



Illinois Department of Transportation

Office of Highways Project Implementation / Region 3 / District 5
13473 IL Highway 133 / P.O. Box 610 / Paris, Illinois 61944

FILED

March 13, 2023

DISTRICT 5 LOCAL ROADS PROCESS REVIEW

2023-12 ENVIRONMENTAL SCREENING

MAR 15 2023

Cathy Johnson
COUNTY CLERK
VERMILION CO. IL.

The Bureau of Local Roads Circular Letter 2023-08 changes how District 5 processes Environmental Screening. The BLRS District coordinators for the screening shall be:

Champaign, Douglas, and Edgar Counties – Field Engineer Chris Greeson

Dewitt, McLean, Piatt, and Vermilion Counties – Field Engineer Brent Cearlock

State Let Projects - Federal-Aid Coordinator Daniel Magee

Submittal to the District coordinators shall be through the district shared mailbox:
DOT.D5.Localroads@Illinois.gov.

District coordinators shall briefly review the screening documents for completeness and forward them to the CBLRS for their review, approval, or resubmittal.

If the screening finds that an Environmental Survey Request (ESR) is required, the district BLRS coordinators will advise the local agency and will work with the District Environmental Coordinator, Bart Sherer, to proceed with that process.

The creation of the Environmental Screening form BDE 2715 now supersedes the District Screening form D5 PI0202. The district will eliminate this form.

With the elimination of the District Screening form D5 PI0202, the District finds it prudent to retire the District 5 Special Waste Screening form D5 PI0201 in favor of using the Design & Environment Screening form BDE 2737. This screening will involve 2 components – screening for work on local right-of-way and work on State acquired right-of-way. Submittal of the screening on local right-of-way shall be submitted along with limits of work for State acquired right-of-way so that the district can prepare a BDE 2737 for the limits on State right-of-way. Please begin using the BDE 2737 form immediately.

Kensil A. Garnett

Kensil A Garnett
Region 3 Engineer

BKT/cs
Encl: CL 2023-08



Illinois Department of Transportation

Office of Highways Project Implementation / Bureau of Local Roads & Streets
2300 South Dirksen Parkway / Room 205 / Springfield, Illinois / 62764

March 7, 2023

CIRCULAR LETTER 2023-08

STREAMLINED ENVIRONMENTAL SURVEY SCREENING PROCESS

COUNTY ENGINEERS / SUPERINTENDENTS OF HIGHWAYS / MUNICIPAL ENGINEERS / DIRECTORS OF PUBLIC WORKS / MAYORS / METROPOLITAN PLANNING ORGANIZATIONS – DIRECTORS / TOWNSHIP HIGHWAY COMMISSIONERS / CONSULTING ENGINEERS

PURPOSE & POLICY:

The purpose of this Circular Letter is to announce and inform our Local Public Agency (LPA) and industry partners of significant improvements and changes that are now established to streamline the process of environmental surveys to improve review time. Importantly, this process is structured so the Department remains in full compliance with all Federal and State of Illinois regulations related to natural and cultural resource requirements.

Recent Bureau of Design and Environment (BDE) policy changes allow local projects to now be screened for natural and cultural resources by certain qualified and trained Central Office Bureau of Local Roads and Streets (CBLRS) Staff. The intent of the screening process is to also determine which projects must be submitted for more detailed surveys via the BDE Environmental Survey Request (ESR) process efficiently.

This Circular Letter does not address the screening process for regulated substances, which remains in place as discussed in the BDE Manual and BLRS Manual.

APPLICABILITY:

The screening processes described in this Circular Letter are for new projects which have not yet submitted an ESR, and in the BDE ESR queue. Those projects which have submitted an ESR must continue in the current process to obtain the requested clearance(s).

These new procedures shall apply to all projects using State, MFT, or Federal funds, require a Federal permit, or require an IDOT review.

NATURAL RESOURCES SCREENING PROCEDURE:

Recent changes described in BDE Manual Section 27-1.05 (b) will now allow LPA projects to be screened for natural resources. The BDE 2715 Natural Resources Screening Form (https://idot.illinois.gov/Assets/uploads/files/IDOT-Forms/BDE/BDE_2715.pdf) and Bat Assessment Forms shall be used.

