


# NEU Mitigation Request to EEP

Project Development and Environmental Analysis Branch		Approved: 9/21/11 Version: 1.0
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## ***Purpose***

To formally request mitigation from the Ecosystem Enhancement Program (EEP) and receive written acceptance from EEP for use in permit applications.

## ***Background***

After avoidance and minimization of environmental impacts, and determination of any onsite mitigation opportunities, additional environmental mitigation may be necessary to offset impacts of NCDOT projects prior to permitting by the agencies. The primary mechanism of obtaining this additional mitigation is via EEP.

## ***Responsibility***

The Natural Environment Unit (NEU) Permit Specialists and the NCDOT EEP Coordinator are responsible for making sure this additional mitigation is obtained prior to the permit application.

## ***Procedures***

1. After final impacts are known from the permit drawings, the NEU Permit Specialist prepares the permit application for submission to the permitting agencies. When environmental impacts are necessary and onsite mitigation has been taken into account, the additional offsite mitigation necessary to receive the permit is secured from EEP.
2. The NEU Permit Specialist will fill out the Mitigation Request Form located in the NEU data warehouse for each project with the necessary information, send the form electronically to the NEU EEP Coordinator who will check the form for accuracy, log the necessary information and send the form to the EEP. The NEU EEP Coordinator will then file a hard copy in the project file.
3. EEP evaluates the mitigation request and issues a letter of acceptance to the PDEA Branch Manager through the NCDOT EEP Coordinator.
4. The NCDOT EEP Coordinator records this letter as being received for the requested mitigation and passes the acceptance letter onto the NEU Permit Specialist. This letter of acceptance becomes part of the permitting package submitted to the appropriate agency(s). A hard copy of the acceptance letter is placed in the project file.

