**DNR PROJECT COORDINATION REQUEST FOR ROADWAY and TRANSIT PROJECTS**

Wisconsin Department of Transportation (WisDOT) (rev 02/2025)

Purpose: To facilitate interagency coordination utilizing the liaison procedures under the Cooperative Agreement between WDNR and WisDOT.

Does the DNR Delegated Design Concurrence template <https://wisconsindot.gov/Documents/doing-bus/eng-consultants/cnslt-rsrces/environment/delegatedDNRdesignconcurrencetemplate.docx> apply? [ ]  Yes [ ]  No, proceed with this template

Goal: **Within 30 days of template receipt, the TL should communicate with the REC/Project Contact regarding whether additional information is needed and whether the requested timeframe for the IRL is acceptable.**

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| DNR Transportation Liaison [**Liaisons.pdf (widen.net)**](https://widnr.widen.net/s/kchgfsbnsl/liaisons) | [WisDOT Region Environmental Coordinators and Stormwater and Erosion Control Engineers (wisconsindot.gov)](https://wisconsindot.gov/Documents/doing-bus/eng-consultants/cnslt-rsrces/environment/envcontactsmap.pdf) (Send copy of all coordination to REC)  | Project Contact (Must be the WisDOT PM or Local Program Project Manager) |
| To: NamePhone NumberEmail Address | From: NamePhone NumberEmail Address | NamePhone NumberEmail Address |
| Design Project ID       | Project Route      | County & Township/Village/City      |
| Construction Project ID       | Project Termini (from FIIPS/CDR)      | Section/Township/Range (if a small project, add ¼ of Section also)       |
| Estimated Project Cost (range)      | Project Name (from FIIPS/CDR)      | Project on Lands of Tribal Interest?[ ]  Yes [ ]  No |
| Does The Proposed Action Include Federal Funding or a Federal Action?[ ]  Yes [ ]  No | Proposed Year of Construction if a Build Alternative is Selected      |  |
| **Type of Document Requested**[ ]  Initial Review Letter (IRL)[ ]  Final Concurrence Letter (FCL)[ ]  Amendment to IRL (Attach latest IRL)[ ]  Amendment to FCL (Attach latest FCL)[ ]  401 WQ Certification[ ] Other:       | **Document Delivery Date Information (mm/dd/yyyy)**DNR Project Coordination Request Submittal: DateInitial Review Letter Requested By: Date(Provide at least 30 days lead time from DNR Project Coordination Request Submittal)Final Concurrence Letter Requested By: Date-Indicated date of Planned or Advanceable PS&E: Date |
| **Proposed WisDOT Project Classification (Action) (If more than one action, select from another dropdown box)**Click on to Choose OneClick on to Choose AnotherClick on to Choose Another Other: Click or tap here to enter text. | **Proposed Work Includes (If more than one work item, select from another dropdown box)**Click on to Choose OneClick on to Choose AnotherClick on to Choose AnotherClick on to Choose AnotherClick on to Choose AnotherOther: Click or tap here to enter text. |
| **Storm Water Management** *Disturbed Area Calculated**(include total acreage of all disturbed areas, plus select sites if known)*[ ]  Under 1 acre[ ]  Over 1 acre[ ]  WPDES, Transportation Construction General Permit Stormwater Management Plan per TCGP 3.2 [**FINALsignedWisDOTCSGP.pdf**](https://widnr.widen.net/s/s5mwp2gd7s/finalsignedwisdotcsgp)See the Post-construction Water Treatment Requirements in the project stormwater report for Final Concurrence. | **Attachments** |
| *For Initial Review Letter*[ ] Map of Project Limits[ ] Wetland Delineation (if available)[ ] NHI Public Portal Endangered Resources Preliminary Assessment[ ] Endangered ResourceSpecies Surveys[ ] Preliminary Engineering Plans[ ] Other:       | *For Final Concurrence Letter*[ ] Map of Project Limits[ ] Wetland Delineation [ ] Wetland Impact Tracking Form[ ] Special Provision[ ] Final Engineering Plans[ ]  Erosion Control Plans[ ] TCGP NOI[ ] Other:       |

Project Narrative

1. Proposed Project Purpose and Need

1. Proposed Scope of Work (*If requesting an IRL, include a summary of the Proposed Work Involved location in relation to resources that could be impacted*) (*If requesting an FCL, include a summary of coordination between WisDOT staff and the TL related to resources of concern identified by DNR if needed*) (*For all requests, include a summary of any necessary winter tree clearing or any other potential impacts to natural resources).*

1. Proposed Bridge and Culvert Work (*If bridge or culvert work is part of the Proposed Scope of Work, the following table must be completed. Include a link to the existing culvert and bridge inspection report if available.*)

[ ]  No bridge or culvert work proposed

**To add additional rows, highlight the row and click the blue plus at the lower right corner of the row.**.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Culvert ID\* | Culvert Type\*\* | Latitude | Longitude | Inspection Report URL | KMZ File URL | Station (if known) | Action\*\*\* |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Bridge ID | Bridge Type^ | Latitude | Longitude | Inspection Report URL | KMZ File URL | Station (if known) | Action\*\*\* |
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\*The location and proposed action for **all** culverts on which work will occur should be included. The culvert ID should be included if applicable.

\*\*Also include the length/width/height of the culvert, stream flow characteristics (perennial, intermittent, ephemeral), whether it is a mapped waterway feature on DNR’s 24K hydro layer, whether it is primarily stormwater conveyance or upland drainage, and whether the downstream end is perched and by how much, if known.

\*\*\*Action should include whether it is a full replacement, extension, liner, etc. and the future structure dimensions if known.

^If a bridge, include the low cord elevation, observed high water elevation and ordinary high water mark (OHWM) if known.

Existing Site Pictures (*Site pictures should be attached if they are needed to better tell the story such as project element conditions, culverts, bridges, waterways, etc.*)

List of Attachments (*A Project Location Map with proposed project limits and aerial map showing resources in project area must be included. Other attachments not referenced on the previous page that may expedite the* ***IRL process*** *include scoping information, plan and profiles including areas highlighting proposed culvert work, tree clearing and HSIP application, as applicable. Other attachments not referenced on the previous page that may expedite the* ***FCL process*** *include 90% plans, natural resource-related Contract Special Provisions and hydraulic analyses, if applicable.*)

Preparer Name and Contact Information