The Natural Resource Screening process will be as follows:

- Level 1 Screening – This screening is intended for projects which are entirely within the existing right of way, do not include in-stream work, and may include tree removal. The LPA will complete the BDE 2715 Form, with all required supporting exhibits, and submit this information to the District Bureau of Local Roads for review,

which will be forwarded to the Central Office Bureau of Local Roads and Streets (CBLRS) for their review.

- Those projects which do not pass the Level 1 screening will be automatically subjected to a Level 2 screening to determine if there is a potential for impacts to sensitive natural resources.
- Level 2 Screening – Level 2 Natural Resource Screening is required for all projects which do not pass the Level 1 Natural Resource Screening. Completion of this portion of screening requires CBLRS to conduct a Transportation Review for Ecological Compliance (TREC Report). The TREC Report will indicate whether there are sensitive natural resources within the project area, which include:
 - State or Federally listed threatened or endangered species
 - Illinois Natural Area Inventory Sites (INAI)
 - Nature Preserves
 - Prairies
 - Rusty Patched Bumblebee High Potential Zone
 - National Wetland Inventory
 - Hydric Soils
 - Within 0.5 miles from a Northern Long-eared bat or Indiana bat hibernaculum
 - National River Inventory.
- Those projects which do not pass the Level 2 screening process must submit an ESR for biological resources.
- The Level 1 or Level 2 screening determination is valid for two (2) years from the date of the screening. These screenings must be updated prior to letting.
- A copy of the approved screening documentation must be inserted into the project files as evidence that the natural resource review is complete.

CULTURAL RESOURCES SCREENING PROCEDURE:

The Cultural Resources Screening process is to comply with BDE Manual Sections 27-1.05 (a) 2 and 27-1.05 (b) 2, and the Programmatic Agreement (PA) among the FHWA, IDOT, SHPO, and the Advisory Council on Historic Preservation Regarding Section 106 Implementation for Federal-Aid Transportation Projects in Illinois (which can be found in the BDE Manual Appendix A). This process has been developed in coordination with the BDE Cultural Resources Unit to allow IDOT qualified and trained staff to evaluate whether a project is exempt from Section 106 of the National Historic Preservation Act.

The Cultural Resource Screening process will be as follows:

- Cultural Resources Screening is for eligible projects which are entirely within the right of way, does not include in-stream work, does not include construction of new sidewalk where none exists, does not include the construction of new features or appurtenances within the right of way, and/or does not include streetscape or enhancement work.
- Any materials removed must be replaced in kind.
- Projects that are in or near historic districts or sites listed on the National Register of Historic Places must be evaluated to determine the potential for impacts to sensitive cultural resources.

- All projects that are near or adjacent to a National Historic Landmark must submit an ESR for cultural resources.
- The LPA will complete the attached Cultural Resource Screening Form, with all required supporting exhibits, to the District Bureau of Local Roads for review, which will be forwarded to CBLRS for their review.
- A copy of the approved cultural resource documentation is to be inserted into the project files as evidence that the cultural resource review is complete.
- For projects that disturb greater than one acre of land and occur within existing ROW, an ILR10 NPDES Permit is required. In addition, via the IEPA's online Notice of Intent portal (NeT system), documentation of Section 106 compliance is required. Per the BDE Cultural Resource Unit, a copy of the Cultural Resource Memo and screening form may be uploaded into the NeT system concurrently, to satisfy the Section 106 determination requirement.

CHANGES TO THE PROJECT:

All screenings will be based on the information provided at the time of the submittal, so it becomes critical that all submitted information is correct, verified, and complete. Any changes in the project scope of work, project limits, alterations, or additions to land acquisition will invalidate the original screening results and the project must undergo the screening process again.

