

Type 2 Categorical Exclusion QA/QC Checklist

December 2024 - PDF version

Project Name:

FM #:

FAP#:

Project Limits:

Consultant:

Reviewer:

Date:

Additional Information:

OEM PDC QA Complete

Date:

Green = PDC Responsibility

OEM Engineer QA Complete

Date:

Blue = Engineer Responsibility

Orange = Both

The purpose of this guidance is to facilitate the preparation and review of quality Type 2 Categorical Exclusions (CEs) and ensuring the SWEPT project file is maintained. This guidance is applicable to Florida Department of Transportation (FDOT) District and consultant preparers and Quality Control (QC) reviewers of Type 2 CEs. This guidance covers common QC items but is not intended to be all inclusive. The preparer will comply with the requirements set forth in Part 1, Chapter 5 (Type 2 Categorical Exclusion) of the Project Development & Environment (PD&E) Manual and all other applicable chapters of the PD&E Manual. Information to include in each section is found in the [PD&E Manual](#) chapter referenced next to each section heading.

All projects are required to go through a Quality Assurance (QA)/QC check at the District level before submittal for Office of Environmental Management (OEM) initial review (see [OEM's QC Plan for PD&E Studies website](#)). During this process the following general items should be addressed:

District	OEM	
		Remove any blank pages and check for other formatting issues by reviewing a pdf version of the document closely
		Spell out acronyms the first time they are used
		Ensure all figures and graphics are legible
		Check that figures are numbered and referenced correctly
		Review for clarity
		Document should be written from an FDOT perspective, not from a perspective of consultant writing it on behalf of FDOT (e.g., there should not be statements such as "It is recommended FDOT provide/conduct/consider...") The document should state what actions FDOT will take.
		Use correct terminology/tense (e.g., instead of saying "should" use the word "will" and "FDOT will" rather than "we recommend")
		Do not include subjective information (e.g., stating opinion rather than facts, overexaggerating, fluff)
		Do not repeat language covered in standard statements generated by SWEPT in the Type 2 CE form
		Do not reference individual PD&E manual chapters in the text. These are not needed since the second cover page states that the Type 2 CE was prepared in accordance with the manual
		Do not include the same information in different sections of the document. Include it in one location and add either a reference to it or include a summary of it in the other locations
		Use the term 'preferred alternative' instead of the term 'build alternative'
		The Efficient Transportation Decision Making (ETDM) Degree of Effect should not be included in the text
		Do not include the names of people or consulting firms in the body of the document
		Ensure all applicable boxes in the Environmental Analysis Summary are checked
		If enhanced is selected, make sure the rationale is included in the document
		Upload documents as Technical Materials or Attachments according to the Type 2 CE Attachments vs. Technical Materials guidance document (see Appendix)

District	OEM	
		Check that all attachments, Technical Materials, and other documents referenced in the Type 2 CE are in the StateWide Environmental Project Tracker (SWEPT) project file and include them in the correct folder according to the SWEPT Project File Organization Guide
		Information in the text should be consistent with information included in the SWEPT project file documents
		Include references to items included as attachments and identify that they are attached
		The attachment list should include all of the attachments mentioned throughout the document
		<p>The following should not be attached to the Type 2 CE</p> <ul style="list-style-type: none"> • The AN package • The ETDM Summary Report • Technical Memos, instead they should be included as Technical Materials
		If Technical Material was prepared for an issue/resource, it should be mentioned in the applicable section and the document title should match the title of the document in the SWEPT project file. (e.g., A protected species and habitat assessment was conducted, and the results are summarized in the Natural Resources Evaluation (NRE))
		The Technical Materials list should include all of the Technical Materials mentioned throughout the document

Before initial submittal for OEM review, the items in the following sections should be checked. If the item is not applicable to the project select N/A:

Cover Pages

Yes	No	N/A		OEM QA
			Confirm the correct Cooperating Agencies are shown	
			Confirm that SWEPT is generating the correct cover page (e.g., Section 4(f) is included if needed) and information is displayed correctly	
			Ensure the Coastal Zone Consistency statement is included on the Second Cover Page	
Comments:				

Project Information

PROJECT DESCRIPTION *(Part 2, Chapter 1, Project Description and Purpose and Need)*

