

COORDINATION PLAN FOR AGENCY AND PUBLIC INVOLVEMENT



Martinsville Southern Connector Study
Route 220 Environmental Impact Statement

Federal Project Number STP-044-2(059)
State Project Number: 0220-044-052, P101; UPC: 110916
From: North Carolina State Line at Greensboro Road (U.S. Route 220) East of Martinsville
To: William F. Stone Highway (U.S. Route 58/U.S. Route 220 Bypass)
Henry County, Virginia

U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION
and
VIRGINIA DEPARTMENT OF TRANSPORTATION

May 10, 2018

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Section 1.0 PURPOSE OF COORDINATION PLAN

This Coordination Plan defines the processes and methods through which the Virginia Department of Transportation (VDOT), in coordination with the Federal Highway Administration (FHWA), intends to communicate information and inform the development of the Martinsville Southern Connector Study. VDOT and FHWA have initiated an Environmental Impact Statement (EIS), pursuant to the National Environmental Policy Act of 1969, as amended (NEPA), to evaluate potential transportation improvements for approximately seven miles along the U.S. Route 220 corridor in Henry County, Virginia.

The process for this environmental study will be carried out following the conditions and understanding of the *National Environmental Policy Act and Clean Water Act (Section 404) Merged Process for Highway Projects in Virginia* memorandum of understanding (MOU) that was developed and agreed upon in November 2017 between VDOT, FHWA, the U.S. Army Corps of Engineers (USACE), the U.S. Environmental Protection Agency (EPA), and the U.S. Fish and Wildlife Service (USFWS). This Coordination Plan is meant to clarify how VDOT and FHWA intend on executing the study, consistent with the MOU, in order to facilitate efficient environmental reviews for project decision making, specifically the NEPA and permitting processes. Consistent with the requirements defined in 23 U.S.C. §139(g), this Coordination Plan identifies those agencies invited to be involved in the study, as well as the schedule for engaging them in the study process if they should choose to accept their invitation. The plan also identifies how comments and other information provided by agencies, stakeholders, and the public will be solicited and considered. Other coordination and communication, as necessary and dictated by the nature of the study, may occur beyond the process and schedule included in this Coordination Plan. This Coordination Plan may be updated as the study advances and any modifications shall be disseminated among the agencies, described in the sections that follow, participating in the study process and maintained publicly on the study website¹.

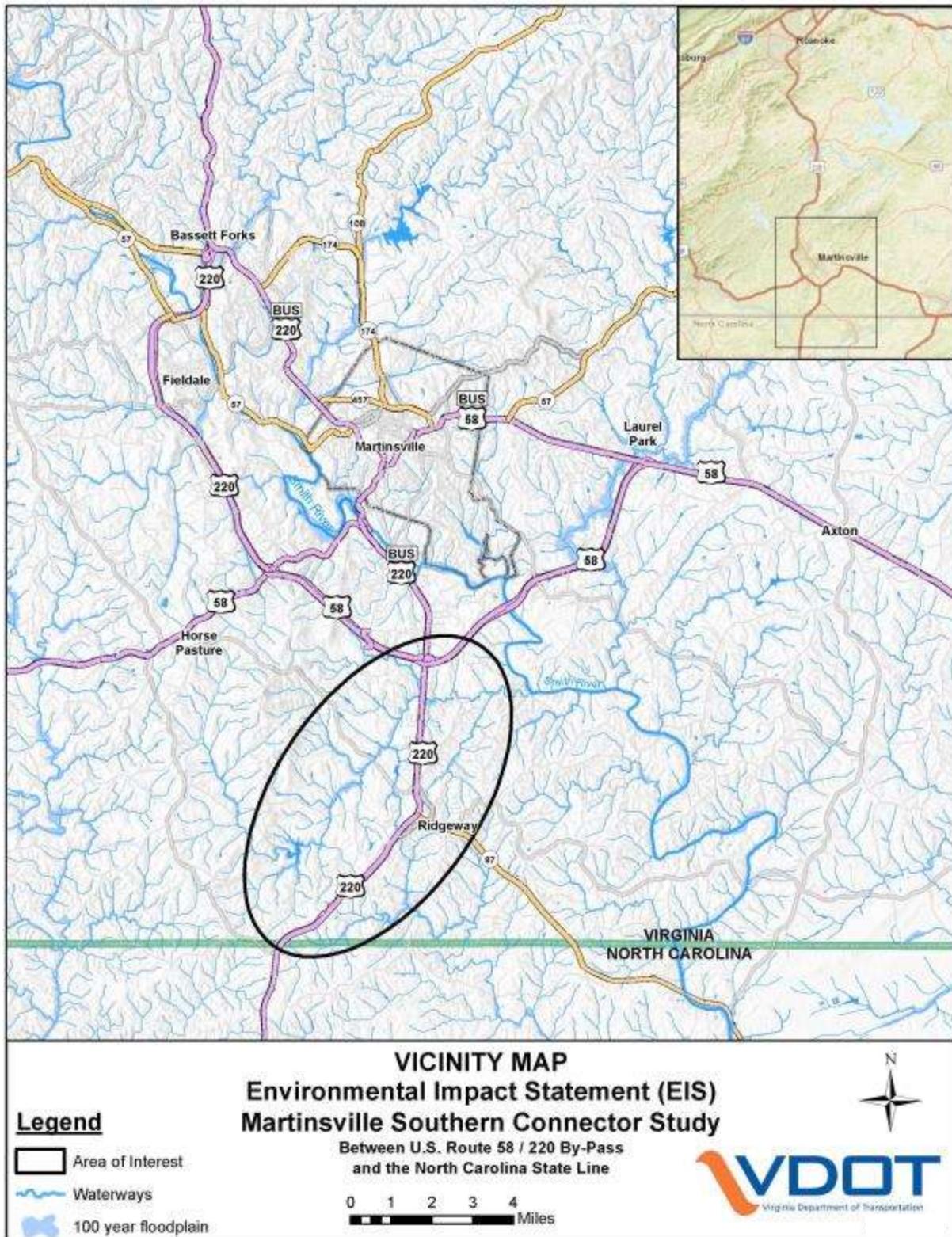
The geographic area in which this evaluation is primarily focused is shown in **Figure 1**. The specific limits of the study will be determined and refined as the environmental review process advances. The study area will be developed to ensure that a full range of relevant factors related to potential transportation needs along the corridor are considered and will be intended to encompass all reasonable resources and relevant factors that may influence the identification of needs and range of alternatives considered.