DOCUMENTS TO BE SUBMITTED:

In addition to the screening forms noted above and attached to this Circular Letter, listed below are the required and recommended supporting exhibits needed to facilitate the screening process, which are the same exhibits that are required for an ESR submittal. Those projects which require the submittal of an ESR, may use the same exhibits submitted for the screening process:

Required supporting exhibits:

- A complete and detailed project description of all the proposed scope of work. Project kick-off meeting and/or FHWA/IDOT coordination meeting minutes are preferred.
- Project location map;
- Project area map;
- State ROW map;
- Aerial photography with plan and profile sheets depicting the work and any proposed land acquisition; and
- Bridge and building photo log.

Recommended supporting exhibits

- Spatially located GIS shape files (submitted in either .dbf; .prj; .shp; or .shx format)
- Project plan review sheets;
- Ground level photos;
- NWI maps;
- HARGIS maps;

March 7, 2023

- A bridge bat assessment is required for any tree removal or work on existing bridges or culverts with a vertical clearance of 48" or higher. Both pages of the bat assessment form must be completed;
- Spatially located Google Earth KML or KMZ files are requested when there are multiple locations to be evaluated; and
- For projects that include a structure within the project limits, with a NBIS structure number, include a copy of the IDOT structure summary report.

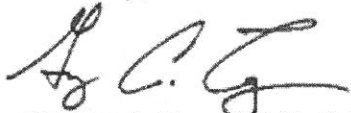
EFFECTIVE DATE AND TRANSITION PERIOD:

For new projects which have not previously submitted an ESR and not already within the BDE ESR queue, the new screening processes described above are effective on all submitted documents after **March 6, 2023**.

QUESTIONS AND ADDITIONAL INFORMATION:

If you have any questions regarding this Circular Letter, please contact William Raffensperger, Local Studies and Plans Engineer at (217) 785-1676, or at William.Raffensperger@illinois.gov.

Sincerely,



George A. Tapas, P.E., S.E.
Bureau Chief of Local Roads and Streets

c.c.:

Shane Schneider, Illinois Association of County Engineers
Brad Cole, Illinois Municipal League
Jerry Crabtree, Township Officials of Illinois
Arnie Vegter, Township Highway Commissioners of Illinois
David Snyder, FHWA – Illinois Division
Matt Fuller, FHWA – Illinois Division
Kevin Artl, American Consulting Engineering Council
Jack Elston, IDOT - Bureau of Design and Environment
John Sherrill, IDOT – Bureau of Design and Environment

Attachments:

- BDE 2715: Local Roads Natural Resource Screening
- Bat Assessment Form
- Trained Staff Cultural Resources Review for Categorical Exclusions



Local Public Agency	Route	Section Number	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
County(s)	Project Length	IDOT District	Submittal Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Instructions for filling out this form can be found in Section 27-1 of the BDE Manual.

Level 1 Natural Resource Screening:

Part I.A

Does the project involve any of the following activities?	Yes	No	Unknown
1. Require any acquisition of additional right-of-way or easements (temporary or permanent), other rights of access, OR has new alignment even if no new right-of-way is necessary (new alignment includes trails/sidewalks).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Require a drainage structure runaround or any in-stream work (i.e., any work or other activity within the stream banks that modifies or otherwise affects the stream bed or stream banks due to removing and replacing a culvert or bridge?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Require tree removal? (if yes or unknown selected, the project description must identify whether the project has the potential to remove trees at a distance greater than 100 feet from the existing edge of road pavement or railroad surface)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Require an ILR10 NPDES permit? (i.e. will the project disturb greater than one acre of land ¹)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Require bridge deck or culvert surface work will occur either from the underside or from above the deck surface and bore down to the underside? This includes any activities that could impact expansion joints, deck removal on bridges, or structure demolition for bridges, culverts, and/or other structures.	<input type="checkbox"/> ²	<input type="checkbox"/>	<input type="checkbox"/>

¹ Note: documentation compliance is discussed in Section 41-1.07 of the BDE Manual

² If 'Yes', complete Part I.B (Note: this section will only appear if "Yes" is selected for #5)

Part I.B (complete only if question 5 is yes)

Bridge Deck or Culvert Activities	Yes	No
5b. Is there suitable bat habitat within 1,000 feet of a bridge or culvert within the project limits? ³	<input type="checkbox"/>	<input type="checkbox"/>
If 5b is yes, complete a Bridge/Structure Bat assessment for each of these structures and answer 5c⁴		
5c. Did any of the Bridge/Structures Bat assessments find evidence of bats?	<input type="checkbox"/> ⁵	<input type="checkbox"/>

³ Suitable habitat includes relatively contiguous blocks of woodlands that may or may not be associated with a stream corridor such that it can provide foraging corridors and link to other suitable habitat.

