

**STEPS FOR DEVELOPING AN  
Unspecified Site Strategy for Housing Related Activities**

**24 CFR Part 58.35(a)**

**Updated November 2017**



**Project Identification:**

**23DB-H08**

**Contract Number**

**Preparer:**

**J. Corbett Alday, Vice President & COO, Guardian CRM, Inc.**

**Typed Name and Title**

**Responsible Entity:**

**Hernando County**

**Name of Local Government**

**Month/Year:**

**5/2024**

**Step 1**  
**Unspecified Site Strategy**  
**The Project Description**

Describe the service area and or geographic area, include maps, if necessary.  
The recipient will use the awarded CDBG funding to assist residents throughout Hernando County.

List housing related activities.

The recipient will use the CDBG funding under the housing rehabilitation category, necessary repairs may be provided in the form of *renovation or demolition and replacement of existing housing units. At a minimum, 11 housing units whose occupants qualify as low-to-moderate income (LMI) households will be rehabilitated consistent with the adopted housing code. Two of the eleven homes proposed to be assisted will be occupied by persons having at or below 30% AMI. Assistance to housing units will be provided through construction repairs and temporary relocation for residents, as may be required. A relocation allowance will be provided to residents that must be relocated. Necessary repairs may be provided in the form of renovation of existing housing units or new construction of a portion or the entire housing unit.*

List funding sources and projected dollar amount for the project period.

1. \$625,500.00 – Housing Rehabilitation, Demo/Replacement
2. \$12,000 – Temporary Relocation
3. \$112,500.00 – Grant Administration
4. \$50,000 SHIP Match

List number of years this strategy covers.

Through the length of the grant award agreement including any modifications, if necessary.

**Step 2**  
**Determine the "Level of Review"**  
**CERTIFICATION OF CATEGORICAL EXCLUSION (subject to 58.5)**  
**Per 24 CFR 58.35 (a)**

Contract Number: 23DB-H08


Housing Related Activities Unspecified Site Strategy

I hereby certify that the following activities comprising Hernando County Housing Grant have been reviewed and determined Categorical Excluded Activity per 24 CFR 58.35 (a) as follows:

- (1) Acquisition, repair, improvement, reconstruction, or rehabilitation of public facilities and improvements (other than buildings) when the facilities and improvements are in place and will be retained in the same use without change in size or capacity of more than 20% (e.g. replacement of water or sewer lines, reconstruction of curbs and sidewalks, repaving of streets).
- (2) Special projects directed to the removal of material and architectural barriers that restrict the mobility of and accessibility to elderly and handicapped persons.
- (3) Rehabilitation of buildings and improvements when the following conditions are met:
  - (i) In the case of a building for residential use (with one to four units) the density is not increased beyond four units, the land use is not changed, and the footprint of the building is not increased in a floodplain or in a wetland;
  - (ii) In the case of multifamily residential buildings:
    - (A) Unit density is not changed more than 20%;
    - (B) The project does not involve changes in land use from residential to non-residential: and
    - (C) The estimated cost of rehabilitation is less than 75% of the total estimated cost of replacement after rehabilitation.
  - (iii) In the case of non-residential structures, including commercial, industrial, and public buildings:
    - (A) The facilities and improvements are in place and will not be changed in size of capacity by more than 20%: and
    - (B) The activity does not involve a change in land use, such as from non-residential to residential, commercial to industrial, of from one industrial use to another.
- (4) An individual action on a one-to-four family dwelling or an individual action on a project of five or more units developed on scattered sites when the sites are more than 2,000 feet apart and there are not more than four units on any one site.
- (5) Acquisition or disposition of an existing structure or acquisition of vacant land provided that the structure or land acquired or disposed of will be retained on any one site.
- (6) Combination of the above activities.

**Responsible Entity Certifying Official Signature:**

Signature



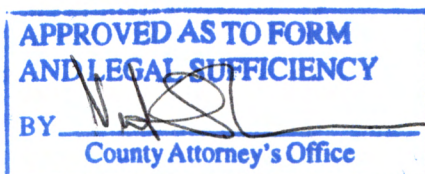
Date July 9, 2024

Printed Name

Elizabeth Narverud

Title

Chair, Hernando County BOCC



## **STATUTORY WORKSHEET**

### **24 CFR §58.5 STATUTES, EXECUTIVE ORDERS & REGULATIONS**

**Suggested Format for Categorically Excluded Projects subject to §58.5. NOTE: Compliance with the laws and statutes listed at 24 CFR §58.6 must also be documented.**

**Project Name:** Hernando County **Project Contract Number:** 23DB-H08

**Project Description:** Include all contemplated actions that logically are either geographically or functionally part of the project: The project is for owner occupied housing rehabilitation and/or demo/replacement of owner-occupied single-family housing.