In summary, the purpose of this Coordination Plan is to:

- Identify the Federal Lead, Joint Lead, Concurring, Cooperating, and Participating Agencies in the study development process (see **Section 2.0**);
- Identify the formal concurrence points and coordination efforts (see **Section 3.0**);
- Establish the timing and format for agency involvement and collaboration throughout the NEPA process. Examples of this collaboration include, but are not limited to, defining the purpose and need and study area, determining the range of alternatives to be investigated, providing input on issues of concern and environmental features, determining the methods and data for technical analyses, and reviewing the EIS, (see **Section 3.0**);

¹ http://www.virginiadot.org/projects/salem/martinsville_southern_connector_study.asp

Figure 1. Study Area



- Establish the timing and format for the public to be involved in defining the purpose and need and study area as well as the range of alternatives to be investigated, providing input on issues of concern and environmental features, and commenting on the findings presented in the EIS (see **Section 3.0**); and
- Reflect any updates or changes to the study schedule or other items that typically require updating over the development of the environmental review.

Section 2.0 AGENCY IMPLEMENTING PROCEDURES

This section defines the agencies involved in the NEPA process and generally outlines their roles and responsibilities as Federal Lead, Joint Lead, Cooperating, Concurring, Participating, and other agencies solicited for input on the NEPA study. Specific agencies and their identified roles are listed in **Table 1**. Details on the distinctions of these identified agency roles, with respect to the implementation procedures of the study, are provided in the sections that follow and summarized in **Table 2**.

2.1 Federal Lead Agency (and Joint Lead Agency) Definition and Responsibilities

The Federal Lead and Joint Lead Agency share the primary responsibilities for facilitating the expeditious resolution of the review process and preparing an environmental document under NEPA. Because any improvements identified as a result of the study would be eligible for federal funding, FHWA is the Lead agency for the environmental review under NEPA, as well as other Federal laws such as Section 106 of the National Historic Preservation Act of 1966 and Section 7 of the Endangered Species Act. VDOT, as the direct recipient of federal funding for transportation improvements, is the Joint Lead agency for the purposes of preparing the NEPA document.

FHWA and VDOT, as the Lead and Joint Lead Agencies, share the responsibility for identifying the status and level of involvement for other agencies in the development of an efficient environmental review. This includes the identification and invitation of potential Cooperating and Participating Agencies, identified in **Table 1**. FHWA and VDOT may also invite potential Cooperating Agencies to participate in the concurrence process for the study, in accordance with the MOU. Based on their involvement in the development of the MOU, the potential Concurring Agencies considered for involvement in this study include USACE, EPA, USFWS, OEPC, and NPS. However, additional Federal agencies that accept an invitation as a Cooperating Agency may also be asked to serve as a Concurring Agency, as dictated by any individual needs or Federal approvals required specific to the study. VDOT is responsible for the distributions of invitations and confirmations to all agencies identified as potential Cooperating, Concurring, or Participating Agencies as well as providing opportunities for involvement, as indicated in the tables that follow.

