



## REQUEST FOR QUOTES

### CITY OF BRUNSWICK ECONOMIC DEVELOPMENT DEPARTMENT CDBG-DR HOMEOWNER REHABILITATION AND RECONSTRUCTION PROGRAM

The City of Brunswick, Georgia is requesting quotes from eligible businesses to prepare Tier 2 Environmental Reports for its Community Development Block Grant Disaster Recovery (CDBG-DR) Homeowner Rehabilitation and Reconstruction Program (HRRP). **This is not a competitive bid process.** The COB may move forward with contracting services as soon as a minimum of three quotes have been received and/or after the deadline of August 25, 2022 has passed. Please respond to [rgeorge@cityofbrunswick-ga.org](mailto:rgeorge@cityofbrunswick-ga.org) with your quote.

The CDBG-DR HRRP program provides repairs and reconstruction for eligible single-family, owner-occupied homes in the 31520 zip code that have unrepaired damage from 2017's Hurricane Irma. This is a Housing and Urban Development (HUD) program. The Georgia Department of Community Affairs (DCA) is the program grantee; the City of Brunswick (COB) is a program sub-recipient.

The scope of work below includes completing each compliance factor of the required Tier II checklist. The remaining compliance factors were complied with and documented during the Tier I Review conducted by DCA (Appendix A).

#### Scope of Work.

Quote prices to provide to COB the following services ("Services"):

1. Provide a Tier II Environmental Review, including a site specific field contamination checklist (Appendix B), for specific single-family sites as provided by the City, excluding the eight-step process and section 106 report. These studies will be in a format matching the "Tier II - PROPERTY SPECIFIC REVIEW, Glynn County - CDBG-DR: Homeowner Rehabilitation and Reconstruction Program," following the instructions provided in the Tier II Environmental Review: Site Specific Strategy Glynn County 31520 CDBG-DR Rehabilitation and Reconstruction Program (See Appendix C) and completing the form or "checklist" provided by the City (see Appendix D).
2. Conduct an Eight Step process for properties located in the FEMA Special Flood Hazard Area, following the instructions provided by the City (See Appendix E).
3. Complete a section 106 consultation package for the Georgia Historic Preservation Department, using the required section 106 form (see Appendix F) and instructions (see Appendix C, page 6).

All reports above will be formatted in a single pdf with supporting documents (maps, EPA reports, forms, etc.) inserted in the appropriate sections. The pdf will have a table of bookmarked, linked contents and/or links within the pdf to each document and section.

One or all of the reports (Tier II, 8-step and Sec. 106) may be needed for up to thirty-one homes.

**Please use the form below to submit quotes:**

COB is requesting quotes from interested parties that include a separate per house cost for each of the following:

1. Tier II Environmental Review for a specific single-family site, excluding the eight-step process and section 106 report (please indicate any cost reduction associated with multiple reports) Per home \_\_\_\_\_ Per pkg of \_\_\_\_\_ homes \_\_\_\_\_
2. Eight Step process for a specific single-family site (please indicate any cost reduction associated with multiple reports) Per home \_\_\_\_\_ Per pkg of \_\_\_\_\_ homes \_\_\_\_\_
3. Section 106 consultation package for a specific single-family site (please indicate any cost reduction associated with multiple reports) Per home \_\_\_\_\_ Per pkg of \_\_\_\_\_ homes \_\_\_\_\_
4. If different than the combined cost of the reports above, provide cost of doing all three reports for a specific single-family site (please indicate any cost reduction associated with multiple reports). Per home \_\_\_\_\_ Per pkg of \_\_\_\_\_ homes \_\_\_\_\_

**Please include a brief description of your/your business's experience and qualifications to do this work. Indicate if your interest is in performing the work for all three types of reports, some or one and your turnaround time once work is assigned.**

**Business Name/ Contact information:**

Name

Contact

Phone

Address

Email

APPENDIX A  
TIER I GLYNN COUNTY



**U.S. Department of Housing and Urban Development**

451 Seventh Street, SW  
Washington, DC 20410  
www.hud.gov

espanol.hud.gov

**Broad-Level Tiered Environmental Review  
for Activity/Project that is  
Categorically Excluded Subject to Section 58.5  
Pursuant to 24 CFR Part 58.35(a)**

**Project Information**

**Responsible Entity (RE):** Georgia Department of Community Affairs

**State/Local Identifier:** B-18-DP-13-0001

**RE Preparer:** Kathleen Vaughn, Georgia Department of Community Affairs

**Project Address:** Glynn County, GA 31520, Exhibits A, B, & C

**Description of the Proposed Project [24 CFR 50.12 & 58.32; 40 CFR 1508.25]:**

The Georgia Department of Community Affairs (DCA) proposes to use Community Development Block Grant Disaster Recovery Program funds to meet the unmet housing needs in Glynn County’s zip code 31520, one of the communities most impacted by Hurricane Irma. The Georgia Department of Community Affairs allocated \$8,000,000 to the program. A portion of this allocation will be used in Glynn County to fund eligible homeowner housing rehabilitation or reconstruction projects.

This broad level review spanning Glynn County’s zip code 31520 is for the following activities: major rehabilitation, repair, remediation, repair, elevation and/or reconstruction of single family residences, damaged by Hurricane Irma in September 2017.

**Approximate size of the project area:** Glynn County, GA 31520

**Length of time covered by this review:** Five (5) years

**Maximum number of dwelling units or lots addressed by this tiered review:** Approximately 200 dwelling units

**Level of Environmental Review Determination:**

**Categorically Excluded per 24 CFR 58.35(a), and subject to laws and authorities at §58.5: add citation: (a)(3)(i)** Rehabilitation or Reconstruction of buildings and improvements when the following conditions are met: In the case of a building for residential use (single-family units), the density will not increase beyond four units, and the land use will not be changed.

**Funding Information**

Grant Number	HUD Program	Program Name	Funding Amount
B-18-DP-13-0001	CDBG-DR	DCA’s CDBG-DR Homeowner Rehabilitation and Reconstruction Program	\$8,000,000

**Estimated Total HUD Funded Amount:** \$8,000,000

**Estimated Total Project Cost (HUD and non-HUD funds) [24 CFR 58.32(d)]:**

\$8,000,000

Compliance with 24 CFR 50.4, 58.5, and 58.6 Laws and Authorities and Written Strategies

<p><b>Compliance Factors:</b> Statutes, Executive Orders, and Regulations listed at 24 CFR 50.4, 58.5, and 58.6</p>	<p>Was compliance achieved at the broad level of review?</p>	<p><b>If Yes:</b> Describe compliance determinations made at the broad level. <b>If No:</b> Describe the policy, standard, or process to be followed in the site-specific review.</p>
<p><b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR 50.4 &amp; 58.6</b></p>		
<p><b>Airport Hazards</b>  24 CFR Part 51 Subpart D</p>	<p>Yes    No <input type="checkbox"/>   <input checked="" type="checkbox"/></p>	<p>This rule will be evaluated on the site-specific review. Site-specific review must provide a map identifying the house location and its proximity to military and civilian airports. If within 15,000 feet of a military airport, a map showing the site is not within a designated APZ or a letter from the airport operator stating so will be required. If within 2,500 feet of a civilian airport, a map showing the site is not within a designated RPZ/CZ or a letter from the airport operator stating so will be required. See Tier 2 Site Specific Strategy &amp; Checklist.</p>
<p><b>Coastal Barrier Resources</b>  Coastal Barrier Resources Act, as amended by the Coastal Barrier Improvement Act of 1990 [16 USC 3501]</p>	<p>Yes    No <input checked="" type="checkbox"/>   <input type="checkbox"/></p>	<p>No eligible single family residential properties are located in the CBRS. See attached map, <b>Exhibit D.</b></p>
<p><b>Flood Insurance</b>  Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]</p>	<p>Yes    No <input type="checkbox"/>   <input checked="" type="checkbox"/></p>	<p>Compliance with the Flood Disaster Protection Act of 1973 will be determined on the site-specific (Tier 2) review using the Federal Emergency Management Agency (FEMA) Flood Insurance Rate Map (FIRM).  Properties within the 100-year flood plain will be required to have flood insurance. See Tier 2 Site Specific Strategy &amp; Checklist.</p>
<p><b>STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.5</b></p>		
<p><b>Clean Air</b>  Clean Air Act, as amended, particularly section 176(c) &amp; (d); 40 CFR Parts 6, 51, 93</p>	<p>Yes    No <input checked="" type="checkbox"/>   <input type="checkbox"/></p>	<p>No effect. The project does not include transportation facilities or stationary sources, and will not produce increased emissions. Comfort air conditioning and ventilation systems are exempt according to HUD guidance date December 2009. Project is not located within a nonattainment county.  No further action required. See attached map, <b>Exhibit E.</b></p>
<p><b>Coastal Zone Management</b>  Coastal Zone Management Act, sections 307(c) &amp; (d)</p>	<p>Yes    No <input checked="" type="checkbox"/>   <input type="checkbox"/></p>	<p>Proposed funding is consistent with the enforceable policies of Georgia's Coastal Management Program per CZM Concurrence Letter. Any work extending beyond the existing building footprint, or for property bordering beach front or marsh front land, may need additional</p>

		permits/permissions and DNR Coastal Resources Division must be contacted on a case-by-case basis for these properties. See attached Concurrence letter, <b>Exhibit F.</b>
<p><b>Contamination and Toxic Substances</b></p> <p>24 CFR Part 50.3(i) &amp; 58.5(i)(2)]</p>	<p>Yes    No</p> <p><input type="checkbox"/>   <input checked="" type="checkbox"/></p>	<p>This rule will be evaluated on the site-specific review. All projects will be reviewed for compliance with the Toxic and Hazardous Chemicals requirements. Glynn County shall give particular attention to any site where an activity in on or is within one mile of an area that contain or may have contained hazardous waste, such as dumps, landfills and industrial sites.</p> <p>Verify using EnviroMapper that the site is not on or near a Superfund site, within one mile of a landfill or toxic site, and does not contain underground storage tank other than residential fuel tax.</p> <p>An onsite investigation will need to be completed as properties are identified to determine if any of the following contamination indicators exist: stressed vegetation; soil or pavement staining; pools of unknown liquid; strong, pungent, or noxious odors; oil/chemical spills; drums or barrels; pits or lagoons; multiple abandoned heavy machines, automobiles, or large appliances; dumped or stored transformers; evidence of frequent automobile or heavy machinery repair activities; unusual subsidence depressions; adjacent contamination sources such as landfills. If conditions are present to indicate the presence of potential hazards that may affect the health and safety of future occupants the completion of a Phase I Assessment per ASTM Standard E 1527-14 (Phase I), or the property rejection is necessary. If necessary additional investigations reveal hazards that may affect the health and safety of future occupants appropriate mitigation shall be implemented; or the property will be rejected. See Tier 2 Site Specific Strategy &amp; Checklist.</p>
<p><b>Endangered Species</b></p> <p>Endangered Species Act of 1973, particularly section 7; 50 CFR Part 402</p>	<p>Yes    No</p> <p><input checked="" type="checkbox"/>   <input type="checkbox"/></p>	<p>Rehabilitation and reconstruction activities associated with the program will not result in increased residential densities or conversion. Any housing reconstruction will be within the same footprint of the previous residential structure.</p> <p>It was determined that project activities ‘May Affect, Not Likely to Adversely Affect’ two (2) species; Gopher Tortoise (<i>Gopherus polyphemus</i>) and Eastern Indigo Snake (<i>Drymarchon corais couperi</i>). DCA has conditioned any project to stop work and immediately meet with our contacts at the local USFWS – Ecological Services office to determine if the project needs to be modified or can continue by following established mitigating procedures. DCA has already contacted the Coastal Georgia sub-office of the USFWS at <a href="mailto:bill_wikoff@fws.gov">bill_wikoff@fws.gov</a> or 912-832-8739 extension 5 to begin discussions on procedures used when encountering</p>

		<p>the Eastern Indigo Snake and/or the gopher tortoise. These procedures/conditions will be based on: 1) can species impacts be avoided while allowing the project to proceed and 2) species educational awareness for all onsite personnel. Identification materials (see Exhibit G) will be provided to contractors prior to work commencing.</p> <p>Because housing reconstruction will be within the same footprint of the previous residential structure, all other species were found to have a 'no effect' determination. See Official Species List, determinations, and Gopher Tortoise Burrow Identification Guide, <b>Exhibit G</b>.</p>
<p><b>Explosive and Flammable Hazards</b></p> <p>24 CFR Part 51 Subpart C</p>	<p>Yes    No  <input type="checkbox"/>   <input checked="" type="checkbox"/></p>	<p>Rehabilitation and reconstruction activities associated with the program will not result in increased residential densities or conversion.</p> <p>The distance that project sites are located to hazardous facilities (a facility that mainly stores, handles or processes flammable or combustible chemicals such as bulk fuel storage facilities and refineries) must be evaluated. Verify the project's site proximity to hazardous facilities using the NEPassist Tool (<a href="https://www.epa.gov/nepa/nepassist">https://www.epa.gov/nepa/nepassist</a>). Then conduct an Acceptable Separation Distance (ASD) assessment using HUD's ASD electronic tool (<a href="https://www.hudexchange.info/environmental-review/asd-calculator/">https://www.hudexchange.info/environmental-review/asd-calculator/</a>). If the separation distance is not acceptable, a barrier is required to mitigate the project. Otherwise, the project should be moved to a different location.</p> <p><u>Compliance documentation includes:</u></p> <ul style="list-style-type: none"> <li>• A determination that the project does not include a hazardous facility.</li> <li>• A determination along with all supporting documentation that the hazardous facility is located at an acceptable separation distance from residences and any other facility or area where people may congregate or be present.</li> <li>• Documentation of the existing or planned barrier that would serve as sufficient mitigation, including correspondence with a licensed engineer.</li> </ul> <p>See Tier 2 Site Specific Strategy &amp; Checklist.</p>
<p><b>Farmlands Protection</b></p> <p>Farmland Protection Policy Act of 1981, particularly sections 1504(b) and 1541; 7 CFR Part 658</p>	<p>Yes    No  <input checked="" type="checkbox"/>   <input type="checkbox"/></p>	<p>The program does not involve the conversion of farmland to nonagricultural uses. The properties are not prime or unique farmlands. All rehabilitation and reconstruction activities will take place on previously developed residential sites.</p> <p>No further action required.</p>

<p><b>Floodplain Management</b></p> <p>Executive Order 11988, particularly section 2(a); 24 CFR Part 55</p>	<p>Yes    No</p> <p><input type="checkbox"/>   <input checked="" type="checkbox"/></p>	<p>This rule will be evaluated on the site-specific review. Documentation in the ERR must include a Flood Insurance Rate Map (FIRM) with the project location clearly marked to confirm whether the site is within a Special Flood Hazard Area (SFHA). Compliance is different for the two project options: 1.) If the site is within a SFHA and the rehabilitation costs are less 50% of the market value before rehabilitation, the documentation must indicate that pursuant to 24 CFR § 55.12(b)(2) the floodplain 8-step decision making process does not apply. Attach FEMA FIRM map and document compliance on statutory checklist below. No further action required.</p> <p>2.) If the site is within a SFHA and the project is either a major rehabilitation with costs that are equal to or exceed 50% of the market value before rehabilitation, or reconstruction, the documentation must show compliance with the 8-step decision process (24 CFR § 55.20). See Tier 2 Site Specific Strategy &amp; Checklist.</p>
<p><b>Historic Preservation</b></p> <p>National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800</p>	<p>Yes    No</p> <p><input type="checkbox"/>   <input checked="" type="checkbox"/></p>	<p>This rule will be evaluated on the site-specific review. Qualified staff shall determine, in consultation with the SHPO and participating Tribe(s) if the APE contains historic properties, including archaeological sites or properties of religious or cultural significance, that are listed in or potentially eligible for the National Register. This may include the review of documentation provided by the Grantee(s) or subgrantee in coordination with the SHPO and participating Tribes. Furthermore, the Programmatic Agreement (Appendix B) lists allowances which enumerates funded activities that based on experience have no or limited effect on historic properties if implemented as specified in Appendix B and will not require review by the SHPO and participating Tribe(s).</p> <p>The allowances consist of two tiers – First Tier and Second Tier. Staff may apply First Tier allowances without meeting any professional historic preservation qualification standards, while only staff meeting the applicable SOI Professional Qualifications Standards in accordance with Stipulation I.B(1)(a) of the Agreement may apply Second Tier allowances.</p> <p><b>Exhibit H.</b> See Tier 2 Site Specific Strategy &amp; Checklist.</p>
<p><b>Noise Abatement and Control</b></p> <p>Noise Control Act of 1972, as amended by the Quiet Communities Act of 1978; 24 CFR Part 51 Subpart B</p>	<p>Yes    No</p> <p><input type="checkbox"/>   <input checked="" type="checkbox"/></p>	<p>This rule will be evaluated on the site-specific review. Single-family rehabilitation and demolition only activities are not subject to The Noise Abatement regulation (24 CFR Part 51 Subpart B). However, for projects located within 3,000 feet of a railroad, 1,000 feet from a highway, or 15 miles of an airport, noise calculations will be required for rehabilitation projects that have the ability to attenuate for noise (roof</p>