This proposal is determined to be: Categorically Excluded Subject to 24 CFR 58.5

According to: [Cite Section(s)]: 58.35 (a)(3) Rehabilitation of buildings and improvements when the following conditions are met (i) in the case of a building for residential use (with one to four units), the density is not increased, and the land use is not changed; (B) the project does not involve a change in land use.

**DIRECTIONS:** Write "A" in the Status Column when the proposal, by its scope and nature, does not affect the resources under consideration; or write "B" if the project triggers formal compliance consultation procedures with the oversight agency, or requires mitigation (see Statutory Worksheet Instructions). Compliance documentation must contain verifiable source documents and relevant base data.

**Compliance Factors:**

<b>STATUTES, EXECUTIVE ORDERS AND REGULATIONS LISTED AT 24 CFR §58.5</b>	<b>A/B</b>	<b>COMPLIANCE DETERMINATION AND DOCUMENTATION</b>
<b>HISTORIC PRESERVATION</b> 36 CFR PART 800	<b>B</b>	See the written strategy, must be addressed on a case-by-case basis. SHPO will be consulted should any historic property appear to be affected.
<b>FLOODPLAIN MANAGEMENT</b> 24 CFR §55 & EXECUTIVE ORDER 11988	<b>B</b>	See the written strategy, must be addressed on a case-by-case basis. Hernando County does participate in the NFIP. The decision-making process in 55.2 does not apply to the category of actions providing financial assistance for minor repairs or improvements on one to four family properties that do not meet the thresholds for "substantial improvement", FEMA will be consulted where properties appear to be in flood zone and meets the thresholds for "Substantial Improvement" under 55.2 (b)(10), and the footprint of the structure and paved areas is not significantly increased. The 8 Step Process has been completed at the Broad Review Level and FEMA has been consulted during the Broad Review Tier One level of review, comments have been requested and none have been received. A site-specific review will be developed once a property location is known and the proper flood insurance will be maintained per program requirements. See HAP, comment letters, written strategy and site-specific checklist.



<p><b>WETLAND PROTECTION</b> EXECUTIVE ORDER 11990</p>	<p>B</p>	<p>See the written strategy, must be addressed on a case-by-case basis. Hernando County participates in the NFIP. The decision-making process in 55.2 does not apply to the category of actions of providing financial assistance for minor repairs or improvements on one-to-four family properties that do not meet the thresholds for 'substantial improvement'. USFW and FEMA will be consulted where properties appear to be in the Wetlands and involve new ground disturbance and the footprint of the structure and paved areas is significantly increased. The 8 Step Process has been completed at the Broad Review Level, FEMA has been consulted during the Broad Review Tier One level of review, comments have been requested and none have been received, A site specific review will be developed once a property location is known and the proper flood insurance will be attained per program requirements. See HAP, comment letters.</p>
<p><b>COASTAL ZONE MANAGEMENT ACT</b> SECTIONS 307(c) &amp; (d)</p>	<p>A</p>	<p>Coastal Zone compliance has been documented by a State Clearinghouse clearance. No new development in the Coastal Zone will be addressed. See Coastal Zone maps, comment letters.</p>
<p><b>SOLE SOURCE AQUIFERS</b> 40 CFR 149</p>	<p>A</p>	<p>Hernando County is not located within the watershed of the designated sole source aquifer. The project scope consists of rehabilitation/demolition and replacement. See Sole Source Aquifer map and location map</p>
<p><b>ENDANGERED SPECIES ACT</b> 50 CFR 402</p>	<p>B</p>	<p>The Hernando County single family housing rehabilitation project is not likely to cause an adverse effect to threatened or endangered species, in the case of ground disturbance, USFW will be contacted if an endangered species is located on the project site. The site-specific review checklist requires checking for bald eagle nests and will be included in a case-by-case basis review.</p>
<p><b>WILD AND SCENIC RIVERS ACT</b> SECTIONS 7(b) &amp; (c)</p>	<p>A</p>	<p>In compliance, there are two Wild &amp; Scenic Rivers located within the State of Florida, neither are located within Hernando County. According to NRI there are two rivers located in Hernando County, the Withlacoochee River and the Chassahowitzka River. See enclosed Wild and Scenic River map and National Rivers</p>

