

## **SECTION 2D-15 PROJECT APPROVAL**

### **BOARD APPROVAL**

The **Public Involvement Section** will assist the State Location and Design Engineer in preparing a memorandum to the Chief Engineer requesting consideration by the Board. This memorandum is to cover the proceedings of the public hearing and the resolution of questions and recommendations. The project is then forwarded to the Vice-Chairman of the Board who arranges to have it placed on the agenda for Board action. After the project has considered by the Board, the Public Involvement Section shall advise the District Administrator of the action taken. The District Administrator advises those who spoke at the hearing or who corresponded with the Department as part of the hearing record of the action taken, including any changes in the proposal presented at the hearing and appropriate responses to the individual's comments or questions. The District Administrator will also advise all other local officials of the action taken. The Public Involvement Section will notify the appropriate mayor and/or chairman of the Board of Supervisors of the Board's action.

The Commonwealth Transportation Board only approves proposed highways on new corridor locations.

**Note:** On projects where Federal Funds are used to purchase ROW, when the Public Hearing package (Design or Combined Location and Design) is ready for submission to the Chief Engineer for approval, the [LD-441](#) Form must be completed and distributed by the L&D Project Manager to the District Right of Way Manager. This should occur approximately 45 to 60 days prior to the Right of Way submission date. This Form initiates the Right of Way Re-evaluation process for Right of Way Authorization. The L&D Project Manager will be notified by the District Right of Way Manager with an email that includes the RW-300 and 301 upon completion of the review. Upon receipt of this email, the L&D Project Manager will make any necessary modifications, and finalize the plans for Right of Way authorization and notify the District Environmental Manager with the [LD-441](#) Form that the plans are available for the Environmental Re-evaluation. Once the Environmental Re-evaluation has been completed the Right of Way Re-evaluation for Right of Way authorization process is complete. See Right of Way Re-evaluation Flow Chart: <http://www.virginiadot.org/business/resources/RWRreevaluationFlowChart.pdf>

### **DISTRIBUTION OF PRINTS**

Distribution of prints is to be made in accordance with IIM LD-68 and the procedure to inform everyone where the plans are located in Falcon.

## **FINAL ENVIRONMENTAL DOCUMENT**

On Federal-Aid projects, the final environmental document must be completed before [location and/or design approval is granted by the FHWA](#). If the document was approved at the [Location Public Hearing stage](#), environmental requirements will have been satisfied (except as noted below in FHWA Approval) and no further action need be taken on the environmental document. If a Combined Location and Design Public Hearing was held, the Public Involvement Section will advise the Environmental Engineer of the Board Action and request that the final environmental document be completed. The designer is to furnish the Environmental Division with updated plans that reflect all modifications resulting from the public hearing process for their use in completing the environmental document.

## **FHWA APPROVAL**

Approval of the Final Environmental Document is the FHWA's concurrence with the project. If this was done at the [Location Public Hearing stage](#) for a Certification Acceptance Project, and following [adoption of the major design features](#), the project may now be advanced to the Right of Way Acquisition Stage.

An update of the environmental document is required if significant changes in the project have taken place.

If a Combined Location and Design Hearing was held, the Public Involvement Section will forward the hearing transcript and report (as noted in Section 2D-13, Processing Data to Public Involvement Section) to the FHWA for their review prior to approving the Final Environmental Document. Following [approval](#) of the Final Environmental Document by the FHWA, the public is notified and the project may be advanced to the Right of Way Acquisition Stage.

## **REQUEST FOR APPROVAL OF MAJOR DESIGN FEATURES (FOR NON-CA PROJECTS WHERE ENVIRONMENTAL DOCUMENT WAS APPROVED AT LOCATION PUBLIC HEARING STAGE)**

Following [approval by the Board](#), the updated Final Environmental Document (if updating is necessary) is forwarded by the Environmental Division to the FHWA.

Public Hearing Certification, the study report and report (as noted in Section 2D-13-Processing Data to Public Involvement Section) are forwarded to the FHWA along with the request for approval of major design features. The public is notified through the office of Public Affairs of the Department's request for approval and is also notified of the FHWA's response to the request.

Following approval of the major design features by FHWA, the project may be advanced to the Right of Way Acquisition Stage.

## **FINAL SCOPING CERTIFICATION**

Prior to the plans being signed for right of way (or construction when no right of way is needed), the coordinator fills out a certification form stating the project is within original scope or documentation as to deviations.

The State Location and Design Engineer will use Form LD-404 for this purpose.