		<p>replacement, window replacement, insulation replacement).</p> <p>All reconstruction activities are subject to the Noise Abatement Regulation.</p> <p>Documentation must include a map that shows whether the site is within 3,000 feet of a railroad, 1,000 feet of a major highway, or 15 miles of an airport. If the site is 3,000 feet from a railroad, 1,000 feet from a highway or 15 miles from an airport a noise assessment required. If the site is not within these distances to an airport, railroad, or highway, place a map documenting this information into the ERR.</p> <p>If a project is within 1,000 feet of major highway or 3,000 feet of a railroad then traffic and rail data must be collected and entered into the HUD DNL Calculator to determine the decibel level. Traffic data can be obtained from the GA DOT website. Railroad data can be obtained from the railroad operator. Airport noise levels will also need to be entered if the site is within 15 miles of an airport. The calculator can be accessed using the following link:  <a href="https://www.hudexchange.info/environmental-review/dnl-calculator/">https://www.hudexchange.info/environmental-review/dnl-calculator/</a></p> <p>Attach a copy of the DNL Calculation that includes the analysis of all major roads, railroads, and airports that affect the project site.</p> <p>If the noise level at the activity site is Normally Unacceptable (&gt;65 DNL to 75 DNL). A specific noise attenuation plan detailing the sound transmission classifications (STC) ratings for building materials must be developed prior to approval of this form. Attach the plan detailing how noise will be attenuated to an interior level of 45 DNL and 65 DNL for exterior use).</p> <p>If the noise level at the site is Unacceptable (&gt;75 DNL), an EIS or EIS waiver will be required, or the project is rejected. See Tier 2 Site Specific Strategy &amp; Checklist.</p>
<p><b>Sole Source Aquifers</b></p> <p>Safe Drinking Water Act of 1974, as amended, particularly section 1424(e); 40 CFR Part 149</p>	<p>Yes    No</p> <p><input checked="" type="checkbox"/>    <input type="checkbox"/></p>	<p>Georgia does not contain any sole source aquifers.</p> <p>No further action required. See attached map, <b>Exhibit I</b>.</p>
<p><b>Wetlands Protection</b></p> <p>Executive Order 11990, particularly sections 2 and 5</p>	<p>Yes    No</p> <p><input type="checkbox"/>    <input checked="" type="checkbox"/></p>	<p>This rule will be evaluated on the site-specific review. Project does not involve new construction as defined in Executive Order 11990, expansion of a building's footprint, or new ground disturbance. All rehabilitation and reconstruction activities occur on previously developed sites, do not cause new ground disturbance. However, some eligible residential properties may be situated proximate to surface water and many types of wetland resources and include substantial rehabilitation. Documentation supporting the determination that projects including minor repairs or improvements on</p>

		one- to four-family properties that do not meet the thresholds for “substantial improvement” under §55.2(b)(10) or meet an exception at 55.12(a)(3), 55.12(a)(4), 55.12(c)(3), 55.12(c)(7), or 55.12(c)(10) applies must be recorded. Projects not meeting the aforementioned requirements must complete and document an 8-step process. See Tier 2 Site Specific Strategy & Checklist. <b>Wetlands Inventory map, Exhibit J.</b>
<b>Wild and Scenic Rivers</b>  Wild and Scenic Rivers Act of 1968, particularly section 7(b) and (c)	Yes    No <input checked="" type="checkbox"/> <input type="checkbox"/>	Glynn County zip code 31520, is not within proximity of a NWSRS river. Furthermore, the projects will not qualify as water resources projects that could affect the free-flowing condition of a wild and scenic river.  No further action required. See attached National Rivers Inventory map for the region, <b>Exhibits K &amp; L.</b>
<b>ENVIRONMENTAL JUSTICE</b>		
<b>Environmental Justice</b>  Executive Order 12898	Yes    No <input type="checkbox"/> <input checked="" type="checkbox"/>	Projects eligible for funding are targeted towards low and moderate income households. There is no expected impact to low income and minority populations; however, each site will be reviewed to ensure it does not have a disproportionate adverse impact on low income and minority individuals. This rule will be evaluated on the site-specific using land use plans, census information and the U.S. EPA Environmental Justice webpage (EJ View). See Tier 2 Site Specific Strategy & Checklist.

The Tier 2 Site Specific Checklist and Strategy are attached to this submission.

**Determination:**

- Extraordinary circumstances exist and this project may result in significant environmental impact. This project requires preparation of an Environmental Assessment (EA); OR
- There are no extraordinary circumstances which would require completion of an EA, and this project may remain CEST.

Preparer Signature: Kathleen Vaughn Date: 11-16-2020

Name/Title/Organization: Kathleen Vaughn/ Compliance Manager/ DCA

Responsible Entity Agency Official Signature: R Haygood Date: 11/16/2020

Name/Title: Rusty Haygood/ Deputy Commissioner, Community Development & Finance

This original, signed document and related supporting material must be retained on file by the Responsible Entity in an Environmental Review Record (ERR) for the activity/project (ref: 24 CFR Part 58.38) and in accordance with recordkeeping requirements for the HUD program(s).

**This document represents the Tier 1 or Broad-Level review *only*. As individual sites are selected, this review must be supplemented by individual Tier 2 or Site-Specific reviews for each site. All laws and authorities requiring site-specific analysis will be addressed in these individual reviews.**

## EXHIBIT A: PROJECT LOCATION – Glynn County, GA 31520

### Environmental Planning



Environmental Planning Shapefiles <http://georgiaplanning.com/dataforplanning.asp>

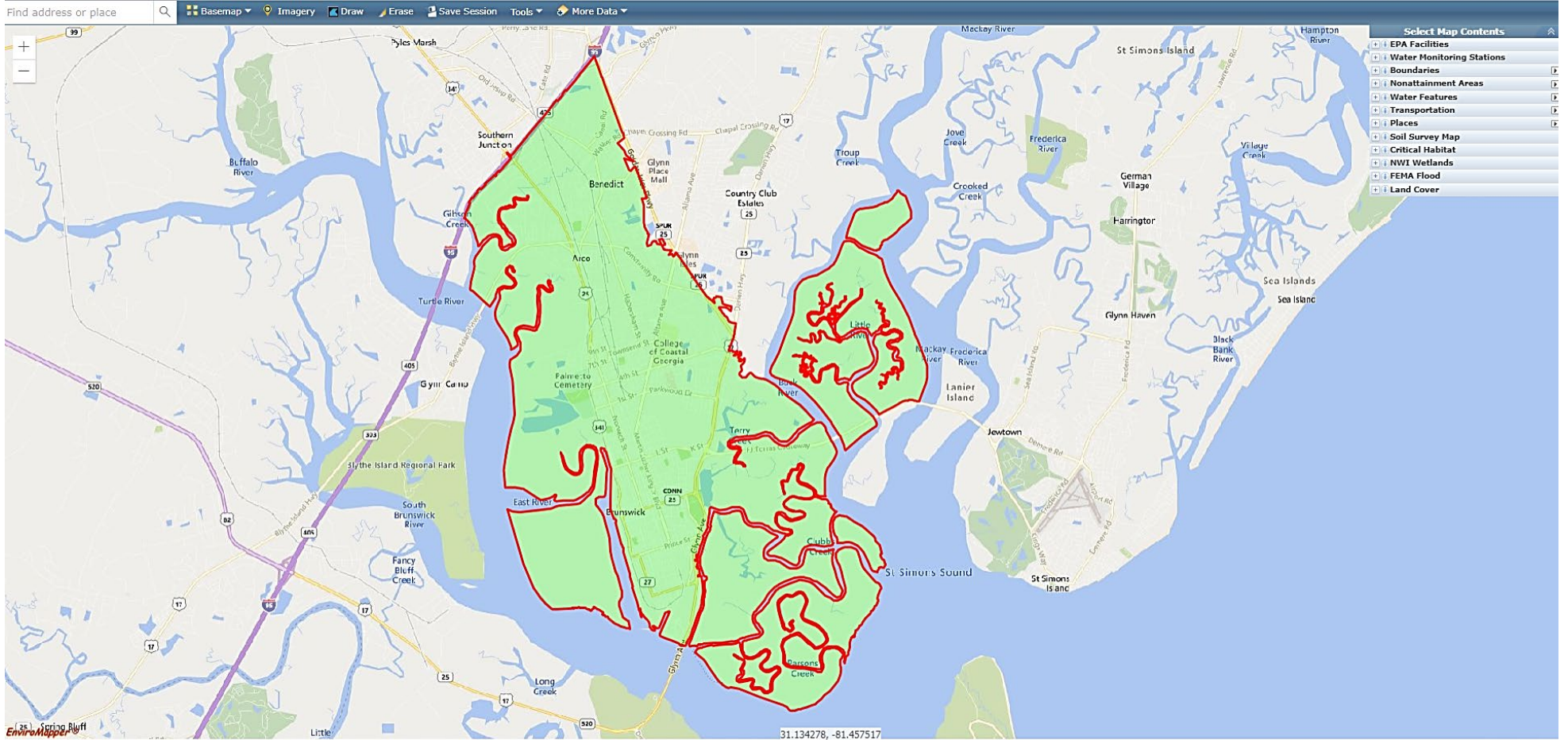
National Geographic, Esri, Garmin, HERE, UNEP-WCMC, USGS, NASA, ESA, METI, NRCAN, GEBCO, NOAA, increment P Corp.

# EXHIBIT B: PROJECT LOCATION – Glynn County, GA 31520

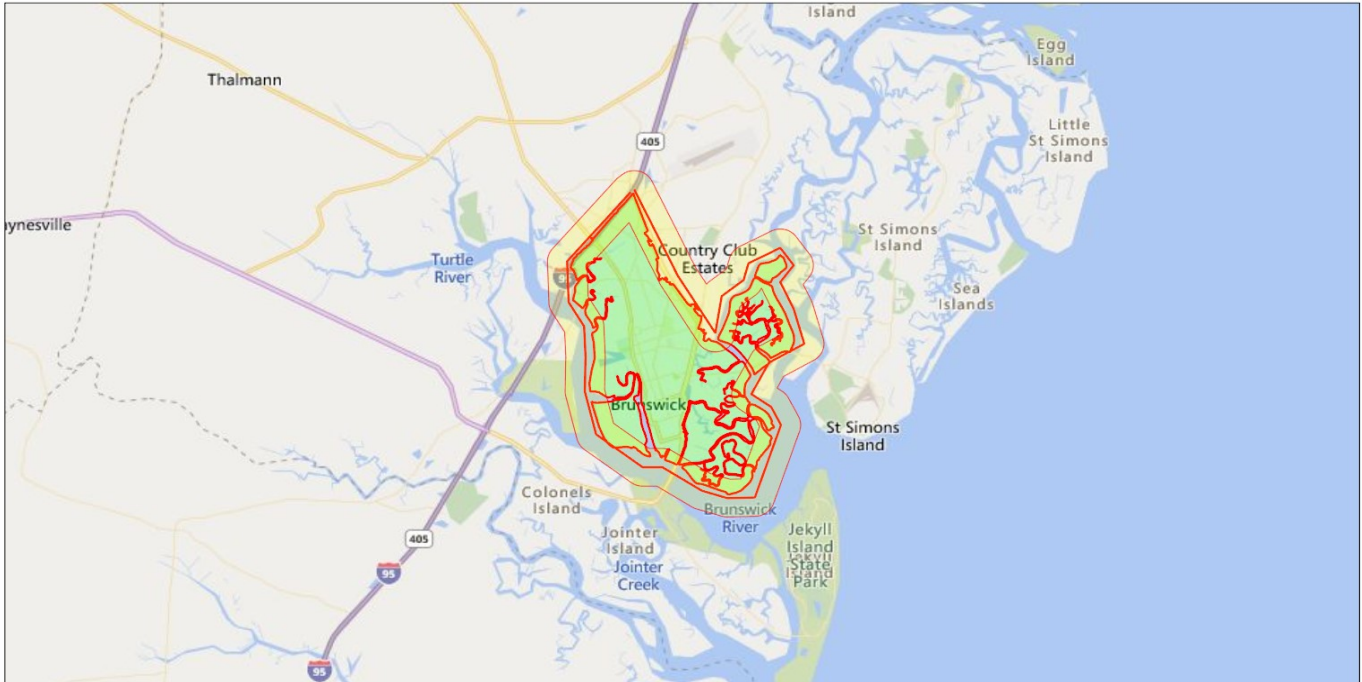
nepassisttool.epa.gov/nepassist/nepamap.aspx?wherestr=31520

NEPAssist

Home | Help  United States Environmental Protection Agency

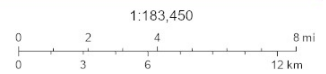


## EXHIBIT C: NEPASSIST REPORT GLYNN COUNTY, GA 31520



February 11, 2020

- Override 1
- Project 1
- Search Result (polygon)



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Input Coordinates: 31.241790,-81.504143,31.211551,-81.535042,31.193638,-81.534355,31.183065,-81.526802,31.169847,-81.526115,31.154570,-81.526459,31.135764,-81.520965,31.121364,-81.498306,31.121364,81.488693,31.111077,-81.469467,31.107843,-81.457107,31.108137,-81.443718,31.139878,-81.431015,31.147812,81.435821,31.153395,-81.445434,31.167203,-81.436851,31.175428,-81.419685,31.190701,-81.424835,31.202448,-81.431358,31.209790,-81.424835,31.217424,-81.431358,31.210670,-81.446808,31.203329,-81.449211,31.196281,81.459854,31.180128,-81.462944,31.205091,-81.481140,31.242965,-81.502426

Length of digitized line	30.85 mi
Within 3000 feet of an Ozone 8-hr (1997 standard) Non-Attainment/Maintenance Area?	no
Within 3000 feet of an Ozone 8-hr (2008 standard) Non-Attainment/Maintenance Area?	no
Within 3000 feet of a Lead (2008 standard) Non-Attainment/Maintenance Area?	no
Within 3000 feet of a SO2 1-hr (2010 standard) Non-Attainment/Maintenance Area?	no
Within 3000 feet of a PM2.5 24hr (2006 standard) Non-Attainment/Maintenance Area?	no
Within 3000 feet of a PM2.5 Annual (1997 standard) Non-Attainment/Maintenance Area?	no
Within 3000 feet of a PM2.5 Annual (2012 standard) Non-Attainment/Maintenance Area?	no
Within 3000 feet of a PM10 (1987 standard) Non-Attainment/Maintenance Area?	no
Within 3000 feet of a Federal Land?	yes

Within 3000 feet of an impaired stream?	yes
Within 3000 feet of an impaired waterbody?	no
Within 3000 feet of a waterbody?	yes
Within 3000 feet of a stream?	yes
Within 3000 feet of an NWI wetland?	Available Online
Within 3000 feet of a Brownfields site?	yes
Within 3000 feet of a Superfund site?	yes
Within 3000 feet of a Toxic Release Inventory (TRI) site?	yes
Within 3000 feet of a water discharger (NPDES)?	yes
Within 3000 feet of a hazardous waste (RCRA) facility?	yes
Within 3000 feet of an air emission facility?	yes
Within 3000 feet of a school?	yes
Within 3000 feet of an airport?	no
Within 3000 feet of a hospital?	no
Within 3000 feet of a designated sole source aquifer?	no
Within 3000 feet of a historic property on the National Register of Historic Places?	no
Within 3000 feet of a Toxic Substances Control Act (TSCA) site?	yes
Within 3000 feet of a Land Cession Boundary?	no
Within 3000 feet of a tribal area (lower 48 states)?	no

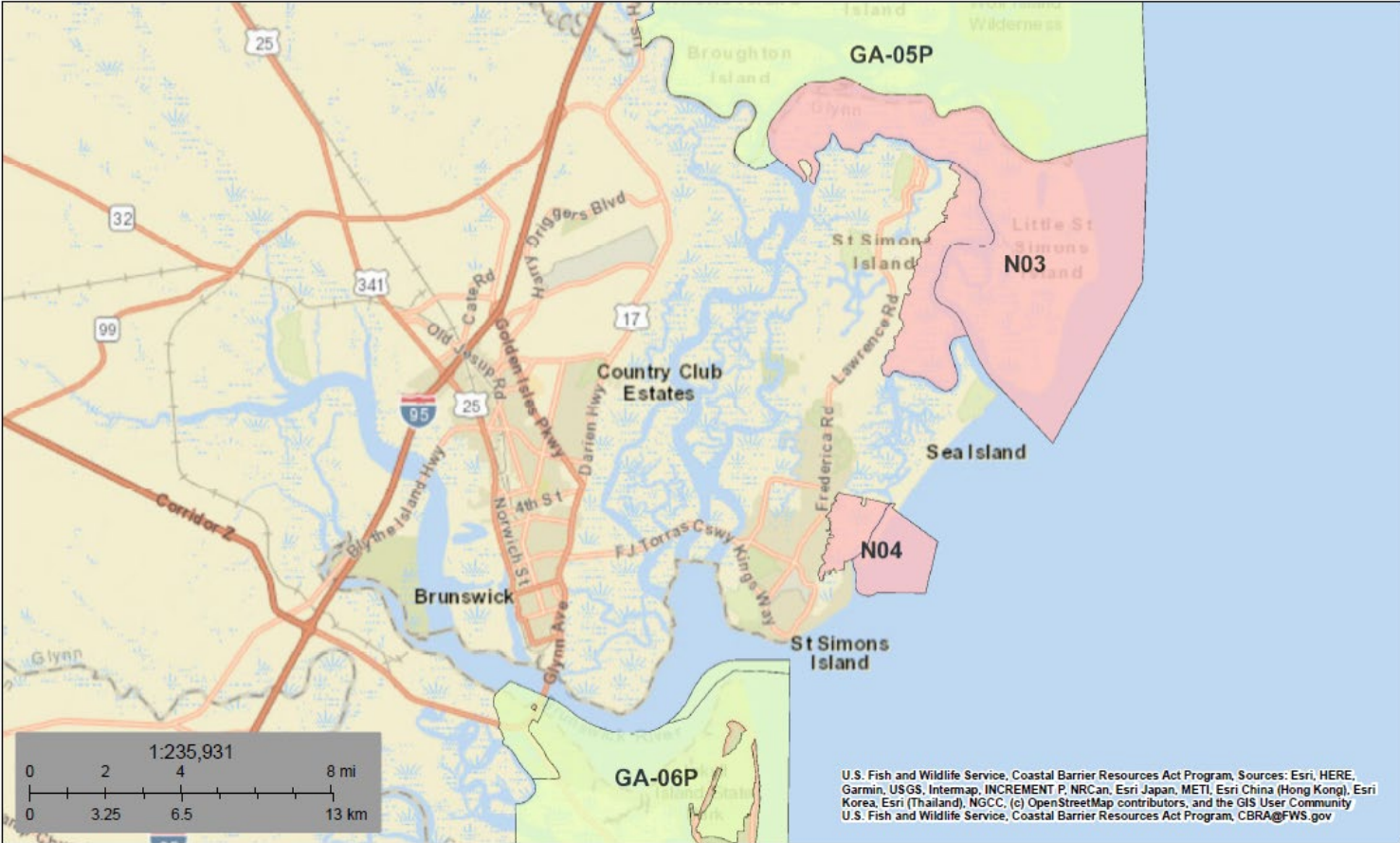
Created on: 2/11/2020 11:19:40 AM

# EXHIBIT D: COASTAL BARRIER RESOURCES SYSTEM MAP



**U.S. Fish and Wildlife Service**  
**Coastal Barrier Resources System**

Glynn County, GA 31520



February 11, 2020

**CBRS Units**

- Otherwise Protected Area
- System Unit

This map is for general reference only. The Coastal Barrier Resources System (CBRS) boundaries depicted on this map are representations of the controlling CBRS boundaries, which are shown on the official maps, accessible at <https://www.fws.gov/cbra/maps/index.html>. All CBRS related data should be used in accordance with the layer metadata found on the CBRS Mapper website.