<p align="center"><b>CLEAN AIR ACT</b> SECTIONS 176(c)(d) &amp; 40 CFR 6, 51, 93</p>	<p align="center">A</p>	<p>The single-family housing rehabilitation and/or demo replacement project in the Hernando County will not produce traffic or parking volumes exceeding the criteria for exemption and result in the installation of stationary air emitters that require permits under State or Territory law. If a site-specific project requires the abatement of lead-based paint/asbestos/radon, the abatement process will be completed by a licensed removal specialist. Furthermore, the EPA will be notified if asbestos will be disturbed or removed.</p>
<p align="center"><b>FARMLAND PROTECTION POLICY ACT</b> 7 CFR 658</p>	<p align="center">A</p>	<p>In compliance, the project will not result in development in a farmland protected area. The properties are existing single-family homes to be rehabilitated and/or demo/replacement. See project scope.</p>
<p align="center"><b>ENVIRONMENTAL JUSTICE</b> EXECUTIVE ORDER 12898</p>	<p align="center">B</p>	<p>See the written strategy and site-specific checklist. This must be addressed on a case-by-case basis. All eligible applicants for assistance will be considered. LMI households will be the focus of assistance. See HAP.</p>
<p align="center"><b>NOISE ABATEMENT &amp; CONTROL</b> 24 CFR §51B</p>	<p align="center">B</p>	<p>See the written strategy and site-specific checklist. This must be addressed on a case-by-case basis.</p>
<p align="center"><b>EXPLOSIVE &amp; FLAMMABLE OPERATIONS</b> 24 CFR §51C</p>	<p align="center">B</p>	<p>Each site will be reviewed using Storage Tank Regulation Map (STCM), Google Earth imagery and field inspection on a case-by-case basis. See written strategy and site-specific checklist.</p>
<p align="center"><b>HAZARDOUS, TOXIC OR RADIOACTIVE MATERIALS &amp; SUBSTANCES</b> 24 CFR 58.5(i)(2)</p>	<p align="center">B</p>	<p>Each site will be reviewed using NEPAAssist tool and field inspection on a case-by-case basis. Homes built prior to 1978 will receive a LBP inspection. Homes that are not exempt from NESHAP requirements will receive an ACM inspection. See written strategy and site-specific checklist.</p>
<p align="center"><b>AIRPORT CLEAR ZONES &amp; ACCIDENT POTENTIAL ZONES</b> 24 CFR 51D</p>	<p align="center">B</p>	<p>The project is for the rehabilitation and/or demo replacement of single-family homes and does not include the purchase or sale of property. Each site will be reviewed on a case-by-case basis. See written strategy and site-specific checklist.</p>
<p><b>Other Factors</b></p>	<p align="center"><b>A/B</b></p>	<p align="center"><b>Source or Documentation</b></p>
<p align="center"><b>Flood Disaster Protection Act</b> [Flood Insurance - §58.6(a)]</p>	<p align="center">B</p>	<p>See the written strategy and site-specific checklist. This must be addressed on a case-by-case basis. If the structure is located in a FEMA designated Special Flood Hazard Area, flood insurance will be required.</p>

<p><b>Coastal Barrier Resources Act</b> [Coastal Barrier Improvement Act - §58.6(c)]</p>	<p>B See the written strategy and site-specific checklist. Florida is considered all coastal. This must be addressed on a case-by-case basis for compliance. Each site-specific review will consider consultation on any coastal impacts, although none are anticipated under scattered sites rehab/demo/replacement of residential homes.</p>
<p><b>Airport Runway Clear Zone or Clear Zone Disclosure</b> [§58.6(d)]</p>	<p>B This must be addressed on a case-by-case basis for compliance. Each site-specific review will consider consultation on any impacts due to airport proximity, although none are anticipated due to the projects not including new construction.</p>

**Determination:**

- This project converts to Exempt, per Section 58.34(a)(12), because it does not require any mitigation for compliance with any listed statutes or authorities, nor requires any formal permit or license (Status "A" has been determined in the status column for all authorities); **Funds may be committed and drawn down** for this (now) EXEMPT project; **or**
- This project cannot convert to Exempt status because one or more statutes or authorities require formal consultation or mitigation. Complete consultation / mitigation protocol requirements, publish NOI/RROF and obtain Authority to Use Grant Funds (HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down funds; **or**
- The unusual circumstances of this project may/will result in a significant environmental impact. This project requires preparation of an Environmental Assessment (EA). Prepare the EA according to 24 CFR Part 58 Subpart E.

*Veda Ramirez*  
PREPARER SIGNATURE

Veda Ramirez, Director of Housing and Supportive Services  
PREPARER NAME & TITLE:

*6-18-2024*  
DATE

Elizabeth Narverud, Chair, Hernando County Board of County Commissioners  
RESPONSIBLE ENTITY AGENCY OFFICIAL SIGNATURE

*EN*  
NAME & TITLE:

*7-9-2024*  
DATE

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY**  
BY *[Signature]*  
County Attorney's Office



## Step 4 Unspecified Site Strategy Process

This written strategy describes the method for the phased environmental review of housing related activities as described in the project description. The sites will be evaluated using the site-specific review checklist. All documentation for the compliance factors included in the site-specific review must be completed prior to committing funds for the individual sites.