⁴ Please contact BDE if a copy of this form is needed. Each completed assessment form must be submitted with this environmental review.

⁵ If any assessment identifies evidence of bats, **stop**, an ESR is required

Part 1: Continued

Project Description

Will the project use, or later pursue the use of federal, state, or Motor Fuel Tax (MFT) funds?

Yes No

Name of preparer

Local Agency

Organization

Representative

Title

Submit this completed form to the BLRS District coordinator

Part 2: Completed by BLRS

Level 1 Natural Resource Screening Results:

If the following results occurred, identify below, complete the Level 1 certification statement, and include this form in the project file; otherwise continue to Level 2 screening (i.e., if yes or unknown is selected for any questions from Part I.A):

- Questions 1-5 are "no"
- Questions 1-4 are "no" and 5b is "no"
- Questions 1-4 are "no" and 5c is "no"

"The project scope has been reviewed and does not include activities which would impact natural resources. The project will not impact wetlands, threatened or endangered species, INAI sites, Nature Preserve, prairies or wetlands."

Pursuant to 17 Ill. Admin. Code 1075, the project is now cleared for natural resources for two years. After two years, this form must be updated and completed again prior to letting of the BDE. If the project scope changes, this form must be updated and completed again to determine the appropriate Level of Screening required.

CBLRS Signature & Date

Level 2 Natural Resource Screening

To complete, a Transportation Review for Ecological Compliance (TREC) report must be generated.

Did the TREC report indicate any of the following resources?

Yes No

- State or Federally listed threatened or endangered species
- Illinois Natural Area Inventory Sites (INAI)
- Nature Preserves
- Prairies
- Rusty Patched Bumblebee High Potential Zone
- National Wetland Inventory
- Hydric Soils
- Within 0.5 miles from a Northern Long-eared bat or Indiana bat hibernaculum
- National River Inventory

Level 2 Natural Resource Screening Results:

1. If tree removal will occur, or has the potential to occur, the certification statement can only be signed if the following conditions are met:

- Results of the TREC report conducted during the level 2 screening indicated no resources of concern are present AND;
- All tree removal is within 100 feet from the existing edge of road pavement or railroad surface AND;
- The project must include a commitment for tree removal activities to be limited between October 1st and March 31st.

2. If the TREC report indicated no resources of concern present, sign the certification statement below, and include this form with the TREC report and any BBA forms completed in the project file; otherwise submit an ESR for completion by BDE.

(<http://apps.dot.illinois.gov/environment/envsrvyqrst.asp>)

"No threatened or endangered species, INAI sites, Nature Preserve, prairies or wetlands were identified in association with the project area. The project will not impact wetlands, threatened or endangered species, INAI sites, Nature Preserve, prairies or wetlands."

Pursuant to 17 Ill. Admin. Code 1075, the project is now cleared for natural resources for two years. After two years, this form must be updated and completed again prior to letting. If the project scope changes, this form must be updated and completed again to determine the appropriate Level of Screening required.

