

**Environmental Review Flow Chart**

**STEP #1** Determine RE’s Certifying Officer

**STEP #2** Determine type of clearance needed for each activity

| 1 <sup>st</sup> Level of Review  | 2 <sup>nd</sup> Level of Review  | 3 <sup>rd</sup> Level of Review  | 4 <sup>th</sup> Level of Review   | 5 <sup>th</sup> Level of Review   |
|--|--|--|---|---|
| <p><b>Types of Activities:</b></p> <ul style="list-style-type: none"> <li>• Non-construction activities such as engineering, architectural, legal, audit, environmental review preparation, grant administration, program management, sub-grants and microenterprise assistance, et cetera.</li> </ul> | <p><b>Types of Activities:</b></p> <ul style="list-style-type: none"> <li>• Supportive services</li> <li>• Operating costs such as utilities, supplies, staff training et cetera.</li> <li>• Economic Development activities such as equipment purchase, inventory financing, operating expenses.</li> </ul> | <p><b>Types of Activities:</b></p> <ul style="list-style-type: none"> <li>• The acquisition, repair, improvement, reconstruction or rehabilitation of public facilities, when they are in place and will be retained for the same use with no more than 20% change in size or capacity (excludes buildings)</li> <li>• Removal of architectural barriers for elderly and handicapped persons</li> <li>• Rehabilitation of multifamily residential buildings when specific conditions are met.</li> <li>• Rehabilitation of non-residential structures (commercial, industrial, and public buildings) when no more than 20% change in size or capacity and does not involve land use change.</li> <li>• Acquisition of land or an existing structure (including leasing)</li> </ul> | <p><b>Types of Activities:</b></p> <ul style="list-style-type: none"> <li>• All activities that are neither exempt or categorically excluded, such as construction, construction contingencies, land / building acquisition (including leases)</li> </ul> | <p><b>Types of Activities:</b></p> <ul style="list-style-type: none"> <li>• All activities that have a potentially significant impact on the human environment such as, pose a health and safety threat, regional rather than local, has long term effects, impacts unique resources, violates federal, state, tribal or local environmental laws.</li> <li>• Site containing more than 2,500 or more beds</li> <li>• Removal, demolition, conversion or substantial rehabilitation of 2,500 or more units.</li> <li>• The project will provide enough additional water / sewer capacity to support 2,500 or more housing units.</li> </ul> |
| <b>Exempt Activities</b>   | <b>Categorically Excluded Activities not subject to 58.5</b>   | <b>Categorically Excluded Activities subject to 58.5 (Cat X)</b>   | <b>Environmental Assessment (EA)</b>  | <b>Environmental Impact Statement (EIS)</b>   |
| Prepare finding of exemption   | Prepare Determination of Categorical Exclusion (Not subject to 58.5)   | Prepare Determination of Categorical Exclusion subject to 58.5   | Complete Environmental Assessment Checklist   | If the project requires an EIS, consult the Departments Regional Coordinator for your area for advice.  |
| RE Certifying Officer Signature  | RE Certifying Officer Signature  | RE Certifying Officer Signature  | Note: If the EA results <u>do not</u> result in a FONSI the EIS procedures must be followed. If the EA results in a FONSI follow the process detailed below.  |   |

| 1 <sup>st</sup> Level of Review continued                    | 2 <sup>nd</sup> Level of Review continued                    | 3 <sup>rd</sup> Level of Review continued  | 4 <sup>th</sup> Level of Review continued   | 5 <sup>th</sup> Level of Review continued |
|--|--|--|---|---|
| File and send copy to State                                  | File and send copy to State                                  | NOTE: If the categorical exclusion can be converted to an exemption. Place the RE certifying officer signed determination in the file and send a copy to the State. If it cannot be converted to an exemption follow the process detailed below: | RE Certifying Officer Signature   |   |
| Costs can now be obligated or incurred for these activities. | Costs can now be obligated or incurred for these activities. | Publish / Post NOI-ROF<br>Publish - 7 days<br>Post - 10 days   | Publish / Post Combined Notice<br>Publish - 15 days<br>Post - 18 days   |   |
|  |  | Any public comment must be addressed and included in the environmental review record.  | Any public comment must be addressed and included in the environmental review record  |   |
|  |  | Send completed RROF with the complete signed determination with attachments, and documentation of publication / posting / mailing to the State.  | Send completed RROF with the complete signed determination with attachments, and documentation of publication / posting / mailing to the State. |   |
|  |  | State will review integrity of EA and ensure the required process was complied with during the 15-day public comment period.   | State will review integrity of EA and ensure the required process was complied with during the 15-day public comment period.                    |   |
|  |  | Any public comment must be addressed and included in the environmental review record.  | Any public comment must be addressed and included in the environmental review record.   |   |
|  |  | If found satisfactory, ROF issued by the State   | If found satisfactory, ROF issued by the State  |   |
|  |  | Costs can now be obligated or incurred for these activities.   | Costs can now be obligated or incurred for these activities.  |   |

| Single-Family Owner-Occupied Housing Rehabilitation Tiered Review Process   |  |
|---|--|
| <b>Tier 1 – Prepare Finding of Exemption – Signed by RE’s Certifying Officer – File and send Copy of State</b>  |  |
| <ul style="list-style-type: none"> <li>• Costs can now be obligated or incurred for these non-construction activities</li> </ul>  |  |
| <b>Tier 2 - Prepare Determination of Categorical Exclusion subject to 58.5</b>  |  |
| <ul style="list-style-type: none"> <li>• RE Certifying Officer Signature</li> </ul>   |  |
| <ul style="list-style-type: none"> <li>• Publish / Post NOI-ROF - Publish - 7 days - Post - 10 days</li> </ul>  |  |
| <ul style="list-style-type: none"> <li>• Any public comment must be addressed and included in the environmental review record.</li> </ul>   |  |
| <ul style="list-style-type: none"> <li>• Send completed RROF with the complete signed determination with attachments, and documentation of publication / posting / mailing to the OBDD.</li> </ul>                                    |  |
| <ul style="list-style-type: none"> <li>• State will review integrity of EA and ensure the required process was complied with during the 15-day public comment period.</li> </ul>  |  |
| <ul style="list-style-type: none"> <li>• Any public comment must be addressed and included in the environmental review record.</li> </ul>   |  |
| <ul style="list-style-type: none"> <li>• If found satisfactory, ROF issued by the OBDD</li> </ul>   |  |
| <b>Tier 3 - Complete site specific reviews for each property, signed by the RE’s certifying officer</b>   |  |
| <ul style="list-style-type: none"> <li>• Costs can now be obligated or incurred for an individual single family owner-occupied rehabilitation activity once the site specific review has been completed for that property.</li> </ul> |  |