Arizona Department of Housing

E-CK.4 CHECKLIST FOR HOUSING REHABILITATION PROJECTS (NON FLOODPLAIN)

ADOH Contract No.:CDBG RA 2014 Activity No.:1 and 2

ENVIRONMENTAL REVIEW RECORD
Checklist for HOUSING REHABILITATION PROJECTS
(not located in a floodplain/wetlands)

In addition to the forms/documents listed, any additional ERR-related documents and correspondence should be included in this file. If an item is not applicable, indicate with N/A

Date Completed	Item
10-01-13	E-CO: Certifying Officer Designation
n/a	E-CO.1: Compliance Officer Designation (For Non-Profits Only)
10/01/13	Map of Project Location
10/01/13	Floodplain Map with project location clearly marked Note: If project is determined to be in a floodplain/wetland, use the Checklist for Housing Rehabilitation Floodplain/Wetlands, Form E-CK.5
10/01/13	Form E-1: Project Narrative
10/01/13	Form E-3: Determination Form
10/01/13	Form E-HR.1: Rehabilitation Environmental Review (if project is determined to be in floodplain/wetlands, use Checklist for Housing Rehabilitation - Floodplain/Wetlands, Form E-CK.5)
10/01/13	Form E-DD: Date Determination
_____	Form E-P.2 (Draft of NOI/RROF) and copy of ERR (all items listed above including back up documentation) sent to ADOH for approval

Date Completed	Item
_____	ADOH approval received
_____	Documentation that E-P.2 mailed to federal, state or local agencies and organizations and individuals known to be interested in the project.
_____	Publish E-P.2 in local Newspaper
_____	Affidavit of Publication received
_____	Form E-12 (Request for Release of Funds and Certification) *with original signature*, copies of E-P.2 publication and affidavit mailed to ADOH.
_____	Form E-13: Authority to Use Grant Funds (issued by ADOH or HUD)
_____	E-HR.2 Appendix A for each individual assisted unit (must be completed prior to construction)

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E-CO CERTIFYING OFFICER DESIGNATION (for Local Units of Government)

The Certifying Officer, responsible for compliance with all environmental review requirements, is usually the chief elected official for the responsible entity/jurisdiction in which the project is located, or his/her designee. The designee should be an official with the legal authority to unilaterally sign a contract which obligates the grantee. The original of this executed form must be included in the Environmental Review Record.

Designation:

Michael A. Pastor , **Chairman, Gila County Board of Supervisors**, of **Gila County** is the Certifying Officer as defined in 24 CFR Sec. 58.13 for the Environmental Review requirements of ADOH CDBG funds, Contract Number: CDBG RA

Date: **10/1/2013** Designated by: _____
Melissa Buzan, Director, Community Services Division

Acknowledgement:

I, **Michael A. Pastor** , **Chairman, Gila County Board of Supervisors**, accept the responsibilities of the Certifying Officer for **Gila County** , as defined in 24 CFR 58.13. I consent to assume the status of "responsible Federal official" as that term is used in section 102 of the National Environmental Policy Act of 1969 and understand that I am responsible for all the requirements of section 102 of NEPA and the related provisions in 40 CFR parts 1500 through 1508, and 24 CFR part 58, including the related Federal authorities listed in Sec. 58.5 insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.

On behalf of the recipient, I personally accept the jurisdiction of the Federal courts for enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Certifying Officer Signature: _____ Date: 10/01/2013
Michael A. Pastor
Chairman, Gila County Board of Supervisors

Arizona Department of Housing

E-1 PROJECT NARRATIVE

Recipient: **Gila County**
ADOH Contract No.: **2014 CDBG RA**

ADOH ENVIRONMENTAL REVIEW RECORD
PROJECT NARRATIVE

1. Project Title: **Owner Occupied Housing Rehabiltiation**

2. Project Description: (attach additional pages as necessary) We will provide Owner Occupied Housing Rehabiliation to two homes in Gila County. This activity will be conducted within Gila County boundaries.

   Complete item a and b if the information is not included in the attachment.

   a. Geographic Location (street names, compass direction, relation to town limit):
      Project #1: [redacted]
      Project #2: [redacted]

   b. Size and/or Area (sq. ft. of building, size and length of pipe, no. of units):
      Project #1: 3 bedroom home, approx. 1200 sq ft.
      Project #2: 3 bedroom home, approx. 1000 sq. ft.

   c. Existing Environmental Conditions (i.e., no sewer system, river contamination, unpaved streets, residential area, fully developed):
      Both Project #1 and Project #2 are in fully developed residential areas.

   d. Purpose (i.e., to improve traffic and driving conditions by widening roads):
      Improve community/neighborhood by upgrading the individual housing units.

   e. Cost:

