

# AGREEMENT FOR CATEGORICAL EXCLUSIONS

MAINE DEPARTMENT OF TRANSPORTATION  
FEDERAL HIGHWAY ADMINISTRATION



MAY 2006

Revision of *Agreement for Categorical Exclusions*  
May 2001

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FEDERAL HIGHWAY ADMINISTRATION  
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**MAINE DEPARTMENT OF TRANSPORTATION  
FEDERAL HIGHWAY ADMINISTRATION  
AGREEMENT FOR CATEGORICAL EXCLUSIONS**

**OBJECTIVE and APPLICABILITY**

This Agreement establishes protocol to enable self-certifying and programmatic approval by the Maine Department of Transportation (MaineDOT) of specified actions that qualify under 40 CFR 1508.4 Categorical Exclusion (Appendix I). This protocol will be used to determine applicability of federally funded MaineDOT actions for categorical exclusions (CEs) and allow most applicable actions to be certified earlier and more efficiently. Federally funded actions not eligible under the terms of this Agreement will be processed as Environmental Assessments (EAs) or Environmental Impact Statements (EISs).

**RESPONSIBILITY**

Through this Agreement, the Federal Highway Administration (FHWA) delegates authority and responsibility to MaineDOT for determining specified actions as CEs. MaineDOT is administratively responsible for coordinating and processing information on eligible actions, and assuring these actions comply with criteria set forth in this Agreement between the FHWA and MaineDOT. MaineDOT will screen actions to determine whether they are eligible to be certified, and documentation will be available upon request to FHWA at any time for review.

**REQUIREMENTS**

All actions covered by this Agreement will comply with 23 CFR 771.115 and .117 (Appendix II). In addition, all actions must conform to the specified criteria that apply to the appropriate level of certification. Records will be kept and updated electronically. Information on actions will be initially recorded and reevaluated at designated phases of project development, as indicated under the PROCEDURES section of this document. Levels of CE certification include:

**Self-certifying.** These actions appear in 23 CFR 771.117(c), are certified by scope of work, and do not require individual FHWA approval.

**Programmatic.** These actions comply with 23 CFR 771.117(d), include Maine eligible actions and must meet Maine Checklist criteria (see Appendix III) before they can be certified by MaineDOT. They do not require individual FHWA approval.

**Individual.** All other action conforming to 40 CFR 1508.4 (Categorical Exclusion) must be processed and submitted individually for FHWA approval.

## PROCEDURES

MaineDOT Bureau of Planning Staff will review and determine classes of action. They will coordinate, analyze, and electronically document appropriate interdisciplinary information and determine the certification level. The process for reviewing actions, which includes applicable screening elements and the schedule of certification and review for each CE level as defined in Table 1, and instructions for processing and documenting the CE level are contained in Appendix IV, V, and VI respectively.

Table 1

Levels	Self-Certifying	Programmatic	Individual
Screening Elements	40 CFR 1508.4 23 CFR 771.117(c) GIS Layers Appendix VI Work Scope	40 CFR 1508.4 23 CFR 771.117(d) 23 CFR 772 GIS Layers Appendix VI Work Scope	40 CFR 1508.4 23 CFR 771.117 23 CFR 772 GIS Layers Appendix VI Work Scope
Initial Class of Action	Box 4 in *CE Process Flowchart	Box 4 in *CE Process Flowchart	Box 4 in *CE Process Flowchart
Initial Review	Box 12 *CE Process Flowchart	Box 12 *CE Process Flowchart	Box 17 *CE Process Flowchart
Reevaluate	Boxes 15&21 *CE Process Flowchart	Boxes 17&21 *CE Process Flowchart	Box 21 *CE Process Flowchart

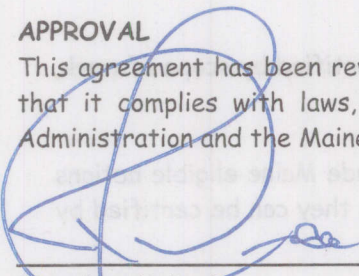
\*CE Process Flowchart is in Appendix IV of this agreement.

