

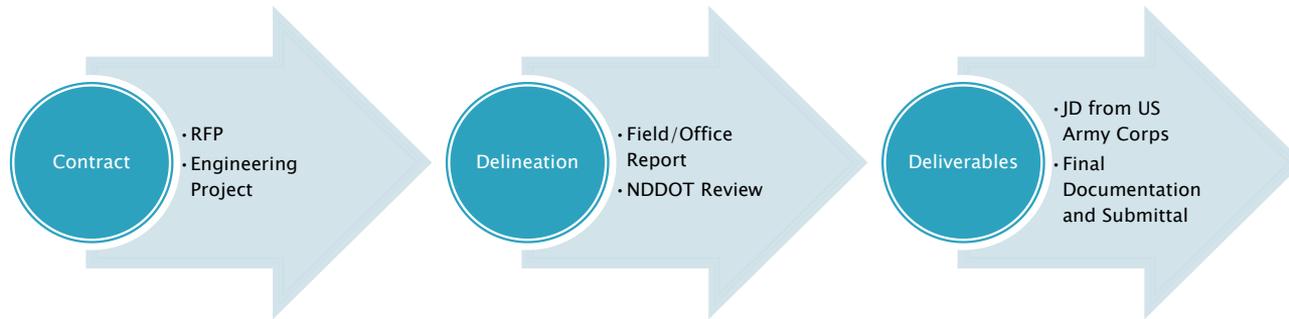
# NDDOT Consultant Report Review Process

Cory Lawson & Paul Moch  
Environmental Scientists  
Environmental & Transportation Services Division



# Introduction

- ▶ Work Flow
- ▶ Required Documentation
- ▶ Common Delineation Report Errors



# Initial Submittal

- ▶ Post Field/Office Delineation Report
- ▶ Electronic Report in Draft Form
  - Design Manual Chapter II, Sect. IV – Wetlands, Vegetation & Environmental Permitting Templates
    - <http://www.dot.nd.gov/manuals/design/designmanual.htm>
- ▶ By Request
  - Shapefiles
    - Matching Domain and Inputs
    - Incomplete until JD issued

# STRUCTURAL IMPROVEMENTS

Project No.

PCN

SS-1-234(567)890

12345

RP 44.5 to 45.8 and RP 295.5 to 297.5  
Eddy & LaMoure County



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Prepared by

NORTH DAKOTA DEPARTMENT OF TRANSPORTATION  
BISMARCK, NORTH DAKOTA

<http://www.dot.nd.gov/>

DIRECTOR  
Grant Levi, P.E.

PROJECT DEVELOPMENT DIRECTOR  
Robert Fode, P.E.

Principal Author: John Doe  
Environmental Reviewer: Bill Wetland, NDDOT ETS  
Current Date (mm/yyyy)

# Report Revisions

- ▶ **Environmental Liaison**
  - Technical Support or RFP
  - Provide comments within 2 weeks
  - Revisions and final review

- ▶ All comments must be addressed prior to submittal to USACE.

**ALL COMMENTS ADDRESSED – CLL – 06/15/2012**

**Final Review Date: June 15, 2012**

**Review Date: June 7, 2012**

Received: June 4, 2012

Comments Due: June 21, 2012

**Project Number NH-7-085(064)160**

**PCN 19326**

Consultant: KLJ, Inc.

Tech Support: Wayne Zacher

The Environmental Section (CLL) has reviewed the wetland delineation report and offers the following comments / concerns which need to be addressed before a wetland jurisdictional request can be submitted:

Report Cover:

1. Please note that the cover of the final draft should be “Gamma Green,” per Section II-07.02 of the Design Manual.

**Addressed.**

Appendix B:

2. Are any of the wetlands connected by culverts? If so, the culvert connection should be shown on the map to provide detail for determining surface connection.

**Addressed.**

3. Sheet 3, T151R101Sec32-33, Sheet 4, in T151R101Sec33 – it appears a pretty substantial drainage crosses the proposed alternative. Were these sites checked for wetland or POW?

Further, any areas that appear questionable on the maps throughout the project area but were checked and found not to exhibit wetland characteristics – make a note on the maps at these locations explaining this.

**Addressed.**

# Common Reoccurring Errors Found in Report Reviews:

- Most errors could be caught by proofreading or reviewing before submitting to NDDOT.
  - Dates, spelling, incomplete or missing data forms and photos, labels, names, use of templates/previous project language etc.
  - Could eliminate some extra back and forth time between consultant and NDDOT reviewers.
  - NDDOT review could focus more on content, completeness, mapping, and required information.

# Common Errors

- »» Note that the ETS Manual contains report templates in the Appendix.

# Errors – Delineation Report Cover

## ▶ Report Cover Color –

- (Gamma Green) NDDOT's Reference & Forms page contains a document which lays out which color for which Environmental Document being completed.

## ▶ Date –

- the date should be Month/Year (May 2014) of when the final will be fully complete and approved by NDDOT. This date should match the footers of the remainder of the document.

## ▶ County –

- the county should be named directly above the highway logo as noted on the example report in the Appendix of Manual.

# Errors – Delineation Report, Sect. I – Introduction

## ▶ Reference Points

- When describing location of project, try to use *highway reference pts.* in the description.
  - Thin lift overlay on US 52 near Donnybrook from RP 57.0–60.5. It is a more precise location description.

## ▶ Project Location Map

- *Not big enough.* Dedicate an entire page instead of trying to fit a readable Project Location Map in a half or quarter of page.
- Should be zoomed out enough to get a general picture of where project area is in relation to nearby towns, water features, and landscape.

# Errors – Delineation Report, Sects. II and III.

## ▶ Section II – Methods

- Generally no errors here.

## ▶ Section III – Results

- Preparers are generally good at discussing results, but then omitting key information to the wetland maps and wetland table such as:
  - ❖ Upland break between WL #15 and #16
  - ❖ Wetland 18 is split into natural basin portion and art. ditch portion. (Therefore, it should be 18a & 18b).
  - ❖ There may be concerning areas that were tested, but found not to meet wetland criteria.
  - ❖ *Want to tell a story – don't assume reader knows area.*

# Errors – Delineation Report, Sect. V

## ▶ *Section IV – References*

- Generally no errors here.
  - Common resources are listed in the template, but if you use any others, please add to the list.

## ▶ *Section V – Delineators Credentials*

- All participants involved in Delineation (wetland scientists and soil scientists).
- 2 or 3 names listed in text or on data forms but only 1 credentials are listed.

# Errors – Delineation Report, Wetland Table

- ▶ Continued use of old versions of wetland table.
  - Updated fairly often to capture vital information and formatting.
- ▶ Use wrong Location (Sec. Twp, Rng) in table.
  - Usually a copy paste error.
- ▶ Continue to put Other Waters in Wetland Table. They should be separate tables.

# Errors – Delineation Report, Wetland Maps

- ▶ Use of wrong project information in legend.
  - ▶ Fail to show connectivity (culverts).
  - ▶ Omit testholes
    - Show all testholes sampled in the field.
  - ▶ Fail to “callout” suspicious looking areas
    - Want to paint best picture of what is onsite for USACE to make Determination.
    - Upland swales, errant NWI, some features appear as wetland on aerials when really not, connection to WOUS.
  - ▶ Wetland numbers on maps do not match Wetland Table.
- 

# Errors – Delineation Report, Photos and Data Forms

- ▶ **Representative photos absent or too few**
  - Should have photos of each type of wetland
  - Can even add photos of “suspicious areas” to tell story
  
- ▶ **Incomplete Data Forms**
  - Missing data forms
  - Data sheets do not match number or location on maps

# Final Report Submittal

- ▶ All Comments Addressed from Draft
  - ▶ 1 Final Hard Copy – 1 Electronic Copy –  
Electronic editable Wetland Table
  - ▶ Solicitation of Views Letter #2–US Army Corps  
of Engineers
- 

# SOV #2 – Final Report

July 30, 2013

Mr. Dan Cimarosti, State Program Manager  
US Army Corps of Engineers  
North Dakota Regulatory Office  
1513 S. 12th St.  
Bismarck, ND 58504

PROJECT NO. SNH-7-085(084)248, PCN 20030  
W JCT 5-FORTUNA N TO STATE LINE STRUCTURAL OVERLAY  
DIVIDE COUNTY  
Wetland Jurisdictional Request

The North Dakota Department of Transportation, in cooperation with the Federal Highway Administration, is proposing a roadway improvement on Highway 85 from the Junction of ND-5 (near Fortuna) north to the State Line.

The project consists of the structural overlay of US-85 from ND-5 (near Fortuna) north to the State Line. Changes in horizontal or vertical roadway conditions are not anticipated.

This project is expected to be constructed during the 2014 construction season.

The project will not require the acquisition of permanent or temporary right-of-way.

To ensure that all social, economic, and environmental effects are considered in the development of this project, we are soliciting your views and comments on the proposed project pursuant to Section 102(2) (D) (IV) of the National Environmental Policy Act of 1969, as amended.

We are particularly interested in any property which your agency may own or have an interest in adjacent to the proposed highway improvement. We would also appreciate being made aware of any proposed developments your agency, or any other parties, may be contemplating in the areas under consideration for the proposed highway project. Any information that might help us in our studies would be appreciated.

Information or comments relating to environmental or other matters that you might furnish will be used in determining if this project is a "Categorical Exclusion" or whether an "Environmental Assessment" or a "Draft Environmental Impact Statement" will be prepared.

