



PROPOSAL DESCRIPTION AND ENVIRONMENTAL SCREENING FORM

Land and Water Conservation Fund



The purpose of this Proposal Description and Environmental Screening Form (PD/ESF) is to provide descriptive and environmental information about a variety of Land and Water Conservation Fund (LWCF) state assistance proposals submitted for National Park Service (NPS) review and decision. The completed PD/ESF becomes part of the “federal administrative record” in accordance with the National Environmental Policy Act (NEPA) and its implementing regulations. The PD portion of the form captures administrative and descriptive details enabling the NPS to understand the proposal. The ESF portion is designed for States and/or project sponsors to use while the LWCF proposal is under development. Upon completion, the ESF will indicate the resources that could be impacted by the proposal enabling States and/or project sponsors to more accurately follow an appropriate pathway for NEPA analysis: 1) a recommendation for a Categorical Exclusion (CE), 2) production of an Environmental Assessment (EA), or 3) production of an Environmental Impact Statement (EIS). The ESF should also be used to document any previously conducted yet still viable environmental analysis if used for this federal proposal. The completed PD/ESF must be submitted as part of the State’s LWCF proposal to NPS.

Except for the proposals listed below, the PD/ESF **must** be completed, including the appropriate NEPA document, signed by the State, and submitted with each new federal application for LWCF assistance and amendments for: scope changes that alter or add facilities and/or acres; conversions; public facility exceptions; sheltering outdoor facilities; and changing the original intended use of an area from that which was approved in an earlier LWCF agreement. Consult the LWCF Program Manual (www.nps.gov/lwcf) for detailed guidance for your type of proposal and on how to comply with NEPA.

For the following types of proposals only this Cover Page is required because these types of proposals are administrative in nature and are categorically excluded from further NEPA environmental analysis. NPS will complete the NEPA CE Form. Simply check the applicable box below, and complete and submit only this **Cover Page** to NPS along with the other items required for your type of proposal as instructed in the LWCF Program Manual.

- SCORP planning proposal
- Time extension with no change in project scope or with a reduction in project scope
- To delete work and no other work is added back into the project scope
- To change project cost with no change in project scope or with a reduction in project scope
- To make an administrative change that does not change project scope

Name of LWCF Proposal: Bernard Park – expansion and improvements		Date Submitted to NPS: April 15, 2019	
LWCF Project Number: 80-00105	Prior LWCF Project Number(s) and Park Name(s) Associated with the Assisted Site(s): 80-00075 – Bernard Park – acquisition; 80-00045 – Bernard Park - tennis courts ****Remember this should only include grants located at the same park listed above****		
Local or State Project Sponsoring Agency (<i>recipient, or sub-recipient in case of pass-through grants</i>) Department of Parks			
Name of Local or State Sponsor Contact: Olivia Adams		Title Outdoor Recreation Planner	
Address P.O. Box HM 20		City Hamilton	State BDA
		Zip Code 00000	
Phone (441) 354-5901	Fax (441) 354-5902	Email Address Olivia_Adams@bda.gov	

Using a separate sheet for narrative descriptions and explanations, address each item and question in the order it is presented, and identify each response with its item number such as Step 1-A1, A2; Step 3-B1; Step 6-A1, A29; etc.