### 1. Historic Preservation

The National Historic Preservation Act of 1966, as amended, particularly Section 106 and Section 100, mandate that agencies with jurisdiction over Federal assisted, licensed or approved activities afford the Advisory Council on Historic Preservation and the State Historic Preservation Officer's reasonable opportunity to comment on the project's impact to historic properties. All projects that have the potential to affect a historic property will be submitted to the State Historic Preservation Office for comment. Every project must be reviewed to determine whether the structure is included or eligible for inclusion on the National Register of Historic Places by reviewing the list of known districts and listings and contacting SHPO if one of the below items is triggered. If the structure is included or is eligible for inclusion on the National Register, the Hernando County must obtain a determination of "no adverse effect" from the SHPO for the proposed improvements. In addition, if there is a potential to impact archeological resources associated with the site Hernando County must obtain a determination of "no adverse effect" from SHPO for the proposed improvements. Each tribe's Chairperson and THPO will be contacted for projects that involve new ground disturbance.

To comply with HUD's guidance on compliance with Section 106 of the National Historic Preservation Act to of 1966, Hernando County will submit to the SHPO, maps of the site, photographs of the existing structure(s) and descriptions of the proposed improvements for its review. The SHPO must approve the proposed improvements as in conformance with the Secretary of Interior Standards for Rehabilitation.

Environmental determination will be made on the Site-Specific Tier II Environmental Review. Hernando County will consult with the State Historic Preservation Office (SHPO) if:

- The project is located inside a historic district
- The project is located inside or adjacent to a historic district
- The structure's architectural or method of construction is considered unique
- An event of historic significance happened at that site
- The project will be involved with any structure natural or man-made
- The project is more than 50 years old

Projects that are 50 years or older will be provided to SHPO for review along with a copy of the Florida Master Site File (FMSF) or a copy of the FMSF search results and include the following documentation:

- 1) Original photographs of all buildings or structures 50 years of age or older located in proposed project areas.
- 2) The estimated construction date for each building or structure (property appraiser records).
- 3) Information on historical events or individuals known to be associated with any of the identified buildings or structures.
- 4) Information on the immediate surroundings if the project is located next to or within a potential historic district.
- 5) A detailed description of the proposed rehabilitation activities (especially proposed changes in materials or features).



## 2. Flood Plain Management

In response to Executive Order 11988, Floodplain Management as interpreted in HUD regulations at 24 CFR Part 55, and the Flood Disaster Act of 1973. Each site will be reviewed to determine if the site is in the 100-year flood plain. For activities not excluded at 24 CFR Part 55.12 the “Eight Step Decision” making process will be conducted to determine if there is an alternative to funding the project in the flood plain. If there is no alternative to funding the site in the floodplain mitigating measures will be developed to minimize the effect.

Alternative 1: Provide a letter of map amendment for the project site, not chosen as an alternative due to the time constraint of the project.

Alternative 2: No assistance provided to homes within the floodplain, not chosen as an alternative due to providing assistance per the HAP first come, first served.

Alternative 3: Elevating structures within the floodplain, not chosen due to the limitation of funds per project, this alternative is not cost effective.

All actions located in the flood plain require Flood Insurance as a condition to funding. For loans, loan insurance, or guarantees, the amount of flood insurance coverage need not exceed the outstanding principal balance of the loan. For grants and other non-loan forms of financial assistance, the amount of the flood insurance coverage must be at least equal to the maximum limit of coverage made available by the Act with respect to the particular type of building involved, or the development or project cost, whichever is less. The development of project cost is the total cost for acquiring, constructing, repairing, or improving the building. The County participates in the National Flood Insurance Program.

For projects that require demolition/reconstruction and MHU replacement projects, the reconstructed homes will be elevated to at least 1 foot above the BFE level or the local requirement for elevation above BFE, whichever is stricter.

## 3. Wetland Protection

In accordance with Executive Order 11990, each site will be visually observed and USFW National Wetlands Inventory Maps will be consulted. Repairs and/or demolition/replacement of existing housing units will be addressed, there will be no increase in footprint or dwelling units. When a project may impact a wetland area, USFW will be formally consulted and mitigation would be required for homes undergoing substantial improvements. Informal consultation using IPaC will be completed on each home. Substantial improvements as defined in 24 CFR Part 55 are not anticipated as repairs made will be necessary to assure safe living conditions.

## 4. Endangered Species

FWS will be consulted as necessary through the IPaC for every project during the site-specific review process. Existing single-family homes will undergo the IPaC review process unless they meet all four exempt criteria described in the Clearance to Proceed letter dated October 25, 2016. Documentation supporting that the project does not involve new construction as defined in Executive Order 11990; expansion of the home’s footprint or ground disturbance will be included within each Site-Specific Review. A search of the FFWCC eagle nest map for historical data will be completed and the Audubon Eagle Watch map will be conducted within 660 ft. of the project area during each site-specific review process and FWS will be consulted with if necessary.