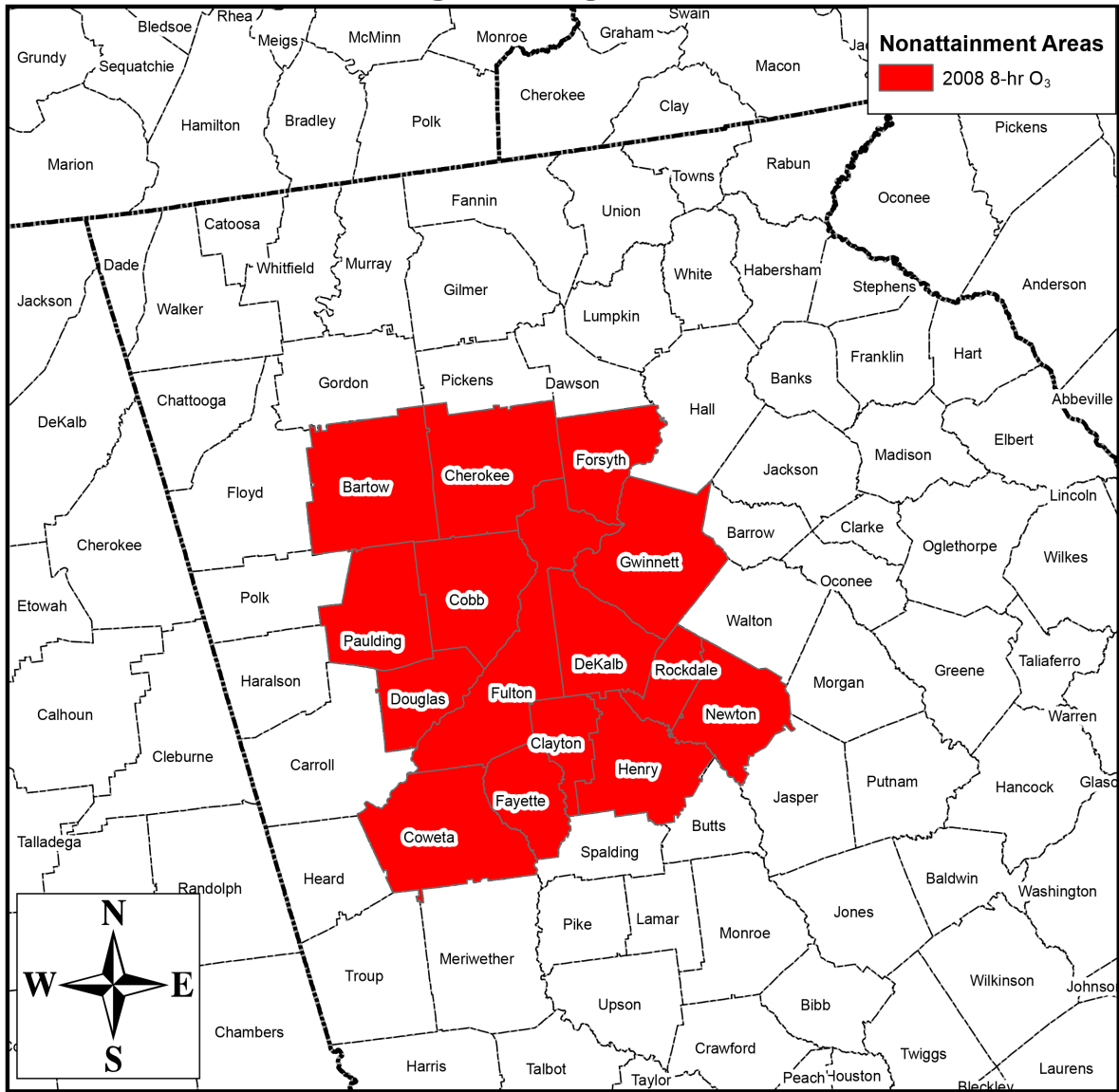
The CBRS Buffer Zone represents the area immediately adjacent to the CBRS boundary where users are advised to contact the Service for an official determination (<http://www.fws.gov/cbra/Determinations.html>) as to whether the property or project site is located "in" or "out" of the CBRS.

CBRS Units normally extend seaward out to the 20- or 30-foot bathymetric contour (depending on the location of the unit). The true seaward extent of the units is not shown in the CBRS mapper.

This page was produced by the CBRS Mapper



# EXHIBIT E: Georgia NAAQS Nonattainment Areas



Updated March 2016

[https://epd.georgia.gov/air/sites/epd.georgia.gov.air/files/related\\_files/document/ga\\_naa\\_2016-03-07\\_bk1\\_2.pdf](https://epd.georgia.gov/air/sites/epd.georgia.gov.air/files/related_files/document/ga_naa_2016-03-07_bk1_2.pdf)

# **EXHIBIT F: COASTAL ZONE MANAGEMENT CONSISTENCY DETERMINATION**



COASTAL RESOURCES DIVISION  
ONE CORPORATION WAY • BRUNSWICK, GA 31520 • 912.264.7211  
COASTALDNR@DNR.GE

MARK WILLIAMS  
COMMISSIONER

DOUG HAYMANS  
DIRECTOR

March 17, 2020

Ms. Kathleen Vaughn  
Georgia Dept. of Community Affairs  
60 Executive Park, NE  
Atlanta, Georgia 30329-2231  
[Kathleen.Vaughn@dca.ga.gov](mailto:Kathleen.Vaughn@dca.ga.gov)

RE: Federal Consistency Determination for Community Development Block Grant Disaster Grant,  
HUD & DCA Funding, Glynn County, Georgia

Dear Ms. Vaughn:

Staff of the Georgia Coastal Management Program (GCMP) has reviewed your February 28, 2020 letter and attached project description for Department of Housing and Urban Development (HUD) funding for the Georgia Department of Community Affairs (DCA) to assume the Homeowner Rehabilitation and Reconstruction Program and the Voluntary Buyout Program in Glynn County, Georgia after severe weather in 2017 caused extensive damage within the 31520 zip code area.

The Homeowner Rehabilitation and Reconstruction Program will repair/rehabilitate existing single-family homes within their existing footprint. The Voluntary Buyout Program will demolish severely damaged homes and restrictions will be placed on the property to ensure no other structures are build on the land. Any work extending beyond the existing building footprint, or for property bordering beach front or marsh front land, may need additional permits/permissions and DNR Coastal Resources Division must be contacted on a case-by-case basis for these properties.

The Program concurs that the proposed funding is consistent with the enforceable policies of Georgia's Coastal Management Program. Please feel free to contact Kelie Moore or me if we can be of further assistance.

Sincerely,

Doug Haymans  
Director

DH/km

**EXHIBIT G: OFFICIAL SPECIES LIST, DETERMINATION, GOPHER  
IDENTIFICATION GUIDE & COMMUNICATIONS**



## United States Department of the Interior



FISH AND WILDLIFE SERVICE  
Georgia Ecological Services Field Office  
355 East Hancock Avenue  
Room 320  
Athens, GA 30601  
Phone: (706) 613-9493 Fax: (706) 613-6059

In Reply Refer To:

February 11, 2020

Consultation Code: 04EG1000-2020-SLI-1147

Event Code: 04EG1000-2020-E-02120

Project Name: Glynn County HRRP Zip Code 31520

Subject: List of threatened and endangered species that may occur in your proposed project location, and/or may be affected by your proposed project

To Whom It May Concern:

This list identifies threatened, endangered, proposed and candidate species, as well as critical habitat, that may be affected by your proposed project. This list may change before your project is completed. Under 50 CFR 402.12(e) of the regulations implementing section 7 of the Act, the accuracy of this list should be verified after 90 days. The Service recommends that verification be completed by visiting the ECOS-IPaC website at regular intervals during project planning and implementation.

Bald and golden eagles are protected under the Bald and Golden Eagle Protection Act (16 U.S.C. 668 *et seq.*). Projects affecting these species may require development of an eagle conservation plan ([http://www.fws.gov/windenergy/eagle\\_guidance.html](http://www.fws.gov/windenergy/eagle_guidance.html)).

Wind energy projects should follow the wind energy guidelines <http://www.fws.gov/windenergy/> for minimizing impacts to migratory birds and bats.

Guidance for minimizing impacts of communication towers on migratory birds can be found under the "Bird Hazards" tab at: [www.fws.gov/migratorybirds](http://www.fws.gov/migratorybirds).

Attachment(s):

- Official Species List

# Official Species List

This list is provided pursuant to Section 7 of the Endangered Species Act, and fulfills the requirement for Federal agencies to "request of the Secretary of the Interior information whether any species which is listed or proposed to be listed may be present in the area of a proposed action".

This species list is provided by:

**Georgia Ecological Services Field Office**

355 East Hancock Avenue

Room 320

Athens, GA 30601

(706) 613-9493

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## Project Summary

Consultation Code: 04EG1000-2020-SLI-1147

Event Code: 04EG1000-2020-E-02120

Project Name: Glynn County HRRP Zip Code 31520

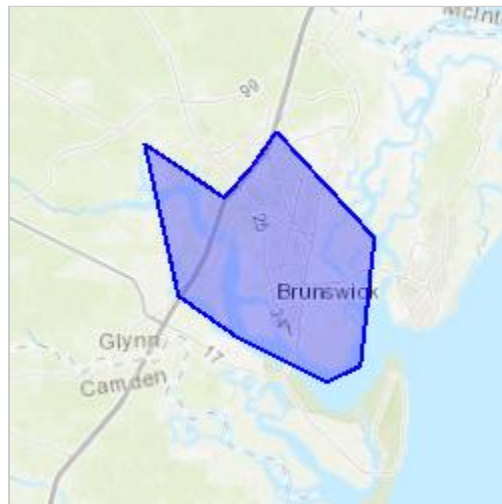
Project Type: Federal Grant / Loan Related

**Project Description:** The Georgia Department of Community Affairs (DCA) proposes to use Community Development Block Grant Disaster Recovery Program funds to meet the unmet housing needs in Glynn County, one of the communities most impacted by Hurricane Irma. The Georgia Department of Community Affairs allocated \$8,000,000 to the program. A portion of this allocation will be used in Glynn County to fund eligible homeowner housing rehabilitation or reconstruction projects.

This broad level review spanning Glynn County is for the following activities: major rehabilitation, repair, remediation, repair, elevation and/or reconstruction of single family residences, damaged by Hurricane Irma in September 2017.

**Project Location:**

Approximate location of the project can be viewed in Google Maps: <https://www.google.com/maps/place/31.177529416504253N81.49923947714109W>



Counties: Glynn, GA

---

## Endangered Species Act Species

There is a total of 11 threatened, endangered, or candidate species on this species list.

Species on this list should be considered in an effects analysis for your project and could include species that exist in another geographic area. For example, certain fish may appear on the species list because a project could affect downstream species.

IPaC does not display listed species or critical habitats under the sole jurisdiction of NOAA Fisheries<sup>1</sup>, as USFWS does not have the authority to speak on behalf of NOAA and the Department of Commerce.

See the "Critical habitats" section below for those critical habitats that lie wholly or partially within your project area under this office's jurisdiction. Please contact the designated FWS office if you have questions.

- 
1. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

## Mammals

NAME	STATUS
West Indian Manatee <i>Trichechus manatus</i> There is <b>final</b> critical habitat for this species. Your location is outside the critical habitat. <b><i>This species is also protected by the Marine Mammal Protection Act, and may have additional consultation requirements.</i></b> Species profile: <a href="https://ecos.fws.gov/ecp/species/4469">https://ecos.fws.gov/ecp/species/4469</a>	Threatened

---



## Birds

NAME	STATUS
<p>Piping Plover <i>Charadrius melodus</i> Population: [Atlantic Coast and Northern Great Plains populations] - Wherever found, except those areas where listed as endangered. There is <b>final</b> critical habitat for this species. Your location is outside the critical habitat. Species profile: <a href="https://ecos.fws.gov/ecp/species/6039">https://ecos.fws.gov/ecp/species/6039</a></p>	Threatened
<p>Red Knot <i>Calidris canutus rufa</i> No critical habitat has been designated for this species. Species profile: <a href="https://ecos.fws.gov/ecp/species/1864">https://ecos.fws.gov/ecp/species/1864</a></p>	Threatened
<p>Wood Stork <i>Mycteria americana</i> Population: AL, FL, GA, MS, NC, SC No critical habitat has been designated for this species. Species profile: <a href="https://ecos.fws.gov/ecp/species/8477">https://ecos.fws.gov/ecp/species/8477</a></p>	Threatened

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## Reptiles

NAME	STATUS
<p>Eastern Indigo Snake <i>Drymarchon corais couperi</i>            No critical habitat has been designated for this species.            Species profile: <a href="https://ecos.fws.gov/ecp/species/646">https://ecos.fws.gov/ecp/species/646</a></p>	Threatened
<p>Gopher Tortoise <i>Gopherus polyphemus</i>            Population: eastern            No critical habitat has been designated for this species.            Species profile: <a href="https://ecos.fws.gov/ecp/species/6994">https://ecos.fws.gov/ecp/species/6994</a></p>	Candidate
<p>Green Sea Turtle <i>Chelonia mydas</i>            Population: North Atlantic DPS            There is <b>final</b> critical habitat for this species. Your location is outside the critical habitat.            Species profile: <a href="https://ecos.fws.gov/ecp/species/6199">https://ecos.fws.gov/ecp/species/6199</a></p>	Threatened
<p>Hawksbill Sea Turtle <i>Eretmochelys imbricata</i>            There is <b>final</b> critical habitat for this species. Your location is outside the critical habitat.            Species profile: <a href="https://ecos.fws.gov/ecp/species/3656">https://ecos.fws.gov/ecp/species/3656</a></p>	Endangered
<p>Kemp's Ridley Sea Turtle <i>Lepidochelys kempii</i>            There is <b>proposed</b> critical habitat for this species. The location of the critical habitat is not available.            Species profile: <a href="https://ecos.fws.gov/ecp/species/5523">https://ecos.fws.gov/ecp/species/5523</a></p>	Endangered
<p>Leatherback Sea Turtle <i>Dermochelys coriacea</i>            There is <b>final</b> critical habitat for this species. Your location is outside the critical habitat.            Species profile: <a href="https://ecos.fws.gov/ecp/species/1493">https://ecos.fws.gov/ecp/species/1493</a></p>	Endangered
<p>Loggerhead Sea Turtle <i>Caretta caretta</i>            Population: Northwest Atlantic Ocean DPS            There is <b>final</b> critical habitat for this species. Your location is outside the critical habitat.            Species profile: <a href="https://ecos.fws.gov/ecp/species/1110">https://ecos.fws.gov/ecp/species/1110</a></p>	Threatened

## Critical habitats

THERE ARE NO CRITICAL HABITATS WITHIN YOUR PROJECT AREA UNDER THIS OFFICE'S JURISDICTION.

## Glynn County, 31520 ESA Determinations

Class	Species	Determination	Condition
Mammal	West Indian Manatee ( <i>Trichechus manatus</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure
Birds	Red-cockaded Woodpecker ( <i>Picoides borealis</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure
	Red Knot ( <i>Calidris canutus rufa</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure
	Wood Stork ( <i>Mycteria americana</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure
Reptiles	Eastern Indigo Snake ( <i>Drymarchon corais couperi</i> )	'May Affect, Not Likely to Adversely Affect'	DCA has conditioned any project to stop work and immediately meet with our contacts at the local USFWS – Ecological Services office to determine if the project needs to be modified or can continue by following established mitigating procedures. DCA has already contacted the Coastal Georgia sub-office of the USFWS at bill_wikoff@fws.gov or 912-832-8739 extension 5 to begin discussions on procedures used when encountering the Eastern Indigo Snake and/or the gopher tortoise. These procedures/conditions will be based on: 1) can species impacts be avoided while allowing the project to proceed and 2) species educational awareness for all onsite personnel. Identification materials will be provided to contractors prior to work commencing.
	Gopher Tortoise ( <i>Gopherus polyphemus</i> )	'May Affect, Not Likely to Adversely Affect'	DCA has conditioned any project to stop work and immediately meet with our contacts at the local USFWS – Ecological Services office to determine if the project needs to be modified or can continue by following established mitigating procedures. DCA has already contacted the Coastal Georgia sub-office of the USFWS at bill_wikoff@fws.gov or 912-832-8739 extension 5 to begin discussions on procedures used when encountering the Eastern Indigo Snake and/or the gopher tortoise. These procedures/conditions will be based on: 1) can species impacts be avoided while allowing the project to proceed and 2) species educational awareness for all onsite personnel. Identification materials will be provided to contractors prior to work commencing.
	Green Sea Turtle ( <i>Chelonia mydas</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure
	Hawksbill Sea Turtle ( <i>Eretmochelys imbricata</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure
	Kemp's Ridley Sea Turtle ( <i>Lepidochelys kempii</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure
	Leatherback Sea Turtle ( <i>Dermochelys coriacea</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure
	Loggerhead Sea Turtle ( <i>Caretta caretta</i> )	'No Effect'	Projects must be within the same footprint of the previous residential structure

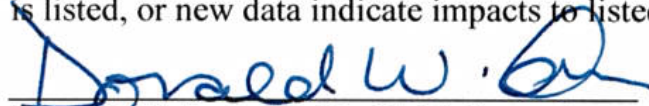


**U. S. Fish and Wildlife Service**  
**RG Stephens, Jr. Federal Building**  
**355 E. Hancock Ave., Rm 320, Box 7**  
**Athens, GA 30601 ; 706-613-9493**

**FWS Log No.**

2020-1237

Based on information provided, we concur with your determination that the project is not likely to adversely affect federally-listed species. No further ESA Section 7 action is required, unless the project changes, a new species is listed, or new data indicate impacts to listed species may occur.

