COMPLETING THE STATUTORY WORKSHEET

Directions and Threshold Guidelines

DOCUMENTS AND STATUS COLUMN DETERMINATION (A/B COLUMN)

Historic Preservation

Status Colum: A

- SHPO: List clearance letter(s) response date(s). List SHPO response.
  If additional study(s) were completed and clearance received, list that information as well.
- THPO: List clearance letter(s) response date(s). List THPO response(s).
  If no response, include Tribe name in 'List of Tribes that did not respond.'
  Required Documentation: SHPO consult request letter and response; THPO/Tribal consult request letter(s) and response(s); any required studies.

Housing projects require a SHPO clearance for every address under consideration that is over 50 years old or in an historic district. However, multiple addresses may receive clearance on one letter issued from the SHPO.

Status Column: B

List measures required by SHPO/THPO/Tribes that have to be taken before/during construction. Required Documentation: responses from SHPO/THPO/Tribes that require mitigation and plan for how that will be addressed.

Floodplain Management

Status Column: A (*Not in a floodplain*)

List map panel number(s) and wording "not in floodplain, no effect."
Required documentation: floodplain map(s) with project area marked conspicuously

Status Column: B (*In a floodplain*)

List map panel number(s) and wording "In flood plain; 8-Step Process completed and no alternative was identified as feasible." Complete 8-Step Process documentation.
Required Documentation: floodplain map(s) with project area marked conspicuously and completed 8-Step Process documentation with supporting documentation

FEMA Flood Map Service Center (MSC) http://msc.fema.gov/portal

Wetland Protection

Rehab without expansion, no new construction

Status Column: A

List "No new construction - no potential to affect wetlands"
Required Documentation: No documentation needed as long as project description is clear that the project will not involve new construction.

New construction, line extensions, or rehab with expansion
Status Column: A
List date of USACE clearance letter and state "no effect according to USACE"
Required Documentation: letter from the appropriate U.S. Army Corps of Engineers District office stating no permit required
OR
List "No wetlands present – see attached wetlands map and soil survey"
Required Documentation: maps from Wetlands Inventory
http://www.fws.gov/wetlands/Data/Mapper.html and Soil Survey
http://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm showing no wetlands present

Status Column: B
List date of USACE clearance letter, as well as any permits required or plan for permits
Required Documentation: letter from the appropriate U.S. Army Corp of Engineers District office with potential or required list of permit(s)

The 8-Step process has to be completed if work is to proceed in a wetlands area.

Coastal Zone Management

Status Column: A
List "There are no coastal zones in Tennessee. See attached documentation."
Required Documentation: print this web page and highlight Coastal Zone Management portion http://portal.hud.gov/hudportal/HUD?src=/states/shared/working/r4/environment/guidancetn

Sole Source Aquifers

Status Column: A
List "There are no sole source aquifers in Tennessee. See attached documentation."
Required Documentation: print this web page and highlight Sole Source Aquifer portion http://portal.hud.gov/hudportal/HUD?src=/states/shared/working/r4/environment/guidancetn

Endangered Species

No new construction, rehab without expansion, no ground disturbance and no atypical noise:
Status Column: A
List "No ground disturbance, vegetation removal or atypical noise – no potential to affect"
Required Documentation: No documentation needed as long as project description is clear that the project will not involve new construction or infrastructure improvements.

New construction, line rehabilitation or extension, infrastructure improvements, rehab with expansion or project with unusual noise:
Status Column: A
List date of USFWS clearance letter and state "no endangered species affected"
Required Documentation: a "Self-Certification" letter from U.S. Dept. of Interior – USFWS

Guidance and steps for getting self-certified can be found here:
https://www.fws.gov/cookeville/project_review.html

Status Column: B

List date of USFWS clearance letter, dates of clearance from any studies, as well as any mitigation requirements.

Required Documentation: a letter from U.S. Dept. of Interior – FWS listing mitigation measures and/or copies of any required studies with all correspondence

* If USFWS requires a consult/study done with Tennessee Wildlife Resource Agency, please use the contact information below sending, at a minimum, the following information:

- Map of project area
- GIS coordinates
- Brief description of project

Robert Todd
Fish and Wildlife Environmentalist
Tennessee Wildlife Resources Agency
Ellington Agricultural Center
P.O. Box 40747
Nashville, TN 37204
Office: 615.781.6572
Cell: 931.881.8240
rob.todd@tn.gov

Wild and Scenic Rivers

Not within 1 mile of the 45.3 miles of the Obed River

Status Column: A

List "No Wild and Scenic River in (project's county) County – see attached map."

Required Documentation: go to http://www.rivers.gov/tennessee.php, print map and mark/label conspicuously the project area. Do the same for the National Rivers Inventory - https://www.nps.gov/subjects/rivers/nationwide-rivers-inventory.htm

Located within 1 mile of the Obed River

Status Column: A

List "Project is located with a mile of the NWSR – Obed River; National Park Service (NPS) has cleared project activities." List date of clearance letter

Required Documentation: NPS clearance letter

Status Column: B

List "Project is located within a mile of the NWSR – Obed River; NPS requires mitigation"

Required Documentation: US National Park Service letter, mitigation required and plan for mitigation.

