

**TECHNICAL GUIDE  
APPENDIX:  
ENVIRONMENTAL  
REVIEW**

# ENVIRONMENTAL REVIEW STEP-BY-STEP

## ENVIRONMENTAL STEPS/ REQUIREMENTS TO ENSURE THE BROAD REVIEW AND SITE SPECIFICS ARE CLEAR:

### STEP 1

1. Identify the project
2. Identify the funding.
3. Identify the scope of work – Project description
  - New construction - max \$ amount per house
  - Rehabilitation – max \$ amount per house
  - Demolition and Reconstruction –max \$ amount per house
4. Identify the areas you will be working in: County, neighborhood or city

### STEP 2

1. Prepare and Complete the Environmental Assessment: The Environmental Assessment is exploring the areas that the project will most likely have an impact.
  - Provide research support – i.e. maps – communications, etc.
2. Prepare and complete the Environmental Assessment checklist
  - Identify which areas are meeting compliance and no mitigation is required.
3. Prepare and complete Compliance Checklist for 24 CFR 58.6, Other requirements
  - Ensure participation in the National Flood Insurance Reform Act
  - Ensuring not disturbing a Coastal Barrier Resource
  - Ensuring the project is not in a Runway Clear Zones of an Airport.
4. Prepare and Complete the Statutory Checklist: Section to clear items off in the Broad Review
  - Example: If demolition and reconstruction on existing properties that don't disturb wetlands.
  - Example: Historical Preservation, without a site specific cannot clear Historic Preservation in the Broad Review, then a level II site Specific review is conducted.

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## STEP 3

Once the Broad Review is Complete, prepare and submit for approval the FONSI (Finding of non - Significant Impact) which will be published in the Newspaper.

The FONSI is reviewed by the responsible entity, like the GLO. GLO will then approve the FONSI publication to submit for publication to the local newspaper. Allow a 15 day comment period.

After the 15 day comment period, a RROF (Request for Release of Funds) is completed and submitted to the GLO to submit to HUD to provide the agency an Authorization of Use of Funds.

Once all those steps are completed, you are done and you can start using funds.

## STEP 4

Once properties are identified and cleared from eligibility review a Site Specific Environmental will be conducted. The Site Specific will consist of the sections that could NOT be cleared in the Broad Review, i.e. Historic Preservation – Floodplain Management – Noise Control and Abatement.