## REVIEW, REVISION, TERMINATION

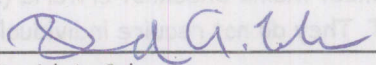
This agreement and its attachments may be revised or terminated by mutual consent of the Division Administrator, Federal Highway Administration, Maine Division and the Commissioner, Maine Department of Transportation, or designee, at any time.

## APPROVAL

This agreement has been reviewed and approved by the undersigned, who have determined that it complies with laws, regulations and policies that apply to the Federal Highway Administration and the Maine Department of Transportation.

  
Jonathan McDade  
Division Administrator  
Federal Highway Administration

Date 6/9/06

  
David A. Cole  
Commissioner  
Maine Department of Transportation

Date 6/1/06

APPENDIX I  
CODE OF FEDERAL REGULATIONS  
TITLE 40--PROTECTION OF ENVIRONMENT  
Chapter V--Council on Environmental Quality  
Section 1508.4 - Categorical Exclusion

**SEC. 1508.4 CATEGORICAL EXCLUSION.**

"Categorical exclusion" means a category of actions which do not individually or cumulatively have a significant effect on the human environment and which have been found to have no such effect in procedures adopted by a Federal agency in implementation of these regulations (Sec. 1507.3) and for which, therefore, neither an environmental assessment nor an environmental impact statement is required. An agency may decide in its procedures or otherwise, to prepare environmental assessments for the reasons stated in Sec. 1508.9 even though it is not required to do so. Any procedures under this section shall provide for extraordinary circumstances in which a normally excluded action may have a significant environmental effect.

[Revised as of July 1, 1999]



APPENDIX II  
CODE OF FEDERAL REGULATIONS  
TITLE 23-- HIGHWAYS  
23 CFR 771.115 AND 23 CFR 771.117

**Sec. 771.115 CLASSES OF ACTIONS.**

There are three classes of actions which prescribe the level of documentation required in the NEPA process.

(a) Class I (EISs). Actions that significantly affect the environment require an EIS (40 CFR 1508.27). The following are examples of actions that normally required an EIS:

- (1) A new controlled access freeway.
- (2) A highway project of four or more lanes on a new location.
- (3) New construction or extension of fixed rail transit facilities (e.g., rapid rail, light rail, commuter rail, auto-mated guideway transit).
- (4) New construction or extension of a separate roadway for buses or high occupancy vehicles not located within an existing highway facility.

(b) Class II (CEs). Actions that do not individually or cumulatively have a significant environmental effect are excluded from the requirement to prepare an EA or EIS. A specific list of CEs normally not requiring NEPA documentation is set forth in Sec. 771.117(c). When appropriately documented, additional projects may also qualify as CEs pursuant to Sec. 771.117(d).

(c) Class III (EAs). Actions in which the significance of the environmental impacts is not clearly established. All actions that are not Class I or II are Class III. All actions in this class require the preparation of an EA to determine the appropriate environmental document required.

**Sec. 771.117 CATEGORICAL EXCLUSIONS.**

(a) Categorical exclusions (CEs) are actions which meet the definition contained in 40 CFR 1508.4, and, based on past experience with similar actions, do not involve significant environmental impacts. They are actions which: do not induce significant impacts to planned growth or land use for the area, do not require the relocation of significant numbers of people; do not have a significant impact on any natural, cultural, recreational, historic or other resource; do not involve significant air, noise, or water quality impacts; do not have significant impacts on travel patterns; and do not otherwise, either individually or cumulatively, have any significant environmental impacts.

(b) Any action which normally would be classified as a CE but could involve unusual

circumstances will require the Administration, in cooperation with the applicant, to conduct appropriate environmental studies to determine if the CE classification is proper. Such unusual circumstances include:

- (1) Significant environmental impacts;
- (2) Substantial controversy on environmental grounds;
- (3) Significant impact on properties protected by Section 4(f) of the DOT Act or section 106 of the National Historic Preservation Act; or
- (4) Inconsistencies with any Federal, State, or local law, requirement or administrative determination relating to the environmental aspects of the action.