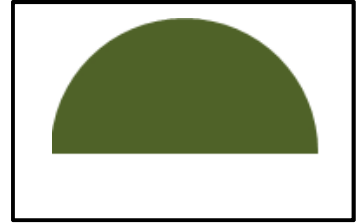
  
**Donald W. Imm, Ph.D., Field Supervisor**

February 26, 2020

**Date**

# GOPHER TORTOISE BURROW IDENTIFICATION GUIDE

Gopher tortoise burrows are often confused with armadillo or other mammalian species burrows. Active gopher tortoise burrows are easily identified by their classic flat bottomed, high domed appearance and characteristic area of excavated soil in front of the opening called the apron. Tortoise burrows gently slope down, whereas mammal burrows usually slope straight down. Tortoise burrows are usually proportionate to the size of individual occupying the burrow. Safety Note: NEVER stick your hand in a burrow; use a stick as you do not know what may be in the burrow.



Abandoned burrow. Note that it still has classic shape, gently slopes and remnants of an apron.



Active burrow. Typical shape, gently slopes and presence of an apron.



When inspecting apron, note tortoise foot prints and or scat at mouth of burrow to further confirm that it is indeed a tortoise burrow. Scat resembles small dried cigars and you can easily identify the digested grass component.



Active burrow in gravel soil. Typical shape, gently slopes and presence of an apron.



Active burrow in food plot. Typical shape, gently slopes and presence of an apron.



Active burrow. Typical shape, gently slopes and presence of an apron.



Abandoned burrow. Note that it still has classic shape, gently slopes and remnants of an apron.



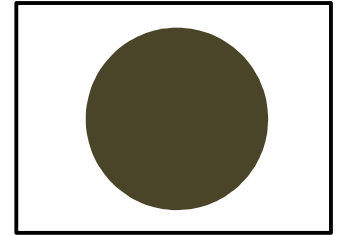
Eggs in apron of active burrow. Typical shape, gently slopes and presence of an apron.



Sub adult burrow after a burn. Typical shape, gently slopes and presence of an apron.

# MAMMAL BURROW IDENTIFICATION GUIDE

Mammal burrow openings are usually round in appearance. Gopher tortoise burrows are often used by mammal species, changing the flat bottom, high dome opening to a round shape. Mammal burrows or dens may have soil build up around entrance, resembling the apron of a gopher tortoise burrow. Often mammals dig burrows in stump holes, under tree roots, sides of a hill or dirt bank. Mouse holes often resemble immature gopher tortoise burrows however, these holes are mostly round in shape. Safety Note: NEVER stick your hand in a burrow; use a stick as you do not know what may be in the burrow.



Ericha Nix  
Crayfish Burrow. Looks like a chimney and burrow goes straight down.



<https://www.fillystar.com/story/life/home-garden/2014/07/19/di-dirt-mousetrap-works-best-eliminate-voles/12768259/>  
Vole or Field Mouse Burrow (1-2 in.). No apron and burrow goes straight down.



NRCS  
Oldfield Mouse Burrow (1-2 in.). Looks like an apron but burrow goes straight down.



NRCS  
Oldfield Mouse Burrow (1-2 in.). Looks like an apron but burrow goes straight down.



NRCS  
Coyote Den (No apron). Burrow in the side of a hill.



Armadillo Burrow (round and does look like it has an apron). Burrow in the side of a bank.



Charlie Bittner  
Armadillo Burrow (No apron though one could mistake the soil around entrance as one. Note shape of animal... oval to circular as it creates burrow).



[www.sharonlovejoy.com](http://www.sharonlovejoy.com)  
Fox Den (No apron). Burrow in the side of a hill.



[southeasternpocketgopher.weebly.com](http://southeasternpocketgopher.weebly.com)  
Southeastern Pocket Gopher Mounds Found in the same habitat as gopher tortoise. Mound semi-close together.

**From:** [Wikoff, Bill](#)  
**To:** [Kathleen Vaughn](#)  
**Subject:** Re: Federally Funded Projects - Technical Assistance  
**Date:** Wednesday, February 26, 2020 11:30:57 AM  
**Attachments:** [image017.png](#)  
[Exhibit G Camden County-w FWS Concur.pdf](#)  
[Exhibit G Glynn County-w FWS Concur.pdf](#)

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Hi Kathleen,

Please find attached our concurrence with your determinations for Endangered Species Act (ESA) listed species. This should conclude the ESA coordination for this project.

Thank you and contact me with any questions with what I provided or on any ESA concerns with this project.

Bill Wikoff fish & wildlife biologist

[bill\\_wikoff@fws.gov](mailto:bill_wikoff@fws.gov)

U.S. Fish and Wildlife Service

Ecological Services - Coastal Georgia Sub Office

4980 Wildlife Drive, NE

Townsend, Georgia 31331

912-832-8739 ext.5

NOTE: This email correspondence and any attachments to and from this sender is subject to the Freedom of Information Act (FOIA) and may be disclosed to third parties.

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**From:** Kathleen Vaughn <[Kathleen.Vaughn@dca.ga.gov](mailto:Kathleen.Vaughn@dca.ga.gov)>  
**Sent:** Thursday, February 20, 2020 9:28 AM  
**To:** Wikoff, Bill <[bill\\_wikoff@fws.gov](mailto:bill_wikoff@fws.gov)>  
**Subject:** [EXTERNAL] RE: Federally Funded Projects - Technical Assistance

Good morning Bill,

Thank you for the Gopher Tortoise burrow information. The two (2) page identification guide has been selected to use on-site. Please find the Environmental Review forms and ESA determinations (Exhibit G) attached for Camden and Glynn Counties. The ESA compliance review can be found beginning on page 3 of the *Tier 1 Broad Level Review* documents. *Exhibit G* contains the Official Species list, the determinations ( page 7), and the burrow identification guide.

Glynn County has a bird species, the Rufa Red Knot (*Calidris canutus rufa*), that was not reviewed in the previous email. However, the project was determined to have 'No effect' on this migratory shorebird as long as the projects are within the footprint of previous residential structures.

Please let me know of the attachments didn't make it through.

Thank you,

**Kathleen Vaughn**

Compliance Manager

Georgia Department of Community Affairs

Direct 404-679-0594

[Kathleen.Vaughn@dca.ga.gov](mailto:Kathleen.Vaughn@dca.ga.gov)



---

**From:** Wikoff, Bill [mailto:bill\_wikoff@fws.gov]

**Sent:** Tuesday, February 18, 2020 5:08 PM

**To:** Kathleen Vaughn <Kathleen.Vaughn@dca.ga.gov>

**Subject:** Re: Federally Funded Projects - Technical Assistance

Hello Kathleen,

You request technical assistance for your Endangered Species Act (ESA) species effects determinations as they relate to the proposed program described in your email below. After reviewing my comments, please let me know your determinations for species. Also please contact me if we need to modify or edit any conditions mentioned so that they comply or mesh better with the grant, program, &/or project requirements.

The U.S. Fish and Wildlife Service (USFWS) consults with federal agencies or their designated representatives. We understand that the Georgia Department of Community Affairs (DCA) is acting as the Department of Housing and Urban Development's (HUD's) designated representative for environmental responsibilities, including ESA consultations. Please consider this email to be technical assistance for your proposed program and projects under it.

Applying information from your email and attachments, the USFWS's Information for Planning and Consultation (IPaC) website returned the following species as may be affected by your project. My technical assistance comments concerning ESA determinations follow each species or group of species.

Gopher tortoise and eastern indigo snake - The USFWS would not be opposed to a 'May Affect, Not Likely to Adversely Affect' determination for these two species with the program conditioned as described. The DCA does not expect any exposure to the eastern indigo snake or gopher tortoise species in the project sites. However, if encountered during site inspection/review prior to project commencement, or during the project itself either species or its burrow is identified, DCA will condition any project to stop work and immediately meet with our contacts at the local USFWS – Ecological Services office to determine if the project needs to be modified or can continue by following established mitigating procedures. DCA has already contacted the Coastal Georgia sub-office of the USFWS at [bill\\_wikoff@fws.gov](mailto:bill_wikoff@fws.gov) or

912-832-8739 extension 5 to begin discussions on procedures used when encountering the Eastern Indigo Snake and/or the gopher tortoise. These procedures/conditions will be based on: 1) can species impacts be avoided while allowing the project to proceed and 2) species educational awareness for all onsite personnel.

West Indian manatee – Applying information linked from the USFWS IPaC website, projects meeting the criteria of our program are outside of suitable habitat for this species. Projects should be within the footprint of previous residential structures. Projects should not involve in-water work. The USFWS would not be opposed to a ‘No Effect’ determination for this species.

Piping plover and red knot - Applying information linked from the USFWS IPaC website, projects meeting the criteria of our program are outside of suitable habitat for these species. Projects should be within the footprint of previous residential structures. The habitats for these species are beaches and sometime marsh areas. The USFWS would not be opposed to a ‘No Effect’ determination for these species.

Red-cockaded woodpecker - Applying information linked from the USFWS IPaC website, projects meeting the criteria of our program are outside of suitable habitat for this species. Projects should be within the footprint of previous residential structures. The habitat for this species is large expanses of old growth pine timber. The USFWS would not be opposed to a ‘No Effect’ determination for this species.

Wood stork - Applying information linked from the USFWS IPaC website, projects meeting the criteria of our program are outside of suitable habitat for this species. Projects should be within the footprint of previous residential structures. Generally habitat for this species is wetlands. The USFWS would not be opposed to a ‘No Effect’ determination for this species.

Five species of sea turtle: green sea turtle, hawksbill sea turtle, Kemp’s Ridley sea turtle, leatherback sea turtle, and loggerhead sea turtle - Applying information linked from the USFWS IPaC website, projects meeting the criteria of our program are outside of suitable habitat for these species. Projects should be within the footprint of previous residential structures. Habitat for these species are beaches and open water. The USFWS would not be opposed to a ‘No Effect’ determination for these species.

Bill Wikoff fish & wildlife biologist

[bill\\_wikoff@fws.gov](mailto:bill_wikoff@fws.gov)

U.S. Fish and Wildlife Service

Ecological Services - Coastal Georgia Sub Office

4980 Wildlife Drive, NE



Townsend, Georgia 31331

912-832-8739 ext.5

NOTE: This email correspondence and any attachments to and from this sender is subject to the Freedom of Information Act (FOIA) and may be disclosed to third parties.

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**From:** Kathleen Vaughn <[Kathleen.Vaughn@dca.ga.gov](mailto:Kathleen.Vaughn@dca.ga.gov)>

**Sent:** Wednesday, February 12, 2020 2:43 PM

**To:** Wikoff, Bill <[bill\\_wikoff@fws.gov](mailto:bill_wikoff@fws.gov)>

**Subject:** [EXTERNAL] Federally Funded Projects - Technical Assistance

Hi Bill,

Thanks so much for your guidance this morning. Per our conversation, the Georgia Department of Community Affairs (DCA) is attempting to complete a Tier 1 broad level environmental review for its Community Development Block Grant Disaster Recovery (CDBG-DR) program. Under 24 CFR Part 58, we are able to assume HUD's environmental responsibilities, including consultations. The broad level reviews include activities in Glynn County, 31520 and Camden County, 31548 for the following: major rehabilitation, repair, remediation, elevation and/or reconstruction of single family residences. Rehabilitation and reconstruction activities associated with the program will not result in increased residential densities or conversion. Any housing reconstruction will be within the same footprint of the previous residential structure. IPaC has been consulted and the resulting Official Species lists, which includes a map of the action areas, has been attached for your reference.

I'm currently reviewing the species' habitat requirements and limiting factors as listed in the Recovery Plans and local ordinances in an effort to make determinations what effects our project may have on the listed species. There are local ordinances in place to restrict construction in protected wetlands and during nighttime hours.

Can you provide any further guidance to ensure the correct determination is made? Thanks in advance for your help! Please let me know if the attachments didn't make it through.

Kathleen

---



Learn more about our commitment to [fair housing](#).



**Kathleen Vaughn**

Compliance Manager

Georgia Department of Community Affairs

60 Executive Park South, NE

Atlanta, Georgia 30329

Direct 404-679-0594

[Kathleen.Vaughn@dca.ga.gov](mailto:Kathleen.Vaughn@dca.ga.gov)

**From:** [Kathleen Vaughn](#)  
**To:** [Boone, Nancy E](#)  
**Cc:** [McConney, Ramona K](#); [Tommy Lowmon](#); [Crystal Gaillard](#); [Rob Shaw](#); [McNamara, Lauren B](#); [Tchaou, Marcel K](#); [Hayes](#),  
**Subject:** HUD Addendum for Georgia - Protocol submissions  
**Date:** Thursday, August 6, 2020 4:17:00 PM  
**Attachments:** [PA Coverletter signed.pdf](#)  
[Qualified Historic Professionals Resumes.pdf](#)  
[HUD Addendum for Georgia - FINAL - signed.pdf](#)  
[image001.png](#)  
**Importance:** High

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Good afternoon Ms. Boone,

We are pleased to submit the following items in accordance with the Protocol for Responsible Entities to Adopt the HUD Addendum to the FEMA PA for CDBG-DR Projects in Georgia, for your review:

- The cover memorandum detailing the number, types, and general location of anticipated projects and associated activities to be performed (e.g. demolition, rehabilitation, and ground disturbance);
- The resumes of four (4) Qualified Historic Professional candidates; and
- The PA signature page with our Commissioner's signature.

Public notices, as detailed in the cover memorandum, were published in several online locations and provided via email to interested local historic preservation organizations. All public outreach efforts resulted in no public comments.

Please confirm receipt of this message and its attachments.

Thank you for your support and assistance in facilitating this process!



Learn more about our commitment to [fair housing](#).



---

**Kathleen Vaughn**

Compliance Manager

Georgia Department of Community Affairs

60 Executive Park South, NE

Atlanta, Georgia 30329

Direct 404-679-0594

[Kathleen.Vaughn@dca.ga.gov](mailto:Kathleen.Vaughn@dca.ga.gov)

**EXHIBIT I:**

**Designated Sole Source Aquifers in EPA Region IV**

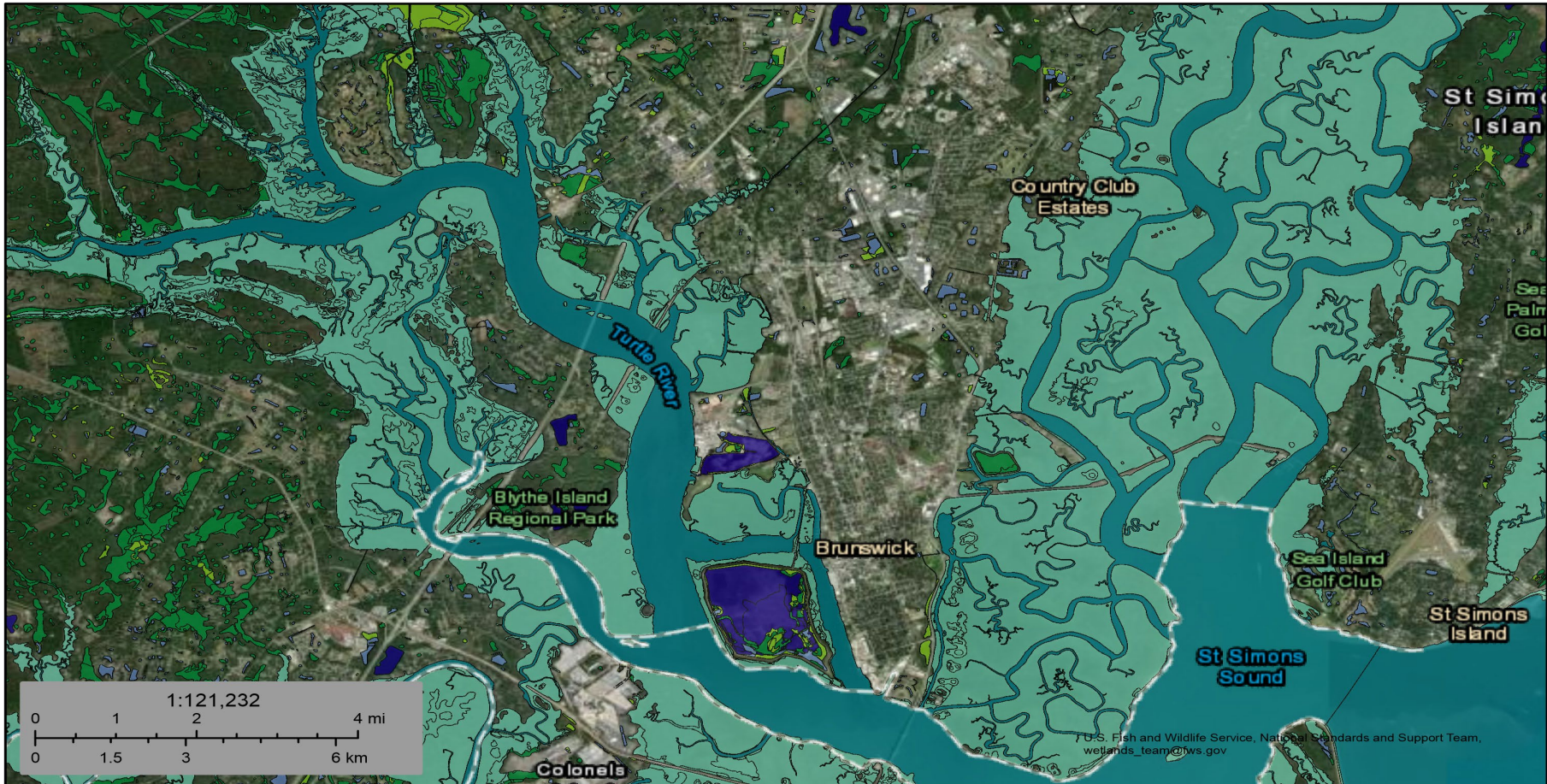
Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee



# EXHIBIT J: WETLANDS INVENTORY MAP GLYNN COUNTY, GA 31520



Glynn County, GA 31520



February 14, 2020

## Wetlands

- Estuarine and Marine Deepwater
- Estuarine and Marine Wetland

- Freshwater Emergent Wetland
- Freshwater Forested/Shrub Wetland
- Freshwater Pond

- Lake
- Other
- Riverine

This map is for general reference only. The US Fish and Wildlife Service is not responsible for the accuracy or currentness of the base data shown on this map. All wetlands related data should be used in accordance with the layer metadata found on the Wetlands Mapper web site.

