## CATEGORICAL EXCLUSION and

## DOCUMENTED CATEGORICAL EXCLUSION WORKSHEET

**STATE-FUNDED PROJECTS**

This worksheet was developed by the Oregon Department of Transportation (ODOT), Public Transportation Division (PTD) to guide applicants in gathering and organizing materials for environmental analysis under the National Environmental Policy Act (NEPA).

For any project which may need environmental review, the first step is to contact your PTD regional transit coordinator (RTC) to discuss the project. A list of RTCs and more information on environmental review is available at <https://www.oregon.gov/ODOT/RPTD/Pages/index.aspx>.

Applicants submit the worksheet to PTD for review and concurrence. PTD staff review the worksheet and any supplemental materials and work with applicants if any clarification is needed. Project activities cannot begin until this process is complete.

**Note:** ODOT acceptance and/or approval of this document does not indicate Federal Transit Administration (FTA) approval of the project under NEPA.

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| I. | Project Description |
| Agency | Date Submitted |
| Funding Source(s) (if known) | Subrecipient Agreement Number(s) (if known) |
| Project Title |
| Project Description (1-2 sentences) |
| Purpose and Need for Project (1-2 sentences, include as an attachment if adopted statement is lengthy) |
| Project Location (include city and street address) |
| Project Contact (include phone number, mailing address and email address)  |
| If your project involves construction, include the following: * Project Vicinity Map
* Project Site Plan (showing access points and boundaries)
* Other Maps (as appropriate, such as topographical, Google Earth, etc.)
* Site Photographs (if useful to illustrate important features)
* Soil Excavation Depth and/or Details
* Previous Soil Disturbance (if known)
* Nearby Parks or Recreation Areas
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| **II.**  | NEPA Class of ActionAnswer the following questions to determine the project’s potential class of action. If the answer to any of the questions in Section A is “YES”, contact your RTC who will work with your to determine whether the project requires preparation of a NEPA environmental assessment (EA) or environmental impact statement (EIS).  |
| **A.** **A.1****A.2****A.3** | Will the project significantly impact the natural, social or economic environment?[ ]  YES [ ]  NO (continue)Is the significance of the project’s social, economic or environmental impacts unknown?[ ]  YES [ ]  NO (continue)Is the project likely to require detailed evaluation of more than a few potential impacts?[ ]  YES [ ]  NO (continue)Is the project likely to generate intense public discussion, concern or controversy, even though it may be limited to a relatively small subset of the community?[ ]  YES [ ]  NO (continue) |
| **B.**[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]  | Does the project appear on the following list of Categorical Exclusions (CEs)?The projects listed below are generally categorically excluded from further NEPA analysis under federal rules found at [23 CFR 771.118(c)](https://www.ecfr.gov/cgi-bin/text-idx?c=ecfr&SID=813a61c1c2f404609732a709d8ef0174&rgn=div8&view=text&node=23:1.0.1.8.43.0.1.10&idno=23) unless certain circumstances exist, such as the presence of wetlands, historic buildings, historic structures, parklands, or floodplains in the project area. [Exclusion Descriptions](https://www.transit.dot.gov/about/regional-offices/region-10/fta-region-10-categorical-exclusion-and-documented-categorical)[ ]  YES (If checked **and** there are no special circumstances, mark the applicable checkbox in the section below and then, in Section III. A, describe the activity. Then proceed to the signature block on the back page.)[ ]  NO (Continue to Section D)1. Utility and Similar Appurtenance Action
2. Pedestrian or Bicycle Action
3. Environmental Mitigation or Stewardship Activity
4. Planning and Administrative Activity
5. Activities Promoting Transportation Safety, Security, Accessibility and Communication
6. Acquisition, Transfer of Real Property Interest
7. Acquisition, Rehab, Maintenance of Vehicles or Equipment
8. Maintenance, Rehab, Reconstruction of Facilities
9. Assembly or Construction of Facilities
10. Joint Development of Facilities
11. Emergency Recovery Actions (Consult with FTA if you think this CE may apply to your action.)
12. Projects Entirely within the Existing Operational Right-of-Way.
13. Federally Funded Projects (Less than $5 million, or having a total estimated cost of not more than $30,000,000 w/ federal funds comprising less than 15% of the total estimated project cost.)
14. Bridge Removal and Related Activities
15. Preventative Maintenance to Certain Culverts and Channels
16. Geotechnical and Similar Investigations
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| **C.**[ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ]  | **Does the project appear on the following list of documented Categorical Exclusions (DCEs)?** These projects may be categorical exclusions under 23 CFR § 771.177(d), but require additional documentation demonstrating that the specific conditions or criteria for the CEs are satisfied (documented) and that significant effects will not result. [ ]  YES (Check correct box below and continue to Part III)[ ]  NO [23 CFR 771.118(d)(1-8)](https://www.ecfr.gov/cgi-bin/text-idx?SID=6b42e912ba5913db998f33ea4cae9a6c&node=23:1.0.1.8.43.0.1.10&rgn=div8)1. Modernization of a highway by resurfacing, restoring, rehabilitating, or reconstructing shoulders or auxiliary lanes
2. Bridge replacement or the construction of grade separation to replace existing at-grade railroad crossings
3. Acquisition of land for hardship or protective purposes. (NOTE: Hardship and protective buying will be permitted only for one or a limited number of parcels, and only where it will not limit the evaluation of alternatives (including alignments) for planned construction projects
4. Acquisition of right-of-way. (NOTE: No project development on the acquired right-of-way may proceed until the NEPA process for such project development, including the consideration of alternatives, where appropriate, has been completed.)
5. Construction of bicycle facilities within existing transportation right-of-way
6. Facility modernization through construction or replacement of existing components
7. Minor transportation facility realignment for rail safety purposes
8. Facility modernization/expansion outside existing ROW