(c) The following actions meet the criteria for CEs in the CEQ regulation (Section 1508.4) and Sec. 771.117(a) of this regulation and normally do not require any further NEPA approvals by the Administration:

- (1) Activities which do not involve or lead directly to construction, such as planning and technical studies; grants for training and research programs; research activities as defined in 23 U.S.C. 307; approval of a unified work program and any findings required in the planning process pursuant to 23 U.S.C. 134; approval of statewide programs under 23 CFR part 630; approval of project concepts under 23 CFR part 476; engineering to define the elements of a proposed action or alternatives so that social, economic, and environmental effects can be assessed; and Federal-aid system revisions which establish classes of highways on the Federal-aid highway system.
- (2) Approval of utility installations along or across a transportation facility.
- (3) Construction of bicycle and pedestrian lanes, paths, and facilities.
- (4) Activities included in the State's "highway safety plan" under 23 U.S.C. 402.
- (5) Transfer of Federal lands pursuant to 23 U.S.C. 317 when the subsequent action is not an FHWA action.
- (6) The installation of noise barriers or alterations to existing publicly owned buildings to provide for noise reduction.
- (7) Landscaping.
- (8) Installation of fencing, signs, pavement markings, small passenger shelters, traffic signals, and railroad warning devices where no substantial land acquisition or traffic disruption will occur.
- (9) Emergency repairs under 23 U.S.C. 125.

- (10) Acquisition of scenic easements.
- (11) Determination of payback under 23 CFR part 480 for property previously acquired with Federal-aid participation.
- (12) Improvements to existing rest areas<sup>1</sup> and truck weigh stations.
- (13) Ridesharing activities.
- (14) Bus and rail car rehabilitation.
- (15) Alterations to facilities or vehicles in order to make them accessible for elderly and handicapped persons.
- (16) Program administration, technical assistance activities, and operating assistance to transit authorities to continue existing service or increase service to meet routine changes in demand.
- (17) The purchase of vehicles by the applicant where the use of these vehicles can be accommodated by existing facilities or by new facilities which themselves are within a CE.
- (18) Track and railbed maintenance and improvements when carried out within the existing right-of-way.
- (19) Purchase and installation of operating or maintenance equipment to be located within the transit facility and with no significant impacts off the site.
- (20) Promulgation of rules, regulations, and directives.

<sup>1</sup> Editor's note: For definition of rest area see 23 CFR 752.3

(d) Additional actions which meet the criteria for a CE in the CEQ regulations (40 CFR 1508.4) and paragraph (a) of this section may be designated as CEs only after Administration approval. The applicant shall submit documentation which demonstrates that the specific conditions or criteria for these CEs are satisfied and that significant environmental effects will not result. Examples of such actions include but are not limited to:

- (1) Modernization of a highway by resurfacing, restoration, rehabilitation, reconstruction, adding shoulders, or adding auxiliary lanes (e.g., parking, weaving, turning, climbing).
- (2) Highway safety or traffic operations improvement projects including the installation of ramp metering control devices and lighting.
- (3) Bridge rehabilitation, reconstruction or replacement or the construction of grade separation to replace existing at-grade railroad crossings.



- (4) Transportation corridor fringe parking facilities.
- (5) Construction of new truck weigh stations or rest areas.
- (6) Approvals for disposal of excess right-of-way or for joint or limited use of right-of-way, where the proposed use does not have significant adverse impacts.
- (7) Approvals for changes in access control.
- (8) Construction of new bus storage and maintenance facilities in areas used predominantly for industrial or transportation purposes where such construction is not inconsistent with existing zoning and located on or near a street with adequate capacity to handle anticipated bus and support vehicle traffic.
- (9) Rehabilitation or reconstruction of existing rail and bus buildings and ancillary facilities where only minor amounts of additional land are required and there is not a substantial increase in the number of users.
- (10) Construction of bus transfer facilities (an open area consisting of passenger shelters, boarding areas, kiosks and related street improvements) when located in a commercial area or other high activity center in which there is adequate street capacity for projected bus traffic.
- (11) Construction of rail storage and maintenance facilities in areas used predominantly for industrial or transportation purposes where such construction is not inconsistent with existing zoning and where there is no significant noise impact on the surrounding community.
- (12) Acquisition of land for hardship or protective purposes; advance land acquisition loans under section 3(b) of the UMT Act. Hardship acquisition is early acquisition of property by the applicant at the property owner's request to alleviate particular hardship to the owner, in contrast to others, because of an inability to sell his property. This is justified when the property owner can document on the basis of health, safety or financial reasons that remaining in the property poses an undue hardship compared to others. Hardship and protective buying will be permitted only for a particular parcel or a limited number of parcels. These types of land acquisition qualify for a CE only where the acquisition will not limit the evaluation of alternatives, including shifts in alignment for planned construction projects, which may be required in the NEPA process. No project development on such land may proceed until the NEPA process has been completed.

