



HOME REHABILITATION PROGRAM TIER II SITE SPECIFIC CHECKLIST

(Includes 24 CFR 58.6 regulation required for every project site.)

Program Administrator: _____

Project Name and Address: _____

How to use this site-specific checklist form:

1. This form must be completed for each site identified for participation in this program.
2. The submission of this form must be accompanied by supporting documentation as described in each section. Please provide all relevant documentation to support the recipient's answer.
3. All forms must be submitted to the Housing New Mexico Program Manager for review and final decision of approval or denial. Commitment of funds before approval of the site-specific environmental review is not allowed.

A. Airport Hazards (CEST and EA) – PARTNER

<https://www.hudexchange.info/environmental-review/airport-hazards>

1. To ensure compatible land use development, you must determine your site's proximity to civil and military airports, per 24 CFR Part 51.303(a)(3). Is your project within 15,000 feet of a military airport or 2,500 feet of a civilian airport?

☐ No → If no, compliance with this section is complete. Provide a map showing that the site is not within the applicable distances to a military or civilian airport and continue to Section B. Contamination and Toxic Substances.

☐ Yes → Continue to Question 2.

Cite and include all documentation supporting your findings in your submission.

Nearest Airport is _____ feet away from property in _____, NM.

2. Is your project located within a Runway Potential Zone/Clear Zone (RPZ/CZ) or Accident Potential Zone (APZ)?

Runway Protection Zone/Clear Zones are defined as areas immediately beyond the ends of runways. The term in 24 CFR Part 51, Runway Clear Zones, was redefined in FAA's Airport Design Advisory Circular (AC) 150/5300-13 to refer to Runway Protection Zones for civil airports. <https://www.hudexchange.info/environmental-review/airport-hazards>

☐ Yes, project is in an APZ → Continue to Question 3.

☐ Yes, project is an RPZ/CZ → Project cannot proceed at this location.

- ☐ No, project is not within an APZ or RPZ/CZ → If no, compliance with this section is complete. Provide a map showing that the site is not within either zone and continue to Section B. Contamination and Toxic Substances.

3. Is the project in conformance with DOD guidelines for APZ?

- ☐ Yes, the project is consistent with DOD guidelines without further action.
→ *Compliance with this section is complete. Provide any documentation supporting this determination.*
- ☐ No, the project cannot be brought into conformance with DOD guidelines and has not been approved. → If no, *Project cannot proceed at this location*

B. Contamination and Toxic Substances (CEST and EA) – PARTNER

<https://www.hudexchange.info/programs/environmental-review/site-contamination>

1. Evaluate the site for contamination. Were any on-site or nearby toxic, hazardous, or radioactive substances (excluding radon) found that could affect the health and safety of project occupants or conflict with the intended use of the property?

☐ No → *If No, continue to Question 2*

☐ Yes → *Describe the findings, including any recognized environmental conditions (RECs), in Worksheet Summary below. Continue to both Question 2 and 3.*

2. Provide evidence of how compliance was achieved. Provide the NEPAssist maps within the defined parameters and the Field Contamination Checklist Form to support the absence or presence of contamination.

- ☐ **Include a NEPAssist Report for a half mile (½) search radius for:** Air pollution, Water Dischargers, Toxic Release and Brown Fields. (If available include the EPA ECHO Report for each EPA Facility) and,
- ☐ **Include a NEPAssist Report for a one mile (1) search radius for:** Hazardous Waste and Super Fund (If available include the EPA ECHO Report for each EPA Facility)

→ *Continue to Question 3 if toxic, hazardous, or radioactive substances were found. If no adverse environmental impacts were found, continue to Section C. Housing Requirements*

3. Can adverse environmental impacts be mitigated?

- ☐ Adverse environmental impacts cannot feasibly be mitigated → HUD assistance may not be used for the project at this site. Project cannot proceed at this location.

- ☐ Yes, adverse environmental impacts can be eliminated through mitigation.
→ Provide all mitigation requirements and documents. → Continue to Question 4.
(Mitigation requirements include all clean-up actions required by applicable federal, state, tribal, or local law. Additionally, Remedial Action Work Plan, and other equivalent documents.)

4. Describe how compliance was achieved. Include any of the following that apply: State Voluntary Clean-up Program, a No Further Action letter, use of engineering controls, or use of institutional controls. → Continue to Question 5.

