Public reporting burden for this collection of information is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number.

All PHAs requesting an environmental review under Part 50 are required to submit this form HUD-53245. HUD strongly recommends PHAs use the form for Part 58 reviews, but it is *not* a requirement. This form is designed for a site-specific review (i.e., not a tiered review) for public housing property in order to provide safe, quality and affordable housing to low-income residents.

**Part A. PHA Information**

|  |  |
| --- | --- |
| Name of PHA: | Click here to enter text. |
| PHA Code: | Click here to enter text. |
| PHA Contact Name: | Click here to enter text. |
| Contact Phone No: | Click here to enter text. |
| Contact Email: | Click here to enter text. |
| Responsible Entity Name: | Click here to enter text. |
| Five-Year Clearance Period: | Click here to enter text. |

**Part B. Environmental Review Project Site**

|  |  |
| --- | --- |
| Project Name: | Click here to enter text. |
| Related AMP(s): | Click here to enter text. |
| Property Address: | Click here to enter text. |
| Description of non-dwelling property: | Click here to enter text. |
| Number of Units: | Click here to enter text. |
| Building Type: | [ ]  Multifamily [ ]  Scattered Site (1-4 units) |
| Age of Building: |  |
| Estimated Annual Funding: |

|  |  |
| --- | --- |
| Source Name | Estimated Funding Amount |
| Operating Fund | Click here to enter text. |
| Capital Fund | Click here to enter text. |
| Other Click here to enter text. | Click here to enter text. |
| Non-federal funds | Click here to enter text. |
| *Subtotal* | Click here to enter text. |
| *X 5* | Click here to enter text. |

 |

**Part C. Activities**

The PHA intends to engage in the activities outlined below directed to the removal of material and architectural barriers that restrict the mobility of and accessibility to elderly and handicapped persons at the property address identified in Section B during the Five-Year Clearance Period identified in Section A. See 24 CFR 58.35(a)(2).

|  |
| --- |
|  |

[ ]  The proposed activities are required as conditions of remedial orders or agreements entered by a court or executed by an administrative agency.

The PHA intends to purchase the following equipment:

|  |
| --- |
| Click or tap here to enter text. |

The PHA intends to engage in the activities outlined below at the property address identified in Section B during the Five-Year Clearance Period identified in Section A:

|  |
| --- |
| Click or tap here to enter text. |

**Form HUD-53245 Instructions:**

All PHAs requesting an environmental review under Part 50 are required to submit this form HUD-53245. Additionally, this form is a recommended, but not required format for requesting an environmental review under Part 58 from the PHA’s Responsible Entity. The responsible entity or HUD documents in writing its environmental determination. After receiving an environmental clearance from the responsible entity or HUD, the PHA may begin work on the proposed activities.

If a PHA wishes to fund an activity that was not included on the original environmental review, they must ask the RE to perform a new environmental review for that activity. Additionally, PHAs are mandated to inform the RE or HUD promptly of any: proposed substantial changes in the nature, magnitude, or extent of the project, including adding new activities not anticipated in the original scope of the project; new circumstances and environmental conditions which may affect the project or have a bearing on its impact, such as concealed or unexpected conditions discovered during the implementation of the project or activity which is proposed to be continued; or selection of an alternative not in the original finding, in order for the RE or HUD to reevaluate and update the ERR.

Part A. PHA Information

This section provides HUD or the Responsible Entity with general contact information regarding the PHA and environmental review request. Complete the following questions. PHAs must request HUD or the Responsible Entity to complete one environmental review per public housing site every five years. PHAs are required to request an environmental review for a five-year period (or prior to requesting a revision to a PHA annual plan) based on the requirements in 24 CFR 903.21(a)(2), 905.300(b)(1), and 905.308(b)(2) with regard to the CFP 5-Year Action Plan; 990.116 with regard to the Operating Fund; and 50.36, 58.30(b), and 58.47(a)(1) and (2) implementing the environmental review requirements. The Five-Year Clearance Period request is a “fixed” five-year period.