(e) Where a pattern emerges of granting CE status for a particular type of action, the Administration will initiate rulemaking proposing to add this type of action to the list of categorical exclusions in paragraph (c) or (d) of this section, as appropriate.

[52 FR 32660, Aug. 28, 1987; 53 FR 11066, Apr. 5, 1988]

APPENDIX III  
MaineDOT PROGRAMMATIC CATEGORICAL EXCLUSIONS  
Eligible Actions And Maine Checklist

**A. ELIGIBLE ACTIONS**

23 CFR 771.117 (d) (see Appendix II) includes examples of additional actions that meet the criteria for a CE in the Council on Environmental Quality (CEQ) regulations (40 CFR 1508.4), and in 23 CFR 771.117(a). Under this Agreement, Programmatic CEs will include actions under 23 CFR 771.117 (d), as well as the following Maine specific list of actions. These will be eligible to be certified as Programmatic CEs, subject to the Maine Checklist, to assure that significant environmental effects will not result and that an individual CE is not warranted. If a particular type of action repeatedly meets the requirements of a Programmatic CE, MaineDOT and FHWA may agree to add the action to this list.

1. Adding or lengthening turning lanes (including continuous turn lanes), adding through lanes (with the exception of Interstate or "Interstate-like" Freeways), intersection improvements, channelization of traffic, dual lanes at intersections and interchanges, auxiliary lanes, and reversible lanes.
2. Flattening slopes; improving vertical and horizontal sight distance.
3. Replacing an existing at-grade intersection with a grade separated structure.
4. Restoring, replacing and rehabilitating culverts, drainage pipes, and systems including safety treatments.
5. Increasing existing travel way width and widening/adding shoulders.
6. Widening and maintaining bridges. Includes (but not limited to) wearing surface/deck rehabilitation or replacement, painting, scour repair, scour countermeasures, fender repair, rail or curb retrofit, and seismic retrofit.
7. Upgrading bridge end approaches/guardrail transitions.
8. Replacing, removing, or adding guardrail, where no new bank stabilization is required.
9. Converting existing transportation support buildings and ancillary facilities to new uses that support a definable transportation function, where only minor amounts of additional land are required and there is not a substantial increase in the number of users.
10. Converting rail storage and maintenance facilities to new uses that support a definable transportation function, in areas used predominantly for industrial or transportation purposes.
11. Improving vertical and horizontal alignment of railroad crossing.
12. Removing existing railroad grade separation structures.

13. Upgrading railroad track circuitry.
14. Improving railroad-crossing surface.
15. Improving sight distance at railroad crossing.
16. Eliminating railroad crossing by closure; removing railroad overpass within right-of-way.
17. Ferry boat and locomotive rehabilitation.
18. Scenic Byway actions.
19. Transportation Enhancement actions.
20. Compensatory mitigation activities approved to offset impacts from Federal-aid projects.
21. Clear zone safety improvements, such as fixed object removal or relocation.
22. Vacating or transferring extraneous property having no foreseeable significant adverse impacts on or off site.
23. Screening unsightly areas.
24. General preventive maintenance activities.
25. Roadway skid hazard treatment.
26. Upgrading median barrier.
27. Installing or replacing impact attenuators.
28. Implementing traffic surveillance and control systems.
29. Implementing motorist aid systems.
30. Implementing highway information systems.
31. Implementing computerized traffic signalization systems.