5. If a remediation plan or clean-up program was necessary, which standard does it follow?
- ☐ Complete removal
- ☐ Risk-based corrective action (RBCA)

*Include all documentation supporting your findings in your submission to RE/ HUD.

c. Housing Requirements – (CEST and EA) – PARTNER

Lead-based paint

Lead-based paint may be present in buildings built prior to 1978. Buildings constructed in 1978 or later do not require lead-based paint testing. Refer to specific program guidance for additional exemptions and requirements.

1. Was a lead-based paint inspection and/or lead-based paint risk assessment performed by the appropriate certified lead professional?

- ☐ Yes. → Continue to Question 2.
- ☐ No, because the project was previously deemed to be lead free. → Provide all lead free inspection reports. Continue to Question 3.
- ☐ No, because the project does not involve any buildings constructed prior to 1978.
→ Provide documentation of construction build date(s). Continue to Question 3.

2. Was lead or lead-based paint identified on site?

- ☐ Yes. → Refer to program guidance for remediation requirements. Describe any necessary mitigation measures in the Mitigation textbox below and in the project scope of work. Include all documentation with your submission. Continue to Question 3.
- ☐ No. → Provide all testing documents demonstrating that no lead-based paint was found. Continue to question 1 of the Radon section below.

3. Describe how exemption or compliance will be met include all mitigation measures (such as removal, enclosure or encapsulation) and provide any relevant documents such as reports, surveys, and letters.

Radon

Radon is a colorless, odorless gas that can enter the air inside of buildings. Refer to specific program guidance for testing and mitigation requirements.

1. Was radon testing performed following the appropriate and latest ANSI-AARST standard?

- ☐ Yes → *Continue to question 2.*
- ☐ No, the project is exempt from testing because the structures lowest level is not enclosed and there is open air between the lowest floor of the building and the ground (NOTE: buildings containing crawlspaces are not exempt.)
→ *Provide photos showing the lowest level is not enclosed and Continue to Question 1 of the Asbestos section below.*

2. Did testing identify radon levels at or above the EPA action level of 4 pCi/L?

- ☐ Yes → *Refer to program guidance for remediation requirements. Describe the mitigation measures below and provide all testing documentation. Continue to Question 1 of the Asbestos section below.*

- ☐ No → *Provide all testing documents demonstrating that radon was not found above EPA action levels for mitigation. Continue to Question 1 of the Asbestos section below.*

Asbestos

Refer to specific program guidance for exemptions and requirements.

1. Was asbestos identified on site?

- ☐ Yes, Asbestos Containing Material (ACM) with more than 1% asbestos was identified. → *Refer to program guidance for abatement requirements. Describe the abatement measures that will be used and provide all testing documentation. Continue to question 2.*

- ☐ Yes, Asbestos Containing Material (ACM) with less than 1% asbestos was identified. → *Refer to program guidance for abatement requirements. Describe the abatement measures that will be used and provide all testing documentation. Continue to question 2.*

☐ No → Provide all testing documents demonstrating that no asbestos was found.

2. Describe how exemption or compliance was met and provide any relevant documents such as reports, surveys, and letters.

D. Floodplain Management (CEST and EA) – PARTNER

<https://www.hudexchange.info/environmental-review/floodplain-management>

1. Does [24 CFR 55.12\(c\)](#) exempt this project from compliance with HUD's floodplain management regulations in Part 55?

☐ Yes

Provide the applicable citation at 24 CFR 55.12(c) here. If project is exempt under 55.12(c)(6) or (8), provide supporting documentation.

→ If yes, compliance with this section has been met. Continue to the Worksheet Summary below.

☐ No → Continue to Question 2.

2. Is the project considered a substantial improvement?

Per 24 CFR 55.2(b)(12) Substantial improvement for the purpose of single-family rehab means any repair, reconstruction, modernization, or improvement of a structure, including a manufactured housing unit, the cost of which equals or exceeds 50 percent of the market value of the structure.

☐ Yes, the project is considered a substantial improvement → If yes, continue to question 3.

☐ No, the project is not considered a substantial improvement → If no, compliance with this section is complete. Provide documentation of current market value estimates and project cost estimates. Continue to Section E. Flood Insurance.

3.

