



STATE OF CONNECTICUT
DEPARTMENT OF HOUSING



Connecticut Environmental Policy Act (CEPA) Intake FORM

Exhibit 4.5.b

The purpose of the Connecticut Environmental Policy Act (CEPA) is to identify and evaluate the impacts of proposed state actions that may significantly affect the environment. The CEPA Intake Form provides information necessary for deciding whether or not further actions are needed which may include opportunities for public review and comment. **Submit a completed CEPA Intake form, a location map with site/bldg flagged, a FEMA Flood Map with the outline of the site boundary, and an existing and proposed site plan to DOH.CEPA@ct.gov after 40% Drawings & Specifications or at minimum 120 days for new construction, 60 days minimum for rehab projects before the application submission. Forms submitted within 120 days (New Construction) or 60 days (Rehabilitation) of application submittal or at the time of application may delay review and funding consideration.**

For joint federal/state projects submit completed NEPA Environmental and Statutory assessment checklists if available.

Project Name:

of Phases

Project Address

Brief Project Description: include total acreage, physical improvements, demolition, any known environmental issues, change in use, etc. Include Funding Round if known.

Label and attach a separate sheet.

If this is a phased project, the answers & #'s given below must be for the completion of all phases.

* Use OPM's Location Guide Map, NHC Map, and CTECO Map:

<https://experience.arcgis.com/experience/55905873aac649469b740196163d1bd5/>

<https://www.nhc.noaa.gov/nationalsurge/>

<https://maps.cteco.uconn.edu/map-services/>

Does any of the following apply to your project?

YES NO

1. Developed land¹, existing water & sewer, exceeds 100K gsf or 100 residential units

YES NO

2. Undeveloped Land, no existing water or sewer, exceeds 15,000 gsf or 15 or more units

YES NO

3. Undeveloped land, water sewer access, exceeds 40,000 gsf or 40 residential units

YES NO

4. Change in use of the existing facility by major reconstruction, rehabilitation, or improvements >100 units

YES NO

5. New parking lot, garage, or addition to that increases capacity to 200 or more vehicles

YES	NO	6. Demolition or Major Alteration to Property listed on National or State Historic Registers ²					
YES	NO	7. The project site is an archeological site as defined as CGS 10-381 ²					
YES	NO	8. Flood Management Certification/Environmental Approvals from CTDEEP needed					
YES	NO	9. Category 1, 2, or 3 Hurricane Inundation Zone(s) (Storm Surge)					
YES	NO	10. Conversion/use of 5 or more acres of land from an active Agricultural/Prime Farmland Soils					
YES	NO	11. Impacts unfragmented Forest Land, project boundary is less than 300 ft from Forest Land					
YES	NO	12. The project is in a Water Supply Watershed or Aquifer Protection Area					
YES	NO	13. The project is in a Conservation Area with more than 4 Factors					
YES	NO	14. The project is NOT located in a Priority, Balanced, or Village Funding Area with at least 2 Factors					
YES	NO	15. The project is not located in any shaded areas of Natural Diversity Data Base (NDDB) maps ⁴					
YES	NO	16. For project area >1 Acre submit the General Permit for Stormwater and Dewatering Wastewater from Construction Activities ⁵					
YES	NO	17. The project is following Connecticut's solid waste statutes and regulations of handling solid waste and special waste disposal ⁶					
YES	NO	18. Radon level >4 pCi/L ⁷					
16. New Construction: # of Units					19. Rehabilitation: # of Units		
17. Age of Building(s) to be Rehabilitated ²					20. Age of Buildings to be Demolished ²		
18. Site Area Total (acres)					21. Site Area Currently Developed ¹ (acres)		
Applicant Full Name					Applicant Organization		
Applicant Address					Applicant Signature		Date
DOH USE ONLY					Exempt From Scoping		
					Scoping Required per #(s)		
DOH Authorized Signature				Date			

¹ Developed Land is defined by the 2021 OPM ECD to include properties one acre or less occupied by a permanent structure or properties more than one acre that are at least 75% developed with a permanent structure or paving. Agricultural land is not defined as previously developed land.

² Contact the State Office of Historic Preservation if buildings are more than 50 years old/undeveloped site/ground disturbance or if the site is archeological as defined in CGS 10-381. For undeveloped land Archeological survey is needed and the addition of Federal funds can lead to Tribal consultation <https://files.hudexchange.info/resources/documents/When-to-Consult-with-Tribes-Under-Section-106-Checklist.pdf>

³ Contact the Department of Energy & Environmental Protection for Certifications and approvals.

⁴ Use NDDDB Maps by town (<https://www.depdata.ct.gov/naturalresources/endangeredspecies/nddbpdfs.asp>) and submit a copy

⁵ Contact Bureau of Materials Management and Compliance Assurance, Permitting and Enforcement Division: DEEP.stormwaterstaff@ct.gov and submit a copy

⁶ A fact sheet regarding the disposal of special wastes and the authorization application form may be obtained at:

<https://www.business.ct.gov/deep/permits-and-licenses/factsheets-waste-and-materials-management/special-waste-or-asbestos-disposal-authorization-fact-sheet>

⁷ In case of the project is in a high Radon region, a mitigation plan will be needed:

<https://www.hudexchange.info/resource/7055/notice-cpd-23-103-departmental-policy-for-addressing-radon-in-the-environmental-review-process/>

Below is an excerpt from CHFA design standards that describes what a 40% plan/spec set should include: All drawings must include sheet titles and numbers, graphic and lettered scales, and a north arrow. Note that all 40% of construction contract document requirements apply, regardless of construction type, means, and methods. In the case of modular box construction, the architect shall be familiar enough with the means and methods of the selected manufacturer to provide 40% drawings and specifications indicating all materials, assemblies, fabrications, equipment, and systems, and all such items must be reflected in the construction cost-related application exhibits and back-up documentation.

1. Title Sheet: Provide development location, including location map, names and contact information for the Sponsor, Architect, Landscape Architect, Site Planner, Surveyor, Engineer, and any other special consultants, revision dates, index of drawings, a development data summary, graphic/tabular analysis of the applicable Building Codes to which the proposal has been designed and a large note on the title sheet indicating that the drawings are intended as “40% Construction Drawings”. Building Code requirements to be addressed in the analysis include but are not limited to use and occupancy classification(s), building height(s) and area(s), type(s) of construction and fire-resistance rating(s), fire protection system(s), means of egress and accessibility, and the architect’s square footage information table as detailed in the Consolidated Application.

2. ALTA Survey: Boundary and topographic surveys shall be prepared by a Connecticut licensed professional Land Surveyor to meet the current Minimum Standard Detail requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and Sections 20-300b-1 through 20-300b-20 of the Regulations of Connecticut State Agencies – Standards for Surveys and Maps in the State of Connecticut as adopted by the Connecticut Association of Land Surveyors and Horizontal Accuracy Class A-2/Topographic Accuracy Class T-2 requirements.

3. Site Plans: The Design Development Site Plan shall indicate refined arrangements and functional groupings of units to scale, to create a meaningful sequence of usable spaces. The specific relationship of unit arrangement, of the structure to the site, site grading, circulation, lighting, paving, screening, setbacks, parking, play areas, and recreation areas shall be presented, including:

a. Zoning: A table with information regarding the applicable requirements for the zone, use, lot area, frontage, setbacks, bulk, height, density, parking, gross and net square footage, etc., and an indication of compliance or non-compliance for each requirement

