Health Services or local/county agency, food pantry, clinic serving low-income patients)<br>Identify agency or organization: |  |
| <input type="checkbox"/> Other – identify: (e.g. ethnic grocery store, cultural or heritage center)   |  |

\*Conducting only a windshield survey is not sufficient to decide if populations are present.

- A. Based on data obtained from the methods above, are minority populations or low-income populations present in the project area?
- No
- Yes, describe:

Describe the characteristics of the EJ populations (minority populations and low-income populations) identified.

- B. Will there be potential impacts of any kind to minority populations or low-income populations identified above?
- No
- Yes, describe: ; you will need to complete the Environmental Justice Factor Sheet.

Resources:

FHWA, Environmental Justice webpage

[https://www.fhwa.dot.gov/environment/environmental\\_justice/index.cfm](https://www.fhwa.dot.gov/environment/environmental_justice/index.cfm)

FHWA Environmental Toolkit, community impact assessment resources:

[https://www.environment.fhwa.dot.gov/env\\_topics/other.aspx](https://www.environment.fhwa.dot.gov/env_topics/other.aspx)

U.S. Environmental Protection Agency EJ Screen Tool

<https://www.epa.gov/ejscreen>

US Department of Health and Human Services Poverty Guidelines: <http://aspe.hhs.gov/poverty/index.shtml>

WisDOT Facilities Development Manual (FDM) Chapter 25: <https://wisconsin.dot.gov/rdwy/fdm/fd-25-00toc.pdf#fd25>

### 13. Title VI of the Civil Rights Act of 1964 and Additional Nondiscrimination Requirements

- A. Indicate if issues have been identified or concerns have been expressed related to Title VI of the Civil Rights Act of 1964 or other nondiscrimination laws, regulations, executive orders and policies under the Title VI umbrella.
- No. Issues related to the above laws, regulations, executive orders and policies were not identified and concerns were not expressed.
- Yes. Issues related to the above laws, regulations, executive orders and policies were identified and/or concerns were expressed, describe:

If Title VI issues or concerns are expressed during public involvement be sure to summarize in Questions 14 and 15 below. Be sure all references to Title VI issues and concerns are consistent. If answering yes to Question 13, be sure to describe the resolution of the issues or concerns, and to capture any commitments related to the resolution of the issues or concerns on in Question 22, Environmental Commitments.

If Title VI or nondiscrimination requirement issues are identified or concerns expressed, please consult with the Environmental Justice specialist in the Environmental Services Section in the Bureau of Technical Services and the Environmental Documentation and Process Section NEPA liaison in the Bureau of Technical Services.

Title VI of the Civil Rights Act of 1964 requires all recipients of federal financial assistance to ensure that no person on the basis of race, color or national origin is excluded from the participation in, denied the benefits of or subjected to discrimination under any

program or activity. Additional nondiscrimination requirements under the Title VI umbrella include:

- 1973 Federal-Aid Highway Act (23 USC 324)(sex)
- 1975 Age Discrimination Act (age)
- Section 504 of the 1973 Rehabilitation Act / 1990 Americans with Disabilities Act (ADA)(disability)
- 1987 Civil Rights Restoration Act
- Executive Order 13166 (ensures people with Limited English Proficiency (LEP) have equal opportunity to benefit from or have access to information and services)

While a person, or persons, cannot bring a legal claim under any of the EJ orders, such person, or persons, can bring a claim under Title VI. Any member of a protected class under Title VI may file a complaint with the FHWA Office of Civil Rights alleging that he or she was subjected to discrimination in violation of Title VI.

The NEPA/WEPA process must comply with all nondiscrimination laws, regulations and policies.

**Resources:**

FHWA Title VI Guidance: [https://www.fhwa.dot.gov/environment/environmental\\_justice/equity/](https://www.fhwa.dot.gov/environment/environmental_justice/equity/)

**14. Public Involvement:**

A. Briefly describe the Public Involvement Plan (PIP):

Briefly summarize public involvement methods for the project. Public involvement for WisDOT activities should effectively involve the public in the facilities development process. All WisDOT facility development projects require some level of public involvement, but the level of involvement should be right-sized for the project. Remember that early and frequent public engagement is a primary key to success and on-time project delivery.

Describe how accommodations for public involvement have been achieved (e.g. meeting venues are handicapped accessible; documents are available in alternative formats upon request, font size and colors comply with section 508 of the Rehabilitation Act (Federal Electronic and Information Technology), etc.). This may include, but is not limited to, contacts with local units of government, public announcements, websites, electronic documents, pre-construction signs, etc. Once public comments have been obtained, allow time for responses and possible design changes before the final environmental document is approved. Response to substantive public comments must be included in the final environmental document.

Agencies/project sponsors should consider Section 4(f) (FDM 20-45-5: <https://wisconsin.gov/rdwy/fdm/fd-20-45.pdf#fd20-45-5>) and Section 106 (FDM 26: <https://wisconsin.gov/rdwy/fdm/fd-26-00toc.pdf>) early in the NEPA process. Public participation, analysis, review and coordination can be jointly coordinated to meet the obligations of both statutes (Section 4(f) and Section 106). Good pre-planning of public involvement activities will ensure that multiple meetings are not needed to satisfy the requirements for each process.

**Resources:**

WisDOT FDM 6: <https://wisconsin.gov/rdwy/fdm/fd-06-00toc.pdf>

Useful forms and templates: <https://wisconsin.gov/Pages/doing-bus/eng-consultants/cnslt-rsrcs/environment/formsandtools.aspx>

Federal Electronic and Information Technology Standards: <https://www.section508.gov/>

B. Public Meetings

| Date<br>(mm/dd/yyyy) | Meeting Sponsor<br>(WisDOT, RPC, MPO, etc.) | Type of Meeting<br>(PIM, Public Hearings, etc.) | Location | Approx. Number of Attendees |
|----------------------|---|---|----------|-----------------------------|
|                      |   |   |          |                             |
|                      |   |   |          |                             |
|                      |   |   |          |                             |
|                      |   |   |          |                             |
|                      |   |   |          |                             |
|                      |   |   |          |                             |
|                      |   |   |          |                             |
|                      |   |   |          |                             |

C. Other methods such as those identified in the Public Involvement Plan and Environmental Justice Plan (if applicable):

Examples include: Newsletters, Websites, Press releases, Social-Media, Project material distribution to various outlets, etc.

D. Indicate any accommodations that were requested by the public or provided to comply with Title VI, EJ or

nondiscrimination laws.

