

## EXHIBIT 2-I.2

### INSTRUCTIONS AND GUIDANCE FOR COMPLETING THE “ENVIRONMENTAL ASSESSMENT” FORM (EXHIBIT 2-I.1)

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#### SECTION 1: Project/Activity Information, Executive Summary, Determinations, and Certification:

➤ **Responsible Entity (RE) and Certifying Official (CO)**

- For projects awarded to **Community Housing Development Organizations** (CHDOs) and **Public Housing Authority** (PHA) and funded by the Montana Department of Commerce HOME Program:
  - The **Responsible Entity** (RE) is the Montana Department of Commerce
  - The **Certifying Official** (CO) is Bruce Brensdaal, Administrator, Housing Division, Montana Department of Commerce
- For projects awarded to **Local Governments** (incorporated city or town, county, consolidated city/county) and funded by the Montana Department of Commerce HOME Program:
  - The **Responsible Entity** (RE) is the unit of Local Government
  - The **Certifying Official** (CO) is the **Chief Elected Official** of the Local Government, or other knowledgeable person chosen by the local government and designated by an official resolution (See **Exhibit 2-C.1** or **2-C.2**)

➤ **Alternatives to the Proposed Action**

Grantees completing are required to:

- Identify and discuss all reasonable alternative courses of action that were considered and were not selected, such as alternative sites, designs, or other uses of the subject site(s).
- Describe the benefits and adverse impacts to the human environment of each alternative, in terms of environmental, economic, and design contexts, and the reasons for rejecting each alternative.
- Discuss the merits of the alternative selected.
- Discuss the benefits and adverse impacts to the human environment of not implementing the “no action” alternative.

The alternatives analysis should be able to give a clear indication of:

- Why the particular range of alternatives were developed.
- The process through which the alternatives were developed.

- With what kind of public and agency input the alternatives were developed.

Another key component is examining why alternatives were eliminated from consideration during the process:

- Through the use of what criteria.
- At what point in the process.
- What parties were involved in the criteria for elimination.

For more complicated projects, Applicants/Grantees may want to consider using a summary table that lists all alternatives and factors considered. For example:

SUMMARY OF PROPOSED ALTERNATIVES					
Alternative Number	Alternative Description	Environmental Pros & Cons	Economic Pros & Cons	Engineering Pros & Cons	Etc.
1	Rehab Facility				
2	Expand Facility				
3	New Facility				
4	No Action				

Since HOME Program Grantees often go through the process of considering alternatives and tentatively selecting a course of action prior to submitting the HOME application, Grantees should have meticulously documented that process so the requirements of Alternatives to the Proposed Action can be completed for the project.

➤ **Finding**

If the environmental review indicates a *Finding of Significant Impact*, contact the HOME Program immediately

**SECTION 2: Statutory Checklist (ref.: 24 CFR §58.5 – Related Federal laws and authorities)**

*Follow step-by-step instructions listed under each category in order to make a determination status. Be sure you obtain, attach and reference all relevant documents, letters, etc. to the checklist.*

*Record the finding/determination status on the “Statutory Checklist” for each listed federal statute, executive order, and regulation, as follows:*

- **Status “A”:** *applies when compliance with the statute, executive order, and/or regulation is achieved without adverse effects on the Federally-protected resource, without necessary mitigation or attenuation, **AND** when no formal consultation, permit or agreement is required to establish compliance. In these situations, enter “A” in the “Statutory Checklist” status column.*
- **Status “B”:** *applies when project compliance with the statute, executive order, and/or regulation requires formal consultation, a permit, or an agreement, **OR** when the proposal*

*may have an adverse effect on the protected resources. Status “B” discussions below summarize what additional steps or formal procedures must be completed prior to submitting a Request for Release of Funds (RROF) to HUD/State government, as applicable. Evidence of completion and implementation of the required procedures or mitigation must be retained in the project Environmental Review Record (ERR).*

For general information regarding the HUD environmental process, go to:

<http://www.hud.gov/offices/cpd/environment/atec.cfm>

## **HISTORIC PROPERTIES (including archaeology and consultation with Tribes)**

**The process to determine if a property has any historical issues can take a considerable amount of time (sometimes a few months). Early consultation with the State Historic Preservation Office in Helena and Tribes is critical.**

### **Section 106 Process**

- Initiate consultation
- Identify and evaluate historic properties
- Assess effects
- Resolve any adverse effects

HUD guidance and assistance: Historic Preservation/U.S. Department of Housing and Urban Development (HUD)

### **Historic Properties, Historic Districts/Areas.**

1. Look up proposed project at Historic Properties to see if property is listed. Print listing.
2. Complete **Exhibit 2-M.1**, letter to the State Historic Preservation Office indicating if property is listed or not listed as a Historic Property. If property is not listed, complete **Exhibit 2-M.2**, Record of Historic HUD Properties. (See **Exhibit 2-M.3** for instructions on completing **Exhibit 2-M.2.**)

Be sure to include photos of the subject property, close up photos of architectural features that would be affected by this undertaking (windows, doors, porches), and photos of adjacent properties.