## 5. Clean Air Act

A check for asbestos will be carried out for all homes built prior to 1989. A copy of the asbestos inspection report, asbestos inspector's certification, public notice, and landfill receipts will be provided in the site-specific review or included as a special condition to the release of funds. The abatement process will be completed by a licensed removal specialist. Furthermore, the Florida Department of Environmental Protection, Bureau of Air Resources Division will be notified if asbestos will be disturbed or removed.

A check for Lead-based paints will be carried out on all homes built prior to 1978 under 24 CFR Part 35. For projects that have a positive LBP test, either a LBP inspection or risk assessment will be conducted as outlined in 24 CFR Part 35 Subpart J:

- Up to \$5,000 – follow requirements under 24 CFR 35.930(b)
- More than \$5,000 up to and including \$25,000 – following requirements under 24 CFR 35.930(c)
- Over \$25,000 – follow requirements under 24 CFR 35.930(d)

Homeowners will be notified within 15 calendar days of completion of a LBP inspection/risk assessment and will be provided with information such as pamphlets, inspection reports, lab results and clearances at the appropriate times of the LBP process. All required documentation will be included within the site-specific review.

Radon testing will be conducted on all homes that are not exempt under the requirements of 24 CFR 58.5 (i)(2)(i) and (ii) and the results documented in the Site-Specific Environmental Review record. Mitigation will be performed on all homes where the radon level is 4pCi/L or more.

## 6. Environmental Justice

Projects eligible for funding are targeted towards low- and moderate-income households. There is no expected adverse 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.

## 7. Noise Abatement

The Noise study and the hazard study will be conducted as required at 24 CFR Part 51. Environmental factors will be addressed on the Site-Specific Tier II Environmental Review. Noise calculations will be required for new construction and reconstruction projects; attenuation will be required for new construction and reconstruction projects; attenuation will be required if the project DNL is between 65dB and 75dBs. Noise calculations will also be required for the rehabilitation projects that have the ability to attenuate for noise (roof replacement, window replacement, insulation replacement, etc., noise levels over 65dB require a STraCAT calculation to be performed and additional noise attenuation measures, if applicable, to ensure interior noise levels remain at or below 45dB. Demolition/reconstruction projects with noise levels over 65dB require completion of the Barrier Performance Module and construction of an exterior noise barrier. All projects that required a noise analysis will be reviewed for major roads or highways within 1,000 feet. Also, any railroads within 3000 feet, military airports within 15 miles and civilian airports within 5 miles must be considered. The calculation of a 10-year projected noise calculation will also be performed.

## 8. Explosive and Flammable Operations

Environmental factors will be addressed on the Site-Specific Tier II Environmental Review. A google map showing the radius of at least one mile from the site will be included as an exhibit in the Tier II. This factor applies only to new construction, reconstruction or rehabilitation that



increases the density of a home or rehabilitation that makes a previously uninhabitable building habitable. If a project site is identified as having tanks or hazards in the area, then the requirements of 24 CFR Subpart C will be followed as well as contacts made with the Fire Department. Photos, location maps, documentation and an Acceptable Separation Distance calculation will be provided for each above ground storage tank consisting of liquified petroleum gas or propane. (LPG/Propane) over 1,000 gallons and storage tanks over 100 gallons that contain flammable substances within 1 mile of the project site.

#### 9. Toxics

Each site will be observed for evidence of contamination to soil or water. Information about prior uses of the site will also be considered as required at 24 CFR Part 58.5(1). Determination of Toxic and Hazardous will be completed using NEPAAssist to determine if the property is a) listed on an EPA Superfund National Priorities or CERCLA list or equivalent State list; b) Located within 3,000 feet of a toxic and solid waste landfill site; c) has an underground storage tank other than a residential fuel tank exist; and known or suspected to be contaminated by toxic chemicals or radioactive materials. A map showing all EPA facilities within a 3000-foot radius of the project, along with the associated ECHO reports will be included in the site -specific Tier II review. A map showing all Superfund facilities located within a 1-mile radius from the project will be included in the site-specific review along with the associated ECHO reports and clearance documentation (e.g., Phase I/II reports and /or clearance information from FDEP or other sources. A Contamination Locator Map (CLM) showing locations that may contain contaminated soil within a 3,000-foot radius of the project will be included in the site-specific Tier II review. All activities will be reviewed for compliance with the Toxic and Hazardous Chemicals requirements. Hernando County will give particular attention to any site where an activity is within one mile of an area that contains or may have contained hazardous waste, such as dumps, landfills, and industrial sites.

#### 10. Airport Clear Zones & Accident Potential Zones

Each site-specific review will consider consultation on any impacts due to airport proximity including, substantial rehabilitation or an increase in the property footprint that would increase the capacity/density of the property.



## Site Specific Environmental Review Checklist

This checklist is for categorically excluded housing activities as listed in the unspecified site strategy.

