

Office of Regulatory Management
Economic Review Form

Agency name	Commonwealth Transportation Board
Virginia Administrative Code (VAC) Chapter citation(s)	24VAC30-41
VAC Chapter title(s)	Rules and Regulations Governing Relocation Assistance
Action title	Removal of Document Incorporated by Reference
Date this document prepared	November 10, 2025
Regulatory Stage (including Issuance of Guidance Documents)	Fast-Track

Cost Benefit Analysis

Complete Tables 1a and 1b for all regulatory actions. You do not need to complete Table 1c if the regulatory action is required by state statute or federal statute or regulation and leaves no discretion in its implementation.

Table 1a should provide analysis for the regulatory approach you are taking. Table 1b should provide analysis for the approach of leaving the current regulations intact (i.e., no further change is implemented). Table 1c should provide analysis for at least one alternative approach. You should not limit yourself to one alternative, however, and can add additional charts as needed.

Report both direct and indirect costs and benefits that can be monetized in Boxes 1 and 2. Report direct and indirect costs and benefits that cannot be monetized in Box 4. See the ORM Regulatory Economic Analysis Manual for additional guidance.

Table 1a: Costs and Benefits of the Proposed Changes (Primary Option)

(1) Direct & Indirect Costs & Benefits (Monetized)	There are no monetizable direct or indirect costs or benefits as a result of this regulatory change. The amendments will remove an unnecessary Document Incorporated by Reference (DIBR) from the regulation as it does not provide relevant information to the public about available relocation benefits. Removing the DIBR from this regulation will correspond to the removal of the document from the Virginia Department of Transportation’s (VDOT’s) official guidance documents list. The document is no longer used by VDOT and only provides procedures for internal agency staff and as such does not meet the definition of a guidance document.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a)	(b)
(3) Net Monetized Benefit		
(4) Other Costs & Benefits (Non-Monetized)	The proposed changes aim to clarify and streamline the regulation, which will serve as a benefit to the public, but these benefits cannot be monetized.	
(5) Information Sources		

Table 1b: Costs and Benefits under the Status Quo (No change to the regulation)

(1) Direct & Indirect Costs & Benefits (Monetized)	There are no monetizable direct or indirect costs or benefits as a result of keeping the regulation as-is.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a)	(b)
(3) Net Monetized Benefit		
(4) Other Costs & Benefits (Non-Monetized)	The non-monetizable direct cost of the status quo regulation is that it does not provide clarity for regulated entities regarding the areas where amendments are proposed.	
(5) Information Sources		

Table 1c: Costs and Benefits under Alternative Approach(es)

(1) Direct & Indirect Costs & Benefits (Monetized)	The proposed changes aim to clarify and streamline the regulation. As such, there are no reasonable alternatives to consider.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a)	(b)
(3) Net Monetized Benefit		
(4) Other Costs & Benefits (Non-Monetized)		
(5) Information Sources		

Impact on Local Partners

Use this chart to describe impacts on local partners. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

Table 2: Impact on Local Partners

(1) Direct & Indirect Costs & Benefits (Monetized)	No monetizable direct or indirect costs or benefits to local partners from these proposed changes have been identified.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a)	(b)
(3) Other Costs & Benefits (Non-Monetized)	To the extent that local partners are affected by this regulation, they will benefit from the clarity and streamlining provided by the proposed changes.	
(4) Assistance		

(5) Information Sources	
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Impacts on Families

Use this chart to describe impacts on families. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

Table 3: Impact on Families

(1) Direct & Indirect Costs & Benefits (Monetized)	No monetizable direct or indirect costs or benefits to families from these proposed changes have been identified.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a)	(b)
(3) Other Costs & Benefits (Non-Monetized)	To the extent that families are affected by this regulation, they will benefit from the clarity and streamlining provided by the proposed changes.	
(4) Information Sources		

Impacts on Small Businesses

Use this chart to describe impacts on small businesses. See Part 8 of the ORM Cost Impact Analysis Guidance for additional guidance.

Table 4: Impact on Small Businesses

(1) Direct & Indirect Costs & Benefits (Monetized)	No monetizable direct or indirect costs or benefits to small businesses from these proposed changes have been identified.	
(2) Present Monetized Values	Direct & Indirect Costs	Direct & Indirect Benefits
	(a)	(b)

(3) Other Costs & Benefits (Non-Monetized)	To the extent that small businesses are affected by this regulation, they will benefit from the clarity and streamlining provided by the proposed changes.
(4) Alternatives	
(5) Information Sources	

Changes to Number of Regulatory Requirements**Table 5: Regulatory Reduction**

For each individual action, please fill out the appropriate chart to reflect any change in regulatory requirements, costs, regulatory stringency, or the overall length of any guidance documents.

Change in Regulatory Requirements

VAC Section(s) Involved*	Authority of Change	Initial Count	Additions	Subtractions	Total Net Change in Requirements
24VAC30-41-220	(M/A):	1			0
	(D/A):	0			0
	(M/R):	0			0
	(D/R):	0			0
24VAC30-41-290	(M/A):	2			0
	(D/A):	0			0
	(M/R):	1			0
	(D/R):	1			0
24VAC30-41-300	(M/A):	6			0
	(D/A):	0			0
	(M/R):	0			0
	(D/R):	1			0
24VAC30-41-310	(M/A):	0			0
	(D/A):	0			0
	(M/R):	1			0
	(D/R):	0			0
24VAC30-41-320	(M/A):	10			0
	(D/A):	0			0
	(M/R):	2			0
	(D/R):	0			0
24VAC30-41-430	(M/A):	7			0
	(D/A):	0			0
	(M/R):	0			0
	(D/R):	0			0
24VAC30-41-520	(M/A):	1			0
	(D/A):	0			0
	(M/R):	0			0
	(D/R):	0			0
24VAC30-41-650	(M/A):	1			0
	(D/A):	0			0
	(M/R):	0			0

	(D/R):	0			0
24VAC30-41-DIBR	(M/A):	7		7	-7
	(D/A):	0			0
	(M/R):	19		19	-19
	(D/R):	0			0
Grand Total of Changes in Requirements:					(M/A): -7
					(D/A): 0
					(M/R): -19
					(D/R): 0

Key:

Please use the following coding if change is mandatory or discretionary and whether it affects externally regulated parties or only the agency itself:

(M/A): Mandatory requirements mandated by federal and/or state statute affecting the agency itself

(D/A): Discretionary requirements affecting agency itself

(M/R): Mandatory requirements mandated by federal and/or state statute affecting external parties, including other agencies

(D/R): Discretionary requirements affecting external parties, including other agencies

Cost Reductions or Increases (if applicable)

N/A

Other Decreases or Increases in Regulatory Stringency (if applicable)

N/A

Length of Guidance Documents (only applicable if guidance document is being revised)

N/A

*If the agency is modifying a guidance document that has regulatory requirements, it should report any change in requirements in the appropriate chart(s).