

NEPA Environmental Assessment Checklist Documentation Directions

*HUD Environmental Assessment Factors and Categories eGuide <https://www.hudexchange.info/programs/environmental-review/environmental-assessment/> used for suggestions on experts to contact. **“No Response” is NOT accepted in any category. Contact ECD if you have a difficult time finding an expert who will respond.***

| Category | Experts to Contact | Required documentation |
|--|---|---|
| Land Development | | |
| Conformance with Plans / Compatible Land Use and Zoning / Scale and Urban Design | local development district; local zoning review officer or administrator; local planning commission; regional planning agency | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Soil Suitability / Slope / Erosion / Drainage / Stormwater Runoff | city-county engineer; project engineer; highway dept. soils engineer; local USDA NRCS service center | signed, dated memo/letter/email addressing their review <i>or</i> a copy of the USDA Custom Soils Resource Report |
| Hazard and Nuisances including Site Safety and Noise | State or local Emergency Management Agency; local Fire Chief; state Geologist, Seismologist, Volcanologist | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Socioeconomic | | |
| Employment and income patterns | local development district; local planning commission; Chamber of Commerce; regional planning agency | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Demographic Character Changes / Displacement | local development district; local planning commission; regional planning agency; housing code compliance office | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Environmental Justice | local community advocacy groups/fair housing/justice orgs; EPA EJScreen Tool: https://www.epa.gov/ejscreen | signed, dated memo/letter/email from individual who gave the consult including their review information <i>or</i> EPA EJScreen Report with Mayor’s EJ memo from Statutory Worksheet |
| Climate & Energy | | |
| Climate Change Impacts | local or regional planning agency; project engineer; local university climate scientist | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Energy Efficiency | Project Engineer or Architect; Qualified energy efficiency consultants; Public Works staff (regarding adequate available power) | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Community Facilities & Services | | |
| Educational Facilities | School superintendent; Director of Schools | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Cultural Facilities | Director of Chamber of Commerce; local development district (if applicable); Local Planning commission | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Commercial Facilities | Local Chamber of Commerce; commercial realtor; commercial development specialist; local planning agency | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Health Care Facilities | Regional Health Dept. Director, area health systems agency; local public health dept. | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Social Services Facilities | Social services dept.; public welfare office; council on aging; social security office; local council of voluntary human service agencies | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Solid Waste Disposal / Recycling | city / county engineering dept.; public utilities admin. | signed, dated memo/letter/email from individual who gave the consult including their review information |

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|--|--|---|
| Waste Water / Sanitary Sewers | city / county engineering dept.; public utilities admin. | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Water Supply | city / county engineering dept.; public utilities admin. | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Public Safety: Police, Fire, Emergency Medical | chief of local fire dept.; chief of local police dept.; administrator of local emergency agency | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Parks, Open Space and Recreation | planners at local parks and recreation depts.; local cultural commission; local society of Landscape architects; Chamber of Commerce | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Transportation and Accessibility | local/state highway dept.; local transit authority; local traffic dept.; police dept. | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Natural Features | | |
| Unique Natural Features | local planning dept; TDEC Geology/TN Geological Survey; local university or State Park Service Naturalist or Geologist | signed, dated memo/letter/email from individual who gave the consult including their review information |
| Water Resources | TDEC Division of Water Resources (DWR) | TDEC DWR letter/memo/email |
| Vegetation | TDEC Division of Natural Areas Natural Heritage Program | TDEC DNA NHP letter/memo/email *Consultation Request must be made through the TDEC Environmental Review Tool (ERT) here: https://ert.tdec.tn.gov/ |
| Wildlife | Tennessee Wildlife Resource Agency (TWRA) | TWRA letter/memo/email *Consultation Request must be made through the online portal here: https://survey123.arcgis.com/share/65825ec63f0441ac8139837dd9468f5d |

TDEC Program Areas and contacts can be found here: <https://www.tn.gov/environment/program-areas.html>