“Other” actions which meet the criteria for a DCE in the CEQ regulations (40 CFR 1508.4) and will not result in significant environmental effects. Actions must not significantly impact planned growth or land use; require the relocation of significant numbers of people; have a significant impact on any natural, cultural, recreational, historic or other resource; cause significant air, noise, or water quality impacts; have significant impacts on travel patterns; or otherwise have significant environmental impacts (either individually or cumulatively). |
| **III.** | Information Required for Documented Categorical ExclusionsIf you checked “Yes” to any of the options in Part II. C, complete each relevant subject area for Part III. Sections B-AA. Depending on the project, some of the subject areas may not be applicable. In such cases, no discussion is needed.  The list below is not all-inclusive. If your proposed project has the potential to cause impacts to resources which are not listed below, please provide supplemental information about those potential impacts.  |
| **A.**  | **Detailed Project Description**Describe the project and explain how it satisfies the purpose and need identified in Part I. |
| **B.** | **Location and Zoning**Attach a map identifying the project’s location and surrounding land uses. Note any critical resource areas (historic, cultural or environmental) or sensitive noise or vibration receptors (schools, hospitals, churches, residences, etc.). Briefly describe the project area’s zoning and indicate whether the proposed project is consistent with it. Briefly describe the community (geographic, demographic, economic and population characteristics) in the project vicinity. |
| **C.** | **Traffic**Describe potential traffic and parking impacts, including whether the existing roadways have adequate capacity to handle increased bus or other vehicular traffic. Include a map or diagram if the project will modify existing roadway configurations. Describe connectivity to other transportation facilities and modes, and coordination with relevant agencies. |
| **D.** | **Aesthetics**Will the project have an adverse effect on a scenic vista?[ ]  No [ ]  Yes, describe     Will the project substantially degrade the existing visual character or quality of the site and its surroundings?[ ]  No [ ]  Yes, describe      Will the project create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?[ ]  No [ ]  Yes, describe      |
| **E.** | **Air Quality** Does the project have the potential to impact air quality?[ ]  No [ ]  Yes, describe Is the project located in an EPA-designated non-attainment or maintenance area?[ ]  No[ ]  Yes, indicate the criteria pollutant.  [ ]  Carbon Monoxide (CO) [ ]  Ozone (O3) [ ]  Particulate Matter (PM10 or PM2.5)If the non-attainment area is also in a metropolitan area, was the project included in the MPO’s Transportation Improvement Program (TIP) air quality conformity analysis?[ ]  No[ ]  Yes Date of USDOT conformity finding:       |
| **F.** | **Coastal Zone** Is the proposed project located in a designated coastal zone management area?[ ]  No [ ]  Yes, describe coordination with the State regarding consistency with the coastal zone management plan and attach the State finding, if available. |
| **G.** | Environmental Justice Determine the presence of minority and low-income populations (business owners, land owners, and residents) within about a quarter-mile of the project area. Indicate whether the project will have disproportionately high and adverse impacts on minority or low-income populations. Describe any potential adverse effects. Describe outreach efforts targeted specifically at minority or low-income populations. Guidance is [here](https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/environmental-justice-policy-guidance-federal-transit). |
| **H.** | **Floodplains** Is the proposed project located within the Federal Emergency Management Agency (FEMA) 100-year floodplain?[ ]  No [ ]  Yes, describe potential impacts, indicate if the project will impact the base flood elevation, and include or link to the FEMA Flood Insurance Rate Map (FIRM) with the project location identified.      |
