



City of Chattanooga
 Department of Economic and Community Development
 101 E 11th Street, Suite 200, City Hall
 Chattanooga, TN 37402
 (423) 643-7330

ENVIRONMENTAL REVIEW APPLICATION

Please complete thoroughly and legibly. Attach all relevant documents and reference materials. Please note, if an environmental clearance letter is issued it will be mailed/emailed to the address/email in this application.

SUBMIT APPLICATIONS TO: environmentals@chattanooga.gov

Once your application has been received and reviewed, you will receive an estimated date for completion. **However, your application will not be considered “received,” and the clock started, until we have all documentation required.** Any delays in receiving information will result in longer environmental review wait times. **If your project requires an Environmental Assessment, a publication notice is required, at the applicant’s expense, which can include, in some instances, charging the cost to the project grant.**

Please adhere strictly to the Submission Guidelines page, to avoid delays in processing.

Estimated wait time for an environmental review is dependent on the type of review you need.

Type	Time	Projects
Statutory Checklist, with no publication	approximately 45 days	New Construction or Rehab 1-4 units Multifamily (5 or more units), if certain conditions are met Infrastructure replacement
Statutory Checklist, with publication	approximately 80 days	Categorically Excluded activities NOT covered under the City’s Tiered Review
Environmental Assessment	approximately 90 days	New Construction 5 or more units (same site OR scattered sites within 2000 feet of each other)** Multifamily (5 or more units), if certain conditions are NOT met Conversion of Property

*****Please note: breaking up a large construction project into 4 or less units, over a couple of years on the same site, in order to circumvent an Environmental Assessment, is illegal.***

Applicant Agency: Better Homes Chattanooga

Applicant Contact Name and Number: John Doe 423-423-4569

Project Address: 123 Main Street

Date of Application: August 11, 2020

For office use only:

Date Received: _____ Target Date of Completion: _____ Environmental Log Line No: _____

IDIS Issue No: _____ Grant Number: _____ HEROS Number: _____

SUBMISSION SPECIFICATIONS

1. Photos must be submitted in the following manner:
 - a. **All applications and attachments must be submitted to: environmentals@chattanooga.gov.**
 - b. All photos must be inserted into one Microsoft Word document, no more than two images to a page, in the following order:
 - i. House or property where the project will take place
 - ii. Adjacent homes and surrounding homes
 - iii. Vegetation that will be removed
 - c. Images should be no smaller than 3 x 5, and preferably 4 x 6 in size.
 - d. Under each image, there needs to be a typed description which includes the following:
 - i. Property address, what the photo is of (eg. 123 Main Street, left side)
 - ii. Labels must be oriented as though you are looking at the property from the street
 - e. For rehabilitation projects, photos are needed for all building/homes adjacent to the project site. Front shots only. Do not forget to include and homes that are within view of the back of the property.
 - f. For new construction projects, photos are needed for all the buildings/homes on the same street as the project, both sides of the street. Do not forget to include and homes that are within view of the back of the property.
2. Applications must be typed and completed in full. Complete all sections indicated based on your project. Do not leave blanks in these sections.
3. The scope of work must be detailed and properly laid out. Vague scopes of work will be rejected and a more detailed one requested.

For example:

NO: replace windows

YES: remove windows, adhering to lead based paint safe work practices, and replace with low E, double hung, vinyl windows in white. Caulk with white silicone caulk and trim with 2 inch window trim, matching current trim color in home.

NO: replace flooring

YES: pull up old carpet and remove tack strips. Apply 10mm underlayment and install floating click and lock floating flooring. OR Apply thin set adhesive and install 12 inch ceramic tiles. Grout and clean floor.

NO: Replace door

YES: Remove old door, trim and frame. Replace with an 80" high, fiberglass door with wood inner core, 36" wide, with 9 lite windows.