CBLRS Signature & Date

APPENDIX D: Bridge/Structure Bat Assessment Form

Bridge/Structure Bat Assessment Form Instructions

- This form will be completed to document bat occupancy or bat use of bridges, culverts, and other structures. This form shall be submitted to the appropriate personnel within the DOT and USFWS for recordkeeping (or uploaded into the Information, Planning, and Consultation (IPaC) Determination Key for use of the Programmatic Biological Opinion for Transportation Projects in the Range of the Indiana Bat and Northern Long-Eared Bat) prior to conducting: any activities below the deck surface either from the underside or from above the deck surface that bore down to the underside; any activities that could impact expansion joints; any activities involving deck removal on bridges; or any activities involving structure demolition for bridges, culverts, and/or other structures.
- Assessments must be completed within two (2) years of conducting any work (see the above bullet), regardless of whether assessments have been conducted in the past. Assessments must be completed in appropriate weather conditions, suitable for the assessor to observe common signs of bat use.
- Evidence of bat use may include visual observation (live and/or dead), presence of guano, presence of staining, audible observation, and/or odor observation. Presence of one or more indicators is sufficient evidence that bats may be using the bridge, culvert, and/or other structure.
- If bat use of a bridge, culvert, and/or other structure is noted, additional studies may be undertaken during bat active season to identify the specific bat species utilizing the structure, or protected bat species presence can be assumed, in order to comply with threatened and endangered species regulations. Bat active season dates, typically between April and November, vary regionally and by species, so assessors should consult with their local USFWS Field Office for more specific active season dates.
- For use of the Programmatic Biological Opinion for Transportation Projects in the Range of the Indiana Bat and Northern Long-Eared Bat – If the bridge/structure is 1,000 feet or more from suitable bat habitat¹ (e.g., an urban or agricultural area without suitable foraging habitat or corridors linking the bridge to suitable foraging habitat), check the appropriate box and fill out the table below. **No further assessment is required.**









Date & Time of Assessment	DOT Project # Insert Section Number here	Route/Facility Carried	County
Federal Structure ID	Structure Coordinates (latitude and longitude)	<input type="checkbox"/> This bridge/structure is 1,000 feet or more from suitable bat habitat ² Name: _____ Signature: _____	

- Any questions pertaining to assessments or this form should be directed to the local USFWS Field Office.

¹ Refer to the USFWS's summer survey guidance for the definition of suitable habitat (<http://www.fws.gov/midwest/endangered/mammals/inba/inbasummersurveyguidance.html>).

² This condition is only for use of the Programmatic Biological Opinion for Transportation Projects in the Range of the Indiana Bat and Northern Long-Eared Bat

Bridge/Structure Bat Assessment Form

Date & Time of Assessment	DOT Project Number	Route/Facility Carried	County
Federal Structure ID	Structure Coordinates (latitude and longitude)	Structure Height (approximate)	Structure Length
Structure Type (check one)		Structure Material (check all that apply)	
<i>Bridge Construction Style</i>		<i>Deck Material</i>	<i>Beam Material</i> / <i>End/Back Wall Material</i>
<input type="radio"/> Cast-in-place 	<input type="radio"/> Pre-stressed Girder 	<input type="checkbox"/> Metal	<input type="checkbox"/> None / <input type="checkbox"/> Concrete
<input type="radio"/> Flat Slab/Box 	<input type="radio"/> Steel I-beam 	<input type="checkbox"/> Concrete	<input type="checkbox"/> Concrete
<input type="radio"/> Truss 	<input type="radio"/> Covered 	<input type="checkbox"/> Timber	<input type="checkbox"/> Steel
<input type="radio"/> Parallel Box Beam 	<input type="radio"/> Other: _____	<input type="checkbox"/> Open grid	<input type="checkbox"/> Timber
<i>Culvert Type</i>		<i>Culvert Material</i>	
<input type="radio"/> Box	<input type="radio"/> Other Structure _____	<input type="checkbox"/> Metal	<i>Creosote Evidence</i> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown
<input type="radio"/> Pipe/Round		<input type="checkbox"/> Concrete	
<input type="radio"/> Other: _____		<input type="checkbox"/> Plastic	
		<input type="checkbox"/> Stone/Masonry	
Crossings Traversed (check all that apply)		Surrounding Habitat (check all that apply)	
<input type="checkbox"/> Bare ground	<input type="checkbox"/> Open vegetation	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Grassland
<input type="checkbox"/> Rip-rap	<input type="checkbox"/> Closed vegetation	<input type="checkbox"/> Commercial	<input type="checkbox"/> Ranching
<input type="checkbox"/> Flowing water	<input type="checkbox"/> Railroad	<input type="checkbox"/> Residential-urban	<input type="checkbox"/> Riparian/wetland
<input type="checkbox"/> Standing water	<input type="checkbox"/> Road/trail - Type: _____	<input type="checkbox"/> Residential-rural	<input type="checkbox"/> Mixed use
<input type="checkbox"/> Seasonal water	<input type="checkbox"/> Other: _____	<input type="checkbox"/> Woodland/forested	<input type="checkbox"/> Other: _____
Areas Assessed (check all that apply)			
Check all areas that apply. If an area is not present in the structure, check the "not present" box. Document all bat indicators observed during the assessment. Include the species present, if known, and provide photo documentation as indicated.			
Area (check if assessed)	Assessment Notes	Evidence of Bats (include photos if present)	
<input type="checkbox"/> All crevices and cracks: Bridges/culverts: rough surfaces or imperfections in concrete Other structures: soffits, rafters, attic areas	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
<input type="checkbox"/> Concrete surfaces (open roosting on concrete)	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
<input type="checkbox"/> Spaces between concrete end walls and the bridge deck	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
<input type="checkbox"/> Crack between concrete railings on top of the bridge deck <div style="text-align: center;">Gap Railing </div>	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
<input type="checkbox"/> Vertical surfaces on concrete I-beams	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
<input type="checkbox"/> Spaces between walls, ceiling joists	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
<input type="checkbox"/> Weep holes, scupper drains, and inlets/pipes	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
<input type="checkbox"/> All guiderails	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
<input type="checkbox"/> All expansion joints	<input type="checkbox"/> Not present	<input type="checkbox"/> Visual - live # dead #	<input type="checkbox"/> Audible <input type="checkbox"/> Species <input type="checkbox"/> Odor <input type="checkbox"/> Guano <input type="checkbox"/> Photos <input type="checkbox"/> Staining
Name: _____		Signature: _____	