3. Send letter, form, and all attachments to State Historic Preservation Officer (SHPO) for SHPO’s concurrence with determination that the undertaking would have: (a) No effect; (b) No adverse effect; or (c) An adverse effect.
4. If SHPO concurs that the project has no effect or no adverse effect, MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.
3. If proposed project **is** located in a historic area, consult with SHPO, the National Park Service, and any local preservation office to resolve or mitigate adverse effects on historic

properties. Maintain complete documentation of this process to attach to the ERR. MARK Status Column with a “B”.

### **Tribal Consultation**

1. Review HUD *Notice CPD 12-006: Process for Tribal Consultation in Projects that are Reviewed Under 24 CFR Part 58 (Exhibit 2-M.4)*. The Responsible Entity is required to consult with federally recognized Indian tribes about historic properties of religious and cultural significance to tribes when a project may affect historic properties of religious and cultural significance to the tribes. Consultation is required early on; BEFORE decisions are made.
  - a. **Indian tribe** means an Indian tribe, band, nation, or other organized group or community, including a native village, regional corporation, or village corporation, as those terms are defined in section 3 of the Alaska Native Claims Settlement Act (43 U.S.C. 1602), which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians. [36 CFR 800.16(m)]
  - b. Consultation is required ON and OFF tribal lands, includes Tribes with current or ancestral interest, and multiple tribes may have interest.
  - c. Consult on historic properties of religious and cultural significance to tribes including: archeological sites; burial grounds; sacred landscapes or features; ceremonial areas; traditional cultural landscapes and places; plant and animal communities; structures with significant tribal association
  - d. Consultation is required when the project involves the types of activities that may affect historic properties of religious and cultural significance to the tribes including ground disturbance (digging); new construction in undeveloped natural areas; introduction of incongruent **visual, audible, or atmospheric** changes; work on a building with significant tribal association; transfer, lease, or sale of historic properties of religious and cultural significance
2. Initiate Consultation: See **EXHIBIT 2-M.7: SECTION 106 TRIBAL CONSULTATION: STEP BY STEP PROCESS**, for guidance
3. Complete **Exhibit 2-M.5: HUD Checklist: When to Consult with Tribes Under Section 106**

### **Additional resources:**

- **Consultation with Indian Tribes in the Section 106 Review Process: A Handbook; Advisory Council on Historic Preservation**
- **Native American Traditional Cultural Landscapes and the Section 106 Review Process: Questions and Answers; Advisory Council on Historic Preservation**
- **Guidelines for Evaluating and Documenting Traditional Cultural Properties; National Park Service**
- **Tribal Consultation**
- **Tips Section 106 Guidance**

### **FLOODPLAIN MANAGEMENT**

1. Look up proposed project address at FEMA maps to determine if the proposed project is within a 100-year floodplain (Zones A, M, N, P, E, or V), and does not involve a “critical action” (i.e., emergency facilities, facility for mobility impaired persons, etc.) within a 500 year floodplain (Zones B, C, & X). If FEMA has not published flood maps, the preparer must make a finding based on the best available data (i.e. from the City/County Engineer or local

Flood Control Agency). Print a copy of the map. If not in a floodplain, MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

2. If property **is** located within a 100-year floodplain, complete the 8-step decision making process, **Exhibit 2-N.1** pursuant to 24 CFR Part 55.20 to document that there are no practicable alternatives to the proposal and to mitigate the effects of the project in a the flood hazard area of concern. See **Exhibits 2-N.2** and **2-N.3** for public notices that will need to be published. MARK Status Column with a “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## WETLANDS PROTECTION

