## 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) |