

Public Involvement Plan

Prepared By:

**Fort Lee Environmental Management Division
Directorate of Public Works
U.S. Army Garrison Fort Lee**



Technical Assistance Provided by:

**Environmental Research Group, LLC
Baltimore, Maryland
(410) 366-5170**

www.envrg.com



May 2017

Signature Page

Name	Date

Table of Contents

	Page
1.0 Overview of Public Involvement Plan.....	1-1
1.1 Purpose.....	1-1
1.2 Organization of Plan	1-2
2.0 Installation Background.....	2-1
2.1 Installation Location and Description.....	2-1
2.2 History of Installation Operations.....	2-1
2.3 Fort Lee History Timeline	2-3
2.4 NEPA Program	2-5
2.4.1 Overview of the Army NEPA Program	2-5
2.4.1.1 Phases of the NEPA Process	2-6
2.4.1.2 Regulatory/Policy Drivers.....	2-7
2.4.2 History of the NEPA Program at Fort Lee.....	2-9
3.0 Community Background.....	3-1
3.1 Community Profile.....	3-1
3.1.1 Prince George County	3-2
3.1.2 Chesterfield County.....	3-2
3.1.3 Dinwiddie County	3-3
3.1.4 Fort Lee	3-3
3.1.5 City of Colonial Heights	3-3
3.1.6 City of Hopewell.....	3-4
3.1.7 City of Petersburg.....	3-4
3.2 History of Public Involvement.....	3-5
4.0 Public Involvement Activities.....	4-1
4.1 Objectives	4-1
4.2 Public Involvement Activities.....	4-1
4.2.1 Points of Contact.....	4-2
4.2.2 Fort Lee Webpage.....	4-3
4.2.3 Fact Sheets.....	4-3
4.2.4 Public Notices	4-3
4.2.5 Public Comment Periods and Meetings	4-4
4.2.6 Responsiveness Summaries.....	4-4
4.2.7 Mailing List Update	4-4
4.2.8 Speaker Bureaus.....	4-4
4.2.9 Update Public Involvement Plan.....	4-5
5.0 References.....	5-1

List of Figures

Figure 1 – Installation Location Map.....	2-2
---	-----

List of Appendices

APPENDIX A REPOSITORY LOCATIONS	
---------------------------------	--

APPENDIX B MEDIA CONTACTS
APPENDIX C MEETING LOCATIONS
APPENDIX D REGULATORY CONTACTS
APPENDIX E ELECTED OFFICIALS
APPENDIX F LOCAL GROUPS
APPENDIX G NEPA PUBLIC INVOLVEMENT OPTIONS REPORT

List of Acronyms

ALMC	Army Logistics Management Center
BRAC	Base Realignment and Closure
CASCOM	Combined Arms Support Command
CX	Categorical Exclusion
CEQ	Council on Environmental Quality
CFR	Code of Federal Regulations
EA	Environmental Assessment
EIS	Environmental Impact Study
EMS	Environmental Management System
EO	Executive Order
FONSI	Finding of No Significant Impact
MI-EMS	Mission Integration-Environmental Management System
NEPA	National Environmental Policy Act
PAO	Public Affairs Office
PIP	Public Involvement Plan
REC	Record of Environmental Consideration
SHPO	State Historic Preservation Office
SOP	Standard Operating Procedure
TRADOC	Training Doctrine
USAEC	U.S. Army Environmental Command
VA	Virginia
VEC	Valued Environmental Component

1.0 OVERVIEW OF PUBLIC INVOLVEMENT PLAN

This Public Involvement Plan (PIP) has been prepared for Fort Lee in support of the Fort Lee Environmental Planning Services pilot. The primary objective is to analyze Fort Lee's resource capacity to support future installation actions taking into account established baseline information and criteria for determining significance to ensure significant impacts do not occur. This includes identifying Fort Lee and Army-wide goals, objectives, and targets with their status and progress. The PIP provides guidance for public involvement for actions that are subject to the National Environmental Policy Act (NEPA) process. The Fort Lee PIP has been prepared in accordance with current Council on Environmental Quality (CEQ) guidance regarding public involvement during NEPA activities.

1.1 Purpose

The NEPA process normally includes performing an individual analysis of potential environmental impacts for any action that is proposed on the installation. A full description of this process is found in section 2.4. Environmental Planning Services aims to streamline the process through use of a Capacity Analysis Report. This report includes annually-updated information regarding established baseline information and criteria for determining significance. This information is used to determine if the context and intensity of the proposed action may result in a significant impact to individual valued environmental components (VECs).

When an action is found to have no significant impacts, either individually or cumulatively, then it shall be determined not to have any significant effect and an Environmental Assessment (EA) will not necessarily need to be prepared. Details of the project and the analysis results will be added to the next Enhanced Sustainability Annual Report and serve as the NEPA documentation for that project. A Record of Environmental Consideration (REC) will accompany each project analysis. Projects which have a potential for significant impact will require project-specific NEPA documentation. The level of project-specific NEPA documentation will be determined by the installation.

The first Enhanced Sustainability Annual Report (dated 2017) is limited to actions proposed in 2016 and anticipated to be performed during the next five years. It is possible that new, unanticipated actions subject to NEPA may be performed within any given subsequent year. Any new action will be analyzed against the current established baseline information and criteria for determining significance for each VEC.

Despite the fact that NEPA only encourages, but does not require, public participation at the EA level, Fort Lee has made a practice of recognizing public comment periods and hosting public meetings for each EA. This PIP identifies outreach activities that encourage two-way communication between the Army installation and the local community. This communication includes providing opportunities for the community to learn about and comment on proposed

activities at Fort Lee. The PIP establishes lines of communication for public information transmittal, a critical component of informed decision-making. The target audiences are local citizens and neighbors; Fort Lee's civilian and military employees; installation residents and tenants; federal, state, and local officials and agencies; and local businesses and civic interest groups.

An EA of the Environmental Planning Services Pilot was produced and available for public comment between June 29 and July 29, 2016. A public meeting was held on July 27, 2016 at the Hopewell Library, Appomattox Regional Library System, Hopewell, VA.

1.2 Organization of Plan

The remainder of this plan is organized to provide Army personnel and the public with the major tools needed to successfully implement this critical component of the Fort Lee public involvement activities.

- Section 2, Installation Background, provides background and historical information about Fort Lee and past NEPA activities.
- Section 3, Community Background, includes a brief socioeconomic profile of the community, a history of public involvement in programs at Fort Lee where it is required and/or warranted, and a description of the public involvement methods currently being used.
- Section 4, Public Involvement Activities, identifies methods and opportunities for involving the local community in the NEPA process.
- Several appendices also are provided as a source of additional useful background and reference information.

2.0 INSTALLATION BACKGROUND

2.1 Installation Location and Description

The mission of Fort Lee is to:

- assist the Training Doctrine Command (TRADOC) commander with combat and training developments;
- command, operate and administer the use of resources to accomplish assigned missions;
- exercise command authority over the US Army Garrison, Fort Lee; and,
- provide base operations support to tenant and satellite units and activities, organizations, units, and personnel of other military departments and commands as required.

The following subsections present an overview of the installation, a summary of the Army NEPA process in general, and a chronology of historical activities during operations at Fort Lee.

