

ENVIRONMENTAL IMPACT ANALYSIS PROCESS (EIAP)

ENVIRONMENTAL MANAGEMENT PROCEDURE (EMP) 4.4.6.9

JBLE-EUSTIS



25 June 2020

(Revised 18 January 2024)



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS 633D AIR BASE WING
JOINT BASE LANGLEY-EUSTIS VA**

25-Oct-24

MEMORANDUM FOR ALL 733 MSG UNITS AND FEVA ORGS

FROM: 633 ABW/CD

SUBJECT: JBLE-Eustis Environmental Management Procedures (EMPs)

1. EMPs apply to all JBLE-Eustis activities (including tenants, associated units, and contractors) that impact any environmental resource area on the installation, to include, but not limited to Air Quality, Water Quality, Hazardous Waste, Hazardous Materials, Natural Resources, Cultural Resources, Solid Waste and Recycling, Inspections, Training, Tanks, Spill Prevention, Pollution Prevention, and Pest Management.

a. EMPs enable our compliance with Federal, State, Department of Defense, and Air Force regulations, directives, instructions, and manuals, and are specific to JBLE-Eustis.

b. EMPs assign responsibilities, provide instruction and guidance for appropriate management of environmental programs to ensure the installations regulatory compliance.

2. JBLE-Eustis personnel may access these EMPs electronically via the JBLE-Eustis Environmental website at: <https://www.jble.af.mil/Units/Army/Eustis-Enviromental/>.

3. The Office of Primary Responsibility for this document is 733d Civil Engineer Squadron Environmental Element (733 CES/CEIE), and will review all EMPs annually, and update as appropriate. Major revisions require concurrence from the JBLE-Eustis Environmental Management System (EMS) Cross-Functional Team (CFT) and approval by the Environmental Safety and Occupational Health Council (ESOHC).

4. All EMPs are unclassified and will be posted in "Read Only" .pdf format, reviewed, revised and rescinded IAW current directives.

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DILLENBURGER STEVEN P.123
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Date: 2024.10.25 13:15:19 -0400

**STEVEN P. DILLENBURGER, Colonel, USAF
Deputy Installation Commander**

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ENVIRONMENTAL MANAGEMENT PROCEDURE (EMP) 4.4.6.9

SUBJECT: Environmental Impact Analysis Process (EIAP)

PURPOSE and POLICY:

- A. Purpose: This EMP establishes the procedures for the Environmental Impact Analysis Process (EIAP) to comply with the National Environmental Policy Act (NEPA).
- B. Policy: The Installation will evaluate the environmental consequences of actions taken by Installation activities using the EIAP in order to avoid or minimize adverse environmental impacts. Potential impacts to coastal resources must also be evaluated to determine whether a federal action is consistent with the Virginia Coastal Resources Management Program. The evaluations will occur in the planning process and prior to decisions to proceed with the action.

DOCUMENT CONTROL:

This is a controlled document. Controlled documents are updated as required, reviewed at least annually, and re-dated if changed. Any documents to include blank forms appearing in paper form are not controlled and should be checked against the file version prior to use on the JBLE – Eustis Environmental website: <http://www.jble.af.mil/Units/Army/Eustis-Environmental/>

REFERENCES:

- A. Appendix A AF IMT 813
- B. Appendix B AF IMT 813 – Continuation Sheet Template
- C. Appendix C Federal Consistency Determinations

SCOPE:

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, and contractors who work or perform activities on JBLE-Eustis.

ROLES and RESPONSIBILITIES:

The following are the **minimum** lead times needed to prepare EIAP documents:

The NEPA/EIAP Program Manager reviews submitted Work Requests and/or Opportunities via NexGen IT, exercises, outdoor events, etc. (**proposed actions**), they will determine whether or not a Categorical Exclusion applies and/or if an AF 813 form “Request for Environmental Impact Analysis” must be filled out by the proponent (Note, some Categorical Exclusion require preparation of an AF 813).