Table 1. Agency Roles and Responsibilities

Agency Role	Federal Agencies	State Agencies	Local Agencies/ Other Stakeholders	Responsibilities/Involvement
Federal Lead Agency (and Joint Lead Agency)	Federal Highway Administration (FHWA)	Virginia Department of Transportation (VDOT)	N/A	Manage NEPA/Section 404 process in addition to complying with Section 7, Section 106, and other Federal laws and regulations, as appropriate; prepare Environmental Impact Statement; provide opportunity for agency involvement as well as public input.
Accepted Concurring (Cooperating) Agencies	U.S. Army Corps of Engineers (USACE)	N/A	N/A	Permitting jurisdiction under Section 404 of the Clean Water Act and Section 10 of the Rivers and Harbors Appropriation Act; participate in concurrence process on methodologies for environmental analysis, Purpose and Need, range of alternatives, preferred alternative (for USACE, the preliminary LEDPA; see footnote 5 on page 16), and any proposed conceptual mitigation, as well as comments on draft technical documentation and the EIS made publicly available.
	U.S. Environmental Protection Agency (EPA)	N/A	N/A	Permitting jurisdiction under Section 404/401 of the Clean Water Act as well as authority over sole source aquifers and hazardous waste sites and special expertise regarding water supply reservoirs, drinking water, air quality, and wetlands; participate in concurrence process on methodologies for environmental analysis, Purpose and Need, range of alternatives, preferred alternative, and conceptual mitigation, as well as comment on draft technical documentation and the EIS made publicly available.
Invited Concurring (Cooperating) Agencies†	<i>U.S. Department of the Interior, U.S. Fish and Wildlife Service (USFWS), Northeast Regional Office</i>	N/A	N/A	<i>Endangered Species Act consultation and natural resource expertise; participate in concurrence process on methodologies for environmental analysis, Purpose and Need, range of alternatives, preferred alternative, and any proposed conceptual mitigation, as well as comment on draft technical documentation and the EIS made publicly available.</i>
Invited Cooperating Agencies†	<i>U.S. Department of the Interior, National Park Service (NPS)</i>	N/A	N/A	<i>Preservation of parks, recreation and cultural resources; provide comment, response, studies or methodologies on areas within special expertise or jurisdiction, in addition to comment on the Purpose and Need, range of alternatives, and the EIS made publicly available.</i>
	<i>National Oceanic and Atmospheric Administration, National Marine Fisheries Service (NOAA-Fisheries)</i>	N/A	N/A	<i>Endangered Species Act consultation and marine resources expertise; participate in concurrence process on methodologies for environmental analysis, Purpose and Need, range of alternatives, preferred alternative, and any proposed conceptual mitigation, as well as comment on draft technical documentation and the EIS made publicly available.</i>

Agency Role	Federal Agencies	State Agencies	Local Agencies/ Other Stakeholders	Responsibilities/Involvement
Accepted Participating Agencies†	U.S. Department of the Interior, Office of Environmental Policy and Compliance (OEPC)	N/A	N/A	Environmental Justice, NEPA, Natural and Cultural Resource Protection; provide comment, response, studies or methodologies on areas within special expertise or jurisdiction, in addition to comment on the Purpose and Need, range of alternatives, and the EIS made publicly available.
	U.S. Department of Transportation, Federal Rail Administration (FRA)	Virginia Department of Rail and Public Transportation (DRPT)	N/A	Public transportation coordination and oversight in the study area, railroad coordination and oversight due to the proximity of the Norfolk Southern Routes rail line included within portions of the study area; collaboration on methodologies for environmental analysis (as necessary), comment on Purpose and Need, range of alternatives, and the EIS made publicly available. Additional expertise and ridership information may be required to inform the study.
	Advisory Council on Historic Preservation (ACHP)*	N/A	N/A	Section 106 of the Historic Preservation Act jurisdiction; historic resources consultation, review, and oversight.
	U.S. Department of Agriculture, Natural Resources Conservation Service (NRCS)	Virginia Department of Agriculture and Consumer Services (DACS)	N/A	Preservation of farmland and conservation of soil, water, air and other natural resources, including drinking water and sub-terrestrial resources; provide comment, response, studies or methodologies on areas within special expertise or jurisdiction, in addition to comment on the Purpose and Need, range of alternatives, and the EIS made publicly available.
	U.S. Department of Agriculture, Forest Service (FS)	N/A	N/A	Management of natural resources, wildlife species, and ecosystems; provide comment, response, studies or methodologies on areas within special expertise or jurisdiction, in addition to comment on the Purpose and Need, range of alternatives, and the EIS made publicly available. Management of the lands and resources of the National Forest System; provide comment, response, studies or methodologies on areas within special expertise or jurisdiction, in addition to comment on the Purpose and Need, range of alternatives, and the EIS made publicly available.
	U.S. Department of Homeland Security, Federal Emergency Management Agency (FEMA)	N/A	N/A	Floodplain oversight, public safety, and incident management coordination; provide comment, responses, studies or methodologies on areas within special expertise or jurisdiction, in addition to comment on the Purpose and Need, range of alternatives, and the EIS made publicly available.

