



THE FLORIDA GREENBOOK: ENVIRONMENTAL AND HISTORIC PRESERVATION COMPLIANCE



Florida Division of Emergency Management
2010



The Florida Greenbook: Environmental and Historic Preservation Compliance

2010

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INTRODUCTION

It is the goal of the National Environmental Policy Act (NEPA), which includes the environmental and historic preservation review process, to ensure the environment is considered before any federal action or funding is implemented. At the Florida Division of Emergency Management (FDEM) it is important that as we prepare for, recover from, and mitigate against disasters, NEPA compliance requirements are met. The Federal Emergency Management Agency (FEMA) and the State of Florida jointly fund eligible, cost-effective, and environmentally, culturally and historically sound projects. The review process evaluates FEMA funded projects for compliance with federal, state and local laws designed to protect citizens, the environment, and cultural and historic resources.

The Florida Greenbook: Environmental and Historic Preservation Compliance was prepared to provide an overview of the environmental review process. The objectives of this guide are as follows:

- Provide a review of federal environmental laws and executive orders.
- Provide a review of historic preservation laws and executive orders.
- Define the roles and responsibilities of the applicant, State and FEMA.
- Outline the environmental review process by project type.

All FDEM projects that receive any federal funding are subject to review for environmental and historic preservation compliance. NEPA mandates that any project using federal funding is legally required to undergo environmental review.

Failure to complete the proper environmental review could result in delays or jeopardize federal funding. If the project is implemented before NEPA review has been completed, funding may be denied. No funds for project costs will be released until the environmental review is complete and the project has been obligated by FEMA.



Ghost Orchid (*Dendrophylax lindenii*)
Endangered species - native to the Everglades and other South Florida wetlands

FEDERAL ENVIRONMENTAL LAWS

The following section will provide an overview of the federal environmental laws which may apply to projects seeking federal reimbursement. NEPA applies to all federal projects. Other laws may apply to specific project types, locations, and potential resources. These laws are generally addressed during the NEPA review process. **Appendix A** contains contact information for all review/regulatory agencies.

In addition to the NEPA review process the project must meet all applicable federal, state and local environmental laws and regulations.

National Environmental Policy Act

In response to mounting public concern for the environment, the National Environmental Policy Act was enacted in 1970, last amended in 1982. NEPA was established to create a cohesive national environmental policy and to provide federal agencies with a decision-making process to protect and maintain the environment. NEPA stipulates that prior to funding or implementing an action, federal agencies must consider the effect the proposed undertaking may have on the environment. Under this legislation, agencies are required to address each project on a larger scale, taking into account all consequences as well as the effect of accumulated impacts on the environment. Through NEPA's mandate for public disclosure, the public must be given an opportunity to participate in the decision-making process. NEPA requires not only that the proposed action be evaluated, but that several alternatives are evaluated, including a no action alternative. A review of an action under the NEPA process has several possible outcomes:

- **Statutory Exclusion (STATEX)**
An action may be exempt from review under NEPA. Only Congress can statutorily exclude an action. For a complete list of excluded actions, please see [44 CFR 10.8 \(c\)](#). Generally these are emergency actions (i.e., life and safety issues, search and rescue), debris removal, and repair or restoration to pre-disaster condition. **However, exemption from further NEPA review does not preclude compliance with all other laws.**
- **Categorical Exclusion (CATEX)**
A categorical exclusion is a list of actions that FEMA has determined to have no significant impact on the environment. Currently FEMA has 19 categories of actions which include such things as studies, acquisitions, elevations, retrofits, and small-scale construction. Please see [44 CFR 10.8 \(d\)\(2\)](#) for details.
- **Environmental Assessment (EA)/FONSI**
An EA is a brief and concise review to determine if an action (project) will have a significant effect on the environment. The project applicant prepares the EA, which is then submitted to FEMA for evaluation. FEMA can either grant a Finding of No Significant Impact (FONSI), thus concluding the environmental review process, or a Notice of Intent to prepare an Environmental Impact Statement (EIS).
- **Environmental Impact Statement (EIS)**
An EIS is a much more extensive review of impacts analyzing and documenting the impact the action will have on the environment. A Record of Decision (ROD) is prepared which outlines the necessary actions that must be taken.

Review Agency:

- Federal Emergency Management Agency

Clean Water Act

The Clean Water Act (CWA), passed in 1972 and amended in 1977, was enacted to control industrial and municipal water pollution and requires states to set minimum water quality standards. It established a system requiring permits for specific regulated activities, regardless of the existence of federal funding. Section 401 allows for states to set and monitor their own water quality standards. Section 404 of the Act mandates that discharge of dredged and fill material in any part of wetlands or water bodies requires appropriate permits. Applicants are responsible for obtaining and complying with all required permits from the appropriate regulatory agencies.

Regulatory Agencies:

- U.S. Army Corps of Engineers
- Florida Department of Environmental Protection
- Florida Water Management Districts

Endangered Species Act

The Endangered Species Act (ESA) of 1973, as amended, creates a program for the conservation and protection of threatened and endangered species. In addition, the law protects against the destruction or modification of critical habitat of threatened and endangered species.

Review Agencies:

- U.S. Fish and Wildlife Service
- NOAA/National Marine Fisheries Service
- Florida Fish and Wildlife Conservation Commission



Florida Black Bear (*Ursus americanus floridanus*)
Native endangered species

Fish and Wildlife Coordination Act

The Fish and Wildlife Coordination Act (FWCA) as amended in 1965, establishes a review process to protect fish and wildlife and their habitat from the impact of water resources development projects. The Act requires consideration of the effect that water-related projects will have on fish and wildlife resources. Exempt from the provisions of this act are impoundments less than 10 acres and land management programs by federal agencies on federal land. This act requires mitigation for project-related losses.

Review Agencies:

- U.S. Fish and Wildlife Service
- NOAA/National Marine Fisheries Service

Clean Air Act

The Clean Air Act (CAA), last amended in 2004, was passed to maintain and protect the quality of air resources. The Act sets requirements which apply to debris burning, demolition of properties and construction dust.

Regulatory Agencies:

- Florida Department of Environmental Protection
- Florida Division of Forestry
- U.S. Environmental Protection Agency

Executive Order 11988: Floodplain Management

The Floodplain Management Executive Order of 1977 was issued to avoid or minimize long and short-term adverse impacts associated with the occupancy and modification of floodplains. For most projects, the floodplain is delineated by the 100-year flood line, but for critical projects, such as fire stations, schools and hospitals, the 500-year flood line demarcates the floodplain. This Executive Order also requires federal agencies to avoid direct or indirect support of floodplain development if practicable alternatives exist.

Eight-Step Planning Process for Compliance with Executive Order 11988 and 11990

1. Determine project location.
2. Encourage public involvement.
3. Identify and evaluate alternatives.
4. Identify all potential impacts.
5. Minimize impacts.
6. Reevaluate alternatives.
7. Issue findings and provide public explanation.
8. Comply with Executive Orders.

Review Agency:

- Federal Emergency Management Agency

Executive Order 11990: Wetland Protection

The Wetland Protection Executive Order, signed in 1977, was issued to avoid the adverse impacts associated with the destruction or modification of wetlands. Alternatives and mitigation measures must be taken into account by federal agencies if wetlands would be impacted as a result of their actions. The process is similar to EO 11988

Review Agency:

- Federal Emergency Management Agency

Farmland Protection Policy Act

The purpose of the Farmland Protection Policy Act (FPPA) of 1981 is to minimize the unnecessary conversion of “prime” or “unique” farmland for non-agricultural uses.