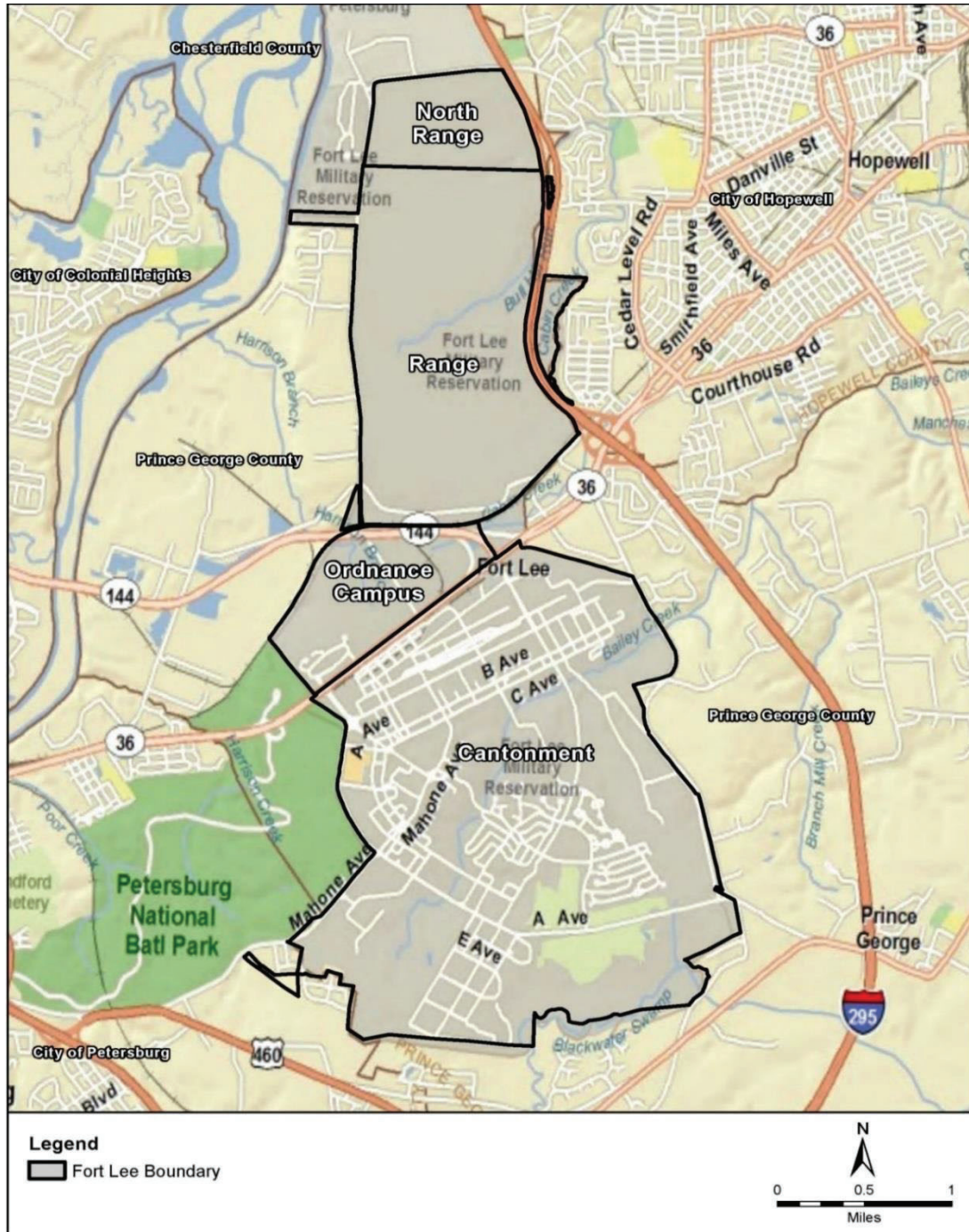
2.2 History of Installation Operations

Camp Lee was activated in 1917 and served as a state mobilization and training center during World War I. Immediately after the war, Camp Lee was used for demobilization and deactivated at the end of 1919. After deactivation, it became a wildlife preserve until 1940. It was reactivated in 1941 as a quartermaster training center and school. In 1950 it received permanent status and was named Fort Lee. During the 1950s, permanent facilities were added and airborne logistics training and petroleum training commenced. During reorganization of the US Army in 1962, Fort Lee was designated a Class 1 military installation under the Second United States Army and was renamed the US Army Quartermaster Center and Fort Lee. In 1966 the Second United States Army was inactivated and Fort Lee became a Class 1 military installation under the First United States Army. In 1973, Fort Lee became a major Army Subcommand under the control of TRADOC. In 1988, the US Army Quartermaster Center and Fort Lee was re-designated the US Army Logistics Center (Provisional) and Fort Lee. During the 1990 reorganization of TRADOC, Combined Arms Support Command (CASCOM) and Fort Lee were established from the merger of combat development and training development.

Fort Lee is currently the home of the Sustainment Center of Excellence, a major subordinate command of the TRADOC. In addition, it houses the aforementioned CASCOM, the Army Logistics University, the U.S. Army Ordnance School, the U.S. Army Quartermaster School and the U.S. Army Transportation School. Its tenants include headquarters elements of the Defense Commissary Agency, Kenner Army Health Clinic, a Military Entrance Processing

Station, and the Defense Contract Management Agency. Fort Lee is located in Prince George County, Virginia (VA), south of the city of Hopewell and northeast of the city of Petersburg. The total area encompassed by Fort Lee is 5,907 acres; half of this area has been developed and the remaining half is forested.

Figure 1 – Installation Location Map



The following timeline depicts the facility's history (Fort Lee website: <http://www.lee.army.mil/about/history.aspx>).

2.3 Fort Lee History Timeline

Spring, 1917	The War Department acquires a large tract of farmland in Prince George County. The purpose of this acquisition was to build one of 32 military cantonments in support of the recent declaration of war on Germany. It was named Camp Lee.
1919-1920	Out-processing soldiers continued to move through Camp Lee post-World War I.
1921	Camp Lee was formally closed and all buildings were demolished except one, the Davis House, which is still in use today.
October 1940	With World War II on the horizon, Camp Lee was reactivated.
1940-1945	Camp Lee was the hub of Quartermaster training, with over 300,000 troops being trained and 50,000 attending The Quartermaster Officer Candidate School.
1945	With WWII at a close, Camp Lee remained as the main Quartermaster training installation and once again reclaimed its post-War out-processing activities.
April 15, 1950	The War Department decided to keep Camp Lee as a permanent facility and renamed it Fort Lee.
June 1950	The Korean War prompted a resurgence of Quartermaster training.
1950's and 1960's	These decades were marked by construction of permanent and modernized facilities which replaced the old temporary wooden barracks, training facilities and housing with brick and mortar buildings. A new Quartermaster School Classroom Building, Kenner Army Hospital and a Quartermaster Museum are among the facilities built during this time.
1950's through 1970's	Post-World War II decades saw a variety of tenant activities hosted by Fort Lee including: Army Logistics Management Center (ALMC), Readiness Group Lee, Materiel Systems Analysis Activity, Gerow U.S. Army Reserve Center, Defense Commissary Agency, U.S. Army Reserve 80 th Division, and several other Department of Army and Department of Defense activities.