Trained Staff Cultural Resources Review for Categorical Exclusions

Project (Undertaking) Information	
District/ County/Municipality:	
Section/Job/Contract #:	
Route and Project Description:	
Prepared by (name/agency/date):	
Project Sponsor (signature/date):	Date:

IDOT Trained Staff must review Categorical Exclusion projects utilizing this form to 1) determine if an *Environmental Survey Request (ESR)* must be submitted to the Bureau of Design and Environment (BDE) for **Cultural Resources** review by **IDOT Qualified Staff**, and 2) to comply with the Section 106 Programmatic Agreement (PA) executed March 6, 2018. If Trained Staff have questions, contact Cultural Resources Unit Qualified Staff. **If the scope of the project changes after completing this form, then the project shall be re-evaluated using this form.**

STEP ONE: Exempt Activities (PA Appendix A): If the project is limited to the activities listed below, it has no potential to affect historic properties and *no ESR is required* for **Cultural Resources**.

Exempt Activities – Check all that apply	
1. Activities which do not involve or lead directly to construction, such as planning and research activities; grants for training; engineering to define the elements of a proposed action or alternatives so that social, economic, and environmental effects can be assessed.	<input type="checkbox"/>
2. General highway maintenance and repair, including but not limited to filling potholes, pavement patching, crack sealing, joint grinding, milling and resurfacing with in-kind materials, shoulder reconstruction, curb and gutter replacement with in-kind materials, erosion control, ditch cleaning, storm sewer repair, and debris removal	<input type="checkbox"/>
3. Removal and replacement of existing sidewalks and ADA ramps with in-kind materials.	<input type="checkbox"/>
4. Repair or replacement of highway signs or other traffic control devices.	<input type="checkbox"/>
5. General pavement marking activities that include, but are not limited to, installation of raised pavement markers, rumble strips, striping, or installation of sensors in existing pavements.	<input type="checkbox"/>
6. Repair and replacement of appurtenances such as glare screens, median barriers, fencing, guardrails, safety barriers, crash attenuators, safety cable, or lighting.	<input type="checkbox"/>
7. Repair, rehabilitation, or removal of railroad grade crossings, separations or grade crossing protection.	<input type="checkbox"/>
8. Roadway surface treatments such as pavement repair, median repair, seal coating, and pavement grinding.	<input type="checkbox"/>
9. Improvements and repairs to Interstate Highway System including bridges, weigh and inspection stations, toll facilities, and rest areas.	<input type="checkbox"/>
10. Establishment, replacement, or removal of landscaping or other vegetation on the interstate.	<input type="checkbox"/>
11. Installation of interstate surveillance, changeable message signs, ramp metering equipment, appurtenances such as glare screens, median barriers, fencing, guardrails, safety barriers, crash attenuators, safety cable, or lighting.	<input type="checkbox"/>

This project includes activities not listed above. **Proceed to STEP TWO.**

OR

I hereby certify that the project is limited to the activities listed above; therefore, it does not require further obligation under Section 106, pursuant to 36 CFR 800.3(a).