Yes	No	N/A		OEM QA
			Briefly describes the proposed action in terms of location, length, and termini of the project and typical section(s). Both the county and city names are included	
			Includes existing conditions of the transportation facility, including existing bridges and overpasses, as well as accommodations for pedestrians, bicyclists, and navigational needs as applicable	
			An appropriate level of engineering detail is used to describe the preferred alternative such as alignment, number of lanes, their width, major structures, medians and safety improvements, multi-modal accommodation, and estimated Right of Way to be acquired and construction year	
			Existing and proposed typical sections are included (either “in-line” within the Type 2 CE, or in the appendix with a reference in this section)	

			The project description is consistent with the project description in the Efficient Transportation Decision Making (ETDM) Programming Screen Summary Report. It doesn't have to match exactly, but should not change the initial intent of the project	
			Information in the Project Description is consistent with the project description in the Preliminary Engineering Report (PER)	
			A project location map is included (either "in-line" within the Type 2 CE, or attached)	
			The project location map displays any landmarks mentioned in describing the project (i.e., street/road names, cities, towns, rivers, airports)	
Comments:				

PURPOSE AND NEED *(Part 2, Chapter 1, Project Description and Purpose and Need)*

Yes	No	N/A		OEM QA
			The purpose and need statement is consistent with the purpose and need statement in the ETDM Programming Screen Summary Report. Elements of need are the same as stated in the ETDM Programming Screen Summary Report. It doesn't have to match exactly	
			The purpose and need statement matches exactly what is in the PER	
			The purpose and need statement does not state the solution	
			The Needs discussed in detail are the same Needs mentioned in the Purpose and Need statement, with the exception of Status – which must always be included in the discussion of Needs	
			The Needs are supported by data, such as Level or Service or Metropolitan Planning Organization (MPO) growth plans	
			If traffic and/or crash data has been updated since the project was entered into ETDM, ensure that the updated data is used in this section and matches the information in the PER	
Comments:				

PLANNING CONSISTENCY (Part 1, Chapter 4, Project Development Process and Part 2, Chapter 1, Project Description and Purpose and Need)

Yes	No	N/A		OEM QA
			The applicable Cost Feasible Plan of the Long Range Transportation Plan (CFP LRTP), Transportation Improvement Program (TIP), and Current State Transportation Improvement Program (STIP) pages are up to date, referenced, and attached	
			Project information (name, limits, scope, costs, and timeframe) is discussed and is consistent between the LRTP, TIP, and STIP. Minor variations in project limits can be acceptable, as long as there are no major scope changes	
			Full project costs in the TIP do not exceed 20% and \$2 Million dollars of what is programmed in the STIP	
			Full project costs in the LRTP do not exceed 50% and \$50 Million of what is programmed in the TIP/STIP	
			An amendment to either the LRTP or STIP/TIP is not needed	
			At least one subsequent phase of the entire project is in the CFP LRTP. If the next phase for the entire project is not in the CFP, then at least one segment of the project is fully funded in the CFP through construction	
Comments:				

Social and Economic

Yes	No	N/A		OEM QA
			A Sociocultural Data Report (SDR) and/or Sociocultural Effects (SCE) Technical Memorandum was prepared, is incorporated by reference, and is included in the SWEPT project file	

SOCIAL (Part 2, Chapter 4, Sociocultural Effects Evaluation)

Yes	No	N/A		OEM QA
			Clearly summarizes the potential for the project to affect community groups, neighborhoods, and variables of local community concern. Describes the likelihood of disproportionate impacts and discusses whether there are any areas of controversy resulting directly or indirectly from the project	
			Includes a description of how the SCE analysis was accomplished, including but not limited to the buffer used	
			Discusses the potential to impact community cohesion, community characteristics, special community designation, safety/emergency response, demographics, and community goals and quality of life	
			The Civil Rights Act standard statement is on the cover page of the Type 2 CE and is not repeated in this section	
			Demographic information is presented in a table and corresponds with the most recent available census data	
			Demographic breakdowns are by both project area and a larger reference community, such as county	
Comments:				

ECONOMIC *(Part 2, Chapter 4, Sociocultural Effects Evaluation)*

Yes	No	N/A		OEM QA
			Summarizes the project's potential effect on economic activity in the study area, local area, and region	
			If enhancement is selected, it includes a strong argument or documentation (i.e., study by Department of Economic Opportunity (DEO) or others) supporting the ideas that the project will enhance the economic conditions of the area	
Comments:				