- A. If it is determined that a Request for Environmental Impact Analysis (AF IMT 813, Appendix/Attachment A) is required, then the proponent will be notified to provide the form with Section I, with the AF IMT 813 Continuation Sheet (Appendix/Attachment B) providing adequate details of the action completed and submitted to the NEPA Program Manager. The AF IMT 813 Continuation Sheet Template contains instructions on how to properly complete the AF IMT 813.

AF813s require approximately 10 workdays to complete and process once all pertinent information has been received by the NEPA Program Manager. All proposed actions must be reviewed by 733d Civil Engineer Squadron (CES/CEIE).

- B. If it has been determined on the AF813 that additional assessment is needed an Environmental Assessment (EA) must be prepared – **minimum** 6 Months. An EA is a public document prepared when no categorical exclusion (CATEX) from 32 CFR 989 or 32 CFR 651 applies or if it is uncertain whether the action/project/operation/exercise will have a significant impact on environmental resources. EAs are often prepared by a contractor. An EA for proposed actions which may impact wetlands and/or floodplains requires signature/approval by ACC/A4.

An EA may conclude with a Finding of No Significant Impact (FONSI), a decision to prepare and Environmental Impact Statement, or a decision to not undertake the proposed action. If a proposed action may impact a wetland and/or floodplain, preparation of a Finding of No Practicable Alternative (FONPA), signed by ACC/A4C, is required along with a FONSI.

- C. Environmental Impact Assessment (EIS) – **Minimum** 1 Year. An EIS is a public document that provides a detailed, objective analysis of the environmental consequences of a proposed action. It is required for any major action which significantly affects the quality of the environment or is environmentally controversial. EISs are usually prepared by a contractor.

(1). CES/CEIE will assist Activities in preparing required documents, however the proponent must make every effort to provide complete, thorough information about proposed action.

(2). The Chief, CES/CEIE, or designated representative, is responsible for approving AF 813 forms.

- D. If the proposed action requires input from the State Historic Preservation Office the response time is 30 days. If the action requires consultation with Native American Tribal governments, there is no stipulated time frame for a response.

PROCEDURES:

- A. All Activities will contact CES/CEIE a **minimum** of 10 working days in advance of the start of exercises and projects so that the appropriate level of EIAP documentation can be prepared, reviewed, and approved before the start of the exercise or project. Please contact CES/CEIE a **minimum** of 30 days in advance for actions in or near the James or Warwick Rivers or Skiffes Creek/Third Port to allow time to obtain permits, if needed.
- B. An AF 813 (located in Appendix A) must be filled out for all actions, exercises and/or projects that require it:
 - (1). The proponent fills out section I, using page 2 and/or additional sheets (a template is provided in Appendix B to assist the proponent in completing Section I of the form) as needed, including as much detail as possible. Prepare the Description of Proposed Action and Alternatives (DOPAA) through an interdisciplinary team approach that includes CES/CEIE and other key participants.
 - (2). Include any and all supporting documentation, to include an installation map with the area(s) in question circled, site maps, photos, drawings, Safety Data Sheets (SDSs), measurements, dimensions, etc.
 - (3). Do not sign Block 6 of the AF 813 until CES/CEIE confirms it adequately and accurately defines the project. Once confirmed, the proponent will digitally sign block 6a and dates block 6b then submits it electronically to CES/CEIE for review and signature/approval.
 - (4). An electronic copy of the finalized form will be forwarded with the project folder for projects/work requests in CES.

FEDERAL CONSISTENCY DETERMINATION

A Federal Consistency Determination (FCD) – 90-120 days. An FCD is a public document submitted to the Virginia Department of Environmental Quality that demonstrates how a project is consistent with Virginia's Coastal Resources Management Program. It is required for any project that could affect compliance with the following enforceable regulations and policies: fisheries, wetlands, dunes, shoreline sanitation, point and non-point source pollution control, subaqueous and coastal lands.