Step 1. Type of LWCF Proposal	
<input type="checkbox"/> New Project Application Acquisition Go to Step A	<input type="checkbox"/> Development Go to Step 2B
<input checked="" type="checkbox"/> Combination (Acquisition and Development) Go to Step 2C	
New Project Application	
<input type="checkbox"/> Increase in scope or change in scope from original agreement. Complete Steps 3A, and 5 through 7.	
<input type="checkbox"/> 6(f) conversion proposal. Complete Steps 3B, and 5 through 7.	
<input type="checkbox"/> Request for public facility in a Section 6(f) area. Complete Steps 3C, and 5 through 7.	
Request for temporary non-conforming use in a Section 6(f) area. Complete Steps 4A, and 5 through 7.	
Request for significant change in use/intent of original LWCF application. Complete Steps 4B, and 5 through 7.	
Request to shelter existing/new facility within a Section 6(f) area regardless of funding source. Complete Steps 4C, and 5 through 7.	
Step 2. New Project Application (See LWCF Manual for guidance)	
A. For an Acquisition Project	
1. Provide a brief narrative about the proposal that provides the reasons for the acquisition, the number of acres to be acquired with LWCF assistance, and a description of the property. Describe and quantify the types of existing resources and features on the site (for example, 50 acres wetland, 2,000 feet beachfront, 200 acres forest, scenic views, 100 acres riparian, vacant lot, special habitat, any unique or special features, recreation amenities, historic/cultural resources, hazardous materials/contamination history, restrictions, institutional controls, easements, rights-of-way, above ground/underground utilities, including wires, towers, etc.).	
2. How and when will the site be made open and accessible for public outdoor recreation use (signage, entries, parking, site improvements, allowable activities, etc.)?	
3. Describe development plans for the proposal for the site(s) for public outdoor recreation use within the next three (3) years.	
4. SLO must complete the State Appraisal/Waiver Valuation Review form in Step 7 certifying that the appraisal(s) has been reviewed and meets the "Uniform Appraisal Standards for Federal Land Acquisitions" or a waiver valuation was approved per 49 CFR 24.102(c)(2)(ii). State should retain copies of the appraisals and make them available if needed.	
5. Address each item in "D" below.	
B. For a Development Project	
1. Describe the physical improvements and/or facilities that will be developed with federal LWCF assistance, including a site sketch depicting improvements, where and how the public will access the site, parking, etc. Indicate entrances on 6(f) map. Indicate to what extent the project involves new development, rehabilitation, and/or replacement of existing facilities.	
2. When will the project be completed and open for public outdoor recreation use?	
3. Address each item in "D" below.	
C. For a Combination Project	
1. For the acquisition part of the proposal:	
a. Provide a brief narrative about the proposal that provides the reasons for the acquisition, number of acres to be acquired with LWCF assistance, and describes the property. Describe and quantify the types of existing resources and features on the site (for example, 50 acres wetland, 2,000 feet beachfront, 200 acres forest, scenic views, 100 acres riparian, vacant lot, special habitat, any unique or special features, recreation amenities, historic/cultural resources, hazardous materials/contamination history, restrictions, institutional controls, easements, rights-of-way, above ground/underground utilities, including wires, towers, etc.) The intent is to purchase the property adjacent to the park. A former school (Dellwood Middle School) is closing due to the amount of maintenance needed to bring the school up to current safety standards. The addition of this property could expand the number of multiuse fields available in Bernard Park for soccer, rugby, American football, and lacrosse. Only the open fields adjacent to Bernard Park will be purchased to avoid dealing with the former school campus that is falling into disrepair. That is about 1.5 acres.	
b. How and when will the site be made open and accessible for public outdoor recreation use (signage, entries, parking, site improvements, allowable activities, etc.)? The acquisition will be open and available for recreation after acquisition. Some minor work needs to be done removing fences and vegetation that previously separated the two properties.	

- c. Describe development plans for the proposed for the site(s) for public outdoor recreation use within the next three (3) years. [Within a year of acquisition, the field will be put fully into recreation use after installing goals and painting pitch lines.](#)
- d. SLO must complete the State Appraisal/Waiver Valuation Review form in Step 7 certifying that the appraisal(s) has been reviewed and meets the "Uniform Appraisal Standards for Federal Land Acquisitions" or a waiver valuation was approved per 49 CFR 24.102(c)(2)(ii). State should retain copies of the appraisals and make them available if needed.

