

PROJECT/PLANNING ENVIRONMENTAL CHECKLIST HAMPTON ROADS INSTALLATIONS

The Environmental Checklist (EC) is designed to assist personnel in determining the environmental requirements associated with a project. Complete the top portion of this page and the Checklist Questions (*tab #2 when viewing in Excel*) and attach any additional information (such as DD-1391, site maps, etc) that will further explain the project. Forward the completed Checklist to the CNRMA Regional Environmental Group, Environmental Planning Program, the POC is Mr. Joe Vlcek; (*joseph.vlcek@navy.mil; 462-8564 ext. 387*). The Environmental Department will evaluate and respond within 2 weeks. For additional guidance, please refer to pages 3 and 4 (tabs #3 and #4 when viewing in Excel).

PLEASE NOTE: The Environmental review provided in this checklist is only valid for 1 year, at most. Additionally, the environmental review is invalid if the scope of the project has changed or has been modified. If the project scope has been changed, modified or checklist has expired, please contact the CNRMA Environmental Department, Environmental Planning Program to re-evaluate the project.

1. Name of Project:	(type here)
2. Activity Requesting:	(type here)
3. Activity POC/Phone Number/email:	(type here)
4. Project Number (if any):	(type here)
5. Brief Description of the Project (Proposed Action): Attach 1391, SOW, Site Maps, or other project description .	(type here)
6. When is project due for funding? (fiscal year)	(type here)
7. When is project scheduled to begin ?	(type here)

(type here)	(sign here)	(type here)
Checklist Preparer, phone number and e-mail	Signature	Date Completed

SUMMARY OF REQUIREMENTS --To be completed by the Environmental Dept.

		CATEX EA EIS		CCD		YES	NO
NEPA	The National Environmental Policy Act mandates that environmental concerns are addressed in the decision-making process. The work and documentation required to comply with this Act, may take 1 week to two years depending on the proposed action.				If the project has the potential to effect the States Coastal Resources, a report entitled a Coastal Consistent Determination (CCD) is required. The CCD explains how the project will be consistent with the State's coastal programs. This process takes 90 days.		
VPDES PERMIT	To ensure Stormwater is managed in a compliant manner during the construction phase. The Navy must obtain a Virginia Pollutant Discharge Elimination System Permit for General Construction for all projects that will disturb >= 1 acre of land. This process takes 2-4 weeks.	YES	NO	Storm-water BMP	To ensure Stormwater is managed in a compliant manner after construction. The Navy must design and implement Stormwater Best Management Practice(s) for all projects that will disturb >= 1 acre of land. This requirement should be incorporated into the design phase of the project.	YES	NO
E & S	If the project will disturb >= 10,000 sq ft, of land, Erosion & Sediment Control Measures are required during construction.	YES	NO	POL SOP	If the project will encounter any petroleum contamination, the CNRMA Petroleum Oil Lubricants SOP must be followed.	YES	NO
JPA	Joint Permit Application is required when the project will impact wetlands or navigable waters. Due to the public hearings required by the various Agencies, the process takes 7 months to receive all permits.	YES	NO	SHPO CONSULT	State Historic Preservation Officer consultation is required when Navy actions will effect Historic Structures or Districts. Depending on the effect, the consultation may take a month to one year.	YES	NO
RONA	Within the Mid-Atlantic Region air pollution is a concern, all construction actions must be analyzed to determine if they adversely effect air quality. This process takes a week.	YES	NO	AIR EMISSION SOURCE	If the project will install equipment that will has the potential to significantly effect air quality. A permit must be obtained form the State. This process takes 6 months.	YES	NO

Cmmt 1
Cmmt 2
Cmmt 3
Cmmt 4
Cmmt 5
Cmmt 6
Cmmt 7
Cmmt 8
Cmmt 9
Cmmt 10

(type here)	(sign here)	(type here)
Environmental POC (Print Name) phone number and email	Signature	Date Completed