Address of Site: \_\_\_\_\_

Signature of Person Who Inspected Site: \_\_\_\_\_

Approving Signature: \_\_\_\_\_

Date of Completed Review: \_\_\_\_\_ Grant Number: \_\_\_\_\_

If there are more than 4 new construction units together, this form cannot be used. Refer to 24 CFR Part 58.35(a)(4).

Develop the Site Specific Review checklist which contains only the items that could not document compliance on the Broad Review per 24 CFR Part 58.15. **Attach the scope of work and pictures related to the project.**

Estimated cost of the project? (Include all funding sources) \_\_\_\_\_

The estimated value of the improvement(s):

- \_\_\_\_\_ 0 to 39.9% market value of the structure
- \_\_\_\_\_ 40 to 49.9% market value of the structure
- \_\_\_\_\_ 50 to 74.9% market value of the structure \*
- \_\_\_\_\_ 75%+ (and above) market value of the structure \*

\* Note: when rehabilitation and/or replacement costs meet or exceed 50% (substantial improvement) of the structures market value, a Statutory Worksheet (with supporting documentation) must be completed for each unit.

### 1. Historic Preservation: (36 CFR Part 800)

A. Is the structure located on the project site or structures adjacent to the project more than 50 years old?

\_\_\_\_\_ yes \_\_\_\_\_ no [Attach a copy of the property appraiser's report(s)]

- \_\_\_\_\_ age of structure on project site
- \_\_\_\_\_ age of structure on adjacent site
- \_\_\_\_\_ age of structure on adjacent site

B. Is the project located in a historic district? \_\_\_\_\_ yes \_\_\_\_\_ no

C. Will the project site have the potential to contain archeological properties? \_\_\_\_\_ yes \_\_\_\_\_ no

*If yes to questions (a) through (c), contact the Florida Department of State, State Historic Preservation Office (SHPO). Allow 30 days from receipt of the request for comments. Attach photocopies of all correspondence. Document the review if no response is received.*

D. Will the project require soil to be disturbed? \_\_\_\_\_ yes \_\_\_\_\_ no

*If yes to question (c) and/or (d), contact the appropriate Native American Indian tribe(s) listed in HUD'S Tribal Directory Assessment Tool (<https://egis.hud.gov/tdat/>).*

*\*Provide photocopies of all correspondence (includes letters, emails, delivery/read receipts and other relevant information).*

### 2. Floodplain Management: (Executive Order 11989 and 24 CFR Part 55)

- A. According to FEMA's Flood Insurance Rate Map (FIRM), is the project located in a:  
 100-year floodplain  yes  no  
 500-year floodplain  yes  no (for critical actions)

*\*Attach a photocopy of the most recent FIRM map and include the project location.*

- B. *If yes to (A), was the decision making (8-step) process completed during the Unspecified Site Strategy?*  
 yes  no

If yes, continue to #3.

*If no, the decision making process is required for individual housing projects of one-to-four family properties or structures involving new construction or substantial improvements [see 24 CFR Part 55.2 (b)(10)].*

*\*The decision making process [24 CFR 55.20] does not apply to one-to-four family properties involving minor repairs or improvements [see 24 CFR 55.12(b)(2)].*

*\*Provide a copy of the flood insurance policy for projects located within the floodplain [see 24 CFR 58.6 (a) and (b)]. For demolition/replacement projects, provide a copy of the flood insurance on the new structure.*

**3. Wetlands:** (Executive Order 11990 and 24 CFR Part 55)

- A. Is the project located in a wetland?  yes  no

*\*Refer to the U.S. Fish and Wildlife Service National Wetland Inventory website <https://www.fws.gov/wetlands/>*

*\*Attach a photocopy of the Wetland map with the project location.*

*If no to the above, proceed to #4. If yes, continue below:*

- B. Will the project meet an exception listed in 24 CFR 55.12(a)(3), 55.12(a)(4), 55.12(c)(3), 55.12(c)(7), or 55.12(c)(10)?  yes  no

*If yes, the project is excluded from the wetlands review. Provide documentation and proceed to #4.*

*If no, continue:*

- C. Will the project involve new construction as defined in Executive Order 11990 or ground disturbance?  
 yes  no

1. If yes, will the project involve impacts to on-site or off-site wetlands?  yes  no

*\*If yes, complete the decision making process under 24 CFR 55.20.*

*\*\*Effective December 2013, the restriction regarding the expansion of a one-to-four family structure in a floodplain or wetland has been removed.*

**4. Noise:** (24 CFR Part 51)

Questions (a) and (b) are for housing Disaster Recovery related projects.

