

The moderator is to advise those attending the hearing that ten calendar days will be allowed from the date of the hearing for the submission of written statements to the Department for inclusion in the public hearing record. It is the District Administrator's responsibility to transcribe the proceedings and post the transcript on IPM (Integrated Project Management, along with his/her comments and recommendations, to the State Location and Design Engineer.

When the public hearing package (design or location and design) is ready for submission to the Chief Engineer for approval of the public hearing, [PMO-Form-15 \(LD-441\)](#)\* must be completed and distributed to the Right of Way and Utilities Division and/or the Environmental Division as appropriate. This should occur approximately 45 to 60 days ahead of the Right of Way submission date. This form will initiate the Right of Way Quality Control and/or the Environmental Re-evaluation process. The Project Manager will be notified by email upon completion of the review. Upon receipt of the email, the Location and Design Project Manager will finalize the plans for Right of Way submittal.

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\* Rev. 7/08