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DATE: August 2, 2004  
TO: Salem-Plaistow-Windham MPO TAC  
FROM: David Walker, Senior Transportation Planner  
RE: STIP Amendment Definitions

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The MPO Executive Directors have been working on some new definitions and procedures for TIP/STIP amendments. The purpose is two-fold: to define what constitutes a TIP amendment, and to broaden the types of amendments that qualify as "minor" (aka "expedited" or "type 2") amendments. Minor amendments do not require a public hearing, comment period, or MPO Policy Committee approval, and instead are addressed by an approval letter from the MPO Executive Director. This dramatically decreases the timeframe in which approval can be given.

Your feedback on the attached draft is appreciated. This document is also being reviewed by NH DOT, FHWA, FTA and DES. Comments have been requested from these agencies by the middle of August. Once ready to go, these definitions will need to be prepared as amendments to each MPO's prospectus and submitted to our Policy Committees for approval.