Review Agency:

- Natural Resources Conservation Service

Coastal Barrier Resources Act

The Coastal Barrier Resources Act (CBRA), originally passed in 1982 and reauthorized in 2005, was enacted to protect coastal barrier islands and their resources. The Act also creates the Coastal Barrier Resources System. Under CBRA, there are strict limitations on federal expenditures in designated CBRA units; however there are certain project specific allowances on a project by project basis.

Regulatory Agency:

- U.S. Fish and Wildlife Service

Coastal Zone Management Act

The Coastal Zone Management Act (CZMA) of 1972 creates a comprehensive management program for states to preserve and protect coastal resources such as wetlands, floodplains, estuaries, beaches, dunes, barrier islands, and coral reefs, as well as the fish and wildlife using those habitats.

Regulatory Agencies:

- Florida Department of Environmental Protection
- Florida Water Management Districts



Loxahatchee River

Wild and Scenic Rivers Act

The Wild and Scenic Rivers Act (WSRA), enacted in 1968, as amended, protects free-flowing rivers and establishes a classification system as wild, scenic and recreational. There are two bodies of water falling under this act in Florida, the Loxahatchee River and Wekiva River.

Review Agencies:

- U.S. Army Corps of Engineers
- U.S. Fish and Wildlife Service
- National Park Service
- U.S. Forest Service

National Historic Preservation Act

Section 106 of the National Historic Preservation Act (NHPA), amended in 2006, requires that federal agencies consider the effect of an action on a property listed or eligible for listing on the National Register of Historic Places. These properties include historic, archeological, architectural, engineering, or cultural sites or objects. Examples of historic properties include homes, buildings, and bridges.

Review Agencies:

- State Historic Preservation Office
- Tribal Historic Preservation Office
- Advisory Council on Historic Preservation



Fort Jefferson Lighthouse
Garden Key circa 1826

Executive Order 12988: Environmental Justice

Executive Order 12988: Environmental Justice, signed in 1996, is defined as the fair treatment of people of all races, cultures, and income with respect to the development, implementation, and enforcement of environmental laws, regulations, programs and policies.

Review Agency:

- Federal Emergency Management Agency

Migratory Bird Treaty Act

The Migratory Bird Treaty Act (MBTA), as amended in 1998, is a treaty between the United States, Canada, Mexico, Japan, and Russia. This act protects migratory birds by making it illegal "to pursue, hunt, shoot, wound, kill, trap, capture, or collect, or any attempt to carry out these activities" without a take permit. The list of birds was revised in 2010 to protect over 1000 species of birds, but does allow 170 species of game birds to be hunted seasonally and with permits.

Review Agency:

- NOAA/National Marine Fisheries Service

Magnuson-Stevens Fishery Conservation and Management Act

The Magnuson-Stevens Fishery Conservation and Management Act (MSA), as amended in 2007, was enacted to protect the United States fisheries. The aim of the Act is to decrease overfishing, and encourage conservation and protection of essential fish habitat. The original act also phased out foreign fishing in United States waters.

Review Agency:

- U.S. Fish and Wildlife Service



Florida Burrowing Owl (*Athene cunicularia*)
Native species of "special concern"

Five Things that Can Kill Your Project

1. Thinking your project does not need environmental and historic review.
2. Starting your project BEFORE the environmental review is complete.
3. Assuming that because your project is statutorily excluded, it does not have to comply with environmental laws.
4. Not providing a defined scope of work and project location.
5. Not informing the State/FEMA of any changes in scope of work before initiating the changes.

ENVIRONMENTAL REVIEW ROLES AND RESPONSIBILITIES

The environmental review process is a team effort. The following table outlines the role and responsibilities of the applicant, State, and FEMA.

Applicant	<ul style="list-style-type: none">• Submit a complete project worksheet or mitigation application package.• Coordinate project review with necessary regulatory agencies and obtain concurrence/permits.
State	<ul style="list-style-type: none">• Review application package for completeness to ensure necessary environmental review information and documentation is included.• Determine project review requirements by federal and state agencies.• Conduct site inspection and provide technical assistance to applicant, if necessary.• Coordinate with local, state, and federal agencies.
FEMA	<ul style="list-style-type: none">• Ensure project complies with federal laws and executive orders.• Conduct site inspections with the State, as needed.• Provide technical assistance to the State and applicant, if necessary.• Coordinate consultations with other federal agencies, if necessary.



Everglades – The River of Grass

GENERAL ENVIRONMENTAL GUIDANCE FOR APPLICANTS

A complete project scope of work must be submitted to the State to include following information:

- Purpose and need of project
- Detailed, accurate project description or scope of work
- Documentation – Maps, including FIRM map, plans, drawings, permits, and studies
- Project alternatives (if applicable)
- Project location (narrative)
- Project area maps (with project site marked)
- Accurate project location latitude and longitude in decimal degrees
- Photographs
- Preliminary project plans (if applicable)
- Public Notice (if applicable)

For Public Assistance eligibility questions or requirements, please refer to the [Public Assistance Guide FEMA 322](#) or for Mitigation projects, refer to the [Hazard Mitigation Grant Program \(HMGP\)](#) or [Hazard Mitigation Funding Under Section 406 \(Stafford Act\)](#).

FEMA review requirements vary from project to project. The following are different review levels by project type.

Emergency Actions (e.g., search and rescue, emergency care, life and safety issues):

- Debris removal (not necessarily storage, staging, or disposal)
- Repairs/restoration to pre-disaster condition (with no footprint change, including the construction limit of disturbance), unless the structure is 50 years or older or has historical significance
- Temporary repairs, unless the structure is 50 years or older or has historical significance

Before the following projects can be implemented, all applicable environmental and historic preservation considerations must be addressed:

- Debris staging and disposal (other than to an appropriately permitted landfill)
- Any project where the footprint is different than pre-disaster condition
- Projects with Section 406 mitigation
- Any project affecting a site 50 years or older or has historical significance
- Any project affecting a state or federal listed or proposed threatened, endangered, or other protected species or habitat
- Any project affecting a wetland or water body
- Any project affecting a floodplain
- Any project with known or potential environmental concerns

The following actions, whether approved by the State or FEMA, must have an environmental review completed by FEMA before physical work can start:

- Improved projects
- Alternate projects
- Projects where the scope of work has been changed

SPECIAL ENVIRONMENTAL REVIEW REQUIREMENTS FOR HAZARD MITIGATION GRANT PROJECTS

Florida State Clearinghouse Review for Hazard Mitigation Grant Program

The Florida State Clearinghouse (SCH) is responsible for coordinating state review of applications for federal financial assistance. The Clearinghouse is a streamlined review process for state agency involvement in determining consistency with state laws, policies, plans and programs. The Clearinghouse was created by Presidential Executive Order 12372 and Governor's Executive Order 95-359 and reviews federal assistance applications for compatibility with these Executive Orders. The Clearinghouse also reviews projects, programs and documents under the National Environmental Policy Act (environmental assessments, environmental impact statements, etc.), the National Historic Preservation Act, and the federal Coastal Zone Management Act of 1972, as amended, determining consistency with the Florida Coastal Management Program (FCMP).

