# **Scoping Decision Document**

# **Objectives**

The Scoping Decision Document (SDD) facilitates the delineation of issues and analyses to be contained in the EIS.

### **Legal / Regulatory Basis**

The Scoping Decision Document is required under Minnesota Environmental Quality Board (MEQB) rules for EIS projects (see Minnesota Rule 4410.2100 subp. 2 and subp. 6).

#### **Format and Content**

There is no specified format for the Scoping Decision Document. At a minimum, the SDD should address the following points:

- The issues to be addressed in the EIS;
- Time limits for preparation
  (If shorter than allowed by Minnesota Rule parts 4410.0200 to 4410.6500)
- Identification of the permits for which information will be gathered concurrently with EIS preparation;
- Identification of the permits for which a record of decision will be required;
- Alternatives that will be addressed in the EIS;
- Identification of potential impact areas resulting from the project itself and from related actions which shall be addressed in the EIS; and
- Identification of necessary studies requiring compilation of existing information or the development of new data that can be generated within a reasonable amount of time and at a reasonable cost.

# **Processing / Circulation**

1. District develops Scoping Decision Document

Develops preliminary Scoping Decision Document based on information gathered during public review and comment period (see Scoping Document), in consultation with OES and FHWA.

- **2. District** distributes the Review of Preliminary Project Documents to Central Office and FHWA for review.
  - For signature blocks, see Who Approves Project Documents
  - For guidance on FHWA review, see page 14-16 of FHWA & Mn/DOT Stewardship Plan
- 3. Reviewers provide comments to District

Complete within 45 days of receiving preliminary report.

OES coordinator returns comments to Project Manager with copy to FHWA. FHWA Area Engineer returns FHWA comments to Mn/DOT Project Manager with copy to OES.

CO State-Aid (required only if local agency is involved and using federal aid funds) returns comments to Project Manager with copy to OES/FHWA.

- **4. District** revises Scoping Decision Document based on comments received. District Engineer signs signature page.
- 5. District submits Scoping Decision Document to OES for approval:
  Sends OES two Scoping Decision Documents with one signature page
- **6. OES** approves the Scoping Decision Document:

Reviews to ensure comments have been addressed.

Chief Environmental Officer signs document.

OES returns original-signature page to the Project Manager for District project file and keeps a copy.

**7. District** distributes copy of signed Scoping Decision Document:

FHWA: Two copies.

CO State Aid: (required only if local agency is involved and using federal aid funds): One copy.