Clean Air

In an attainment area
Status Column: A
List "This project is in an attainment area – see attached (map or list)."
Required Documentation: map and/or list of attainment or nonattainment counties

If map is used, mark project area. http://www.epa.gov/airquality/greenbook/map/mapnpoll.pdf
List is found here – Status of SIP Requirements for Designated Tennessee Areas http://www.epa.gov/airquality/urbanair/sipstatus/reports/tn_areabypoll.html

Status Column: B
List date of TDEC APC letter
Required Documentation: letter from State TDEC Air Quality (Pollution Control) division. Contact the TDEC field office that corresponds with the City/County in which the project is taking place.

* Projects with generators – even if exempt category – require a letter from TDEC APC consultation.

Farmland Protection

No new construction, acquisition of undeveloped land, or new construction in an urbanized area
Status Column: A
List "See completed FPPA Checklist. No new construction involved - no potential to affect prime farmland."
Or
"See completed FPPA Checklist. New construction in an urbanized area – no potential to affect prime farmland."
Required Documentation: completed Farmland Protection Policy Act (FPPA) Checklist.

Project includes farmland
Status Column: B
List date of clearance letter
Required Documentation: clearance letter from NCRS

Explosive and Flammable Operations

Housing rehabilitation (*NOT reconstruction*) projects, system rehabilitation projects with no new construction AND no potential to increase number of people exposed to potential hazard
Status Column: A
List "Project will not increase the number of people exposed to potential hazards. Explosive and Flammable Operation checklist documented."
Required Documentation: completed Explosive and Flammable Operation checklist

Housing reconstruction, new construction, water and sewer line extensions, OR increase in number of people potentially exposed
Status Column: A
List "No above ground storage tanks (AST) within 1 mile of project area. See radius map and memo from fire/EMS chief dated xxxx."

Required Documentation: radius map and memo from fire chief or EMS director stating that a site visit was conducted and there were no above ground storage tanks of more than 100 gallons in the 1-mile project radius.

ASTs present, but the Acceptable Separation Distance (ASD) is acceptable
Status Column: A
List "Project falls within ASD. See ASD calculations, completed Explosive and Flammable Operation checklist and Fire Chief/EMS mgmt. memo dated xxxx."
Required Documentation: map with 1 mile circumference and a list of containers in the area; copy of ASD Calculation(s) and memo from fire chief or EMS director stating that a site visit was conducted and the project area is cleared.

Status Column: B
* *Notify ECD as soon in the ERR process as possible.*
List Mitigation required to meet ASD.
Required Documentation: ASD calculations and mitigation plan for storage tanks that do not meet ASD requirements.

ASD calculator can be found here: https://www.hudexchange.info/environmental-review/asd-calculator/
(list on the calculation page the distance from the project to the above-ground storage tank)

Noise Abatement and Control

Work on utilities
Status Column: A
List "Project involves work on utilities."
Required Documentation: none as long as the project description is clear that the project involves work on utilities/infrastructure

All housing projects – each address must have a Day/Night Noise Level (DNL) calculation
Status Column: A
List "Project does not exceed acceptable noise threshold. See DNL calculations."
Required Documentation: copy of DNL calculations

DNL calculator can be found here: https://www.hudexchange.info/environmental-review/dnl-calculator

All other projects
Status Column: A
List "Project is not within 1,000 feet of a highway, 3,000 feet of a railroad, 5 miles of a civilian airport, or 15 miles of a military airport. See attached maps." OR "Project does not exceed noise threshold. See DNL calculations"
Required Documentation: map(s) showing distance to highways, railroads, airports OR copy of DNL calculations

Housing reconstruction
Status Column: B /
* *Notify ECD as soon in the ERR process as possible.*
List "Project exceeds acceptable DNL calculations. Attenuation plan enclosed."
Required Documentation: approved attenuation plan

Airport Clear Zones

Status Column: A

List "Radius map and completed Airport Checklist included. Project is not within a CZ or APZ."
Required Documentation: radius map marking project and showing any airports; completed Airport Checklist - Clear Zones and Accident Potential Zones

Status Column: B

* *Contact ECD as soon in the ERR process as possible.*

Hazardous, Toxic or Radioactive Substances

Utility work (line extensions considered new construction -see below)

Status Column: A

List "Project does not involve new construction or rehab of residential property or work near any known toxic sites. Toxic Chemicals and Radioactive Materials Checklist completed."
Required Documentation: completed Toxic Chemicals and Radioactive Materials Checklist and Envirofacts http://www.epa.gov/enviro/

New construction (line extensions) or rehab of housing:

Status Column: B

List "completed Toxic Chemicals and Radioactive Materials Checklist, EPA Envirofacts, TDEC clearance letter dated xxxx"
Required Documentation: Toxic Chemicals and Radioactive Materials Checklist, Envirofacts http://www.epa.gov/enviro/ EPA, TDEC-DSWM or Remediation, letter, TDEC-UST letter, and TDEC-Radiological Health letter.