The Clearinghouse routes projects to various state agencies depending on the type of project and its location. Typical agencies include:

- Florida Department of Environmental Protection
- Florida Department of Transportation
- State Historic Preservation Officer (SHPO)
- Water Management District (as applicable)
- Florida Coastal Zone Management Program
- Regional Planning Council (as applicable)
- Florida Fish and Wildlife Conservation Commission
- Governor's Office of Planning and Budgeting
- Florida Department of Agriculture

The Clearinghouse review process takes about 60 days. Project types, which are forwarded to the Clearinghouse for consistency determination, include small-scale drainage improvement projects, road elevations and other projects as necessary. Projects disturbing new ground or impacting historic structures will require a review from the Clearinghouse. At the end of the Clearinghouse review, the applicant will be issued a clearance letter, which informs the applicant of potential concerns or inconsistencies regarding the proposed activity. The clearance letter will also include information on obtaining necessary state permits and will inform the applicant if there is a need to submit additional information for review. Please visit the [DEP Clearinghouse Manual](#) for more information.

Public Notice

A public notice may be required for projects that will have a significant impact to the environment and community, will impact the floodplain or will impact wetlands. Typical projects that require a public notice are new construction, drainage improvement projects and multiple acquisition or elevation projects. See **Appendix H** for a sample public notice.



Florida's Old Capitol Building
Tallahassee, Florida

ENVIRONMENTAL REVIEW REQUIREMENTS BY PROJECT TYPE

The environmental review requirements depend on the proposed action or scope of work (project activity). This section outlines information and compliance requirements for a few common projects: beaches, roadwork, debris, vector control, acquisitions and retrofits, and drainage improvements.

Keep in mind that all projects will be evaluated on a case by case basis. If a project type is not discussed, this does not mean this project is ineligible for funding or exempt from environmental review. This is not a comprehensive list of projects.



Bathtub Reef
Martin County

Beaches

Florida has approximately 1200 miles of coastline, over 650 miles of open sandy beaches, with over 200 miles that have been restored. Often storms erode the coastline, or leave potentially hazardous escarpments on the beach. Beaches and shore lines could be eligible for emergency sand placement or permanent restoration. Project location, scope of work, sand source, and potential impacts to flora and fauna are all important components to be considered. Since these areas may be environmentally sensitive, coordination with multiple agencies may be required. See [FEMA Policy 9580.8](#) Eligible Sand Replacement on Public Beaches for additional guidance.

All beach projects undergo extensive review by the State and FEMA. The scope of work will determine the level of review and environmental consultation.

For more information on beaches, please see FDEP's Beach Erosion Control Program (BCEP) at <http://www.dep.state.fl.us/BEACHES/programs/bcherosn.htm> or **Appendix B**

Roads and Bridges

Road and bridge repair is often essential after a storm. Many times, priority is given to roadway repairs for access to emergency and essential services. Road and bridge work can be critically important, however proper documentation for FEMA reimbursement will be required.

For more information on roads and bridges, please see **Appendix C**.

Debris

In the aftermath of a storm, debris must be cleared, removed and disposed of to eliminate any health and safety risk. Debris can include downed trees, silt, sand, building components, wreckage, and personal property. Debris must be separated for proper handling, transport and disposal of hazardous materials and toxic waste (e.g., asbestos containing materials, lead-based paints, household chemicals).

For more information on debris, please see **Appendix D**.



Pensacola Beach Debris
Hurricane Ivan

Vector Control

In the wake of an emergency, increased mosquito populations may pose a serious health threat and potentially hamper response and recovery efforts. Take the necessary actions to prevent a health and safety threat as soon as possible, but be informed of the documentation requirements following a Presidential Disaster Declaration.

In certain circumstances, FEMA may reimburse short-term abatement costs that are in excess of usual costs. The FEMA vector control policy (Recovery Policy 9523.10) can be found at:

http://www.fema.gov/government/grant/pa/9523_10.shtm.

For more information on vector control, please see **Appendix E**.

Acquisition and Retrofit Projects

Acquisition and retrofit projects are designed to protect public and private (i.e., residential) property by addressing actual wind and/or flood damage or its potentiality. Some types of these projects include:

- Acquisition/Demolition - The acquisition of an existing at-risk structure and, typically, the underlying land, and conversion of the land to open space through the demolition of the structure. The area shall be dedicated and maintained in perpetuity for uses compatible with open space, recreational, or wetlands management practices.
- Retrofit/upgrade to current code - Installation of hurricane protection measures such as storm shutters, and impact resistant products. Modifications to the structural elements of a building (roof retrofits and roof upgrades, strengthening of foundation anchors, load path, etc.).
- Floodproofing – Floodproofing can be achieved by modification of the existing structures. This may include structural strengthening of walls, special doors and closures for other openings, and measures to handle seepage. Lift stations can also be floodproofed by modifying the structure, elevating interior elements, or raising transformers among others.
- Structure Elevation – Physically raising an existing structure to an elevation at or above the Base Flood Elevation (BFE) or higher if required by FEMA or local ordinance. Structure elevation may be achieved through a variety of methods, including elevating on continuous foundation walls; elevating on open foundations, such as piles, piers, posts, or columns; and elevating on fill.
- Safe Room Construction – Safe room construction projects are designed to provide immediate life safety protection for people in public and private structures from tornado and severe wind events, including hurricanes. This type of project includes retrofits of existing facilities or new safe room construction projects, and applies to both single and multi-use facilities.

For more information on acquisitions and retrofit projects, please see **Appendix F**.



Residential Structure Elevation

Drainage Improvements

Small-scale drainage projects can improve inadequate drainage or stormwater capacity in a given area. Typical drainage or stormwater management projects could include installation of new culverts, pipe or culvert upgrades, ditch improvements, detention/retention ponds, swales, water control structures, outfalls and road elevations.

For more information on drainage improvement projects, please see **Appendix G**.



Box Culvert



Retention Pond
Celebration, FL

PUBLIC ASSISTANCE AND MITIGATION PROGRAM RESOURCES

Florida Division of Emergency Management <http://www.floridadisaster.org>

Florida Department of Community Affairs. Handbook for Hazard Mitigation Projects. 2001.Chapter 6.
<http://www.floridadisaster.org/publications/HazardMitigationProjects.PDF>

Federal Emergency Management Agency. National Environmental Policy Act FEMA NEPA Desk Reference. 1996.
<http://www.fema.gov/library/viewRecord.do?id=3249>

Federal Emergency Management Agency. Hazard Mitigation Assistance Unified Guidance.
http://www.fema.gov/library/file.jsessionid=000B683BACC466F6E178D785BF6C9A10.Worker2Library?type=publishedFile&file=fy_10_hma_guidance_final_september_2009.pdf&fileid=9bac8e50-9e46-11de-9e27-001cc4568fb6

FEMA 9500 Series Policies <http://www.fema.gov/government/grant/pa/9500toc.shtm>

FEMA Policy Guide [Public Assistance Guide FEMA 322](http://www.fema.gov/government/grant/pa/policy.shtm)