1. Contact the U.S. Army Corps of Engineers (USACE) by sending them **Exhibit 2-O.1** for determination if proposed project is adjacent to wetlands, marshes, wet meadows, mud flats or natural ponds, streams, rivers, ditches, and artificial lakes and ponds that USACE oversees.
2. Go to the U.S. Fish and Wildlife Service (USFWS) Wetlands Mapper. Download map for proposed project site and print. If, from the wetlands map, a determination is made that the property is **NOT** adjacent to wetlands, etc., then the 8-step process is concluded. MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.
3. If property **IS** adjacent to wetlands, etc., complete the 8-step decision making process, **Exhibit 2-N.1**, pursuant to 24 CFR Part 55.20 to document that there are no practicable alternatives to the proposal and to mitigate the effects of the project in a the flood hazard area of concern. See Exhibits **2-N.2** and **2-N.3** for public notices that will need to be published. MARK Status Column with a “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## SOLE SOURCE AQUIFERS

1. Go to EPA Ground Water Office to determine if the project is located within a U.S. Environmental Protection Agency (EPA) designated sole source aquifer watershed area OR if the project needs to be referred to the EPA for evaluation according to the HUD-EPA (Region IX) Sole Source Aquifer Memorandum of Understanding of 1990. Print copy of the website page.

If the project is **NOT** located within the designated sole source aquifer watershed area, MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

2. If the project **IS** located within the designated sole source aquifer watershed area, consult with the Water Management Division of EPA to design mitigation measures to avoid contaminating the aquifer and implement appropriate mitigation measures. MARK Status Column with a “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## WILD AND SCENIC RIVERS

1. Determine that the project is not located within one mile of a Wild and Scenic River.
  - Go to Wild and Scenic Rivers - Montana.
  - Scroll down to Flathead River.
  - Print copy of webpage.
  - Go back and click on Missouri River.
  - Print copy of webpage.
2. Next, determine if the project is located within one mile of and will have any effect on natural, free flowing, and/or scenic qualities of a river segment. Print copy of webpage.
3. If it is determined that the project will not have an impact on Wild and Scenic Rivers or river segments, send **Exhibit 2-Q.1**, Letter to National Park Service. If no response within 30 days, it will be assumed that the agency concurs with the determination.

MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

4. If it is determined that a project is located near or will impact either the wild and scenic rivers or river segments, then consult with the U.S. Department of Interior, National Park Service. You may also be required to contact NPS/USFS which manages the Flathead River or BLM which manages the Missouri River for impact resolution and mitigation.

MARK Status Column with a “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## COASTAL ZONE MANAGEMENT

1. All projects located in the States of Colorado, Montana, Nebraska, North Dakota, South Dakota, Utah, and Wyoming are considered as NOT having the potential to impact areas protected by the Coastal Zone Management Act of 1972. This section of the statutory checklist has already been completed and requires no further documentation or notations.

## ENDANGERED SPECIES

1. To find the federally protected list or proposed list of threatened or endangered species (i.e., plants, animals, fish, or invertebrates) in Montana, go to the Montana Field Office of the U.S. Fish and Wildlife Service. Click here to obtain a list. Print screen.

Determine that the proposed project will not have any effect, is not likely to adversely affect, or will not adversely modify the critical habitats of the species listed. Send **Exhibit 2-R.1**, Letter to U.S. Fish & Wildlife Service, for the agency’s concurrence with the determination.

MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

2. If a determination is made that the proposed project will have an effect, then consult with the USFWS in accordance with procedural regulations contained in 50 CFR Part 402. Formal consultation with USFWS is always required for federally funded “major construction” activities and anytime a “likely to adversely affect” determination is made.

MARK Status Column with a “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## AIR QUALITY

The Clean Air Act defines an attainment area as a geographic area in which levels of a criteria air pollutant meet the health-based primary standard (National Ambient Air Quality Standard – NAAQS) for the pollutant.

1. Go to either EPA website at: EnviroMapper or EJ View. Key in proposed project address. Select the “air” option on the map provided through EnviroMapper. Select “non-attainment areas” on EJ View. Print the map on a **colored printer** so that the indicators can be seen. If the map shows that the proposed project site is free from any air pollutants, MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column and attach to ERR.
2. If either map shows that the project has any indicators, contact the Region 8 EPA Office for further guidance. Depending on consultation with EPA, MARK Status Column with applicable “**A**” or “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column and attach to ERR
3. If EPA determines that the project may require an individual NESHAP permit or notification, negotiate suitable mitigation measures with them; obtain necessary permits; and issue required notices. (For example, 40 CFR 61.145 requires a 10-day prior notification to the Air Quality District Administrator whenever 260 linear feet, 160 square feet, or 35 cubic feet of asbestos containing material is to be disturbed during rehabilitation/demolition activities in multi-family properties). MARK Status Column with a “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## FARMLAND PROTECTION