- |   |  |
|---|--|
| <input type="checkbox"/> Interpreters                 | <input type="checkbox"/> Listening aids  |
| <input type="checkbox"/> Transportation provided      | <input type="checkbox"/> Accessibility for elderly populations or individuals  |
| <input type="checkbox"/> Childcare provided           | <input type="checkbox"/> Accessibility for disabled populations or individuals |
| <input type="checkbox"/> Bilingual materials provided | <input type="checkbox"/> Sign language provided                                |
| <input type="checkbox"/> Other, describe              |  |

E. Describe populations, groups and individuals who participated in the public involvement process. Include any organizations and special interest groups:

Participating populations, groups or individuals could include, but are not limited to:

|  |   |
|--|---|
| American Indians                             | Amish or Mennonite communities          |
| Populations or individuals with disabilities | Local interest groups                   |
| Minority individuals or groups               | Property owners or renters              |
| Low-income populations                       | Businesses                              |
| Elderly                                      | Snowmobile, hunting or fishing clubs    |
| Environmental organizations                  | Unions                                  |
| Legislators                                  | Local historic preservation commissions |
| Community service groups, etc.               |   |

**Do not list personal names or addresses in the environmental document. Do not include personally identifying information.**

F. Indicate plans for additional public involvement, if applicable:

**15. Summarize the Results of Public Involvement:**

A. Describe the issues, if any, identified by individuals or groups during the public involvement process:

All substantive issues identified are to be discussed, including those of minority populations and low-income populations. Issues are to be summarized. You should number these, so they can be easily referenced in Question 15B below. A summary of why people supported or opposed the proposed project should be included. Do not just reference the number of individuals supporting and opposing the proposed project. Do not include personally identifiable information. Talk to the REC or BTS-EPDS liaison if you have any questions or concerns about how to determine which issues should be included in this summary.

B. Briefly describe how the issues identified above were addressed:

Responses to all issues identified in Item 15.A should be described here. If the issue is unresolved, explain where you are in the resolution process and what steps are still needed to bring resolution to the issue. If mitigation of any impacts is proposed or agreed upon, include a brief discussion and make sure to include in Question 22, Environmental Commitments. Include considerations, such as design changes to avoid special features, bike/pedestrian accommodations, landscaping, etc. Be clear if the changes are tied to impacts to environmental factors listed in Question 21, Environmental Factors Matrix.

**16. Local, County, State, Tribal, Federal Government Coordination:**

A. Identify units of government contacted and provide the date coordination was initiated.

Consider changes in governments such as elections, retirements, and staff changes. Be sure to keep contacts current. When there are changes in governments, attitudes toward a project or program funding priorities may change. Include the earliest date of contact and when coordination has been completed or if it is ongoing.

| Unit of Government<br>(Village, Town, MPO, RPC, City, County, Tribe, Federal, etc.) | Coordination<br>Correspondence<br>Attached               | Coordination<br>Initiation Date<br>(mm/dd/yyyy) | Comments |
|---|--|---|----------|
|   | <input type="checkbox"/> Yes <input type="checkbox"/> No |   |          |
|   | <input type="checkbox"/> Yes <input type="checkbox"/> No |   |          |
|   | <input type="checkbox"/> Yes <input type="checkbox"/> No |   |          |
|   | <input type="checkbox"/> Yes <input type="checkbox"/> No |   |          |
|   | <input type="checkbox"/> Yes <input type="checkbox"/> No |   |          |
|   | <input type="checkbox"/> Yes <input type="checkbox"/> No |   |          |

B. Describe the issues, if any, identified by units of government during the public involvement process:

All substantive issues identified are to be discussed. Responses to this question should be numbered so they may be easily referenced in question 16C below. A summary of why a unit of government supported or opposed the proposed project should be included. Do not just reference the number of officials supporting and opposing the proposed project. Talk to the REC or BTS-EPDS if you have any questions or concerns about how to determine which issues should be included in this summary. Formal Resolutions from local governments supporting or opposing the project should be attached in the agency coordination appendix.

C. Briefly describe how the issues identified above were addressed:

Responses to all issues identified in Item 16B should be described here. If mitigation of any impacts is proposed or agreed upon, include a brief discussion and make sure to include in Question 22, Environmental Commitments. Include considerations, such as design changes to avoid special features, bike/pedestrian accommodations, landscaping, etc. Be clear if the changes are tied to impacts to environmental factors listed in Question 21, Environmental Factors Matrix.

D. Indicate any unresolved issues or ongoing discussions:

If an issue in Question 16B is unresolved, explain where you are in the resolution process and what steps are still needed to bring resolution to the issue and when this might be completed and include it in Question 22, Environmental Commitments.

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**17. Public Hearing Requirement:**

- A.  This document is an Environmental Assessment.  
 A Notice of Opportunity to Request a Public Hearing **will be** published, or,  
 A Public Hearing **will be** held.
- B.  This document is a Categorical Exclusion / Environmental Report.  
 1. A substantial amount of right-of-way **will** be acquired.  
 2. The proposed action **will** substantially change the layout or functions of connecting roadways or of the facility being improved.  
 3. The proposed action **will** have a substantial adverse impact on abutting property.  
 4. The proposed action **will** have other substantial social, economic, or environmental effects.  
 5. The department has determined that a public hearing is in the public interest.
- If one or more of boxes 1-5 above have been checked, you must check one the of the next 2 boxes  
 A Notice of Opportunity to Request a Public Hearing **will be** published, or,  
 A Public Hearing **will be** held.
- If none of boxes 1-5 above have been checked then check the box below.  
 Notice of Opportunity to Request a Public Hearing **will not** be published, and a Public Hearing **is not** required

When a Notice of Opportunity to Request a Public Hearing is published, and/or a Public Hearing is held, the final EA or CE / ER will include the Environmental Document Availability and Hearing Summary sheet at the beginning of the document, after the signature page.

When a Public Hearing is held, the project sponsor must submit a hearing record and certification to FHWA that complies with 23 U.S.C. 128(b) and 23 CFR 771.111(h). FHWA approval of this environmental document indicates concurrence with the department's Public Hearing requirement determination.

**18. Traffic Summary:**

Traffic Forecast is not required, explain: \_\_\_\_\_ and skip to Question 19.

See <https://wisconsin.gov/Documents/projects/data-plan/plan-res/tpm/9.pdf> for more information on traffic forecasting. For assistance speak with your Region Traffic Engineer.