* *If project located in or near a Superfund or Brownfield area, contact ECD.*

Environmental Justice

Status Column: A

List date of letter w/ Mayor's name and "Project will not disproportionately affect low and moderate income and minority populations."
Required Documentation: signed letter/memo from Mayor/Certifying Officer.

Flood Insurance Documentation

Documents: Grantees must estimate the amount and period of flood insurance coverage that is required for building in a SFHA:

- Estimate coverage amount of flood insurance
- Indicate coverage period
- Year in which flood insurance policy is to start
- Year in which flood insurance policy is to end

Threshold Guidelines for the Statutory Checklist

24 CFR §58.5 Statutes, Executive Orders & Regulations

HUD Environmental Review Requirements
http://portal.hud.gov/hudportal/HUD?src=/states/shared/working/r4/environment/guidancetn

Historic Preservation
Threshold: When new construction, rehabilitation or demolition is proposed, impacts to the historic character of an area must be considered according to Section 106 of the Historic Preservation Act. If the project is considered an undertaking (i.e. if it is funded in whole or in part by the federal government) and it has the potential to cause effects to historic properties (i.e. properties on or eligible for inclusion in the National Register), the State Historic Preservation Officer must be consulted.

Documentation must include a copy of the letter submitted to and the response received from the State Historic Preservation Officer (SHPO) and, where applicable, Tribal Historic Preservation Officer (THPO) (The need to contact the THPO may be determined through direction given in exhibits A-20 and A-21.). If the SHPO or THPO responses indicate that historic properties
will not be adversely affected by the project or that historic properties are not present, no further action is required. However, if the SHPO or THPO(s) indicates that historic properties will or may be adversely affected by the project, then you must consult with SHPO/THPO or the Advisory Council on Historic Preservation to resolve or mitigate adverse effects prior to completing the Environmental Review (ER). See www.achp.gov for more information. If consultation is required, notify ECD.

Tennessee Historic Preservation Officer:
Mr. E. Patrick McIntyre, Jr.
Executive Director, Tennessee Historical Commission ATTN: Section 106 Review and Compliance
2941 Lebanon Road
Nashville, Tennessee 37243-0442
Tel: 615.532.1550
patrick.mcintyre@tn.gov
http://www.tn.gov/environment/section/thc-tennessee-historical-commission

Floodplain Management
Threshold: Projects located within a floodplain are subject to Executive Order 11988 (Floodplain Management). HUD's implementing regulations at 24 CFR Part 55 - Floodplain Management prescribe measures for protecting floodplains. For proposed financial assistance for such activities, including substantial improvement (see definition below) of existing single-family properties within a floodplain, it will require 30 to 60 days in most cases to perform the required processing and notices.

Proposed project sites should be outside the base floodplain (i.e. 100-year floodplain or 500-year for critical actions) whenever federal assistance is requested for the project. Executive Order 11988's purpose is to avoid, to the greatest extent possible, the long and short term adverse impacts associated with the occupancy and modification of floodplains and to avoid direct or indirect support of floodplain development wherever there is a practicable alternative. When evaluating projects, the review should consider both potential flood hazards on site as well as offsite resulting from project construction. To determine the applicability of floodplain management issues to the site, consult the FEMA Map Service Center https://msc.fema.gov

to determine whether the proposed site lies within either Flood Zone A or V, also referred to as the 100-year floodplain, or Zone B, C, or X for critical actions (such as hazardous facilities, mobility impaired housing, emergency centers, etc.). If the project is located in or affects development in a floodplain, consult ECD to determine how to best mitigate these concerns. The 8-Step Process will be required to determine alternatives.

Assisted property acquisition, repair, rehabilitation, conversion, new construction and project- based leasing located within a floodplain are subject to HUD's decision-making process under
E.O. 11988. The decision-making process does not apply to existing single-family properties proposed for lease or acquisition involving either non-substantial improvement or no improvement as long as the existing property is not located within a floodway or coastal high hazard area. Under these executive orders, HUD must avoid financial support for covered activities, unless it can demonstrate that there are no practicable alternatives outside the floodplain or wetlands. Where flood-free sites are available within the community or housing market area, these are considered practicable.

Definition: Substantial improvement for flood hazard purposes is defined in 24 CFR 55.2(b)(8).

Wetland Protection

Threshold: Executive Order 11990 requires all Federal agencies to avoid impacts to wetlands, directly or indirectly, by discouraging construction in wetlands whenever there is a practicable alternative.

If the project involves rehabilitation without expansion and no new construction, no documentation is required provided the project description is clear that no expansion or new construction will occur.

If the project involves new ground disturbance (including auxiliary features such as stormwater treatment facilities, roads, driveway, storage facilities, borrow or waste areas, etc.), determine the presence or absence of wetlands, including non-jurisdictional wetlands, through the U.S. Fish and Wildlife Service wetlands mapper (http://www.fws.gov/wetlands/Data/Mapper.html) AND the soil survey (http://websoilsurvey.sc.egov.usda.gov/App/HomePage.htm) OR by contacting the local U.S. Army Corps of Engineers (USACE) office.