Agency Role	Federal Agencies	State Agencies	Local Agencies/ Other Stakeholders	Responsibilities/Involvement
	U.S. Department of Housing and Urban Development (HUD)	N/A	N/A	Socioeconomic and environmental justice information; provide comment, response, studies or methodologies on areas within special expertise or jurisdiction, in addition to comment on the Purpose and Need, range of alternatives, and the EIS made publicly available.
	U.S. Department of Homeland Security, Coast Guard Atlantic Area, Commander Fifth District Coast Guard	N/A	N/A	Under MOA between USCG and FHWA to coordinate bridge planning and permitting, bridge permit jurisdiction; provide comment, response, studies and methodologies on bridge/roadway approach alternatives over navigable waters; Joint Public notices and meetings, where feasible;
	N/A	N/A	Henry County Town of Ridgeway West Piedmont Planning District Commission	Locality and regional jurisdiction, transportation and planning information and technical support; provide comment, response, studies or methodologies on areas within special expertise or jurisdiction, in addition to comment on the Purpose and Need, range of alternatives, and the EIS made publicly available.
Invited Participating Agencies	N/A	Virginia Department of Historic Resources (DHR)*	N/A	Section 106 of the Historic Preservation Act jurisdiction; historic resources consultation, review, and oversight.
	N/A	Virginia Department of Mines, Minerals and Energy (DMME)	N/A	Preservation and conservation of soil, water, air and other natural resources, including drinking water and sub-terrestrial resources.
	N/A	Virginia Department of Conservation and Recreation (DCR) Virginia Department of Game and Inland Fisheries (DGIF)	N/A	Management of natural resources, wildlife species, and ecosystems.
	N/A	Virginia Department of Forestry (DOF)	N/A	Management of forest lands and resources.
	N/A	Virginia Department of Emergency Management (DEM)	N/A	Public safety and incident management coordination.
	N/A	Virginia Department of Housing and Community Development (DHCD)	N/A	Socioeconomic, enterprise development zone, and environmental justice information.
	N/A	Virginia Marine Resources Commission (VMRC)	N/A	Permit jurisdiction, natural resources and water quality expertise.

Agency Role	Federal Agencies	State Agencies	Local Agencies/ Other Stakeholders	Responsibilities/Involvement
		<i>Virginia Department of Environmental Quality (DEQ)</i>		
	<i>N/A</i>	<i>Virginia Department of Health (DOH)</i>	<i>N/A</i>	<i>Public health and safety.</i>
	<i>N/A</i>	<i>North Carolina Department of Transportation (NCDOT)</i>	<i>N/A</i>	<i>Public transportation coordination in the study area.</i>
	<i>N/A</i>	<i>N/A</i>	<i>City of Martinsville</i>	<i>Locality and regional jurisdiction, transportation and planning information and technical support.</i>
Native American Tribes*	Delaware Nation			Historic/cultural resources review and oversight.
	Eastern Band of Cherokee Indians			
	Pamunkey Indian Tribe			

Note: Italics indicate no response to invitation received.

** Will be consulted as appropriate during the Section 106 process, separate from the NEPA coordination documented in this plan.*

† Consistent with Section 2.4, invited Federal agencies that do not respond to invitation will be considered Participating Agencies until otherwise noted.