Current Market Value (before improvements)	Project Costs (minus soft costs & deferred maintenance)
\$	\$

4. Provide both the FEMA/FIRM map AND the FFRMS map and report for the project site.

- ☐ The Federal Emergency Management Agency (FEMA) designates floodplains. The [FEMA flood Map Service Center](#) provides this information in the form of FEMA Flood Insurance Rate Maps (FIRMs). → Provide a map and continue to the FFRMS Tool.
- ☐ Any project undergoing an Environmental Review after 6/24/24 is required to include the [Federal Flood Risk Management Standard \(FFRMS\)](#) map. [The Federal Flood Standard Support Tool](#) identifies if a federally funded project will be located within a FFRMS floodplain using the freeboard value approach (FVA), and climate-informed science approach (CISA). → Provide a map/report and continue to question 4.

5. Does your project occur in a floodplain?

- ☐ No → *If no, compliance with this section has been met. Continue to Section E. Flood Insurance.*
- ☐ Yes → *If yes, HUD assistance may not be used for the project at this site. Project cannot proceed at this location.*

***Include all documentation supporting your findings in your submission to RE/HUD.**

E. Flood Insurance (CEST and EA) – PARTNER

<https://www.hudexchange.info/environmental-review/flood-insurance>

1. Does this project involve acquisition, repairs, rehabilitation, or construction of a structure or manufactured home?

- ☐ No. This project does not require flood insurance or is exempt from flood insurance.
→ *Continue to Section F. Historic Preservation.*
- ☐ Yes → *Continue to Question 2.*

2. Provide both the FEMA/FIRM map AND the FFRMS map and report for the project site.

- ☐ The Federal Emergency Management Agency (FEMA) designates floodplains. The [FEMA flood Map Service Center](#) provides this information in the form of FEMA Flood Insurance Rate Maps (FIRMs). → *Provide a map and continue to the FFRMS Tool.*
- ☐ Any project undergoing an Environmental Review after 6/24/24 is required to include the [Federal Flood Risk Management Standard \(FFRMS\)](#) map. [The Federal Flood Standard Support Tool](#) identifies if a federally funded project will be located within a FFRMS floodplain using the freeboard value approach (FVA), and climate-informed science approach (CISA). → *Provide a map/report and continue to question 3.*

3. Is the structure, part of the structure, or insurable property located in a FEMA-designated Special Flood Hazard Area?

- ☐ No → *Continue to the Section F. Historic Preservation.*
- ☐ Yes → *If yes, HUD assistance may not be used for the project at this site. Project cannot proceed at this location.*

*** Include all documentation supporting your findings in your submission to RE/HUD.**

F. Historic Preservation (CEST and EA) – PARTNER

<https://www.hudexchange.info/environmental-review/historic-preservation>

1. Was the NM State Historic Preservation Office or a local Tribal Historic Preservation Office consulted?

- ☐ Yes → *Provide SHPO/THPO survey or report and continue to Question 2.*
- ☐ No → *Continue to Question 2.*

2. Assess Effects of the Project on Historic Properties

Only properties that are listed on or eligible for the National Register of Historic Places receive further

consideration under Section 106. Assess the effect(s) of the project by applying the Criteria of Adverse Effect. ([36 CFR 800.5](#)) Consider direct and indirect effects as applicable as per HUD guidance.

Choose one of the findings below to recommend to the RE or HUD.

Please note: this is a recommendation only. It is **not** the official finding, which will be made by the RE or HUD, but only your suggestion as a Partner entity.

☐ No Historic Properties Affected

Document reason for finding:

- ☐ No historic properties present.
- ☐ Historic properties present, but project will have no effect upon them.

☐ No Adverse Effect

Document reason for finding and provide any comments below.

Comments may include recommendations for mitigation, a plan for unanticipated discoveries, etc.

☐ Adverse Effect

Document reason for finding:

Copy and paste applicable Criteria into text box with summary and justification.

Criteria of Adverse Effect: [36 CFR 800.5](#)

Provide any comments below:

Comments may include recommendations for avoidance, minimization, and/or mitigation.

Remember to provide all documentation that justifies your National Register Status determination and recommendations.