FEMA Policy Digest <http://www.fema.gov/government/grant/pa/policy.shtm>

44 CFR http://www.access.gpo.gov/nara/cfr/waisidx_07/44cfrv1_07.html

Federal Environmental Laws

National Environmental Policy Act	http://ceq.hss.doe.gov/nepa/regs/nepa/nepaeqia.htm
Clean Water Act	http://www.epa.gov/lawsregs/laws/cwa.html
Executive Order 11988: Floodplain Management	http://www.fema.gov/plan/ehp/ehplaws/eo11988.shtm
Executive Order 11990: Wetland Protection	http://www.epa.gov/wetlands/regs/eo11990.html
Endangered Species Act	http://www.fws.gov/endangered/whatwedo.html
Fish and Wildlife Coordination Act	http://www.fema.gov/plan/ehp/ehplaws/fwca.shtm
Clean Air Act	http://www.epa.gov/air/caa/
Farmland Protection Policy Act	http://www.nrcs.usda.gov/programs/fppa/
Coastal Zone Management Act	http://coastalmanagement.noaa.gov/czm/czm_act.html
Coastal Barrier Resources Act	http://www.fws.gov/habitatconservation/cbra4.html#cbra
Wild and Scenic Rivers Act	http://www.rivers.gov/
National Historic Preservation Act	http://www.achp.gov/nhpa.html
Executive Order 12988: Environmental Justice	http://www.epa.gov/fedreg/eo/eo12988.htm
Migratory Bird Treaty Act	http://www.law.cornell.edu/uscode/usc_sup_01_16_10_7_20_II.html
Magnuson-Stevens Fishery Conservation and Management Act	http://www.nmfs.noaa.gov/msa2005/

Agency Contact Information

State Agencies

<u>Florida Division of Emergency Management</u> http://www.floridadisaster.org/	
Tallahassee Office Florida Division of Emergency Management 2555 Shumard Oak Boulevard Tallahassee, Florida 32399-2100 (850) 413-9969	State Environmental/Debris Officer Phil Worley (850) 922-5914 phillip.worley@em.myflorida.com
	Environmental Scientist, Recovery Jordan Pugh (850) 922-5267 jordan.pugh@em.myflorida.com
	Debris Specialist, Recovery Larissa Pallo (850) 487-1984 larissa.pallo@em.myflorida.com
	Environmental Scientist, Mitigation Kaydiann Campbell (850) 487-2053 kaydiann.campbell@em.myflorida.com
Lake Mary Office 36 Skyline Drive Lake Mary, Florida 32746 (407) 268-8899	Environmental Scientist, Recovery Kyla Gatlin (407) 268-8776 kyla.gatlin@em.myflorida.com
	Environmental Scientist, Mitigation Maria del Mar Lopez (407) 268-8825 maria.lopez@em.myflorida.com

Agency Contact Information

Water Management Districts	
<p><u>Northwest Florida WMD</u> 81 Water Management Drive Havana, FL 32333-5999 (850) 921-2986 <u>http://www.nfwmd.state.fl.us/</u></p>	<p><u>Jurisdiction:</u> Bay, Calhoun, Escambia, Franklin, Gadsden, Gulf, Holmes, Jackson, Leon, Liberty, Okaloosa, Santa Rosa, Wakulla, Walton, and Washington counties; also includes the western portion of Jefferson County.</p>
<p><u>Suwannee River WMD</u> 9225 County Road 49 Live Oak, FL 32060 (386) 362-1001 <u>http://www.srwmmd.state.fl.us/</u></p>	<p><u>Jurisdiction:</u> Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Madison, Suwannee, Taylor, Union, and portions of Alachua, Baker, Bradford, Jefferson, Levy, and Putnam counties.</p>
<p><u>St. Johns River WMD</u> 4049 Reid Street, P.O. Box 1429 Palatka, FL 32178-1429 (386) 329-4500 <u>http://sjr.state.fl.us/</u></p>	<p><u>Jurisdiction:</u> Brevard, Clay, Duval, Flagler, Indian River, Nassau, Seminole, St. Johns, Volusia, and portions of Alachua, Baker, Bradford, Lake, Marion, Okeechobee, Orange, Osceola and Putnam counties.</p>
<p><u>South Florida WMD</u> 3301 Gun Club Road P.O. Box 24680 West Palm Beach, FL 33406-4680 (561) 686-8800 <u>http://www.sfwmd.gov/</u></p>	<p><u>Jurisdiction:</u> Broward, Collier, Dade, Glades, Hendry, Lee, Martin, Monroe, Palm Beach, St. Lucie, and portions of Charlotte, Highlands, Okeechobee, Orange, Osceola and Polk counties.</p>
<p><u>Southwest Florida WMD</u> 2379 Broad Street Brooksville, FL 34604-6899 (352) 796-7211 <u>http://www.swfwmd.state.fl.us/</u></p>	<p><u>Jurisdiction:</u> Citrus, DeSoto, Hardee, Hernando, Hillsborough, Manatee, Pasco, Pinellas, Sarasota, Sumter, and portions of Charlotte, Highlands, Lake, Levy, Marion and Polk counties.</p>

Agency Contact Information

Florida Department of Environmental Protection http://www.dep.state.fl.us/	
<p>Northwest District 160 Government Center Pensacola, FL 32501 (850)595-8300</p>	<p><u>Jurisdiction:</u> Bay, Calhoun, Escambia, Franklin, Gadsden, Gulf, Holmes, Jackson, Leon, Liberty, Okaloosa, Santa Rosa, Wakulla, Walton, and Washington counties; also includes the western portion of Jefferson County.</p>
<p>Northeast District 7825 Baymeadows Way Suite B200 Jacksonville, FL 32256-7590 (904)448-4300</p>	<p><u>Jurisdiction:</u> Alachua, Baker, Bradford, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Hamilton, Lafayette, Levy, Madison, Nassau, Putnam, St. Johns, Suwannee, Taylor, and Union counties; also includes a portion of Jefferson County.</p>
<p>Central District 3319 Maguire Blvd. Suite 232 Orlando, FL 32803-3767 (407)894-7555</p>	<p><u>Jurisdiction:</u> Brevard, Indian River, Lake, Orange, Osceola, Seminole, and Volusia counties; also includes a portion of Marion County.</p>
<p>Southwest District 3804 Coconut Palm Dr. Tampa, FL 33619-8318 (813)744-6100</p>	<p><u>Jurisdiction:</u> Citrus, DeSoto, Hardee, Hernando, Hillsborough, Manatee, Pasco, Pinellas, Polk, Sarasota, and Sumter counties; also includes a portion of Marion County.</p>
<p>South District 2295 Victoria Avenue Suite 364 P.O. Box 2549 Fort Myers, FL 33902-2549 (941) 335-6975</p>	<p><u>Jurisdiction:</u> Charlotte, Collier, Glades, Hendry, Highlands, Lee, and Monroe counties.</p>
<p>Southeast District 400 N. Congress Avenue P.O. Box 15425 West Palm Beach, FL 33416 (561)681-6600</p>	<p><u>Jurisdiction:</u> Broward, Dade, Martin, Okeechobee, Palm Beach, and St. Lucie counties.</p>
<p>Florida State Clearinghouse Florida Department of Environmental Protection http://www.dep.state.fl.us/secretary/oip/state_clearinghouse/</p>	<p>Florida State Clearinghouse 3900 Commonwealth Blvd. M.S. 47 Tallahassee, FL 32399-3000 (850) 245-2161</p>

Agency Contact Information

<p><u>State Historic Preservation Office</u></p> <p>http://www.flheritage.com/</p>	<p>Florida Department of State Division of Historical Resources 500 S. Bronough St. Tallahassee, FL 32399-0250 (850) 487-2333</p>
<p><u>Florida Fish and Wildlife Conservation Commission</u></p> <p>http://myfwc.com/</p>	<p>Office of Environmental Services 620 South Meridian Street Tallahassee, FL 32399-1600 (850) 488-6661</p>
<p><u>Florida Division of Forestry</u></p> <p>http://www.fl-dof.com/index.html</p>	<p>Florida Division of Forestry 3125 Conner Boulevard Tallahassee, FL 32399-1650 Field Operations (850) 488-7471</p>
<p><u>Florida Department of Transportation</u></p> <p>http://www.dot.state.fl.us/</p>	<p>Florida Department of Transportation 605 Suwannee Street Tallahassee, Florida 32399-0450 (850) 414-4100</p>