2. For the development part of the proposal:

- a. Describe the physical improvements and/or facilities that will be developed with federal LWCF assistance, including a site sketch depicting improvements, where and how the public will access the site, parking, etc. Indicate entrances on 6(f) map. Indicate to what extent the project involves new development, rehabilitation, and/or replacement of existing facilities.
[Add a Playground for All built for disabled and able-bodied children from ages 3 to 12, update bathroom facilities, install picnic tables with shelters, and install a permeable parking area. This playground was designed to accommodate children using crutches, canes, walkers, or wheelchairs, and to provide many opportunities for social, cognitive, sensory and motor activity. The play equipment has safety surfacing, a traffic bridge with traffic lights, slides and swings, and a 12-foot-long suspension bridge. The bathroom update will renovate the existing bathroom area to bring it into compliance with today's requirements. Install three picnic areas with shelters throughout the park. The parking area will remove the current asphalt and install a permeable parking area with at least three ADA compliant parking spaces.](#)
- b. When will the project be completed and open for public outdoor recreation use? [Within the three year grant window \(05/31/2022\)](#)

3. Address each item in "D" below.

D. Additional Items to Address for a new application and Amendments

- 1. Will this proposal create a new public park/recreation area where none previously existed and is not an addition to an existing public park/recreation area? Yes (go to #3) No (go to #2)
- 2. a. What is the name of the pre-existing public area that this new site will be added to? [Bernard Park](#)
b. Is the pre-existing public park/recreation area already protected under Section 6(f)? Yes No
If no, will it now be included in the 6(f) boundary? Yes No
- 3. What will be the name of this new public park/recreation area?
- 4. a. Who will hold title to the property assisted by LWCF? Who will manage and operate the site(s)?
[Department of Parks will hold title to this property. They will also manage and operate the site.](#)
b. What is the sponsor's type of ownership and control of the property?
 Fee simple ownership
 Less than fee simple. Explain:
 Lease. Describe lease terms including renewable clauses, # of years remaining on lease, etc.
Who will lease area? Submit copy of lease with this PD/ESF. (See LWCF Manual for **program restrictions** for leases and further guidance)
- 5. Describe the nature of any rights-of-way, easements, reversionary interests, etc. to the Section 6(f) park area? [There are no rights-of-way, easements, or reversionary interests with regard to this property.](#) Indicate the location on 6(f) map. (Will be addressed on the August State Call) Do parties understand that a Section 6(f) conversion may occur if private or non-recreation activities occur on any pre-existing right-of-way, easement, leased area? [Yes](#)
- 6. Are overhead utility lines present, and if so, explain how they will be treated per LWCF Manual. [No overhead utility lines](#)
- 7. As a result of this project, describe **new** types of outdoor recreation opportunities and capacities, and short and long term public benefits.
[The public will have access to an additional multi-use field for pick up or organized games from ultimate Frisbee to rugby or football. There will also three picnic areas with shelters for families and friends. A new playground option within the park that is not currently present will allow parents and children to enjoy different features within the park](#)
- 8. Explain any existing non-recreation and non-public uses that will continue on the site(s) and/or proposed for the future within the 6(f) boundary. [None present and acquisition will not include the school campus.](#)
- 9. Describe the planning process that led to the development of this proposal. Your narrative should address:
 - a. How was the interested and affected public notified and provided opportunity to be involved in planning for and developing your LWCF proposal? Who was involved and how were they able to review the **completed** proposal, including any state, local, federal agency professionals, subject matter experts, members of the public and Indian Tribes. Describe any public meetings held and/or formal public comment periods, including dates and length of time provided for the public to participate in the planning process and/or to provide comments on the completed proposal.
[In 2018, the Department of Education announced the closing of Dellwood Middle School. There was talk of using the campus for government offices but ultimately that was deemed unnecessary. The Department of Parks \(DOP\) submitted a proposal to acquire the field to expand Bernard Park. Through public meetings the DOP learned park users were frustrated about the state of the restrooms in the park, the lack of playground equipment for kids, and picnic areas with shelters from the sun or showers. People are often drawn to the park for basketball, tennis, and football but it lacks an](#)

option for someone not participating in these group activities. Public comment was solicited on the concept plans for 60 days. Most people were for the park expansion and improvements. The plans are currently available at the Department of Planning for anyone who inquires. Public notice of availability was published for a week in the local newspaper.