#### **B. MAINE CHECKLIST FOR PROGRAMMATIC CATEGORICAL EXCLUSIONS**

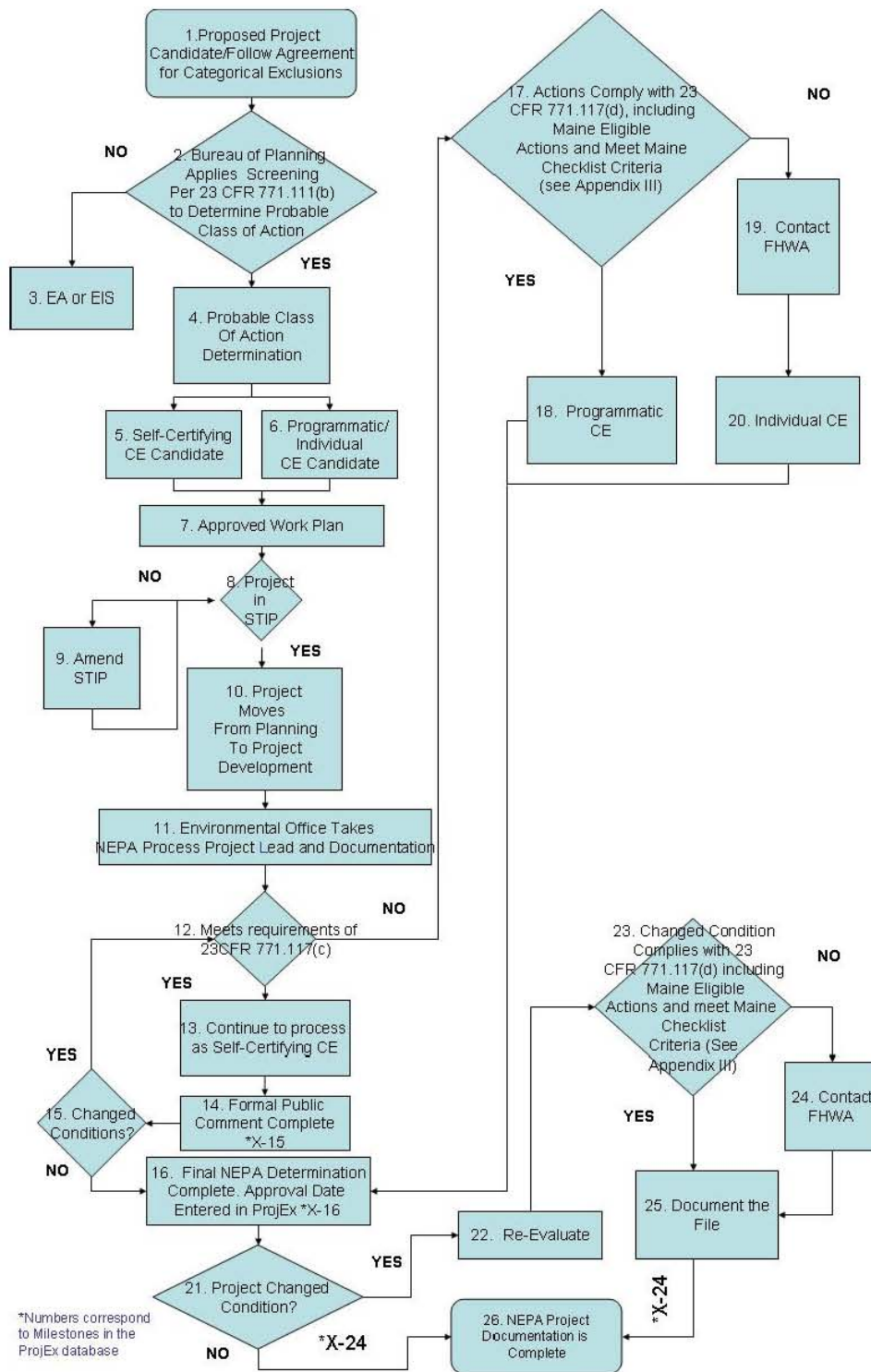
A proposed action may be processed as a Programmatic CE if all of the following questions can be answered "No." All other CEs must be individually submitted for approval by FHWA.

