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**Natural Resources Memo Guidance for Information Required at Resource ID (Scoping) Phase**

The following information shall be included:

Name of person/consulting firm completing the assessment

**Project locations/descriptions**

Describe project location and project information to include the project scope and the names of any watercourses in the vicinity.

**Wetlands/Watercourses**

Describe wetlands and watercourses and impacts to these resources. Include formal names of watercourses and/or swamps if applicable.

If wetlands are within the project area describe each, and indicate if the wetlands were delineated in accordance to US COE Methodologies. Include any State or Federal permitting requirements.

**Wildlife Habitat**

Describe terrestrial and aquatic wildlife habitat, as well as aquatic organism needs. Be certain to address both existing and proposed conditions for each. tree cutting needs of the project and the potential impact on bats

**Rare, Threatened, and Endangered Species (R/T/E)**

Identify any R/T/E species and what special project conditions are needed, to include, but not be limited to, freshwater mussels, suitable bat habitat, plants, and other macroinvertebrates.

Identify any coordination with resource agencies and or consultants which have been completed to date.

**Agricultural Soils**

Describe soils mapped in area and indicate if prime or statewide significant.

**6(f) Property**

Describe any properties being affected that were purchased with Land and Water Conservation Funds. Review the LWCF project list online.

**Hazardous Waste and Contaminated Soils**

Describe any residual or hazardous wastes or contaminated soils present or being impacted. Check the ANR Natural Resource Atlas.

**USDA-Forest Service Lands**

Describe any USDA-Forest Service Lands present or being impacted. Check the ANR Natural Resource Atlas.

**Scenic Highway/Byway**

Describe any Scenic Highway or Scenic Byways present or being impacted. Check online maps.

**Act 250 Permits**

Indicate if the project require an Act 250 Permit or need to amend an existing permit. Check the ANR Natural Resource Atlas and the Act 250 Database.

**FEMA Floodplains**

Describe any FEMA designated floodplains present or being impacted. Check the FEMA Map Center online.

**Flood Hazard Area/ River Corridor**

Describe any Flood Hazard Areas or River Corridors present or being impacted. Check the ANR Natural Resource Atlas.

**US Coast Guard**

Describe any USCG navigable waterways present or being impacted. Check with the USCG if unsure.

**Lakes and Ponds**

Describe any regulated lakes or ponds present or being impacted. Check the ANR Natural Resource Atlas.

**303D List/ Class A Water/ Outstanding Resource Water**

Describe any 303D Listed, Class A Waters, and/ or Outstanding Resource Waters present or being impacted. Check the ANR Natural Resource Atlas.

**Source Protection Area Public Water Sources/ Private Wells**

Describe any Source Protection Areas, Public Water Sources, and/or Private Wells present or being impacted. Check the ANR Natural Resource Atlas.

**Other**

Describe any other resources that may be present and impacted by the proposed project.

**Conclusion**

Overview of project impacts and permitting requirements. The memo should also document any correspondence/emails with resource agencies, and any permit requirements which may be needed for the project. Even if there are no impacts anticipated, please report that conclusion.