4. Blue prints and site plans must be drawn up with scaled measurements. No "quick drawing" site plans will be accepted.

1. APPLICANT INFORMATION			
Applicant:	Better Homes Chattanooga	Phone:	423-423-4567
Address:	514 Lewis Street	City:	Chattanooga
State:	TN	Zip Code:	37406
Email:	betterhomeschatt@gmail.com	Property Owner:	Jane Doe

2. PROJECT TYPE	
Please check ONE of the following, taking into account the entire project , not just the portion you are applying federal funds to. Reviews must be done on the entire project. Parsing of projects for environmental reviews is illegal.	
*A unit is a single dwelling unit. For example, a duplex has two units; a quadplex had four units.	
<input checked="" type="checkbox"/>	Rehabilitation of Single Family Housing (1-4 units*) (Complete Sections: 3, 4, 5, 7, 8, and 10)
<input type="checkbox"/>	Rehabilitation of Multifamily Housing (5 or more units*) (Complete Sections: 3, 4, 5, 7, 8, and 10)
<input type="checkbox"/>	New Construction of Single Family Housing (1-4 units*) (Complete Sections: 3, 4, 5, 6, 8, and 10)
<input type="checkbox"/>	New Construction of Multifamily Housing (5 or more units*) (Complete Sections: 3, 4, 5, 6, 8, and 10)
<input type="checkbox"/>	Conversion from Commercial or Residential or Mixed Use (Complete Sections: 3, 4, 5, 7, 8, and 10)
<input type="checkbox"/>	Infrastructure – Sidewalks (Complete Sections: 4, 5, 9, and 10)

3. PROJECT INFORMATION		
Proposed Start Date: October 1, 2020	Project Grant: CDBG	Property Tax ID: 123A B 012
Property Address: 123 Main Street		
Current Land Use: single family residential		Current Zoning: R-2
Future Use Proposed: single family residential		Proposed Future Zoning: n/a
Year Property was Built: 1964	Census Tract: 14	
Current Property Value: \$89,000	Estimated After Project Appraisal Value: \$115,000	
Total Cost of Project: \$40,000	HUD Funds Requested for Project: \$25,000	
Will the project require relocation of residents/tenants? <i>If yes, STOP and contact the ECD Office PRIOR to submitting application</i>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

4. ENVIRONMENTAL CONCERNS

Have any of the following tests been conducted on the property? If yes, please submit a copy with this application.

Lead Based Paint Testing (If Risk Assessment done more than one year ago, must be updated.)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Date Conducted: June 17, 2020 Clearance Date: TBD
Asbestos Testing	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date Conducted:
Phase I/Radius Review (Must have been conducted within one year of application date.)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date Conducted:
Phase II (Must have been conducted within one year of application date.)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date Conducted:
Soil Tests (Must have been conducted within one year of application date.)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date Conducted:
Other	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Date Conducted:
Will this project result in a change in the use of the land?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Will any vegetation (trees, shrubs, or thicket) be removed?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Are there any known contamination concerns on or near the property?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Is the property located in a known historic district?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Is the land natural/undeveloped (does not include a vacant infill lot where grass is maintained by mowing)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Is the property in a 100 year flood zone?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	FEMA Flood Map Number: 47065C0362G

5. PROJECT NARRATIVE

Briefly describe the work that will be done for the project. Include such activities as demolition, vegetation removal, acquisition, rehabilitation, lead abatement, removal of load bearing walls, etc. **Be very specific.** You may also attach a detailed scope of work.

The project will include remediating existing lead hazards before rehabilitation (see enclosed work write up for lead) Then we will remove the roof and replace some rotted decking before installing waterproof underlayment and 30-year architectural shingles. Windows will be removed and replaced with white, vinyl double hung windows. A tree that is causing roof problems will be removed prior to replacing the roof (see enclosed photos). rotting wood siding will be removed during lead abatement and Hardy board siding will be installed.