# EXHIBIT K: DESIGNATED WILD & SCENIC RIVER



NATIONAL SYSTEM | MANAGEMENT | RESOURCES | PUBLICATIONS | CONTACT US | 50 YEARS | SITE INDEX

## CHATTOOGA RIVER, GEORGIA, N. CAROLINA, S. CAROLINA



[View larger map](#)

Choose A State

Choose A River

*Rivers of the Southeast define diversity, from bayous and rivers pushed by the tides to clear mountain streams with world-class whitewater.*

### Managing Agency:

U.S. Forest Service, Chattahoochee National Forest  
U.S. Forest Service, Nantahala National Forest  
U.S. Forest Service, Sumter National Forest

### Designated Reach:

May 10, 1974. The segment from 0.6 miles below Cashiers Lake in North Carolina to the Tugaloo Reservoir. The West Fork from its confluence with the main stem upstream 7.3 miles.

### Classification/Mileage:

Wild — 41.6 miles; Scenic — 2.5 miles; Recreational — 14.6 miles; Total — 58.7 miles.



#### RELATED LINKS

[Chattooga River \(U.S. Forest Service\)](#)

[Chattooga River Network](#)

Photo Credit: Doug Whittaker

#### Chattooga River

Flowing through three states and the Ellicott Rock Wilderness, the Chattooga is recognized as one of the Southeast's premier whitewater rivers. It begins in mountainous North Carolina as small rivulets, nourished by springs and abundant rainfall. High on the slopes of the Appalachian Mountains is the start of a 50-mile journey that ends at Lake Tugaloo between South Carolina and Georgia, dropping almost 1/2-mile in elevation.

The river is one of the few remaining free-flowing streams in the Southeast. The Chattooga offers outstanding scenery, ranging from thundering falls and twisting rock-choked channels to narrow, cliff-enclosed deep pools. The setting is primitive; dense forests and undeveloped shorelines characterize the primitive nature of the area. No motorized vehicles are permitted within a corridor about 1/4-mile wide on either side of the river. Visitors must rely on their own skills and strength rather than on motorized equipment. Man-made facilities are minimal, consisting primarily of hiking trails.

The river's outstandingly remarkable values include recreation, biology, scenery, geology and history.

[NATIONWIDE RIVERS INVENTORY](#) | [CONTACT US](#) | [PRIVACY NOTICE](#) | [Q & A SEARCH ENGINE](#) | [SITE MAP](#)



#### Designated Rivers

[About WSR Act](#)  
[State Listings](#)  
[Profile Pages](#)

#### National System

[WSR Table](#)  
[Study Rivers](#)  
[Stewardship](#)  
[WSR Legislation](#)

#### River Management

[Council](#)  
[Agencies](#)  
[Management Plans](#)  
[River Mgt. Society](#)  
[GIS Mapping](#)

#### Resources

[Q & A Search](#)  
[Bibliography](#)  
[Publications](#)  
[GIS Mapping](#)  
[Logo & Sign Standards](#)

<https://www.rivers.gov/rivers/chattooga.php>

# EXHIBIT L: STUDY RIVERS PROXIMITY MAP

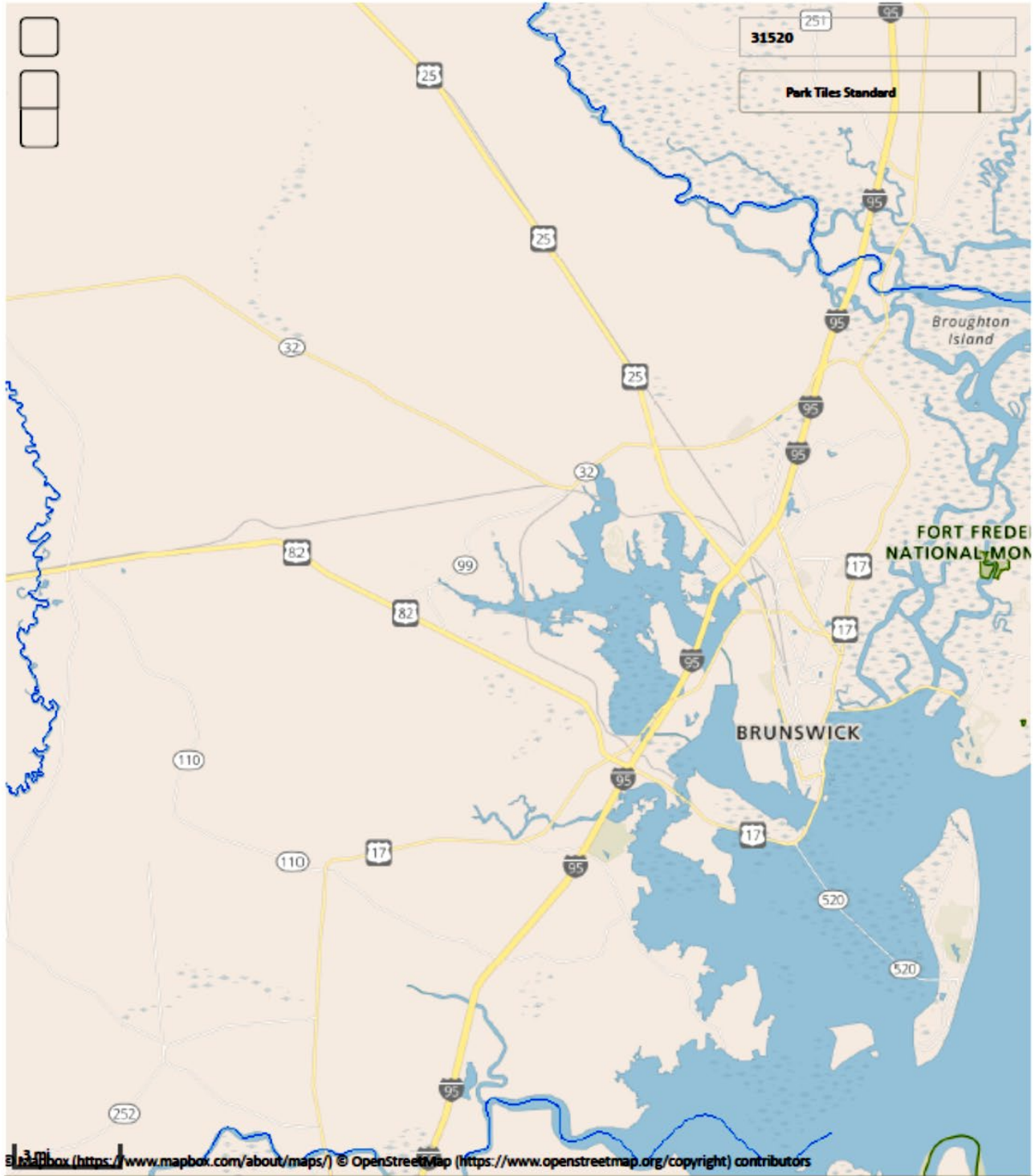
2/11/2020

Nationwide Rivers Inventory

## Nationwide Rivers Inventory

National Park Service  
U.S. Department of the Interior

This is a listing of more than 3,200 free-flowing river segments in the U.S....



Home (<https://www.nps.gov>) | Frequently Asked Questions (<https://www.nps.gov/faqs.htm>)

<https://www.nps.gov/maps/full.html?mapId=8adbe798-0d7e-40fb-bd48-225513d64977>

APPENDIX B  
SITE SPECIFIC CONTAMINATION CHECKLIST



## SITE-SPECIFIC FIELD CONTAMINATION CHECKLIST

Completing the form requires a site visit by the preparer. The preparer should be sure to observe the property by walking through the property and the building(s) and other structures on the property to the extent possible and observing all adjoining\* properties.

### PREPARER MUST COMPLETE CHECKLIST IN ITS ENTIRETY

Date of Visit:	Time:	Weather Conditions:
Program Name:		
Project Location/Address:		
Property Owner:		
Year Built:		
<u>Attach the following, as appropriate:</u> <input type="checkbox"/> Photographs of site and surrounding areas <input type="checkbox"/> Maps (street, topographic, aerial, site map, etc.)		

QUESTION Is there evidence of any of the following?	OBSERVATION	
	SUBJECT PROPERTY	ADJOINING PROPERTIES
Is the property or any adjoining property currently used, or has evidence of prior use, as a <b>gasoline station, motor vehicle repair facility, printing facility, dry cleaners, photo developing laboratory, junkyard, or as a waste treatment, storage, disposal, processing or recycling facility?</b>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Are there any damaged or discarded <b>automobile(s), automotive or industrial batteries, pesticides, paints, or other chemicals</b> in individual containers greater than 5 gal in volume or 50 gal in the aggregate, stored on or used at the property or adjoining properties?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Are there any industrial <b>drums</b> (typically 55 gal) or sacks of <b>chemicals, herbicides or pesticides</b> located on the property or adjoining properties?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Has <b>fill dirt</b> been brought onto the property or adjoining properties that originated from a suspicious site or that is of an unknown origin?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Are there any <b>pits, ponds, or lagoons</b> located on the property or adjoining properties in connection with waste treatment or waste disposal?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Is there any <b>stained soil, distressed vegetation and/or discolored water</b> on the property or adjoining properties?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Are there any <b>storage tanks</b> , aboveground or underground (other than residential), located on the property or adjoining properties?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>

\*Adjoining properties: Any real property or properties the border of which is contiguous or partially contiguous with that of the property, or that would be contiguous or partially contiguous with that of the property but for a street, road, or other public thoroughfare separating them.

QUESTION Is there evidence of any of the following?	SUBJECT PROPERTY	ADJOINING PROPERTIES
Are there any <b>vent pipes, fill pipes, or underground tank access ways</b> visible on the property or adjoining properties?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Are any flooring, drains, walls, ceilings, or grounds on the property or adjoining properties <b>stained by substances</b> (other than water) or emitting <b>noxious or foul odors or odors of a chemical nature</b> ?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Is the property served by a <b>private well or non-public water system</b> ? (If yes, a follow-up investigation is required to determine if contaminants have been identified in the well or system that exceed guidelines applicable to the water system, or if the well has been designated contaminated by any government environmental/health agency.)	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	
Has the owner or occupant of the property been informed of the existence of past or current <b>hazardous substances or petroleum products or environmental violations</b> with respect to the property or adjoining properties?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Do the property or adjoining properties <b>discharge wastewater</b> (not including sanitary waste or storm water) onto the property or adjoining properties and/or into a storm water system?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
Is there a <b>transformer, capacitor, or any hydraulic equipment</b> on the property or adjoining properties that are not marked as "non-PCB"?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>
<b>NON-SCOPE ITEMS**</b> Is there evidence of any of the following?	<b>SUBJECT PROPERTY</b>	<b>ADJOINING PROPERTIES</b>
Is <b>visible mold</b> present in the structure? Are any flooring, ceilings, or walls on the property <b>wet or damp, damaged or stained</b> as a result of water? Is there an <b>odor of mold</b> ?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	
Was the property constructed prior to 1978?	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	
Is the radon concentration in the structure to be rehabilitated at or above 4 picocuries per liter of air (pCi/L)? Radon Testing Results: _____ pCi/L	YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN <input type="checkbox"/>	

\*Non-scope Items: Non-scope refers to contamination-related risks, including asbestos, lead, and radon, required for analysis by the ASTM E 1527-13 standard.

**If answering "YES" or UNKNOWN" to any questions on this checklist, describe the conditions:**

**Use photographs and maps to mark and identify conditions. Attach more information as needed.**

**Is further evaluation warranted? YES  NO  UNCERTAIN**

**Preparer of this form must complete the following required information.**

**This inspection was completed by:**

Name:

Title:

Phone Number:

Email:

Agency:

Address:

**Preparer represents that to the best of his/her knowledge the above statements and facts are true and correct and to the best of his/her actual knowledge no material facts have been suppressed, omitted or misstated.**

Signature:

Date:

APPENDIX C  
TIER II SITE SPECIFIC STRATEGY

**Tier II Environmental Review: Site Specific Strategy**  
**Glynn County 31520 CDBG-DR Rehabilitation and Reconstruction Program**

**Introduction**

A Tiered Review is a type of environmental review that allows local governments to eliminate unnecessary or repetitive discussions of issues at subsequent levels of review (24 CFR § 58.15). This Strategy is intended to cover owner occupied rehabilitation and reconstruction activities occurring throughout Glynn County, Georgia 31520. A map of the areas where these activities may occur is provided in Appendix I of the Tier I Broad Level Review.

The purpose of this written strategy is to provide instructions and context for completing the accompanying Site Specific Checklist covering the County's Homeowner Rehabilitation and Reconstruction Program. The Site Specific checklist is the second part of the Tiered Environmental Review process and must be completed for every site once unique addresses are known.

**No funds may be committed or expended until the Site Specific Checklist is completed, signed, and dated.**

Rehabilitation and reconstruction activities covered by this Strategy must meet the following conditions:

1. The project site must be within zip code 31520.
2. Activities will be limited to residential dwelling units.
3. For dwelling units intended to house 1 to 4 families (single family):
  - a. Unit density is not increased beyond four units;
  - b. Property use is not changed; and
  - c. The building or any supporting feature footprint is not expanded.

If the proposed activity does not meet or exceed any of the above criteria a separate environmental review will be required. Separate environmental reviews will include submittal of a Request to Release Funds (RROF) to the Georgia Department of Community Affairs (DCA) prior to committing funds. Strategy criteria have been established to conform with HUD regulations at 24 CFR forth at 24 CFR Part 58, particularly Section 58.35(a)(3), and Council on Environmental Quality regulations at 40 CFR Parts 1500 -1508.

Each section below contains instructions for completing each compliance factor of the Tier II checklist. The remaining compliance factors were complied with and documented during the Tier I Review. Refer to the accompanying Tier I Review Checklist to see those compliance factors.

## STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED

### AT 24 CFR 50.4 & 58.6

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#### I. **Airport Hazards** **24 CFR Part 51 Subpart D**

If the proposed project is located near an airport or in the immediate area of the landing and approach zones, additional information is necessary to determine whether this issue is a concern and if so, how to mitigate it. It is HUD's policy to apply standards to prevent incompatible development around civil airports and military airfields. See 24 CFR 51, Subpart D.

Using either GIS software or the NEPA assist tool, map the distance of the property to airports in the area. The NEPA assist tool can be accessed using the following link:

<https://nepassisttool.epa.gov/nepassist/nepamap.aspx>

The environmental review record should contain one of the following:

- A map showing the site is not within 15,000 feet of a military airport or 3000 feet of a civilian airport.
- A map showing the site is not within a Runway Potential Zone or Clear Zone.
- A map of the project's location in proximity to the APZ and documentation showing the project is in compliance with DOD guidelines for Accident Potential Zones (APZ).
- A map of the project's location in proximity to the APZ and documentation of approval from Certifying Officer or HUD Approving Official for properties located within an APZ.

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#### II. **Flood Insurance** **Flood Disaster Protection Act of 1973 and National Flood Insurance Reform Act of 1994 [42 USC 4001-4128 and 42 USC 5154a]**

The Flood Disaster Protection Act of 1973 (42 U.S.C. 4012a) requires that projects receiving federal assistance and located in an area identified by the Federal Emergency Management Agency (FEMA) as being within a Special Flood Hazard Areas (SFHA) be covered by flood insurance under the National Flood Insurance Program (NFIP). In order to be able to purchase flood insurance, the community must be participating in the NFIP. If the community is not participating in the NFIP, federal assistance cannot be used in those areas.

The environmental review record should contain **one** of the following:

- Documentation supporting the determination that the project does not require flood insurance or is excepted from flood insurance.

- A FEMA Flood Insurance Rate Map (FIRM) showing that the project is not located in a Special Flood Hazard Area.
- A FEMA Flood Insurance Rate Map (FIRM) showing that the project is located in a Special Flood Hazard Area along with a copy of the flood insurance policy declaration or a paid receipt for the current annual flood insurance premium and a copy of the application for flood insurance in the review.

## **STATUTES, EXECUTIVE ORDERS, AND REGULATIONS LISTED AT 24 CFR §58.5**

### **III. Contamination and Toxic Substances**

#### **I. FR Part 50.3(i) & 58.5(i)(2)]**

It is HUD policy that all properties that are being proposed for use in HUD programs be free of hazardous materials, contamination, toxic chemicals and gases, and radioactive substances, where a hazard could affect the health and safety of the occupants or conflict with the intended utilization of the property. See 24 CFR 58.5(i)(2) and 24 CFR 50.3(i).

All projects will be reviewed for compliance with the Toxic and Hazardous Chemicals requirements. Glynn County shall give particular attention to any site where an activity in on or is within one mile of an area that contain or may have contained hazardous waste, such as dumps, landfills and industrial sites.

Verify using EnviroMapper and/or NEPAAssist that the site is not on or near a Superfund site, within one mile of a landfill or toxic site, and does not contain underground storage tank other than residential fuel tax.

<https://www.epa.gov/emefdata/em4ef.home>

An onsite investigation will need to be completed as properties are identified to determine if any of the following contamination indicators exist: stressed vegetation; soil or pavement staining; pools of unknown liquid; strong, pungent, or noxious odors; oil/chemical spills; drums or barrels; pits or lagoons; multiple abandoned heavy machines, automobiles, or large appliances; dumped or stored transformers; evidence of frequent automobile or heavy machinery repair activities; unusual subsidence depressions; adjacent contamination sources such as landfills. If the onsite investigation reveals no conditions indicating the presence of potential hazards that may affect the health and safety of future occupants or restrict the intended use of the site, the site visit shall be documented and no further action will be required for compliance with Toxic Chemicals and Radioactive Materials requirements.

If conditions are present to indicate the presence of potential hazards that may affect the health and safety of future occupants, the completion of a Phase I Assessment per ASTM Standard E 1527-14 (Phase I), is necessary; or the property will be rejected. If necessary additional investigations reveal hazards that

may affect the health and safety of future occupants appropriate mitigation shall be implemented; or the property will be rejected.

Document observations from the site visit on the Field Visit Checklist, and include checklist as supporting documentation in the ERR.