LAND USE CHANGES *(Part 2, Chapter 4, Sociocultural Effects Evaluation)*

Yes	No	N/A		OEM QA
			Discusses the potential for the project to induce secondary development or change existing land use patterns	
			Includes discussion of agricultural lands that are not subject to the Farmland Protection Policy Act (FPPA)	
			A land use map is attached	
Comments:				

MOBILITY (Part 2, Chapter 4, Sociocultural Effects Evaluation)

Yes	No	N/A		OEM QA
			Discusses the potential to enhance or impact mobility and accessibility in the study area with emphasis on non-driving population groups (i.e., elderly, young, disabled, and low-income individuals). Includes the method of the evaluation	
			If enhancement is selected an explanation is included	
Comments:				

AESTHETIC EFFECTS (Part 2, Chapter 4, Sociocultural Effects Evaluation and Part 2, Chapter 5, Aesthetic Effects)

Yes	No	N/A		OEM QA
			Summarizes the project's aesthetic effects evaluation	
			Discussion does not include perceived commitments that are not actual commitments (e.g., possible landscaping in the future)	
Comments:				

RELOCATION POTENTIAL *(Part 2, Chapter 4, Sociocultural Effects Evaluation)*

Yes	No	N/A		OEM QA
			Includes discussion of relocation potential	
			The applicable relocation-related standard statement(s) is included (auto-populated by SWEPT for No Relocations, [yes] Relocations, and No Comparable Replacement Housing)	
			If relocations are anticipated, includes the number and type of relocates (residents, tenants, businesses, institutions, or community facilities), and discusses the relocation impact to groups protected by nondiscrimination laws	
			If relocations are anticipated and comparable replacement housing is available, replacement housing availability is discussed. If comparable replacement housing is not available, the applicable standard statement is included (auto-populated by SWEPT)	
			Right of way impacts have been described	
			The Conceptual Stage Relocation Plan (CSRP) is in the SWEPT project file and is incorporated by reference	
Comments:				

FARMLAND RESOURCES *(Part 2, Chapter 6, Farmland)*

Yes	No	N/A		OEM QA
			Discusses the potential to impact farmland	
			If there are farmland impacts, includes avoidance, minimization, and/or mitigation measures, and coordination with the Natural Resource Conservation Service (NRCS)	
			If Form NRCS CPA 106 or Form AD-1006 was prepared it is attached and it is noted in the text that it is attached	
Comments:				

Cultural Resources

SECTION 106 OF THE NATIONAL HISTORIC PRESERVATION ACT *(Part 2, Chapter 8, Archaeological and Historical Resources)*

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the presence/absence of eligible resources and the standard Finding	
			Discusses the potential to impact Section 106 resources	
			Discusses the methodology, area of potential effects (APE), and cultural resources (including tribal cultural resources) found within the APE	
			Discusses the significance (National Register of Historic Places (NRHP) eligibility) of each evaluated cultural resource. An effect finding for each resource has been briefly discussed Effect findings reflect FDOT's determination. Example of correct statement: The FDOT <u>determined</u> that site 8SM01368 is ineligible for the NRHP and no further work is needed	
			Coordination with the State Historic Preservation Officer (SHPO) is discussed, and the text is consistent with the SHPO coordination letter	
			The SHPO concurrence letter is attached, it is noted in the text that it is attached, and the date of concurrence is included in the text	
			The Cultural Resources Assessment Survey (CRAS) Report or Technical Memorandum is included in the SWEPT project file	
			Site numbers and eligibility determinations are consistent throughout the text	
			Includes any commitments and/or MOA stipulations related to the treatment of, effects upon, or disposition of historic properties	
			The MOA is included as an attachment	
Comments:				

SECTION 4(f) OF THE USDOT ACT OF 1966, AS AMENDED *(Part 2, Chapter 7, Section 4(f) Resources)*