Agency Contact Information

Federal Agencies

Federal Emergency Management Agency	
<p>FEMA Region IV 3003 Chamblee Tucker Road Atlanta, GA 30341 Phone: (770) 220-5200</p> <p>http://www.fema.gov/about/contact/regioniv.shtm</p>	<p><u>Jurisdiction:</u> Florida, Alabama, Georgia, Kentucky, Mississippi, North Carolina, South Carolina, Tennessee</p>
U.S. Department of Interior, Fish and Wildlife Service	
<p>USFWS Panama City Ecological Services Office 1601 Balboa Avenue Panama City, FL 34205-3721 Phone: (850)769-0552</p> <p>http://www.fws.gov/PanamaCity/</p>	<p><u>Jurisdiction:</u> Florida Panhandle Bay, Calhoun, Escambia, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, Leon, Liberty, Okaloosa, Santa Rosa, Walton, Washington, and Wakulla counties.</p>
<p>USFWS Jacksonville Ecological Services Office 6620 Southpoint Drive, Suite 310 Jacksonville, FL 32216-0912 Phone: (904) 232-2580</p> <p>http://www.fws.gov/northflorida/</p>	<p><u>Jurisdiction:</u> Alachua, Baker, Bradford, Brevard, Citrus, Clay, Columbia, Dixie, Duval, Flagler, Gilchrist, Hamilton, Hernando, Hillsborough, Lafayette, Lake, Levy, Madison, Manatee, Marion, Nassau, Orange, Pasco, Pinellas, Putnam, St. Johns, Seminole, Sumter, Suwannee, Taylor, Union, and Volusia counties.</p>
<p>USFWS South Florida Ecological Services Office 1339 20th Street Vero Beach, FL 32960-3559 Phone: (561)562-3909</p> <p>http://www.fws.gov/verobeach/</p>	<p><u>Jurisdiction:</u> South Florida Broward, Charlotte, Collier, Dade, DeSoto, Glades, Hardee, Hendry, Highlands, Indian River, Lee, Martin, Monroe, Okeechobee, Osceola, Palm Beach, Polk, Sarasota, and St. Lucie counties.</p>

Agency Contact Information

<p>U.S. Army Corps of Engineers <u>Jacksonville District</u> http://www.saj.usace.army.mil/index.htm</p>	
<p>USACE Pensacola Permitting Section 41 North Jefferson Street, Suite 111 Pensacola, FL 32502 (850) 439-3474</p> <p>Gainesville Field Office 2831 NW 41st Street, Suite K, Gainesville, FL 32606</p>	<p><u>Jurisdiction:</u> Alachua, Bradford, Citrus, Columbia, Dixie, Escambia, Gilchrist, Hamilton, Hernando, Lafayette, Levy, Madison, Okaloosa, Santa Rosa, Sumter, Suwannee, Taylor, and Union counties.</p>
<p>USACE Panama City Permitting Section 1002 West 23rd Street, Suite 350 Panama City, FL 32405 (850) 763-0717</p>	<p><u>Jurisdiction:</u> Bay, Calhoun, Franklin, Gadsden, Gulf, Holmes, Jackson, Jefferson, Leon, Liberty, Wakulla, Walton, and Washington counties.</p>
<p>USACE Jacksonville Permitting Section 701 San Marco Blvd., Room 372 Jacksonville, FL 32207 (904) 232-1681</p>	<p><u>Jurisdiction:</u> Baker, Clay, Duval, Flagler, Marion, Nassau, Putnam, and St. Johns counties.</p>
<p>USACE Cocoa Permitting Section 400 High Point Drive, Suite 600 Cocoa, FL 32926 (321) 504-3771</p>	<p><u>Jurisdiction:</u> Brevard, Indian River, Lake, Orange, Osceola, Seminole, and Volusia counties.</p>
<p>USACE Tampa Permitting Section The Atrium 10117 Princess Palm Avenue, Suite 120 Tampa, FL 33610-8302 (813) 769-7073</p>	<p><u>Jurisdiction:</u> DeSoto, Hardee, Highlands, Hillsborough, Manatee, Pasco, Pinellas, Polk, and Sarasota counties.</p>
<p>USACE Fort Myers Permitting Section 1520 Royal Palm Square Blvd., Suite 310 Fort Myers, FL 33919 (239) 334-1975</p>	<p><u>Jurisdiction:</u> Charlotte, Collier, Glades, Hendry, and Lee counties.</p>
<p>USACE Palm Beach Gardens Permitting Section 4400 PGA Boulevard, Suite 500 Palm Beach Gardens, Florida 33410 (561) 472-3528</p>	<p><u>Jurisdiction:</u> Broward, Martin, Okeechobee, Palm Beach, and St. Lucie counties.</p>
<p>USACE Miami Permitting Section 9900 SW 107th Ave., Suite 203 Miami, FL 33176-2785 (305) 526-7101</p>	<p><u>Jurisdiction:</u> Miami-Dade and Monroe counties.</p>

Agency Contact Information

<p><u>Advisory Council on Historic Preservation</u> <u>http://www.achp.gov/</u></p>	<p>Advisory Council on Historic Preservation 1100 Pennsylvania Ave. NW, Rm. 809 Washington, DC 20004</p>
<p>U.S. Department of Agriculture <u>Florida Natural Resource Conservation Service</u> <u>http://www.fl.nrcs.usda.gov/</u></p>	<p>Florida Natural Resource Conservation Service 2614 N.W. 43rd St. Gainesville, FL 32606-6611 (352)338-9535</p>
<p>U.S. Department of Commerce <u>National Marine Fisheries Service</u> <u>http://sero.nmfs.noaa.gov/</u></p>	<p>National Marine Fisheries Service Southeast Regional Office 9721 Executive Center Drive North St. Petersburg, FL 33702 (813)570-5300</p>

Florida DEM
Beaches Quick Guide
Public Assistance Projects

Florida has approximately 1200 miles of coastline, over 650 miles of open sandy beaches, with over 200 miles that have been restored beaches. Often storms erode the coastline, or leave potentially hazardous escarpments on the beach. Beaches and shore lines could be eligible for emergency sand placement or permanent restoration. Project location, scope of work, sand source, and potential impacts to flora and fauna are all important components to be considered. Since these areas may be environmentally sensitive, coordination with multiple agencies may be required. All beach projects undergo extensive review by the State and FEMA. The scope of work will determine the level of review and environmental consultation.

1. The Public Assistance Policy Digest (FEMA 321 / January 2008, pg 12) states:

- a. Emergency placement of sand on natural or engineered beaches may be eligible when necessary to protect improved property from an immediate threat. An eligible berm may be built to a profile to protect against a storm that has a 20 percent chance of occurring in a given year, or to the berm's pre-storm profile, whichever is less.
- b. A beach is considered eligible for permanent repair if it is an improved beach and has been routinely maintained prior to the disaster. A beach is considered to be an improved beach if the following criteria apply:
 - The beach was constructed by the placement of sand to a designed elevation, width, grain size, and slope
 - The beach has been maintained in accordance with a maintenance program involving the periodic renourishment of sand

2. Eligibility Requirements

You must be an **Eligible Applicant** as defined in the Public Assistance Policy Digest, pg 41, and have the legal responsibility (see pg 44) to perform beach work.
<http://www.fema.gov/pdf/government/grant/pa/pdigest08.pdf>. The FEMA Disaster Assistance Fact Sheet DAP9580.8, Eligible Sand Placement on Public Beaches, can be found at:
http://www.fema.gov/pdf/government/grant/pa/9580_8.pdf.