**No funds may be committed for acquisition, rehabilitation, demolition or construction of a property until the property has been screened for toxic chemicals and radioactive materials; and, where applicable, contamination issues have been appropriately addressed.**

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#### **IV. Explosive and Flammable Hazards**

##### **24 CFR Part 51 Subpart C**

No projects will consist of development, construction, rehabilitation that will increase residential densities, or conversion.

The distance that project sites are located to hazardous facilities (a facility that mainly stores, handles or processes flammable or combustible chemicals such as bulk fuel storage facilities and refineries) must be evaluated. Verify the project's site proximity to hazardous facilities using the NEPAAssist Tool (<https://www.epa.gov/nepa/nepassist>). Then conduct an Acceptable Separation Distance (ASD) assessment using HUD's ASD electronic tool (<https://www.hudexchange.info/environmental-review/asd-calculator/>)

If the separation distance is not acceptable, a barrier is required to mitigate the project. Otherwise, the project should be moved to a different location.

Compliance documentation includes:

- A determination that the project does not include a hazardous facility.
- A determination along with all supporting documentation that the hazardous facility is located at an acceptable separation distance from residences and any other facility or area where people may congregate or be present.
- Documentation of the existing or planned barrier that would serve as sufficient mitigation, including correspondence with a licensed engineer.

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#### **V. Floodplain Management**

##### **Executive Order 11988, particularly section 2(a); 24 CFR Part 55**

Executive Order 11988 - Floodplain Management requires Federal activities to avoid impacts to floodplains and to avoid direct and indirect support of floodplain development to the extent practicable. The Federal Emergency Management Agency (FEMA) designates floodplains as geographic zones subject to varying levels of flood risk. Each zone reflects the severity or type of potential flooding in the area.

Documentation in the ERR must include a Flood Insurance Rate Map (FIRM) with the project location clearly marked to confirm whether the site is within a Special Flood Hazard Area (SFHA). Compliance is different for the two project options



below:

1. If the site is within a SFHA and the rehabilitation costs are less 50% of the market value before rehabilitation, the documentation must indicate that pursuant to 24 CFR § 55.12(b)(2) the floodplain 8-step decision making process does not apply. Attach FEMA FIRM map (<https://msc.fema.gov/portal/home>) and document compliance on statutory checklist below. **No further action required.**
2. If the site is within a SFHA and the project is either a major rehabilitation with costs that are equal to or exceed 50% of the market value before rehabilitation, or reconstruction, the documentation must show compliance with the 8-step decision process (24 CFR § 55.20).

#### EIGHT-STEP DECISION-MAKING PROCESS

- a. DETERMINE IF PROPOSAL IS IN A FLOODPLAIN OR WETLAND: by using Flood Hazard Boundary Maps, Community Profiles, Army Corps of Engineers Flood Hazard Inventory (annual), coastal zone maps, and any other relevant information.
- b. INVOLVE PUBLIC IN DECISION-MAKING PROCESS (NOTICE): Using the notice forms located at <https://www.dca.ga.gov/node/3757>, notify the public by publishing in a newspaper in communities which have local newspapers. In all other communities, post the notice on the post office bulletin board for 15 days including postmarks on the notice to document the date was posted and the date it was removed.
- c. DETERMINE IF THERE IS A PRACTICABLE ALTERNATIVE: Identify and evaluate at least three alternatives, including when possible, alternative sites outside the floodplain or wetland, alternative actions, and the “no action” option.
- d. IDENTIFY ADVERSE AND BENEFICIAL IMPACTS: including direct and indirect support of other floodplain and wetland development that might result from the project. Analyze the following factors: (1) Natural environment (topography, habitat, hazards); (2) Social concerns (aesthetics, historic and cultural values, land use patterns); (3) Economic aspects (costs of construction, transportation and relocation); and (4) Legal considerations (deeds, leases).
- e. MITIGATE ADVERSE IMPACTS: Minimize the impacts identified and restore and preserve the beneficial values served by floodplains and wetlands.
- f. RE-EVALUATE ALTERNATIVES: in light of the information gained to determine if the proposed action is still practicable. If new construction is to be located in a floodplain or wetland, apply accepted flood proofing

and other measures. To achieve flood protection, wherever practicable elevate the structures above the flood level rather than fill in land.

- g. ANNOUNCE AND EXPLAIN DECISION TO THE PUBLIC (NOTICE): Using the attached form, again notify the public by publishing in the local newspaper when possible or posting on the bulletin board for seven days, postmarking the notice at posting and at removal.
- h. IMPLEMENT PROPOSAL WITH APPROPRIATE MITIGATION: Review during site visits to ensure that mitigation measures are fully implemented.

DOCUMENT EACH OF THE ABOVE STEPS AND INCLUDE IN THE ENVIRONMENTAL REVIEW FILE FOR THE PROJECT.

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**VI. Historic Preservation**

**National Historic Preservation Act of 1966, particularly sections 106 and 110; 36 CFR Part 800**

All assisted activities require Section 106 review except projects that are 'exempt' or 'categorically excluded not subject to' under HUD regulations (24 CFR Parts 50 and 58) or that are determined by HUD to have "No potential to Affect Historic Properties" as defined at 36 CFR 800.3.

Should the project require HPD consultation, the following must be submitted to the HPD:

- Complete Environmental Review Form (located in the Site-specific Checklist)
  - o Include all contact information as HPD will respond via email to the submitter.
- Map indicating:

- Precise location of the project (USGS topographic map preferred: <http://www.digital-topo-maps.com/> <sup>1</sup>).
- In urban areas, please also include a city map that shows more detail.
- Boundaries of the APE as noted in section II above.
- Detailed project plans to supplement section I.F, including (if applicable and available):
  - Site plans (before and after).
  - Project plans.
  - Elevations.
- High-resolution color photographs (2 photos per page) illustrating:
  - The project area and the entire APE as defined in section IV above.
  - Any adjacent properties that are within the APE, with clear views of buildings or structures, if applicable.
  - If the project entails the alteration of existing historic structures, please provide **detail** photographs of existing conditions of sites, buildings, and interior areas/materials to be impacted.
  - **\*\*Google Streetview images will not be accepted**
- Photo key (map or project plans can be used) indicating:
  - Location of all photographs by photo number.
  - Direction of view for all photographs.
- Any available information concerning known or suspected archaeological resources in the APE.

a) **Tribal Consultation**

The local government must consult with federally-recognized Indian tribes when a HUD-assisted project may affect historic properties of religious and cultural significance to them.

If the project includes any of the types of activities below, tribal consultation is required.

*Significant ground disturbance (digging): Examples – new sewer lines, utility lines (above and below ground), foundations, footings, grading, and access roads.*

*New construction in undeveloped natural areas: Examples – industrial-scale energy facilities, transmission lines, pipelines, or new recreational facilities, in undeveloped natural areas like mountaintops, canyons, islands, forests, native grasslands, etc., and housing, commercial, and industrial facilities in such areas.*

*Incongruent visual changes: Examples – construction of a focal point that is out of character with the surrounding natural area, impairment of the vista or viewshed from an observation point in the natural landscape, or impairment of the recognized historic scenic qualities of an area.*

*Incongruent audible changes: Examples – increase in noise levels above an acceptable standard in areas known for their quiet, contemplative experience.*

*Incongruent atmospheric changes: Examples – introduction of lights that create skyglow in an area with a dark night sky.*

*Work on a building with significant tribal association: Examples – rehabilitation, demolition or removal of a surviving ancient tribal structure or village, or a building or structure that there is reason to believe was the location of a significant tribal event, home of an important person, or that served as a tribal school or community hall†*

*Transfer, lease or sale of a historic property of religious and cultural significance: Example – transfer, lease or sale of properties that contain archeological sites, burial grounds, sacred landscapes or features, ceremonial areas, plant and animal communities, or buildings and structures with significant tribal association.*

If the project does not include any of these activities, select “none of the above apply” on the “When to Consult with Tribes under Section 106” worksheet and place in the ERR. This worksheet has been provided in the Site Specific Checklist.

If any of the activities apply, using the Tribal Directory Assessment Tool (TDAT) can be accessed using the following link: <https://egis.hud.gov/tdat/>, locate the tribes within the county. Send each tribe either by mail or email a letter inviting them to comment on the project. A letter template, for part 58 projects, can be accessed using the following link:

<https://www.hudexchange.info/resource/3785/tribal-consultation-letter-template/>

If the tribe does not respond to the invitation to consult within 30 days (if e-mailed) or 35 days (if mailed), the grantee should document the invitation and lack of response in the ERR, further consultation is not required.

If further action is required as a result of the THPO response, document the action required and place in file. If the action requires a MOA, place in file.

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**VII. Noise Abatement and Control  
Noise Control Act of 1972, as amended by the Quiet Communities Act of 1978; 24 CFR Part 51 Subpart B**

Single-family rehabilitation and demolition only activities are not subject to The Noise Abatement regulation (24 CFR Part 51 Subpart B). However, for projects located within 3,000 feet of a railroad, 1,000 feet from a highway, or 15 miles of an airport, noise calculations will be required for rehabilitation projects that have the ability to attenuate for noise (roof replacement, window replacement, insulation replacement).

All reconstruction activities are subject to the Noise Abatement Regulation.

Documentation must include a map that shows whether the site is within 3,000 feet of a railroad, 1,000 feet of a major highway, or or 5 miles of a civilian airport, or 15 miles of a military airport. If the site is 3,000 feet from a railroad, 1,000 feet from a highway or 15 miles from an airport a noise assessment is required. If the site is not within these distances to an airport, railroad, or highway, place a map documenting this information into the ERR.

If a project is within 1,000 feet of major highway or 3,000 feet of a railroad then traffic and rail data must be collected and entered into the HUD DNL Calculator to determine the decibel level. Traffic data can be obtained from the GA DOT website. Railroad data can be obtained from the railroad operator. Airport noise levels will also need to be entered if the site is within 15 miles of an airport. The calculator can be accessed using the following link:

<https://www.hudexchange.info/environmental-review/dnl-calculator/>

Attach a copy of the DNL Calculation that includes the analysis of all major roads, railroads, and airports that affect the project site.

If the noise level at the activity site is Normally Unacceptable (>65 DNL to 75 DNL). A specific noise attenuation plan detailing the sound transmission classifications (STC) ratings for building materials must be developed prior to approval of this form. Attach the plan detailing how noise will be attenuated to an interior level of 45 DNL and 65 DNL for exterior use).

If the noise level at the site is Unacceptable (>75 DNL), an EIS or EIS waiver will be required, or the project is rejected.

---

**VIII. Wetlands Protection**  
**Executive Order 11990, particularly sections 2 and 5**

Project does not involve new construction as defined in Executive Order 11990, expansion of a building's footprint, or new ground disturbance. All rehabilitation and reconstruction activities occur on previously developed sites, do not cause new ground disturbance. However, some eligible residential properties may be situated proximate to surface water and many types of wetland resources and include substantial rehabilitation. Documentation supporting the determination that projects including minor repairs or improvements on one- to four-family properties that do not meet the thresholds for "substantial improvement" under §55.2(b)(10) or meet an exception at 55.12(a)(3), 55.12(a)(4), 55.12(c)(3), 55.12(c)(7), or

55.12(c)(10) applies must be recorded. Projects not meeting the aforementioned requirements must complete and document an 8-step process.

#### EIGHT-STEP DECISION-MAKING PROCESS

1. DETERMINE IF PROPOSAL IS IN A FLOODPLAIN OR WETLAND: by using Flood Hazard Boundary Maps, Community Profiles, Army Corps of Engineers Flood Hazard Inventory (annual), coastal zone maps, and any other relevant information.
2. INVOLVE PUBLIC IN DECISION-MAKING PROCESS (NOTICE): Using the notice forms located at <https://www.dca.ga.gov/node/3757>, notify the public by publishing in a newspaper in communities which have local newspapers. In all other communities, post the notice on the post office bulletin board for 15 days including postmarks on the notice to document the date was posted and the date it was removed.
3. DETERMINE IF THERE IS A PRACTICABLE ALTERNATIVE: Identify and evaluate at least three alternatives, including when possible, alternative sites outside the floodplain or wetland, alternative actions, and the “no action” option.
4. IDENTIFY ADVERSE AND BENEFICIAL IMPACTS: including direct and indirect support of other floodplain and wetland development that might result from the project. Analyze the following factors: (1) Natural environment (topography, habitat, hazards); (2) Social concerns (aesthetics, historic and cultural values, land use patterns); (3) Economic aspects (costs of construction, transportation and relocation); and (4) Legal considerations (deeds, leases).
5. MITIGATE ADVERSE IMPACTS: Minimize the impacts identified and restore and preserve the beneficial values served by floodplains and wetlands.
6. RE-EVALUATE ALTERNATIVES: in light of the information gained to determine if the proposed action is still practicable. If new construction is to be located in a floodplain or wetland, apply accepted flood proofing and other measures. To achieve flood protection, wherever practicable elevate the structures above the flood level rather than fill in land.
7. ANNOUNCE AND EXPLAIN DECISION TO THE PUBLIC (NOTICE): Using the attached form, again notify the public by publishing in the local newspaper when possible or posting on the bulletin board for seven days, postmarking the notice at posting and at removal.
8. IMPLEMENT PROPOSAL WITH APPROPRIATE MITIGATION: Review during site visits to ensure that mitigation measures are fully implemented.

DOCUMENT EACH OF THE ABOVE STEPS AND INCLUDE IN THE ENVIRONMENTAL REVIEW FILE FOR THE PROJECT.

### **Compliance and Documentation**

The environmental review record should contain one of the following:

- Documentation supporting the determination that an exception at 55.12(a)(3), 55.12(a)(4), 55.12(c)(3), 55.12(c)(7), or 55.12(c) (10) applies.
- Documentation supporting the determination that the project does not involve new construction (as defined in Executive Order 11990), expansion of a building's footprint, or ground disturbance.
- A map or other relevant documentation supporting the determination that the project does not impact an on- or off-site wetland. <https://msc.fema.gov/portal/home>
- A completed 8-Step Process, including a map (from <https://msc.fema.gov/portal/home>) and the early and final public notices.

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### **IX. Environmental Justice Executive Order 12898**

Projects eligible for funding are targeted towards low and moderate income households. There is no expected impact to low income and minority populations; however, each site will be reviewed to ensure it does not have a disproportionate adverse impact on low income and minority individuals. This rule will be evaluated on the site-specific using land use plans, census information and the U.S. EPA Environmental Justice webpage (<https://www.epa.gov/environmentaljustice>).

The environmental review record should contain one of the following:

- Evidence that the site or surrounding neighborhood does not suffer from adverse environmental conditions and evidence that the proposed action will not create an adverse and disproportionate environmental impact or aggravate an existing impact. (Describe how the proposed action will not have a disproportionate adverse impact on minority or low-income populations.)
- Evidence that the project is not in an environmental justice community of concern (demographics, income, etc.) or evidence that the project does not disproportionately affect a low-income or minority population.
- If there are adverse effects on low-income or minority populations, documentation that that the affected community residents have been meaningfully informed and involved in a participatory planning process to

address (remove, minimize, or mitigate) the adverse effect from the project and the resulting changes.

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APPENDIX D  
TIER II ENVIRONMENTAL REVIEW CHECKLIST

**TIER 2 – PROPERTY SPECIFIC REVIEW**

**Expires:** \_\_\_\_\_

**Glynn County – CDBG-DR: Homeowner Rehabilitation and Reconstruction Program**

Grant #:

Full Property Address:

Estimated Project Cost:

Estimated Amount of CDBG-DR Funds:

\_\_\_\_\_  
Property Investigator Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Qualified Historic Professional Signature

\_\_\_\_\_  
Date

**STRATEGY CONDITIONS**

**I. Is the property located in Glynn County’s 31520 zip code?**

- Yes → Attach supporting documentation (location map) and continue with the Tier II Review.
- No → The conditions for the Tier II review are not met. A separate environmental review must be completed for the property.

**COMPLIANCE FACTOR SUMMARY**

**1. Were compliance issues identified?**

- Yes, list the compliance issues and identify the mitigation requirements for approval, or reject the property.

- No, the property is ready for HUD approval.

**2. As a result of the compliance review the project is recommended:**

- For Approval
- Approval with Conditions
- Rejection

**COMPLIANCE FACTORS (24 CFR 50.4)**

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**I. AIRPORT HAZARDS**

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**1. Is the project within 15,000 feet of a military airport or 3000 feet of a civilian airport?**

Yes → *Continue to Question 2.*

No → *Based on the response, the review is in compliance with this section. Provide a map showing that the site is not within the applicable distances to a military or civilian airport.*

**2. Is your project located within a Runway Potential Zone/Clear Zone (RPZ/CZ) or Accident Potential Zone (APZ)?**

Yes, project is in an APZ → *Continue to Question 3.*

Yes, project is in an RPZ/CZ → *Project cannot proceed at this location.*

No, project is not within an APZ or RPZ/CZ → *Based on the response, the review is in compliance with this section. Provide a map showing the site is not within either zone. You may skip question #3.*

**3. Is the project in conformance with DOD guidelines for APZ?**

Yes, project is consistent with DOD guidelines without further action. Explain how you determined that the project is consistent:

*Based on the response, the review is in compliance with this section.*

No, the project cannot be brought into conformance with DOD guidelines and has not been approved. → *Project cannot proceed at this location.*

Project is not consistent with DOD guidelines, but it has been approved by Certifying Officer or HUD Approving Official. Explain the approval process:

---

## II. FLOOD INSURANCE

---

Attach FEMA FIRM map with site location clearly marked & document flood designation here: \_\_\_\_\_.

**1. Is the property located inside a Special Flood Hazard Area?**

- Yes → Continue to Question #2.
- No → No further action is required for compliance with flood insurance requirements. You may skip question #2.

**2. Does the property carry a flood insurance policy?**

- Yes → Provide a copy of the flood insurance policy declaration or a paid receipt for the current annual flood insurance premium and a copy of the application for flood insurance in the review. No further action is required for compliance with flood insurance requirements.
- No → **STOP.** Reject project until flood insurance is obtained.

---

## III. CONTAMINATION AND TOXIC SUBSTANCES

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**1. Evaluate the site for contamination. Were any on-site or nearby toxic, hazardous, or radioactive substances found that could affect the health and safety of project occupants or conflict with the intended use of the property?**

Provide a map or other documentation of absence or presence of contamination<sup>1</sup> and explain evaluation of site contamination in the Worksheet below.