1990's	<p>The Enlisted Supply and Subsistence and Food Service departments moved into modern training facilities. New petroleum and water field training sites were constructed. A whole new three-story wing was added to ALMC. Also the Quartermaster NCO Academy and barracks complex was completed, as well as new on-post child care and physical fitness centers. Throughout this period the Quartermaster School routinely graduated 20,000 to 25,000 students annually, and ALMC another 10,000 to 12,000.</p>
May 2001	<p>The Army Women's Museum opened at Fort Lee.</p>
2001	<p>The September 11, 2001 attacks increased the need for immediate processing and rapid deployment of specialized logistic units and personnel and Fort Lee is a key training and processing center for those activities.</p>
2005	<p>As a result of the 2005 Base Realignment and Closure (BRAC), Fort Lee was a recipient of a new mission to establish a Sustainment Center of Excellence as well as directive to serve as the location for several activities that were once conducted at other military installations, including the U.S. Army Ordnance Center and School, U.S. Army Transportation Center and School, the Air Force and Navy Culinary Schools and the Defense Contract Management Agency.</p>
Present	<p>Fort Lee is currently the home of the CASCOM, the Army Logistics University, the U.S. Army Ordnance School, the U.S. Army Quartermaster School, and the U.S. Army Transportation School. Its tenants include headquarters elements of the Defense Commissary Agency, Kenner Army Health Clinic, a Military Entrance Processing Station, and the Defense Contract Management Agency.</p> <p>The daily population of Fort Lee now averages about 34,000 and includes members from all branches of the military service, their families, government civilians and contractors. Furthermore, as many as 70,000 troops will pass through Fort Lee's classrooms each year, making it the third largest training site in the Army.</p>

2.4 NEPA Program

The following subsections provide a general overview of the Army's NEPA program and its regulatory drivers (section 2.4.1), history, and implementation at Fort Lee (section 2.4.2).

2.4.1 Overview of the Army NEPA Program

The U.S. Army Environmental Center website

<http://aec.army.mil/Services/Support/NEPA.aspx> is the source for the following Army NEPA program overview:

“The National Environmental Policy Act was signed into law on Jan. 1, 1970. The purpose of NEPA is to include environmental consideration into Federal agency planning and action. It calls for the evaluation of reasonable alternatives to a proposed action, solicitation of input from those potentially affected, and an unbiased presentation of direct, indirect and cumulative impacts of implementing the proposed action. Army leaders use the NEPA process to make more informed decisions when they have clear information about the consequences and trade-offs associated with taking any given course of action.

The CEQ established regulations (40 Code of Federal Regulations [CFR] Parts 1500-1508) to set the standard for NEPA compliance. These regulations required agencies to create their own NEPA implementation procedures. The Army's procedures, Environmental Analysis of Army Actions, are documented in 32 CFR Part 651. The process used in complying with NEPA is very similar to the Military Decision Making Process taught to Army leaders for years. However, NEPA requires open public access and encourages participation, as necessary, to ensure public concerns and issues are incorporated in Army decision making.

U.S. Army Environmental Command (USAEC) has established guidelines, NEPA resource list, public access to final documents, and a document repository for Army NEPA practitioners.

The Army will continue to comply with NEPA and appropriately integrate analyses, consultation, documentation, and coordination required by other statutes, regulations and executive orders (EO). Examples include requirements of the Clean Air Act (Public Law 101-549), Endangered Species Act, National Historic Preservation Act, Native American Graves Protection and Repatriation Act (Public Law 101-601), Indian Sacred Sites (Executive Order (E.O.) 13007), Clean Water Act, American Indian Religious Freedom Act (Public Law 95-341), Fish and Wildlife Coordination Act (Public Law 85-624), Comprehensive Environmental Response, Compensation and Liability Act, Resource Conservation and Recovery Act, Pollution Prevention Act, The Sikes Act, as well as EOs 12856, 12898, 13007, 13045, 13061, 11988, 11990, 12114, 13112, and others. This integration saves both time and money, while still incorporating public participation.

NEPA provides opportunities for the Army to receive input from those who live outside its installations. The Army takes seriously its environmental and public outreach responsibilities.

One of the basic principles of NEPA is that people make better decisions when they have clear information about the consequences and trade-offs associated with taking any given course of action.”

Specific public involvement regulations are found in Part 651.47. While public participation is required for all Environmental Impact Statements (EISs), it is strongly encouraged for EAs and all other NEPA actions. The requirement for public participation (40 CFR 1506.6, discussed in section 1.1) “recognizes that all potentially interested or affected parties will be involved, when practicable, whenever analyzing environmental considerations”. This requirement can be met at the very beginning of the process by developing a [project-specific] plan to include all affected parties and implementing the plan with appropriate adjustments as it proceeds (AR 360-5). The plan will include the following:

1. Information dissemination to local and installation communities through such means as news releases to local media, announcements to local citizens groups, and Commander's letters at each phase or milestone (more frequently if needed) of the project. The dissemination of this information will be based on the needs and desires of the local communities.
2. Each phase or milestone (more frequently if needed) of the project will be coordinated with representatives of local, state, tribal, and federal government agencies.
3. Public comments will be invited and two-way communication channels will be kept open through various means as stated above. These two-way channels will be dynamic in nature, and should be updated regularly to reflect the needs of the local community.
4. Public affairs officers at all levels will be kept informed.

Appendix D to 32 CFR Part 651 provides direction to fulfill the requirement to produce a Public Participation Plan. It encourages public participation in relation to the scope of the action being taken. Smaller actions with little risk to the environment will not require full public participation, but some actions may be larger in scope or of greater interest to the public and those actions may require greater public participation.

2.4.1.1 Phases of the NEPA Process

There are three categories of environmental review of actions:

1. A Categorical Exclusion (CX) is for those actions that the Army has determined do not individually or cumulatively have a substantial effect on the human environment. Screening criteria must be met. Examples can be found in subsection 651.28 (Subpart D of Appendix B) of the Environmental Analysis of Army Actions. Some CX will be documented with a REC.
2. An EA is prepared when no CX is available, the proposed action is not covered adequately within the general scope of an existing EA or EIS, and no significant

impacts are anticipated. If the proposed action is covered within an existing EA or EIS, a REC is sufficient to document the assessment. If the proposed action is covered within an existing EA or EIS, but additional information is needed, a supplemental EA or EIS may be warranted. An EA results in either a Finding of No Significant Impact (FONSI) or a Notice of Intent to prepare an EIS.

3. An EIS is necessary when an action clearly has significant impacts or when it is anticipated there will be significant public interest. The EIS process requires formal interaction with the public, a formal "scoping" process, and specified timelines for public review of the documentation and the incorporation of public comments.

The Army encourages the use of programmatic analysis for those programs or actions that are similar in nature or broad in scope. When a programmatic analysis has been completed, those actions covered under that analysis need only summarize issues already discussed in the programmatic documentation and will only concentrate on the site specific issues in the subsequent tiered documentation, saving both money and time, while still incorporating public participation. (USAEC website)

2.4.1.2 Regulatory/Policy Drivers

When NEPA was established, the CEQ required Federal agencies to create their own NEPA implementation procedures. NEPA is implemented by the Army per the regulations found in the Environmental Analysis of Army Actions (32 CFR Part 651). The scope of the Army's NEPA program is defined in 32 CFR Part 651.1 (a), which states:

"This part requires environmental analysis of Army actions affecting human health and the environment; providing criteria and guidance on actions normally requiring EAs or EISs, and listing Army actions that are categorically excluded from such requirements, provided specific criteria are met."

Public involvement in NEPA is directed in 40 CFR 1506.6, which indicates agencies shall comply with the following six requirements (paraphrased):

- a. Make diligent efforts to involve the public in preparing and implementing their NEPA procedures;
- b. Provide public notice of NEPA-related hearings, public meetings, and the availability of environmental documents so as to inform those persons and agencies who may be interested or affected;
- c. Hold or sponsor public hearings or public meetings whenever appropriate or in accordance with statutory requirements applicable to the agency;
- d. Solicit appropriate information from the public;

- e. Explain in its procedures where interested persons can get information or status reports on EISs and other elements of the NEPA process; and
- f. Make EISs, the comments received, and any underlying documents available to the public pursuant to the provisions of the Freedom of Information Act (5 United States Code 552), without regard to the exclusion for interagency memoranda where such memoranda transmit comments of Federal agencies on the environmental impact of the proposed action. Materials to be made available to the public shall be provided to the public without charge to the extent practicable, or at a fee which is not more than the actual costs of reproducing copies required to be sent to other Federal agencies, including the CEQ.

There are additional CFR citations that pertain to public involvement requirements in NEPA, including: 40 CFR 1500.2: Policy, which encourages the facilitation of State public involvement in decisions which affect the quality of the human environment; and 40 CFR 1503.1: Inviting Comments, which is implemented after preparing a draft EIS and before preparing a final EIS. The agency shall *obtain* comments from jurisdictional Federal regulatory agencies and *request* comments from State and local regulatory agencies, applicable Indian tribes, agencies that have requested an EIS, the applicant (if any), and the public.

The CEQ coordinates federal environmental efforts with high-level government agencies to facilitate the development of environmental policies and initiatives. The CEQ was established as part of the original NEPA language in 1969 and had its responsibilities augmented with the Environmental Quality Improvement Act of 1970. NEPA delegates oversight of federal agencies to the CEQ, whose task is to ensure the agencies' obligations under NEPA are met.

In October 2007, the CEQ published a document entitled, *Collaboration in NEPA, A Handbook for NEPA Practitioners*. The handbook is intended to be used when implementing public participation requirements at Federal facilities. The handbook was born out of a conclusion by the CEQ reported in "NEPA Task Force Report to the Council on Environmental Quality — Modernizing NEPA Implementation," (September 2003) which indicates that "...collaborative approaches to engaging the public and assessing the impacts of federal actions under NEPA can improve the quality of decision-making and increase public trust and confidence in agency decisions." (CEQ Handbook, 2007).

The term "collaboration" is specifically used here as one of four levels of public engagement discussed in the handbook. The "Spectrum of Engagement in NEPA Decision-Making" includes the following hierarchical levels from least amount of public participation to the greatest amount:

1. Inform – at this level the agency simply informs interested parties of its activities.
2. Consult – the agency keeps interested parties informed, solicits their input and considers their concerns and suggestions during the NEPA process.

3. Involve – the agency works more closely with interested parties and tries to address their concerns to the extent possible given the agency’s legal and policy constraints.
4. Collaborate – parties exchange information and work together towards agreement on issues at one or more steps in the NEPA process.

Appendix G presents information about these collaboration levels in greater detail. It also provides a pro/con analysis of the choices which Fort Lee Environmental Management Division (EMD) personnel evaluated. Based on this new, annual NEPA implementation approach, the “consult” level has been chosen as most the most appropriate means of public participation. Section 4.2 describes the public participation activities in which Fort Lee may engage to provide information and solicit input from community members.

2.4.2 History of the NEPA Program at Fort Lee

Sustainability at Fort Lee is founded on the principles of the NEPA and its Army implementation policy AR 200-2, which, when applied properly, allows for mission-essential activities such as training and field exercises to be conducted without the risk of hazards and violations of regulations.

While the NEPA process has been followed at Fort Lee since its inception, its implementation became ever more prevalent during the 2005 BRAC activities which initiated tremendous installation growth that took place in a relatively short period of time. While BRAC EA and EISs were performed, Fort Lee was proactive with ensuring that awareness of sustainability and protectiveness did not end with the finalization of those documents. With an awareness that “all work is to be performed in a manner that prevents pollution, protects the environment, and conserves natural and cultural resources,” a program to have the “best management practices” was born to integrate all of these various efforts. The Fort Lee environmental staff looked at their respective program requirements and all the various tasks and lessons learned in the field to create language that would be added to all the contracts for the various tenets, units, activities and environmental contracts. What began as a few paragraphs in post-wide contracts is now a multi-page and multi-media resource document that is still under review as new and current laws and regulations are added annually. The Fort Lee Environmental Special Conditions document has allowed EMD to cover and expand the growth and program needs to a wider community on Fort Lee.

3.0 COMMUNITY BACKGROUND

The subsections that follow present an overview of the surrounding community and a general chronology of community participation and communications to date. Demographic data was obtained from the U.S. Census Data (2010).

3.1 Community Profile

Fort Lee is approximately 27 miles south of Richmond, VA, along the Interstate 95 (I-95) corridor. The facility is located in Prince George County, and is bordered to the south by the town of Hopewell and northeast by the city of Petersburg in a metropolitan area known as the Tri-Cities (Petersburg, Hopewell and Colonial Heights). Fort Lee presently occupies 5,907 acres. The installation offers on-post lodging, post housing, access to area public schools, on-base child care and child development center, as well as access to outdoor sports and recreational activities.

The local political jurisdictions are Chesterfield County, Dinwiddie County, Prince George County, and the cities of Colonial Heights, Hopewell, and Petersburg. Land use immediately adjacent to Fort Lee is a mixture of agricultural, residential, and commercial. State and federal correction facilities are located adjacent to the operational areas north of River Road. Most of the industrialized land is located in Petersburg and Hopewell with a few industrial sites located in Chesterfield County along I-95. Residential land use is important in all surrounding cities, while commercial development is greatest in Petersburg, Colonial Heights, Hopewell, and Chesterfield County. Dinwiddie and Prince George Counties have large tracts of agricultural and forested lands. Although development is occurring rapidly in southern and western Chesterfield County, areas of undeveloped land still exist.

The Tri-Cities area surrounding Fort Lee is heavily developed. New construction is occurring as either infilling of isolated, vacant parcels or as redevelopment of previously developed parcels of land. Most new development is likely to occur along major highway corridors in Chesterfield, Dinwiddie, and Prince George Counties. The western boundary of the Fort Lee cantonment area is the Petersburg National Battlefield, which was the location of one of the Civil War's most significant campaigns. This 1,445-acre park is heavily wooded and is an effective buffer between Fort Lee and Petersburg.

Land areas immediately adjacent to Fort Lee are within the jurisdiction of the Crater Planning District Commission. Each of the six surrounding cities and counties maintains various zoning and subdivision ordinances, but these rules have little direct effect on the installation. The most significant controls on development are physical and natural barriers surrounding the installation. These barriers include the Appomattox River and wetlands, Blackwater Swamp, and Petersburg National Battlefield. No adverse land use controls or restrictions affecting development or redevelopment of the land in the vicinity of the installation have been identified.

3.1.1 Prince George County

Prince George County covers 265 square land miles, and there were 35,725 residents in the county recorded during the 2010 census. There were 12,056 housing units which includes 11,451 occupied households. The average household size was 2.7.

The racial makeup of the county is 61.1 percent White, 32 percent African American, 0.6 percent American Indian or Alaska Native, 1.5 percent Asian, 0.4 percent Native Hawaiian and Pacific Islander, 1.6 percent reporting as other, and 2.8 percent reporting two or more races. General population by ethnicity is reported as 5.8 percent Hispanic or Latino and 94.2 percent as Non-Hispanic or Latino.

The age distribution is 25.2 percent under the age of 20, 6.3 percent between 20 and 24 years old, 38.1 percent between 25 and 49 years old, and 30.4 percent aged 50 or older. The population is 54.6 percent male and 45.4 percent female.

The median income for a household in Prince George County is \$71,328. The per capita income for the county is \$25,626. Of the total population, five percent are living below the poverty level.

3.1.2 Chesterfield County

The Crater Planning Commission has historically considered only the southern tier of Chesterfield County to be economically linked to Fort Lee. The population of Southern Chesterfield County is 71,274 while the total population of Chesterfield County is 316,236. This differentiation is important when considering socioeconomic impact of actions as the potentially affected area would only be the southern portion and using the entire county's data may skew information by diluting impacts with a larger area of influence. The demographic and socioeconomic information for Chesterfield County is portrayed below in its entirety.

Chesterfield County covers 423 square land miles, and there were 316,236 residents in the county recorded during the 2010 census. There were 122,555 housing units which includes 115,680 occupied households. The average household size was 2.69.

The racial makeup of the county is 68.3 percent White, 21.9 percent African American, 0.4 percent American Indian or Alaska Native, 3.3 percent Asian, 0.1 percent Native Hawaiian and Pacific Islander, 3.4 percent reporting as other, and 2.6 percent reporting two or more races. General population by ethnicity is reported as 7.2 percent Hispanic or Latino and 92.8 percent as Non-Hispanic or Latino.

The age distribution is 29 percent under the age of 20, 5.5 percent between 20 and 24 years old, 34.6 percent between 25 and 49 years old, and 30.9 percent aged 50 or older. The population is 48.2 percent male and 51.8 percent female.

The median income for a household in Chesterfield County is \$72,363. The per capita income for the county is \$32,527. Of the total population, 6.4 percent are living below the poverty level.

3.1.3 Dinwiddie County

Dinwiddie County covers 504 square land miles, and there were 28,001 residents in the county recorded during the 2010 census. There were 11,422 housing units which includes 10,504 occupied households. The average household size was 2.58.

The racial makeup of the county is 63.9 percent White, 32.9 percent African American, 0.3 percent American Indian or Alaska Native, 0.4 percent Asian, 0 percent Native Hawaiian and Pacific Islander, 1.2 percent reporting as other, and 1.3 percent reporting two or more races. General population by ethnicity is reported as 2.4 percent Hispanic or Latino and 97.6 percent as Non-Hispanic or Latino.

The age distribution is 25.8 percent under the age of 20, 5.7 percent between 20 and 24 years old, 33.4 percent between 25 and 49 years old, and 35.1 percent aged 50 or older. The population is 49.1 percent male and 50.9 percent female.

The median income for a household in Chesterfield County is \$59,516. The per capita income for the county is \$23,257. Of the total population, 12.9 percent are living below the poverty level.

3.1.4 Fort Lee

Fort Lee covers 8.4 square land miles, and there were 3,397 residents on the installation recorded during the 2010 census. There were 868 housing units which includes 811 occupied households. The average household size was 3.88.

The racial makeup of the installation is 41.7 percent White, 42 percent African American, 0.4 percent American Indian or Alaska Native, 1.9 percent Asian, 1.9 percent Native Hawaiian and Pacific Islander, 5.2 percent reporting as other, and 6.9 percent reporting two or more races. General population by ethnicity is reported as 16.6 percent Hispanic or Latino and 83.4 percent as Non-Hispanic or Latino.

The age distribution is 49.5 percent under the age of 20, 9.3 percent between 20 and 24 years old, 39.6 percent between 25 and 49 years old, and 1.6 percent aged 50 or older. The population is 49.3 percent male and 50.7 percent female.

The median income for a household on Fort Lee is \$55,563. The per capita income for the installation is \$15,811. Of the total population, 6.8 percent are living below the poverty level.

3.1.5 City of Colonial Heights

Colonial Heights covers 7.5 square land miles, and there were 17,411 residents in the county recorded during the 2010 census. There were 7831 housing units which includes 7,275 occupied households. The average household size was 2.37.

The racial makeup of the county is 82.3 percent White, 10.2 percent African American, 0.4 percent American Indian or Alaska Native, 3.3 percent Asian, 0 percent Native Hawaiian and

Pacific Islander, 1.5 percent reporting as other, and 2.3 percent reporting two or more races. General population by ethnicity is reported as 3.9 percent Hispanic or Latino and 96.1 percent as Non-Hispanic or Latino.

The age distribution is 24.7 percent under the age of 20, 5.9 percent between 20 and 24 years old, 30.5 percent between 25 and 49 years old, and 38.9 percent aged 50 or older. The population is 46.3 percent male and 53.7 percent female.

The median income for a household in Colonial Heights is \$66,551. The per capita income for the county is \$27,420. Of the total population, 7.3 percent are living below the poverty level.

3.1.6 City of Hopewell

Hopewell covers 10.2 square land miles, and there were 22,591 residents in the county recorded during the 2010 census. There were 10,121 housing units which includes 9,129 occupied households. The average household size was 2.45.

The racial makeup of the county is 55.4 percent White, 37 percent African American, 0.4 percent American Indian or Alaska Native, 0.8 percent Asian, 0.1 percent Native Hawaiian and Pacific Islander, 3.1 percent reporting as other, and 3.2 percent reporting two or more races. General population by ethnicity is reported as 6.6 percent Hispanic or Latino and 93.4 percent as Non-Hispanic or Latino.

The age distribution is 27.8 percent under the age of 20, 6.6 percent between 20 and 24 years old, 33.1 percent between 25 and 49 years old, and 32.5 percent aged 50 or older. The population is 46.4 percent male and 53.6 percent female.

The median income for a household in Hopewell is \$48,031. The per capita income for the county is \$19,343. Of the total population, 19.8 percent are living below the poverty level.

3.1.7 City of Petersburg

Petersburg covers 22.9 square land miles, and there were 32,420 residents in the county recorded during the 2010 census. There were 13,634 housing units which includes 9,129 occupied households. The average household size was 2.3.

The racial makeup of the county is 16.1 percent White, 79.1 percent African American, 0.3 percent American Indian or Alaska Native, 0.8 percent Asian, 0.1 percent Native Hawaiian and Pacific Islander, 1.8 percent reporting as other, and 1.8 percent reporting two or more races. General population by ethnicity is reported as 3.8 percent Hispanic or Latino and 96.2 percent as Non-Hispanic or Latino.

The age distribution is 23.4 percent under the age of 20, 8.9 percent between 20 and 24 years old, 32.2 percent between 25 and 49 years old, and 35.5 percent aged 50 or older. The population is 46.7 percent male and 53.3 percent female.

The median income for a household in Petersburg is \$35,126. The per capita income for the county is \$18,819. Of the total population, 24.9 percent are living below the poverty level.

3.2 History of Public Involvement

Fort Lee actively seeks opportunities to engage the surrounding communities in an effort to maintain the long-standing friendship they have achieved. As discussed in section 2.3.1, 40 CFR Part 651.47 is the source for specific public participation regulations which requires it for all EISs and strongly encourages it for EAs and all other NEPA actions. While not required by law or regulation, Fort Lee consistently implements the higher standard and conducts public comment periods and public meetings for the completion of EAs regardless of whether the outcome of the EA was a FONSI or a need to develop an EIS.

Normally, the process of providing a draft EA or EIS for public comment is performed by posting a public notice in the local newspaper announcing the locations of the draft EA available for view during the public comment period. Repositories often include the following locations: Fort Lee Library (Fort Lee, VA), Colonial Heights Public Library (Colonial Heights, VA), Hopewell Regional Library, Appomattox Regional Library System (Hopewell, VA), Petersburg Public Library (Petersburg, VA), and Prince George Library, Appomattox Regional Library System (Prince George, VA).

