# Shelter Projects

*HISTORIC AND ENVIRONMENTAL SCREENING FORM*

Please complete this form for shelter projects that include any federal funds. All agencies need to complete parts 1 and 2 of the form.

* DRPT can assist 5311 agencies in completing parts 3 & 4
* It is recommended that 5307 agencies complete Parts 1 through 5

DRPT will review the form for completeness during the MERIT Capital review process

Completed forms and attachments should be uploaded in OLGA along with MERIT Capital applications. A copy of the form is required for each shelter location.

## 1 Contact Information

|  |  |
| --- | --- |
| **Project Name:** Click to add text | **Application #:** Click to add text. |
| **Agency:** Click to add text | **Phone:** Click to add text |
| **Primary Contact:** Click to add text | **Email:** Click to add text |

## 2 Site and Location Information

|  |  |  |
| --- | --- | --- |
| **Will federal funds be used to purchase and construct the shelter?**- If no, use of this form is not required | | Yes  No |
| **Is the shelter a replacement of an existing shelter with a similar design and footprint?**   * If Yes please include 2 photos of the existing shelter | | Yes  No |
| **Where will the shelter be installed?**  (attach a map of the shelter location, i.e. Google maps)   * **Latitude and longitude:** Click to add texts * **Street address:** Click to add text * **Jurisdiction:** Click to add text | | |
| **What best describes the proposed shelter location?** Choose an item. | | |
| **Will the shelter be located within a VDOT roadway right-of-way (ROW), on other public property, or on private property?** Choose an item. | | |
| * If on private property, has an agreement been reached with the property owner? | Yes  No  N/A | | |
| * If on private property, will the property need to be acquired? | Yes  No N/A | | |
| **Have local planning and zoning requirements been met?** | Yes  No | | |
| **Who will be installing the shelter?** Choose an item. | | |

## 3 Historic Resources

|  |  |
| --- | --- |
| **Is the shelter located within the confines of a historic district?**  *(contact locality or use* [*VDHRs VCRIS mapping tool*](https://vcris.dhr.virginia.gov/VCRIS/MapViewer/Account/Logon?returnUrl=%2FVCRIS%2FMapviewer%2F)*)*  **If yes please list the District(s):** | Yes  No |
| Click or tap here to enter text. | |
| **Is the proposed stop location located adjacent to any Historic Resources listed on the National Register?** *(Contact locality or use* [*VDHRs VCRIS mapping tool*](https://vcris.dhr.virginia.gov/VCRIS/MapViewer/Account/Logon?returnUrl=%2FVCRIS%2FMapviewer%2F)*. For shelters, list any adjacent historic structures and attach a VCRIS map)*  **If yes please list the Historic Resources:**  *(you may attach a list or DHR VCRIS report instead of listing sites below)* | Yes  No |
| Click or tap here to enter text. | |
| **Will the shelter require ground-disturbing activities outside of an existing right of way?** *(i.e. excavation for a slab or footings)*  **If yes please describe activities or attach engineering drawing:** | Yes  No |
| Click or tap here to enter text. | |

## 4 Environmental Considerations

For environmental planning purposes please answer the following questions as they relate to the proposed shelter location. Information is available either from your jurisdiction or via EPA’s [NEPAssist tool](https://www.epa.gov/nepa/nepassist).

|  |  |
| --- | --- |
| **Is the proposed shelter located in the 100-year floodplain?** | Yes  No |
| **Is the proposed shelter located in a wetland?** | Yes  No |
| **Is the shelter located within a sensitive environmental habitat?** | Yes  No |

## 5 Additional Information

Use the space below to provide any additional information relevant to the project. Note: you may also attach a written narrative.

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

## 6 Checklist

1. Project sketch showing the shelter footprint (can be a copy of the design specs)
2. Illustration of the shelter design such as a manufacturer specification sheet, engineering drawings or architectural rendering
3. Two photos of the proposed shelter location
4. A map showing the location of the shelter within the surrounding context. The map can be from Google maps, a County GIS viewers, [VDOT pathways for Planning](https://vdotp4p.com/), or other mapping resources freely available online