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the presence/absence of Section 4(f) protected resources	
			Existing or planned Section 4(f) protected resources (i.e., public parks, recreational areas, wildlife and waterfowl refuges, and public or private historic and archeological sites) within the project study area are discussed along with any project-related impacts to these properties (including acquisition)	
			If there is a use under Section 4(f), avoidance, minimization, and/or mitigation measures, and coordination with the Official with Jurisdiction (OWJ) have been discussed	
			The output of the SWEPT Section 4(f) Tool is included as an attachment	
Comments:				

SECTION 6(f) OF THE LAND AND WATER CONSERVATION FUND ACT OF 1965 *(Part 2, Chapter 7, Section 4(f) Resources)*

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the presence/absence of Section 6(f) protected resources	
			If present, includes the formal name of all park and recreational properties funded wholly or in part under Section 6(f) within the project study area	
			Discusses any project-related impacts to these properties	
			Identifies any ROW or other acquisition from these resources which may be required to complete the project	
			Documents the National Park Service's (NPS) position relative to Section 6(f) conversion	
Comments:				

RECREATIONAL AREAS AND PROTECTED LANDS (Part 2, Chapter 7, Section 4(f) Resources and Part 2, Chapter 23, Acquisition and Restoration Council (ARC) Coordination)

Yes	No	N/A		OEM QA
			Identifies if there are state-owned conservation lands in the project area subject to review and approval by the Acquisition and Restoration Council (ARC)	
			If present, includes a description of the resources and how the project may impact them	
			Discusses impacts to recreational or public lands and coordination with OWJ and/or land managing agencies. Correspondence is included in the SWEPT project file	
Comments:				

Natural Resources

Yes	No	N/A		OEM QA
			A Natural Resources Evaluation (NRE) has been prepared, is referenced in each applicable section, and is saved in the SWEPT project file	

PROTECTED SPECIES AND HABITAT (Part 2, Chapter 16, Protected Species and Habitat)

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the absence of listed species or that an evaluation was conducted pursuant to Section 7 of the Endangered Species Act	
			A table or discussion is provided with the listing status of the federally- and state-listed species and their effect determinations, along with Critical Habitat (table recommended for clarity)	
			Information is included on other protected species. Non-listed species do not have an effect determination	

			Includes an explanation of how and why effect determinations were made	
			Includes date(s) of field review(s) and observations of species	
			If there is a may affect, not likely to adversely affect determination a concurrence letter (complete letter - not just the cover page with a stamp) is referenced in the text and included as an attachment or	
			When a species key is used and is not documented in an NRE, the key used is discussed with a description of the steps showing the path or the key is attached with the path highlighted	
			Any conservation measures required as a result of using a species key are included as a commitment	
			Includes correspondence with the Florida Department of Agriculture and Consumer Services (FDACS) on protected plants as an attachment	
			Identifies U.S. Fish and Wildlife Service (USFWS)/National Marine Fisheries Service (NMFS) and Florida Fish and Wildlife Conservation Commission (FWC) review and concurrence with the findings and provides the date of concurrence	
			Includes measures to be taken to minimize impacts to protected species	
			Commitments are included with sufficient context to understand the purpose of the commitment	
			If Section 7 consultation is not complete, includes a summary of consultation to date, the reasons why consultation cannot be completed, and documentation that the Service(s) agree to complete consultation prior to construction, and includes a commitment to reinitiate consultation	
Comments:				

WETLANDS AND OTHER SURFACE WATERS *(Part 2, Chapter 9, Wetlands and Other Surface Waters)*

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the absence of wetlands and surface waters or that an evaluation was conducted pursuant to Presidential Executive Order 11990 of 1977 as amended, Protection of Wetlands and the USDOT Order 5660.1A, Preservation of the Nation's Wetlands	
			Includes discussion of estimated acres of wetland and surface waters impact and mitigation needs	
			Description of wetland impacts include a discussion on secondary and cumulative impacts	
			Avoidance, minimization, and/or mitigation measures are discussed	
			Includes potential wetland mitigation options (mitigation bank, in lieu fee, or permittee responsible – including Water Management District (WMD) mitigation services) and the wetlands mitigation standard statement	
			Includes a wetlands finding consistent with and references Executive Order (EO) 11990	
			Agency coordination is referenced and copies of correspondences are available in the SWEPT project file	
Comments:				