All alternatives carried forward for detailed analysis must be included in the matrix. Complete multiple sheets as needed. Use an asterisk (\*) to indicate the preferred alternative(s). The numbers should be consistent with all discussions in the document.

| Traffic Summary Matrix           | ALTERNATIVES/SECTIONS |   |   |   |   |   |
|----------------------------------|-----------------------|---|---|---|---|---|
|                                  | No Build              |   |   |   |   |   |
| <b>TRAFFIC VOLUMES</b>           |                       |   |   |   |   |   |
| Base Yr. AADT Yr.                |                       |   |   |   |   |   |
| Const. Yr. AADT Yr.              |                       |   |   |   |   |   |
| Const. Plus 10 Yr. AADT Yr.      |                       |   |   |   |   |   |
| Design Yr. AADT Yr.              |                       |   |   |   |   |   |
| DHV Yr.                          |                       |   |   |   |   |   |
| <b>TRAFFIC FACTORS</b>           |                       |   |   |   |   |   |
| K: (%)                           | %                     | % | % | % | % | % |
| D (%)                            | %                     | % | % | % | % | % |
| Design Year T (% of AADT)        | %                     | % | % | % | % | % |
| T (% of DHV)                     | %                     | % | % | % | % | % |
| Level of Service                 |                       |   |   |   |   |   |
| <b>SPEEDS</b>                    |                       |   |   |   |   |   |
| Existing Posted                  |                       |   |   |   |   |   |
| Future Posted                    |                       |   |   |   |   |   |
| Design Year Project Design Speed |                       |   |   |   |   |   |
| <b>OTHER (specify)</b>           |                       |   |   |   |   |   |
| P (% of AADT)                    | %                     | % | % | % | % | % |
| K <sub>8</sub> (% OF AADT)       | %                     | % | % | % | % | % |
| Other                            |                       |   |   |   |   |   |

AADT = Annual Average Daily Traffic

K [30/100/200] : K<sub>30</sub> = Interstate, K<sub>100</sub> = Rural, K<sub>250</sub> = Urban, % = AADT in DHV

T = Trucks

K<sub>8</sub> = % AADT occurring in the average of the 8 highest consecutive hours of traffic on an average day (required only if CO analysis is required).

DHV = Design Hourly Volume

D = % DHV in predominate direction of travel

P = % AADT in peak hour

A. Identify the agency that generated the data included in the Traffic Summary Matrix:

This could be the WisDOT’s Traffic Forecasting Section, the Southeastern Wisconsin Regional Planning Commission, a consultant or other agency.

B. Identify the date (month/year) that the traffic forecast data included in the Traffic Summary Matrix was developed:

C. Identify the methodology and/or computer program(s) used to develop the data included in the Traffic Summary Matrix:

Traffic forecasting methodology must be consistent with WisDOT traffic forecasting methodology and procedures in WisDOT’s Transportation Planning Manual, Chapter 9.

D. If a metric other than Annual Average Daily Traffic (AADT) is used for describing traffic volumes such as Average Annual Weekday Traffic (AWDT), explain why a different metric was used and how it compares to AADT:

### 19. Agency and Tribal Coordination:

Check with the REC to determine what coordination is appropriate for the project. It is not necessary to include all correspondence from an agency. The most recent correspondence may be all that is necessary unless additional documentation includes decision making. The attached correspondence should clearly outline decisions and commitments made. Coordination documentation should tell the story of specifically what was agreed to between WisDOT and another agency for the project. Acceptable coordination may include letters, e-mails and phone records. If no reply was received from an agency, indicate that a letter/email was sent on that date and no reply was received.

| Agency                                    | Coordination Required?                                   | Correspondence Attached?                                 | Comments Describe coordination efforts, outcomes, and status, including dates.   |
|---|--|--|--|
| <b>WisDOT</b>                             |  |  |  |
| Region Real Estate Section                | <input type="checkbox"/> No                              | N/A  | Coordination is not required because there will be no Fee, PLE or TLE acquisitions.  |
|   | <input type="checkbox"/> Yes                             | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is being done by WisDOT Real Estate including discussion of project effects and relocation assistance, explain:<br>If no Conceptual Stage Plan (CSP) has been completed no correspondence may need to be attached. If a CSP has been completed and the results have been summarized on the Relocation Factor Sheet or if other coordination was completed indicate if it is in the file or some or all of it is attached to the document and where.   |
| Bureau of Aeronautics                     | <input type="checkbox"/> No                              | N/A  | Coordination is not required. The project is not located within 5 miles of a public or military use airport.   |
|   | <input type="checkbox"/> Yes                             | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination has been completed and project effects have been addressed. Explain: <a href="#">See FDM 5-10-25 for general guidance</a>   |
| Railroads and Harbors Section             | <input type="checkbox"/> No                              | N/A  | Coordination is not required because no railways or harbors are in or planned for the project area.  |
|   | <input type="checkbox"/> Yes                             | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination has been completed and project effects have been addressed. Explain: <a href="#">See FDM 5-10-20 for general guidance.</a>  |
| <b>STATE AGENCIES</b>                     |  |  |  |
| Natural Resources (DNR)                   | <input type="checkbox"/> Yes                             | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is required. Include a project initial coordination letter if the project falls under the cooperative agreement. Be sure to document all decision-making. Non-routine project issues should be discussed. List any permits/follow up that may be required (e.g. surveys to be conducted, stormwater construction general permit coverage if project has an acre or more of land disturbing activity, etc.). See FDM 5-10-1 for general guidance. See FDM 10 or 20-50 to clarify if permits are required.  |
| State Historic Preservation Office (SHPO) | <input type="checkbox"/> Yes                             | <input type="checkbox"/> Yes <input type="checkbox"/> No | National Historic Preservation Act Section 106 or State Statute 44.40 (historic properties/cultural resources) and Section 157.70 (burial sites preservation) coordination is required on all projects. If the project has been placed on the WisDOT Section 106 Screening List for both archeology and history, coordination may be complete (attach page from list). If the DOT Cultural Resources team has sent notification that a burial site permit is required for construction, attach the notification email and add to commitments (project will not be able to be placed on the Screening List for archeology if this applies). If a Section 106 Form has been completed and signed by SHPO, attach the signed form. See FDM 26 for guidance. |
| Agriculture (DATCP)                       | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is required for most projects having effects on agricultural operations. See FDM 5-10-30 or 20-45-40 for general guidance   |
| Other, (identify)                         | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Examples may include Wisconsin DOA (for Coastal Zones), Wisconsin Department of Health Services, Department of Tourism, Department of Military Affairs (Wisconsin Emergency Management), etc.  |
| <b>FEDERAL AGENCIES</b>                   |  |  |  |



