SUBJECT: WisDOT request for comment and notification of STATE undertaking under Wisconsin §44.40 (Project ID HERE)

Re: Notice of STATE undertaking and request for comments relating to Wisconsin §44.40

**WisDOT Project: [XXXX-XX-XX]**

**Highway/Termini: [STH 01: First Ave. to Second St.]**

**County: [Insert County]**

**Township, Range, Section: [insert TRS; example: T30N, R26E, 24]**

The Wisconsin Department of Transportation (WisDOT), is considering a state only undertaking (no federal involvement) located [insert at/on description of project location--highway, termini, county, length, etc.]. The proposed [insert improvement concept per PMM 05-10-05] undertaking will consist of the following:

[insert brief description of what will occur--reconstruction, adding lanes, other ground disturbing activities. Describe project actions in a manner that is understood by the public and include ground disturbing footprint (i.e. does not extend beyond existing gravel shoulder). Avoid technical/engineering verbiage when possible. **Attach a project location map identifying the project termini.]**

* Action one (i.e. replacing pavement)
* Additional action (i.e. curb and gutter replacement)
* Additional action (i.e. ada ramp upgrades)
* Additional action (i.e. beam guard and culvert replacement)
* Additional action (i.e. pavement marking and signing)

Attached is information regarding the proposed undertaking to assist you in providing comments regarding whether the proposed WisDOT action will affect any historic property and/or burial site on the inventory or on the list of locally designated historic places under § [44.45](https://docs.legis.wisconsin.gov/document/statutes/44.45).

WisDOT would be pleased to receive any comments your tribe wishes to share regarding potential impacts to historic properties and/or burials in this undertaking. Also, other environmental studies (i.e. endangered species, contaminated material investigations, and/or soil testing) may be conducted. Results of these studies will assist the engineers in the design to avoid, minimize or mitigate the proposed project’s effect upon cultural and natural resources. If WisDOT identifies the potential for historic properties to be affected, you will be provided more information.

To ensure your comments are considered during this early phase of project development, WisDOT requests a response within 30 days of receipt of this letter.

If your tribe wishes to receive additional information regarding this proposed project, please respond to this email or contact:

**WisDOT Project Manager:** [insert name]

**Phone:** [insert phone number]

**Address:[**insert address].

EC: Regional Tribal Liaison

 Tribal Leader

CC: Johnathan Buffalo, NAGPRA Rep. – Sac and Fox Tribe of the Mississippi in Iowa

 Cultural Preservation Office - Iowa Tribe of Oklahoma

 [The two CCs above must be sent hard copy notice]

Attachments: Project Location Map

 [*Insert* other attachments]