Name: _____

IDOT Trained Staff (Printed Name and Signature)

_____ Date

Required attachments:

1. Location map
2. Description of project scope of work

Comments:

Trained Staff Cultural Resources Review for Categorical Exclusions

Project (Undertaking) Information	
District/ County/Municipality:	
Section/Job/Contract #:	
Route and Project Description:	
Prepared by (name/agency/date):	
Project Sponsor (signature/date):	Date:

STEP TWO: Activities with potential to affect historic properties: If the project does *not involve* any of the following criteria/activities then the project is unlikely to affect historic properties and *no ESR is required* for cultural resources.

Will the project involve (check YES/NO):	YES	NO
1. new right-of-way	<input type="checkbox"/>	<input type="checkbox"/>
2. new temporary or permanent easement	<input type="checkbox"/>	<input type="checkbox"/>
3. in-stream work	<input type="checkbox"/>	<input type="checkbox"/>
4. a bridge or culvert 40 years or older if: SN:		
a. Built before 1945 (all bridge types)	<input type="checkbox"/>	<input type="checkbox"/>
b. A stone, timber, covered (all types), arch (all types), truss (all types), lift/movable, suspension, cable stayed, or orthotropic bridge built since 1945, or	<input type="checkbox"/>	<input type="checkbox"/>
c. any bridge included on IDOT's ACHP post-1945 bridge excepted bridge list at https://www.environment.fhwa.dot.gov/env_topics/historic_pres/bridges_list.aspx	<input type="checkbox"/>	<input type="checkbox"/>
5. standing structures visible from the project that are greater than 40 years old		
6. previously undisturbed soil (includes land that has agricultural use) If any of the below activities (a-i) occur, then there is a potential for historic properties to be affected based on criteria 5 and 6.		
a. Addition of new thru lanes, turn lanes, auxiliary lanes, interchange ramps, shoulders, and parking in areas that are unpaved.	<input type="checkbox"/>	<input type="checkbox"/>
b. Construction of new roundabouts and traffic circles.	<input type="checkbox"/>	<input type="checkbox"/>
c. Construction of a new bike path or multi-use path where one does not exist.	<input type="checkbox"/>	<input type="checkbox"/>
d. Installation of new ADA Ramps or sidewalk where none exist.	<input type="checkbox"/>	<input type="checkbox"/>
e. Change in elevation of sidewalk for ADA compliance when adjacent to buildings.	<input type="checkbox"/>	<input type="checkbox"/>
f. Removal or paving over of brick or cobblestone streets.	<input type="checkbox"/>	<input type="checkbox"/>
g. Removal or reconstruction of brick or stone sidewalks, curbs, or retaining walls.	<input type="checkbox"/>	<input type="checkbox"/>
h. Removal of historic fencing or entrance columns.	<input type="checkbox"/>	<input type="checkbox"/>
i. Installation of curb bump-outs, decorative paving, planters, street lighting, and/or other streetscape improvement activities.	<input type="checkbox"/>	<input type="checkbox"/>
7. Public controversy related to any historic property, including activities within or bordering a National Historic Landmark (https://en.wikipedia.org/wiki/List_of_National_Historic_Landmarks_in_Illinois)	<input type="checkbox"/>	<input type="checkbox"/>

This project includes one or more activities checked YES above; therefore, an ESR must be submitted for cultural resources review by IDOT Qualified Staff.

OR

I hereby certify that the project does not involve any of the criteria/activities listed above; therefore, it is unlikely to affect historic properties, and Section 106 is completed.

Signature of IDOT Trained Staff

Date

Required attachments:

- Location map
- Description of project scope of work

Comments: