**Environmental Assessment Writing Template**

**GUIDANCE:**

This writing template has been set up to assist with creating a document that is compliant with the Americans with Disabilities Act (ADA). Guidance for what content should be included can be found in the appropriate Environmental Document Annotated Outline (AO) located on the [SER Forms and Templates page](https://dot.ca.gov/programs/environmental-analysis/standard-environmental-reference-ser/forms-templates#aos). For assistive technology users, form fields have been used to alert you to where text needs to be inserted. Should you need further accessibility assistance, please contact env.webmaster@dot.ca.gov.

Documents that will be converted to PDF and posted on the Caltrans internet must pass the PDF Accessibility Checker 3 (PAC 3). This template has been formatted to assist with final PAC 3 compliance. As you use this template, it is recommended to follow the instructions listed below to ensure the document remains accessible.

* Font:
	+ Text should be no smaller than 12-point (10-point is approved for use in tables and footnotes) and should be either Arial, Verdana, Tahoma, Calibri, or Century Gothic. This template uses a 12-point Arial default font.
	+ When copying text from another source, use the “Keep Text Only” paste option.
	+ Color alone should not be used to convey meaning.
	+ Use paragraph spacing between paragraphs, not hard returns.
* Tables:
	+ To add a title (caption), highlight table, right click, and choose “Insert Caption.” Add title to caption box, label as table and choose “Above selected item” for position. Click on “Numbering” for additional formatting—including the chapter number is recommended in the body of the document. In other sections of the document (i.e., summary, appendices, etc.), including the chapter number is not recommended as the chapter numbering is based on the main body headings. However, a new label (e.g., Appendix A Table -) can be created in the caption box. That label will then appear in the dropdown list and can be reused. Follow the same instructions for inserting a caption on additional tables (copying and pasting is not recommended). Once inserted, additional formatting can be applied to the caption. By using this feature, tables will auto number and will also appear in the lists of tables when the lists are updated.
	+ Keep tables simple (i.e., no merged or split cells) to avoid reading order issues.
	+ Add a table summary. Highlight table, right click, go to “Table Properties,” then click on the “Alt Text” tab. Enter a title and brief description. This will help avoid errors in PAC 3.
	+ Define header rows. Highlight the header row, right click, go to “Table Properties,” and select the box for “Repeat as header row at the top of each page.” Also check the Table Design tab and make sure “Header Row” is checked in “Table Style Options.” This will bring up table styles with header row formatting that can be applied if desired.
	+ If possible, keep tables on the same page, rather than splitting onto a second page, this will also help avoid a PAC 3 error.
	+ If a table cannot fit on one page, don’t allow individual rows to break across the page. Highlight table, right click, go to “Table Properties,” and make sure the box for “Allow row to break across pages” is unchecked.
* Figures/Images:
	+ To insert an image, first insert a normal paragraph mark where the figure will be located. Then click on “Pictures” in the “Insert” tab. Choose “This Device,” then locate appropriate picture file. JPEGs are the recommend file type. Following this method will result in less errors than copying and pasting an image.
	+ To add a title (caption), follow instructions shown above in table section and label as figure in the caption box.
	+ Add alt text. Figures or other images (e.g., the Caltrans logo) that cannot be read by a screen reader need to contain alternative text or marked as decorative. Right click on the item and choose “Edit Alt Text” to add description or mark as decorative.
* Links:
	+ Add alt text. Highlight link, right click, go to “Edit Hyperlink,” then choose “ScreenTip” in the upper right-hand corner. Add text that briefly describes the destination, function, and/or purpose.

In addition, please note the following:

* The use of this writing template is not mandatory, it is provided as a work aid to assist you in creating an accessible document.
* Only use those sections which are applicable to your document. **NOTE:** the regulatory setting is optional. If included, use the language provided in the AO without edits.
* When a section is deleted, the numbering will automatically update.
* There are a few areas where guidance or special notes have been provided, these are called out with blue font and the terms “GUIDANCE” or “NOTE.” Make sure to delete these instructions before publishing.
* Insert document name into the footer.
* To jump to desired sections, use the navigation pane shown on the left of the screen. If the navigation pane is not visible, it can be turned on by marking the “Navigation Pane” box located under the “View” tab in the “Ribbon” at the top of the screen.
* Text boxes should not be used as they can cause issues with screen readers. Borders can be used to give the look of a text box.

Final Steps

* Update document title. Go to “File” in the Ribbon, click on “Info.” In the properties section, edit the title (i.e., remove the writing template title and enter project title).
* Once all edits are complete and the table of contents (TOC) has been updated, highlight the entire table, click “Ctrl+Shift+F9.” This will deactivate the links in the TOC. This is to remove the link errors that will occur in PAC 3. Users will still be able to navigate through the Word document via the Navigation Pane or through Bookmarks in the PDF file. **NOTE:** Once the links have been deactivated, the TOC can no longer be updated. If updates are necessary (e.g., between draft and final documents), a new TOC will need to be inserted. Repeat process to also deactivate the links in the List of Tables and List of Figures.
* When the document is finished and ready to be converted to a PDF, click on “Create PDF” in the “Acrobat” tab. There are other methods of saving as a PDF, but some may result in more PAC 3 errors. It is also recommended to use the latest 64-bit version of Adobe Acrobat Pro if possible.

**COVER SHEET GUIDANCE:**

* Modify the text on this page as appropriate for the project.
* Insert project photo if desired, add alt text or mark as decorative.
* Do not alter MOU statement at bottom of page.

Insert Project Name

COUNTY, CALIFORNIA

DISTRICT DISTRICT NUMBER –COUNTY ABBREVIATION–ROUTE (PM POSTMILES)

EA/EFIS/FEDERAL AID NUMBER

**Environmental Assessment and** **enter Draft or Final Section 4(f) Evaluation [NOTE:** only include if there is an Individual or Programmatic Section 4(f) Evaluation**] with Finding of No Significant Impact [NOTE:** only add for “Final” EA**]**

[**GUIDANCE:** INSERT A PHOTO HERE]

**Prepared by the**

**State of California, Department of Transportation**

**and enter (Local Agency) if applicable**

The environmental review, consultation, and any other actions required by applicable Federal environmental laws for this project are being, or have been, carried out by Caltrans pursuant to 23 USC 327 and the Memorandum of Understanding dated May 27, 2022, and executed by FHWA and Caltrans.

****

Insert date (month and year)

General Information about This Document

**GUIDANCE:** Use this page for **DRAFT** documents. Modify the text as needed for your document. See the AO for additional instructions.

**What’s in this document:**

The California Department of Transportation (Caltrans), as assigned by the Federal Highway Administration (FHWA), has prepared this Environmental Assessment (EA), which examines the potential environmental impacts of the alternatives being considered for the proposed project located in enter project location. Caltrans is the lead agency under the National Environmental Policy Act (NEPA). The document tells you why the project is being proposed, what alternatives have been considered for the project, how the existing environment could be affected by the project, the potential impacts of each of the alternatives, and the proposed avoidance, minimization, and/or mitigation measures.

**What you should do:**

* Please read this document.
* Additional copies of this document and the related technical studies are available for review at enter Caltrans district office or local agency office as appropriate, and/or public institution, such as a library, community center, school, etc., where the document can be viewed and provide addresses and operating hours for all locations. This document may be downloaded at the following website: enter web page address.
* **NOTE:** Include as applicable: Attend the public hearing. Enter date and location of hearing if known.
* We’d like to hear what you think. If you have any comments about the proposed project, please attend the enter type of meeting [**NOTE:** For State Highway System projects, see [Chapter 11, Article 7 of the PDPM](https://dot.ca.gov/programs/design/manual-project-development-procedures-manual-pdpm) for guidance. Local Assistance projects should refer to the [LAPM](https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-procedures-manual-lapm), Chapter 8, Public Hearings] and/or send your written comments via postal mail or email to enter Caltrans or (Local Agency) by the deadline.
* Send comments via postal mail to:
Enter contact name and address
* Send comments via email to: Enter email.
* Be sure to send comments by the deadline: Enter due date.

**What happens next:**

After comments are received from the public and reviewing agencies, Caltrans, as assigned by the FHWA, enter "and in cooperation with (Local Agency)" as appropriate may: (1) give environmental approval to the proposed project, (2) do additional environmental studies, or (3) abandon the project. If the project is given environmental approval and funding is obtained, Caltrans enter "and/or" (Local Agency) if applicable could design and construct all or part of the project.

**Alternative Formats:**

**GUIDANCE:** Update the following to reflect what alternative formats will be made available and update contact information as needed. For individuals with sensory disabilities, this document can be made available in Braille, in large print, on audiocassette, or on computer disk. To obtain a copy in one of these alternate formats, please call or write to enter Caltrans or (Local Agency), Attn: Enter contact name and address; enter phone number (Voice), or use the California Relay Service 1 (800) 735-2929 (TTY to Voice), 1 (800) 735-2922 (Voice to TTY), 1 (800) 855-3000 (Spanish TTY to Voice and Voice to TTY), 1-800-854-7784 (Spanish and English Speech-to-Speech) or 711.

General Information about This Document

**GUIDANCE:** Use this page for **FINAL** documents. Modify the text as needed for your document. See the AO for additional instructions.

The California Department of Transportation (Caltrans), as assigned by the Federal Highway Administration (FHWA), has prepared this Environmental Assessment with Finding of No Significant Impact for the proposed project located in enter project location. Caltrans is the lead agency under the National Environmental Policy Act (NEPA). The document tells you why the project is being proposed, what alternatives have been considered for the project, how the existing environment could be affected by the project, the potential impacts of each of the alternatives, and the proposed avoidance, minimization, and/or mitigation measures. The Environmental Assessment circulated to the public for enter number days between enter date and enter date. Comments received during this period are included in enter appropriate chapter or appendix. Changes to the document made since the draft document circulation are shown enter description of how changes are shown. Minor editorial changes and clarifications are not shown. Additional copies of this document and the related technical studies are available for review at enter Caltrans district office or local agency office as appropriate, and/or public institution, such as a library, community center, school, etc., where the document can be viewed and provide addresses and operating hours for all locations. This document may be downloaded at the following website: enter web page address.

**Alternative Formats:**

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**TITLE SHEET GUIDANCE:**

* Modify the text on this page as appropriate for the project.
* Add an agency signature block only if the agency is involved as a joint lead agency under NEPA.

FHWA Highway ID No. enter # if applicable SCH# Enter SCH number

Enter district-county-route-postmiles

Enter EA/EFIS

Enter Federal Aid Number for Local Assistance projects

Enter short descriptive phrase consistent with project alternative(s) such as “widen” or “improve” or “rehabilitate” and general description of project location

**Environmental Assessment and** **enter Draft or Final Section 4(f) Evaluation [NOTE:** only include if there is an Individual or Programmatic Section 4(f) Evaluation**] with Finding of No Significant Impact [NOTE:** only add for “Final” EA**]**

Submitted Pursuant to: (Federal) 42 USC 4332(2)(C)

[**NOTE:** If there is an Individual or Programmatic Section 4(f) Evaluation, add: 49 USC 303, and/or 23 USC 138]

THE STATE OF CALIFORNIA

Department of Transportation

and

enter (Local Agency) if appropriate

Cooperating Agencies: enter cooperating agencies

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Enter name Date

District Director

California Department of Transportation

NEPA Lead Agency

The following persons may be contacted for more information about this document:

Enter name, address, telephone, and email information for Caltrans and local agency contacts.

Finding of No Significant Impact (FONSI)

**GUIDANCE:** This is for the “final” EA. The FONSI is prepared by Caltrans. Do not include a blank FONSI in a “draft” EA See the [Forms and Templates page](https://dot.ca.gov/programs/environmental-analysis/standard-environmental-reference-ser/forms-templates) of the Standard Environmental Reference (SER) for a sample FONSI.

Summary

**GUIDANCE:** The summary is optional for an EA. If a summary is included, follow the guidance provided in the AO. The headers and table below may be edited/deleted as appropriate for the project.

Begin typing here

* 1. NEPA ASSIGNMENT

**GUIDANCE:** Insert boilerplate text from AO.

Begin typing here

* 1. PROJECT OVERVIEW

Begin typing here

* + 1. Lead Agencies and NEPA/CEQA Documentation

**GUIDANCE:** Insert boilerplate text from AO.

Begin typing here

* + 1. Project Area

Begin typing here

* + 1. Purpose and Need

Begin typing here

* + 1. Proposed Action

Begin typing here

* 1. PROJECT IMPACTS

Begin typing here

**GUIDANCE:** A table can be used to summarize impacts. Edit resource topics appropriately.

Summary Table 1: Summary of Major Potential Impacts from Alternatives

| **Potential Impact** | **Alternative Enter alt name** | **Alternative Enter alt name** | **Alternative Enter alt name** | **No-Build Alternative** |
| --- | --- | --- | --- | --- |
| Consistency with State, Regional, and Local Plans and Programs |  |  |  |  |
| Coastal Zone |  |  |  |  |
| Wild and Scenic Rivers |  |  |  |  |
| Parks and Recreational Facilities |  |  |  |  |
| Farmland and Timberland |  |  |  |  |
| Growth |  |  |  |  |
| Community Character and Cohesion |  |  |  |  |
| Relocations and Real Property Acquisition |  |  |  |  |
| Environmental Justice |  |  |  |  |
| Equity |  |  |  |  |
| Utilities and Emergency Services |  |  |  |  |
| Traffic and Transportation/ Pedestrian and Bicycle Facilities |  |  |  |  |
| Visual/Aesthetics |  |  |  |  |
| Cultural Resources |  |  |  |  |
| Hydrology and Floodplain |  |  |  |  |
| Water Quality and Storm Water Runoff |  |  |  |  |
| Geology, Soils, Seismicity and Topography |  |  |  |  |
| Paleontology |  |  |  |  |
| Hazardous Waste and Materials |  |  |  |  |
| Air Quality |  |  |  |  |
| Noise and Vibration |  |  |  |  |
| Natural Communities |  |  |  |  |
| Wetlands and Other Waters |  |  |  |  |
| Plant Species |  |  |  |  |
| Animal Species |  |  |  |  |
| Threatened and Endangered Species |  |  |  |  |
| Invasive Species |  |  |  |  |
| Construction |  |  |  |  |
| Cumulative Impacts |  |  |  |  |

* 1. COORDINATION WITH PUBLIC AND OTHER AGENCIES

Begin typing here

Table of Contents

**GUIDANCE:** To update the table of contents (TOC), hover cursor over table and right click. Choose update field and update entire table. For topics not needed, or to modify a header, delete or edit the header in the body of the document and then update the TOC.

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**GUIDANCE:** Include a list of tables here. Make sure to update whenever edits are made to table numbers and before finalizing document. To update, right click on entry below and choose “Update Field” and update entire table.

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[Table 2‑1: Resource Topics Dismissed from Analysis 4](#_Toc117166600)

List of Figures

**GUIDANCE:** Include a list of figures here. Make sure to update whenever edits are made to figure numbers and before finalizing document. To update, right click on entry below and choose “Update Field” and update entire table.

To aid the public in locating maps, it is recommended to clearly show where mapping can be found, particularly for the preferred alternative (if it has been identified).

**No table of figures entries found.**

# Proposed Project

**GUIDANCE:** Edit the headers below as appropriate for the project. Delete unused headers.

## INTRODUCTION

Begin typing here

## PURPOSE AND NEED

Begin typing here

### Purpose

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### Need

Begin typing here

### Independent Utility and Logical Termini

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## PROJECT DESCRIPTION

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## PROJECT ALTERNATIVES

**GUIDANCE:** Edit alternative names as appropriate. To add additional alternatives, type in the header (alternative) name, highlight header, and choose “Heading 3” located under “Styles" in the “Home” tab of the Ribbon.

Begin typing here

### No-Build (No-Action) Alternative

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### Alternative 1

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### Alternative 2

Begin typing here

### Common Design Features of the Build Alternatives

**GUIDANCE:** This section is optional, delete if not used.

Begin typing here

### Unique Features of Build Alternatives

**GUIDANCE:** This section is optional, delete if not used.

Begin typing here

### Transportation System Management (TSM) and Transportation Demand Management (TDM) Alternatives

**GUIDANCE:** Include only if applicable.

Begin typing here

### Reversible Lanes

**GUIDANCE:** Include only if applicable.

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### Access to Navigable Rivers

**GUIDANCE:** Include only if applicable.

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## COMPARISON OF ALTERNATIVES

Begin typing here

## IDENTIFICATION OF A PREFERRED ALTERNATIVE

**GUIDANCE:** This would be in the final document.

Begin typing here

## ALTERNATIVES CONSIDERED BUT ELIMINATED FROM FURTHER DISCUSSION

**GUIDANCE:** For final document, change section title to: ALTERNATIVES CONSIDERED BUT ELIMINATED FROM FURTHER DISCUSSION PRIOR TO “DRAFT” ENVIRONMENTAL ASSESSMENT.

### Alternative 1

Begin typing here

### Alternative 2

Begin typing here

## PERMITS AND APPROVALS NEEDED

The following permits, licenses, agreements, and certifications (PLACs) are required for project construction:

Table 1‑1: Permits and Approvals

| **Agency** | **PLAC** | **Status** |
| --- | --- | --- |
|  |  |  |
|  |  |  |
|  |  |  |
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# Affected Environment, Environmental Consequences, and Avoidance, Minimization, and/or Mitigation Measures

## TOPICS CONSIDERED BUT DETERMINED NOT TO BE RELEVANT

As part of the scoping and environmental analysis carried out for the project, the following environmental issues were considered but no adverse impacts were identified. As a result, there is no further discussion about these issues in this document.

**GUIDANCE:** To add additional resource topics, type in the header name, highlight header, and choose “Heading 3” located under “Styles" in the “Home” tab of the Ribbon. **Please refer to the AO for guidance and any required boilerplate language, particularly for Environmental Justice, NOAA species list, and Section 4(f)**.

### Resource Topic 1

Begin typing here

### Resource Topic 2

Begin typing here

**GUIDANCE:** The information above may also be presented in a table format as shown below.

Table 2‑1: Resource Topics Dismissed from Analysis

| **Resource** | **Rationale for Dismissal** |
| --- | --- |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

## HUMAN ENVIRONMENT

**GUIDANCE:** Remove headings and sub-headers as needed for your project.

### Existing and Future Land Use

**GUIDANCE:** This section should be used as an introduction for the context and environmental setting for the project and can be cross referenced in the sections below as appropriate.

Begin typing here

### Consistency with State, Regional, and Local Plans and Programs

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Coastal Zone

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Wild and Scenic Rivers

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Parks and Recreational Facilities

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Farmlands

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Timberlands

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Growth

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Community Character and Cohesion

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Relocations and Real Property Acquisition

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Environmental Justice

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Equity

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Utilities/Emergency Services

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Traffic and Transportation/Pedestrian and Bicycle Facilities

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Visual/Aesthetics

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Cultural Resources

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

## PHYSICAL ENVIRONMENT

### Hydrology and Floodplain

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

**Only Practicable Alternative Finding**

**GUIDANCE:** This section is required in the final document only when there is a significant encroachment into the base or 100-year floodplain.

Begin typing here

### Water Quality and Stormwater Runoff

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Geology/Soils/Seismic/Topography

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Paleontology

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Hazardous Waste/Materials

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Air Quality

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Noise enter and Vibration if applicable

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Abatement Measures**

Begin typing here

## BIOLOGICAL ENVIRONMENT

### Natural Communities

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Wetlands and Other Waters

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

**Wetlands Only Practicable Alternative Finding**

**GUIDANCE:** For the final document, include this subheading if the preferred alternative will permanently impact wetlands.

Begin typing here

### Plant Species

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Animal Species

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Threatened and Endangered Species

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

### Invasive Species

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

## CONSTRUCTION IMPACTS

**GUIDANCE:** This is an optional placement for construction impacts. If construction impacts have not been discussed above and/or the project is likely to have many construction impacts, consider adding a separate Construction Impacts section.

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

## CUMULATIVE IMPACTS

**GUIDANCE:** This is an optional placement for cumulative impacts. If cumulative impacts have not been discussed under each resource section above, discuss them here.

**Regulatory Setting**

Begin typing here

**Affected Environment**

Begin typing here

**Environmental Consequences**

Begin typing here

**Avoidance, Minimization, and/or Mitigation Measures**

Begin typing here

# Comments and Coordination

Begin typing here

# List of Preparers

Begin typing here

# Distribution List

Begin typing here

1. Section 4(f)

**GUIDANCE:** Only use the sections below which apply to your project.

INDIVIDUAL SECTION 4(F) EVALUATION

Begin typing here

Introduction

Begin typing here

Description of the Proposed Project

Begin typing here

Section 4(f) Properties

Begin typing here

Use of the Section 4(f) Property

Begin typing here

Avoidance Alternatives

Begin typing here

Measures to Minimize Harm to the Section 4(f) Property

Begin typing here

Least Harm Analysis and Concluding Statement

**NOTE:** This section is included in the final document.

Begin typing here

Coordination

Begin typing here

PROGRAMMATIC SECTION 4(F) DETERMINATION(S)

Begin typing here

SECTION 4(F) DE MINIMIS DETERMINATION(S)

Begin typing here

RESOURCES EVALUATED RELATIVE TO THE REQUIREMENTS OF SECTION 4(F): NO-USE DETERMINATION(S)

Begin typing here

SECTION 6(F)

Begin typing here

1. Title VI/Non-Discrimination Policy Statement

**GUIDANCE:** Insert the most recent Title VI/Non-Discrimination Policy Statement here. The most recent version can be found on the [Caltrans Civil Rights Title VI page](https://dot.ca.gov/programs/civil-rights/title-vi).

Insert policy here

1. Summary of Relocation Benefits

**GUIDANCE:** Include this appendix if the proposed project involves any relocations.

CALIFORNIA DEPARTMENT OF TRANSPORTATION RELOCATION ASSISTANCE PROGRAM

Begin typing here

1. Avoidance, Minimization and/or Mitigation Summary

Begin typing here

1. Required Consultation/ Concurrence Documentation

**GUIDANCE:** This appendix is for the final document only.

Begin typing here

1. Comment Letters and Responses

**GUIDANCE:** This appendix is for the final document and should be used if comment letters and response are not included in the Comments and Coordination Chapter.

Begin typing here

1. Final Determination of Engineering and Operational Acceptability

**GUIDANCE:** Include this appendix in the final document if applicable (i.e., the project includes Federal Highway approval of access modification). For additional information, see the “Updates on FHWA’s ‘Policy on Access to the Interstate System’” letter located on the [SER Policy Memo page](https://dot.ca.gov/programs/environmental-analysis/standard-environmental-reference-ser/policy-memos#LinkTarget_545).

Begin typing here

1. List of Technical Studies

The following studies and/or technical analyses have been prepared and are incorporated by reference into this Environmental Assessment and can be located at:

Enter location where technical studies may be accessed.

**GUIDANCE:** Include the following information with the cultural study reference:

Please note, many state and federal laws limit the disclosure of sensitive cultural and tribal resource information to the public. Additional information regarding confidentiality of these resources can be found in the [Standard Environmental Reference Volume 2](https://dot.ca.gov/programs/environmental-analysis/standard-environmental-reference-ser/volume-2-cultural-resources) in Section 3.4.13 and Section 5.3.6.

1. Glossary of Technical Terms

**GUIDANCE:** This appendix is optional.

Begin typing here

1. List of Acronyms and Abbreviations

**GUIDANCE:** This appendix is optional.

Begin typing here