Federal Funds	Source: **CDBG RA**	$ 112,007.00
Leverage/Other	Source: **HOME 309-13**	$ $440,000.00
Leverage/Other	Source: **All Other**	$ $150,000.00
	TOTAL	$ 702,007.00

4. Map attached with project site clearly marked: Yes ☒

5. Prepared By:

   Name: **Malissa Buzan**

   Signature: _____

Rev. 12/2012

A

APN: 206-12-071

GILA COUNTY, AZ

STANDARD FLOOD HAZARD DETERMINATION

Vicinity: Town of Miami

A. NATIONAL FLOOD INSURANCE PROGRAM (NFIP) JURISDICTION

1. NFIP Community Name	2. County	3. State	4. NFIP Community No.
Gila County	Gila	AZ	040028

B. NATIONAL FLOOD INSURANCE PROGRAM (NFIP) DATA AFFECTING BUILDING / MOBILE HOME

1. FIRM Panel	2. FIRM Effective Date	3. LOMA/LOMR	4. Flood Zone
04007C 2113D	12/4/2007		X

C. FEDERAL FLOOD INSURANCE AVAILABILITY (Check all that apply)

1. X Federal Flood Insurance is available (Community is in NFIP) X Regular Program

D. DETERMINATION

1. In SFHA?	N
1a. In Floodway?	<Not Available>
1b. BFE (for insurance)	<Not Available> feet (NAVD 1988 datum)
1c. RFE (lowest floor elevation)	<Not Available> feet (NAVD 1988 datum)
2. Regulated Grading/Drainage?	N
2a. RFE for Grading/Drainage	<Not Available> feet (above flowline of adjacent watercourse)
2b. Erosion Setback If Straight Channel	<Not Available> feet from nearest top of bank
If On Outside of Bend:	<Not Available> feet from nearest top of bank

E. COMMENTS:

<Not Available> means that the particular information has not been entered into the database from which this report was printed. Such information may be available elsewhere. This information is provided as preliminary information for purposes of planning building projects, and is not intended for other purposes. This is the best available information at the time of the determination. Data is subject to change over time. No guarantee is expressed or implied regarding the accuracy of this data or its suitability for a particular purpose. Official floodplain information is obtained only from the Federal Emergency Management Agency publications.

F. PREPARER'S INFORMATION

Gila County Floodplain Management
1400 East Ash St, Globe, AZ 85501
928-425-3231, Ext. 7110

Determination Date: 10/25/2010 (not valid if before 4/15/2008)

Prepared by: SFHD Database

Town of Payson

Flood Hazard Determination Form*

PHONE: (520) 474-5242
FAX: (520) 472-7490

Date: 8/29/13 Property Owner: [redacted]

Property Street Address: [redacted]

Legal Description (Subdivision and Lot Number): [redacted]

Requested By: CHRISTINE LOPEZ Phone: 928) 402-8694 Fax: 928) 425-9468

Mailing Address: 515 S. APACHE AVE, STE 200, GLOBE, AZ 85501

----------Report Information Below Filled out by Town Staff----------

The following determination is based upon the above information:

✓ FIRM Community #: 040107 Panel Number #: 0427 FIRM Date: December 4, 2007

____ Based upon the above information, a determination of the property's location cannot be made on the FIRM.

____ A determination of the property's zone cannot be made because the property is located outside the FEMA study area.

✓ The property is located on Flood Insurance Rate Map (FIRM) Zone; circle one: D or X. These zones are outside any delineated 100-year floodplain. Flood insurance is available, but not required by the Federal Insurance Administration, for buildings concerned with a federally insured loan. Flood insurance is optional at the discretion of the owner or lending institution.

____ The property is located wholly or partially within Special Flood Hazard Area (SFHA) Zone; circle one: A; AO; AE; AH; A99. These are areas of 100-year flooding. Federal law requires flood insurance as a condition of a federally insured mortgage or loan secured by buildings within a Special Flood Hazard Area (SFHA) zone.

NOTE: This determination is based on the Flood Insurance Rate Map (FIRM) of the Federal Emergency Management Agency. This letter does not imply that the referenced property will or will not be free from flooding or damage. A property not in a special Flood Hazard Area may be damaged by a flood greater than that predicted on the FIRM or from a local drainage problem not shown on the map. This letter does not create liability on the part of the town, or any officer or employee thereof, for any damages that result from reliance on this determination.

Signature: [signature] CFM Date: 8/29/13
Records Representative / Floodplain Administrator's Staff

*If lender or owner disputes this determination, they may request the Federal Emergency Management Agency to review this determination in compliance with Section 524 of the National Flood Insurance Reform Act of 1994. This can be accomplished by sending this documentation along with an $ 80 payment in U. S. Funds, check or money order made payable to "National Flood Insurance Program" to: Lender Determination Review Coordinator, c/o Michael Baker Corporation, 3601 Eisenhower Avenue, Suite 600, Alexandria, VA 22304-6439.