ESSENTIAL FISH HABITAT *(Part 2, Chapter 17, Essential Fish Habitat)*

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the absence of EFH or presence of EFH with effect determination or on-going consultation status	
			An Essential Fish Habitat (EFH) Assessment (as part of the NRE) has been prepared and consultation has been completed	
			NMFS correspondence and NRE are included in the SWEPT project file	
			Only EFH (and no Endangered Species Act (ESA)) discussion is included in this section	
			Any coordination or technical assistance with NMFS related to EFH, including recommended conservation measures and FDOT's intent to implement recommended conservation measures, is discussed in this section.	
			If EFH consultation is not complete, includes a summary of consultation to date, the reasons why consultation cannot be completed, and documentation that the Service agrees to complete consultation prior to construction, and includes a commitment to continue consultation	
Comments:				

FLOODPLAINS *(Part 2, Chapter 13, Floodplains)*

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the absence or presence and evaluation of floodplains pursuant to Executive Order 11988 of 1977, Floodplain Management	
			Summarizes the project involvement with the floodplain based on the results of the floodplain analysis	

			Summarizes the project's consistency with the floodway and coordination with Federal Emergency Management Agency (FEMA) and local floodway management agencies	
			Includes a discussion of the risks associated with the project implementation, impacts to floodplains values, and support of incompatible floodplain development	
			The Floodplains finding according to EO 11988 is included	
			If a Location Hydraulics Report (LHR) and/or Bridge Hydraulic Report (BHR) was prepared it is in the SWEPT project file	
			Information in this section matches the information in the LHR or BHR	
Comments:				

SOLE SOURCE AQUIFER *(Part 2, Chapter 11, Water Resources)*

Yes	No	N/A		OEM QA
			If the project is located within a Sole Source Aquifer (SSA), this section summarizes the project's involvement with the SSA and coordination with Environmental Protection Agency (EPA)	
			The EPA Concurrence Email is referenced in the text with the date of concurrence, included as an attachment and saved in the SWEPT project file	
Comments:				

WATER RESOURCES *(Part 2, Chapter 11, Water Resources)*

Yes	No	N/A		OEM QA
			Project's potential involvement with surface water bodies and groundwater and their designations has been briefly discussed	
			A discussion of the pre- and post-development discharge and treatment methods is included	
			Includes if a National Pollutant Discharge Elimination System (NPDES) Construction permit is needed along with development of the Stormwater Runoff Control Concept (SRCC) (FDOT Design Manual 251) during Design	
			Expected Environmental Resource Permit (ERP) permits are referenced and listed in the Permits section	
			Includes a summary of the best management practices (BMPs) which will be implemented to address potential water quality and stormwater impacts during construction	
			If a Pond Siting Report (PSR) and/or Stormwater Management Alternatives Report (SMART) was prepared, it is referenced in the text and saved in the SWEPT project file	
			Information in this section summarizes and matches the information in the PSR and/or SMART	
			The Water Quality Impact Evaluation (WQIE) Checklist has been completed, is summarized, referenced, and is in the SWEPT project file	
Comments:				

AQUATIC PRESERVES *(Part 2, Chapter 11, Water Resources)*

Yes	No	N/A		OEM QA
			Project involvement with an aquatic preserve is documented. Any aquatic preserves which may be within the project limits are identified and discussed	
			Measures to avoid, minimize, or mitigate harm to aquatic preserves are discussed	

			If coordination with the Florida Department of Environmental Protection (FDEP) was required, coordination is discussed, and the coordination letter is attached, referenced in the text, and saved in the SWEPT project file.	
Comments:				

OUTSTANDING FLORIDA WATERS *(Part 2, Chapter 11, Water Resources)*

Yes	No	N/A		OEM QA
			Project involvement with an Outstanding Florida Water (OFW) is documented	
			If there are any OFWs in the project area they are identified and impacts to them are discussed	
Comments:				

WILD AND SCENIC RIVERS *(Part 2, Chapter 12, Wild and Scenic Rivers)*

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the absence, presence with no adverse effect, or presence of a Wild and Scenic River or other protected river and that the evaluation was conducted pursuant to the Wild and Scenic Rivers Act.	
			If the project involves either a study river or a river designated as a federal Wild and Scenic River, required consultation with the NPS was conducted. The NPS letter is referenced as Technical Material and included in the SWEPT project file	