Table 2. Agency Involvement in Study Implementation Procedures

Agency Involvement	Concurring (Cooperating) Agency	Cooperating Agency	Participating Agency	Other Agencies and Stakeholders
Providing comments and pertinent information on environmental issues and considerations to inform the development of the NEPA study.	X	X	X	X
Identifying, as early as practicable, any issues of concern regarding the project’s potential environmental or socioeconomic impacts.	X	X	X	X
Providing meaningful and timely input on unresolved issues.	X	X	X	X
Participating in the NEPA process starting at the earliest possible time, specifically with regard to the development of the purpose and need statement, range of alternatives, methodologies, and the level of detail for the analysis of alternatives, identification of a preferred alternative, and any necessary mitigation.	X	X	X	
Assuming, on request of the Lead Agency, responsibility for developing information and providing technical assistance in the preparation of environmental analyses concerning those areas over which the requested agency has special expertise.	X	X		
As appropriate, adopting the NEPA document for agency decision making purposes (e.g. permitting), if the agency concludes that its comments and suggestions have been satisfied.	X	X		
Participating in the concurrence process for a study, consistent with the MOU for completing NEPA and permitting processes in Virginia.	X			

2.2 Cooperating Agencies Definition and Responsibilities

As identified in the Council of Environmental Quality (CEQ) regulations for the implementation of NEPA (40 CFR §1501.6) and in the MOU, Cooperating Agencies are those government and regulatory agencies with jurisdiction by law (e.g., with permitting or land transfer authority) or special expertise with respect to any environmental impact or resource involved in an environmental review or alternative for study². While the CEQ regulations developed the Cooperating Agency concept with Federal agencies in mind, the benefits of designating State, tribal, or local agencies are similar³. As stated previously, FHWA and VDOT, will be responsible for identifying and inviting Cooperating Agencies to become involved in the environmental review process. For the purpose of this Coordination Plan, State and local agencies have been initially identified as Participating Agencies, whose responsibilities, similar to those of Cooperating Agencies, are described in **Section 2.4**.

Cooperating Agencies will respond in writing to the letter of invitation, by the deadline provided in the invitation, to decline or accept their role and involvement. Should a response not be transmitted to FHWA and VDOT by the deadline provided in the invitation, the identified agency will be assumed to have declined to be a Cooperating Agency but will be considered a Participating Agency (see **Section 2.3**). Upon accepting, Cooperating Agencies have the role of informing the NEPA process, starting during the scoping process, and including analysis methodologies, providing input on the Purpose and Need Statement, and the range of alternatives to be considered. Cooperating Agencies will assist in the identification of any issues regarding potential natural, social, or economic impacts. Cooperating Agencies are expected to provide input on unresolved issues within the timeframes as outlined in **Table 2**.

Cooperating Agencies may adopt the NEPA document, for the purposes of their own decision making (e.g. permit decision, etc.) without recirculation after an independent review and once the Cooperating Agency has concluded that its comments and suggestions have been satisfied.

2.2.1 Concurring Agencies Definition and Responsibilities

Concurring Agencies are those Cooperating Federal Agencies that have accepted an invitation to be involved in the concurrence process for a study, as covered by the MOU. In addition to opportunities for involvement in the study granted to Cooperating Agencies, Concurring Agencies will provide input as well as concurrence or non-concurrence on specific steps throughout the environmental review. These steps, or concurrence points, include the following:

- Scoping and environmental analysis methodologies;
- Purpose and Need;
- Alternatives development;
- Identification of preferred alternative and preliminary least environmentally damaging practicable alternative (LEDPA)⁴; and

² Agencies with special expertise will be invited to be a Participating Agency.

³ FHWA's "Revised Guidance on Cooperating Agencies" (March 1992) and the CEQ's "Cooperating Agencies in Implementing the Procedural Requirements of the National Environmental Policy Act" (January 2002) indicates the importance of including State, tribal, and local government entities in the NEPA process and emphasizes the importance of Cooperating Agency status when appropriate.

⁴ USACE's concurrence on a recommended preferred alternative will serve as the USACE preliminary least environmentally damaging practicable alternative (LEDPA) determination. The preliminary LEDPA concurrence

- Conceptual mitigation for project impacts.

Concurring Agencies will respond in writing to the letter of invitation, within no later than 30 days of receiving a written invitation, to decline or accept their role and involvement. Should a response not be transmitted to FHWA and VDOT within 30 days, the identified agency will be assumed to have declined to be a Concurring Agency but will be considered a Cooperating Agency. As described above, Cooperating Agencies that have declined or not responded to their invitation after the requested deadline will be considered a Participating Agency (see **Section 2.3**).

2.3 Participating Agencies Definition and Responsibilities

Participating Agencies are any Federal, State, tribal, regional, and local agencies that have an interest in the project and the environmental review process. FHWA and VDOT are responsible for identifying and formally inviting Participating Agencies to become involved in the environmental review. Utilizing Section 6002 of SAFETEA-LU (23 USC §139(d)(3)) as a guideline for defining and establishing Participating Agencies for this study, any Federal agency that is invited to participate in the environmental review process shall be designated as a Participating Agency unless the invited agency informs the lead agency, in writing, by the deadline specified in the invitation that the invited agency:

- Has no jurisdiction or authority with respect to the study;
- Has no expertise or information relevant to the study; and
- Does not intend to submit any comments on the study.