In addition, the date, time and location of the public meeting where the document may be viewed and comments offered is provided in the newspaper public notice. The public meetings provide an opportunity to discuss the draft EAs and EISs with installation personnel knowledgeable about the project.

4.0 PUBLIC INVOLVEMENT ACTIVITIES

Concise and timely communication with the public is essential for maintaining understanding and support of the Army's implementation of mission-critical actions. Public involvement efforts will be directly proportional to the community's needs for information and willingness to participate in the process.

Section 4.1 discusses the objectives of the PIP for Fort Lee. Section 4.2 presents methods and mechanisms for implementing the PIP.

4.1 Objectives

The PIP is designed to encourage the public's involvement in the actions taking place at Fort Lee by providing information to the public and media on a timely basis. The program is designed to be flexible so that as community information needs evolve and change, the PIP can be adjusted.

Fort Lee has the following objectives for this PIP. These objectives are in line with the "consult" level of collaboration described in Section 2.4.1.2:

- Establish effective and comprehensive mechanisms for informing the community of installation actions that may affect human, environment, or socioeconomic health of the surrounding community;
- Solicit input and identify concerns the local community may have regarding ongoing and planned actions; and
- Maintain a strategy that encourages ongoing, two-way communication between the Army and the local community.

These objectives will be addressed by implementing the public involvement actions described in the following section.

4.2 Public Involvement Activities

Fort Lee is committed to public involvement using the Enhanced Sustainability Annual Report in lieu of individual EAs for actions that will not result in significant impact.

Analysis resulting in a finding of no significant impact of unforeseen projects planned after public submission of the Enhanced Sustainability Annual Report will be incorporated into the subsequent years' report. This, however, does not mean that Fort Lee will only inform the public after the project is complete. As is discussed in section 2.4.1.2, Fort Lee has committed to consulting with the community about all projects that may impact the community at large. Each project analysis documentation and the accompanying REC will be posted to the Fort Lee website as described in section 4.2.2.

The following existing processes may serve as outlets for educating the public about the process, status, and success of this effort.

- The Mission Integration – Environmental Management System (MI-EMS) branch provides required EMS annual training for all Fort Lee Personnel. Simply stated, the purpose of EMS is personnel awareness of the environmental aspects of any activity with a focus on sustainable business practices and continual improvement of those practices.

The annual training will include awareness of the Enhanced Sustainability Annual Report.

- The Cultural Resources office coordinates with the State Historic Preservation Office (SHPO) on a project-specific basis. If a project is known to potentially affect historical or cultural resources, or if something new is discovered, the SHPO is made aware and together with the EMD a path forward is determined.
- The Crater Planning District Commission is comprised of 11 local governments in south central Virginia. These are the cities of Colonial Heights, Emporia, Hopewell and Petersburg, and the counties of Charles City, Chesterfield, Dinwiddie, Greensville, Prince George, Surry and Sussex. Fort Lee, located in Prince George County, is included in the scope of the Commission's activities. The major focus of the Commission's Work program is economic, industrial and small business development, reflecting the priorities which have been established by the member localities. Another important work area involves environmental issues, in response to local needs.

The Commission meets most months and Fort Lee participates quarterly.

- Compliance Branch: The Virginia Department of Environmental Quality is a major stakeholder with interests in the Fort Lee environmental programs. The Compliance Branch coordinates all NEPA documentation with them for review, comment, and approval.
- The Fort Lee EMD has learned in the past decade that simply complying with environmental regulations will not ensure mission-readiness but that awareness of the cumulative impacts to post property as well as the communities of Central Virginia near the fence line. They have created an environment where best management practices and new technology has enhanced the relationship between mission and environmental protectiveness while sustaining mission and training. Fort Lee has an environmental team that hosts at least quarterly meetings with civilian-neighbor community groups.

4.2.1 Points of Contact

Interested community members may contact the following installation staff with questions related to NEPA activities at Fort Lee:

Fort Lee EMD Office (mailing address for POCs named below):
825 19th St
Fort Lee, VA 23801

Carol Anderson
Chief, EMD
804-734-5071
carol.l.anderson50.civ@mail.mil

Alan Mills
Deputy Chief
804-734-3560
james.a.mills80.civ@mail.mil

Dana Bradshaw
Conservation Program Manager
804-734-5080
dana.s.bradshaw.civ@mail.mil

4.2.2 Fort Lee Webpage

Fort Lee hosts a website that will be utilized when a REC is completed after being analyzed using this process. Documentation of the analysis will be uploaded to the site and viewers will be able to correspond with EMD personnel via email if desired. Analysis of proposed actions requiring a contract award (such as construction) will be posted on the website until the project contract is awarded. Analysis of proposed actions that do not require a contract award (such as implementation of a planning document) will be posted on the website for 30 days. The web address is: <https://home.army.mil/lee/index.php/about/Garrison/directorate-public-works/environmental-management/documents-review>.

4.2.3 Fact Sheets

EMD personnel may prepare fact sheets to inform the public of the status and significant findings of specific actions and to ensure that citizens understand the issues addressed under a site's applicable program. Fact sheets provide detailed information about site history, planned technical activities, schedule updates, and special-interest items. The fact sheets may be disseminated to the community using the mailing list described in section 4.2.6. and/or be made available via online access through the Installation's EMD web page.

4.2.4 Public Notices

The installation may post public notification as described in section 3.2. Public notices serve as official notification to the local community of project plans, upcoming public involvement opportunities, and the availability of documents. Public notices will be issued to announce public comment periods and public meetings.

Public notices may be prepared and placed in local newspapers, made available as public service announcements to broadcast media, be made available online and/or included along with fact sheets sent to those on the mailing list as determined appropriate by the Public Affairs Office

(PAO) and EMD personnel. The contact information for local media outlets is provided in Appendix B.

4.2.5 Public Comment Periods and Meetings

Public meetings, both informal and formal, are intended to inform the community about ongoing site activities and to discuss and receive feedback from the public on proposed courses of action. A public notification will precede a scheduled public meeting and the corresponding comment period. A public comment period normally lasts for at least 30 calendar days, allowing time for review and comment on the proposed action. Public comments will be recorded at these meetings and during the comment period, and will be responded to through a responsiveness summary.

All meetings will be announced through public notices, news releases, direct mailings, or a combination of the three. Meetings will be held at a location that is easily accessible to the general public. Fact sheets may be prepared as handouts to support the presentation and provide contact information for additional information. All activities will be coordinated through the PAO and EMD personnel. Appendix C contains suggested meeting locations.

4.2.6 Responsiveness Summaries

A responsiveness summary will be prepared and issued to address comments received from the public. At the conclusion of public comment periods, the Army will prepare, or support the state regulator in preparing, a responsiveness summary or minutes that summarize and respond to the comments received during the public comment period, including those comments given at public meetings.

4.2.7 Mailing List Update

EMD personnel may coordinate with the PAO to update and maintain a current mailing list. Mailing lists are often an important component of effective community outreach which ensure that interested community members, as well as other stakeholders and communities impacted by or interested in activities, are kept informed of activities and opportunities for public involvement. A mailing list may be used to distribute news releases, fact sheets, and other types of pertinent information for project activities.

