

PART 2, CHAPTER 31

COMMENTS AND COORDINATION

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PART 2, CHAPTER 31

COMMENTS AND COORDINATION

31.1 OVERVIEW

A Comments and Coordination section is included in both an Environmental Assessment (EA) and an Environmental Impact Statement (EIS). Its purpose is to summarize the public and interagency coordination involved in developing the project and the Environmental Document. This includes documentation of meetings and coordination with government leaders, government agencies, community groups and individual citizens. This also includes documentation of the early coordination process for EAs and scoping for an EIS.

31.2 PROCEDURE

31.2.1 Draft Environmental Documents

The content of the Comments and Coordination section of the EA or Draft EIS (DEIS) is composed of a summary of comments, suggestions, and recommendations received during the development of the Environmental Document.

31.2.1.1 Discussion of Efficient Transportation Decision Making Screening Events

The comments received by the District during the Efficient Transportation Decision Making (ETDM) Programming Screen and/or Advance Notification (AN) should be referenced, or summarized in a subsection of the Comments and Coordination section of the draft Environmental Document. This subsection must include the following information:

1. The date of the AN distribution;
2. A list of federal, state, local agencies and other interested parties that provided comments;
3. A reference to each agency's comments on the project and Florida Department of Transportation's (FDOT) responses. Reference the appropriate section where the agency comments/FDOT responses can be located.

31.2.1.2 Discussion of Scoping Process for Environmental Impact Statements

This subsection describes the scoping process for the EIS and includes the following information:

1. Dates and locations of any EIS scoping meetings (if held);

2. Agencies participating in the scoping process;
3. A summary of meetings, discussions, and correspondence pertinent to the scoping process.

31.2.1.3 Coordination and Consultation

This subsection summarizes the coordination and consultation which occurred with agencies, the public, and other interested parties during preparation of the Environmental Document. This should include a chronology of meetings, events, attendees, comments received, and FDOT responses. This information can be exhibited in tabular form.

31.2.1.4 Concluding Statement in Draft Document

Since the draft document is subject to modification, place the following statement as the concluding statement for the Comments and Coordination section.

FDOT will not make a final decision on the proposed action or any alternative until a public hearing has been held on this project and comments received have been taken into consideration.

31.2.2 Final Environmental Documents

After the public hearing ([Part 1, Chapter 11, Public Involvement](#)) and the document review period [[Part 1, Chapter 7, Finding of No Significant Impact \(FONSI\)](#) and [Part 1, Chapter 9, Final Environmental Impact Statement \(FEIS\)](#)] are completed, the Comments and Coordination section is revised in the FEIS or EA with FONSI. This includes adding a new subsection on the public hearing, its content, and outcome.

This new section should include the following data:

1. The date, time, and place of the hearing;
2. The type of hearing held and the start and end time;
3. The number of attendees;
4. The number of public speakers and the number of people who made statements to court reporters, [Part 1, Chapter 11, Public Involvement](#);
5. The number of written statements received during the public comment period;
6. Summary of each speaker's comments on the proposed actions, and FDOT's response to those comments;
7. Analysis and conclusion of the hearing;
8. A reference to comment letters and hearing transcripts that are included in the document's Appendix.

The Comments and Coordination section should also be updated to include a summary of comments along with a response to each substantive comment received during the document review period (public availability). This should also include documentation of subsequent coordination and consultation.

When Federal Highway Administration (FHWA) comments on draft Environmental Documents (EIS or EA), the comments are that of the Lead Federal Agency and a preparer; therefore, FHWA comments are not included in the draft or final Environmental Document. Comments solicited directly from the U.S. Department of Transportation (USDOT) on publicly available documents are considered official comments and are included in the FEIS along with responses as appropriate.

Environmental issues should be addressed, to the extent possible, prior to the submission of the FEIS or EA with FONSI. Where this is not possible, the Comments and Coordination section of the FEIS or EA with FONSI should clearly identify any remaining unresolved issues and the efforts taken to resolve the issues.

31.3 REFERENCES

Council on Environmental Quality, 1978. Regulations for Implementing the Procedural Provisions of the National Environmental Policy Act (NEPA), 43 FR 55978-56007 and 40 CFR §§ 1500-1508

Federal Register (FR), August 28, 1987. Environmental Impact and Related Procedures, FR Vol. 52, No. 167

Florida Department of Transportation (FDOT), ETDM Manual, Topic No. 650-000-001.
<http://www.dot.state.fl.us/emo/pubs/etdm/etdmmanual.shtm>

U.S. Department of Transportation (USDOT), Federal Highway Administration (FHWA), October 30, 1987. Guidance for Preparing and Processing Environmental and Section 4(f) Documents, FHWA Technical Advisory TA6640.8A.
<https://www.environment.fhwa.dot.gov/projdev/impTA6640.asp>

31.4 HISTORY

4/5/2000, 5/18/2010