

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) ENVIRONMENTAL PLANNING AND HISTORIC PRESERVATION (EHP) GREENSHEET FOR DR-4834-FL



INTRODUCTION

FEMA eligibility review for funding projects require compliance with environmental planning and historic preservation laws and Executive Orders (EOs). Early identification of projects with potential compliance issues and coordination with appropriate federal, state, tribal, and local regulatory agencies is needed to anticipate and expedite review, approval, and funding of projects.

FEMA's Environmental Planning and Historic Preservation (EHP) specialists are available to assist you, the subrecipient, in gathering information for informed decision-making during project development and implementation. EHP provides technical assistance and support through the Public Assistance (PA) Program Delivery Manager (PDMG) or other designated points of contact (POCs). Should you have questions regarding your project please direct those questions to the designated PDMG and the State Emergency Management Agency's designated POCs who will in turn advise the assigned EHP specialist.

ALL PROJECTS REQUIRE EHP COMPLIANCE REVIEW

NOTE: Even if a project repairs a facility back to pre-disaster condition, federal, state, and local laws still apply. The following often require additional documentation or request for information:

Involving improved projects, new construction, hazard mitigation, or scope of work (SOW) changes.

Affecting buildings, structures, sites, objects, or districts that are 45 years or older, historic landmarks of any age and any work resulting in soil movement or change to the pre-disaster footprint.

Work near or within a special flood hazard area (regulatory floodway or 1% annual chance flood zone [100-year], or critical actions in the 0.2% annual chance flood zone (500-year).

Work in or near environmentally sensitive areas such as barrier islands, conservation easements, fish hatcheries, preserves, state and national parks, and wildlife management areas.

Work in or near beaches, canals, lakes, rivers, streams, wetlands, or other bodies of water including fishing piers.

Staging and disposal / recycling of debris including, but not limited to vegetative, construction/demolition, and hazardous materials as a result of either the disaster event or the project work.

Federally funded actions require considerations to avoid disproportionately high and adverse effects to Low Income and Minority Populations per EO 12898.

TIPS TO NAVIGATE THE COMPLIANCE PROCESS

Obtain any necessary permits prior to construction. FEMA does not obtain permits. Failure to obtain applicable permits may jeopardize federal funding.

If you have existing permits, provide copies to your designated PDMG. FEMA may be able to expedite the EHP compliance review based upon existing and applicable permit documentation.

If you are unsure whether you need permits, use the contact information on the last page. Document and keep copies of any correspondence with federal or state agencies regarding permits. Attach those copies to your grant application.

Adhere to permit conditions for implementing work and utilize identified best management practices. Verify conditions met if work is completed.

EHP compliance reviews may require detailed information for assessing potential impacts. A complete and clear scope of work will minimize any clarification requests.

Providing maps or sketches of work details, site plans, area descriptions, and minimization measures (not mitigation) for proposed or completed work is very informative and cuts down on requests for information (RFI) from EHP.



CHECKLIST ITEMS

INFORMATION NEEDED FOR MOST PROJECTS:

GPS Coordinates

- Decimal degrees to five decimal places for all damaged sites
- If over 200 feet in length, the start and end coordinates
- All Temporary Debris Staging & Reduction Sites
- Final disposal sites
- Source(s) of fill material (soil, gravel, rip-rap, etc.)

Dates of Construction

- All structures and buildings
- Format: Circa year, or exact built date
- Renovation dates: exterior, interior

Ground Disturbance

- Include the length, width, and depth descriptions
- Any vegetation removal and how many cubic yards?
- Within existing footprint or right-of-way?

HELPFUL DOCUMENTS/INFO TO PROVIDE:

- Site/Design Plans
- Photos of before and after damages
- Maps with ground disturbance locations identified
- Expected start and end dates
- Correspondence with regulatory authorities such as:
 - Local floodplain manager
 - U.S. Army Corps of Engineers District Office(s)
 - Other state agencies such as natural resources/environmental/health departments
- Details on flood risk minimization measures and any alternatives considered

COLLECTION, REMOVAL, AND DISPOSAL OF DEBRIS:

Temporary Debris Staging & Reduction Sites (TDSRs)

- Type of surface (paved, gravel, crop fields, etc.)
- Method of reduction (chipping, burning, etc.)
- Provide any permitting documents (email, letter, or form is acceptable)

Final Disposal or Disposition of Debris

- Permitted landfill, recycling or composting site ID or Permit Number
- Burn approval from state agency
- Chipping final location
- Identify any transformers, oil, or other specials or hazardous waste

Collection, Transport, and Road Clearing

- Provide appropriate documents for cross-state transport
- Method of clearing (cutting and tossing, scraping)

EMERGENCY AND TEMPORARY WORK:

Sandbagging Operations

- Disposal location if sandbags were flood impacted
- If storing sandbags for further use, provide GPS coordinates of location