- a. Will the project utilize funds from a Disaster Recovery grant? \_\_\_ yes \_\_\_ no \_\_\_ n/a

*If no, proceed to (c) below. Noise requirements are not applicable to any action or emergency assistance for actions under Disaster Recovery grants as described in 24 CFR Part 51.101(a)(3).*

- b. Will the project involve the use of additional funding sources other than the Disaster Recovery grant? \_\_\_ yes \_\_\_ no \_\_\_ n/a

*If yes, provide the funding source(s) in the scope of work and continue below.*

- c. Will the project involve rehabilitation? \_\_\_ yes \_\_\_ no

*If yes, noise is to be considered. Continue to (d) below and complete the questions to determine if a noise assessment must be completed.*

Will the project involve new construction? \_\_\_ yes \_\_\_ no

*If yes, complete the questions in (d) below. Mitigation is required for projects exceeding the average day night level of 65 decibels (dB).*

- d. Is a Highway within 1,000 feet of the project? \_\_\_ yes \_\_\_ no  
 Is a Railroad within 3,000 feet of the project? \_\_\_ yes \_\_\_ no  
 Is a: Civilian airport within 5 miles of the project? \_\_\_ yes \_\_\_ no  
 Military airport within 15 miles of the project? \_\_\_ yes \_\_\_ no

*If yes to any question in (d) above, complete a noise assessment using the Day/Night Noise Level Calculator: <https://www.hudexchange.info/resource/2830/day-night-noise-level-assessment-tool/>.*

*\*Noise assessments may require the following documentation: FDOT daily traffic Map; railroad information; airport noise contour map; airport noise worksheet; and one of the following:*

*\*Rehabilitation: Complete of the Sound Transmission Classification Assessment Tool at <https://www.hudexchange.info/stracat/> for projects in excess of 65 dB.*

*\* New construction: Complete the Barrier Performance Module at <https://www.hudexchange.info/programs/environmental-review/bpm-calculator/> for projects in excess of 65 dB.*

*For additional information, refer to HUD's Noise Guidebook or Exchange website at: <https://www.hudexchange.info/programs/environmental-review/>*

**5. Explosive & Flammable Operations** (per 24 CFR Part 51, Subpart C)

- a. For rehabilitation projects, will the number of individuals increase? \_\_\_ yes \_\_\_ no
- b. Is the project "new" construction? \_\_\_ yes \_\_\_ no
- c. Will the project consist of constructing new sidewalks? \_\_\_ yes \_\_\_ no

*If yes to questions (a) thru (c), then continue below. If no, continue to #6.*

- d. Are there stationary above ground storage tanks (AGST) in excess of 100 gallons within a 1 mile radius of the project site that contains explosive or flammable liquids? \_\_\_ yes \_\_\_ no



If yes, complete the Acceptable Separation Distance calculation using the ASD Electronic Assessment Tool: <https://www.hudexchange.info/resource/2766/acceptable-separation-distance-electronic-assessment-tool/>. Refer to the Acceptable Separation Distance Guidebook for additional information.

**\*A site located less than the Acceptable Separation Distance will require mitigation or it may be rejected. Contact DEO for assistance.**

\*Provide the following documentation: ASD calculation, photos, distance and location of each tank.

## 6. Toxics

a. Observe the site for any evidence that a toxic material could be present on the site such as: distressed vegetation, vent or fill pipes, storage tanks, pits, ponds or lagoons, stained soil or pavement, pungent, foul or noxious odors, or past uses of the site. \_\_\_\_ yes \_\_\_\_ no

**\*Reject any site that has a presence of Toxics or requires cleanup prior to purchasing the site.**

Use the U.S. EPA NEPAAssist website <https://www.epa.gov/nepa/nepassist> to determine:

1. Are there EPA facilities within 3,000 feet of the site? \_\_\_\_ yes \_\_\_\_ no

2. If yes, are there Brownfield or Superfund facilities? \_\_\_\_ yes \_\_\_\_ no

\*If yes, contact the Florida DEP for clearance documentation.

\*Attach a photocopy of the NEPAAssist report and associated ECHO reports for all EPA facilities located within 3,000 feet of the project site.

## b. Lead-Based Paint (LBP):

1. Was the structure built prior to 1978? \_\_\_\_ yes \_\_\_\_ no; if no, continue to part c.

*\*For the following questions, refer to the U.S. Department of Housing and Urban Development "Guidelines for the Evaluation and Control of Lead-Based Paint Hazards in Housing" and the "Lead Safe Housing Rule" under 24 CFR Parts 35, Subparts B through M.*

2. Is the structure exempt from lead-based paint (LBP) testing? \_\_\_\_ yes \_\_\_\_ no; if yes, proceed to #7.

3. Is a LBP test required? \_\_\_\_ yes \_\_\_\_ no

4. Are the LBP test results positive? \_\_\_\_ yes \_\_\_\_ no

If yes, was a copy of the LBP report and Notice of Evaluation or Presumption provided to the homeowner within 15 calendar days? \_\_\_\_ yes \_\_\_\_ no

5. Is a LBP clearance test required? \_\_\_\_ yes \_\_\_\_ no

\*Attach a copy of all LBP reports, homeowner notifications and inspector certificate(s).

