Monday, November 19, 2012

(Schedule set for a 70 day process for Public Hearing and a 45 day process for Willingness Held with no Public Hearing Required)

State L&D Engineer -Reviews project Information *Tier 1 projects – All maintenance schedules, Provides recommendation to Chief Engineer for presenting the project **SAAP's and NFO < \$5M Construction Cost** location and any change in limited access (See Road Design Manual, Ch.2E) to the CTB for approval After 10 Day comment period expires: Project Manager -<u> Chief Engineer</u> -Evaluates comments received & Reviews project information addresses public's issues, suggestions, Provides concurrence questions (in writing, when requested) Assistant State L&D Engineer recommendation to seek approval for Approval Process Completes public hearing compliance the location and any change in limited Determines if Location & access (See Road Design Manual, Design approval package is in Compiles the transcript to include: Ch.2E) of the project from the CTB to compliance the State L&D Engineer District recommendation letter o If "yes" - Notify the State L&D Engineer appropriate FHWA <u>DPDE</u> -Sign-in sheets representative, if applicable Submits approval to Assistant State Reviews Public Hearing package Written and Oral comment sheets via e-mail that the Approval Location and Design Engineer **Public Hearing** Package is available in iPM. Distributes to CTB Assistant State L&D Engineer -**Total Location** See FHWA District Representative for review and Project brochure and Location Map Representatives below. Provides the project summary. addresses comments **Public Hearing** Local Government resolution (s) or decision brief, resolution (after If "no" - Send back to DA or Recommends approval of Public **Design** position (s) (not legally required, approval of AG's Office) and location **Process Time =** <u>DPDE -</u> Designee for follow up Hearing package by signing the District determines whether work and re-submittal approval request letter preferred to include) Approves major design features 130 Days Commissioner's Administrative Submit project location of the project and provides to Develops and Posts the following items **Provides Assistant State Location** Assistant for inclusion on the CTB's (Typical) resolution and summary to and Design Engineer with agenda for approval Attorney General's Office for Location & Design Approval Š Transcript, Project summary, State L&D Engineer for presentation review, comment and approval package: decision brief and CTB resolution to the CTB Distributes approval notice to Location for Location & Design approval Receives and incorporates Transcript project team members and comments from Attorney Letter requesting project approval stake holders Compliance check list General's Office Approval or Denial of project location Confirms Scoping Letter and Notifies affected local and any change in limited access (See Letter requesting project Reviews project information Environmental Document are posted in government Clerk of the Court, Road Design Manual, Ch.2E) Chairman of the Board of Provides recommendation to Commissioner's Administrative Assistant Verification of compliance with Supervisors, Mayor or City Seeks design concurrence from District State L&D Engineer for State and Federal laws Provides electronic copy of the approved Manager (as appropriate) L&D and/or S&B Engineer (s) approval of the project location project location resolution to State L&D Project summary, decision brief, and any change in limited Notifies all interested citizens Submits public hearing package to Engineer and DA CTB resolution for location access (See Road Design District Project Development Engineer approval and location map Notifies DPA Manager Manual, Ch.2E) Time Line DAY 11 - 30 **DAY 35 - 45** DAY 45 - 60 **LOCATION & DESIGN DAY 30 - 35** DAY 61 - 70 APPROVAL PROCESS Compile & Submit Package **Submit for Approval** Review Approval **Approval Notification COMPLETE ABBREVIATIONS** FHWA District Representatives District Administrator John Simkins: - Fredericksburg, Hampton PROCEED TO Roads, NOVA and Richmond DPA - District Public Affairs RIGHT OF WAY PHASE PM - Project Manager Marisel Lopez-Cruz: - Bristol, Culpeper,

AW.Frazier

Location and Design Approval Process T1_11_19_12.vsd

AG - Attorney General

Commonwealth Transportation

DPDE - District Project Development Engineer

Lynchburg, Salem and Staunton,

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