- No → Based on the response, the review is in compliance with this section. Continue to the Worksheet Summary below.

**Explain:**

- Yes → Describe the findings, including any recognized environmental conditions (RECs), in Worksheet Summary below. Continue to Question 2.

---

<sup>1</sup> Utilize EPA's Enviromapper and state/tribal databases to identify nearby dumps, junk yards, landfills, hazardous waste sites, and industrial sites, including EPA National Priorities List Sites (Superfund sites), CERCLA or state-equivalent sites, RCRA Corrective Action sites with release(s) or suspected release(s) requiring clean-up action and/or further investigation. Additional supporting documentation may include other inspections and reports.

Check here if an ASTM Phase I Environmental Site Assessment (ESA) report was utilized. [Note: HUD regulations does not require an ASTM Phase I ESA report for single family homes]

## 2. Mitigation

Document the mitigation needed according to the requirements of the appropriate federal, state, tribal, or local oversight agency. If the adverse environmental mitigation cannot be mitigated, then HUD assistance may not be used for the project at this site.

### Can adverse environmental impacts be mitigated?

Adverse environmental impacts cannot feasibly be mitigated

**Project cannot proceed at this location.**

Yes, adverse environmental impacts can be eliminated through mitigation.

→ Provide all mitigation requirements<sup>2</sup> and documents. Continue to Question 3.

## 3. Describe how compliance was achieved. Include any of the following that apply: State Voluntary Clean-up Program, a No Further Action letter, use of engineering controls<sup>3</sup>, or use of institutional controls<sup>4</sup>.

### If a remediation plan or clean-up program was necessary, which standard does it follow?

Complete removal

---

<sup>2</sup> Mitigation requirements include all clean-up actions required by applicable federal, state, tribal, or local law. Additionally, provide, as applicable, the long-term operations and maintenance plan, Remedial Action Work Plan, and other equivalent documents.

<sup>3</sup> Engineering controls are any physical mechanism used to contain or stabilize contamination or ensure the effectiveness of a remedial action. Engineering controls may include, without limitation, caps, covers, dikes, trenches, leachate collection systems, signs, fences, physical access controls, ground water monitoring systems and ground water containment systems including, without limitation, slurry walls and ground water pumping systems.

<sup>4</sup> Institutional controls are mechanisms used to limit human activities at or near a contaminated site, or to ensure the effectiveness of the remedial action over time, when contaminants remain at a site at levels above the applicable remediation standard which would allow for unrestricted use of the property. Institutional controls may include structure, land, and natural resource use restrictions, well restriction areas, classification exception areas, deed notices, and declarations of environmental restrictions.

- Risk-based corrective action (RBCA)
- Other

→ *Continue to the compliance summary.*

### **Summary**

#### **Compliance Determination**

Provide a clear description of your determination and a synopsis of the information that it was based on, such as:

- Map panel numbers and dates
- Names of all consulted parties and relevant consultation dates
- Names of plans or reports and relevant page numbers
- Any additional requirements specific to your region

**Are formal compliance steps or mitigation required?**

- Yes
- No

---

#### IV. EXPLOSIVE AND FLAMMABLE HAZARDS

---

1. Does the proposed HUD-assisted project include a hazardous facility (a facility that mainly stores, handles or processes flammable or combustible chemicals such as bulk fuel storage facilities and refineries)?

No

→ Continue to Question 2.

Yes

Explain:

→ Continue to Question 2.

- II. Is the hazardous facility located at an acceptable separation distance from residences and any other facility or area where people may congregate or be present?

Please visit [HUD's website](#) for information on calculating Acceptable Separation Distance.

Yes

*Based on the response, the review is in compliance with this section. Continue to the Worksheet Summary below. Provide map(s) showing the location of the project site relative to residences and any other facility or area where people congregate or are present and your separation distance calculations.*

No

*Provide map(s) showing the location of the project site relative to residences and any other facility or area where people congregate or are present and your separation distance calculations.*

*Continue to Question 3.*

- III. For the project to be brought into compliance with this section, all adverse impacts must be mitigated. Explain in detail the exact measures that must be implemented to make the Separation Distance acceptable, including the timeline for implementation. If negative effects cannot be mitigated, cancel the project at this location.

Note that only licensed professional engineers should design and implement blast barriers. If a barrier will be used or the project will be modified to compensate for an unacceptable separation distance, provide approval from a licensed professional engineer.

**Explain:**

**Worksheet Summary**

**Compliance Determination**

Provide a clear description of your determination and a synopsis of the information that it was based on, such as:

- Map panel numbers and dates
- Names of all consulted parties and relevant consultation dates
- Names of plans or reports and relevant page numbers
- Any additional requirements specific to your region

**Are formal compliance steps or mitigation required?**

- Yes
- No



---

## V. FLOODPLAIN MANAGEMENT

---

Attach FEMA FIRM map with site location clearly marked & document flood designation here: \_\_\_\_\_.

**1. Is the project site located in a Special Flood Hazard Area (SFHA, i.e. area designated "A" or "V" Zone by FEMA or best available information if the area is unmapped)?**

YES → Proceed to Question 2 below.

NO → No further action is required for compliance with floodplain management (Attach FEMA FIRM map).

**2. Will this project involve the rehabilitation of a single-family home costing more than 50% of the market value of the structure before rehabilitation within Special Flood Hazard Areas (100 yr. floodplain)?**

Yes → Comply with Executive Order 11988 by completing the 8-step-decision-making process per 24 CFR §55.20, for the entire area of consideration, before approving rehabilitation activities within a SFHA. **KEEP A COPY OF THIS 8-STEP PROCESS (including copies of all published notices) in the ERR.** Proceed to question #3.

No → Compliance with Executive Order 11988 is established by program definition. Attach FEMA FIRM map. No further action is required for compliance with floodplain

**3. Did the 8-step process result in a determination that there is no practicable alternative to carrying out the residential rehabilitation/acquisition/disposition activities within the Special Flood Hazard Area (SFHA)?**

Yes    No

**4. Is the community participating in the National Flood Insurance Program?**

Yes    No

**5. Select only one of the following options:**

Both answers to questions #3 and #4 are "yes". Rehabilitation or reconstruction activities may proceed in SFHA's, subject to the implementation of mitigation measures identified in the 8 Step Process.

The answer to either question #3 or #4 (or to both) is "no". Rehabilitation activities **from this program cannot be approved within a SFHA.**

---

## VI. HISTORIC PRESERVATION

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### 1. Tier I

- No historic properties affected; no further action is required regarding historic preservation;
- Historic properties will not be adversely affected; no further action is required regarding consultation with HPD.
- Historic properties may be adversely affected; further action is required complete the HPD Environmental Review form (below) and submit the required documentation to begin the consultation process. Indicate the results of the consultation at number 3. SHPO Finding.

### 2. Tier II

- No historic properties affected; no further action is required regarding historic preservation;
- Historic properties will not be adversely affected; no further action is required regarding consultation with HPD.
- Historic properties may be adversely affected; further action is required complete the HPD Environmental Review form (below) and submit the required documentation to begin the consultation process. Indicate the results of the consultation at number 3. SHPO Finding.

### 3. SHPO finding (check one).

- No historic properties affected; no further action is required regarding historic preservation;
- Historic properties will not be adversely affected; no further action is required regarding consultation with SHPO.
- Historic properties may be adversely affected; further action is required; or
- The activity is rejected.

### 4. Is further action required as a result of GA SHPO (see above)?

- No, no further action is required for compliance with historic preservation requirements (attach supporting documents);
- Yes, the activity must be modified to avoid adverse effects (as agreed upon by SHPO) mitigated through development of a Memorandum of Agreement (MOA) in accordance with 36 CFR part 800 to mitigate the adverse effects, or rejected;
- The activity has been modified to avoid adverse effects (attach supporting correspondence) the activity may be approved with modifications;
- An MOA has been developed in accordance with 36 CFR part 800 to mitigate the adverse effects, (attach a copy of the MOA) and the activity may be approved with implementation of the MOA; or
- The activity is rejected.

- Site plans (before and after).
- Project plans.
- Elevations.
- High-resolution color photographs (2 photos per page) illustrating:
  - The project area and the entire APE as defined in section IV above.
  - Any adjacent properties that are within the APE, with clear views of buildings or structures, if applicable.
  - If the project entails the alteration of existing historic structures, please provide **detail** photographs of existing conditions of sites, buildings, and interior areas/materials to be impacted.
  - **\*\*Google Streetview images will not be accepted**
- Photo key (map or project plans can be used) indicating:
  - Location of all photographs by photo number.
  - Direction of view for all photographs.
- Any available information concerning known or suspected archaeological resources in the APE.

*For questions regarding this form, please contact the Environmental Review Program Manager.*

When completed, please send this form along with supporting material to:

**Dr. David Crass, Division Director, Historic Preservation Division**  
**Attention: Environmental Review**  
**Jewett Center for Historic Preservation**  
**2610 GA Hwy 155, SW**  
**Stockbridge, GA 30281**  
 or  
**Mr. Santiago Martinez, Environmental Review & Preservation**  
**Planning, Santiago.Martinez@dca.ga.gov**

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**TRIBAL CONSULTATION**

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**1. Does the project include significant ground disturbance (digging)?**

Examples: new sewer lines, utility lines (above and below ground), foundations, footings, grading, access roads

Yes    No

**2. Does the project include new construction in undeveloped natural areas?**

Examples: industrial-scale energy facilities, transmission lines, pipelines, or new recreational facilities, in undeveloped natural areas like mountaintops, canyons, islands, forests, native grasslands, etc., and housing, commercial, and industrial facilities in such areas

Yes    No

**3. Does the project include incongruent visual changes?**

Examples: construction of a focal point that is out of character with the surrounding natural area, impairment of the vista or viewshed from an observation point in the natural landscape, or impairment of the recognized historic scenic qualities of an area

Yes  No

**4. Does the project include incongruent audible changes?**

Examples: increase in noise levels above an acceptable standard in areas known for their quiet, contemplative experience

Yes  No

**5. Does the project include incongruent atmospheric changes?**

Examples: introduction of lights that create skyglow in an area with a dark night sky

Yes  No

**6. Does the project include work on a building with significant tribal association?**

Examples: rehabilitation, demolition or removal of a surviving ancient tribal structure or village, or a building or structure that there is reason to believe was the location of a significant tribal event, home of an important person, or that served as a tribal school or community hall

Yes  No

**7. Does the project include transfer, lease or sale of a historic property of religious and cultural significance?**

Example: transfer, lease or sale of properties that contain archeological sites, burial grounds, sacred landscapes or features, ceremonial areas, plant and animal communities, or buildings and structures with significant tribal association

Yes  No

**8. Select only one of the following options:**

The answer to any of the questions above is “yes”. The project requires Tribal Consultation. Proceed to question #9.

Answers to questions 1-7 are “no”. The project may proceed. Tribal Consultation is not required.

**9. Does HUD’s Tribal Directory Assessment Tool indicate that tribes have an interest in the location where the project is sited? (<http://egis.hud.gov/tdat/Tribal.aspx>)**

Yes → Continue to question #10.

No → *No further action is required. Place all tribal documentation in the ERR.*

**10. Did the tribe(s) respond that they want to be a consulting party?**

Yes → Continue to question #11.

No → *No further action is required. Place all tribal documentation in the ERR.*

**11. Is further action required as a result of THPO response?**

No, no further action is required for compliance with tribal historic preservation requirements.

- Yes, the activity must be modified to avoid adverse effects (as agreed upon by the THPO) through development of a Memorandum of Agreement (MOA) to mitigate the adverse effects, or be rejected;
- The activity has been modified to avoid adverse effects (attach supporting correspondence) and the activity may be approved with modifications;
- An MOA has been developed to mitigate the adverse effects, (attach a copy of the MOA) and the activity may be approved with implementation of the MOA; or
- The activity is rejected.

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## VII. NOISE ABATEMENT AND CONTROL

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Attach a map showing the distance from project site to nearest railroad, nearest major highway, and nearest FAA regulated airport (small municipal and private airports that lack commercial operations and jet engine traffic do not have to be considered).

**1. Is the property located within 1,000 feet of a major roads (interstate or four lane road)? Attach a map showing the distance to all major roads surrounding the site.**

No → *No further action is required for compliance with noise abatement requirements.*

Yes → *Name of Road(s)*

*Distance to site*                      *ft.*

Go to the respective State’s Department of Transportation site and obtain the traffic data and proceed to the next questions.

**2. Is the AADT for each major road greater than 10,000? Attach a printout of DOT information for each major road within 1,000 ft. of the site.**

No → *No further action is required for compliance with sub-factor. Proceed to the next question.*

Yes → Conduct a noise assessment for each major road using the Site DNL Calculator at <https://www.hudexchange.info/environmental-review/dnl-calculator/>. Proceed to the next question.

**3. Is the activity located within 3,000 ft. of a railroad or rail yard? Attach a map showing the distance to all railroads surrounding the site.**

No → *No further action is required for compliance with sub-factor. Proceed to the next question.*

Yes → Gather the railroad information from the railroad operator. Use this information to complete the noise assessment, <https://www.hudexchange.info/environmental-review/dnl-calculator/>. Proceed to the next question. Railroad #1 distance to site:                      *ft.*

**4. Is the activity located within 15 miles of a military airport or 5 miles from a civilian airport? Attach a map of the surrounding site showing proximity to any airports.**

No → *No further action is required for compliance with sub-factor. Proceed to the final section.*

Yes → *Name of Airport*

*Distance to site*                      *ft.*

Obtain the Noise contours from the Airport to determine the airport noise DNL for your site. Add this into the Noise Calculator computation to determine the impact. Attach a copy of the DNL calculation that includes the analysis of all major roads and railroads that affect the project site.

**5. Enter the combined DNL calculation                      and select the impact from the choices below:**

The activity proposed does not have the ability to attenuate for noise. No DNL calculation is required. No further action is required.

The noise level at the activity site is Acceptable ( $\leq 65$  DNL). Attach the results of the noise analysis. No further action is required for compliance with noise abatement requirements.

The noise level at the activity site is Normally Unacceptable ( $>65$  DNL to  $75$  DNL). A specific noise attenuation plan detailing the sound transmission classifications (STC) ratings for building materials must be developed prior to approval of this form. Attach the plan detailing how noise will be attenuated to an interior level of  $45$  DNL and  $65$  DNL for exterior use).

The noise level at the activity site is Unacceptable ( $>75$  DNL). An EIS or and EIS waiver is required.

The activity is rejected.

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**VIII. WETLANDS PROTECTION**

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**1. Does an exception at 55.12(a)(3), 55.12(a)(4), 55.12(c)(3), 55.12(c)(7), or 55.12(c) (10) apply?**

No → *You must determine that there are no practicable alternatives to wetlands development by completing the 8-Step Process. Continue to Question 2.*

Yes → *Continue to Question 2.*

**2. Does this project involve new construction as defined in Executive Order 11990, expansion of a building's footprint, or ground disturbance?**

The term "new construction" shall include draining, dredging, channelizing, filling, diking, impounding, and related activities and any structures or facilities begun or authorized after the effective date of the Order.

No → *If an exception from Question 1. also applies, the review is in compliance with this section. Continue to the Worksheet Summary below.*

**☐ An exception from Question 1. did not apply.** → Continue to Question 3.

Yes → Continue to Question 3.

**3. Will the new construction or other ground disturbance impact an on- or off-site wetland?**

The term "wetlands" means those areas that are inundated by surface or ground water with a frequency sufficient to support, and under normal circumstances does or would support, a prevalence of vegetative or aquatic life that requires saturated or seasonally saturated soil conditions for growth and reproduction. Wetlands generally include swamps, marshes, bogs, and similar areas such as sloughs, potholes, wet meadows, river overflows, mud flats, and natural ponds. Wetlands under E.O. 11990 include isolated and non-jurisdictional wetlands.

No, a wetland will not be impacted in terms of E.O. 11990's definition of new construction.

→ *If an exception from Question 1. also applies, the review is in compliance with this section. Continue to the Worksheet Summary below. Provide a map or any other relevant documentation to explain your determination.*

**☐ An exception from Question 1. did not apply.** *You must determine that there are no practicable alternatives to wetlands development by completing the 8-Step Process.*

Yes, there is a wetland that be impacted in terms of E.O. 11990's definition of new construction.

→ *You must determine that there are no practicable alternatives to wetlands development by completing the 8-Step Process.*

*Provide a completed 8-Step Process as well as all documents used to make your determination, including a map. Be sure to include the early public notice and the final notice with your documentation.*

*Continue to Question 4.*

**4. For the project to be brought into compliance with this section, all adverse impacts must be mitigated. Explain in detail the exact measures that must be implemented to mitigate for the impact or effect, including the timeline for implementation.**

**Which of the following mitigation actions have been or will be taken? Select all that apply:**

- Permeable surfaces
- Natural landscape enhancements that maintain or restore natural hydrology through infiltration
- Native plant species
- Bioswales
- Evapotranspiration
- Stormwater capture and reuse
- Green or vegetative roofs with drainage provisions
- Natural Resources Conservation Service conservation easements
- Compensatory mitigation

### **Worksheet Summary**

#### **Compliance Determination**

- Documentation supporting the determination that an exception at 55.12(a)(3), 55.12(a)(4), 55.12(c)(3), 55.12(c)(7), or 55.12(c)(10) applies.
- Documentation supporting the determination that the project does not involve new construction (as defined in Executive Order 11990), expansion of a building's footprint, or ground disturbance.
- A map or other relevant documentation supporting the determination that the project does not impact an on- or off-site wetland. <https://msc.fema.gov/portal/home>
- A completed 8-Step Process, including a map (from <https://msc.fema.gov/portal/home>) and the early and final public notices.
- Names of all consulted parties and relevant consultation dates
- Names of plans or reports and relevant page numbers
- Any additional requirements specific to your region

**Are formal compliance steps or mitigation required?**

- Yes
- No



---

## IX. ENVIRONMENTAL JUSTICE

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**HUD strongly encourages starting the Environmental Justice analysis only after all other laws and authorities, including Environmental Assessment factors if necessary, have been completed.**

**1. Were any adverse environmental impacts identified in any other compliance review portion of this project's total environmental review?**

Yes → *Continue to Question 2.*

No → *Based on the response, the review is in compliance with this section. Continue to the Worksheet Summary below.*

**2. Were these adverse environmental impacts disproportionately high for low-income and/or minority communities?**

Yes

**Explain:**

→ *Continue to Question 3. Provide any supporting documentation.*

No

**Explain:**

→ *Continue to the Worksheet Summary and provide any supporting documentation.*

**3. All adverse impacts should be mitigated. Explain in detail the proposed measures that must be implemented to mitigate for the impact or effect, including the timeline for implementation.**

Mitigation as follows will be implemented:

→ Continue to Question 4.