PURPOSE:

Establishes the procedures for complying with the Coastal Zone Management Act and preparation of Federal Consistency Determinations (FCDs).

SCOPE:

Applies to all Activities and personnel, including military, civilians, vendors, suppliers, and contractor personnel who enter JBLE-Eustis.

ROLES and RESPONSIBILITIES:

- A. Activities. Project proponents provide information about the project to the CES/CEIE.
- B. CES/CEIE.
 - (1). Determines whether an FCD is required for a given project.
 - (2). Consults with Virginia Department of Environmental Quality (VDEQ) if an FCD is required.
 - (3). Prepares and processes FCDs.

PROCEDURES:

- A. Each project requiring an FCD will be evaluated to determine whether the project will affect Virginia's coastal zone and demonstrate how such projects are performed in a manner that is consistent with the Virginia's Coastal Resources Management Program. Specifically, projects are determined as consistent by demonstrating compliance with the enforceable laws, regulations and policies that protect coastal resources related to the following:
 - (1). Tidal and Non-tidal Wetlands
 - (2). Fisheries
 - (3). Subaqueous Lands
 - (4). Dunes and Beaches
 - (5). Point Source Air Pollution
 - (6). Point Source Water Pollution
 - (7). Nonpoint Source Water Pollution
 - (8). Shoreline Sanitation
 - (9). Coastal Lands

- B. The following general format and content for an FCD is used though regulatory changes may occur requiring additional information. This format will explain why a project is consistent.

Coastal Zone Management Act (Coastal Zone Management Act)

**Federal Consistency Determination for
(Project Name)**

- (1). This document provides the Commonwealth of Virginia with the JBLE - Eustis, VA Federal Consistency Determination under Coastal Zone Management Act section 307(c)(1) [or (2)] and 15 CFR Part 930, sub-part C, for the proposed project of repairing shoreline affected by serious erosion. The information in this Federal Consistency Determination is provided pursuant to 15 CFR Section 930.39.
- (2). Describe the purpose and details of the project.
- (3). This project is being assessed in accordance with the provisions of the National Environmental Policy Act (NEPA) and its subsequent federal and agency-specific regulations including Title 40 of the Code of Federal Regulations part 1500-1508 and Title 32 of the Code of Federal Regulations Part 989. This is being accomplished through the preparation of environmental impact assessment documentation.

- C. The Virginia Coastal Resources Management Program contains the following applicable enforceable policies:

Applicable Enforceable Policies	Federally Proposed Action's Effect
<i>Fisheries Management.</i> The program stresses the conservation and enhancement of finfish and shellfish resources and the promotion of commercial and recreational fisheries to maximize food production and recreational opportunities. This program is administered by the Marine Resources Commission (Code of Virginia § 28.2-200 thru 28.2-713) and the Department of Game and Inland Fisheries (Code of Virginia § 29.1-100 thru 29.1-570). The State Tributyltin Regulatory Program has been added to the Fisheries Management program. The General Assembly amended the Virginia Pesticide	<i>[Describe the effect(s) on fisheries management or why there is no effect.]</i>

<p>Use and Application Act as it related to the possession, sale, or use of marine antifoulant paints containing Tributyltin. The use of Tributyltin in boat paint constitutes a serious threat to important marine animal species. The Tributyltin program monitors boating activities and boat painting activities to ensure compliance with Tributyltin regulations promulgated pursuant to the amendment. The Marine Resources Commission, the Department of Game and Inland Fisheries, and Virginia Department of Agriculture Services share enforcement responsibilities (Code of Virginia § 3.1-249.59 thru 3.1-249.62).</p>	
<p><i>Subaqueous Lands Management.</i> The management program or subaqueous lands establishes conditions for granting or denying permits to use state-owned bottomlands based on considerations of potential effects on marine and fisheries resources, wetlands, adjacent or nearby properties, anticipated public and private benefits, and water quality standards established by the Department of Environmental Quality, Water Division. The program is administered by the Marine Resources Commission (Code of Virginia § 28.2-1200 thru 28.2-1213).</p>	<p><i>[Describe the effect(s) on subaqueous lands management or why there is no effect.]</i></p>
<p><i>Wetlands Management.</i> The purpose of the wetlands management program is to preserve tidal wetlands, prevent their despoliation, and accommodate economic development in a manner consistent with wetlands preservation. The tidal wetlands program is administered by the Marine Resources Commission (Code of Virginia § 28.2-1301 thru § 28.2-1320). The Virginia Water Protection Permit program administered by the Department of Environmental Quality includes protection of wetlands, both tidal and</p>	<p><i>[Describe the effect(s) on wetlands management or why there is no effect.]</i></p>