1. To determine if the project site includes “Important Farmland” or other “Farmland of Statewide or Local Importance” as identified by the U.S. Department of Agriculture, Natural Resources Conservation Service (NRCS), OR the project site includes such farmland, but is located in an area already committed to urban use (i.e. as determined by the NRCS or as determined by local planning and zoning classifications), complete the following instructions:

- Obtain form AD-1006, *Farmland Conversion Impact Rating*, which can be accessed by clicking on the link or through the NRCS website.
- Complete Parts I, III, VI and VII of the Farmland Conversion Impact Rating form. (NOTE: the “Federal Agency” as listed on the form is the “grantee.”) Parts II, IV and V should be left blank, to be completed by the NRCS office.
- Send completed form to: Natural Resources Conservation Service  
Attn: State Resource Conservationist  
10 East Babcock Street  
Federal Building, Room 443  
Bozeman, MT 59815-4704
- If the State office determines project does not include important farmland, etc., then MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

2. If the State NRCS office determines the project site **IS** considered farmland, consideration of the resulting rating needs to be made in deciding whether to modify or approve the proposal, as well as determine appropriate mitigation measures (including measures to prevent adverse effects on adjacent farmlands). MARK Status Column with a “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## **ENVIRONMENTAL JUSTICE**

Environmental Justice (EJ) means ensuring that the environment and human health are fairly protected for all people regardless of race, color, national origin, or income. For instructions on how to assess if a proposed project/activity is suitable for its proposed location, click here for HUD website. Also, evaluate project site using EPA’s website on Environmental Justice at <http://epamap14.epa.gov/ejmap/entry.html>.

- A) Determine if the proposed project/activity is suitable for its proposed location and use and will NOT (1) disproportionately be adversely impacted by **or** (2) disproportionately adversely impact low income or minority populations. MARK Status Column with an “**A**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.
- B) If the suitability of the proposed project/activity for its proposed location and use is a concern because it would likely disproportionately be adversely impacted by or disproportionately adversely impact low income or minority populations, such impacts should be avoided or mitigated to the extent practicable. Address and mitigate **OR** reject the proposal. If mitigation can be accomplished, MARK Status Column with a “**B**”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## **NOISE ABATEMENT AND CONTROL**

The environmental review must provide **either**:

- a finding that the property proposed for new construction, major rehabilitation, or conversion **is not** located within:
  - i. 1,000 feet of a major noise source, road, or highway;
  - ii. 3,000 ft of a railroad; or
  - iii. 5 miles of a civil airport or 15 miles of a military airfield;

**OR**

- a finding that the property is located within a normally unacceptable or unacceptable noise zone, in which case it must:
  - i. state that the plans for the property proposed for new construction, major rehabilitation or conversion activity incorporates noise attenuation features in accord

with HUD environmental criteria and standards contained in Subpart B--Noise Abatement and Control of 24 CFR 51; **and**

- ii. provide the plans as evidence and a statement of the anticipated interior noise levels.

### **What information is needed to do a noise assessment?**

The noise regulation requires that projections be made for noise levels 10 years from the completion date of project under review. This usually means that traffic projections must be incorporated into the Noise Assessment Guidelines to calculate the future noise level for the site.

Acceptable noise levels for a proposed project are:

**Exterior noise levels** – Proposed HUD-assisted projects with a day-night average sound level of below 65 decibels are acceptable (see Standards in 24 CFR §51.103).

**Interior noise levels** – Proposed HUD-assisted projects with a day-night average sound level of below 45 decibels are acceptable.

The local planning agency, the State Department of Transportation, and the airport agency are sources of noise hazards information.

HUD's Noise Assessment Guidelines also provides a basic technical assessment resource for determining noise levels at sites exposed to aircraft, highway and railroad noise.

See HUD's DNL calculator to determine day-night noise levels if decibel information is unavailable from above referenced sources. **Be sure to print screen the results.**

If the project is located within an "Acceptable" noise zone (not exceeding 65 decibels), the noise exposure may be of some concern, but common building constructions will make the indoor environment acceptable and the outdoor environment will be reasonably pleasant. MARK Status Column with an "A", identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

If the project is located within a "Normally Unacceptable" noise zone (between 65 and 75 decibels), noise attenuation features, in accordance with HUD environmental criteria and standards, must be incorporated. Include the plans and a statement of the anticipated interior noise levels in the Environmental Review Record. MARK Status Column with a "B", identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

Also, see HUD's Sound Transmission Classification Assessment Tool (STraCAT) to assess the effectiveness of a material or construction assembly to retard the transmission of airborne sound.