6. NEW CONSTRUCTION			
Will this project also include acquisition of the property?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Will this project also include demolition of an existing building?			<input type="checkbox"/> Yes <input type="checkbox"/> No
Will grading of the land be involved?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Explain:	
Will new infrastructure be required?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Explain:	

7. REHABILITATION			
Will this project also include acquisition of the property?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will this project also include demolition of an existing building?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will this project also include conversion of a commercial building to residential or mixed use?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
A unit is a single dwelling unit. For example, a duplex has two units; a quadplex had four units.	Number of Units	Square Footage	Number of Bedrooms
What is the current size of the home to be renovated?	1	1250	3
What is the after rehab size of the home?	1	1250	3
Will any portion of the building's envelope (exterior walls, siding, windows, doors, or roof) be changed during the project?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Will the original footprint of the home change as a result of the rehabilitation?			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Please submit the following documentation:			
<input checked="" type="checkbox"/>	Detailed Scope of Work		
<input checked="" type="checkbox"/>	Lead Based Paint Work Plan for Remediation/Stabilization/Abatement (if pre-1978)		

8. MATERIALS INFORMATION (REHABILITATION AND NEW CONSTRUCTION)	
Wall Construction Detail (brick, siding, hardy plank, stucco, 2x4 studs, concrete block, gypsum board, etc)	Square footage of coverage for each material
Hardy board siding	1264
Window Construction Detail (Include Size)(aluminum clad, vinyl double hung, picture w/ storm sash, picture, etc)	Quantity
vinyl windows, double hung 3'x4'	9
picture window 5x'4'	1
vinyl windows, double hung 2'x3'	2
Door Construction Details (hollow core wood, steel-faced, wood French, sliding door, solid core wood, hollow core steel, etc)	Quantity
solid wood core (existing) 7' single door	2

9. INFRASTRUCTURE PROJECTS					
Total linear feet of sidewalks in project:			Total linear feet of sidewalks being repaired:		
Total linear feet of new sidewalks being constructed:					
Please provide the following information on the project locations (Attach additional sheets if more room is needed):					
Location	Residential Area?	Zip Code	Census Tract	Linear Feet	# Handicap Ramps
	<input type="checkbox"/> Y <input type="checkbox"/> N				
	<input type="checkbox"/> Y <input type="checkbox"/> N				
	<input type="checkbox"/> Y <input type="checkbox"/> N				
	<input type="checkbox"/> Y <input type="checkbox"/> N				

10. DOCUMENTS TO BE ATTACHED	
NOTE: All photos MUST be clear, daytime photos. They MUST be digital and high quality to allow for enlarging and emailing. Photos of buildings must include the entire side of the building, no partials. All photos MUST be labeled according to the Submission Specifications page of the application. No other photos will be accepted.	
ALL PROJECTS	
Photos of land	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Photos of buildings on property (all four sides of each building)	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Photos of all surrounding properties (vacant land and front photos of each house/building surrounding the property (rehab) OR front photos of each house/building on the same street – both sides - as the property (new construction))	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Photos of vegetation being removed (up close photos showing bark and any notches/holes that could provide bat habitat; distance photos to show whole tree/shrub)	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Google Map of Property	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
FEMA Flood Map	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Topography Maps	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Copies of all testing listed above and any clearance letters received	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
REHABILITATION	
Detailed Work Write Up/Scope of Work	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Lead Based Paint Work Plan for Remediation/Stabilization/Abatement (if pre-1978)	<input checked="" type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Asbestos Abatement Work Plan	<input type="checkbox"/> Included <input checked="" type="checkbox"/> Not Applicable
NEW CONSTRUCTION	
Site Plan with Setbacks and Parking indicated (new construction)	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Blueprints	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable
Picture of the final structure design	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable
INFRASTRUCTURE	
Photos of the street where sidewalks will be repaired and constructed	<input type="checkbox"/> Included <input type="checkbox"/> Not Applicable



123 Main Street – front view



123 Main Street – right side



123 Main Street – left side



123 Main Street – rear view



121 Main Street (property to the right)



125 Main Street (property to the left)



124 Main Street (across the street)

Tree to be removed – full length



Tree bark – up close

