

# TSK 400-ab9: Environmental Hearing Notice

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Effective June 2012

**See also:** [EM Chapter 400](#), [Design Manual Chapter 210](#)

**Start task:** Notice of Availability for the EA, DEIS, or FEIS has been published. **This step is optional for an EA.**

**End task:** Environmental Hearing Notice complete.

1. **Review the procedure** for preparing for, scheduling, and conducting an Environmental Hearing in [Chapter 210](#) of the Design Manual.
  - a. Exhibit 210-2 describes the hearing format requirements.
  - b. Exhibit 210-3 is a checklist for the pre-hearing packet.
  - c. Exhibit 210-4 shows the sequence for conducting an Environmental Hearing.
  - d. The last page of Exhibit 210-6 lists the responsible official for adopting the hearing summary.
  
2. **Schedule the Public Hearing.**
  - a. The hearing date must be at least 15 days after publication of the NOA.
  - b. The public comment period should extend at least 15 days beyond the public hearing date.
  - c. Coordinate with the WSDOT Access and Hearings Engineer to schedule and conduct the hearing.
  
3. **Notify the public of the hearing by:**
  - a) Publishing the notice in a newspaper of general circulation in the project area.
  - b) Notify agencies with jurisdiction, affected tribes, and groups known to be interested in the project.
  - c) Notify groups or individuals who have commented in writing about the project.
  - d) Contacting news media and placing notices in appropriate regional, neighborhood, or ethnic periodicals.
  - e) Posting notice of the meeting at a prominent location on the project site.
  
4. **To conduct the Environmental Hearing and adopt the results** follow the procedures described in Chapter 210 of the Design Manual.
  - a. The Environmental Hearing Summary is typically included in the EA/EIS. If included, the summary can be signed by the ESO Director. If the Environmental

Hearing Summary is not included in the environmental document it must be signed by the State Design Engineer. See Design Manual Figure 210-6.