- b. What information was made available to the public for review and comment? Did the sponsor provide written responses addressing the comments? If so, include responses with this PD/ESF submission.
The public was involved with the planning to convert the land from school use to recreation use. They also had an opportunity to review site plans for this project. Comments received are included.

10. How does this proposal implement statewide outdoor recreation goals as presented in the Statewide Comprehensive Outdoor Recreation Plan (SCORP) (include references), and explain why this proposal was selected using the State's Open Project Selection Process (OPSP).

The BDA SCORP includes goals like removing barriers to access outdoor recreation, increasing the number of picnic areas with shelters, and the development of more sports fields. This project ranked high in the OPSP because it hit on three goals of the SCORP – removing barriers to the new field, installing a playground for everyone, adding picnic areas, and increasing the number of sports fields.

11. List all source(s) and amounts of financial match to the LWCF federal share of the project. The value of the match can consist of cash, donation, and in-kind contributions. The federal LWCF share and financial matches must result in a viable outdoor recreation area and not rely on other funding not mentioned here. Other federal resources may be used as a match if specifically authorized by law.

Source	Type of Match	Amount
Department of Parks	Local bond funds (land acquisition)	\$50,000
Department of Parks	Cash (development)	\$75,000

12. Is this LWCF project scope part of a larger effort not reflected on the SF-424 (Application for Federal Assistance) and grant agreement? No If so, briefly describe the larger effort, funding amount(s) and source(s). This will capture information about partnerships and how LWCF plays a role in leveraging funding for projects beyond the scope of this federal grant.

13. List all required federal, state, and local permits/approvals needed for the proposal and explain their purpose and status.
Local building permit – for the playground installation, bathroom renovation, and car park removal/replacement.

Proceed to Steps 5 through 7

Step 5. Summary of Previous Environmental Review (including E.O. 12372 - Intergovernmental Review)

To avoid duplication of effort and unnecessary delays, describe any prior environmental review undertaken at any time and still viable for this proposal or related efforts that could be useful for understanding potential environmental impacts. Consider previous local, state, federal (e.g. HUD, EPA, USFWS, FHWA, DOT) and any other environmental reviews. At a minimum, address the following:

- Date of environmental review (s), purpose for the environmental review (s) and for whom they were conducted.
- Description of the proposed action and alternatives.
No action – do not get the grant funding; Preferred action – receive and implement grant funding
- Who was involved in identifying resource impact issues and developing the proposal including the interested and affected public, government agencies, and Indian tribes?
- Environmental resources analyzed and determination of impacts for proposed actions and alternatives.
- Any mitigation measures to be part of the proposed action.
- Intergovernmental Review Process (Executive Order 12372):
Does the State have an Intergovernmental Review Process? Yes No . If "Yes", has the LWCF Program been selected for review under the State Intergovernmental Review Process? Yes No . If "Yes", was this proposal reviewed by the appropriate State, metropolitan, regional and local agencies, and if so, attach any information and comments received about this proposal. If proposal was not reviewed, explain why not.
- Public comment periods (how long, when in the process, how was invited to comment) and agency response.
- Any formal decision and supporting reasons regarding degree of potential impacts to the human environment.
- Was this proposed LWCF federal action and/or any other federal actions analyzed/reviewed in any of the previous environmental reviews? If so, what was analyzed and what impacts were identified? Provide specific environmental review document references.

Use resource impact information generated during previous environmental reviews described above and from recently conducted site inspections to complete the Environmental Screening Form (ESF) portion of this PD/ESF under Step 6. Your ESF responses should indicate your proposal's potential for impacting each resource as determined in the previous environmental review (s), and include a reference to where the analysis can be found in an earlier environmental review document. If the previous environmental review documents contain proposed actions to mitigate impacts, briefly summarize the mitigation for each resource as appropriate. The appropriate references for previous environmental review document(s) must be documented on the ESF, and the actual document(s) along with this PD/ESF must be included in the submission for NPS review.

