Economic Elements Discipline Report Checklist

Project Name: ___________________________  Job Number: _______________________
Contact Name: _________________________________________________________________
Date Received: _____________  Date Reviewed: _____________  Reviewer: _____________

(SAT = Satisfactory; INC = Incomplete; MIS = Missing; N/A = Not Applicable)

Answers are required for questions which have no N/A box.

The following checklist provided as guidance for discipline report writers and reviews. The economic analysis should be done in conjunction with the social analysis. The level of detail required can vary greatly depending on the complexity of the project, severity of the impacts and level of controversy. Project teams should take care to “right size” the discipline report so it adequately addresses the impacts without over analyzing the subject.

1. Studies and Coordination

SAT  INC  MIS  N/A

A. Discuss the results of interviews with local business and government leaders to identify and describe economic issues of concern to the local community.

B. Studies of existing conditions including:
   1. New industrial and commercial development in various planning or construction phases.
   2. Recent market feasibility studies.
   3. Current real estate transactions and property assessment valuations for the study area.
   4. County tax rolls
   5. Project compatibility with adopted local comprehensive plan.

2. Affected Environment

SAT  INC  MIS  N/A

A. Describe general economic climate of the study area.
B. Describe established business districts and transportation facility related businesses within the study area.
C. List prevailing wage rates for the study area.
D. Describe existing property zoning and value within the study area.
E. Identify minority owned businesses, major minority employers, and businesses that serve niche minority or low-income markets within the study area.
III. Impacts

SAT INC MIS N/A

A. Describe effects on overall business activity of:

1. Loss of productive business or farm property through new development.
2. Increases or decreases in travel time for shipment of goods.
3. Changes in business and shopping patterns as a result of changes in accessibility; e.g., effects on highway related businesses.
4. Loss of business due to construction of alternative on new alignment including any businesses important to low-income and/or minority populations.

B. Describe increase, decrease, or change in location of permanent jobs after project completion, due to:

1. Basic industry or commercial location and relocation.
2. Bypass diversions.
3. Barrier effects.
4. Increased growth or development.
5. Facility relocation.

C. Describe effects on property value trends and the local economy of:

1. Traffic volumes.
2. Competing enterprises and centers.
3. Visibility.
4. Physical access to facility or property.
5. Altered commercial sales potential.
6. Reduced revenue from loss of taxable property to highway right of way.
7. Changed revenue from in-migration or out-migration of high tax-producing land users.

IV. Mitigation

SAT INC MIS N/A

A. Mitigation measures and commitments (e.g., access control, commitments to minority/low-income affected populations).

B. Mitigation measures considered or available but not included, with reasons why.
V. Construction Activity Impacts

SAT  INC  MIS  N/A

☐ ☐ ☐ ☐  A. Discuss the effect of temporary revision to business or farm access.

☐ ☐ ☐ ☐  B. Discuss the effect of construction expenditures on local businesses and sales tax revenues (consider multiplier effect).

☐ ☐ ☐ ☐  B. Discuss the effect of temporary jobs created during construction on the local economy.

☐ ☐ ☐ ☐  B. Discuss the effect of mitigation measures and commitments to reduce construction impacts on the local economy (e.g., access provisions, limited working hours, and public information programs).

VI. Summary

Summarize the analysis done and conclusions reached. The summary should include enough detail so that it can be included in the environmental document with only minor modifications.

SAT  INC  MIS  N/A

☐ ☐ ☐  A. The objectives of the project.


☐ ☐ ☐  2. Impacts of all alternatives including the no build.

☐ ☐ ☐  3. Recommended mitigation.

☐ ☐ ☐  B. Alignment with any local comprehensive and/or neighborhood plans.

☐ ☐ ☐ ☐  C. Comparison of alternatives based on impacts and cost effectiveness of mitigation.

General Comments: _____________________________________________________________
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