G. Noise (CEST Level Reviews) – PARTNER

<https://www.hudexchange.info/programs/environmental-review/noise-abatement-and-control>

1. What activities does your project involve? Check all that apply:

☐ Rehabilitation of an existing residential property

NOTE: For major or substantial rehabilitation projects in the Normally Unacceptable and Unacceptable noise zones, HUD actively shall seek to have project sponsors incorporate noise attenuation features, given the extent and nature of the rehabilitation being undertaken and the level or exterior noise exposure. See 24 CFR 51 Subpart B for further details.

→ Continue to Question 2.

☐ None of the above

→ If the RE/HUD agrees with this recommendation, the review is in compliance with this section.

2. Do you have standardized noise attenuation measures that apply to all modernization and/or minor rehabilitation projects, such as the use of double glazed windows or extra insulation?

☐ Yes

Indicate the type of measures that will apply to this project (check all that apply):

- ☐ Improved building envelope components (new windows and doors, strengthened sheathing, insulation, sealed gaps, etc.)
- ☐ Redesigned building envelope (more durable or substantial materials, increased air gap, resilient channels, staggered wall studs, etc.)
- ☐ Other (explain below)

→ If the RE/HUD agrees with this recommendation, the review is in compliance with this section. Continue to the Worksheet Summary below and provide any documentation.

☐ No → Continue to Question 3.

3. Complete the Preliminary Screening to identify potential noise generators in the vicinity (1000' from a major road, 3000' from a railroad, or 15 miles from an airport).

Indicate the findings of the Preliminary Screening below:

- ☐ There are no noise generators found within the threshold distances above.

→ If the RE/HUD agrees with this recommendation, the review is in compliance with this section. Provide a map showing the location of the project relative to any noise generators.

- ☐ Noise generators were found within the threshold distances.

→ **STOP** and consult with MFA Environmental Review Officer before you proceed.

4. Complete the Noise Assessment Guidelines to quantify the noise exposure.

Indicate the findings of the Noise Assessment below:

- ☐ Acceptable: (65 decibels or less; the ceiling may be shifted to 70 decibels in circumstances described in §24 CFR 51.105(a))

Indicate noise level here: _____

→ If the RE/HUD agrees with this recommendation, the review is in compliance with this section. Provide noise analysis, including noise level and data used to complete the analysis.

- ☐ Normally Unacceptable: (Above 65 decibels but not exceeding 75 decibels; the floor may be shifted to 70 decibels in circumstances described in 24 CFR 51.105(a))

Indicate noise level here: _____

Is the project in a largely undeveloped area ?

- ☐ No

→ Your project requires completion of an Environmental Assessment (EA) pursuant

to 51.104(b)(1)(i). Elevate this review to an EA-level review.
Provide noise analysis, including noise level and data used to complete the analysis.
Continue to Question 5.

☐ Yes

→ Your project requires completion of an Environmental Impact Statement (EIS) pursuant to 51.104(b)(1)(i). Elevate this review to an EIS-level review.
Provide noise analysis, including noise level and data used to complete the analysis.
Continue to Question 5.

☐ Unacceptable: (Above 75 decibels) → This project may not use federal funds.

Indicate noise level here: _____

***The project requires completion of an Environmental Impact Statement (EIS) pursuant to 51.104(b)(1)(i). Work with HUD or the RE to either complete an EIS or obtain a waiver signed by the appropriate authority.
→ Continue to Question 5.***

5. HUD strongly encourages mitigation be used to eliminate adverse noise impacts. Work with the RE/HUD on the development of the mitigation measures that must be implemented to mitigate for the impact or effect, including the timeline for implementation.

☐ Mitigation as follows will be implemented:

→ Provide drawings, specifications, and other materials as needed to describe the project's noise mitigation measures.
Continue to the Worksheet Summary.

☐ No mitigation is necessary.

Explain why mitigation will not be made here:

→ Continue to the Worksheet Summary.

Worksheet Summary

58.5 factors not listed here, but requiring a Tier II review should be identified and cleared in the "Other" section, below.

☐ Other. Environmental factor: . Determination/findings:
Source documentation used to make this determination:

☐ Other. Environmental factor: . Determination/findings:
Source documentation used to make this determination:

Include all documentation supporting your findings in your submission to HUD.

PREPARER:

Preparer's Signature

Date

Preparer's Name (printed)

Title

AUTHORIZED MFA RESPONSIBLE ENTITY OFFICIAL:

MFA Authorized Responsible Entity Signature

Date

MFA Authorized Responsible Entity Name (printed)

Title