If the project impacts a wetland, the Responsible Entity must complete the 8-Step Decision- Making Process at 24 CFR § 55.20 in writing; and publish the public process. Consult the HUD regulations at 24 CFR Part 55 for more information. In addition to the USACE requirements, projects impacting the wetlands may require State Water Quality program authorization prior to beginning construction.

The USACE office for your state, territory or region may be identified by visiting: http://www.usace.army.mil/Locations.aspx

Area covered by Memphis District
Memphis District, Regulatory Office
U.S. Army Corps of Engineers
167 North Main Street
Memphis, TN 38103-1894
901.544.3461
901.544.0736
http://www.mvm.usace.army.mil/About/Offices/Regulatory.aspx

Memphis Branch Chief
Roger S Allan - Roger.S.Allan@usace.army.mil
West Branch ER Reviewer
Brian K. Gary – Brian.K.Gary@usace.army.mil

Area covered by Nashville District

For faster responses and less chance of "misplacements,' you can actually email the reviews to NashvilleRegulatory@usace.army.mil. This email is checked regularly.

Nashville District, Regulatory Office
U.S. Army Corps of Engineers 3701 Bell Road
Nashville, TN 37214
615.369.7500
http://www.lrn.usace.army.mil/Missions/Regulatory.aspx

Nashville Branch Chief
Michael B. Rawetzki - Michael.B.Rawetzki@usace.army.mil
Nashville Office Biologist
Katherine C. Alston - Katherine.C.Alston@usace.army.mil

For more information see: http://water.epa.gov/type/wetlands/index.cfm.

Coastal Zone Management

Threshold: There are no coastal zones in the State of Tennessee.

Sole Source Aquifers

Threshold: There are no sole source aquifers in Tennessee.

Federal Endangered Species

Threshold: The Endangered Species Act (ESA) of 1973 mandates that Federally-assisted activities not jeopardize the existence of plants and animals listed or proposed for listing on the endangered species list. Activities proposed for areas harboring such species must avoid adversely modifying or destroying their habitat. Projects that can affect listed endangered or threatened species or critical habitats require consultation with the Department of Interior – U.S. Fish and Wildlife Service in compliance with the procedure of Section 7 of the ESA. http://www.fws.gov/endangered/

For all CDBG project post-2019, the USFWS request that the "Self Certification Process" be used. Guidance and steps for getting self-certified can be found here: https://www.fws.gov/cookeville/project_review.html

If mitigation measures are necessary and a Phase I must be completed. USFWS staff are happy to provide a suggested list of environmental consultants upon request

If a project does not involve construction, rehabilitation with expansion, atypical noise or ground disturbance, there is no potential to affect endangered species. If infrastructure improvements, new construction, rehabilitation with expansion or unusual noise are involved, the US FWS needs to be involved in the review process.

Department of Interior
U.S. Fish and Wildlife Service
USFWS Tennessee Ecological Field Office:

Lee Andrews (Field Supervisor) 446 Neal Street
Cookeville, TN 38501
Phone: 931-528-6481
Fax: 931-528-7075
Lee_andrews@fws.gov

Wild and Scenic Rivers

Threshold: The Obed River is the only National WSR in Tennessee. HUD-assisted activities are subject to the requirements of the Wild and Scenic Rivers Act (16 U.S.C. 1271 et seq.). New construction, the acquisition of undeveloped land for water resources projects (i.e., water and sewer lines, water retention ponds, etc.), change of land use or major rehabilitation which are proposed in areas within one mile of a listed wild and scenic river, have the potential for impacting this natural resource and the National Park Service must be consulted and approve the project. http://www.nps.gov/rivers/

Clean Air

Threshold: The Clean Air Act (42 U.S.C. 7401 et seq.) prohibits federal assistance to projects that are not in conformance with the air quality State Implementation Plan (SIP). New construction and conversion, which are located in "non-attainment" or "maintenance" areas as determined by the EPA, may need to be modified or mitigation measures developed and implemented to conform to the SIP. If a project is in an attainment area, the project area can be marked on the map of non-attainment counties and proceed as planned. If in a non-attainment area, consultation with TDEC is required.

Status of SIP Requirements for Designated Tennessee Areas can be found here: http://www.epa.gov/airquality/urbanair/sipstatus/reports/tn_areabypoll.html

For questions about or consultation on a project, contact Tennessee Department of Environment and Conservation Division of Air Pollution Control
Martie L. Carpenter| Deputy Director of Field Operations TDEC -APCD
711 R.S. Gass Blvd.
Nashville, TN 37243
615.687.7000
Air.Pollution.Control@tn.gov

Farmland Protection

Threshold: A finding of compliance with the requirements of the Farmland Protection Policy Act of 1981 (7 U.S.C. 4201 et seq.) must be made for assisted new construction activities and the acquisition of undeveloped land (this does not apply to rehabilitation projects). Complete the FPPA checklist, to determine application of the Act.