|  |  |  |  |
|--|--|--|--|
| U.S. Army Corps of Engineers (USACE)             | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | A Section 404 permit is required for projects with discharges of fill or dredged material into waters of the U.S., including wetlands. A Section 10 permit is required for work over and in commercially navigable waters. early coordination should include submittal of the wetland delineation for concurrence. Wetland delineations are only valid for 5 years from the date of the delineation, or the date of the USACE concurrence on the delineation report (for permitting purposes). Section 404/10 applications should be submitted once impacts are defined during final design. See FDM 5-5-20 and 20-50-5 for general guidance. If a Permit is needed for the project add to Question 22, Environmental Commitments. |
| U.S. Fish and Wildlife Service (USFWS)           | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is required for all projects that may affect federally-listed species or critical habitat, bird species protected by the Migratory Bird Treaty Act, bald and golden eagles protected under the Bald and Golden Eagle Protection Act, or lands owned/managed by USFWS. Coordination may be required under the Fish and Wildlife Coordination Act for projects that impound, divert, modify or control streams or other water bodies. See FDM 5-10-5 and 20-50-10 for general guidance. The Section 6(f) or Other Unique Properties and/or the Threatened and Endangered Factor Sheet can be completed to help you document your coordination.  |
| U.S. Forest Service (USFS)                       | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is required for all projects that impact or are adjacent to Forest Service lands. The Section 6(f) or Other Unique Properties Factor Sheet can be completed to help you document your coordination.   |
| Natural Resources Conservation Service (NRCS)    | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Notification is required to comply with the Farmland Protection Policy Act for projects impacting agricultural lands. Formal coordination is required if a score of 60 or more points is indicated on Form NRCS-CPA-106 (corridor-type projects) or Form AD-1006 (block of land). Coordination is also required if lands are part of the Wetland Reserve Program. See FDM 20-45-45 for general guidance. The Agriculture and/or Section 6(f) or Other Unique Properties Factor Sheet can be completed to help you document your coordination.  |
| U.S. National Park Service (NPS)                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is required when impacts to any NPS property occurs. Depending on the activities, features, and attributes of the property, you may have to complete a Section 4(f) evaluation, or Section 6(f) documentation as well. Talk to REC or BTS-EPDS Liaison for guidance. See FDM 5-10-6 or 20-45-10 for general guidance. If applicable, the Section 4(f) and/or the Section 6(f) or Other Unique Properties Factor Sheets can be completed to help you document your coordination.   |
| U.S. Coast Guard (USCG)                          | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is required for projects with structures over commercially navigable waterways. See FDM 5-15-10 and 20-50-5 for general guidance.   |
| U.S. Environmental Protection Agency (EPA)       | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is required for some EA documents, discuss with your REC or BTS-EPDS liaison. It may also be needed if the project involves Tribal or Reservation lands. See FDM 20-30 for general guidance.  |
| Advisory Council on Historic Preservation (ACHP) | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is completed by FHWA on all projects that adversely affect historical properties or if a National Historic Landmark (NHL) will be affected. See FDM 5-5-25 and 26-5 for general guidance. Coordinate with the Cultural Resources Team on this effort if required.   |
| Other (identify)                                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | Coordination is occasionally needed with the US Department of the Interior (USDOI), US Department of Agriculture (USDA), Federal Aviation Administration (FAA), Bureau of Land Management (BLM), Bureau of Indian Affairs (BIA) and others.  |
| <b>SOVEREIGN NATIONS</b>                         |  |  |  |

|  |                              |  |   |
|--|------------------------------|--|---|
| American Indian Tribes   | <input type="checkbox"/> Yes | Standard Letters or Emails have been sent and an example is attached<br><input type="checkbox"/> Yes | Tribes must receive a standard coordination letter or email regarding the project scope and location. See guidance at: <a href="https://wisconsin.gov/Documents/doing-bus/eng-consultants/cnslt-rsrcs/environment/THPOnotifguidance.docx">https://wisconsin.gov/Documents/doing-bus/eng-consultants/cnslt-rsrcs/environment/THPOnotifguidance.docx</a><br>Attach a single copy of the email or form letter with a mailing list. Also attach any resulting requests from tribe(s), any response letters received, and any follow-up information sent to the tribe.   |
| Project Involves American Indian Tribal Lands or Reservation Lands | <input type="checkbox"/> No  | N/A  | Project does not involve American Indian Tribal Lands<br><br>For more information on location of tribal lands work with your region tribal liaison. The Native American Lands of Interest form ( <a href="https://wisconsin.gov/Pages/doing-bus/civil-rights/tribalaffairs/native-american-hiring-provision.aspx">https://wisconsin.gov/Pages/doing-bus/civil-rights/tribalaffairs/native-american-hiring-provision.aspx</a> ) is completed during the project scoping and should tell you if tribal lands are present in the project area.   |
|  | <input type="checkbox"/> Yes | <input type="checkbox"/> Yes   | You must coordinate with Tribe(s) if your project is on or may impact tribal lands. It likely will involve various tribal offices such as their planning, natural resources, historic preservation and highways. Include the name of the Tribe(s) as well.<br><br>For projects occurring on tribal lands where the tribe has assumed SHPO duties under National Historic Preservation Act Section 101(d)(2), Section 106 coordination is required with the applicable THPO (Tribal Historic Preservation Officer). The screening list process does not apply for these projects. Some level of documented coordination must occur. Documentation can be in the form of a signed letter, email, Section 106 form, etc., provided by the applicable THPO. See FDM 5-10-5 and Section 26-5 for general guidance.<br><br>For wetland or other impacts on Tribal lands, the project team will need to work closely with the Region Tribal Liaison and REC as well as with various components of the tribe to understand all permits and requirements that must be followed. Permits (such as the 401 WQ Certification, air, stormwater, etc.) may need involvement by the Tribe and the EPA. Each tribe has their own specific requirements that must be followed.<br><br>Make sure to capture all requirements and other issues agreed to with the tribe in Question 22, Commitments. |
| Other Entities   | <input type="checkbox"/> Yes | <input type="checkbox"/> Yes   | Other entities with information that may be important to our projects include the Lower Wisconsin State Riverway Board, the Kickapoo Valley Reserve Board, a drainage district, etc.  |