## **EXPLOSIVE AND FLAMMABLE OPERATIONS**

General information regarding explosive and flammable operations can be found at Explosive and Flammable Facilities, on HUD's website.

1. Determine if the proposed project site is located near hazardous operations handling conventional fuels or chemicals of an explosive or flammable nature. Follow the instructions provided in **Chapter 3: Compliance Process** and **Chapter 4: Evaluations and Findings** of the "Acceptable Separation Distance Guidebook." If the proposed project site is not located near hazardous operations, MARK Status Column with an "**A**", identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.
2. If site is located near a hazardous operation, determine whether the proposed project is at an Acceptable Separation Distance (ASD) from any above-ground explosive or flammable fuels or chemicals containers. Additional guidance is available in the "Acceptable Separation Distance Guidebook."  
  
If project is within acceptable separation distance, MARK Status Column with a "**B**", identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.
3. If the proposed site is not located at an acceptable distance from above-ground explosive or flammable fuels, see available Mitigation Options for further guidance and contact information and Chapter 5 in the Acceptable Separation Distance Guidebook.

For answers to frequently asked questions see the Introduction section of the "Acceptable Separation Distance Guidebook."

## **TOXIC CHEMICALS AND GASES, HAZARDOUS MATERIALS, CONTAMINATION, AND RADIOACTIVE SUBSTANCES**

1. Determine if site has any issues; go to EPA's website at <http://epamap14.epa.gov/ejmap/entry.html> and key in proposed project's address. Using the tools on the right hand side of the webpage, click on the + (plus) buttons on all of the categories to see what the site might contain. Be sure to print the map with the information on a colored printer.

If the site has no identified areas of contamination, etc., MARK Status Column with an "**A**", identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

2. If the proposed site appears to have some issues, contact Region 8 EPA Office for further guidance. Follow all required steps as directed by EPA. If project site can still be used for proposed project, MARK Status Column with a "**B**", identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

## **AIRPORT CLEAR ZONES AND ACCIDENT POTENTIAL ZONES**

1. Using a site area map, determine if the proposed project is located within 2500 feet of a civilian airport runway or 8,000 feet of the end of a military airfield runway. If project is not

located within boundaries described above, MARK Status Column with an “A”, identify and reference relevant documents in the Compliance Finding and Documentation column, and attach to ERR.

2. **If project is located within described boundaries, consider alternative project sites.** It is HUD’s policy *not* to provide any development assistance, subsidy, or insurance to projects located within the prescribed boundaries unless the project will not be frequently used or occupied by people **and** the airport operator provides written assurances that there are no plans to purchase the project site.

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**SECTION 3: Environmental Assessment Checklist (ref.: Environmental Review Guide HUD CPD 782, 24 CFR §58.40, 40 CFR §§1508.8 & 1508.27)**

For HUD-funded projects that require the preparation of an environmental assessment (EA) pursuant to 24 CFR Part 58.36, the Responsible Entity (RE) must evaluate the significance of the effects of the proposal on the character, features, and resources of the project area. Enter relevant base data and verifiable source documentation to support the finding. Then enter the appropriate impact code from the following list to make a finding of impact. Impact Codes:

- (1) No impact anticipated;
- (2) Potentially beneficial;
- (3) Potentially adverse;
- (4) Requires mitigation;
- (5) Requires project modification.

Note names, dates of contact, telephone numbers, and page references. Attach additional materials as needed.

The following is meant as guidance for the designated Preparer to help him/her to evaluate the significance of the effects of the proposal on the character, features, and resources of the project area. At a minimum, the Preparer should address be able to address the following items before completing the Environmental Assessment.

This guidance is not intended to be all-inclusive; only a starting point for the Preparer. The Preparer must also take into account and address locality-specific impacts.