| **I.** | **Hazardous Materials** Is there any known or potential contamination at the project site? This may include, but is not limited to, lead/asbestos in existing facilities or building materials; above or below ground storage tanks; or a history of industrial uses of the site. [ ]  No, describe steps taken to determine whether hazardous materials are present on the site.[ ]  Yes, note mitigation and clean-up measures that will be taken to remove hazardous materials from the site. If the project includes property acquisition, identify if a Phase I Environmental Site Assessment for the land to be acquired has been completed and the results. |
| **J.** | Navigable Waterways Does the proposed project cross or have the potential to impact a navigable waterway?[ ]  No [ ]  Yes, describe potential impacts and any coordination with the US Coast Guard.      |
| **K.** | **Noise and Vibration**Does the project have the potential to increase noise or vibration?[ ]  No[ ]  Yes, describe impact and provide map identifying sensitive receptors such as schools, hospitals, parks and residences.       |
| **L.** | **Prime and Unique Farmlands** Does the proposal involve the use of any prime or unique farmlands?[ ]  No [ ]  Yes, describe potential impacts and any coordination with the Soil Conservation Service of the U.S. Department of Agriculture.      |
| **M.**  | **Historic and Cultural Resources** Impacts to cultural, historic, or recreational properties may trigger Section 106 or tribal consultations or a Section 4(f) evaluation, requiring consideration of avoidance alternatives.Does the project involve any ground disturbing activities?[ ]  No [ ]  Yes, provide the approximate maximum ground disturbance depth. Also provide information on previous disturbances or where ground disturbance will occur. Are there any historic resources in the vicinity of the project? [ ]  No[ ]  Yes, attach photos of structures more than 45 years old that are within or adjacent to the project site and describe any direct or indirect impacts the project may cause.       |
| **N.** | **Biological**Are there any species located within the project vicinity that are listed as threatened or endangered under the Endangered Species Act? Determine this by obtaining lists of threatened and endangered species and critical habitat from the U.S. Fish and Wildlife Service and the National Marine Fisheries Service. Describe any critical habitat, essential fish habitat or other ecologically sensitive areas within or near the project area.  |
| **O.** | **Recreational**Is the project located in or adjacent to a park or recreation area?[ ]  No[ ]  Yes, provide information on potential impacts to the park or recreation area. Please also indicate if the park involved Land and Water Conservation Act funds (Section 6(f))      |
| **P.** | **Seismic and Soils**Are there any unusual seismic or soil conditions in the project vicinity? If so, indicate on project map and describe the seismic standards to which the project will be designed. [ ]  No [ ]  Yes, describe      |
| **Q.** | Water Quality Does the project have the potential to impact water quality, including during construction.[ ]  No [ ]  Yes, describe potential impacts and best management practices which will be in place.     Will there be an increase in new impervious surface or restored pervious surface?[ ]  No [ ]  Yes, describe potential impacts and proposed treatment for stormwater runoff.      Is the project located in the vicinity of an EPA-designated sole source aquifer (SSA)?[ ]  No [ ]  Yes, provide the name of the aquifer which the project is located in and describe any potential impacts to the aquifer. Also include the approximate amount of new impervious surface created by the project. (May require completion of SSA worksheet.)      |
| **R.**  | **Wetlands** Does the proposal temporarily or permanently impact wetlands or require alterations to streams or waterways?[ ]  No [ ]  Yes, describe potential impacts.      |
| **S.** | **Construction Impacts** Describe the construction plan and identify impacts due to construction noise, utility disruption, debris and soil disposal, and staging areas. Address air and water quality impacts, safety and security issues, and disruptions to traffic and access to property.  |