			Project involvement with river segments identified in the Nationwide River Inventory (NRI) is documented	
			Project involvement with Florida Wild and Scenic Rivers (Myakka River) is documented and any correspondence with FDEP is summarized, referenced as Technical Material, and saved in the SWEPT project file.	
			If designated waters are present and not impacted, details are provided to support the determination	
			If there are impacts to designated waters, details on impacts are discussed along with agency coordination	
Comments:				

COASTAL BARRIER RESOURCES *(Part 2, Chapter 15, Coastal Barrier Resources)*

Yes	No	N/A		OEM QA
			The applicable standard statement is included (auto-populated by SWEPT), documenting the absence or presence of a Coastal Barrier Resources and that evaluation was conducted pursuant to the Coastal Barrier Resources Act	
			If there is involvement with a Coastal Barrier Resource, the summary discusses consultation with USFWS and concurrence from USFWS is attached and saved in the SWEPT project file	
			If the Coastal Barrier Resources Act of 1982 (CBRA) could apply but analysis of the project area has determined that there is no involvement, the following statement is included: <i>"It has been determined that this project is neither in the vicinity of, nor leads directly to a designated coastal barrier resource unit pursuant to the Coastal Barrier Resources Act of 1982 (CBRA) and the Coastal Barrier Improvement Act of 1990 (CBIA)."</i>	
Comments:				

Physical Resources

HIGHWAY TRAFFIC NOISE (Part 2, Chapter 18, Highway Traffic Noise)

Yes	No	N/A		OEM QA
			Identifies that it is a Type I or Type III project pursuant to 23 Code of Federal Regulations (CFR) Part 772 and Section 335.17, Florida Statutes (F.S.) and the applicable standard statement is included (auto-populated by SWEPT)	
			Includes the location of noise sensitive sites and common noise environments (CNEs). A noise map is included if there are impacted noise receptors.	
			Identifies potential construction noise or vibration impacts in this section and in the Noise Study Report (NSR). See Section 18.2.6.5 of the Highway Traffic Noise chapter of the PD&E Manual for a sample construction noise and vibration statement	
			The NSR is in the SWEPT project file	
			Land uses and sensitive receptors have been identified	
			Receptor numbers and CNEs are consistent with those in the NSR	
			Considerations of noise abatement measures are summarized. This includes a discussion of each impacted noise environment and whether noise abatement is reasonable and feasible	
			<p>If feasible and reasonable noise abatement measures are identified, a Statement of Likelihood similar to the following is included:</p> <p><i>The Florida Department of Transportation is committed to the construction of feasible and reasonable noise abatement measures at the noise impacted locations identified in (insert a table or figure which shows proposed location and physical description of noise abatement measures determined feasible and reasonable) contingent upon the following conditions:</i></p> <ol style="list-style-type: none"> <i>1. Final recommendations on the construction of abatement measures is determined during the project's final design and through the public involvement process;</i> <i>2. Detailed noise analyses during the final design process support the need, feasibility and reasonableness of providing abatement;</i> <i>3. Cost analysis indicates that the cost of the noise barrier(s) will not exceed the cost reasonable criterion;</i> <i>4. Community input supporting types, heights, and locations of the noise barrier(s) is provided to the District Office; and</i> 	

			<i>5. Safety and engineering aspects as related to the roadway user and the adjacent property owner have been reviewed and any conflicts or issues resolved.</i>	
			If no feasible or reasonable noise abatement measures are identified, a statement similar to the following is included: <i>Based on the noise analyses performed to date, there are no feasible solutions available to mitigate the noise impacts at the locations identified in (insert a table or figure which shows proposed location and physical description of noise abatement measures determined not feasible or reasonable).</i>	
			If noise abatement criteria are met a commitment is added to the commitment section	
			Information in this section summarizes and matches the information in the in the NSR	
Comments:				

AIR QUALITY (Part 2, Chapter 19, Air Quality)

Yes	No	N/A		OEM QA
			The standard statement is included (auto-populated by SWEPT), which discusses project's location within an attainment area, that level of services will remain the same or better, and that construction related impacts will be minimized	
			Summarizes the potential project impact on air quality	
			The screening model used is identified	
			The Air Quality Technical Memorandum is referenced and is in the SWEPT project file	
			Information in this section summarizes and matches the information in the Air Quality Technical Memorandum	
Comments:				

