# VDDT LOCATION APPROVAL PROCESS (Public Hearing Only)

## (Schedule set for a 70 day process for Public Hearing)

### After 10 day comment period expires: <u> Location Study Project Manager</u> -Evaluates comments received & addresses public's issues. suggestions, questions (in writing, when requested) **Environmental Division Administrator –** Location Study Project Manager -Compiles the transcript to include: Location Reviews project information & Attends CTB Meeting to support Recommendation letter transcript including: the Chief of Policy and **Approval Process** Sign-in sheets Environment during presentation Comments received to the Board Written & Oral comment sheets Environmental impacts **Total Location** Petitions Chief of Policy and Environment -Purpose & need Environmental Division Administrator -**Public Hearing** Project brochure & Location Map **Public Hearing** Study Team's recommendation Presents the Department's location Notifies Location Study Project Local Government resolution (s) or recommendation to CTB **Process Time =** Prepares recommendation and Manager of Chief of Policy & position (s) (not legally required, submits to Chief of Policy and CTB – Approval or Denial **Environment and Commissioner's** District determines whether preferred 130 Days **Environment** decisions on approval of project to include) Commissioner's Administrative (Typical) <u> Assistant -</u> Posts transcript in iPM & confirms Provides project information and no <u> Location Study Project Manager</u> – **Scoping Letter and Env. Document** Provides electronic copy of the recommendation to Chief of Policy are posted Location Study Project Manager approved resolution to Prepares CTB Decision Brief for and Environment Environmental Administrator & DA Notifies project study team members review by the Chief of Policy and Prepares study team meeting Chief of Policy & Environment -(L&D. TMPD. Programming, Local Environment and the Location Study Project Manaager summary, including Assistance for urban projects, S&B **Environmental Administrator** recommendation to be provided to Reviews recommendation and upon Receives approval & distributes for bridge projects & District) that **Environmental Administrator,** Prepares CTB Resolution and notice to project team members & agreement, will submit transcript is available for their review **Chief of Policy and Environment** stake holders recommendation to the submits to Attorney General's and the CTB. Commissioner Office for review, comment & Notifies affected local government Meets with study team to provide Submits location study Clerk of the Court. Chairman of the them an opportunity to comment on recommendation package to Board of Supervisors, Mayor or Provides CTB scheduler with the Reviews the project information the location for consideration by **Environmental Administrator for** City Manager (as appropriate) resolution and fact sheet **Environmental Administrator** and disagrees review and approval. Time Line **LOCATION DAY 11 - 30** DAY 30 - 35 DAY 35 - 45 **DAY 45 - 60** DAY 61 - 70 APPROVAL PROCESS Compile & Submit Package **Submit for Approval** Review **Approval Approval Notification COMPLETE** PROCEED TO **DESIGN PHASE**

### **ABBREVIATIONS**

- DA District Administrator
- DPA District Public Affairs
- PM Project Manger
- CTB Commonwealth Transportation
  - Board
- AG Attorney General

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