non-tidal. This program is authorized by Code of Virginia § 62.1-44.15.5 and the Water Quality Certification requirements of Section 401 of the Clean Water Act of 1972.	
<i>Dunes Management.</i> Dune protection is carried out pursuant to the Coastal Primary Sand Dune Protection Act and is intended to prevent destruction or alteration of primary dunes. This program is administered by the Marine Resources Commission (Code of Virginia § 28.2-1400 thru 28.2-1420).	<i>[Describe the effect(s) on dunes management or why there is no effect.]</i>
<i>Non-point Source Pollution Control.</i> Virginia's Erosion and Sediment Control Law requires soil-disturbing projects to be designed to reduce soil erosion and to decrease inputs of chemical nutrients and sediments to the Chesapeake Bay, its tributaries, and other rivers and waters of the Commonwealth. This program is administered by the Department of Conservation and Recreation (Code of Virginia § 10.1-560 <i>et.seq.</i>).	<i>[Describe the effect(s) on non-point source pollution control or why there is no effect.]</i>
<i>Point Source Pollution Control.</i> The point source program is administered by the State Water Control Board pursuant to Code of Virginia § 62.1-44.15. Point source pollution control is accomplished through the implementation of the National Pollutant Discharge Elimination System permit program established pursuant to Section 402 of the federal Clean Water Act and administered in Virginia as the Virginia Pollutant Discharge Elimination System permit program.	<i>[Describe the effect(s) on point source pollution control or why there is no effect.]</i>
<i>Shoreline Sanitation.</i> The purpose of this program is to regulate the installation of	<i>[Describe the effect(s) on shoreline sanitation or why there is no effect.]</i>

septic tanks, set standards concerning soil types suitable for septic tanks, and specify minimum distances that tanks must be placed away from streams, rivers, and other waters of the Commonwealth. This program is administered by the Department of Health (Code of Virginia § 32.1-164 thru § 32.1-165).	
<i>Air Pollution Control.</i> The program implements the federal Clean Air Act to provide a legally enforceable State Implementation Plan for the attainment and maintenance of the National Ambient Air Quality Standards. This program is administered by the State Air Pollution Control Board (Code of Virginia § 10-1.1300).	<i>[Describe the effect(s) on air pollution control or why there is no effect.]</i>
<i>Coastal Lands Management.</i> This program is a state-local cooperative program administered by the Chesapeake Bay Local Assistance Department and 84 localities in Tidewater, Virginia established pursuant to the Chesapeake Bay Preservation Act; Code of Virginia § 10.1-2100 thru § 10.1-2114 and Chesapeake Bay Preservation Area Designation and Management Regulations; Virginia Administrative Code 9 VAC 10-20-10 <i>et seq.</i>	<i>[Describe the effect(s) on coastal lands management or why there is no effect.]</i>

- D. The FCD is submitted to VDEQ which has 60 days to review the FCD and determine whether it concurs with the Air Force's determination.
- E. When an EA is required (based on NEPA and its regulations) an FCD is included as an appendix to the EA and the documents are submitted to VDEQ concurrently.

APPENDICES:

Appendix A AF 813

Appendix B AF 813 – Continuation Sheet Template