Designation as a Participating Agency does not imply project support and does not provide an agency with increased oversight or approval authority beyond its statutory limits.

Participating Agencies have the responsibility to participate in the NEPA review process, starting during the scoping process, and especially with regard to defining the purpose and need, determining the range of alternatives to be considered, methodologies, and the level of detail for the analysis of alternatives. Participating Agencies will assist in the identification of any issues regarding potential environmental or socioeconomic impacts. Participating Agencies are expected to provide meaningful and timely input on unresolved issues within requested timeframes.

2.4 Non-Cooperating/Non-Participating Agencies and Organizations

Should a Federal agency choose to decline Cooperating Agency status, that agency will be considered a Participating Agency. If a Federal agency should choose to decline both Cooperating and Participating Agency status, that agency must submit a written response stating that the agency:

- Has no jurisdiction or authority with respect to the study;
- Has no expertise or information relevant to the study; and
- Does not intend to submit any comments on the study.

indicates that USACE anticipates VDOT's preferred alternative would satisfy the 404(b)(1) Guidelines, although it should be noted that this concurrence is not a final permit determination and does not mean that the USACE has authorized or will authorize VDOT's preferred alternative. USACE will make a permit determination following receipt of a complete application and completion of a Public Interest Review.

In the absence of a written response, invited Federal agencies will be considered Participating. Should a state or local agency decline to provide a response to an invitation to serve as a Cooperating or Participating Agency, such agencies will be designated as non-cooperating and non-participating. All of the invited non-Cooperating or non-Participating Agencies that decline their invitations may remain involved with the NEPA process and will be included in the initial scoping outreach, points of contact for data required for the study, and furnished copies, or portions of, the EIS document for review and comment, as determined appropriate by FHWA and VDOT.

2.5 Other Interested Agencies and Organizations

2.5.1 Scoping Agencies

Federal, state, and local agencies not invited as a Cooperating or Participating Agency will be offered the opportunity to comment and provide information on environmental issues as the study is initiated, in order to help define the scope of the study. VDOT, in cooperation with FHWA, will contact these agencies through scoping letters, and email as appropriate, requesting input and feedback to be provided within the timeframe documented in the correspondence.

2.5.2 Local Agencies and Organizations

Other agencies and organizations may be identified as having an interest in the study through the public involvement process that may inform the NEPA development process. For example, an agency may have information on a particular resource within the study area. Meetings with these agencies and organizations may occur, as necessary and outside of the coordination points defined in this plan, to discuss topical information, and their role in the development of the study is expected to be informative in nature.

Section 3.0 AGENCY AND PUBLIC COORDINATION PLAN

FHWA and VDOT will provide opportunities for input on the EIS from the Cooperating, Concurring, and Participating Agencies, as well as other agencies, interested stakeholders, and the general public, in accordance with NEPA and other applicable laws and policies. The opportunities will occur at various points throughout the environmental review process. This portion of the plan outlines the coordination points through the NEPA process where opportunities for agency and public input will be provided. These general coordination points are listed below and the schedule and methods for these coordination points are outlined in **Table 3**.

- Study Initiation and Scoping Activities
- Environmental Analysis Level of Detail and Methodologies
- Development of Purpose and Need
- Identification of Range of Alternatives
- EIS Document Development and Review
- Identification of the Recommended Preferred Alternative and Conceptual Mitigation
- Final EIS/Request for FHWA Decision

Coordination and communication other than that outlined in this document is anticipated to occur, as necessary and dictated by the nature of the study. The proposed timeframes in the schedule presented below will be modified as necessary, based on agency review and discussion and as the study develops.