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**LAND DEVELOPMENT**

**CONFORMANCE WITH COMPREHENSIVE PLANS & ZONING**

Is the project in conformance with established local government comprehensive planning and zoning practices?  Yes  No

Comments: \_\_\_\_\_

## COMPATIBILITY & URBAN IMPACT

Is the project compatible with the surrounding area in terms of:

	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Land use	<input type="checkbox"/>	<input type="checkbox"/>	Texture, materials	<input type="checkbox"/>	<input type="checkbox"/>
Height, bulk, mass	<input type="checkbox"/>	<input type="checkbox"/>	Building type (lo/hi rises, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
Building density	<input type="checkbox"/>	<input type="checkbox"/>	Building arrangement	<input type="checkbox"/>	<input type="checkbox"/>
Population density	<input type="checkbox"/>	<input type="checkbox"/>	Light/shadow and ventilation	<input type="checkbox"/>	<input type="checkbox"/>
Setback	<input type="checkbox"/>	<input type="checkbox"/>	Landscaping	<input type="checkbox"/>	<input type="checkbox"/>

Comments: \_\_\_\_\_

## SLOPE

Slopes:       Not Applicable       Steep       Moderate       Slight

Is there evidence of slope erosion? (Such as; Extensive gullies/small ravines? Bowed-retaining walls? Washing away of top-soil and grasses? Tree movement? Fire scars?)  Yes     No

Is there evidence of unstable slope conditions? (Such as: Trees perpendicular to slope? Vertical cracks at top of slope? Tilted utility poles? Hummocky-undulations on mid to lower slopes?)  Yes     No

Is there evidence of ground subsidence on the site?  Yes     No

Is there evidence of other unusual conditions on site?  Yes     No

Comments: \_\_\_\_\_

## SOIL SUITABILITY

Soils:       Loose, fine rained silts       Gravel/Sands       Clay (Hard/Dry)  
 Non-expansive       Moderately expansive       Highly expansive  
 Mix-of-each (*check appropriate boxes if finding can be made by the reviewer*)

Are there visual indications of filled ground? (Materials loosely piled on ground? Loose vegetation? Earth has graded appearance or topography appears unnatural in grade as related to vicinity?)  Yes     No

Are there active rills and gullies on site?  Yes     No

Is there off-site drainage to site?  Yes     No

Comments: \_\_\_\_\_

Is a soils report needed?  Yes  No

Is a geological study needed?  Yes  No

### HAZARDS & NUISANCES, INCLUDING SITE SAFETY

Will the project be affected by:

	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Faults, fractures	<input type="checkbox"/>	<input type="checkbox"/>	Fire hazard materials	<input type="checkbox"/>	<input type="checkbox"/>
Cliffs, bluffs, crevices	<input type="checkbox"/>	<input type="checkbox"/>	Wind/sand storm concerns	<input type="checkbox"/>	<input type="checkbox"/>
Slope-failures from rains	<input type="checkbox"/>	<input type="checkbox"/>	Poisonous plants	<input type="checkbox"/>	<input type="checkbox"/>
Unprotected water bodies	<input type="checkbox"/>	<input type="checkbox"/>	Insects, animals	<input type="checkbox"/>	<input type="checkbox"/>
Hazardous terrain features	<input type="checkbox"/>	<input type="checkbox"/>			

Comments: \_\_\_\_\_

Will the project be affected by:

	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Hazardous street conditions	<input type="checkbox"/>	<input type="checkbox"/>	Railroad-crossing hazards	<input type="checkbox"/>	<input type="checkbox"/>
Dangerous intersections	<input type="checkbox"/>	<input type="checkbox"/>	Through traffic problems	<input type="checkbox"/>	<input type="checkbox"/>
Inadequate separation of pedestrian/vehicle traffic	<input type="checkbox"/>	<input type="checkbox"/>	Inadequately screened drainage catchment structures	<input type="checkbox"/>	<input type="checkbox"/>
Children's play areas located next to freeways or other high volume traffic ways	<input type="checkbox"/>	<input type="checkbox"/>	Hazards in vacant lots	<input type="checkbox"/>	<input type="checkbox"/>
Chemical tank-car terminals	<input type="checkbox"/>	<input type="checkbox"/>	Trucking terminals	<input type="checkbox"/>	<input type="checkbox"/>
Other hazardous chemical storage	<input type="checkbox"/>	<input type="checkbox"/>	High-pressure gas	<input type="checkbox"/>	<input type="checkbox"/>
Inadequate street lighting	<input type="checkbox"/>	<input type="checkbox"/>	Overhead transmission lines	<input type="checkbox"/>	<input type="checkbox"/>
Unscreened quarries or other excavations	<input type="checkbox"/>	<input type="checkbox"/>	Sanitary landfills or mining operations	<input type="checkbox"/>	<input type="checkbox"/>
Industrial operations	<input type="checkbox"/>	<input type="checkbox"/>	Oil or gas wells	<input type="checkbox"/>	<input type="checkbox"/>
Hazardous cargo transportation routes	<input type="checkbox"/>	<input type="checkbox"/>			