Emergency Sand Scraping and Beach Berms

- Provide any US Army Corps of Engineers coordination documents
- Verification that permit conditions were met
- Document if the project is temporary or permanent (if permanent, was it pre-existing?)
- Date of work was completed (month, year)
- For scraping, report if the sand was cleaned

Vector Control (Mosquito Abatement)

- See available Mosquito Abatement Quick Guide

QUICK GUIDES AVAILABLE UPON REQUEST

Disaster-wide Public Notice	Beaches Quick Guide	Roads and Bridges Quick Guide
Debris Removal Quick Guide	Floodplain Quick Guide	Mosquito Abatement Quick Guide
Piers Quick Guide	Work-in-Water Quick Guide	Powerline (Electrical Co-op)
PPDR Removal	Root Ball Removal	Bioengineering Quick Guide

NOTE: This checklist may not fully apply to your projects and some states, regions, and districts require specific documents. Request additional information or send questions to your FEMA and FDEM designated Point of Contacts.

CHECKLIST ITEMS

Unified Federal Review (UFR) is used to develop methods that expedite the environmental and historic preservation (EHP) review process for disaster recovery projects through strengthening working relationships among federal agency partners. When more than one federal agency is involved in the same recovery project(s), successful UFR implementation leads to improved, expedited federal decision making and better outcomes for communities and the environment.

Through UFR, federal agencies that conduct EHP reviews as a part of funding actions or regulatory reviews for disaster recovery projects may coordinate their EHP reviews with FEMA. Once these activities or overlaps are identified, efficiencies and streamlining processes can be implemented to expedite the EHP review process and reduce redundancies. Early interagency coordination is critical. Types of projects that may benefit from UFR include replacement of critical infrastructure, large-scale mitigation, and large-scale debris removal.

If you have any scenario(s) that appear to have an opportunity to implement UFR (particularly for any potentially complex projects that other federal agencies are providing funding), please reach out to the Region 4 UFR Coordinator using the contact information below. For more information on UFR, please visit the online FEMA UFR library, here:

[Unified Federal Environmental and Historic Preservation Review \(UFR\) Library | FEMA.gov](#)

Contact Information

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CONTACTS AND RESOURCES

FEMA:

Angela Gillman
Infrastructure Branch Director
angela.gillman@fema.dhs.gov
303-515-1927

Chelsea Klein
Environmental and Historic Preservation Advisor
chelsea.klein@fema.dhs.gov
816-872-2014

Patricia McArthur
406 Hazard Mitigation Assistance
patricia.mcarthur@fema.dhs.gov
510-627-8123

FDEM:

Kevin Atkison
State Public Assistance Officer
Kevin.atkison@em.myflorida.com
850-815-4456
<https://www.floridadisaster.org>

Laura Dhuwe
State Hazard Mitigation Officer
Laura.dhuwe@em.myflorida.com
850-879-0872

GRANTS PORTAL:

<http://grantee.fema.gov/>

STATE AGENCIES:

Florida Department of Health
850-245-4444
<https://www.floridahealth.gov>

Florida Department of Environmental Protection (FDEP) Regulatory Programs
850-245-2036
<https://floridadep.gov>

Florida's Water Management Districts
<https://floridadep.gov/owper/water-policy/content/water-management-districts>

Florida Fish and Wildlife Conservation Commission
850-488-4676
<https://myfwc.com>

Florida Forest Service
850-681-5800
<https://fdacs.gov/Divisions-Offices/Florida-Forest-Service>

Florida State Historic Preservation Office (SHPO)
850-245-6333
<https://dos.florida.gov/historical/preservation/compliance-and-review/>

FEDERAL AGENCIES:

NOAA National Marine Fisheries Service (NMFS)
Protected Resources Division and Habitat Conservation Division
263 13th Avenue South
Saint Petersburg, FL 33701
727-824-5312
<https://www.fisheries.noaa.gov/region/southeast>

United States Fish and Wildlife Service (USFWS)
Panama City Field Office
1601 Balboa Avenue
Panama City, FL 32405
850-769-0552
<https://fws.gov/about/region/southeast>

Florida Ecological Services Field Office
7915 Baymeadows Way, suite 200
Jacksonville, FLORIDA 32256
904-731-3336
<https://www.fws.gov/office/florida-ecological-services>

United States Army Corps of Engineers (USACE)
Jacksonville District
701 San Marco Blvd.
Jacksonville, FL 32232
904-232-1177
<https://www.saj.usace.army.mil/Missions/Regulatory/Office-Locations/>

United States Coast Guard (USCG), Office of Bridge Administration
Commander
USCG Seventh District
Brickell Plaza Federal Building
909 SE 1st Avenue
Miami, FL 33131
<https://www.atlanticarea.uscg.mil/Our-Organization/District-7/>

Natural Resources Conservation Service (NRCS)
4500 NW 27th Avenue, Bldg. A
Gainesville, FL 32606
352-338-9500
<https://www.nrcs.usda.gov/conservation-basics/conservation-by-state/florida>