



**UDOT Environmental Services**

# **Environmental Process Manual of Instruction**

**Revised March 2017**

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# Acronyms

<b>AASHTO</b>	American Association of State Highway and Transportation Officials
<b>ACHP</b>	Advisory Council on Historic Preservation
<b>ADA</b>	Americans with Disabilities Act
<b>AGRC</b>	Automated Geographic Reference Center
<b>APA</b>	Agriculture Protection Areas
<b>ANSI</b>	American National Standards Institute
<b>APA</b>	Agriculture Protection Area
<b>APE</b>	Area of Potential Effect
<b>AST</b>	aboveground storage tank
<b>BA</b>	biological assessment
<b>BFE</b>	base flood elevation
<b>BLM</b>	Bureau of Land Management
<b>BO</b>	biological opinion
<b>CAA</b>	Clean Air Act of 1970
<b>CAAA</b>	Clean Air Act Amendments
<b>CE</b>	categorical exclusion
<b>CEQ</b>	Council on Environmental Quality
<b>CERCLA</b>	Comprehensive Environmental Response, Compensation and Liability Act of 1980
<b>CFC</b>	chlorofluorocarbon
<b>CFR</b>	Code of Federal Regulations
<b>CH<sub>4</sub></b>	methane
<b>CLG</b>	certified local government
<b>CLOMR</b>	Conditional Letter of Map Revision
<b>CMZ</b>	channel migration zones
<b>CO</b>	carbon monoxide
<b>dB</b>	decibels
<b>DEIS</b>	draft environmental impact statement
<b>DERR</b>	Utah Division of Environmental Response and Remediation
<b>DOE</b>	Determination of Eligibility
<b>DOEFOE</b>	determination of eligibility and finding of effect
<b>DOT</b>	Department of Transportation
<b>EA</b>	environmental assessment
<b>EC</b>	eligible
<b>EIS</b>	environmental impact statement
<b>EJ</b>	environmental justice
<b>EPA</b>	Environmental Protection Agency
<b>ERNS</b>	Emergency Response Notification System
<b>ES</b>	eligible/significant
<b>FAA</b>	Federal Aviation Administration
<b>FAST</b>	Fixing America's Surface Transportation Act
<b>FEIS</b>	final environmental impact statement

<b>FEMA</b>	Federal Emergency Management Agency
<b>FERC</b>	Federal Energy Regulatory Commission
<b>FHWA</b>	Federal Highway Administration
<b>FIRM</b>	flood insurance rate map
<b>FOE</b>	Findings of Effect
<b>FOIA</b>	Freedom of Information Act
<b>FONSI</b>	finding of no significant impact
<b>FPPA</b>	Farmland Protection Policy Act of 1981
<b>FTA</b>	Federal Transit Administration
<b>FTTS</b>	Federal Insecticide, Fungicide, and Rodenticide Act/Toxic Substances Control Act Tracking System
<b>GLO</b>	General Land Office
<b>GPS</b>	global positioning system
<b>GRAMA</b>	Utah Government Records Access and Management Act
<b>HAP</b>	hazardous air pollutant
<b>HCFC</b>	hydrochlorofluorocarbon
<b>HCP</b>	Habitat Conservation Plan
<b>HOV</b>	high-occupancy vehicle
<b>ILS</b>	intensive-level survey
<b>ISTEA</b>	Intermodal Surface Transportation Efficiency Act
<b>LOP</b>	Letter of Permission
<b>LOS</b>	level of service
<b>LRTP</b>	Long-Range Transportation Plans
<b>LUST</b>	leaking underground storage tank
<b>LWCFA</b>	Land and Water Conservation Fund Act
<b>MAP-21</b>	Moving Ahead for Progress for the 21st Century Act
<b>MOA</b>	Memorandum of Agreement
<b>MOU</b>	Memorandum of Understanding
<b>MOVES</b>	Motor Vehicle Emission Simulator
<b>MPO</b>	metropolitan planning organization
<b>MSAT</b>	mobile-source air toxic compound
<b>N<sub>2</sub>O</b>	nitrous oxide
<b>NAAQS</b>	National Ambient Air Quality Standards
<b>NAC</b>	Noise Abatement Criteria
<b>NAGPRA</b>	Native American Graves Protection and Repatriation Act
<b>NC</b>	not eligible
<b>NCHRP</b>	National Cooperative Highway Research Program
<b>NEPA</b>	National Environmental Policy Act
<b>NFIP</b>	National Flood Insurance Program
<b>NGO</b>	non-governmental organization
<b>NHPA</b>	National Historic Preservation Act
<b>NO<sub>2</sub></b>	nitrogen dioxide
<b>NOA</b>	Notice of Availability
<b>NOI</b>	Notice of Intent