Comments: \_\_\_\_\_

Will the project be affected by:

	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Gas, smoke, fumes	<input type="checkbox"/>	<input type="checkbox"/>	Unsightly land uses	<input type="checkbox"/>	<input type="checkbox"/>
Odors	<input type="checkbox"/>	<input type="checkbox"/>	Front-lawn parking	<input type="checkbox"/>	<input type="checkbox"/>
Vibration	<input type="checkbox"/>	<input type="checkbox"/>	Abandoned vehicles	<input type="checkbox"/>	<input type="checkbox"/>
Glare from parking areas	<input type="checkbox"/>	<input type="checkbox"/>	Rodent or vermin problems	<input type="checkbox"/>	<input type="checkbox"/>
Billboard encroachment	<input type="checkbox"/>	<input type="checkbox"/>	Industrial nuisances	<input type="checkbox"/>	<input type="checkbox"/>
Vacant/boarded-up buildings	<input type="checkbox"/>	<input type="checkbox"/>			

Comments: \_\_\_\_\_

### **ENERGY CONSUMPTION**

Are adequate gas and electrical utility services available to the project?  Yes  No

Will the project adversely impact available gas and electrical utility service providers in the area?  Yes  No

Is the project designed to utilize energy conservation measures?  Yes  No

### **NOISE – Contribution to community noise levels**

Will the project adversely impact community noise levels?  Yes  No

### **AIR QUALITY – Effects of ambient air quality on project & contribution to community pollution levels**

Are there air pollution generators nearby which would adversely affect the site?

	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Heavy industry	<input type="checkbox"/>	<input type="checkbox"/>	Incinerators	<input type="checkbox"/>	<input type="checkbox"/>
Large parking facilities (1000 or more cars)	<input type="checkbox"/>	<input type="checkbox"/>	Heavy traveled highway (6 or more lanes)	<input type="checkbox"/>	<input type="checkbox"/>
Power generating plants	<input type="checkbox"/>	<input type="checkbox"/>	Oil refineries	<input type="checkbox"/>	<input type="checkbox"/>

Will the project adversely impact community air quality levels?  Yes  No

Comments: \_\_\_\_\_

### **ENVIRONMENTAL DESIGN – Visual quality – coherence, diversity, compatible use & scale**

Is the project design compatible and a betterment to the surrounding neighborhood?  Yes  No

## SOCIOECONOMIC

### DEMOGRAPHIC CHARACTER CHANGES

Will the project be unduly influenced by:

	<u>Yes</u>	<u>No</u>		<u>Yes</u>	<u>No</u>
Building obsolescence	<input type="checkbox"/>	<input type="checkbox"/>	Transition of land uses	<input type="checkbox"/>	<input type="checkbox"/>
Vacant buildings	<input type="checkbox"/>	<input type="checkbox"/>	Transition in density	<input type="checkbox"/>	<input type="checkbox"/>
Building deterioration	<input type="checkbox"/>	<input type="checkbox"/>	Non-conforming conversions	<input type="checkbox"/>	<input type="checkbox"/>
Postponed maintenance	<input type="checkbox"/>	<input type="checkbox"/>	Incompatible land uses	<input type="checkbox"/>	<input type="checkbox"/>
Obsolete public facilities	<input type="checkbox"/>	<input type="checkbox"/>	Inadequate off-street parking	<input type="checkbox"/>	<input type="checkbox"/>
Buildings crowding land	<input type="checkbox"/>	<input type="checkbox"/>			

Will the project adversely impact demographic character in the area?  Yes  No

Comments: \_\_\_\_\_

### DISPLACEMENT

Will the project result in displacement?  Yes  No

### EMPLOYMENT & INCOME PATTERNS

Will the project adversely impact employment and income patterns?  Yes  No

## COMMUNITY FACILITIES AND SERVICES

### EDUCATIONAL FACILITIES

Are adequate educational facilities available to the project's users?  Yes  No

Will the project adversely impact available education service providers in the area?  Yes  No

### COMMERCIAL FACILITIES

### HEALTH CARE

Are adequate general health care services available to the project?  Yes  No

Will the project adversely impact available general health care service providers in the area?  Yes  No

### SOCIAL SERVICES

Are adequate social care services available to the project?  Yes  No

Will the project adversely impact available social care service providers in the area?  Yes  No