Table 3. Agency and Public Coordination Plan: NEPA Process¹

Coordination Point	Approximate Date of Coordination ²	Coordination Method	Information Included for Coordination	Agencies, Organizations, and Stakeholders Involved	Input Requested	Timeframe for Input
Study Initiation and Scoping Activities	February 22, 2018	Notice of Intent (Federal Register notification)	<ul style="list-style-type: none"> Announcement of FHWA’s intent to prepare EIS 	All Agencies and Organizations; General Public	<ul style="list-style-type: none"> Identification of pertinent issues associated with the study Comment on scope of issues to be included in EIS 	March 24, 2018
	March 27, 2018	Invitation Letter (email)	<ul style="list-style-type: none"> Scoping package to introduce study and solicit input Identification and invitation of Concurring, Cooperating, and Participating Agencies Draft Coordination Plan for review and comment 	Concurring, Cooperating, and Participating Agencies	<ul style="list-style-type: none"> Input on any immediately known issues to be considered for study Agency response confirming or declining role of Concurring Agency Comment on draft Coordination Plan 	April 27, 2018
	April 11, 2018	Agency Meeting	<ul style="list-style-type: none"> Study introduction and overview of schedule Review of draft Coordination Plan 			
	May 8, 2018	Public Scoping Meeting	<ul style="list-style-type: none"> Study introduction and overview of schedule 	General Public	<ul style="list-style-type: none"> Input on any immediately known issues to be considered for study 	May 18, 2018
Environmental Analysis Methodologies	May 2, 2018	Letter (email)	<ul style="list-style-type: none"> Draft environmental analysis methodologies for review and comment 	Concurring, Cooperating, and Participating Agencies	<ul style="list-style-type: none"> Review and comment on Environmental Analysis Methodologies, if applicable 	June 1, 2018
	May 9, 2018	Agency Meeting	<ul style="list-style-type: none"> Preliminary environmental resource information and available mapping Summary of any Coordination Plan comments and revisions Summary of environmental analysis methodologies 			

Coordination Point	Approximate Date of Coordination ²	Coordination Method	Information Included for Coordination	Agencies, Organizations, and Stakeholders Involved	Input Requested	Timeframe for Input
	May 29, 2018	Letter (email)	<ul style="list-style-type: none"> Environmental analysis methodologies and request for concurrence 	Concurring, Cooperating, and Participating Agencies	<ul style="list-style-type: none"> Review and comment on Environmental Analysis Methodologies 	June 28, 2018
	June 13, 2018	Agency Meeting	<ul style="list-style-type: none"> Summary of comments from public scoping meeting Request for concurrence on environmental analysis methodologies 	Cooperating and Participating Agencies Concurring Agencies	<ul style="list-style-type: none"> Concurrence or non-concurrence on environmental analysis methodologies 	
Purpose and Need	September 5, 2018	Letter (email)	<ul style="list-style-type: none"> Study area elements of need for review and comment Data supporting elements of need Draft Purpose and Need Statement for review and comment 	Concurring, Cooperating, and Participating Agencies	<ul style="list-style-type: none"> Comment on Purpose and Need Statement for the study Review of preliminary Purpose and Need Statement 	October 5, 2018
	September 12, 2018	Agency Meeting	<ul style="list-style-type: none"> Brief overview of study area history and previous studies, if applicable Summary of draft Purpose and Need Statement 			
	September – October 2018	On-line Survey, Study Website	<ul style="list-style-type: none"> Study area elements of need for review and comment 	General Public	<ul style="list-style-type: none"> Comment on Purpose and Need Statement for the study 	TBD
	September 25, 2018	Letter (email)	<ul style="list-style-type: none"> Data supporting elements of need Purpose and Need Statement and request for concurrence 	Concurring, Cooperating, and Participating Agencies	<ul style="list-style-type: none"> Review and comment on Purpose and Need Statement for the study Concurrence or non-concurrence on Purpose and Need 	October 25, 2018
	October 10, 2018	Agency Meeting	<ul style="list-style-type: none"> Summary of public survey responses Request for concurrence on Purpose and Need Statement 	Cooperating and Participating Agencies Concurring Agencies		

Coordination Point	Approximate Date of Coordination ²	Coordination Method	Information Included for Coordination	Agencies, Organizations, and Stakeholders Involved	Input Requested	Timeframe for Input
			<ul style="list-style-type: none"> Introduction of alternative screening criteria, as applicable 		Statement for the study	
Range of Alternatives	November 7, 2018	Letter (email)	<ul style="list-style-type: none"> Preliminary alternative concepts for review and comment 	Concurring, Cooperating, and Participating Agencies	<ul style="list-style-type: none"> Review and input on alternative screening criteria, as applicable Review and comment on preliminary alternatives for study 	December 7, 2018
	November 14, 2018	Agency Meeting	<ul style="list-style-type: none"> Environmental resource information and available mapping Criteria for screening of alternatives, as applicable Summary of preliminary alternative concepts 			
	January 2019	Citizen Information Meeting	<ul style="list-style-type: none"> Preliminary alternative concepts for review and comment 	General Public	<ul style="list-style-type: none"> Review and comment on preliminary alternatives for study 	TBD
	February 6, 2019	Letter (email)	<ul style="list-style-type: none"> Range of alternatives recommended to be carried forward for study Consideration of avoidance and minimization opportunities 	Concurring, Cooperating, and Participating Agencies	<ul style="list-style-type: none"> Review and comment on development and range of alternatives for study 	March 8, 2019
	February 13, 2019	Agency Meeting	<ul style="list-style-type: none"> Summary of Citizen Information Meeting and comments received on alternatives Summary of recommended range of alternatives Overview of alternatives ability to address Purpose and Need 			
	February 27, 2019	Letter (email)	<ul style="list-style-type: none"> Range of alternatives for study and request for concurrence 			

