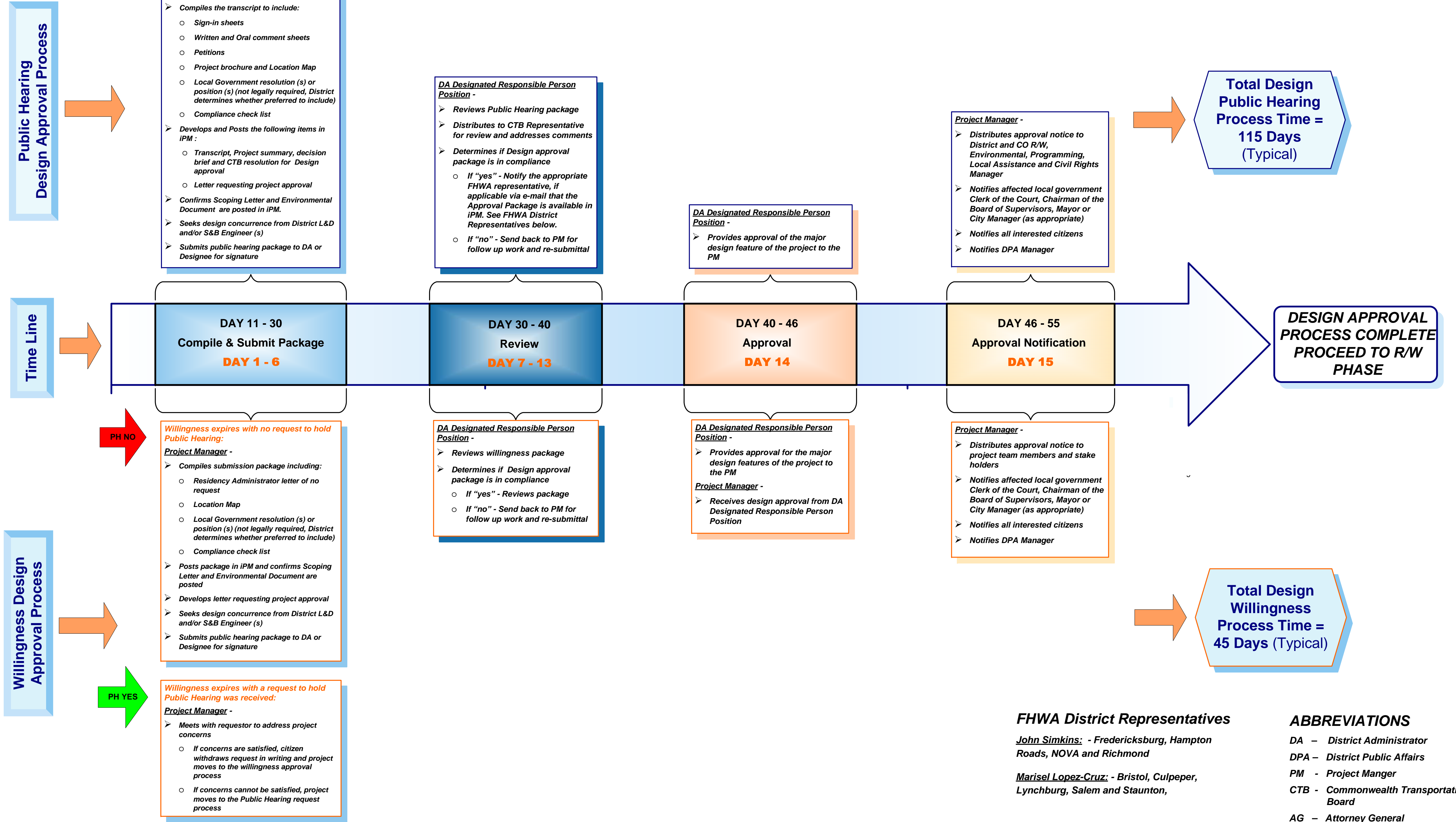


(Schedule set for a 55 day process for Public Hearing and a 15 day process for Willingness Held with no Public Hearing Required)

*Tier 1 projects – All maintenance schedules, SAAP's and NFO < \$5M Construction Cost



After 10 Day comment period expires:

Project Manager -

- Evaluates comments received and addresses public's issues, suggestions, questions (in writing, when requested)
- Completes public hearing compliance list
- Compiles the transcript to include:
 - Sign-in sheets
 - Written and Oral comment sheets
 - Petitions
 - Project brochure and Location Map
 - Local Government resolution (s) or position (s) (not legally required, District determines whether preferred to include)
 - Compliance check list
- Develops and Posts the following items in iPM:
 - Transcript, Project summary, decision brief and CTB resolution for Design approval
 - Letter requesting project approval
- Confirms Scoping Letter and Environmental Document are posted in iPM.
- Seeks design concurrence from District L&D and/or S&B Engineer (s)
- Submits public hearing package to DA or Designee for signature

DA Designated Responsible Person Position -

- Reviews Public Hearing package
- Distributes to CTB Representative for review and addresses comments
- Determines if Design approval package is in compliance
 - If "yes" - Notify the appropriate FHWA representative, if applicable via e-mail that the Approval Package is available in iPM. See FHWA District Representatives below.
 - If "no" - Send back to PM for follow up work and re-submittal

DA Designated Responsible Person Position -

- Provides approval of the major design feature of the project to the PM

Project Manager -

- Distributes approval notice to District and CO R/W, Environmental, Programming, Local Assistance and Civil Rights Manager
- Notifies affected local government Clerk of the Court, Chairman of the Board of Supervisors, Mayor or City Manager (as appropriate)
- Notifies all interested citizens
- Notifies DPA Manager

DAY 11 - 30
Compile & Submit Package
DAY 1 - 6

DAY 30 - 40
Review
DAY 7 - 13

DAY 40 - 46
Approval
DAY 14

DAY 46 - 55
Approval Notification
DAY 15

PH NO

Willingness expires with no request to hold Public Hearing:

Project Manager -

- Compiles submission package including:
 - Residency Administrator letter of no request
 - Location Map
 - Local Government resolution (s) or position (s) (not legally required, District determines whether preferred to include)
 - Compliance check list
- Posts package in iPM and confirms Scoping Letter and Environmental Document are posted
- Develops letter requesting project approval
- Seeks design concurrence from District L&D and/or S&B Engineer (s)
- Submits public hearing package to DA or Designee for signature

DA Designated Responsible Person Position -

- Reviews willingness package
- Determines if Design approval package is in compliance
 - If "yes" - Reviews package
 - If "no" - Send back to PM for follow up work and re-submittal

DA Designated Responsible Person Position -

- Provides approval for the major design features of the project to the PM

Project Manager -

- Receives design approval from DA Designated Responsible Person Position

Project Manager -

- Distributes approval notice to project team members and stake holders
- Notifies affected local government Clerk of the Court, Chairman of the Board of Supervisors, Mayor or City Manager (as appropriate)
- Notifies all interested citizens
- Notifies DPA Manager

PH YES

Willingness expires with a request to hold Public Hearing was received:

Project Manager -

- Meets with requestor to address project concerns
 - If concerns are satisfied, citizen withdraws request in writing and project moves to the willingness approval process
 - If concerns cannot be satisfied, project moves to the Public Hearing request process