Contact information for projects that affect prime farmland in Tennessee can be found here: Tennessee USDA site: http://www.nrcs.usda.gov/wps/portal/nrcs/site/tn/home/
Tennessee Local Service Centers: http://www.nrcs.usda.gov/wps/portal/nrcs/main/tn/contact/local/

Explosive and Flammable Operations

Threshold: Properties that are located near hazardous industrial operations handling fuels or chemicals of an explosive or flammable nature are subject to HUD safety standards (24 CFR 51, Subpart C). In the case of tanks containing common liquid fuels, the requirement for an acceptable separation distance (ASD) calculation only applies to storage tanks that have a capacity of more than 100 gallons and only applies if the project will increase the density of people that would be exposed to the hazard.

For projects that do not involve housing, new construction or an increase in the number of people that could potentially be exposed to a hazard, the grantee can document that to meet the requirements. If the project could result in more people being exposed to a hazard or if new construction or housing construction or reconstruction is involved, the acceptable separation distance calculation must be applied.

ASD calculator can be found at: https://www.hudexchange.info/environmental-review/asd-calculator/

* If project does not fall within ASD calculations, complete these 5 steps and document:
The grantee provides ECD a finding by a qualified consultant stating:

1. that the grantee's proposed property is located within the immediate vicinity of hazardous industrial operations handling fuel or chemicals of an explosive or flammable nature;
2. the type and scale of such hazardous operations;
3. the distance of such operations from the proposed property;
4. a preliminary calculation of the acceptable separation distance (ASD) between such operations and the proposed property; and
5. a recommendation as to whether it is safe to use the property in accordance with 24 CFR Part 51, Subpart C.

Coordinate with your local Fire Chief or TEMA Manager to assess and formulate a mitigation plan.

Noise Abatement and Control

Threshold: The environmental review must provide either:

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

2. a finding that the property is located within a normally unacceptable or unacceptable noise zone, in which case it must:
   a. 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
   b. provide the plans as evidence and a statement of the anticipated interior noise levels.

HUD environmental procedures at 24 CFR 50.4(k) and 24 CFR 58.5(i) cite environmental criteria and standards in 24 CFR Part 51. For proposed new construction, which is to occur in high noise areas, the environmental review must incorporate noise attenuation features to the extent required by Subpart B--Noise Abatement and Control of 24 CFR 51. This applies to the acquisition of undeveloped land if the land

will be used for development. The location of site and noise generators near sites which are noisy include major roads, railroads, industrial plants, etc. Traffic maps and land use maps from highway departments, planning agencies, railroads, and airport authorities may document such noise generators.

Site DNL calculator can be found here: https://www.hudexchange.info/environmental-review/dnl-calculator

Standards for High Noise Areas
High noise areas are those in which the day-night average of exterior noise exceeds 65 decibels.

Guidance for Noise Abatement and Control
There are several thresholds. All sites where environmental or community noise exposure exceeds the day night average sound level (DNL) of 65 decibels (dB) are considered high noise areas. For new construction that is proposed in high noise areas, grantees shall incorporate noise attenuation features to the extent required by HUD environmental criteria and standards contained in Subpart B (Noise Abatement and Control) of 24 CFR Part 51.

The "Normally Unacceptable" noise zone includes community noise levels from above 65 decibels to 75 decibels. Approvals in this noise zone require a minimum of 5 dB additional sound attenuation for buildings having noise-sensitive uses if the day-night average sound level is greater than 65 dB but does not exceed 70 dB, or a minimum of 10 decibels of additional sound attenuation if the day-night average sound level is greater than 70 dB but does not exceed 75 dB. Special approval is needed to build in these areas, contact ECD for more information.

For new construction and major rehabilitation, locations with day-night average noise levels above 75 dB have unacceptable noise exposure. Noise attenuation measures in these locations require the approval of the Assistant Secretary for Community Planning and Development (for projects reviewed under Part 50) or the Responsible Entity's Certifying Officer (for projects reviewed under Part 58). The acceptance of such locations normally requires an Environmental Impact Statement. For major rehabilitation projects in the "Normally Unacceptable" and "Unacceptable" noise zones, HUD actively seeks to have project sponsors incorporate noise attenuation features, given the extent and nature of the rehabilitation being undertaken and the level of exterior noise exposure.

In "Unacceptable" noise zones, HUD strongly encourages conversion of noise-exposed sites to land uses compatible with the high noise levels. Contact ECD if your site is in an unacceptable noise zone.

Existing Construction and HUD Noise Standards
For major rehabilitation projects (rehabilitation of 75% or more of the cost of the home or reconstruction) and conversions in the "normally unacceptable" and "unacceptable" noise zones, HUD actively seeks to have noise attenuation features incorporated as part of the rehabilitation to be undertaken. For those properties in "unacceptable noise zones" HUD will go even further and strongly encourage the conversion of such properties to land uses more compatible with the high noise levels.

Required Information
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.

Airport Clear Zones

Threshold: HUD policy as described in 24 CFR 51, Subpart D, is that assistance for construction or major rehabilitation of any real property located on a clear zone site is prohibited for a project to be frequently used or occupied by people. For properties located within 2,500 feet of the end of a civil airport runway or 15,000 feet of the end of a military airfield runway, the airport operator should make a finding stating whether or not the property is located within a runway clear zone for civil airports or a clear zone or accident potential zone at a military airfield.