CONTAMINATION *(Part 2, Chapter 20, Contamination)*

Yes	No	N/A		OEM QA
			A discussion or table is provided identifying the low, medium and high ranked contamination sites (table recommended for clarity)	
			Includes avoidance or minimization efforts, if applicable	
			The Contamination Screening Evaluation Report (CSER) is in the SWEPT project file	
			Information in this section summarizes and matches the information in the CSER	
			Includes a statement that all medium and high ranked sites will undergo a Level II assessment	
Comments:				

UTILITIES AND RAILROADS *(Part 2, Chapter 21, Utilities and Railroads)*

Yes	No	N/A		OEM QA
			Involvement with utilities and/or rail systems is discussed	
			The Utilities Assessment Package is mentioned and is in the SWEPT project file	
			Information in this section summarizes and matches the information in the Utilities Assessment Package	
			If the Utility Agency/Owners (UAOs) are listed out, contact names and phone numbers are not included	
			Summary of utility or railroad evaluation does not include estimated costs	
			If the project involves a rail crossing or work near railroad ROW, a summary of the coordination is included and documentation is in the SWEPT project file	
Comments:				

CONSTRUCTION *(Part 2, Chapter 3, Engineering Analysis)*

Yes	No	N/A		OEM QA
			Discusses all direct impacts resulting from the actual construction of the proposed project. For example, construction-phase noise, vibration, air, water quality, natural resources, visual, traffic, safety, and access impacts	
			Summarizes the measures that will be taken to minimize potential construction impacts	
			Identifies if a NPDES Construction permit is needed along with development of the required Stormwater Runoff Control Concept (SRCC) (FDOT Design Manual 251) during Design	
			Information regarding avoidance and minimization measures during construction is not repetitive within the section	
Comments:				

Engineering Analysis Support *(Part 2, Chapter 3, Engineering Analysis)*

Yes	No	N/A		OEM QA
			The most applicable engineering document is selected. This is most often the PER, Bridge Development Report (BDR), or Bridge Replacement Report (BRR). This document is included in the SWEPT project file	
			The executed Typical Section Package is included in the PER or included in the SWEPT project file if submitted separately from the PER	
Comments:				

Permits (Part 1, Chapter 12, Environmental Permits)

Yes	No	N/A		OEM QA
			The permit status is included for each permit type	PDC Eng.
Comments:				

Public Involvement (Part 1, Chapter 11, Public Involvement)

Yes	No	N/A		OEM QA
			Summarizes the public involvement activities, including those outside of the public hearing (e.g., kickoff meetings, public information meetings, newsletters, flyers, and small group meetings)	PDC Eng.
			The draft Type 2 CE displayed for the public hearing is saved in the SWEPT project file	PDC Eng.
			The Public Involvement Plan (PIP) is in the SWEPT project file (or Community Awareness Plan (CAP) if applicable for non-screened projects)	PDC Eng.
			The dates of meetings included in the Type 2 CE match the dates in the comments and coordination documentation	PDC Eng.
			The discussion of meetings includes a summary of the meeting comments and responses	PDC Eng.
			Meeting minutes, summaries, and materials are included in the SWEPT project file	PDC Eng.
			The Public Hearing Transcript and Public Hearing Certification Form are referenced and attached	PDC Eng.
			Includes a summary of public hearing comments received on the project as well as responses	PDC Eng.
			Identifies if public hearing comments were in support of the project	PDC Eng.

			Advertisement/notifications for hearing/meeting notices are in the comments and coordination documentation or in the SWEPT project file	PDC Eng.
			References the documentation of comments and responses in the SWEPT project file	PDC Eng.
Comments:				

Commitments Summary (Part 2, Chapter 22, Commitments)

Yes	No	N/A		OEM QA
			Commitments included in technical documents, letters, and discussed in other sections of the Type 2 CE are listed in this section	PDC Eng.
			The reason for the commitments listed are discussed in the applicable section of the Type 2 CE	PDC Eng.
			Commitments do not include measures that are requirements of FDOT procedure such as items detailed in the standard specifications, manuals, and handbooks	PDC Eng.
			Commitments are consistent with OEM's Standard Environmental Commitments Guidance , available on OEM's SharePoint	PDC Eng.
Comments:				