### **SOLID WASTE**

Is adequate solid waste service available to the project?  Yes  No

Will the project adversely impact available solid waste service providers in the area?  Yes  No

### **WASTE WATER**

Is adequate sanitary sewer service available to the project?  Yes  No

Will the project adversely impact available sanitary sewer service providers in the area?  Yes  No

### **STORM WATER**

Is adequate storm water capacity and infrastructure available to the project?  Yes  No

Will the project adversely impact storm water capacity and Infrastructure available in the area?  Yes  No

### **WATER SUPPLY**

Is adequate potable and irrigation water service available to the project?  Yes  No

Will the project adversely impact available water service providers in the area?  Yes  No

Will the project impact adjudicated water rights?  Yes  No

### **PUBLIC SAFETY - Police**

Is adequate police protection service available to the project?  Yes  No

Will the project adversely impact available police protection providers in the area?  Yes  No

### **PUBLIC SAFETY - Fire**

Is adequate fire protection service available to the project?  Yes  No

Will the project adversely impact available fire protection providers in the area?  Yes  No

**PUBLIC SAFETY - Emergency Medical**

Are adequate emergency medical services available to the project?  Yes  No

Will the project adversely impact available emergency medical service providers in the area?  Yes  No

**OPEN SPACE & RECREATION - Open Space**

Is adequate open available to the project’s users?  Yes  No

Will the project adversely affect open space in the area?  Yes  No

**OPEN SPACE & RECREATION - Cultural Facilities**

Are adequate cultural facilities available to the project’s users?  Yes  No

Will the project adversely affect cultural facilities in the area?  Yes  No

**TRANSPORTATION**

Are the approaches to the project convenient, safe and attractive?  Yes  No

Is the project accessible to employment?  Yes  No

Are parks and play spaces available on site or nearby  Yes  No

Are commercial/retail shopping centers nearby?  Yes  No

Is public transportation service available?  Yes  No

Will the project adversely affect transportation infrastructure in the area?  Yes  No

Comments: \_\_\_\_\_

**WATER RESOURCES**

Will the project adversely impact water resources in the area?  Yes  No

**SURFACE WATER**

Will the project adversely impact surface water in the area?  Yes  No

**UNIQUE NATURAL FEATURES & AGRICULTURAL LANDS**

Is the project near natural features such as bluffs or cliffs?  Yes  No

Is the project near public or private scenic areas?  Yes  No

- Are other natural resources visible on site or in the area?  Yes  No
- Is the site covered with trees and non-agricultural vegetation?  Yes  No
- Is the site presently being farmed?  Yes  No
- Is the project compatible with unique natural features in the area?  Yes  No
- Is the project compatible with agricultural practices in the area?  Yes  No

Comments: \_\_\_\_\_

### **VEGETATION & WILDLIFE**

- Is the project near wildlife or wildlife habitat?  Yes  No
- Will the project adversely impact wildlife or wildlife habitat in the area?  Yes  No

### **OTHER FACTORS**

- Are adequate communications services available to the project?  Yes  No
- Will the project adversely impact available communications service providers in the area?  Yes  No

Comments: \_\_\_\_\_

## **SECTION 4: Regulatory Checklist (ref.: 24 CFR §58.6 – *Other requirements*)**

### **➤ Flood Disaster Protection Act of 1973, as amended:**

- If the HOME-funded project/activity is Rental Housing and the project/activity is located within a Special Flood Hazard Area (SFHA) as mapped by the Federal Emergency Management Agency (FEMA), flood insurance must be obtained through the National Flood Insurance Program.
- If the HOME-funded project/activity is homeowner (owner-occupied) rehabilitation and the project/activity is located within a Special Flood Hazard Area (SFHA) as mapped by the Federal Emergency Management Agency (FEMA), flood insurance purchased through the National Flood Insurance Program is recommended to protect the homeowner's investment.
- If the proposed HOME-funded project/activity is homebuyer assistance (down payment and closing cost assistance) and the project/activity is located within a Special Flood Hazard Area (SFHA) as mapped by the Federal Emergency Management Agency (FEMA), the HOME Program recommends not proceeding unless flood insurance is obtained and maintained throughout the period of affordability. The homebuyer should be strongly encouraged to find another property.

- **Civilian Airport Runway Clear Zone and/or Military Airport Clear Zone:** Projects/activities in runway clear zone or military airport clear zone will NOT be funded by the Montana HOME Program.