

Date

MaineDOT Project Manager, Project Manager
Bureau of Project Development
Department of Transportation
16 State House Station
Augusta, ME 04333

Submission

Subject: Categorical Exclusion Checklist

PIN #

MaineDOT Project Manager:

Attached is the Categorical Exclusion Documentation in regards to **project scope**, **PIN** in the town/city of *town/city*. If you need additional information, please let me know.

Sincerely,

municipal administrator

Enclosure

(See Following Worksheet)

Maine Department of Transportation
Required Information for
CATEGORICAL EXCLUSION DOCUMENTATION

Project Title & Location: _____

Federal Project#: _____ PIN: _____

Description of Work: _____

MDOT Project Coordinator: _____

Please answer the following three questions regarding this project and attach supporting documentation as listed. If there is a yes response, please explain on a separate sheet or contact your Project Coordinator for assistance.

Public Involvement - Is there substantial public opposition to proposed action? Yes No
The answer to this question should become apparent at the town/city public meeting approving the project.

Documentation: Examples: Approved Work Plan, Public Hearing records, Letters to Towns/Municipalities, Council/Selectperson or Planning Board Meeting Minutes; and/or LPA Letter 16 in manual.

Right-of-Way - Does action include a residential or commercial displacement, Yes No or acquisition of property rights that will result in substantial abutter impacts?
For help with "substantial", please contact your Project Coordinator at MDOT.

Documentation: Existing and/or Proposed RW plan and/or LPA Letter 17 in manual.

Wetlands - Does action require an Army Corps of Engineers Programmatic Category III (Individual) Permit? Yes No

Documentation: Copy of Federal Permit or LPA Letter 12 in manual.

Section 4(f) or 6(f) - Does action require use of any property protected by Yes No Section 4(f) of the Department of Transportation Act (except for Transportation Enhancement requisitions and preservation of historic sites), or Section 6(f), of the Land and Water Conservation Fund Act?

Does the project involve any publicly owned land, parks, recreation areas, wildlife and waterfowl refuges, or historic sites?

Documentation: SHPO, DOC, Municipality Letters, Existing and/or Proposed RW plan or LPA Letter 17 in manual.

Endangered Species - If action is proposed in an area known to have Federally Yes No listed Endangered or Threatened Species or Critical Habitat, will the action affect any of these resources? *Contact the Department of Inland Fisheries and Wildlife at 287-8000 for more information.*

Documentation: Agency Comments and/or Copy of State and/or Federal Permit

Other - Does action adversely impact any known critical or unique natural resource, the quality of adjacent surface water resources, community cohesiveness, planned community growth, or beneficial land use patterns? Yes No

Signed by: _____ Date: _____
Local Project Administrator

Contact Information:

Maine Department of Transportation
16 State House Station
Augusta, ME 04333

Environmental Office 624-3100

Steve Harris, Local Project Coordinator 624-3329

Project Environmental Responsibilities

Responsibility	Municipality	MaineDOT	MaineDOT contact for more information
National Environmental Policy Act (NEPA)		X	Matt Steele 624-3090 or matt.steele@maine.gov
Section 106 of the Historic Preservation Act (Section 106)		X	David Gardiner 624-3105 or david.gardiner@maine.gov
Section 4(f) of the Department of Transportation Act (Section 4(f))		X	David Gardiner 624-3105 or david.gardiner@maine.gov
Hazardous Materials and Dredged Materials		X	Dwight Doughty 624-3103 or dwight.doughty@maine.gov
Erosion and Sedimentation Control Plans	X	*	Peter Newkirk 624-3072 or peter.newkirk@maine.gov
Local, State, and Federal Permits *	X	*	Matt Steele 624-3090 or matt.steele@maine.gov
Natural Resource Identification (wetlands, streams, fishery, etc.)	X	*	Richard Bostwick 624-3079 or richard.bostwick@maine.gov
Mitigation	X	*	Deane Van Dusen 624-3088 or deane.vandusen@maine.gov

State Permits are issued by the DEP 287-3901

DEP Augusta Office; 287-3901

DEP Portland Office; 822-6300

DEP Bangor Office; 941-4570

DEP Presque Isle; 764-0477

Federal Permits are issued by the Army Corps of Engineers 623-8367

Jay Clement, Jay.L.Clement@nae02.usace.army.mil

Notes:

Federal funding is not awarded until Section 106, Section 4(f), and NEPA are complete. See contacts.