**20. Alternatives Comparison:**

All estimates including costs are based on conditions described in this document at the time of preparation; costs are provided in the year of expenditure (YOE). Additional agency or public involvement may change these estimates in the future. All alternatives carried forward for detailed study should be included in the cost matrix. Use an asterisk (\*) to indicate which is the preferred alternative(s). The numbers should add up and be consistent with other discussions in the document. The No Build alternative may reflect estimated costs associated with routine maintenance through the design year. Coordinate with your REC and BTS-EPDS Liaison if you have questions about characterizing costs and impacts associated with the No Build alternative. If you include a cost for the No Build alternative, include a footnote describing what that cost reflects.

| PROJECT PARAMETERS  | Unit of Measure | Alternatives/Sections                                    |  |  |  |  |  |
|---|-----------------|--|--|--|--|--|--|
|   |                 | No Build   |  |  |  |  |  |
| Project length  | Miles           |  |  |  |  |  |  |
| <b>PRELIMINARY COST ESTIMATE (YOE)</b>  |                 |  |  |  |  |  |  |
| Construction  | Million \$      |  |  |  |  |  |  |
| Real Estate   | Million \$      |  |  |  |  |  |  |
| <b>TOTAL</b>  | Million \$      |  |  |  |  |  |  |
| <b>LAND CONVERSIONS</b>   |                 |  |  |  |  |  |  |
| Total area converted to ROW   | Acres           |  |  |  |  |  |  |
| <b>REAL ESTATE</b>  |                 |  |  |  |  |  |  |
| Number of farms affected  | Number          |  |  |  |  |  |  |
| Total area required from farm operations  | Acres           |  |  |  |  |  |  |
| AIS required  |                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Farmland rating   | Score           |  |  |  |  |  |  |
| Total buildings required  | Number          |  |  |  |  |  |  |
| Housing units required  | Number          |  |  |  |  |  |  |
| Commercial units required   | Number          |  |  |  |  |  |  |
| Other buildings or structures required  | Number & Type   |  |  |  |  |  |  |
| <b>ENVIRONMENTAL FACTORS</b>  |                 |  |  |  |  |  |  |
| Indirect impacts  |                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Cumulative impacts  |                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Environmental justice population(s) affected  |                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Number of historic properties affected  | Number          |  |  |  |  |  |  |
| Burial site protection (authorization required)   |                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Section 106 MOA required  |                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Section 4(f) evaluation or determination required   | Number          |  |  |  |  |  |  |
| Section 6(f) or other unique properties impacted  | Number          |  |  |  |  |  |  |
| Floodplain impacts  | Number          |  |  |  |  |  |  |
| Unique upland habitat impacted  | Acres           |  |  |  |  |  |  |
| Threatened/Endangered species with "may effect" determinations and/or requiring state Incidental Take Authorization | Number          |  |  |  |  |  |  |
| Total wetlands permanently impacted   | Acres           |  |  |  |  |  |  |
| Surface waters impacted   | Number          |  |  |  |  |  |  |
| Groundwater, wells, and springs impacted  | Number          |  |  |  |  |  |  |
| Noise analysis required   |                 | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Receptors impacted  | Number          |  |  |  |  |  |  |
| Contaminated sites impacted   | Number          |  |  |  |  |  |  |
|   |                 |  |  |  |  |  |  |

**21. Environmental Factors Matrix (check all that apply):** If the effects on the environmental factor can't be adequately summarized in several sentences, the Factor Sheet for the environmental factor must be included. If the Factor Sheet is completed also include a brief summary here in the effects box. Factor sheets should be attached in the order the shown below.

| Factors               | Adverse Impact           | Beneficial Impact        | No Impacts Identified    | Factor Sheet Attached    | Effects  |
|-----------------------|--------------------------|--------------------------|--------------------------|--------------------------|--|
| Business and Economic | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>For those Factors not present in the project area indicate not present.</p> <p>If the impacts identified are long-term or cannot be clarified here, complete the Factor Sheet. If impacts are temporary and only related to construction, you likely can describe them here. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Community             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>If the impacts identified are long-term or cannot be clarified here, complete the Factor Sheet. If impacts are temporary and only related to construction, you likely can describe them here. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>  |
| Aesthetics            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Check with your REC before checking "benefit". Minor changes and new pavement are not considered a benefit. An adverse effect could occur if trees are removed without a plan to replace them. Aesthetic treatments tied to mitigation for other Factors should be discussed on those Factor Sheets. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Agriculture           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Acquisition of agricultural land is always considered adverse and the Factor Sheet should be completed if more than 1 acre per owner is being impacted. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>  |
| Relocations           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Relocations are always considered adverse, complete the Factor Sheet if any property is being relocated. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Indirect Impacts      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <p>If Question 11 in this document indicates the need to use the Pre-Screening Worksheet for EA and ER Projects for Determining the Need to Conduct a Detailed Indirect Effects Analysis, attach the worksheet results in an appendix. If the screening indicates a detailed analysis is required, include the detailed analysis as an appendix or summarize the detailed analysis and incorporate it by reference. A Factor Sheet is currently not available for Indirect Impacts, but the Other Factor Sheet can be used. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p> |
| Cumulative Impacts    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <p>If detailed analysis is required, include the detailed analysis as an appendix or summarize the detailed analysis and incorporate it by reference. A Factor Sheet is currently not available for Cumulative Impacts, but the Other Factor Sheet may be utilized. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Environmental Justice | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>If an EJ group has been identified and there is a potential impact to them, complete the Factor Sheet. This should be consistent with information in Question 12B. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Historic Properties   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Historic properties may include buildings, districts, traditional cultural places, <b>archaeological sites</b>, among others. Documentation must clarify if there will be impacts. A Factor Sheet must be completed if any of the alternatives</p>  |