No mitigation is necessary.

**Explain why mitigation will not be made here:**

→ Continue to Question 4

**4. Describe how the affected low-income or minority community was engaged or meaningfully involved in the decision on what mitigation actions, if any, will be taken.**

→ Continue to the Worksheet Summary and provide any supporting documentation.

### **Worksheet Summary**

#### **Compliance Determination**

Provide a clear description of your determination and a synopsis of the information that it was based on, such as:

- Map panel numbers and dates
- Names of all consulted parties and relevant consultation dates
- Names of plans or reports and relevant page numbers
- Any additional requirements specific to your region

**Are formal compliance steps or mitigation required?**

Yes

No

APPENDIX E  
EIGHT STEP REVIEW PROCESS

## **Eight Step Decision Making Process**

### **EIGHT-STEP DECISION-MAKING PROCESS**

1. DETERMINE IF PROPOSAL IS IN A FLOODPLAIN OR WETLAND: by using Flood hazard Boundary Maps, Community Profiles, Army Corps of Engineers Flood Hazard Inventory (annual), coastal zone maps, and any other relevant information.
2. INVOLVE PUBLIC IN DECISION-MAKING PROCESS (NOTICE): Using the notice forms attached, notify the public by publishing in a newspaper in communities which have local newspapers. In all other communities, post the notice on the post office bulletin board for 15 days including postmarks on the notice to document the date it was posted and the date it was removed.
3. DETERMINE IF THERE IS A PRACTICABLE ALTERNATIVE: Identify and evaluate at least three alternatives, including when possible, alternative sites outside the floodplain or wetland, alternative actions, and the “no action” option.
4. IDENTIFY ADVERSE AND BENEFICIAL IMPACTS: including direct and indirect support of other floodplain and wetland development that might result from the project. Analyze the following factors: (1) Natural environment (topography, habitat, hazards); (2) Social concerns (aesthetics, historic and cultural values, land use patterns); (3) Economic aspects (costs of construction, transportation and relocation); and (4) Legal considerations (deeds, leases).
5. MITIGATE ADVERSE IMPACTS: Minimize the impacts identified and restore and preserve the beneficial values served by floodplains and wetlands.
6. RE-EVALUATE ALTERNATIVES: in light of the information gained to determine if the proposed action is still practicable. If new construction is to be located in a floodplain or wetland, apply accepted floodproofing and other measures. To achieve flood protection, wherever practicable elevate the structures above the flood level rather than fill in land.
7. ANNOUNCE AND EXPLAIN DECISION TO THE PUBLIC (NOTICE): Using the attached form, again notify the public by publishing in the local newspaper when possible or posting on the bulletin board for seven days, postmarking the notice at posting and at removal.
8. IMPLEMENT PROPOSAL WITH APPROPRIATE MITIGATION: Review during site visits to ensure that mitigation measures are fully implemented.

**DOCUMENT EACH OF THE ABOVE STEPS AND  
INCLUDE IN THE  
ENVIRONMENTAL REVIEW FILE FOR THE PROJECT!**

## Step 2 of the 8-Step Process Sample Notice for Early Public Review

### Step 2 of the 8-Step Process

#### Sample

##### Early Notice and Public Review of a Proposed Activity in a Wetland

**[Note: May also be combined with other notices such as state wetland notices so long as it contains the required information]**

To: All interested Agencies **[include all Federal, State, and Local]**, Groups and Individuals

This is to give notice that **[HUD under part 50 or Responsible Entity under Part 58]** has conducted an evaluation as required by **[Executive Order 11988 and/or 11990]**, to determine the potential affect that its activity in the wetland will have on the human environment for **[Program Name]** under **[HUD grant or contract number]**. **[Describe the activity, e.g. purpose, type of assistance, the size of the site, proposed number of units, size of footprint, type of wetland, natural values]**. **[State the total number of acres of wetlands]**. The proposed project(s) is located **[at addresses]** in **[Name of City]**, **[Name of County]**.

There are three primary purposes for this notice. First, people who may be affected by activities in wetlands and those who have an interest in the protection of the natural environment should be given an opportunity to express their concerns and provide information about these areas.

Second, an adequate public notice program can be an important public educational tool. The dissemination of information about wetlands can facilitate and enhance Federal efforts to reduce the risks associated with the occupancy and modification of these special areas. Third, as a matter of fairness, when the Federal government determines it will participate in actions taking place in wetlands, it must inform those who may be put at greater or continued risk.

Written comments must be received by **[HUD or Responsible Entity]** at the following address on or before **[month, day, year]** **[a minimum 15 calendar day comment period will begin the day after the publication and end on the 16th day after the publication]**: **[HUD or Responsible Entity]**, **[Address]** and **[phone number]**, Attention: **[Name of Certifying Officer]**, **[Title]**, during the hours of 9:00 AM to 5:00 PM. Comments may also be submitted via email at **[email address]**.

#### **Date:**

**NOTE:** According to 24 CRR 55, section 55.2(b)(1), the notice must be bilingual if the affected public is largely non-English speaking. In addition, the notice must be dispersed to federal, state and local public agencies, organizations, and individuals know to be interested in the proposed project.

## Step 7 of the 8-Step Process Sample Notice & Public Explanation

### Step 7 of the 8-Step Process

# Sample

## Final Notice and Public Explanation of a Proposed Activity in a Wetland

To: All interested Agencies [**include all Federal, State, and Local**], Groups and Individuals

This is to give notice that the [**HUD under part 50 or Responsible Entity under Part 58**] has conducted an evaluation as required by [**Executive Order 11988 and/or 11990**], to determine the potential affect that its activity in the wetland will have on the human environment for [**Program Name**] under [**HUD grant or contract number**]. The proposed project(s) is located [**at addresses**] in [**Name of City**], [**Name of County**]. [**Describe the activity, e.g. purpose, type of assistance, the size of the site, proposed number of units, size of footprint, type of wetland, natural values**]. [**State the total number of acres of wetlands involved**].

[**HUD or Responsible Entity**] has considered the following alternatives and mitigation measures to be taken to minimize adverse impacts and to restore and preserve natural and beneficial values: [**and reasons (quantitatively based if possible) for non-selection, (iii) all mitigation measures to be taken to minimize adverse impacts and to restore and preserve natural and beneficial values**] [**Acknowledge compliance with state and local wetland protection procedures**]

[**HUD or Responsible Entity**] has reevaluated the alternatives to building in the wetland and has determined that it has no practicable alternative. Environmental files that document compliance with steps 3 through 6 of [**Executive Order 11988 and/or 11990**], are available for public inspection, review and copying upon request at the times and location delineated in the last paragraph of this notice for receipt of comments. This activity will have no significant impact on the environment for the following reasons:

### [**Give reasons why there is no significant impact**]

There are three primary purposes for this notice. First, people who may be affected by activities in wetlands and those who have an interest in the protection of the natural environment should be given an opportunity to express their concerns and provide information about these areas.

Second, an adequate public notice program can be an important public educational tool. The dissemination of information about wetlands can facilitate and enhance Federal efforts to reduce the risks associated with the occupancy and modification of these special areas. Third, as a matter of fairness, when the Federal government determines it will participate in actions taking place in wetlands, it must inform those who may be put at greater or continued risk.

Written comments must be received by the **[HUD or Responsible Entity]** at the following address on or before **[month, day, year]** **[a minimum 7 calendar day comment period will begin the day after the publication and end on the 8th day after the publication]**: **[Name of Administrator]**, **[Address]** and **[phone number]**, Attention: **[Name of Certifying Officer]**, **[Title]**, during the hours of 9:00 AM to 5:00 PM. Comments may also be submitted via email at **[email address]**.

**Date:**

NOTE: According to 24 CRR 55, section 55.2(b)(1), the notice must be bilingual if the affected public is largely non-English speaking. In addition, the notice must be dispersed to federal, state and local public agencies, organizations, and individuals known to be interested in the proposed project.



APPENDIX F  
HISTORIC PRESERVATION DIVISION SECTION 106 FORM

# Georgia Historic Preservation Division

## Environmental Review Form

At a minimum, the Historic Preservation Division (HPD) requires the following information in order to review projects in accordance with applicable federal or state laws. Please note that the responsibility for preparing documentation, including items listed below, rests with the federal or state agency or its designated applicant. *HPD's ability to complete a timely project review largely depends on the quality and detail of the material submitted. If insufficient information is provided, HPD may need to request additional materials, which will prolong the review process. For complex projects, some applicants may find it advantageous to hire a preservation professional with expertise in history, architectural history, and/or archaeology, who would have access to the Georgia Archaeological Site Files and an understanding of HPD's publicly available files.*

**THERE IS A 30-DAY REVIEW PERIOD FROM THE DATE HPD RECEIVES THE SUBMITTAL. SHOULD ADDITIONAL INFORMATION BE REQUESTED, PLEASE NOTE THE 30-DAY PERIOD RESTARTS.**

### I. General Information

A. **Project Name:** \_\_\_\_\_

Project Address: \_\_\_\_\_

City: \_\_\_\_\_ County: \_\_\_\_\_

B. **Federal Agency Involved:** \_\_\_\_\_

State Agency (if applicable): \_\_\_\_\_

### C. Agency's Involvement:

- |  |   |
|--|---|
| <input type="checkbox"/> Funding                         | <input type="checkbox"/> Unknown                      |
| <input type="checkbox"/> License/Permit                  | <input type="checkbox"/> Other, please explain: _____ |
| <input type="checkbox"/> Direct/Is performing the action |   |

### D. Type of Review Requested:

- Section 106 of the National Historic Preservation Act (Federal involvement)
- Section 110 of the National Historic Preservation Act (Federally owned properties)
- Georgia Environmental Policy Act (State involvement)
- State Agency Historic Property Stewardship Program/State Stewardship (State owned properties)
- Technical Assistance (No Federal or State involvement)
- Unknown

E. **Contact Information:**  Applicant  Consultant

Name/Title/Company: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**Agency Contact Info** (either State or Federal, according to review type):

Name/Title/Agency: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**II. Project Information**

**A. Project Type:**

- Road/Highway Construction or Improvements
- Demolition
- Rehabilitation
- Addition to Existing Building/Structure
- New Construction
- Relicensing
- Utilities/Infrastructure
- Unknown
- Other: \_\_\_\_\_

**B. Project Description and Plans** This should include a *detailed* scope of work, including *any* actions to be taken in relation to the project, such as all aspects of new construction, replacement/repair, demolition, ground disturbance, and all ancillary work (temporary roads, etc.), as applicable. Attach additional pages if necessary. If a detailed scope of work is not available yet, please explain and include all preliminary information:

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**C. Land Disturbing Activity** This should include a detailed description of all horizontal and vertical ground disturbance, such as haul roads, cut or fill areas, excavations, landscaping activities, ditching, utility burial, grading, water tower construction, etc., as applicable:

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**D.** Has this identical project or a related project been previously submitted to HPD for review? YES \_\_\_ NO \_\_\_  
*\*If yes, please enclose a copy of HPD's previous response*

**E.** Is this project also being reviewed under a tax incentive program administered through HPD? YES \_\_\_ NO \_\_\_

**F.** Is this review request in order to satisfy an application requirement, such as for a grant? YES \_\_\_ NO \_\_\_  
*\*If yes, are project plans/scope of work available yet? YES \_\_\_ NO \_\_\_*  
*\*If yes, please enclose a copy of the project plans/scope of work as outlined in II.B and II.C above*

**III. Site Information**

**A.** In the past this property has been used for:

- 1. Farming YES \_\_\_ NO \_\_\_
- 2. Pasture YES \_\_\_ NO \_\_\_
- 3. Mining YES \_\_\_ NO \_\_\_
- 4. Timbering YES \_\_\_ NO \_\_\_
- 5. Road construction YES \_\_\_ NO \_\_\_
- 6. Housing YES \_\_\_ NO \_\_\_
- 7. Landfill YES \_\_\_ NO \_\_\_
- 8. Commercial YES \_\_\_ NO \_\_\_
- 9. Industrial YES \_\_\_ NO \_\_\_
- 10. Other (explain): \_\_\_\_\_

B. Describe what currently exists on the property today and give approximate construction dates for existing buildings along with any known history (i.e. buildings, parking lot, outbuildings, woods, grass, garden, etc.):

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**IV. Cultural Resources**

Background research for previously identified properties within the project area may be undertaken at HPD, including National Register of Historic Places files, county and city surveys, and identified sites files. Additionally, research at the Georgia Archaeological Site Files (GASF) in Athens may be undertaken by a qualified archaeologist or site file staff. To make a research appointment or find contact information for GASF, please visit our website. **Please note that as part of the review process, HPD may request an archaeological survey or resource identification.**

A. To your knowledge, has a cultural resources assessment or a historic resources survey been conducted in the project area? YES \_\_\_\_\_ NO \_\_\_\_\_ DO NOT KNOW \_\_\_\_\_ (see: [http://www. https://georgiashpo.org/surveys](http://www.georgiashpo.org/surveys))

*\*If yes, provide the title, author, and date of the report:*

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**B. Area of Potential Effect (APE)**

The APE is the geographic area or areas within which a project may cause changes (or effects). These changes can be direct (physical) or indirect (visual, noise, vibrations) effects. The APE varies with the project type and should factor in topography, vegetation, existing development, physical siting of the project, and existing/planned development. For example:

<i>If your project includes...</i>	<i>Then your APE would be...</i>
Rehabilitation, renovation, and/or demolition of a building or structure, or new construction	the building or property itself and the surrounding properties/setting with a view of the project
Road/Highway construction or improvements, streetscapes, pedestrian or bicycle facilities	the length of the project corridor and the surrounding properties/setting with a view of the project
Above ground utilities, such as siren/radio towers, water towers, pump stations, retention ponds, etc.	the area of ground disturbance and the surrounding properties/setting with a view of the project
Underground utilities	the area of ground disturbance

Based on this information, **identify the APE for your project, similar to above, describe what exists within it** and give approximate construction dates for existing buildings (ie. is it modern or historic residential or commercial development, undeveloped, etc. within the APE):

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C. Is the project located within or adjacent to a National Register of Historic Places (NRHP) listed or eligible historic property or district or a locally designated property or district?

YES \_\_\_\_\_ NO \_\_\_\_\_ DO NOT KNOW \_\_\_\_\_

*\*If yes, please provide names:*

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D. Within the project APE as identified in IV.B, are there any other buildings or structures that are 50 years old or older? YES \_\_\_\_\_ NO \_\_\_\_\_ DO NOT KNOW \_\_\_\_\_

*\*If yes, provide current photographs of each building or structure and key the photos to a site map.*

E. Are any of the buildings or structures identified in IV.D listed or eligible for listing in the NRHP?

YES \_\_\_\_\_ NO \_\_\_\_\_ DO NOT KNOW \_\_\_\_\_

*\*If yes, please identify the properties (by name or photo #).*

**F. Effects Information**

- 1. Does the project involve the rehabilitation, renovation, relocation, demolition or addition to any building or structure that is 50 years old or older? YES \_\_\_ NO \_\_\_  
*\*If yes, please explain:* \_\_\_\_\_
- 2. Will the project take away or change anything within the apparent or existing boundary of any of these historic properties? YES \_\_\_ NO \_\_\_  
*\*If yes, please explain:* \_\_\_\_\_
- 3. Will the project change the view from or of any of these properties? YES \_\_\_ NO \_\_\_  
*\*If yes, please explain:* \_\_\_\_\_
- 4. Will the project introduce any audible or atmospheric elements to the setting of any of these historic properties (such as light, noise, or vibration pollution)? YES \_\_\_ NO \_\_\_  
*\*If yes, please explain:* \_\_\_\_\_
- 5. Will the project result in a change of ownership for any historic properties? YES \_\_\_ NO \_\_\_  
*\*If yes, please explain:* \_\_\_\_\_

**V. Required Materials (Submittal Checklist)**

- Complete Environmental Review Form
  - o Include all contact information as HPD will respond via email to the submitter.
- Map indicating:
  - o Precise location of the project (USGS topographic map preferred: <http://www.digital-topo-maps.com/> <sup>1</sup>).
  - o In urban areas, please also include a city map that shows more detail.
  - o Boundaries of the APE as noted in section II above.
  - o Location of resources indicated in section IV.C through E.
- Detailed project plans to supplement section I.F, including (if applicable and available):
  - o Site plans (before and after).
  - o Project plans.
  - o Elevations.
- High-resolution current color photographs (2 photos per page) illustrating:
  - o The project area, the entire APE as defined in section IV, and resources indicated in section IV.C through E.
  - o Any adjacent properties that are within the APE, with clear views of buildings or structures, if applicable.
  - o If the project entails the alteration of existing historic structures, please provide *detail* photographs of existing conditions of sites, buildings, and interior areas/materials to be impacted.
  - o **\*\*Google Streetview and publicly available Tax Assessor images will not be accepted**
- Photography key (map or project plans can be used) indicating:
  - o Location of all photographs by photo number.
  - o Direction of view for all photographs.
- Any available information concerning known or suspected archaeological resources in the APE.

*For questions regarding this form, please contact the Environmental Review Program Manager at [Jennifer.dixon@dca.ga.gov](mailto:Jennifer.dixon@dca.ga.gov). Please note, we are currently accepting digital submittals; however, if no acknowledgement is received in response, a hardcopy may be needed due to technological restrictions.*

When completed, please send this form along with supporting material to:

**Georgia Department of Community Affairs  
Attn: Environmental Review, Historic Preservation Division  
60 Executive Park South, NE  
Atlanta, Georgia 30329**

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<sup>1</sup> Please note, this is not a complete list of websites with topographic map information. This website is not controlled by HPD and HPD bears no responsibility for its content.