Arizona Department of Housing

E-3 LEVEL OF ENVIRONMENTAL REVIEW

RECIPIENT **GILA COUNTY**
ADOH Contract No: CDBG RA 2014

ADOH ENVIRONMENTAL REVIEW RECORD

LEVEL OF ENVIRONMENTAL REVIEW

Determine the type of environmental review necessary by checking the box that best describes the activity.

A. EXEMPT ACTIVITIES

1. The following are **EXEMPT** activities or components of an activity (§58.34). Check the appropriate box and complete the required documentation for Exempt activities.

☐ Environmental or other studies, resource identification, development of plans and strategies

☐ Information and financial services

☐ Administration and management Activities

☐ Public services that will not have a physical impact or result in any physical changes including but not limited to services concerned with employment, crime prevention, child care, health, drug abuse, education, counseling, energy conservation, and welfare or recreational needs

☐ Inspections and testing of properties for hazards or defects

☐ Purchase of insurance

☐ Purchase of tools

☐ Engineering or Design costs

☐ Technical assistance and training

☐ Assistance for temporary or permanent improvements that do not alter environmental conditions and are limited to protection, repair or restoration activities necessary only to control or arrest the effects from disasters or imminent threats to public safety including those resulting from physical deterioration

☐ Payment of principal and interest on loans made or obligations guaranteed by HUD

2. **The following activities are Categorically Excluded** (not subject to §58.5) and therefore considered EXEMPT. Check the appropriate box and complete the required documentation for Exempt activities.

☐ Supportive services including but not limited to health care, housing services, permanent housing placement, nutritional services, short term payments for rent/mortgage/utility costs, and assistance in gaining access to local, State, and Federal government benefits and services.

☐ Operating costs including maintenance, security, operation, utilities, furnishings, equipment, supplies, staff training and recruitment and other incidental costs.

☐ Equipment necessary to the operation of a service such as a fire truck, ambulance, transportation service vehicles, etc.

2. **EXEMPT Activities** (cont'd)

☐ Economic development activities including but not limited to, equipment purchase, inventory financing, interest subsidy, operating expenses and similar costs not associated with construction or expansion of existing operations.

☐ Activities to assist homebuyers to purchase existing dwelling units or dwelling units under construction, including closings costs and down payment assistance, interest buy-downs, and similar activities that result in the transfer of title. **(Dwelling units located in a Floodplain cannot be downgraded to exempt)**

☐ Affordable housing pre-development costs including legal, consulting, developer and other costs related to obtaining site options, project financing, administrative costs and fees for loan commitments, zoning approvals, and other related activities which do not have a physical impact.

B. **CATEGORICALLY EXCLUDED** activities. Check the appropriate box and complete the required documentation for CE activities.

☐ An activity from Section A.2 that is in or will impact on a floodplain or airport clear zone.

☐ Acquisition, repair, improvement, reconstruction or rehabilitation of public facilities and improvements (*other than buildings*) when the facilities/improvements are in place and will be retained in the same use *without change in size or capacity of more than 20%*.

Examples: Replacement of water or sewer lines, sidewalk/curb reconstruction, street repaving.

☐ Special projects directed to the removal of material and architectural barriers that restrict the mobility of and accessibility to elderly and handicapped persons.

☒ Rehabilitation of a single family dwelling up to 4 units (*the "unit" reference pertains to the number of units to be included with each contract with a General Contractor*) if the density is not increased beyond four units, the land use is not changed, and the footprint of the building is not increased in a floodplain or wetland.

☐ Rehabilitation of multi-family if unit density is not changed more than 20%, the project does not involve changes in land use from residential to non-residential, the footprint of the building is not increased in a floodplain and the estimated cost of the rehab does not exceed 75% replacement value.

☐ Non residential rehabilitation (commercial, industrial, public buildings) only IF: the facilities and improvements are in place and will not be changed in size or capacity by more than 20%; and the activity does not involve a change in land use, such as from non-residential to residential, commercial to industrial, or from one industrial use to another.

☐ An individual action (*new construction; development, demolition, acquisition, disposition or refinancing)* on up to 4 dwelling units where there is a maximum of four units on any one site. The units can be four one-unit buildings or one four-unit building or any combination in between

☐ An individual action (*new construction; development, demolition, acquisition, disposition or refinancing)* on a project of 5 or more housing units developed on scattered sites when the sites are more than 2,000 feet apart and there are not more than four housing units on any one site.

☐ Acquisition (including leasing) or disposition of, or equity loans on an existing structure; , or disposition of an existing structure; or acquisition (including leasing) of vacant land provided that the structure or land acquired, financed or disposed of will be retained for the same use.