|  |                          |                          |                          |                          |  |
|--|--------------------------|--------------------------|--------------------------|--------------------------|--|
|  |                          |                          |                          |                          | <p>includes:</p> <ul style="list-style-type: none"> <li>• a 44.40 No Adverse Effects with commitments</li> <li>• a 44.40 Adverse Effects with mitigation</li> <li>• a Section 106 Determination of No Adverse Effects (DNAE) with commitments</li> <li>• a Section 106 Adverse Effects</li> <li>• a National Historic Landmark (NHL) in the project area</li> </ul> <p>Please be sure to attach all agreement documents (Section 106 Form, Documentation for No Adverse Effect or MOA).<br/>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Burial Sites                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <p>Note here if a burial site is in the project area and if a permit to disturb must be applied for and include in Question 22.<br/>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Tribal                                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <p>If there are impacts tied to projects on Tribal lands not covered by the Factor Sheets, you can use the Other Factor Sheet to describe them. Impacts could include spiritual or cultural impacts, impacts tied to food gathering or harvesting, sacred property restrictions, unique economic impacts, etc. Documentation must clarify coordination with tribe(s) and agreements reached and should be consistent with what is discussed in Question 19. Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Section 4(f)                             | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>If Section 4(f) properties are within or adjacent to the project limits, contact your REC immediately. A Section 4(f) property within or adjacent to the project should be discussed in the document. The Factor Sheet may need to be completed even if there is no property acquisition/purchase/use to document no Section 4(f) use will occur or can be avoided. Documentation must clarify the Section 4(f) use.<br/>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Section 6(f) and other Unique Properties | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>If Section 6(f) resources or other special funding properties may be within or adjacent to the project limits, contact your REC immediately. Your initial DNR letter should identify most properties that have received special funding sources in the project area. Documentation must clarify coordination and impacts. Any incorporation of property of this type into a transportation facility is most likely adverse and will require a Factor Sheet unless the agency with jurisdiction over the property does not consider it adverse. In those cases, we may be incorporating some enhancements for the property as well.<br/>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Wetlands                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>A factor sheet is often required for projects with permanent wetland impacts, impacts to rare or unique wetlands (refer to “Wetlands with special status” in WisDOT’s Wetland Mitigation Banking Technical Guidelines), based on the USACE permit type, or if the following information cannot be adequately described in this Matrix:</p> <ul style="list-style-type: none"> <li>• Characterize impacts, including the wetland type, general quality and approximate acreage of impacts</li> <li>• Describe avoidance and minimization measures implemented to reduce impacts, avoidance alternatives evaluated and compensatory mitigation plan.</li> <li>• Describe coordination with WDNR and USACE regarding potential wetland impacts and permitting requirements. Include the anticipated permit type and additional coordination needed.</li> </ul> <p>Refer to the blue language on the Wetlands Factor Sheet for additional guidance related to documentation and coordination requirements for wetland impacts. Talk to your REC if you have questions about documenting wetland impacts.<br/>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p> |

|   |                          |                          |                          |                          |   |
|---|--------------------------|--------------------------|--------------------------|--------------------------|---|
| Surface Water Resources                       | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>A factor sheet is required for projects with permanent surface water impacts, impacts to rare or unique surface waters, or if the following information cannot be adequately described in this Matrix:</p> <ul style="list-style-type: none"> <li>• Characterize impacts, including the surface water type, general quality and approximate acreage of impacts</li> <li>• Describe avoidance and minimization measures implemented to reduce impacts, avoidance alternatives evaluated and compensatory mitigation plan.</li> <li>• Describe coordination with WDNR and USACE regarding potential impacts and</li> <li>• permitting requirements. Include the anticipated permit type and additional</li> <li>• coordination needed.</li> </ul> <p>Refer to the blue language on the Surface Water Factor Sheet for additional guidance related to documentation and coordination requirements for wetland impacts.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>        |
| Groundwater, Wells, and Springs               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Do local units of government in the project area have groundwater plans, programs or ordinances? If so, the factor sheet may need to be included to document coordination and compatibility with existing plans. In addition, if there is potential for impacts on groundwater, including dewatering, or if there are any springs or wells (including groundwater monitoring wells from remediation projects) located in the project area this Factor Sheet may be needed, contact your REC for guidance.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>  |
| Coastal Zones                                 | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <p>Only applicable to counties which have coastlines on the Great Lakes or counties which are in the Great Lakes Watershed with tributaries to the Great Lakes. Identify whether a special coastal area will be impacted by your project (generally identified by DNR), as indicated in the Coastal Zone Management Plan (CZMP). Describe any effects on the CZMP Special Coastal Area and attach any coordination completed and indicate location.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Floodplains                                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Most WisDOT projects on a floodplain require a floodplain analysis per FHWA policy and State or Federal Regulations. The Floodplain Factor Sheet is required if a Hydrology and Hydraulic Analysis is completed as part of that floodplain analysis.</p> <p>If a Hydrology and Hydraulic Analysis is not required as part of that floodplain analysis, explain why and describe why the project will have no probability of impacts to the floodplain.</p> <p>An explanation of no probability of impacts to the floodplain should also detail coordination with the WisDOT Bureau of Structures Hydraulic Engineer and/or the Statewide Drainage Engineers in the Bureau of Project Development Roadway Standards Unit.</p> <p>For additional guidance see, the blue language on the Floodplain Factor Sheet to learn floodplain regulations, FHWA policy on significance of encroachments and coordination requirements.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p> |
| Unique Wildlife and Habitat                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |                          | <p>If detailed analysis is required, include the detailed analysis as an appendix or summarize the detailed analysis and incorporate it by reference. A Factor Sheet is currently not available for Unique Wildlife and Habitat, but the Other Factor Sheet can be used.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>  |
| Threatened, Endangered or Protected Resources | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>A Factor Sheet may be required if an alternative carried forward:</p> <ul style="list-style-type: none"> <li>• May affect any listed species (federal or state), or federally-designated</li> </ul>  |

