Scoping Project Process

Project Kickoff Meeting

Develop understanding of the project goals, timelines and deliverables.

Document Existing Conditions

Compile a basemap showing ped/bike facilities, roadway widths, subsurface drainage whatever else is appropriate.

Local Concerns Meeting

Town and State officials meet with the public to develop a clear understanding of the project.

Project Purpose and Need Statement

Develop Conceptual Alternatives

Identify alternatives that include typical sections, dimensions, roadway crossings, transitions, ADA compliance, impacts to existing facilities, construction impacts, project costs, and whatever else is appropriate for the project.

Identify ROW Issues

Compile abutting property ownership info including existing easements and restrictions. Confirm existing ROW width for any roads in the project area. Add this info to basemap.

Identify Utility Conflicts

Locate all public and private utilities in the project area and identify the owners. Assess whether any relocations may be required and if construction is likely to impact underground utilities.

Identify Natural/Cultural Resources and Permitting Requirements

Review project area for wetland, endangered species, historic/archeological resources and other potential impacts. Qualified experts should be used to make determinations and their findings should be documented in the scoping report.

Alternatives Presentation

Proposed alternatives are evaluated in a matrix of factors including resource impacts, estimated cost and ability to meet project goals. Outcome is selection of a preferred alternative for the project.

Cost Estimates and Timeline

Develop a cost estimate for planning, design, construction and maintenance of the selected alternative.

Provide a timeline taking the project through design permitting and construction.

Report Production and Submission

VTrans will review and comment before final submission to the Town