Part B. Environmental Review Project Site

Since environmental conditions vary from one geographic area to the next, environmental reviews are completed for each separate environmental project site (i.e., not on the basis of funding), including non-dwelling buildings. For purposes of environmental review, an environmental project site could be a public housing development (under a particular HUD ID Number), a portion of a public housing development, or a group of public housing developments (e.g., under an AMP). When several PHA assisted properties (e.g., scattered site developments) are located within a clearly defined subdivision and/or discreet neighborhood, these can be considered together in a single environmental review, where all reasonably foreseeable activities that might occur over the five-year period are considered together.

Asset management PHAs must examine their individual AMP structure to determine if it is an appropriate basis for conducting an environmental review. During the transition to Asset Management, HUD advised PHAs that combining buildings not in proximity was not recommended; PIH field offices then reviewed the proposed AMP structures for reasonableness. Accordingly, AMPs likely are an appropriate basis for an environmental review project site, but all PHAs are still required to carefully assess how to determine project sites. An appropriate environmental project site may comprise an AMP site, multiple AMPs, or partial AMPs. PHAs that did not transition to asset management or that operate scattered site units pay special attention to determine whether their development structure is appropriate for the scope of the environmental review. For scattered site units, the project site is defined at the neighborhood level, so long as the boundaries of the neighborhood are clearly identified. If environmental conditions change, PHAs reexamine their environmental project sites to determine if descriptions remain appropriate.

*Project Name*: If there is a one to one relationship between the AMP and the Environmental Review Project Site, the PHA should enter in the name of the AMP. If no such relationship exists, the PHA is instructed to choose a Project Name that has an understandable nexus to the site. For example, if a scattered-site AMP with the AMP Name of “Scattered Sites” is split between two distinct geographic neighborhoods named “Downtown” and “The Heights,” the respective Project Names may be “Scattered-Downtown” and “Scattered-Heights.” Another example is two AMPs named “Ocean City” and “Mill Homes” are contiguous and should be reviewed as a single Environmental Review Project Site, an appropriate Project Name may be “Ocean City-Mill Homes.”

*Project Address:* If a property has multiple addresses or is a scattered site property, choose one that is typical or representative of the entire project*.*

*Description of non-dwelling property included in this location:* The PHA should include a simple description of any non-dwelling property, whether or not it is included in the PIH Information Center (PIC). For example, a PHA may enter “maintenance shed.”

*Estimated Funding Sources:* The PHA should reasonably expect to receive continued annual funding through Public Housing Operating Funds, Public Housing Capital Funds, and Housing Choice Voucher Funding for the continued operation of this property. The estimated funding amount will likely be the amount received in the year prior to submitting this form. Additionally, the PHA should enter in any non-federal funds they intend to use as part of the operations of the property.

Part C. Activities

This section provides HUD or the Responsible Entity with a list of activities that a PHA may reasonably expect to engage in during the Five-Year Clearance Period. Provide a narrative project description, separating out activities that will occur pursuant to 24 CFR 58.35(a)(2) and purchases of equipment. Additionally, if the proposed activities are required as conditions of remedial orders or agreements entered by a court or executed by an administrative agency, indicate by marking the box. The project description clearly identifies the project site and captures the maximum anticipated scope of activities for the fixed five-year period. PHAs include in the project scope all reasonably foreseeable maintenance (not already determined to be categorically excluded per the programmatic determination in PIH Notice 2016-XX, Appendix A), equipment purchase, modernization, and rehabilitation for each public housing site. The project description must include sufficient specificity to allow members of the public, reviewing agencies, and the RE or HUD to understand the overall scope of proposed activities and to allow the RE or HUD to determine whether an activity is maintenance or rehabilitation. Project descriptions for new construction, substantial rehabilitation, and transfers of assistance also include: the location, purpose and need, proposed scope of work, physical description of existing and/or proposed new buildings, timeframe for implementation, size of the project, area setting, and development partners. The PHA also indicates whether they expect to engage in rehabilitation activities or special projects for mobility and accessibility.