APPENDIX

Type 2 Categorial Exclusions

Attachments vs. Technical Material

Type 2 Categorical Exclusions

Attachments vs. Technical Materials

The Type 2 CE allows for Attachments and Technical Materials for any resource or issue. The Attachments and Technical Materials described below generally follow those specifically noted within the Type 2 CE form to provide users helpful reminders of the most common documents that fall into these categories. Other Attachments or Technical Materials described below may not be reflected in the form but are expected when applicable to a given project. Some projects will not require all the listed attachments below based on project involvement and impacts. Please evaluate each project as necessary

The District may include additional Attachments at their discretion to better reflect analysis and potential impacts on specific resources, if necessary. Examples of these optional Attachments are shown in [blue](#) below. Attachments included in the Appendix are considered to be a part of the Type 2 CE document. The Appendix contains the attachments which support the findings of the document. This may include concurrence letters, determinations of effect, and MOUs.

Additionally, some projects may need to refer to additional Technical Materials as appropriate. Technical Materials are documents contained under separate cover. They should be referenced in the Type 2 CE and are included in the SWEPT project file. This includes technical reports (e.g., Project Traffic Analysis Report, Conceptual Stage Relocation Plan, Natural Resources Evaluation), technical memorandums, and studies.

Be sure Attachments and Technical Materials are described/named clearly as they will be listed in the Environmental Document.

ATTACHMENTS - Attach to Environmental Document. Note: All maps may be embedded in the document or attached.

Project Information:

Project Location Map

Planning Consistency:

Planning Consistency Package (CFP LRTP, TIP, and Current STIP pages)

Social and Economic:

Farmland Conversion Impact Rating Form

Natural Resource Conservation Service (NRCS) Coordination Documentation

[Existing and Future Land Use Maps](#)

Cultural Resources:

SHPO/THPO Concurrence Letters

[Section 106 Resource Map, with location\(s\) of sensitive resource\(s\) redacted](#)

Section 106 Memorandum of Agreement

Output of the SWEPT Section 4(f) tool

Natural Resources:

Species Concurrence Letters

Correspondence with FWC and FDACS

Sole Source Aquifer EPA Concurrence Email □ FDEP Aquatic Preserves Coordination Letters

[Species and Habitat Map](#)

Essential Fish Habitat Correspondence (NMFS)

[Wetlands Map](#)

[Floodplains Map](#)

[USFWS CBRA Letter](#)

Physical Resources:

[Noise Map\(s\)](#)

[Potential Contamination Site Map](#)

Public Involvement:

Public Hearing Certification and Transcript

TECHNICAL MATERIALS - Reference in the Environmental Document by using the Find Technical Materials function in SWEPT, when applicable.

Project Information:

Cooperating Agency Correspondence

Social and Economic:

Conceptual Stage Relocation Plan (CSRP)

Sociocultural Effects Report or Technical Memorandum

Sociocultural Data Report

Cultural Resources:

Cultural Resources Assessment Survey (CRAS) or Technical Memorandum

Individual Section 4(f) Evaluation and Section 106 Notification Letter

Section 106 Programmatic Agreement Desk Top Review Documentation

Section 106 Case Study Report

Natural Resources:

Natural Resources Evaluation (NRE) or Technical Memorandum

Location Hydraulics Report (LHR) / Bridge Hydraulic Report (BHR)

Pond Siting Report (PSR) / Conceptual Drainage Design Report

Water Quality Impact Evaluation (WQIE)

National Park Service Wild and Scenic Rivers Act: Section 7 determinations and correspondence

Florida Department of Environmental Protection Florida Wild and Scenic River correspondence

Physical Resources:

Noise Study Report (NSR)

Air Quality Technical Memorandum

Contamination Screening Evaluation Report (CSER) or Level I Report Technical Memorandum

Utilities Assessment Package

Engineering Analysis Support:

Preliminary Engineering Report (PER)

Interchange Access Request Report

Project Traffic Analysis Report

Safety Analysis Memorandum

Roundabout Technical Memorandum

Intersection Control Evaluation Forms

Bridge Development Report

Bridge Replacement Report

Stormwater Management Alternatives Report (SMART)

Design Exceptions/Variation Package

Value Engineering Study Report

Typical Section Package

Public Involvement:

Public Involvement Plan (PIP)