1. Public Involvement - Is there substantial public opposition to proposed action?
2. Right-of-Way - Does action include a residential or commercial displacement, or acquisition of property rights that will result in substantial abutter impacts?
3. Hazardous Material - Are there any known State or Federal Uncontrolled Oil and

Hazardous Material sites within or adjacent to the action?

4. Cultural Resources (Section 106) - Has the State Historic Preservation Officer (SHPO) determined that the proposed action will have other than "no effect" on the properties eligible for or listed in the National Register of Historic Places?
5. Section 4(F) or 6(F) - Does the proposed action require the use of any property protected by 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?
6. Wetlands - Does action require an Army Corps of Engineers Programmatic Category III (Individual) Permit?
7. Water Quality - Is action over a sole source aquifer? Or impact the quality of adjacent surface water resources?
8. Wild and Scenic Rivers - Is action in, across or adjacent to a river designated as a component or proposed to be included in the National System of Wild and Scenic Rivers?
9. Scenic Byways - If action is proposed on or adjacent to any State or Federal designated Scenic Byway, has MaineDOT determined that the action would have an adverse effect on the Byway (according to the Scenic Byways Coordinator, Scenic Byways Board, and Corridor Management Committee/Plan, as appropriate)?
10. Noise - Do impacts of action fail to conform to the Noise Abatement Criteria levels (23 CFR 772) and MaineDOT Noise Policy?
11. Air Quality - Does the proposed action fail to meet Air Quality and/or Conformity requirements?
12. Natural Resource - If action is proposed in an area known to have Federally listed Endangered or Threatened Species or Critical Habitat, will the action affect any of these resources? Or impact any known critical or unique natural resource as identified by the Maine Natural Areas Program?
13. Other - Does action adversely impact community cohesiveness, minority and/or low income populations, planned community growth, or beneficial land use patterns?

## APPENDIX IV CATEGORICAL EXCLUSION FLOWCHART



## APPENDIX V MaineDOT CATEGORICAL EXCLUSION FLOWCHART EXPLANATION

**Note:** At anytime a project scope changes during the CE approval process, the project must cycle through the entire process starting at box 2.

**Note:** The paragraph numbers in this Appendix correspond to the box numbers in the CE Process Flowchart in Appendix IV

**Note:** The final NEPA determination date, entered at box 16 in the CE Process Flowchart, should not be modified for an unforeseen or changed condition.

1. **Proposed Project Candidate** - The proposed project, put forward for funding consideration by constituents and/or MaineDOT, must be screened through the Agreement for Categorical Exclusion for NEPA probable class of action determination.
2. **Bureau of Planning Applies Screening to Determine Probable Class of Action of Proposed Project per 23 CFR 771.111(b)** - A cursory GIS screening takes place in the Bureau of Planning with the layers agreed to in the written process, based on known scope of work and the CE Process Flowchart written process to determine NEPA level. Should the scope provide insufficient data to determine the probable class of action then the project will be further scoped.
3. **EA or EIS** - If the project probable class of action is an EA or EIS the project moves to the NEPA unit in the Bureau of Planning.
4. **Probable Class of Action/Initial Determination** - Based on known scope of work the probable CE class is determined in box 4 of the CE Process Flowchart.
5. **Self-Certifying CE Candidate** - Based on scope of work the proposed action is considered a Self-Certifying CE Candidate.
6. **Programmatic CE/ Individual CE Candidate** - Based on scope of work the proposed action is considered a Programmatic CE /or Individual CE Candidate.
7. **Approved Work Plan** - Proposed action is in an approved work plan as Candidate CE.
8. **Project in STIP** - Project programmed in the Statewide Transportation Improvement Program (STIP).