<b>NOx</b>	oxides of nitrogen
<b>NPDES</b>	National Pollutant Discharge Elimination System
<b>NPS</b>	National Park Service
<b>NRCS</b>	National Resources Conservation Service
<b>NRHP</b>	National Register for Historic Places
<b>NWP</b>	nationwide permit
<b>O<sub>3</sub></b>	ozone
<b>OP</b>	out-of-period
<b>PA</b>	programmatic agreements
<b>PBO</b>	Programmatic Biological Opinion
<b>PCN</b>	Pre-Construction Notification
<b>PEL</b>	Planning and Environmental Linkage tool
<b>PIM</b>	Public Involvement Manger
<b>PIN</b>	project identification number
<b>PM</b>	particulate matter
<b>QA</b>	quality assurance
<b>QC</b>	quality control
<b>RCRA</b>	Resource Conservation and Recovery Act of 1976
<b>RCRIS-TSDF</b>	Resource Conservation and Recovery Information System - Treatment, Storage or Disposal Facilities
<b>RDCC</b>	Resource Development Coordinating Committee
<b>RLS</b>	reconnaissance-level survey
<b>ROD</b>	record of decision
<b>SAFETEA-LU</b>	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
<b>SARA</b>	Superfund Amendment and Reauthorization Act of 1986
<b>SES</b>	state environmental study
<b>SHPO</b>	State Historic Preservation Office
<b>SIP</b>	State Implementation Plan
<b>SITLA</b>	School and Institutional Trust Land Administration
<b>SO<sub>2</sub></b>	sulfur dioxide
<b>SOL</b>	statute of limitations
<b>STIP</b>	State Transportation Improvement Plan
<b>SWPPP</b>	Stormwater Pollution Prevention Plan
<b>T&amp;E</b>	threatened and endangered
<b>TAZ</b>	traffic analysis zone
<b>TDS</b>	total dissolved solids
<b>TEA-21</b>	Transportation Equity Act for the 21st Century
<b>Technical Advisory</b>	1987 FWA Guidance for Preparing and Processing Environmental and 4(f) Documents
<b>TMDL</b>	Total Maximum Daily Load
<b>TNM</b>	traffic noise model
<b>TRI</b>	Toxics Release Inventory
<b>TSM</b>	Transportation System Management
<b>UCA</b>	State Law Utah Code Annotated

<b>UDEQ</b>	Utah Department of Environmental Quality
<b>UDOT</b>	Utah Department of Transportation
<b>UDSH</b>	Utah Division of State History
<b>UDWR</b>	Utah Division of Wildlife Resources
<b>UGS</b>	Utah Geological Survey
<b>UPAC</b>	Utah Professional Archaeological Council
<b>UPDES</b>	Utah Pollutant Discharge Elimination System
<b>USACE</b>	U.S. Army Corps of Engineers
<b>USC</b>	United States Code
<b>USDA</b>	U.S. Department of Agriculture
<b>USDOI</b>	U.S. Department of Interior
<b>USDOT</b>	U.S. Department of Transportation
<b>USFWS</b>	U.S. Fish and Wildlife Service
<b>USGS</b>	U.S. Geological Survey
<b>UST</b>	underground storage tank
<b>UTA</b>	Utah Transit Authority
<b>VHT</b>	vehicle-hours traveled
<b>VMT</b>	vehicle-miles traveled
<b>VOC</b>	volatile organic compound

# Revision Summary

Version Number	Date	Section	Major Revisions
2017.1	January 2017	All	327 NEPA Assignment incorporated throughout document
2017.2	March 2017	3.2 3.5 3.11 4.5 4.7 5.3(L) 5.3(O) 5.3 (P-Q)	Documented Categorical Exclusion approvals Scoping Environmental Review Checklist Dispute Resolution Management of NEPA Public Comments Online Interactive Tools Noise policy Section 4(f) process Natural Resources Survey Fieldwork Authorization Request



# Introduction

The UDOT Environmental Process Manual of Instruction provides guidance for the preparation of environmental analysis and documentation for federally-funded and state-funded transportation projects. Projects that are funded in whole or in part with federal funds or have major federal actions must follow the requirements of the National Environmental Policy Act of 1969 (NEPA), as well as related federal and state environmental regulations. This manual has been prepared as a guidance document for use in understanding and applying UDOT's environmental process and is supplemental to applicable laws, regulations, and agency-issued guidance. It is important to check with UDOT Environmental Services for the most recent policies and procedures.

## Organization of the Manual

**Chapter 1, Environmental Regulations Overview**, provides background information on the federal laws and regulations that the Department must follow for transportation projects and gives an overview of the environmental evaluation process. The chapter also discusses the early steps in identifying and developing a project before an environmental study is initiated.

**Chapter 2, Roles and Responsibilities**, describes the roles and responsibilities of Region and Central environmental staff who conduct and participate in environmental reviews for projects.

**Chapter 3, Environmental Documentation**, provides general guidance for the preparation of CEs, EAs, Findings of No Significant Impact (FONSI), Draft EISs, Final EISs, Records of Decision (ROD), and State Environmental Studies (SES). For each type of document, the chapter presents a brief overview of the applicability of the class of action, the required and suggested content and format of the documentation.

**Chapter 4, Public and Agency Involvement**, describes effective means of public and agency involvement for UDOT projects as required by federal and state laws.

**Chapter 5, Project Impact Analyses**, defines the types of impacts (direct, indirect, and cumulative) that could result from a project and discusses the individual technical studies and analyses that are required for the environmental documentation.

**Chapter 6, Environmental Permits**, describes the types of permits that might be required for a UDOT project.

**Chapter 7, Mitigation Commitments and Coordination**, provides guidance as mitigation commitments are developed, communicated and tracked from the environmental study phase to the construction and maintenance phases.