For a project not to be frequently used or occupied by people, HUD assistance may be approved only when written assurances are provided to HUD by the airport operator to the effect that there are no plans to purchase the land involved with such facilities as part of a Runway Clear Zone or Clear Zone acquisition program.

Definition: Rehabilitation (including conversion) is "major" or "substantial" when the estimated cost of the work is 75 percent or more of the property value after rehabilitation or, in the case of property in an Accident Potential Zone, when the work changes the use of the facility to a use that is not generally consistent with the recommendations in the Department of Defense "Land

Use Compatibility Guidelines for Accident Potential Zones," significantly increases the density or number of people at the site, or introduces explosive, flammable or toxic materials to the area (24 CFR 51.302(b)(1), (2), and (3)).

HUD financial assistance in a clear zone is allowed for existing properties proposed for acquisition or lease (24 CFR 51.302(c)) with or without minor rehabilitation or repair. Upon HUD approval for acquisition of a property in a clear zone, (a) HUD will give advance written notice to the prospective property buyer in accord with 24 CFR 51.303(a)(3); and (b) a copy of the HUD notice signed by the prospective property buyer will be placed in the property file. The written notice informs the prospective property buyer of: (i) the potential hazards from airplane accidents which studies have shown more likely to occur within clear zones than in other areas around the airport/airfield; and (ii) the potential acquisition by airport or airfield operators, who may wish to purchase the property at some point in the future as part of a clear zone acquisition program. For properties located within the accident potential zone (APZ), HUD shall determine whether the use of the property is generally consistent with Department of Defense "Land Use Compatibility Guidelines for Accident Potential Zones."

Hazardous, Toxic or Radioactive Substances

Threshold: It is HUD policy, as described in 24 CFR 50.3(i), that "(1)... all property proposed for use in HUD programs be free of hazardous materials, contamination, toxic chemicals and gasses, and radioactive substances, where a hazard could affect the health and safety of occupants or conflict with the intended utilization of the property. (2) HUD environmental review of multifamily and non-residential properties shall include evaluation of previous uses of the site and other evidence of contamination on or near the site, to assure that occupants of proposed sites are not adversely affected by the hazards..." Sites known or suspected to be contaminated by toxic chemicals or radioactive materials include but are not limited to sites: (i) listed on an EPA Superfund National Priorities or SEMS List, or equivalent State list; (ii) located within 3,000 feet of a toxic or solid waste landfill site; or (iii) with an underground storage tank.

Sites that can assist the grantee with determining if hazards may exist include EPA Envirofacts - http://www.epa.gov/enviro/

Additional info for Hazardous, Toxic, or Radioactive Substances
The location of toxic sites may be found in the U.S. EPA's list of sites declared toxic under SEMS and RCRA. For other possible polluted sites, site inspections and building and use permit records as well as Sanborn Co. maps show previous land uses which could have left toxic residues.

- Explosive Hazards: ASD Guidebook
  http://www.hud.gov/offices/cpd/environment/asduserguide.pdf
  The location of explosive hazards and their potential explosive impact zones may be found in a number of sources including land use maps, special surveys, aerial photos, local use permits, and special local, state, and federal transport permits.

- Seismic Hazards: USGS web site http://earthquake.usgs.gov/
  The U.S. Geological Survey has announced several new products related to the USGS national seismic hazard maps. Many new features have been added to the maps' Internet Web site. For example, users can now look up the seismic hazard in any part of the continental U.S. by zip code, and the Survey has added a custom mapping feature, through which the user can specify latitude and longitude bounds and produce customized hazard maps of the selected area.

Should follow-up consultation(s) be necessary for open SEMS/ACRES sites, please contact the following TDEC division staff:

Alison Henley
TDEC- Div. of Remediation Environmental Consultant
615-532-0932
Please forward request to: Division.Remediation@tn.gov

Environmental Justice

Threshold: Executive Order 12898 - "Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations," applies in low-income or minority neighborhoods where the grantee proposes the acquisition of housing, the acquisition of land for development, and new construction. Environmental justice issues may include, but are not limited to new, continued or historically disproportionate potential for high and adverse human health and environmental effects on minority or low-income populations. The grantee will need to determine if the site or neighborhood suffers from disproportionate adverse health and environmental effects relative to the community at large. See the Executive Order

The Environmental Justice Mapper can be used to help determine if a neighborhood or project location may have environmental risks. It can be accessed here: https://www.epa.gov/ejscreen

Flood Insurance Documentation

Threshold: The Flood Disaster Protection Act of 1973, as amended, requires that property owners purchase flood insurance for buildings located within Special Flood Hazard Areas (SFHA), when Federal financial assistance is used to acquire, repair, improve, or construct a building.

Duration of Flood Insurance Coverage: The statutory period for flood insurance coverage may extend beyond project completion. For loans, loan insurance or loan guarantees, flood insurance coverage must be continued for the term of the loan. For grants and other non-loan forms of financial assistance, flood insurance coverage must be continued for the life of the building irrespective of the transfer of ownership.