C. Those activities not described in Section A or B requires an **ENVIRONMENTAL ASSESSMENT**. Check the box below and complete the required documentation for EA activities.

Arizona Department of Housing

D. Level of Environmental Review:

- ☐ This project is Exempt
- ☐ This project is Categorically Excluded not subject to Sec. 58.5 – DOWNGRADED TO EXEMPT.
- ☒ This project is Categorically Excluded
- ☐ This project requires an Environmental Assessment

Compliance Officer (FOR NON-PROFITS ONLY) *(insert name and title)*

_____ _____

Signature Date

Responsible Entity *(insert name and title)* Michael A. Pastor, Chairman, Board of Supervisors

_____ _____

Signature Date

Arizona Department of Housing

Recipient:Gila County
ADOH Contract No.CDBG RA 2014

E-4 - STATUTORY WORKSHEET

[HUD Region IX Recommended Format – Revised 2011- previous versions are obsolete]
Use this worksheet only for projects that are Categorically Excluded per 24 CFR Section 58.35(a).
(NOTE: Compliance with the laws and statutes listed at 24 CFR § 58.6 must also be documented)

24 CFR §58.5 STATUTES, EXECUTIVE ORDERS & REGULATIONS

PROJECT NAME and DESCRIPTION – Include all contemplated actions that logically are either geographically or functionally part of the project: Owner Occupied Housing Rehabilitation

This proposal is determined to be categorically excluded according to: 24 CFR § 58.35

DIRECTIONS – Write "A" in the Status Column when the proposal, by its scope and nature, requires no mitigation or formal consultation in order to be in compliance with the related laws and regulations; OR write "B" if the project triggers formal compliance consultation procedures with the oversight agency, or requires mitigation. Regardless of whether "A" or "B" is noted, the compliance determination must be recorded and credible, traceable and supportive source documentation must be supplied. (Refer to the "Statutory Worksheet Instructions")

Compliance Factors:

Statutes, Executive orders, and Regulations listed at 24 CFR §58.5	Status A	Status B	Compliance Determination & Documentation (letters, phone calls, on-site visit dates, etc.) MUST BE CITED
1. Historic Preservation (includes archeology & relevant Tribes) [36 CFR Part 800]	☐	☒	State Historic Preservation Office (SHPO) letters received and included in project files, as well as ERR File
2. Floodplain Management [24 CFR 55, Executive Order 11988]	☐	☒	Gila County Community Development, William Hanna Standard Flood Hazard Report A received on two projects, included in project files, as well as, ERR File
3. Wetland Protection [Executive Order 11990]	☒	☐	
4. Coastal Zone Management Act [Sections 307(c), (d)]	☒	☐	
5. Sole Source Aquifers [40 CFR 149]	☒	☐	
6. Endangered Species Act [50 CFR 402]	☒	☐	
7. Wild and Scenic Rivers Act. [Sections 7(b), and (c)]	☒	☐	
8. Clean Air Act [Sections 176(c), (d), and 40 CFR 6, 51, 93]	☒	☐	

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9. Farm Land Protection Policy Act [7 CFR 658]	☒	☐	
10. Environmental Justice [Executive Order 12898]	☒	☐	
11. **HUD Environmental Standards** Noise Abatement and Control [24 CFR 51B]	☒	☐	
Explosive & Flammable Operations [24 CFR 51C]	☒	☐	
Hazardous, Toxic or Radioactive Materials & Substances [24 CFR 58.5(i)(2)]	☒	☐	
Airport Clear Zones & Accident Potential Zones [24 CFR 51D]	☒	☐	

DETERMINATION:

☐ This project converts to EXEMPT, per Section 58.34(a)(12), because it does not require any mitigation for compliance with any listed statutes or authorities, nor requires any formal permit or license (Status "A" has been determined in the status column for all authorities); **Funds may be committed and drawn down** for this (now) EXEMPT project; OR

☒ This project cannot be converted to Exempt status because one or more statutes or authorities require formal consultation or mitigation. Complete consultation/mitigation protocol requirements. **Publish NOI/RROF and obtain Authority to Use Grant Funds** (ADOH E-13/HUD 7015.16) per Section 58.70 and 58.71 before committing or drawing down funds; OR

☐ The unusual circumstances of this project may result in a significant environmental impact. This project requires preparation of an Environmental Assessment (EA). Prepare EA according to 24 CFR Part 58 Subpart E.

