

ENVIRONMENTAL DATA SHEET INSTRUCTIONS

Submittal Procedures

The Environmental Data Sheet ([Form 517006](#)) submittal is part of the environmental review process shown on [Chart 6D – Section 4\(f\) Process](#), located in the Flow Charts section of the Packet. This form is designed to provide additional information regarding potential environmental impacts, specifically regarding Section 4(f) involvement and threatened or endangered species. Section 4(f) is a reference to the section of the Department of Transportation Act of 1966 which requires federally funded transportation projects to avoid or limit impacts to parks, recreational areas, wildlife and water fowl refuges, and historic properties. Depending on the extent and severity of the proposed impacts, a formal 4(f) Statement may have to be prepared.

If the questions on the Environmental Data Sheet can be answered at the time of the Concept Statement (Form 517001) submittal, include this form with the Concept Statement. Otherwise, submit the Environmental Data Sheet as soon as possible, but no later than the preliminary plan submittal. For the appropriate submittal dates, refer to the [Critical Path Memorandum for Project Development](#), located in the General Information section of the Packet.

The Environmental Data Sheet may be submitted by e-mail, provided that all of the required documents and information are attached to the e-mail. Acceptable file formats for e-mail attachments include: Microsoft Word (*.doc), Adobe Acrobat (*.pdf), Joint Photograph Experts Group (*.jpg), Graphic Interchange Format (*.gif), and Tag Image Format (*.tif). Contact the Administering Office for the appropriate e-mail address to use.

Submit the Environmental Data Sheet with a cover letter or e-mail. Use cover letter or e-mail to provide any additional information not included on the Environmental Data Sheet.

General Information

Date Submitted: Enter the date that the Environmental Data Sheet is submitted. Check the appropriate box to indicate if this is the first submittal or a revised submittal.

County / City: Enter the county and city in which the project is located. Leave the city space blank if the project is only in the county.

Project Number: Enter the project number assigned by the Iowa DOT. If a project number has not yet been assigned, request a number from the Iowa DOT. Users of the Transportation Program Management System ([TPMS](#)) may request project numbers using this system. Otherwise, contact the Administering Office to obtain a project number. Include the project number on all project-related correspondence.

Section A. Recreational Areas or Wildlife Refuges

1. Provide the following information for each property that meets the criteria outlined in question 9.f of the Concept Statement. If more space is needed, attach additional sheets.

Description: Provide the name and location of the property. Locate the property by means of street addresses or intersections; section, township and range; or any other method that allows a person unfamiliar with the area to locate the property. Also include the name of the government agency with jurisdiction over the property (e.g., city park board, county

conservation board, Iowa DNR, etc.).

Total Property Area: Provide an estimate of the total size of the property in acres. This figure does not need to be exact.

The remaining questions in this section are designed to identify the nature of any anticipated impacts to the properties identified in question A.1. For each of the remaining questions in this section, any “Yes” answer will require a description of the anticipated impacts. If more space is needed for any of these descriptions, attach additional sheets as necessary.

The description of the anticipated impacts shall include the following:

Their physical extent: Describe in as much detail as possible the limits or portions of the property that will be impacted. Estimate the approximate area that will be impacted, either in acres or using length and width dimensions, as appropriate. Use of photographs, maps, or drawings of the areas that will be impacted is recommended.

Their severity: Describe the level or severity of the anticipated impacts to the property. For example, will the impacts be minor, such that the property’s current function remains largely unaffected? Or will the impacts be major, substantially altering the property’s ability to function as it currently does? Specifically describe any changes in the property’s function that are likely to occur because of the project.

Avoidance: Explain what steps have been taken to avoid the property. For each of the identified properties, avoidance is always the preferred alternative. However, if there are no feasible and prudent alternatives it may not be possible to avoid the property.

An alternative is feasible if it can be designed to engineering standards while meeting the purpose and need for the project. An alternative is prudent if it does not present unique problems, have unusual factors, or that the cost, social, economic, or environmental impacts do not reach extraordinary magnitudes.

Cost alone is not sufficient to show that avoidance is not feasible or prudent. However, when combined with the other factors listed, it may be considered. If possible, attach cost estimates or other documentation to establish that avoidance would not be feasible or prudent.

Minimization and Mitigation: If there are no feasible and prudent alternatives to avoidance, minimization and / or mitigation of impacts will be required. Describe in detail the proposed efforts to minimize and / or mitigate the impacts.