30-Day Waiting Period: There is typically a 30-day waiting period from date of purchase before a new flood policy goes into effect. Here are the only exceptions:

- If your lender requires flood insurance in connection with the making, increasing, extending, or renewing of your loan;
- If an additional amount of insurance is required as a result of a map revision;
- If flood insurance is required as a result of a lender determining that a loan that does not have flood insurance coverage should be protected by flood insurance; or
- If an additional amount of insurance is being obtained in connection with the renewal of a policy.

Dollar Amount of Flood Insurance Coverage: 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 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 (i.e., Single Family, Other Residential, Non-Residential, or Small Business), or the development or project cost, whichever is less. The development or project cost is the total cost for acquiring, constructing, repairing or improving the building. This cost covers both the Federally-assisted and the non-Federally assisted portion of the cost, including any machinery, equipment, fixtures, and furnishings. If the Federal assistance includes any portion of the cost of any machinery, equipment, fixtures, or furnishings, the total cost of that item must also be covered by flood insurance.

Proof of Purchase of Flood Insurance Protection: Once HUD has approved a specific SFHA property, the grantee's file for any SFHA property shall contain proof of purchase of flood insurance protection. The standard documentation for compliance is the Policy Declarations Form issued by the National Flood Insurance Program (NFIP) or by any property insurance company offering coverage under NFIP. The insured should have its insurer automatically forward to the grantee, in the same manner as to the insured, an information copy of the Policy Declarations form, which is used to verify compliance.

Documentation: Grantees must estimate the amount and period of flood insurance coverage that is required for building in a SFHA:

- Estimate coverage amount of flood insurance
- Indicate coverage period
- Year in which flood insurance policy is to start and end

For more information about how to contact the local TDEC Environmental Field Office (EFO), or which Division should be contacted for certain consultation request, please see below:

TDEC contact list for Environmental Review Consultation requests may be found here: https://www.tn.gov/environment/program-areas/opsp-policy-and-sustainable-practices/policy/opsp-environmental-consultation-requests/division-of-air-pollution-control.html

TDEC Environmental Review Contact Guidance

1. **Chattanooga Field Office** - Regulates the following counties: Bledsoe, Bradley, Grundy, Hamilton, Marion, McMinn, Meigs, Polk, Rhea, Sequatchie. Any reviews that take place in these counties should be addressed the APC Field Office Manager, Amelia Poe at Amelia.Poe@tn.gov. If needed, Amelia's phone # is (423) 634-5768.
   - **Chattanooga / Hamilton County** has their own local air pollution program. Reviews pertaining to facilities in Hamilton County should be directed to Robert Colby. Robert's email address is bcolby@chattanooga.gov. Robert's phone # is (423) 643-5970.

2. **Cookeville Field Office** - Regulates the following counties: Cannon, Clay, Cumberland, Dekalb, Fentress, Jackson, Macon, Overton, Pickett, Putnam, Smith, Van Buren, Warren, White. Any reviews that take place in these counties should be addressed the APC Field Office Manager, Jeff Cales at Jeff.Cales@tn.gov. Jeff manages the APC staff in both the Columbia and Cookeville Field Offices. If needed, Jeff's phone # is (931) 520-6660.

3. **Columbia Field Office** - Regulates the following counties: Bedford, Coffee, Franklin, Giles, Hickman, Lawrence, Lewis, Lincoln, Marshall, Maury, Moore, Perry, Wayne. Any reviews that take place in these counties should be addressed the APC Field Office Manager, Jeff Cales at Jeff.Cales@tn.gov. Jeff manages the APC staff in both the Columbia and Cookeville Field Offices. If needed, Jeff's phone # is (931) 520-6660.

4. **Jackson Field Office** – Regulates all of the following counties: Benton, Carroll, Chester, Crockett, Decatur, Dyer, Fayette, Gibson, Hardeman, Hardin, Haywood, Henderson, Henry, Lake, Lauderdale, Madison, McNairy, Obion, Tipton and Weakley. Any projects that take place in these counties should be addressed the APC Field Office Manager, Brad Garrett at Brad.Garrett@tn.gov. If needed my phone # is 731-512-1336.

5. **Johnson City Field Office** - Regulates the following counties: Carter, Greene, Hancock, Hawkins, Johnson, Sullivan, Unicoi, Washington. Any reviews that take place in these counties should be addressed the APC Field Office Manager, Amanda David at Amanda.L.Davis@tn.gov. If needed, Amanda's phone # is (423) 854-0114.

6. **Knoxville Field Office** - Regulates the following counties: Anderson, Blount, Campbell, Claiborne, Cocke, Grainger, Hamblen, Jefferson, Knox, Loudon, Monroe, Morgan, Roane, Scott, Sevier, Union. Any reviews that take place in these counties should be addressed the APC Field Office Manager, Jarrett Rudd at Jarret.L.Rudd@tn.gov. If needed, Jarrett's phone # is (865) 594-5568.
   - **Knoxville / Knox County** has their own local air pollution program. Reviews pertaining to facilities in Knox County should be directed to Lynne Liddington. Lynne's email address is laliddington@aqm.co.knox.tn.us. Lynne's phone # is (865) 215-5900.