Prepared by *(insert name and title)Malissa Buzan, Gila County Community Services Division Director*

Signature _____ Date _____

Responsible Entity *(insert name and title)* Michael A. Pastor, Chairman, Gila County Board of Supervisors

Signature _____ Date _____

Arizona
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E-HR.1 REHABILITATION ENVIRONMENTAL REVIEW (HUD FORM RER 2011)

Recipient: Gila County
ADOH Contract No.: CDBG RA 2014

[This **RER** tiered review format {per 24CFR §58.15} may only be used for the environmental review of the **rehabilitation of existing single family residential structures** per §58.35(a)(3)(i) with or without the acquisition and/or the disposition of the existing structure per §58.35(a)(5). it may also be used for the acquisition/rehabilitation/disposition of individual units in a multi-family structure, but ***not*** for the rehabilitation/acquisition/disposition of an entire multi-family building per §58.35(a)(3)(ii), where environmental review using a Statutory Worksheet may be appropriate]. **It may not be used for projects involving changes of use or new construction activities.**

Program/project name and description: (Include maximum number of units and maximum grant/loan amounts)
Gila County Owner Occupied Housing Rehabilitation will assist approximately 2 units with a maximum of $40,000 investment per project.

From (month/year): 11/01/13 **To (month/year): 10/30/2015**
Area of Consideration: (Define the geographic area from which applications for this rehabilitation program will be accepted. Attach a composite map showing target area of consideration and floodplains).
Project #1 is located at [redacted] **nd Project #2 is located at** [redacted] XXXXXXXXXXXXXXXXXXXX XXXXX

INSTRUCTIONS for completing the RER (2011)

The Factors addressed in this RER review phase apply to the entire **area of consideration**. Prepare an **RER** form **once for the maximum scope and magnitude of each program** that meets the criteria of rehabilitation/acquisition/disposition at §58.35(a)(3) and (5), and retain it in the Environmental Review Record (**ERR**). A new RER must be completed whenever there is a new Consolidated Plan, Public Housing Plan or changes in the area of consideration or changes in the environmental conditions which could affect the program. After completion of the RER, publish or disseminate a Notice of Intent to Request Release of Funds (NOI/RROF) according to §58.70. The **NOI/RROF** shall identify the issues to be addressed in the **site-specific review phase (Appendix A 2012). Do not commit HUD funds** to any specific activity **before obtaining the Authority to Use Grant Funds** (HUD form 7015.16 {ADOH Form E-13}) for the program **or before successfully completing the site-specific Appendix A 2012.**

Site specific factors listed at Sections 58.5 and 58.6 (including historic preservation, explosive/flammable operations, toxic substances, airport clear zones and flood insurance) shall be addressed by completing an **Appendix A** when an individual loan or grant application is received. Before **approving any site-specific loan or grant, complete the Appendix A before approving any specific loans or grants. An Appendix A shall be completed for each site to document compliance with these laws and authorities. Documents supporting compliance as well as the implementation of required mitigation measures shall be maintained in the ERR.**

AREA-WIDE FACTORS

Floodplain Management

Is any part of the area of consideration located in a Special Flood Hazard Area (**SFHA,** i.e. area designated "A" or "V" Zone by FEMA or best available information if the area is unmapped)?

☐ **YES**; complete Part I, Floodplain Management, on page 2 of this form.

☒ **NO**; provide Source Documentation (FIRM panel number(s) and dates: **FIRM Panel #0043D through 2582D dated Dec. 4, 2007.**

The entire program is in compliance with Executive Order 11988, Floodplain Management.

Coastal Zone Management

Is any part of the area of consideration within the Coastal Zone according to the California Coastal Commission, Hawaii Coastal Commission, San Francisco Bay Conservation & Development Commission or the Planning Department (for certified Local Coastal Plans)?

☐ **YES**; complete Part II, Coastal Zone Management, on page 2 of this form.

☒ **NO**; provide Source Documentation: _____

Arizona Department of Housing

NOTES: Normally, these **laws/authorities listed at 24 CFR 58.5** are not invoked by housing rehabilitation projects: Executed Order 11990 Protection of Wetlands; Endangered Species Act, 16 USC 1531 et seq. as amended, particularly 16 USC 1536, 50 CFR 402; Wild and Scenic Rivers Act of 1968, 16 U.S.C. 1271 et. seq., as amended [particularly Sections 7(b) and (c)]; Clean Air Act, 42 U.S.C. 7401 et seq. as amended, particularly section 176(c) and (d), Farmland Protection Act, 7 CFR 658.3(c); Noise Abatement, 24 CFR 51.101(a)(2); Sole Source Aquifers, Memorandum of Agreement between HUD Region IX and U.S. Environmental Protection Agency Region IX, dated 4/30/90, and Executive Order 12898 Environmental Justice. **However, if exceptional circumstances require compliance steps with any of these authorities, such compliance must be documented prior to approving the site-specific loan or grant.**

Part I FLOODPLAIN MANAGEMENT

1. Will this program will involve the following activities within Special Flood Hazard Areas (100 yr. floodplain): a) rehabilitation of single family units costing more than 50% of the market value of the structure before rehabilitation, or b) rehabilitation of unit in multifamily residential structures.

☐ **Yes**, proceed to question #2.

☒ **No**, compliance with Executive Order 11988 is established by program definition.

2. Comply with Executive Order 11988 by completing the 8-step-decision-making process per 24 CFR §55.20, for the entire area of consideration, before approving rehabilitation activities within a SFHA. KEEP (and attach) A COPY OF THIS 8-STEP PROCESS (including copies of all published notices) in the ERR. .

3. Did the 8-step process result in a determination that there is no practicable alternative to carrying out the residential rehabilitation/acquisition/disposition activities within the Special Flood Hazard Area (SFHA)?

☐ **Yes**; proceed ☐ **No**; proceed

4. Is the community participating in the National Flood Insurance Program?

☐ **Yes**; proceed ☐ **No**; proceed

5. Select only one of the following choices:

☐ Either the answer to questions #3 or #4 (or to both) is "No", therefore, rehabilitation activities **from this program cannot be approved within a SFHA.**

☐ Both the answer to questions #3 and #4 are "Yes", therefore, rehabilitation activities may proceed in SFHA's, subject to the implementation of mitigation measures identified in the 8-Step Process. *

(* NOTE: As an alternative to doing the 8-step process, the responsible entity may choose to revise the boundaries of the area of consideration (target area) to exclude all the Special Flood Hazard Areas (**SFHA**'s). However, properties within the excluded portions would then be ineligible for HUD-assisted rehabilitation loans or grants under this review).

WARNING: The Flood Disaster Protection Act (listed at §58.6) additionally mandates the purchase of **flood insurance** for buildings located in SFHA's as a condition of approval for federal financial assistance. Flood insurance protection is mandatory for acquisition, construction, reconstruction, repair and improvement activities, but **not for routine maintenance** activities. Recipients with projects located in SFHA's are responsible for ensuring that flood insurance is maintained for the statutorily prescribed period and dollar amount. In the case of grants, flood insurance must be maintained for the life of the building. In the case of loans, flood insurance must be maintained for the term of the loan. The necessary documentation for compliance is the Policy Declaration form. The amount of flood insurance coverage must be at least equal to the total project cost (less the estimated land cost) or to the maximum limit of coverage made available by the Act.

Part II COASTAL ZONE MANAGEMENT

Complete this part if any part of the area of consideration lies within the designated Coastal Zone.

1. Have all rehabilitation activities under this entire rehabilitation program been found to be consistent with the applicable Coastal Zone Management Plan? ☐ Yes, proceed to next question; ☐ No; proceed to next question.

Source of this finding is:

☐ Certified local Planning Department
☐ California Coastal Commission / Hawaii Coastal Commission
☐ San Francisco Bay Conservation & Development Commission

Source Documentation (attach permit or determination of consistency): _____

a) If question #1 was answered "Yes" and documented, STOP HERE. Compliance with the Coastal Zone Management Act is established.

b) If question #1 was answered "No", obtain the coastal zone permit or determination of consistency.

DO NOT APPROVE the loan or grant within the COASTAL ZONE before doing this.

Preparer Name and Title
Malissa Buzan, Director, GCCSD _____
Signature Date

Responsible Entity, Certifying Officer Name
Michael A. Pastor, Chairman, Gila County Board of Supervisors _____
Signature Date

Arizona Department of Housing

E-DD: DETERMINING DATES FOR CE or RER

Complete all shaded areas.

NOTE: The ROF date calculated here is for use in the NOI/RROF publication. The actual ROF date may differ depending on the date notices are actually received. The actual ROF date will be the date indicated on HUD form 7015.16, Authority to Use Grant Funds.

	Days of Comment Periods	Date	Comments	Reference in NOI/RROF
First Comment Period Comments are to be directed to the local unit of government that is the grantee, or, if a nonprofit grantee, to ADOH	**Date of Publication:**	10/9/2013	**Enter Date of publication.** Save the entire newspaper page to send with the Request for Release of Funds (RROF). Keep extra copy for Environmental Review Record (ERR) file.	Top left hand corner of p.1
	Day 1	10/10/2013	Day 1 of 1st comment period is the day after publication.	Not Applicable
	2		List successive dates after Day 1 in the shaded "Date" column.	
	3			
	4			
	5			
	6			
	7	10/17/2013 (Stop!)	**Is day 7 a business day? Yes ☒ No ☐** **If yes**, enter this date on the next line as the last day of 1st comment period. **If no**, enter the next business day after day 7 on the next line as the last day of 1st comment period.	
	Last day of 1st comment period	10-17-13	Do not send the RROF prior to close of business on this day. The public is entitled to 7 full days to make comments	In ¶ entitled "Public Comments"
	On or About Date:	10/18/2013	Date expected to **receive** the RROF. RROF may be faxed or mailed. If using U.S. mail, allow extra days for delivery and receipt.	1st sentence of Notice
Second Comment Period Comments are directed to ADOH or HUD (in the case of nonprofits)	Day 1		Day 1 of the 2nd comment period is the day after the "on or about date," i.e., the day after RROF is received.	Not Applicable
	2		List successive dates after Day 1 in the shaded "Date" column.	
	3			
	4			
	5			
	6			
	7			
	8			
	9			
	10			
	11			
	12			
	13			
	14			
	15	(Stop!)	**Is day 15 a business day? Yes ☐ No ☐** **If yes**, enter this date on the next line as the last day of 2nd comment period. **If no**, enter the next business day after day 15 on the next line as the last day of 2nd comment period.	
	Last day of 2nd Comment Period:		The last day of the 2nd comment period must be a business day.	The last sentence in Notice
	Release of Funds (ROF) Date:	**10-18-13**	**The day after last day of 2nd comment period.** This date does not have to be a business day, but it **cannot** be a federal holiday. If a federal holiday, use the day after the holiday as the ROF date. This ROF date is calculated here for use in the publication. DO NOT INCUR PROJECT COSTS until HUD 7015.16 is received.	