## c. Radon

1. Is the structure exempt from radon testing under 24 CFR 58.5 (i)(2)(i) and (ii)? Yes \_\_\_\_ No \_\_\_\_  
If yes then continue on to question #7.

2. If the structure is not exempt from radon testing did the radon level exceed 4pCi/L or more?

Yes \_\_\_\_\_ No \_\_\_\_\_

Attach a copy of the radon testing results.

**7. Accident Potential Zone (APZ) and Runway Protection Zone/Clear Zone (RPZ/CZ)**

A. Is the project located within 15,000 feet of a military airport (APZ)? \_\_\_\_\_ yes \_\_\_\_\_ no

B. Is the project located within 2,500 feet of a civilian airport (RPZ/CZ)? \_\_\_\_\_ yes \_\_\_\_\_ no

C. If yes to either question above, is the project located within the Accident Potential Zone (Military airport) or Runway Protection Zone/Clear Zone (civilian airport)? \_\_\_\_\_ yes \_\_\_\_\_ no

*\*If yes, continue below. If no, attach a map of the projects location as it relates to the Accident Potential Zone (APZ) or Runway Protection Zone/Clear Zone (RPZ/CZ).*

For projects located within the Accident Potential Zone (APZ):

1. Will the project involve any of the following: new construction; substantial rehabilitation; acquisition of undeveloped land; activities that would significantly prolong the physical or economic life of existing facilities or change the use of the facility to a use that is not consistent with the recommendations of the Department of Defense (DOD)'s Land Use Compatibility Guidelines; activities that would significantly increase the density or number of people at the site; or activities that would introduce explosive, flammable, or toxic materials to the area?  
\_\_\_\_\_ yes \_\_\_\_\_ no

2. If yes, is the project in conformance with DOD guidelines? \_\_\_\_\_ yes \_\_\_\_\_ no

For projects located within the Runway Protection Zone (RPZ/CZ):

1. Will the project involve facilities that will be frequently used or occupied by people?  
\_\_\_\_\_ yes \_\_\_\_\_ no

*\*If no, include written assurance from the airport operator that there are no plans to purchase the land as part of a RPZ/CZ program and continue to #8.*

*\*If yes, was a signed copy of the Notice to Prospective Buyers to inform of potential hazards from airplane accidents as well as the potential for the property to be purchased as part of an airport expansion project in accordance with 24 CFR 51.303(a)(3) provided?  
\_\_\_\_\_ yes \_\_\_\_\_ no*

*\*If yes, was written documentation obtained from the airport operator assuring the project site would not be acquired or purchased in the future as part of a clear zone acquisition program? \_\_\_\_\_ yes \_\_\_\_\_ no*

2. Will the project involve new construction, substantial rehabilitation, acquisition of undeveloped land, or activities that would significantly prolong the physical or economic life of existing facilities that will be frequently used or occupied by people? \_\_\_\_\_ yes \_\_\_\_\_ no

*(If yes, the site should be rejected unless it will not be frequented by people and/or is approved by the airport operator).*

## 8. **Endangered Species Act**

A. The U.S. Fish and Wildlife Service Information for Planning and Consultation (IPac) website (<https://ecos.fws.gov/ipac/>) should be utilized and a copy of the documentation provided.

Was a clearance from FWS received?  yes  no

For the following questions, use the Florida Fish and Wildlife Conservation Commission (FFWCC) Eagle Nest Locator website (<http://myfwc.com/wildlifehabitats/managed/bald-eagle/>), to check for bald eagles nest within a one mile radius of the project location. Include a copy of the Bald Eagle Nest Data Search Results, clearance documentation and/or permit(s) as required.

B. Was a bald eagle nests located:

1. during a visual inspection within one mile of the project site?  yes  no

2. on the FFWCC website?  yes  no

3. within 660 feet of the project location?  yes  no

\*If yes, will the proposed activity occur during the nesting season (October 1 through May 15)?  
 yes  no

\*If yes, contact the Florida Fish and Wildlife Conservation Commission (FWC) at <http://rnfwc.com/license/wildlife/protected-wildlife/eagle-permits/>. See Rule Revision 68A-16002, F.A.C. Include clearance documentation and a copy of the federal permit (if required).

## 9. **Coastal Barrier Resource Act**

Refer to the U.S. Fish and Wildlife Service Coastal Barrier Resources System Map at <https://www.fws.gov/cbra/Maps/Mapper.html>.

A. Is the project located on or near the coast or a barrier island?  
 yes  no

\*If no, provide the projects location and stop.

B. Is the project located within a protected area as indicated on the Coastal Barrier Resource map?  
 yes  no

\*If yes, provide the projects location on the Coastal Barrier Resource System map.

\*Projects located within a protected area should be rejected as assistance cannot be provided.