9. **Amend STIP** - If project is not in the approved STIP then the STIP must be amended to include the project. Contact the Biennial Capital Work Plan Unit in the Bureau of Planning and the Director of Capital Resources in the Bureau of Project Development for guidance on STIP amendment procedures.
10. **Project Moves From Planning to Project Development** - Project moves from the Bureau of Planning to the Bureau of Project Development. The ProjEx database stores all CE approvals and the backup documentation is stored in the PCRe (Permits and Cultural Resources electronic) files in the Office of Environment.
11. **Environmental Office Takes Project NEPA Process and Documentation Lead - Environmental coordinator documents and compiles the administrative record** - Final CE process of documentation moves from Bureau of Planning to Environmental Office.
12. **Meets Requirements of 23 CFR 771.117(c)** - Does project meet minimum requirements of 23 CFR 771(a) (NOTE: Meeting 23 CFR 771.117(c) necessitates adherence to the CE requirements of 23 CFR 771.17(a) and 40 CFR 1508.4. If yes then proceed to box 13, if not proceed to box 17 for Maine Checklist evaluation that determines proper CE determination.
13. **Continue to Process as Candidate Self-Certifying CE** - Based on prior screening and no changed conditions the project continues to be processed as a self-certifying CE.
14. **Formal Public Comment Complete** - The point in the process where public participation is certified complete for Self Certifying CEs. Public comment is completed in a multitude of ways. For instance, many Self-Certifying CEs are satisfied informally through the publishing of the STIP, whereas larger projects require formal scoping and public involvement. Box 14 in the CE process flowchart corresponds with milestone **X-15** in the ProjEx database (See Appendix VII.)
15. **Changed Conditions** - A **Yes** response to Box 15 denotes a change in the project, not previously evaluated, has occurred such as but not limited to the following:
  - Increased and/or changed right-of-way needs;
  - Increased and/or changed wetland impacts;
  - New or additional Sections 106 or 4(f) resources encountered.

A changed condition requires a determination by the Project Manager and or the Environmental Coordinator of project adherence to 23 CFR 771.117(c); proceed to box 12.

- 16. NEPA Determination Complete Approval Date Entered in ProjEx** - Final NEPA determination is complete and official NEPA approval date is recorded in ProjEx database. Following the completion of this step, table 29 in PROMIS is populated releasing funding for right-of-way acquisition. At this point, MaineDOT right-of-way personnel can initiate negotiations and acquire property. Box 16 in the CE Process Flowchart corresponds with milestone X-16 in the ProjEx database (See Appendix VII).
- 17. Actions Comply with 23 CFR 771.117(d), include Maine Eligible Actions and Meet Maine Checklist Criteria (See Appendix III)** - If the proposed action complies with 23 CFR 771.117(d), is included in the Maine Eligible Actions and meets Maine Checklist Criteria (all NO answers to checklist items) then the action is a Programmatic CE, approved by MaineDOT; proceed to box 18 (See Appendix III). If the proposed project action fails any of the tests outlined above then proceed to box 19.
- 18. Programmatic CE** - The proposed action produced all NO Answers to the Maine Checklist in box 17 and is processed by MaineDOT as a Programmatic CE; proceed to box 16.
- 19. Contact FHWA** - Contact FHWA for guidance on processing the action as individual CE; then proceed to box 20.
- 20. Individual CE** - Upon receipt of appropriate documentation from MaineDOT the FHWA approves the NEPA document; proceed to box 16.
- 21. Changed Condition** - A Yes response to box 21 denotes a change in the project not previously evaluated has occurred such as but not limited to the following:
- Increased and/or changed right of way needs;
  - Increased and/or changed wetland impacts;
  - New or additional Sections 106 or 4(f) resources encountered.
- Any unforeseen or changed conditions (any YES answers) require the Project Manager and/or Environmental Coordinator to determine project adherence to 23 CFR 771.117; proceed to box 22 for reevaluation. A NO response denotes no change in condition has occurred (all NO answers); proceed to box 26 for NEPA complete. Additionally, no changed condition in this box corresponds to Milestone X-24 in the ProjEx database (Appendix VII), as noted on the line between box 21 and box 26 in the CE Process Flowchart (Appendix IV).
- 22. Re-Evaluate** - When a previously unforeseen or changed condition is discovered, the project must be reevaluated. The original NEPA approval date, from CE Process Flowchart box 16 and ProjEx Milestone X-16 remain unchanged; proceed to box 23.