E-P.6 - NOTICE OF INTENT TO REQUEST RELEASE OF FUNDS FOR RESIDENTIAL REHABILITATION PROJECTS USING RER/APPENDIX A TIERED REVIEW PROTOCOL

October 9, 2013

Name of Responsible Entity [RE]: Gila County Board of Supervisors

Address: 5515 S. Apache Ave., Suite 200

City, State, Zip Code: Globe, Arizona 85501

Telephone Number of RE: 928-425-7631

REQUEST FOR RELEASE OF FUNDS

On or about October 17, 2013 the Gila County will authorize Gila County Housing Services to submit a request to the Arizona Department of Housing for the release of CDBG funds under Cranston-Gonzalez National Affordable Housing Act of 1990, as amended, to undertake a project known asOwner Occupied Housing Rehabilitation, for the purpose of:
conducting an owner-occupied housing rehabilitation program for two projects with approximately $112,007 in CDBG Program funds.

During the period January·1, 2013 through June 30, 2015 approximately $112,007.00 will be used by Gila County Housing Services to rehabilitate approximately two homes/units. The area of consideration for this program is: project #1 is located within the Town of Miami boundaries, and the project #2 is located in the Town of Payson.

The activities proposed are categorically excluded under HUD regulations at 24 CFR Part 58 from National Environmental Policy Act (NEPA). An Environmental Review Record (ERR) that documents the environmental determinations for this project is on file at Gila County Community Services Division - 5515 S. Apache Ave., Suite 200, Globe, Arizona 85501and may be examined or copied weekdays from 8:00 A.M to 5:00 P.M. Gila County will use the Appendix A format to supplement this ERR with additional site-specific reviews further addressing Historic Preservation, Explosive and Flammable Operations, Airport Clear Zones, Flood Insurance, Toxic Substances and Hazardous Materials prior to approving any loan or grant under these programs.

PUBLIC COMMENTS

Any individual, group, or agency may submit written comments on the ERR to the Gila County Community Services Division, Malissa Buzan, Director, at 5515 S. Apache Ave., Suite 200, Globe, Arizona 85501. All comments received by [insert date - if published, date must be 7 days after (not including the) day of publication. If posted, the date must be 10 days after (not including the) day of posting] will be considered by the Gila County Board of Supervisors prior to authorizing submission of a request for release of funds.

ENVIRONMENTAL CERTIFICATION

The Gila County Board of Súpervisors certifies to Arizona Department of Housing that Michael A. Pastor in his capacity as Chairman of the Gila County Board of Supervisors consents to accept the jurisdiction of the Federal Courts if an action is brought to enforce responsibilities in relation to the environmental review process and that these responsibilities have been satisfied. Arizona Department of Housing's approval of the certification satisfies its responsibilities under NEPA and related laws and authorities and allows the Gila County Housing Services to use Program funds.

OBJECTIONS TO RELEASE OF FUNDS

Arizona Department of Housing will consider objections to its release of funds and the Gila County Board of Supervisors certification received by [insert date - must be at least 15 days after date of submission] or for a period of fifteen days following its actual receipt of the request (whichever is later) only if they are on one of the following bases: (a) the certification was not executed by the Certifying Officer of the Gila County Board of Supervisors ;(b) the Gila County Board of Supevisors has omitted a step or failed to make a decision or finding required by HUD regulations at 24 CFR Part 58; (c) the grant recipient or other participants in the project have committed funds or incurred costs not authorized by 24 CFR Part 58 before approval of a release of funds by Arizona Department of Housing; or (d) another Federal agency acting pursuant to 40 CFR Part 1504 has submitted a written finding that the project is unsatisfactory from the standpoint of environmental quality. Objections must be prepared and submitted in accordance with the required procedures (24 CFR Part 58) and shall be addressed to Arizona Department of Housing at 1110 W. Washington Street, Suite 310, Phoenix, Arizona 85007. Potential objectors should contact the Arizona Department of Housing to verify the actual last day of the objection period.