Proceed to Steps 6 through 7 

Step 6. Environmental Screening Form (ESF)

This portion of the PD/ESF is a working tool used to identify the level of environmental documentation which must accompany the proposal submission to the NPS. By completing the ESF, the project sponsor is providing support for its recommendation in Step 7 that the proposal either:

1. meets criteria to be categorically excluded (CE) from further NEPA review and no additional environmental documentation is necessary; or
2. requires further analysis through an environmental assessment (EA) or an environmental impact statement (EIS).

An ESF alone does not constitute adequate environmental documentation unless a CE is recommended. If an EA is required, the EA process and resulting documents must be included in the proposal submission to the NPS. If an EIS may be required, the State must request NPS guidance on how to proceed.

The scope of the required environmental analysis will vary according to the type of LWCF proposal. For example, the scope for a new LWCF project will differ from the scope for a conversion. Consult the LWCF Manual for guidance on defining the scope or extent of environmental analysis needed for your LWCF proposal. As early as possible in your planning process, consider how your proposal/project may have direct, indirect and cumulative impacts on the human environment for your type of LWCF action so planners have an opportunity to design alternatives to lessen impacts on resources, if appropriate. When used as a planning tool in this way, the ESF responses may change as the proposal is revised until it is ready for submission for federal review. Initiating or completing environmental analysis after a decision has been made is contrary to both the spirit and letter of the law of the NEPA.

The ESF should be completed with input from resource experts and in consultation with relevant local, state, tribal and federal governments, as applicable. The interested and affected public should be notified of the proposal and be invited to participate in scoping out the proposal (see LWCF Manual Chapter 4). At a minimum, a site inspection of the affected area must be conducted by individuals who are familiar with the type of affected resources, possess the ability to identify potential resource impacts, and to know when to seek additional data when needed.

At the time of proposal submission to NPS for federal review, the completed ESF must justify the NEPA pathway that was followed: CE recommendation, production of an EA, or production of an EIS. The resource topics and issues identified on the ESF for this proposal must be presented and analyzed in an attached EA/EIS. Consult the LWCF Manual for further guidance on LWCF and NEPA. The ESF contains two parts that must be completed:

Part A. Environmental Resources

Part B. Mandatory Criteria

Part A: For each environmental resource topic, choose an impact estimate level (none, negligible, minor, exceeds minor) that describes the degree of potential negative impact for each listed resource that may occur directly, indirectly and cumulatively as a result of federal approval of your proposal. For each impacted resource provide a brief explanation of how the resource might be affected, how the impact level was determined, and why the chosen impact level is appropriate. If an environmental review has already been conducted on your proposal and is still viable, include the citation including any planned mitigation for each applicable resource, and choose an impact level as mitigated. If the resource does not apply to your proposal, mark NA in the first column. Add any relevant resources (see A.24 on the ESF) if not included in the list.

Use a separate sheet to briefly clarify how each resource could be adversely impacted; any direct, indirect, and cumulative impacts that may occur; and any additional data that still needs to be determined. Also explain any planned mitigation already addressed in previous environmental reviews.

Part B: This is a list of mandatory impact criteria that preclude the use of categorical exclusions. If you answer "yes" or "maybe" for any of the mandatory criteria, you must develop an EA or EIS regardless of your answers in Part A. Explain all "yes" and "maybe" answers on a separate sheet.

