## Checklist for Chapter 4 – Statement of Need and Reasonableness (SONAR)

| **Date Completed** | **Item** |
| --- | --- |
|  | **4 – Entire chapter reviewed before proceeding** |
|  | **4.1 – Timing requirements met-** SONAR prepared before publication of Notice of Intent to Adopt Rules in *State Register* |
|  | **4.2 – SONAR requirements met**- **4.2.1 – Regulatory analysis- 4.2.2 –** Description of consideration and implementation of performance-based standards**- 4.2.3 – Description of efforts to provide additional notice- 4.2.4 – Consultation with MMB on local government impact** (see chapters 6, 7, or 8 for details)**- 4.2.5 –** Determination about whether local governments will have to amend an ordinance or regulation to comply with the proposed rules**- 4.2.6 – Cost of complying for any small business or city- 4.2.7 – Other required information- 4.2.8 – Agency-specific requirements- 4.2.9 – List of witnesses for hearing** |
|  | **4.3 – Rule-by-Rule Analysis**- Statement of need and reasonableness for each rule; justify requirement or change for each rule |
|  | **4.4 –** Review suggestions for drafting the SONAR**- SONAR** form used |
|  | **Determine how to proceed (see introductions in chapters 5, 6, and 7 for explanation)-** Publish a Notice of Intent to Adopt Rules without a Hearing (Chapter 5)- Publish a Dual Notice (Chapter 6)- Publish a Notice of Hearing (Chapter 7) |