_____

Signature of RE Certifying Officer

Michael A. Pastor, Chairman, Gila County Board of Supervisors

Arizona Department of Housing

E-12 Request for Release of Funds and Certification

(HUD Form 7015.15/ OMB No. 2506-0087 exp. 10/31/2014)

This form is to be used by Responsible Entities and Recipients (as defined in 24 CFR 58.2) when requesting the release of funds, and requesting the authority to use such funds, for HUD programs identified by statutes that provide for the assumption of the environmental review responsibility by units of general local government and States. Public reporting burden for this collection of information is estimated to average 36 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Part 1. Program Description and Request for Release of Funds (to be completed by Responsible Entity)

1. Program Title(s) Number (Optional) CDBG RA 2013	2. HUD/State Identification Number 86-6004791	3. Recipient Identification Gila County Community Services Div.
4. OMB Catalog Number(s) (CFDA #) 25006-0087	5. Name and Address of Responsible Entity Michael A. Pastor Gila County Board of Supervisors 1400 E. Ash Street Globe, AZ 85501	
6. For information about this request, contact (name and phone number) Malissa Buzan Phone: 928-425-7631		
7. HUD or State Agency and office unit to receive request Arizona Department of Housing	8. Name and address of Recipient (if different than Responsible Entity) Gila County Community Services 5515 S. Apache Ave., Suite 200 Globe, AZ 85501	

The recipient(s) of assistance under the program listed above requests the release of funds and removal of environmental grant conditions governing the use of the assistance for the following:

9. Program Activity(ies)Project Name(s)	10. Location (Street address, city, county state)
OOHR Project #1 OOHR Project #2	[redacted]XX

11. Program Activity/Project Description

We will provide Owner Occupied Housing Rehabilitation to two projects in Gila County utilizing CDBG Regional Account FY 2014 funds.

Part 2. Environmental Certification (to be completed by Responsible Entity)

With reference to the above Program Activity(ies)/Project(s), I, the undersigned officer of the Responsible Entity, certify that:

1. The Responsible Entity has fully carried out its responsibilities for environmental review, decision-making and action pertaining to the Project(s) named above.
2. The Responsible Entity has assumed responsibility for and complied with and will continue to comply with, the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements and statutory obligations of the laws cited in 24 CFR 58.5; and also agrees to comply with the authorities in 24 CFR 58.6 and applicable State and local laws.
3. The responsible entity has assumed responsibility for and complied with and will continue to comply with Section 106 of the National Historic Preservation Act, and its implementing regulations 36 CFR 800, including consultation with the State Historic Preservation Officer, Indian tribes and Native Hawaiian organizations, and the public.
4. After considering the type and degree of environmental effects identified by the environmental review completed for the proposed project described in Part 1 of this request, I have found that the proposal ☐ did ☒ did not require the preparation and dissemination of an environmental impact statement.
5. The Responsible Entity has disseminated and/or published in the manner prescribed by 24 CFR 58.43 and 58.55 a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy (copies) or evidence of posting and mailing procedure.
6. The dates for all statutory and regulatory time periods for review, comment or other action are in compliance with procedures and requirements of 24 CFR Part 58.
7. In accordance with 24 CFR 58.71(b), the Responsible Entity will advise the recipient (if different from the Responsible Entity) of any special environmental conditions that must be adhered to in carrying out the project.

As the duly designated Certifying Official of the Responsible Entity, I also certify that:

8. I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969 and each provision of law designated in the 24CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the Responsible Entity.
9. I am authorized to and do accept, on behalf of the recipient personally, the jurisdiction of the Federal courts for the enforcement of all these responsibilities, in my capacity as Certifying Officer of the Responsible Entity.

Signature of Certifying Officer of the Responsible Entity	Title of Certifying Officer Chairman, Gila County Board of Supervisors
X	Date Signed October 1, 2013
Address of Certifying Officer 1400 E. Ash Street, Globe, Arizona 85501	

Part 3. To be completed when the Recipient is not the Responsible Entity

The recipient requests the release of funds for the programs and activities identified in Part 1 and agrees to abide by the special conditions procedures and requirements of the environmental review and to advise the responsible entity of any proposed change in the scope of the project or any change in environmental conditions in accordance with 24 CFR 58.71(b).

Signature of Authorized Officer of the Recipient	Title of Authorized Officer
X	Date Signed

WARNING: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; U.S.C. 3729, 3802)

PREVIOUS EDITIONS ARE OBSOLETE