4.2.8 Speaker Bureaus

Project representatives may be available to conduct presentations for small group meetings, if such requests are received by the PAO. These types of interactions would focus on updating groups about project information and status. Project representatives may meet with small groups, such as civic, recreational, neighborhood groups, or schools, to discuss projects upon request. These presentations may be designed to share information about projects and provide an informal forum between project personnel and interested groups where they can discuss different aspects of the projects. An important aspect of these types of interactions is that they involve

project staff attending existing group meetings, in addition to interacting with stakeholders and community groups in a project-organized forum. Fact sheets may be prepared as handouts to support the presentation and provide contact information for additional information. All activities will be coordinated through the PAO.

4.2.9 Update Public Involvement Plan

Public Involvement Plan updates are suggested every three years or earlier if there are significant program changes. This PIP is a working document to guide the project staff. All or part of this plan may require revision due to new information or changes in community concerns and needs. The plan will be re-evaluated at these times to ensure that the level of community participation activities is appropriate.

5.0 REFERENCES

City of Colonial Heights website: <http://www.colonialheightsva.gov/>

City of Hopewell, VA website: <http://www.hopewellva.gov/>

City of Petersburg, VA website: <http://www.petersburgva.gov/>

Council on Environmental *Quality Collaboration in NEPA, A Handbook for NEPA Practitioners*, October, 2007

Department of Defense Manual 4715.20, Defense Environmental Restoration Program Management, March 2012.

Fort Lee Official website: <http://www.lee.army.mil/>

Fort Lee, 2014. Fort Lee Environmental Special Conditions Standard Operating Procedures (SOP), April 1, 2014.

Office of the Secretary of Defense, *Restoration Advisory Board Handbook*, February 2007.

U.S. Army, Army Regulation 200-1, *Environmental Protection and Enhancement*, 2007.

U.S. Army, Army Regulation 200-2, *Environmental Effects of Army Actions*, 1988.

U.S. Census Bureau 2010 data: www.census.gov/2010Census

U.S. Census Bureau Factfinder tool website: <http://factfinder2.census.gov>

U.S. Environmental Protection Agency, *National Oil and Hazardous Substances Pollution Contingency Plan*, January 1992.

APPENDIX A - REPOSITORY LOCATIONS

Appomattox Regional Library (Hopewell, VA)

209 East Cawson Street
Hopewell, VA 23860
Phone: 804-458-0110

Appomattox Regional Library System (Prince George, VA)

6605 Courts Drive
Prince George, VA 23875
Phone: 804-458-6329 ext 3700

Colonial Heights Public Library

1000 Yacht Basin Drive
Colonial Heights, VA 23834
Phone: 804-520-9384

Fort Lee Library

Army Logistics University
Bldg 12420
34th Street, 2nd Floor
Fort Lee, VA 23801
Phone: 804-765-8095

Petersburg Public Library

201 West Washington Street
Petersburg, VA 23803
Phone: 804-733-2387

APPENDIX B – MEDIA CONTACTS**Newspapers*****On Post*****Fort Lee Traveller**

On Post POC: 804-734-7147

Business Offices:

Military Newspapers of Virginia

150 W. Brambleton Ave.

Norfolk, Virginia 23510

Sales: 757-222-3990

Fax: 757-853-1634

Colonial Heights Office

114 Charlotte Avenue, Suite A

Colonial Heights, Virginia 23834

Phone: 804-526-8656

Fax: 804-526-8692

Off Post**The Hopewell News**

P.O. Box 481

516 E. Randolph Rd

Hopewell, VA 23860

Phone: 804-458-8511

www.hopewellnews.com

Richmond Times-Dispatch

300 E. Franklin Street

Richmond, VA 23219

Phone: 804-649-6000

www.timesdispatch.com

Dinwiddie Monitor

20121 Cox Rd

Sutherland, VA 23885

Phone: 804-733-8636

<http://dinwiddie-monitor.com>

The Progress-Index

15 Franklin Street
Petersburg, VA 23803
Phone: 804-732-3456
www.progress-index.com

Radio**WKJS/WKJM 99.3/105.7 KISS FM**

2809 Emerywood Pkwy, Suite 300
Richmond, VA 23294
Phone: 804-672-9299
<http://kissrichmond.com>

WCVE 88.9 (Public Radio)

The Community Idea Stations
23 Sesame Street
Richmond, VA 23235
Phone: 804-320-1301
<http://ideastations.org>

WVST 91.3 (Virginia State University Radio)

Department of Media & Broadcast Services
130 Harris Hall
P.O. Box 9067
Petersburg, Virginia 23806
Phone: 804-524-5000
www.vsu.edu/wvst/

WKHK K95

812 Morefield Park Dr.
Suite 300
Richmond, VA 23236
Phone: 804-330-5700
www.k95country.com

WKLR 96.5 FM

812 Morefield Park Dr.
Suite 300
Richmond, VA 23236
Phone: 804-330-5700
www.classicrockk965.com

WTVR (Lite 98 FM)

3245 Basie Rd.
Richmond, VA 23228
Phone: 804-345-9898
www.lite98.com

WLFV-FM & WARV-FM 100.3

300 Arboretum Place Suite 590
Richmond, VA 23236
Phone: 804-327-9902
www.989wolf.com

Television Stations

Fort Lee Command Channel 14

On Post POC: 804-734-7147

WRIC-TV 8 (ABC)

301 Arboretum Pl
Richmond, VA 23236
Phone: 804-330-8888
www.wric.com

WWBT (NBC12)

Physical Address:
5710 Midlothian Turnpike
Richmond, VA 23225-6116
Phone: 804-230-1212
www.nbc12.com

Mailing Address:

P.O. Box 12
Richmond, VA 23218

WTVR (CBS 6)

3301 West Broad Street
Richmond, VA 23230
Phone: 804-254-3600
<http://wtvr.com>

WRLH-TV (Fox Richmond)

MyTV Richmond

1925 Westmoreland Street

Richmond, VA 23230

Phone: 804-358-3535

www.foxrichmond.com

WHTJ TV (PBS)

The Community Idea Stations

23 Sesame Street

Richmond, VA 23235

Phone: 804-320-1301

<http://ideastations.org>

APPENDIX C – POTENTIAL MEETING LOCATIONS

Hopewell Library
209 East Cawson St.
Hopewell, VA 23860

APPENDIX D – REGULATORY CONTACTS

U.S. Environmental Protection Agency, Region 3

(Indicate environmental subject, program or office)

1650 Arch Street

Philadelphia, PA 19103-2029

Phone: 215-814-5000

Fax: 215-814-5103

Toll free: 800-438-2474

Email: r3public@epa.gov

<http://www2.epa.gov/aboutepa/epa-region-3-mid-atlantic>

Virginia Department of Environmental Quality

Physical Address

629 E. Main Street

Richmond, VA 23219

Mailing Address

PO Box 1105

Richmond, VA 23218

Phone: 804-698-4000

1-800-592-5482 (Toll Free in VA)

<http://www.deq.virginia.gov/TheVirginiaDepartmentofEnvironmentalQuality.aspx>

APPENDIX E – ELECTED OFFICIALS**Federal****Senator Tim Kaine (D-VA)**

B40C Dirksen Senate Office Building

Washington, DC 20510

Phone: 202-224-4024

<http://www.kaine.senate.gov/contact.cfm>

Senator Mark R. Warner (D-VA)

475 Russell Senate Office Building

Washington DC 20510

Phone: 202-224-2023

<http://www.warner.senate.gov/public/index.cfm?p=Contact>

Congressman Robert J. Wittman (R-VA)