3. Documentation Requirements

- a. Latitude and longitude of project in decimal degrees
- b. R-monuments or V-monuments
- c. Linear feet of beach involved/affected
- d. Above or below mean high water line
- e. Dates of construction (start to finish)
- f. Potentially affected threatened or endangered species
- g. U.S. Fish and Wildlife Service Conservation and Other Minimization Measures Required – statement of compliance with all general and specific permit and project conditions
- h. Turtle monitoring program (monitoring results/report)
- i. In or near CBRA unit
- j. Latitude and longitude of sand source in decimal degrees
- k. Dune slope ratio
- l. Escarpment height and length

Florida DEM
Beaches Quick Guide
Public Assistance Projects

4. Potential Agency Coordination

- a. Federal
 - U.S. Army Corps of Engineers
 - U.S. Fish and Wildlife Service
 - NOAA/National Marine Fisheries Service

- b. State
 - Florida Department of Environmental Protection
 - Florida Fish and Wildlife Conservation Commission
 - Water Management Districts
 - State Historic Preservation Officer

5. Point of Contact

To coordinate your beach restoration activities or for more information please contact:

Kyla Gatlin, Environmental Scientist, Lake Mary · 407-268-8776 · kyla.gatlin@em.myflorida.com

Jordan Pugh, Environmental Scientist, Tallahassee · 850-922-5267 · jordan.pugh@em.myflorida.com

Florida DEM
Roads and Bridges Quick Guide
Public Assistance Projects

Please review the following guidelines for reimbursement of road and bridge repair costs you may incur as a result of a disaster. Road and bridge repair is often essential after a storm. Many times, priority is given to roadway repairs for access to emergency and essential services. Road and bridge work can be critically important, however proper documentation for FEMA reimbursement will be required.

1. The Public Assistance Policy Digest (FEMA 321 / January 2008) states:

- a. Eligible work includes repair to surfaces, bases, shoulders, ditches, culverts, low water crossings, and other features, such as guardrails. Damage to the road must be disaster-related to be eligible for repair. In addition, repairs necessary as the result of normal deterioration, such as "alligator cracking," are not eligible because it is pre-disaster damage. pg 115
- b. **Bridges** are eligible for repair or replacement under the Public Assistance Program, unless they are on a Federal-Aid Road (see **Federal-Aid Roads**). Eligible work includes repairs to decking, guardrails, girders, pavement, abutments, piers, slope protection, and approaches. pg 13

2. Eligibility Requirements

You must be an **Eligible Applicant** as defined in the Public Assistance Policy Digest, pg 41, and have the legal responsibility (see pg 44) to perform road and bridge repair.
<http://www.fema.gov/pdf/government/grant/pa/pdigest08.pdf>. The FEMA road and bridge policy can be found at: http://www.fema.gov/government/grant/pa/pag07_t.shtm.

3. Documentation Requirements

[Under Section 106 of the National Historic Preservation Act](#), FEMA must consult with the State Historic Preservation Officer (SHPO). In order to do this, details of the fill source for the road work is required for all pits used, including commercial. Include these details in the scope of work.

For each material used, whether sand, limerock, or shellrock, include in the project worksheet:

- a. Location of the borrow pit (latitude and longitude in decimal degrees)
- b. Verification of whether the pit has been expanded outside of its original footprint or permitted area

4. Potential Agency Coordination

- a. Federal
 - U.S. Army Corps of Engineers
 - U.S. Fish and Wildlife Service
 - NOAA/National Marine Fisheries Service
 - U.S. Coast Guard
- b. State
 - Florida Department of Environmental Protection
 - Florida Fish and Wildlife Conservation Commission
 - Water Management Districts
 - State Historic Preservation Officer

5. Point of Contact

For more information or for any questions please contact:

Kyla Gatlin, Environmental Scientist, Lake Mary · 407-268-8776 · kyla.gatlin@em.myflorida.com
Jordan Pugh, Environmental Scientist, Tallahassee · 850-922-5267 · jordan.pugh@em.myflorida.com

Florida DEM
Debris Quick Guide
Public Assistance Projects

In the aftermath of a storm, debris must be cleared, removed and disposed of to eliminate any health and safety risk. Debris can include downed trees, silt, sand, building components, wreckage, and personal property. Debris must be separated for proper handling, transport and disposal of hazardous materials and toxic waste (e.g., asbestos containing materials, lead-based paints, household chemicals).

1. The Public Assistance Policy Digest (FEMA 321 / January 2008, page 31) states:

For debris removal to be eligible, the work must be necessary to:

- Eliminate an immediate threat to lives, public health and safety
- Eliminate immediate threats of significant damage to improved public or private property when the measures are cost effective
- Ensure the economic recovery of the affected community to the benefit of the community-at-large
- Mitigate the risk to life and property by removing substantially damaged structures and associated appurtenances as needed to convert property acquired using FEMA hazard mitigation program funds to uses compatible with open space, recreation, or wetlands management practices

2. Eligibility Requirements

- You must be an **Eligible Applicant** as defined in the Public Assistance Policy Digest, pg 41, and have the legal responsibility (see pg 44) to remove debris.
- Debris must be generated by the disaster event and deposited on improved, public or private non-profit property or brought to the public right-of-way.
- Private property debris removal should also be the legal responsibility of the applicant and pre-approved by FEMA.

3. Documentation Requirements

- a. Location of temporary debris management site(s) and site authorization by FDEP
- b. Verification that debris will not be staged or disposed of in floodplains or wetlands
- c. Verification that temporary staging areas will be restored to pre-disaster condition
- d. Verification that final disposition/disposal is in FDEP permitted facility by waste class or other method authorized by FDEP
- e. Burn authorization by FDOF or local fire department for vegetative debris
- f. Marine debris has special concerns depending on what it is and where it is located.

For more information about debris, please see [FEMA 325: Debris Management Guide](#).

4. Potential Agency Coordination

- a. Federal
 - U.S. Army Corps of Engineers
 - U.S. Fish and Wildlife Service
 - NOAA/National Marine Fisheries Service
- b. State
 - Florida Department of Environmental Protection
 - Florida Fish and Wildlife Conservation Commission
 - Water Management Districts
 - State Historic Preservation Officer

5. Point of Contact

For more information or for any questions please contact:

Larissa Pallo, Debris Specialist, Tallahassee · 850-487-1984 · larissa.pallo@em.myflorida.com

Florida DEM
Vector Control Quick Guide
Public Assistance Projects

Please review the following guidelines for reimbursement of mosquito abatement costs you may incur as a result of a disaster. Be reminded, take the necessary actions to prevent a health and safety threat as soon as possible, but know the rules for reimbursement following a Presidential Disaster Declaration.

1. The Public Assistance Policy Digest (FEMA 321 / January 2008, pg 137) states:

- a. **Vector Control** measures may be eligible for PA Program assistance in the disaster area as emergency protective measures when there is a serious health hazard. FEMA may provide reimbursement for such costs at the written request of the State or local public health officials. Verification of the threat by the State and local health agencies in accordance with established ordinances is required.
- b. FEMA may reimburse short-term abatement costs that are in excess of usual costs. The eligible costs are calculated by comparing the disaster-related costs to the most recent three non-disaster years of expenses for the same period.