- 23. Changed Condition Complies with 23 CFR 771.117(d), includes Maine Eligible Actions and Meets Maine Checklist Criteria ( See Appendix III) -** If the unforeseen or changed condition meets the aforementioned provisions, then MaineDOT documents the project file by entering a date signifying the re-evaluation in the ProjEx comments screen under NEPA/STPA (Sensible Transportation Policy Act) comment field with an explanation of the change and where the supporting documentation is located in the MaineDOT database; proceed to box 26. If the changed condition does not meet 23 CFR 771.117(d) contact FHWA for guidance on appropriate file documentation; proceed to box 24.
- 24. Contact FHWA -** The unforeseen or changed condition has failed to comply with 23 CFR 771.117(d), is not a Maine Eligible Action listed in Appendix III(a) and fails to meet Maine Checklist criterion in Appendix III(b), as a result of that failure the MaineDOT must contact FHWA for additional guidance on proper unforeseen or changed condition documentation.
- 25. Document the File -** The file is now documented with the necessary information to support the unforeseen or changed condition(s). The original date, from box 16 in the CE Process Flowchart and the X-16 Milestone date in ProjEx, which are one in the same, remains the official NEPA determination completion date. All necessary project approval dates are located in the ProjEx database. All supporting documentation is found in the proper department database; \*ProjEx Database, \*TEDOCs, \*PROMIS, etc. Completing file documentation corresponds to milestone X-24 in the ProjEx database (See Appendix VII), as noted on the line between box 25 and box 26 in CE Process Flowchart (Appendix IV). Proceed to box 26 for NEPA complete.
- NOTE:** Project information at MaineDOT is stored in various databases based on lead Bureau information responsibility. Therefore, CE Process supporting documentation can be found in any one of the following and/or a combination of all of these databases: PROMIS, PCRe, ProjEx, TEDOCS etc.
- 26. NEPA documentation complete -** This completes the documentation process for NEPA Categorical Exclusions.

## APPENDIX VI

### PROJECT SCOPE GIS ANALYSIS LAYERS

1. Project is in an existing transportation corridor.
2. Additional right-of-way requirements, if needed, are minor and non-controversial.
3. Freshwater wetland impacts are less than 15,000 sq. ft. (ACOE General Permit, Category 1).
4. Vegetated saltwater wetlands are not affected.
5. Project does not involve wetland or other environmental mitigation required by law or regulation.
6. Project has no use on or affect to any Section 4(f) and Section 106 properties.
7. No endangered species or critical habitat present in the project area.

## APPENDIX VII PROJECT MILESTONES

X01 PROJECT KICKOFF  
X07 INITIAL TEAM MEETING  
X09 PRELIMINARY PUBLIC MEETING  
X11 PRELIMINARY ALIGNMENT COMPLETE  
X12 DRAFT PRELIMINARY PLAN COMPLETE  
X13 PDR/PRELIMINARY PLAN COMPLETE  
X15 FORMAL PUBLIC CONTACT  
X16 NEPA COMPLETE  
X17 MIDWAY TEAM MEETING  
X19 HIGHWAY PLAN IMPACTS COMPLETE  
X22 BRIDGE STRUCTURAL PLANS COMPLETE  
X23 UTILITIES CERTIFIED  
X24 ENVIRONMENTAL APPROVALS  
COMPLETE  
X25 R/W CERTIFIED  
X33 DESIGN PS&E COMPLETE  
X39 PROJECT ADVERTISED  
X43 CONTRACT DATE  
X45 CONSTRUCTION BEGIN  
X47 FINAL TEAM MEETING  
X49 CONSTRUCTION COMPLETE

This box includes a number designation and a definition for each ProjEx milestone available for project development and implementation. ProjEx is MaineDOT's Program and Project Management System for transportation program development, comprehensive project planning and delivery, and enterprise-wide access to project information. Originally undertaken to improve the Department's program delivery, ProjEx is now available to help plan, schedule and control projects from their early stages as project candidates, through programming and funding approval, and on to design and construction completion. Key project management features have been incorporated into ProjEx to facilitate improved team communication, coordinate work schedules, and assign human resources efficiently. In addition, ProjEx has been fully integrated with numerous Departmental databases to optimize shared information.