Send a copy of the DEP permit and the Army Corps permit to MaineDOT c/o Project Manager.

** Although these areas are a municipality's responsibility, the contacts listed above are available when requested.*

Maine DOT Monthly Interagency Meetings Q&A Fact Sheet

Background

The MaineDOT Monthly Interagency Meeting was established in 1990 as a meeting to discuss project specific permitting issues with state and federal resource and regulatory agencies. Since the meeting's inception it has grown to include planning studies, the National Environmental Policy Act process and review, the Army Corps of Engineers Highway Methodology review, and other state and federal permitting issues. The meeting provides a format for streamlining these processes and allows for early coordination and problem solving.

Who attends?

The Federal regulatory agencies: Federal Highway Administration, Federal Transit Authority, Federal Aviation Administration when applicable, U.S. Army Corps of Engineers, Environmental Protection Agency, U.S. Fish and Wildlife Service, and the National Marine Fisheries Service.

The State regulatory agencies: Department of Environmental Protection, Land Use Regulation Commission, Department of Inland Fisheries and Wildlife, Atlantic Salmon Commission, Department of Marine Resources, Maine Historic Preservation Commission, Natural Areas Program.

Project Sponsors/Applicants:

- Maine DOT: Bureau of Planning , Project Development and Maintenance and Operations, Environmental Office, Offices of Freight and Passenger Transportation when applicable.
- Municipal Officials for airports under their jurisdiction
- Consultants for Project Sponsors

On occasion, interested municipal representatives attend when a project of interest in their community is being discussed.

When/Where are Interagency Meetings held?

Generally speaking, the interagency meetings are held the 2nd Tuesday of every month at MaineDOT in Room 216 (Main Conference Room). On occasion, the meetings are cancelled due to lack of agenda items or attendee conflicts. Changes in schedule are forwarded to an Interagency Contact email list.

How do I get on the Interagency Contact email list?

Contact David Gardner at david.gardner@maine.gov or at 624-3100 and ask him to add your name and contact information to the Interagency Contact email list.

What is the Purpose?

The purpose is to provide relevant detailed information and data to the Federal and State resource and regulatory agencies to aid in streamlining project reviews through the National Environmental Policy Act, Permitting (including mitigation, standards and conditions), and ACOE Highway Methodology.

The purpose is also to provide the agencies an opportunity to comment, provide advice and guidance to Project Managers at critical steps in the project development process to project sponsors and their representatives.

How do I get on the agenda?

Every month an interagency presentation request form is sent to all the MaineDOT Project Managers. It is their responsibility with support from Environmental Office Team Leaders to request time on the agenda (by filling out the request form) to present projects at the Interagency Meeting. Request forms and any other relevant information must be submitted to the Environmental Office Interagency Meeting Manager at least two weeks prior to the regularly scheduled meeting.

Non-MaineDOT Project Managers/Consultants, as for airport projects, LPA projects, must inform their MaineDOT liaison, of their desire to have time on the interagency agenda; the MDOT liaison will provide those project managers with the request form which must be submitted along with any other relevant data to the Environmental Office Interagency Meeting Manager at least two weeks prior to the regularly scheduled meeting.

Maine DOT Monthly Interagency Meetings
Q&A Fact Sheet

How do I prepare?

The Project Team is responsible for preparing a clear objective for their presentation to the agencies. The Project Team must articulate the project status and present appropriate information/data to reach the goals of their presentation. The Project Team should anticipate what the agencies will need to make decisions or to give guidance. Typically maps, plans, accurate detailed resource data, and power points are some of the tools used for a successful presentation. These types of materials should be sent to the agencies, through the Environmental Office, a week in advance. This allows the agencies to become more familiar with the project and issues.

What kind of support can be provided from the Maine DOT staff?

The MaineDOT Environmental Office will help guide all presentations when requested.
The MaineDOT Project Manager is responsible for requesting agenda time to make interagency presentations and for leading off presentations.
All consultants must work through the Project Manager for Interagency presentations.

How are Interagency Meetings recorded?

The Environmental Office takes notes from the interagency meetings and posts them to the web site. All presentation material is also posted to the web site.

For more information about the Maine DOT Monthly Interagency Meeting please contact the following MaineDOT Environmental Office Staff at 207-624-3100:

David Gardner, Team Leader
Matt Steele, Coordination and Permits Manager
Judy Gates, Assistant Director

Interagency Meeting Web Site

<http://www.state.me.us/mdot/interagency-meetings/interagency-meetings.php>