7. **Memphis Field Office** – There are no air pollution staff working in the Memphis Field Office. This office covers 3 counties – Tipton, Fayette and Shelby. Any reviews that take place in Tipton County or of Fayette County should be addressed to Brad Garrett in the Jackson Field Office. My email address is Brad.Garrett@tn.gov. If needed my phone # is 731-512-1300. Any State Park projects in Shelby County should also be directed to Brad Garrett as well.
   - **Memphis/ Shelby County** has their own local air pollution program. Reviews pertaining to facilities in Shelby County should be directed to Bob Rogers. Bob's email address is bob.rogers@shelbycountytn.gov. Bob's phone # is (901) 222-9599.

8. **Nashville Field Office** – Regulates the following counties: Cheatham, Davidson, Dickson, Houston, Humphreys, Montgomery, Robertson, Rutherford, Stewart, Sumner, Trousdale, Williamson and Wilson. Any reviews that take place in these counties should be addressed the APC Field Office Manager, Bill McCabe at Bill.McCabe@tn.gov. If needed Bill's phone # is (615) 687-7046.
   - **Nashville / Davidson County** has their own local air pollution program. Reviews pertaining to facilities in Davidson County should be directed to John Finke. John's email address is john.finke@nashville.gov. John's phone # is (615) 340-5653

Tennessee Department of Environment and Conservation
Environmental Field Office Boundaries
1-888-891-8332 or 1-888-891-TDEC
Division of Air Pollution Control

Jackson EFO
1625 Hollywood Drive
Brad Garrett
Jackson, Tennessee 38305
Phone: (731) 512-1336
Fax: (731) 661-6283
APC.JackEFO@tn.gov
http://tn.gov/environment/article/efo-jackson

Local Program
Memphis/Shelby County
Bob Rogers, PE, Technical Manager
Phone: (901) 222-9599
Fax: (901) 222-9561
http://www.shelbytnhealth.com/161/Pollution-Control-Programs

Chattanooga EFO
1301 Riverfront Parkway, Suite #206
Chattanooga, Tennessee 37402
Amelia Poe
Phone: (423) 634-5768
Fax: (423) 634-6389
APC.ChattEFO@tn.gov
http://tn.gov/environment/article/efo-chattanooga

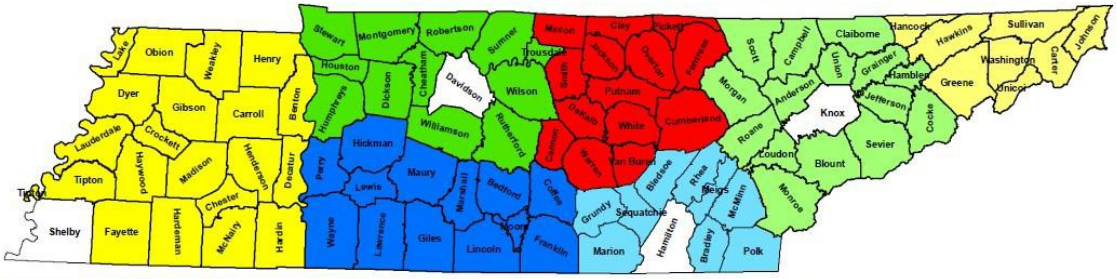
Local Program
Chattanooga/Hamilton County
Robert H. Colby, Director
Phone: (423) 643-5999
Fax: (423) 643-5972
http://apcb.org

Nashville EFO
711 R.S. Gass Boulevard
Nashville, Tennessee 37243
Bill McCabe
Phone: (615) 687-7046
Fax: (615) 687-7078
APC.NashEFO@tn.gov
http://tn.gov/environment/article/efo-nashville

Local Program
Nashville/Davidson County
John Finke, Director
Phone: (615) 340-5653
Fax: (615) 340-8589
http://www.nashville.gov/Health-Department.aspx

Knoxville EFO
3711 Middlebrook Pike
Knoxville, Tennessee 37921
Jarrett Rudd
Phone: (865) 594-5568
Fax: (865) 594-6105
APC.KnoxEFO@tn.gov
http://tn.gov/environment/article/efo-knoxville

Local Program
Knoxville/Knox County
Lynne Liddington, Director
Phone: (865) 215-5900
Fax: (865) 215-5902
https://knoxcounty.org/airquality/



Columbia EFO (Cookeville Satellite)
1421 Hampshire Pike
Columbia, Tennessee 38401
Jeff Cales
Phone: (931) 520-6660
Fax: (931) 380-3397
APC.ColuEFO.@tn.gov
http://tn.gov/environment/article/efo-columbia

Cookeville EFO
1221 South Willow A venue
Cookeville, Tennessee 38506
Jeff Cales
Phone: (931) 520-6660
Fax: (931) 432-6952
APC.CookEFO@tn.gov
http://tn.gov/environment/article/efo-

Johnson City EFO
2305 Silverdale Road
Johnson City, Tennessee 37601
Amanda Davis
Phone: (423) 854-0114
Fax: (423) 854-5401
APC.JCEFO@tn.gov
http://tn.gov/environment/article/efo-johnson-city

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