2. Eligibility Requirements

You must be an **Eligible Applicant** as defined in the Public Assistance Policy Digest, pg 41, and have the legal responsibility (see pg 44) to perform vector control.
<http://www.fema.gov/pdf/government/grant/pa/pdigest08.pdf>. The FEMA vector control policy (Recovery Policy 9523.10) can be found at:
http://www.fema.gov/government/grant/pa/9523_10.shtm.

3. Documentation Requirements

- a. Letter from the health department indicating a serious health threat or a mosquito nuisance that is severely hampering the recovery effort.
- b. Trap data (for adulticide use) or dip data (for larvicide use) must be collected verifying the hazard.
- c. Evidence (i.e., copy of an e-mail or other written communication) that the U.S. Fish and Wildlife Service has approved your abatement plan.
- d. Spay/dip area maps detailing the zones affected.
- e. The chemical used, application method and concentration used. Chemical must be an EPA approved chemical for use in Florida.
- f. Dates of application.

4. Do not delay

- a. If you have the ability, start surveillance immediately to establish a baseline trap or dip count.
- b. Counties that do not have a vector control program may request assistance with surveillance and abatement from the Florida Department of Agriculture and Consumer Services by entering a request in EM Constellation.

5. Point of Contact

To coordinate your vector control measures or for more information please contact:

Kyla Gatlin, Environmental Scientist, Lake Mary · 407-268-8776 · kyla.gatlin@em.myflorida.com
Jordan Pugh, Environmental Scientist, Tallahassee · 850-922-5267 · jordan.pugh@em.myflorida.com

Florida DEM
Acquisitions and Retrofit Quick Guide
Mitigation Projects

Acquisition and retrofit projects are designed to protect public and private (i.e., residential) property by addressing actual wind and/or flood damage or its potentiality. These types of projects can include: acquisition/demolition, retrofit/upgrade to current code, installation of storm shutters, floodproofing, elevation, and safe room projects (FEMA 361).

1. Eligibility Requirements

- a. You must be an **Eligible Applicant** as defined in the FY 2010 Hazard Mitigation Assistance (HMA) Unified Guidance (page 8). Please access this webpage for more information on eligibility requirements <http://www.fema.gov/library/viewRecord.do?id=3649>.
- b. For specific details regarding eligible applicants, refer to 44 CFR Part 206.434(a) for HMGP and 44 CFR Part 79.6(a) for FMA and SRL. For HMGP and PDM, see 44 CFR Part 206.2(16) for a definition of local governments.

2. Documentation Requirements

- a. Location: Street address and latitude and longitude in decimal degrees
- b. Date of Construction/Year built
- c. Photographs of the structure (front, back sides, away from structure toward street and backyard)
- d. If a structure is 50 years or older, a review must be coordinated with the State Historic Preservation Office (SHPO) under Section 106 of the National Historic Preservation Act. SHPO will determine if the structure is eligible for listing on the National Register for Historic Places. If a structure is eligible, SHPO will provide guidance to assure that there is no adverse effect on the structure's historical character.

Contact: State Historic Preservation Office

- e. Demolition and elevation projects in areas where multiple structures or more than one structure on the same site occur must be coordinated with the Florida Department of Environmental Protection to satisfy requirements of the National Emission Standards for Hazardous Air Pollutants (NESHAP) under the Clean Air Act.

Contact: Florida Department of Environmental Protection

3. Point of Contact

For more information on acquisitions and retrofit projects please contact:

Maria del Mar Lopez, Environmental Scientist, Lake Mary, FL · 407-268-8825 · maria.lopez@em.myflorida.com

Kaydiann Campbell, Environmental Scientist, Tallahassee, FL · 850-487-2053 · kaydiann.campbell@em.myflorida.com

Florida DEM

Drainage Improvements Quick Guide

Mitigation Projects

Small-scale drainage projects can improve inadequate drainage or stormwater capacity in a given area. Typical drainage or stormwater management projects can include installation of new culverts, pipe or culvert upgrades, ditch improvements, detention/retention ponds, swales, water control structures, outfalls and road elevations.

1. Eligibility Requirements

- a. You must be an **Eligible Applicant** as defined in the FY 2010 Hazard Mitigation Assistance (HMA) Unified Guidance (page 8). Please access this webpage for more information on eligibility requirements <http://www.fema.gov/library/viewRecord.do?id=3649>.
- b. For specific details regarding eligible applicants, refer to 44 CFR Part 206.434(a) for HMGP and 44 CFR Part 79.6(a) for FMA and SRL. For HMGP and PDM, see 44 CFR Part 206.2(16) for a definition of local governments.

2. Documentation Requirements

Project information if deemed necessary, will be forwarded to the Florida State Clearinghouse for environmental consistency determinations with state laws. Florida State Clearinghouse review, if needed, may indicate that certain permits are required – the review does not imply that such permits will be issued. *Disturbing new ground or impacting historic structures will prompt a review.* Permit issuance is based on a case-by-case review of the project by the appropriate regulatory authorities.

- a. In accordance with the Clean Water Act, Section 404 and Section 10 of the Rivers and harbors Act, the U.S. Army Corps of Engineers should be consulted on drainage projects as the action has potential to affect “waters of the United States”. Drainage projects may require a stormwater and/or wetland permitting. Some projects may be exempt from permitting by one or more of the agencies mentioned below.

Contact: U.S. Army Corps of Engineers
Water Management Districts
Florida Department of Environmental Protection

- b. Drainage projects may have the potential to affect endangered or threatened species and their habitat. If any state or federal listed species or their habitat will be affected by the proposed project, a review must be coordinated with the respective agency. Further study, evaluation and mitigation measures may be required for projects that will have an adverse effect.

Contact: U.S. Fish and Wildlife Service (federal listed species)
Florida Fish and Wildlife Conservation Commission (state listed species)
National Marine Fisheries Service (marine species)

- c. A proposed drainage project in an undisturbed area will require review by the State Historic Preservation Office (SHPO) for archaeological concerns.

Contact: State Historic Preservation Office (SHPO)

- d. Drainage projects which occur in unincorporated areas must be reviewed for possible impact on “prime or unique” farmland or other sensitive agricultural areas.

Contact: Natural Resource Conservation Service

- e. Other required information:
 - i. Latitude and longitude of project
 - ii. Engineering plans/Drawings
 - iii. Hydrologic and Hydraulic calculations or studies, if applicable
 - iv. Photographs and maps of project area

3. Point of Contact

For more information on drainage improvement projects please contact:

Maria del Mar Lopez, Environmental Scientist, Lake Mary, FL · 407-268-8825 · maria.lopez@em.myflorida.com

Kaydiann Campbell, Environmental Scientist, Tallahassee, FL · 850-487-2053 · kaydiann.campbell@em.myflorida.com

Sample of Public Notice

**JOINT FEDERAL, STATE, LOCAL
PUBLIC NOTICE**

The Federal Emergency Management Agency and the Florida Division of Emergency Management have received the following application for federal grant funding.

Under the National Environmental Policy Act (NEPA), federal actions must be reviewed and evaluated for feasible alternatives and for social, economic, historic, environmental, legal, and safety considerations. Under Executive Order (EO) 11988 and EO 11990 FEMA is required to consider alternatives to and to provide public notice of any proposed actions in or affecting floodplains or wetlands. EO 12898 also requires FEMA to provide the opportunity for public participation in the planning process and to consider potential impacts to minority or low-income populations.

Funding for the proposed project will be conditional upon compliance with all applicable federal, tribal, state and local laws, regulations, floodplain standards, permit requirements and conditions.