Coordination Point	Approximate Date of Coordination ²	Coordination Method	Information Included for Coordination	Agencies, Organizations, and Stakeholders Involved	Input Requested	Timeframe for Input
	March 13, 2019	Agency Meeting	<ul style="list-style-type: none"> Request for concurrence on range of alternatives to be carried forward for evaluation in the NEPA document 	Cooperating and Participating Agencies	<ul style="list-style-type: none"> Review and comment on development and range of alternatives for study 	
				Concurring Agencies	<ul style="list-style-type: none"> Concurrence or non-concurrence on range of alternatives for study 	
Draft EIS Documentation	August – November 2019	Letter (email); Agency Meeting	<ul style="list-style-type: none"> Technical findings supporting the EIS Draft sections of EIS and technical studies 	All Agencies	<ul style="list-style-type: none"> Comment on draft technical documents and draft sections of EIS Comment on Draft EIS 	45 Days
	January 2020	Public Hearing; Study Website	<ul style="list-style-type: none"> Draft EIS and supporting technical studies 	General Public	<ul style="list-style-type: none"> Comment on Draft EIS 	
Recommended Preferred Alternative	March – April 2020	Letter (email); Agency Meeting(s)	<ul style="list-style-type: none"> Documentation and justification for recommended Preferred Alternative 	Cooperating and Participating Agencies	<ul style="list-style-type: none"> Input on Preferred Alternative identification Input on conceptual mitigation, as necessary based on resource jurisdiction or expertise 	30 Days
		Agency Meeting(s)	<ul style="list-style-type: none"> Identification of recommended Preferred Alternative and request for concurrence 	Lead (Joint Lead) Agencies and Concurring Agencies	<ul style="list-style-type: none"> Identification of Preferred Alternative Concurrence or non-concurrence on Preferred Alternative recommendation³ 	

Coordination Point	Approximate Date of Coordination ²	Coordination Method	Information Included for Coordination	Agencies, Organizations, and Stakeholders Involved	Input Requested	Timeframe for Input
		Commonwealth Transportation Board (CTB) Meeting(s)	<ul style="list-style-type: none"> Recommendation of Preferred Alternative and request for CTB location decision 	Joint Lead Agency	<ul style="list-style-type: none"> CTB location decision 	
Conceptual Mitigation	May 2020	Letter (email); Agency Meeting(s)	<ul style="list-style-type: none"> Collaboration on conceptual mitigation needs for unavoidable impacts 	Cooperating and Participating Agencies	<ul style="list-style-type: none"> Discuss mitigation requirements and conceptual mitigation options 	30 Days
		Agency Meeting	<ul style="list-style-type: none"> Conceptual mitigation and request for concurrence 	Lead (Joint Lead) Agencies and Concurring Agencies	<ul style="list-style-type: none"> Concurrence or non-concurrence on conceptual mitigation 	
Final EIS	December 2020	Letter (email)	<ul style="list-style-type: none"> Final EIS, documenting Preferred Alternative and CTB decision 	All Agencies and General Public	<ul style="list-style-type: none"> Comment on Final EIS 	30 Days
FHWA Record of Decision	TBD	Letter (email)	<ul style="list-style-type: none"> Final EIS and responses to any substantive comments received Request for FHWA Record of Decision 	Lead (Joint Lead) Agencies	<ul style="list-style-type: none"> FHWA Record of Decision 	TBD

¹ Additional agency meetings and coordination, beyond the outlined schedule, will be determined as dictated by the conduct of the study and the schedule will be adjusted accordingly. It is recognized that if more than one step in the coordination process is occurring, with agencies reviewing and preparing comments or considering concurrence, longer timeframes may be needed to address the overlapping requests. Any updates to the schedule will be reflected in a revised Coordination Plan.

² Coordination dates assume meetings to occur as part of VDOT's standing monthly NEPA Programs Agency Coordination Meeting. Consistent with the merged process MOU, in general, meeting materials will be provided 15 days in advance of any meeting where concurrence will be requested. Formal comments and/or official concurrence or non-concurrence will be requested within 30 days following the distribution of meeting materials.

³ See Section 2.2.1 regarding USACE concurrence with the Preferred Alternative.