A. ENVIRONMENTAL RESOURCES Indicate potential for adverse impacts. Use a separate sheet to clarify responses per instructions for Part A on page 9.	Not Applicable - Resource does not exist	No/Negligible Impacts - Exists but no or negligible impacts	Minor Impacts	Impacts Exceed Minor EA/EIS required	More Data Needed to Determine Degree of Impact EA/EIS required
1. Geological resources: soils, bedrock, slopes, streambeds, landforms, etc.		X			
2. Air quality			X		
3. Sound (noise impacts)			X		
4. Water quality/quantity		X			
5. Stream flow characteristics		X			
6. Marine/estuarine	X				
7. Floodplains/wetlands			X		
8. Land use/ownership patterns; property values; community livability		X			
9. Circulation, transportation		X			
10. Plant/animal/fish species of special concern and habitat; state/federal listed or proposed for listing	X				
11. Unique ecosystems, such as biosphere reserves, World Heritage sites, old growth forests, etc.	X				
12. Unique or important wildlife/wildlife habitat	X				
13. Unique or important fish/habitat	X				
14. Introduce or promote invasive species (plant or animal)	X				
15. Recreation resources, land, parks, open space, conservation areas, rec. trails, facilities, services, opportunities, public access, etc. <i>Most conversions exceed minor impacts. See Step 3.B</i>		X			
16. Accessibility for populations with disabilities			X		
17. Overall aesthetics, special characteristics/features	X				
18. Historical/cultural resources, including landscapes, ethnographic, archeological, structures, etc. Attach SHPO/THPO determination.	X				
19. Socioeconomics, including employment, occupation, income changes, tax base, infrastructure	X				
20. Minority and low-income populations		X			
21. Energy resources (geothermal, fossil fuels, etc.)	X				
22. Other agency or tribal land use plans or policies	X				
23. Land/structures with history of contamination/hazardous materials even if remediated	X				
24. Other important environmental resources to address.	X				

B. Mandatory Criterial <i>If your LWCF proposal is approved, would it...</i>	Yes	No	To Be Determined
1. Have significant impacts on public health or safety?		X	
2. Have significant impacts on such natural resources and unique geographic characteristics as historic or cultural resources; park, recreation, or refuge lands, wilderness areas; wild or scenic rivers; national natural landmarks; sole or principal drinking water aquifers; prime farmlands; wetlands (E.O. 11990); floodplains (E.O. 11988); and other ecologically significant or critical areas.		X	
3. Have highly controversial environmental effects or involve unresolved conflicts concerning alternative uses of available resources [NEPA section 102(2)(E)]?		X	
4. Have highly uncertain and potentially significant environmental effects or involve unique or unknown environmental risks?		X	
5. Establish a precedent for future action or represent a decision in principle about future actions with potentially significant environmental effects?		X	
6. Have a direct relationship to other actions with individually insignificant, but cumulatively significant, environmental effects?		X	
7. Have significant impacts on properties listed or eligible for listing on the National Register of Historic Places, as determined by either the bureau or office. (Attach SHPO/THPO Comments)		X	
8. Have significant impacts on species listed or proposed to be listed on the List of Endangered or Threatened Species, or have significant impacts on designated Critical Habitat for these species.		X	
9. Violate a federal law, or a state, local, or tribal law or requirement imposed for the protection of the environment?		X	
10. Have a disproportionately high and adverse effect on low income or minority populations (Executive Order 12898)?		X	
11. Limit access to and ceremonial use of Indian sacred sites on federal lands by Indian religious practitioners or significantly adversely affect the physical integrity of such sacred sites (Executive Order 13007)?		X	
12. Contribute to the introduction, continued existence, or spread of noxious weeds or non-native invasive species known to occur in the area, or actions that may promote the introduction, growth, or expansion of the range of		X	

Environmental Reviewers
<p>The following individual(s) provided input in the completion of the environmental screening form. List all reviewers including name, title, agency, field of expertise. Keep all environmental review records and data on this proposal in state compliance file for any future program review and/or audit. The ESF may be completed as part of a LWCF pre-award site inspection if conducted in time to contribute to the environmental review process for the proposal.</p>
<ol style="list-style-type: none"> 1. James Adderly, Mayor of Hamilton 2. Gina Ramsey, SLO 3. Giles Spurling, Developer
<p>The following individuals conducted a site inspection to verify field conditions. <i>List name of inspector(s), title, agency, and date(s) of inspection.</i></p>
<ol style="list-style-type: none"> 1. Olivia Adams, Department of Parks, Outdoor Planner April 10, 2019 2. Zoe Collins, Department of Parks, Biologist April 10, 2019 3. Anne-Marie Bodal, Department of Parks, Hydrologist/Geologist April 10, 2019
<p>State may require signature of LWCF sub-recipient applicant here: _____ Date: _____</p>