Applicant:

Example:

Any County Board of County Commissioners
P.O. Box 1234
Any Town, Florida 31234

Project Title:

FEMA -XXXX- DR-FL: Any County Acquisition Project

Location of Proposed Work:

The area affected by this project consists of homes in the following locations:

(List the addresses of the homes that are in the same area, streets, intersections, etc.)

Parcel 123, located at 123 Any Street, Any Town

Parcel 124, located at 124 Any Street, Any Town

Proposed Work and Purpose:

Any County plans to acquire and demolish the listed homes because of repetitive substantial damage due to flooding. (Provide a detailed Project Description)

Project Alternatives:

The alternatives to the project that have been and will be considered are: 1) the no action alternative and 2) *identify other feasible alternative (relocation, elevation, etc.)*. These alternatives to the proposed project are not viable because under Alternative 1) *(fill out)*; and Alternative 2) *(fill out)*.

Comment Period:

Comments are solicited from the public; local, state or federal agencies; and other interested parties in order to consider and evaluate the impacts of the proposed project. The comments should be made in writing and addressed to the Florida Department of Emergency Management, Bureau of Recovery and Mitigation, 2555 Shumard Oak Blvd., Tallahassee, FL 32399-2100. These are due within 15 days of this notice. The State will forward comments to applicable regulatory agencies as needed. Interested persons may submit comments, obtain more detailed information about the proposed action, or request a copy of the findings by contacting:

John Doe
Any County

(xxx) xxx-xxxx

Jane Doe, Environmental Scientist
Florida Division of Emergency Management

(xxx) xxx-xxxx

Bill Doe
Federal Emergency Management Agency

(xxx) xxx-xxxx

Frequently Asked Questions

What is NEPA and how does it relate to the other laws?

The National Environmental Policy Act (NEPA) requires that an environmental prospective is included in federally funded projects by evaluating the potential environmental impacts of the proposed project and ensuring an appropriate level of public involvement takes place.

To fulfill NEPA requirements, compliance with all other local, state, and federal environmental laws must be met. A fundamental requirement of NEPA is that the review must be completed prior to starting the project. Funding may be jeopardized if this does not happen.

Why is my project subject to NEPA review?

NEPA requires that federal agencies consider the effects of their proposed actions on the human environment before deciding to fund and implement the action. Nearly all actions proposed by a federal agency are subject to the process required by NEPA, and this includes any action carried out using federal funds.

Can my project be exempt from NEPA?

Yes, however, you must be aware that the other environmental laws may still apply and must be addressed. Please see the STATEX and CATEX exemptions in [44 CFR 10.8](#).

How will I know if the other laws apply to my project?

If your project is near or affects a stream, a wetland or other body of water, requires the destruction of an area of natural vegetation, or is in or near a special resource area, like a wildlife refuge, it is likely that you will need input from someone familiar with these laws.

What is an environmental concurrence?

Not all actions will require the applicant to obtain an environmental permit from the appropriate agency. However, consultations may be required between environmental agencies for concurrence or non-concurrence with the project's scope of work.

If all environmental concurrences are received, will funding be guaranteed?

Not necessarily. Failure to obtain all necessary environmental permits and concurrences could jeopardize funding; however this is only one part of the review process. FEMA ultimately determines eligibility and funding based on a number of factors. See [Public Assistance Guide FEMA 322](#) or [FEMA Hazard Mitigation Assistance Unified Guidance](#).

If my project gets its environmental clearance from FEMA and is subsequently funded, do I still need to get a local, state or federal permit to complete my project?

Generally, yes, unless the local, state or federal regulations have permit exemptions to the work proposed. Remember that FEMA's environmental clearance applies to the construction of the project because of the federal funding action. FEMA and the State will require as a condition of funding that all applicable permits are obtained. Work completion in violation of the law runs the risk of losing its federal grant funding from FEMA.

Are there any training opportunities available to learn more about environmental and historic preservation compliance?

Yes, FDEM can provide training. Please contact the Florida Division of Emergency Management Bureau of Recovery or Mitigation see [Appendix A](#). Additionally, FEMA provides an Individual Study Course online: [IS-253 Coordinating Environmental and Historic Preservation Compliance](#).

Glossary

Relevant Environmental and Historic Preservation Acronyms Commonly Used

44 CFR 10	Environmental Considerations Regulations
44 CFR 9	FEMA Floodplains and Wetlands Regulations
ACHP	Advisory Council for Historic Preservation
APE	Area of Potential Effect
BFE	Baseline Flood Elevation
BMP	Best Management Practices
CAA	Clean Air Act
CATEX	Categorical Exclusion
CBRA	Coastal Barrier Resources Act
CEQ	Council on Environmental Quality
CERCLA	Comprehensive Environmental Resource Compensation and Liability Act
CRS	Cultural Resources Survey
CWA	Clean Water Act
CZMA	Coastal Zone Management Act
DFO	Disaster Field Office
EA	Environmental Assessment
EIS	Environmental Impact Statement
ELO	Environmental Liaison Officer
EHP	Environmental and Historic Preservation
ERP	Environmental Resource Permit
EO	Executive Order
EO 11988	Floodplain Executive Order
EO 11990	Wetlands Executive Order
EO 12898	Environmental Justice Executive Order
EPA	Environmental Protection Agency
ESA	Endangered Species Act
FCMP	Florida Coastal Management Program
FCO	Federal Coordinating Officer
FDEM	Florida Division of Emergency Management
FDEP	Florida Department of Environmental Protection
FDOF	Florida Division of Forestry
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FMA	Flood Mitigation Assistance
FNAI	Florida Natural Areas Inventory
FONSI	Finding of No Significant Impact
FPO	Federal Preservation Officer (FEMA)
FPPA	Farmland Protection Policy Act
FWPCA	Federal Water Pollution Control Act
FWC	Florida Fish and Wildlife Conservation Commission
FWCA	Fish and Wildlife Coordination Act
GIS	Geographic Information Systems
HMGP	Hazard Mitigation Grant Program
JCP	Joint Coastal Permit
MBTA	Migratory Bird Treaty Act
MOA	Memorandum of Agreement
MOU	Memorandum of Understanding
NEPA	National Environmental Policy Act
NESHAP	National Emissions Standards for Hazardous Air Pollutants
NFIP	National Flood Insurance Program
NHPA	National Historic Preservation Act
NMFS	National Marine Fisheries Service
NOAA	National Oceanic and Atmospheric Administration
NRCS	National Resources Conservation Service

Glossary

NWFWMD	Northwest Florida Water Management District
PA	Public Assistance
PDM	Pre-Disaster Mitigation
PW	Project Worksheet
RCRA	Resource Conservation and Recovery Act
REO	Regional Environmental Officer
ROD	Record of Decision
Section 106	Historic Preservation Review (NHPA)
Section 404	Hazard Mitigation Grant Program (Stafford Act)
Section 404 Permit	Permit Dredge and Fill Permit (CWA)
Section 406	Public Assistance Program (Stafford Act)
Section 7	Endangered Species Act
SHPO/THPO	State (or Tribal) Historic Preservation Officer
SFWMD	South Florida Water Management District
SJRWMD	St. Johns River Water Management District
SOW	Scope of Work
SRL	Severe Repetitive Loss
SRWMD	Suwannee River Water Management District
SWFWMD	Southwest Florida Water Management District
STATEX	Statutory Exclusion
T&E	Threatened and Endangered Species
USACE	U.S. Army Corps of Engineers
USFWS	U.S. Fish and Wildlife Service
USGS	U.S. Geological Survey
WMD	Water Management District
WSRA	Wild and Scenic Rivers Act