2. Check the appropriate box to indicate if any part of the identified properties will be acquired as permanent right-of-way. If “Yes,” describe the anticipated impacts in as much detail as possible, following the guidelines stated above.
- 3.a. Check the appropriate box to indicate if any part of the identified properties will be acquired as a temporary easement.
- 3.b. Check “Yes” if the property will suffer a permanent physical change. The change would be considered adverse if it affects the ability of the property to function as intended. For example, if a highway project uses a temporary easement to fill in part of a wetland area, after the temporary easement expires the impact on the wetland area will remain, decreasing the amount of habitat for the species present.

Check “No” if the physical impacts caused by the project are only temporary in duration. For example, access to an historic property may be temporarily limited by construction; but when construction is complete, full access is restored.

- 3.c. Check “Yes” if work done in the temporary easement is such that the nature and magnitude of the resulting changes to the property are major. For example, the amount of work would be considered major if it alters the historically significant aspects of an historic property.

Check “No” if the work results in changes to the property that are minor in nature or magnitude. For example, if a temporary easement is needed to do some minor grading on a park property, but the functions of the park are basically unaffected by the grading, the work would be considered minor.

- 3.d. Check “Yes” if the property will not be restored to a condition that is at least as good or better than its original condition, keeping in mind the intended purpose of the property. For example, if a temporary easement destroys the native vegetation of a prairie preservation area, and the easement area was reseeded with a standard highway-type grass seed mixture, this would be considered a change from its original condition.
- 3.e. Check “Yes” if all of questions A.3.b through A.3.d are checked “No,” and the agency with jurisdiction over the property has concurred with all of these determinations. If the agency has concurred, attach written documentation from the agency that specifically addresses these three determinations. If the agency has not concurred, check “No” and attach written documentation that explains its concerns. Written documentation may be a letter, e-mail, or memo from the responsible agency official. If not all of questions A.3.b through A.3.d are checked “No,” check “N/A.”
- 3.f. If any of questions A.3.b through A.3.d. are checked “Yes,” describe the anticipated impacts in as much detail as possible, following the guidelines stated above.
4. Check all the boxes that apply and describe the anticipated impacts in as much detail as possible, following the guidelines stated above.

This question addresses possible impacts that are not a direct physical impact (i.e., permanent right-of-way or temporary easement), but nonetheless may affect the property. These types of impacts occur if the project is close enough to the property that the activities, features, or attributes associated with the property are substantially impaired or diminished.

Check “Noise impacts” if the projected noise level increase attributable to the project substantially interferes with the use and enjoyment of the property. For example, if the noise levels would interfere with sleeping in a campground area, or would detract from the enjoyment of an historic site where quiet is a feature that contributes to the site’s significance, this would be considered a noise impact.

Check “Aesthetic impacts” if the project will substantially impair the visual or aesthetic features or attributes of the property, where such features or attributes are considered important contributing elements to the cultural, recreational, or environmental value of the property. For example, if a highway project will obstruct or eliminate the primary views of an architecturally significant historic property, or if it will substantially detract from the setting of a park or historic property that derives its value largely because of its setting, this

would be considered an aesthetic impact.

Check “Reduced access” if the project will permanently restrict or reduce access to a park, recreation area, or historic site, thereby limiting its usefulness.

Check “Vibration” if the project will cause vibration levels substantial enough to impair the use of or enjoyment of the property. For example, a highway overpass may produce vibrations that could affect the structural integrity or usefulness of an historic building.

Check “Ecological intrusion” if the project substantially diminishes the value of wildlife habitat in an adjacent wildlife refuge, or if the project interferes with wildlife migration patterns or critical life cycle processes (e.g., movements to or from a breeding or nesting area).

5. Check “Yes” if the identified property was originally acquired or developed for conservation or outdoor recreational purposes with Federal funds supplied by the Land and Water Conservation Fund Act. If yes, this constitutes Section 6(f) involvement. Section 6(f) is a reference to the section of this Act which protects land that was acquired with Land and Water Conservation Act funds from being used for purposes other than public outdoor recreation.

Conversion of any such properties from recreational to other purposes will require prior Federal and State approval. For assistance in obtaining the necessary approvals, refer to the contacts listed on the Iowa Department of Natural Resources’ [Land and Water Conservation Fund](#) web page.

Section B. Threatened or Endangered Species

1. List, by common name and scientific name (if known), the threatened or endangered species present in proximity to the project. Describe the location of each species habitat with respect to the proposed project limits.
2. Check “Yes” if there will be any Federal or State threatened or endangered species affected by the project. If yes, describe the anticipated impacts in as much detail as possible, following the guidelines stated above. If any such species will be affected, consultation and coordination with the Iowa Department of Natural Resources (for state listed species) and the U.S. Fish and Wildlife Service (for federal listed species) will be required. A qualified biologist will also need to be retained to assist with this consultation and coordination.