|  |                          |                          |                          |                          |   |
|--|--------------------------|--------------------------|--------------------------|--------------------------|---|
|  |                          |                          |                          |                          | <p>critical habitat.</p> <ul style="list-style-type: none"> <li>• Would result in adverse effects to any federally-listed or proposed species, or federally-designated or proposed critical habitat. Note: This circumstance is rare but does occur with some NLEB determinations.</li> <li>• Would impact bald and/or golden eagles, requiring a permit from FWS</li> <li>• Would impact migratory birds, requiring a permit from FWS. Note: We often encounter migratory birds on bridge projects, but infrequently need to obtain a permit from FWS (permit required on approximately 5-7 projects per year).</li> <li>• If the evaluation and effects, agency coordination, and avoidance, minimization or mitigation measures related to threatened/endangered species, migratory birds, and bald and golden eagles cannot be adequately described in this section of the Factors Matrix.</li> </ul> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p> |
| Air Quality                                      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Every document for a proposed project in a non-attainment or maintenance area for Ozone or PM2.5 should include this Factor Sheet. Talk to your REC if you are unsure.</p> <p>Every Environmental Assessment must include the Air Quality Factor Sheet.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>  |
| Construction Sound                               | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Every document should include this Factor Sheet unless there are no receptors in the project area.</p> <p>If there are no receptors in the project area, use the following language: “No receptors are in the project area. No impacts resulting from construction sound are anticipated.”</p> <p>If there are receptors in the project area, use the following language: “Construction sound impacts may occur. See Construction Sound Factor Sheet.”</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments</p>  |
| Traffic Noise                                    | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Refer to FDM Chapter 23 to determine if the project is a Type I project.</p> <p>If a detailed noise analysis was not required for this project, use the following language: “A detailed noise analysis was not required for this project. No impacts are anticipated.”</p> <p>If a detailed noise analysis was required for this project and no impacts were identified, use the following language: “A detailed noise analysis was required for this project. No impacts are identified. See attached Factor Sheet, Pages ____.”</p> <p>If a detailed noise analysis was required for this project and impacts were identified, use the following language: “A detailed noise analysis was required for this project. Some impacts are anticipated. See attached Traffic Noise Factor Sheet, Pages ____.”</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
| Hazardous Substances, Contamination and Asbestos |                          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>Describe hazmat investigations that have occurred to date. For example, indicate if a Ph1 was completed, if sites were identified, and if there will be any impact from the sites. Also, if there are bridges (and culverts, if inspected for Asbestos-Containing Material [ACM]) add a comment indicating whether or not ACM was identified.</p> <p>If a phase 1 was completed and no sites were identified, if identified sites will not impact the project, or if the project falls under the list of potentially exempt projects in FDM 21-35-1.5, check no Impacts Identified.</p> <p>If the department proposes to perform remediation of the right of way, or of an acquired site, or abatement of an asbestos containing material, benefit can be checked.</p>   |

|                              |                          |                          |                          |                          |  |
|------------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--|
|                              |                          |                          |                          |                          | Areas of hazardous substances or contamination to be avoided or remediated should be marked on the plan, and the appropriate special provisions included in the specifications. Any avoidance agreements, outstanding investigations, changes to continuing obligations, or remediation or materials handling plans approved by DNR Bureau of Remediation and Redevelopment must be included in Question 22, Environmental Commitments.      |
| Stormwater                   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>If the proposed action has the potential to modify discharge(s) to the waters of the state or the U.S. (Trans 401.04), a Factor Sheet needs to be completed if it cannot be described here. If the project is within a drainage district discuss coordination here or on the Factor Sheet.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>        |
| Erosion and Sediment Control | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>If the project results in ground disturbance, there may be short term adverse impacts. The Factor Sheet should be filled out when erosion control management techniques beyond typical BMPs will be required because of unique topography, unique resources or if the project is on tribal lands.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p> |
| <b>OTHER FACTORS</b>         |                          |                          |                          |                          |  |
|                              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <p>The Other Factor Sheet can be used for any Factors that do not currently have a specific Factor Sheet such as Indirect Impacts, Cumulative Impacts, Invasive Species Eradication, Burial Sites, Tribal or Unique Wildlife and Habitat Concerns.</p> <p>Any avoidance, minimization or compensation measures agreed upon must be included in Question 22, Environmental Commitments.</p>   |
|                              | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |  |



## 22. Environmental Commitments:

Environmental commitments are often quite specific or go beyond contractor requirements found in the WisDOT Standard Specifications for Highway and Bridge Construction. It is the Department’s responsibility to ensure completion and documentation for the project file.

Incorporate any special requirements or requests that have been agreed upon with local governments, tribes, or agencies such as DNR, USACE, SHPO, THPO, EPA, and USFWS.

There may be commitments to change maintenance practices after the road project is completed involving coordination with local highway/utilities or parties requesting permits to work in WisDOT right-of-way. If commitments are part of a state municipal maintenance agreement (SMMA) please indicate as such.

Identify and describe any avoidance, minimization or compensation measures (commitments) in detail. Be specific on what needs to happen and specifically where on the project. Indicate when the commitment should be implemented and who in WisDOT is responsible for fulfilling each commitment (Project Manager, Environmental Coordinator, etc.). Please note if the commitment will be indicated on the final plan, recorded in the Plans, Specifications and Estimates (PS&E), under special provisions in the final plan set, in construction notes, or some other written format. Attach a copy of this completed matrix to the design study report and the PS&E submittal package. Be sure to update it if further commitments are made after the Environmental Document is signed.

| Factor                 | <b>Commitment</b> (If none, include N/A) If a commitment has been made to avoid or minimize impacts to a resource include here as well. Do not forget to list mitigation and commitments identified on the related Factor Sheets.   |
|------------------------|---|
| Business and Economics | Examples: Keeping the road open during construction or on certain holidays, maintaining access to businesses, driveways, etc. Do not refer to other documents. Summarize all commitments here.  |
| Community              | Examples: Provisions to ensure homes, school buses and emergency vehicles will be able to access properties or opening the road during certain holidays. Acceptable access maintained during and after construction to sidewalks, schools, etc. Do not refer to other documents. Summarize all commitments here.  |
| Aesthetics             | Examples: Landscaping, protection of existing trees and rock faces, colored or textured pavement, form liners on bridges, street lighting, use of native plant species, invasive species management. Include any other commitments made on the Aesthetics Factor Sheet. Enhancements should be discussed. Do not refer to other documents. Summarize all commitments here.  |
| Agriculture            | Examples: Temporary bridges to accommodate horse-drawn vehicles. Replacement or removal of cattle passes, access to field entrances, etc. Do not refer to other documents. Summarize all commitments here.  |
| Relocations            | Examples: Provisions to avoid impacting a residential property, relocation requirements, etc. Do not refer to other documents. Summarize all commitments here.  |
| Indirect Impacts       | Examples: Providing WisDOT technical planning support, assisting with the preparation or revision of local and neighborhood plans, comprehensive plans, local zoning/subdivision ordinances and local official maps. Also, application of various access management tools and strategies on the facility can be included here. Do not refer to other documents. Summarize all commitments here.   |
| Cumulative Impacts     | Examples: Providing WisDOT technical planning support, developing a corridor plan, and assisting other agencies in water quality studies. Certain project design considerations and other maintenance issues can be included. Do not refer to other documents. Summarize all commitments here.  |
| Environmental Justice  | Examples: Provision of interpreters at future meetings, non-English newsletters/brochures, temporary shuttle service provided during construction. Do not refer to other documents. Summarize all commitments here.   |
| Historic Properties    | Commitments made may be in the Screening List email notification or in PMP, on the Section 106 form, in the Determination of No Adverse Effect, or in the terms of a Memorandum of Agreement (MOA). Examples may include: photo-recording, vibration monitoring, nomination to the National Register, additional surveys or research, monitoring during construction, placement of temporary fencing, construction staging restrictions, or public interpretation. Do not refer to other documents. Summarize all commitments here. |