Waterbodies in the vicinity of the project include a naturally occurring wet meadow and artificial ditch wetland areas. A wetland delineation report indicating the delineated waterbodies and/or

**THIN LIFT OVERLAY - SUBCUT**

<b>Project No.</b>	<b>PCN</b>
SS-3-020(107)054	18874

North Dakota Highway 20  
Eddy County, North Dakota

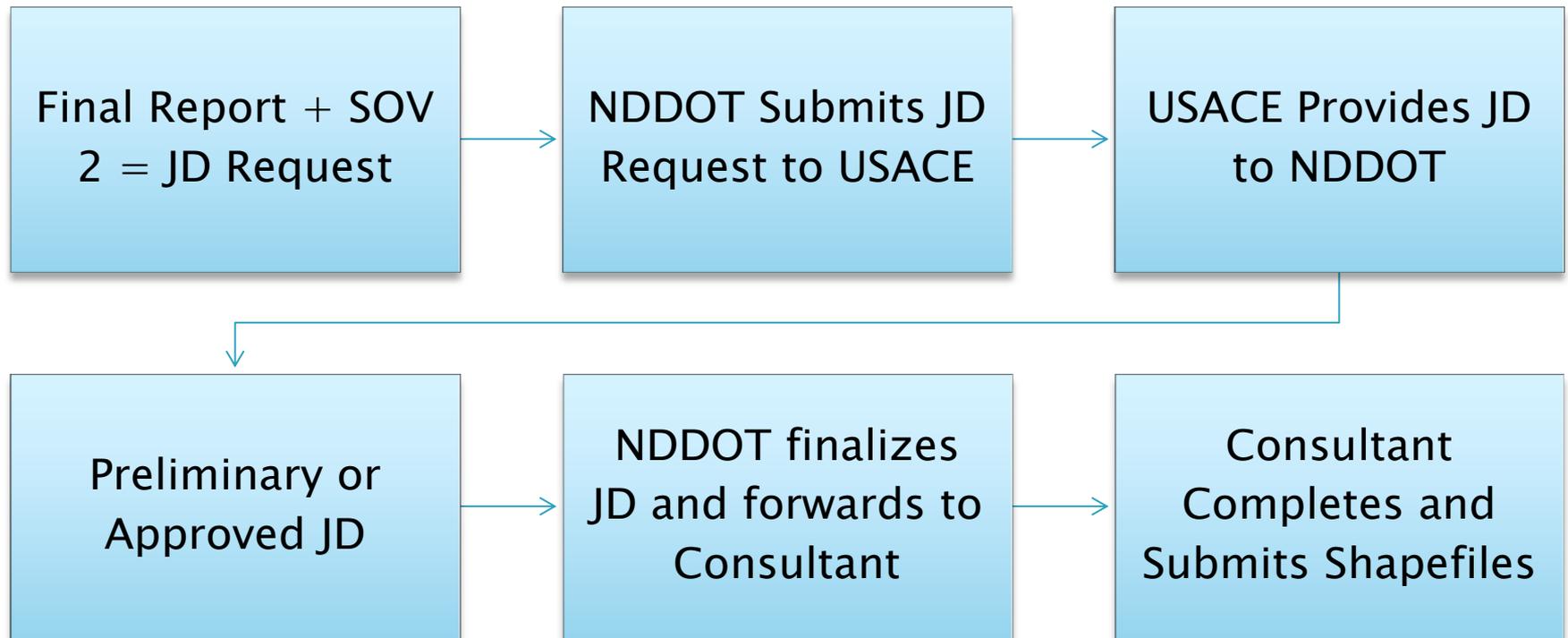
**WETLAND DELINEATION REPORT**

**20**

Prepared by  
NORTH DAKOTA DEPARTMENT OF TRANSPORTATION  
BISMARCK, NORTH DAKOTA  
<http://www.dot.nd.gov/>  
DIRECTOR  
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PROJECT DEVELOPMENT DIRECTOR  
Robert A. Fode, P.E.  
Principal Author:  
KLJ  
October 2013

23 USC § 409  
NDDOT Reserves All Objections

# Process Recap



# Final Deliverable

- Updated shapefiles

[http://www.dot.nd.gov/gis/downloads/ets\\_shapefiles.zip](http://www.dot.nd.gov/gis/downloads/ets_shapefiles.zip).

- Updated wetland table

Please Note: If you are creating your own data dictionary, the domain options have to match exactly what is below (including capitalization). The full schema for each feature class can be found by examining the matching shapefile found within this folder. Do not deviate from the attributes provided.

Feature Class	Field Name	Domain
Env_Mitigation_Boundary	DELIN_TYPE	Office Field
	HOLE_TYPE	Wetland Upland
Env_Mitigation_TestHoles	MIT_TYPE	Wetland Bank Wetland Site Tree Mitigation USFWS Mitigation Created
	STATUS	Active Closed Denied Proposed Unknown
Env_Mitigation_Wetlands	DELIN_TYPE	Office Field
	TYPE	Created Natural
Env_Project_Boundary	DELIN_TYPE	Office Field
	WATER_TYPE	Wetland Other Water
	USACE_JURI	Jurisdictional Non- Jurisdictional
	HOLE_TYPE	Wetland Upland

# In Conclusion

- ▶ Please call your NDDOT liaison or tech support with questions instead of submitting incomplete report.

# Questions????



# Contact Information

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