| **T.** | **Cumulative and Indirect Impacts** Are cumulative and indirect impacts likely?[ ]  No [ ]  Yes, describe the reasonably foreseeable:a) Cumulative impacts, which result from the action when added to other past, present, and reasonably foreseeable future actions regardless of what agency (Federal or non-Federal) or person undertakes them. Cumulative impacts can result from individually minor but collectively significant actions taking place over a period of time.     b) Indirect impacts, which are caused by the action but are later in time or farther removed in distance, yet are still reasonably foreseeable. Indirect impacts may include growth-inducing effects and other effects related to induced changes in the pattern of land use, population density or growth rate, and related effects on air, water and other natural systems, including ecosystems.      |
| **U.** | **Property Acquisition** If property is to be acquired for the project, indicate whether acquisition will result in relocation of businesses or individuals.  |
| **V.** | **Energy**If the project includes the construction or reconstruction of a building, identify potential opportunities to conserve energy which could be employed. This includes building materials and techniques used for construction; special innovative conservation features; fuel use for heating, cooling and operations; and alternative renewable energy sources.  |
| **W.** | Public InvolvementDescribe public outreach efforts undertaken on behalf of the project. Indicate opportunities for public meetings (e.g., board meetings, open houses, special hearings). Indicate any significant concerns expressed by agencies or the public regarding the project. |
| **X.** | **Mitigation Measures** Describe all measures to be taken to mitigate project impacts. |
| **Y.** | **Other Actions** Provide a list of other NEPA actions related to the proposed project or in the vicinity.      |
| **Z.** | State and Local Policies and Ordinances Is the project in compliance with all applicable state and local policies and ordinances?[ ]  No, describe noncompliance:      [ ]  Yes |
| **AA.** | **Related Federal and State/Local Actions** [ ] Corps of Engineers Permit (Section 10, Section 404)[ ]  Coast Guard Permit[ ]  Coastal Zone Management Certification[ ]  Critical Area Ordinance Permit[ ]  ESA and EFH Consultation[ ]  Floodplain Development Permit[ ]  Forest Practice Act Permit[ ]  Hydraulic Project Approval[ ]  Local Building or Site Development Permits[ ]  Local Clearing and Grubbing Permit[ ]  National Historic Preservation Act-Section 106 consultation[ ]  National Pollutant Discharge Elimination System General Construction Permit[ ]  Shoreline Permit[ ]  Solid Waste Discharge Permit[ ]  Sole Source Aquifer Consultation[ ]  Section 4(f) (Historic or Recreational Properties; Wildlife Refuges)[ ]  Section 6(f) (Recreational Properties)[ ]  Section 106 (Historic Properties)[ ]  Stormwater Site Plan (SSP) [ ]  Temporary Erosion and Sediment Control Plan (TESC) [ ]  Water Rights Permit[ ]  Water Quality Certification—Section 401[ ]  Tribal Consultation or Permits (if any, describe below)[ ]  Other Others (describe as applicable):      |

**Submitted By (Applicant Agency):**

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|  | **Date:**  |

Send this form and any attachments to ODOT Public Transportation Division at the address below, or submit an electronic version to your RTC. Your RTC will review it and respond. Additional information and/or additional copies of items not submitted electronically may be requested during the review process. When the submittal is approved, you will be notified in writing.

**ODOT Public Transportation Division Phone: (503) 986-3300**

**555 13th Street NE Fax: (503) 986-4189**

**Salem, OR 97301**  **Website:** [**PTD - Home**](https://www.oregon.gov/ODOT/RPTD/Pages/index.aspx)

**- - - FOR ODOT USE ONLY - - -**

### **Submitted By (ODOT PTD Contact #1 - RTC\*):**

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|  | **Date:**  |

**Submitted By (ODOT PTD Contact #2 – Fund Manager\*):**

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|       | **Date:**       |

**Recommended By:**

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| ODOT Public Transportation Division      | **Date:**       |

***\*Please include both ODOT contacts listed above in all correspondence.***

**ODOT PTD has received and reviewed this worksheet and the supporting documentation and agrees with the agency’s assessment of environmental class. The project may move forward.**

[ ]  YES

[ ]  **NO**