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| Burial Sites                                 | Commitments made may be in the Screening List email notification or in PMP, on the Section 106 form, in the Determination of No Adverse Effect (DNAE), or in the terms of a Memorandum of Agreement (MOA). Examples: A potential burial is in the project area (marked as sensitive resource on the plan), placement of temporary fencing, burial authorization must be applied for through the Cultural Resource Team (CRT) in BTS and the date it must be applied for. If a burial site authorization is applicable, refer to it and discuss the agreed upon commitment(s). Do not refer to other documents. Summarize all commitments here.  |
| Tribal Lands                                 | Examples: Any commitments made to address tribal concerns such as invasive species management, monitoring or allowing access of tribal members during or prior to construction. The Section 106 MOA may have terms regarding the treatment of human remains discovered during construction or the transport of borrow material from outside the reservation. Tribes may require permits for construction, water quality, etc., or may have requirements if any work is off the right of way. Note if the project is on or near the reservation or tribal lands. Be sure to consult with your Region Tribal Liaison and REC on what constitutes Tribal lands. They include all lands within the exterior boundaries of a reservation as well as lands owned by a tribe. Do not refer to other documents. Summarize all commitments here. |
| Section 4(f)                                 | Examples: Avoidance measures, amenities or improvements, design considerations and maintaining access to facilities. If commitments are tied to the Section 106 process (historic properties), note the requirements from the MOA as well. Do not refer to other documents. Summarize all commitments here.   |
| Section 6(f) or Other Specially Funded Lands | Examples: Avoidance measures, providing replacement land, amenities or improvements, design considerations and maintaining access to facilities. Do not refer to other documents. Summarize all commitments here.   |
| Wetlands                                     | Examples: Wetlands to be protected by silt fence, temporary fills will be removed, sites restored, losses will be mitigated at a particular ratio, or site, invasive species management, construction equipment cleaning. Also note if additional work needs to be done including ongoing coordination with the DNR or USACE to obtain permits for the project. Do not refer to other documents. Summarize all commitments here.  |
| Surface Water Resources                      | Examples: Time of year work restrictions, maintain navigational clearances and channels, bridge removal will be done in a manner that will minimize debris falling into the stream and silt booms and other erosion control measures will be used, invasive species management, turbidity barriers, controlling construction operations, avoiding sensitive areas, restricting access in spawning areas, and sediment or water sampling for dredging and return flow operations, construction equipment cleaning. Do not refer to other documents. Summarize all commitments here.  |
| Floodplains                                  | Examples: Ongoing coordination with affected property owners or local floodplain zoning authority. Do not refer to other documents. Summarize all commitments here.   |
| Groundwater, Wells and Springs               | Examples: Construction of spring boxes to protect springs, protection with silt fence, maintaining spring hydrology, or controlling certain construction operations. Do not refer to other documents. Summarize all commitments here.   |
| Coastal Zones                                | Example: Commitments to maintain navigational clearances and channels. Do not refer to other documents. Summarize all commitments here.   |
| Unique Wildlife and Habitat Concerns         | Examples: Fencing of high quality upland areas to protect from equipment, protection of trees with snow fence, special seed mixes, mulching and prairie restoration, invasive species management. Do not refer to other documents. Summarize all commitments here.  |
| Threatened and/or Endangered Species         | Examples: Turtle barriers, small animal passage, minimum distance from nests/habitat, monitoring during construction, time restrictions on construction, swallow netting, surveys, species relocation or transplanting, fencing of high quality areas or suitable habitat to protect from equipment. Do not refer to other documents. Summarize all commitments here.   |
| Air Quality                                  | Examples: Limiting idle times of construction vehicles, alternative fuel use in construction vehicles. Do not refer to other documents. Summarize all commitments here.   |

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| Construction Sound                               | <p>Always check for local ordinances and discuss here if applicable.</p> <p>If the hours of operation will be different than those in the State of Wisconsin Standard Specifications for Highway and Structure Construction and no other special construction sound mitigation measures apply, include the following language:<br/> “WisDOT Standard Specifications 107.8(6) and 108.7.1 will apply with the exception that the hours of operation requiring the engineer's written approval for operations will change to _____ P.M. until _____ A.M.”</p> <p>If special construction sound mitigation measures are required other than a change in the hours of operation, contact the REC and WisDOT Noise Engineer or specialist. Do not refer to other documents. Summarize all commitments here.</p>  |
| Traffic Noise                                    | <p>If a detailed noise analysis was required for this project and no impacts were identified or there are impacts and abatement is not feasible or reasonable, use the following language:<br/> “None.”</p> <p>If a detailed noise analysis was required for this project, impacts were identified, and abatement was found to be feasible and reasonable, use the following language:<br/> “Noise abatement has been determined to be feasible and reasonable. A separate public involvement process will be initiated to determine whether the benefited owners and tenants support noise barrier construction. If final design results in substantial changes in roadway design from modeled conditions, noise abatement measures will be reviewed.”</p> <p>If mitigation measures other than noise barriers are proposed, contact the REC and BTS-EPDS Noise Engineer or specialist. Do not refer to other documents. Summarize all commitments here.</p> |
| Hazardous Substances, Contamination and Asbestos | <p>Examples: Additional investigation to be completed, including recommendations from investigations already conducted, and preparation of hazmat special provisions. Identify bridge structures that have tested positive for asbestos by current bridge number. Do not include site owner names or addresses. Do not refer to other documents. Summarize all commitments here.</p>  |
| Stormwater                                       | <p>Examples: Street sweeping, detention or retention ponds, catch basins, anything needed to reduce TSS or other pollutants of concern, or NPDES permit areas or TMDLs. Do not refer to other documents. Summarize all commitments here.</p>  |
| Erosion Control                                  | <p>Examples: Reservation Land requirements, anything specifically agreed upon with other agencies (DNR, USACE, Tribes). Special erosion control netting along waterways.</p>  |
| Other:   | <p>Example: Invasive species management not tied to another factor.</p>   |
| Other:   |   |