District 1

2454 Rayburn House Office Building

Washington, DC 20515

Phone: 202-225-4261

<http://www.wittman.house.gov/>

Congressman Robert C. Scott (D-VA)

District 3

1201 Longworth House Office Building

Washington, DC 20515

Phone: 202-225-8351

https://forms.house.gov/bobbyscott/issue_subscribe.htm

Congressman Robert Hurt

District 5

125 Cannon House Office Building

Washington, DC 20515

Phone: 202-225-4711

<https://hurt.house.gov/index.cfm.email-me>

State**Governor Terence (Terry) R. McAuliffe**

1111 East Broad Street

Richmond, VA 23219

Phone: 804-786-2211

<https://governor.virginia.gov/constituent-services/communicating-with-the-governors-office/>**Lieutenant Governor Ralph S. Northam**

1111 East Broad Street

Richmond, VA 23219

Phone: 804-786-2211

<https://governor.virginia.gov/constituent-services/communicating-with-the-governors-office/>**Virginia House of Delegates****Delegate Leslie (Les) R. Adams (District 16)**

General Assembly Building

P.W. Box 406

Richmond, VA 23218

Phone: 804-698-1016

DelLAdams@house.virginia.gov

District Office:

P.O. Box K

Chatham, VA 24531

Phone: 434-432-1600

Virginia State Senate

Senate of Virginia (Fort Lee is in District 16 and the Senate seat for that district is currently vacant.)

P.O. Box 396

Richmond, VA 23218

Phone: 804-698-7505

Local**Mayor of Hopewell, VA****Mike Bujakowski**

500 Park Avenue

Hopewell, VA 23860-1832

Phone: 804-541-0662

Mayor of Petersburg, VA

Brian Moore

135 N. Union Street

Petersburg, Virginia 23803

citycouncil@petersburg-va.org

Mayor of Colonial Heights, VA

C. Scott Davis

201 James Avenue

Colonial Heights, VA 238334

Phone: 804-520-9266

APPENDIX F – LOCAL GROUPS**Chesterfield Chamber of Commerce**

9330 Iron Bridge Road, Suite B
Chesterfield, VA 23832
Phone: 804-748-6364
Fax: 804-425-5669
Email: info@chesterfieldchamber.com
Website: <http://www.chesterfieldchamber.com/>

Colonial Heights Chamber of Commerce

201 Temple Ave.
Colonial Heights, VA 23834
Phone: 804-526-5872
Fax: 804-526-9637
Email: roger.green@colonialheightschamber.com
Website: <http://www.colonialheightschamber.com/pages/Home>

Crater Planning District

1964 Wakefield St
PO Box 1808
Petersburg, VA 23805
Phone: 804-861-1666
Fax: 804-732-8972
Email: info@craterpdc.org
Website: <http://www.craterpdc.org/index.html>

Dinwiddie County Chamber of Commerce

Dinwiddie Chamber
P O Box 373
Dinwiddie VA 23841
Phone: 804 861-8774
Email: info@dinwiddiechamber.org
Website: <http://dinwiddiechamber.org/>

Hopewell/Prince George Chamber of Commerce

7210 N. 2nd. Ave.
PO Box 129
Hopewell, VA 23860
Phone: 804-458-5536

Website: <http://www.hpgchamber.org/>

Petersburg Chamber of Commerce

325 East Washington St.

Petersburg, VA 23804

Phone: 804-733-8131

Fax: 804-733-9891

E-mail: info@petersburgvachamber.com

Website: <http://www.petersburgvachamber.com/>

APPENDIX G – NEPA INVOLVEMENT OPTIONS REPORT

This comparison of public involvement options has been prepared for Fort Lee in support of the Fort Lee Environmental Planning Services pilot. The primary objective is to analyze Fort Lee’s resource capacity to support future installation actions taking into account established baseline information and criteria for determining significance and ensuring they are not exceeded into significant impacts. This will include identifying Fort Lee and Army-wide goals, objectives, and targets with their status and progress.

The National Environmental Policy Act (NEPA) requires agencies to appropriately involve the public when undertaking NEPA actions. A Public Involvement Plan has been developed to help guide Fort Lee in their public involvement efforts. The Council on Environmental Quality (CEQ) publication called *Collaboration in NEPA, A Handbook for NEPA Practitioners* dated October 2007, provides further guidance by presenting four options for implementing public involvement activities during NEPA phases. These options are formally called the “Spectrum of Engagement in NEPA Decision-Making” and are presented in a tiered approach ranging from the least amount of public involvement (“Inform”) to a great amount (“Collaboration”). These options along with examples of implementation are shown in Table 1.

Table 1-Options

Inform	Consult	Involve	Collaborate
<p>Agency Commitment: Provide parties with comprehensive, accurate and timely information about its NEPA decision-making.</p>	<p>Agency Commitment: Keep parties informed and consider their concerns and suggestions on the NEPA process. Provide documentation of how their input was considered in the decision-making process.</p>	<p>Agency Commitment: Communicate with parties to ensure that suggestions and concerns are addressed and reflected within legal and policy constraints when assessing environmental effects during the decision-making process. Provide iterative feedback on how their input is considered in the decision-making at various steps during the NEPA process.</p>	<p>Agency Commitment: Work directly with parties at one or more stages of the NEPA process, seeking their advice and agreement on: the purpose and needs statement, alternatives, collection and use of data, impact analysis, development of a preferred alternative, and/or recommendations regarding mitigation of environmental impacts.</p>

Inform	Consult	Involve	Collaborate
<p>Agency Goal: Provide sufficient objective information for parties to understand the issues being addressed through the NEPA process.</p>	<p>Agency Goal: Obtain feedback on issues in NEPA process, the alternatives considered, and the analysis of impacts.</p>	<p>Agency Goal: Consistently solicit and consider parties' input throughout the NEPA process to ensure that parties' concerns are understood and addressed before the analysis of impacts is concluded and a final decision</p>	<p>Agency Goal: Directly engage parties in working through aspects of the NEPA process potentially including the framing of the issues, the development of a range of reasonable alternatives, the analysis of impacts, and the identification of the preferred alternative – up to, but not including, the agency's Record of Decision.</p>
<p>Case Example: Management Plan for Tuolumne River in Yosemite National Park: NPS issued a brochure in Spring 2006 informing the public of its upcoming two-year planning process for the Draft EIS.</p>	<p>Case Example: Mississippi National River and Recreation Area, Bureau of Mines project: On September 25, 2006 NPS and FWS jointly held meeting to receive comments on the draft EIS.</p>	<p>Case Example: <i>Grand Canyon National Park, Colorado River Management Plan:</i> Scoping meetings held throughout country to shape</p>	<p>Case Example: <i>FHWA and DOI, St. Croix River Crossing:</i> Collaborative EIS process co-led by states of Wisconsin and Minnesota to reach agreement on bridge crossing St. Croix River.</p>
<p>NEPA Phase: Scoping, draft and final review and comment period.</p> <p>Processes: Fact Sheets, Newsletter, Web Site, Open House, Panel Presentations, Public Meetings.</p>	<p>NEPA Phase: All phases.</p> <p>Processes: Notice and Comment, Surveys, Focus Groups, Consolation, Tribal, State, Public Meetings.</p>	<p>NEPA Phases: All Phases.</p> <p>Processes: Workshops, Deliberate Polling, Individual and/or group consultations, advisory committee.</p>	<p>NEPA Phases: All Phases.</p> <p>Processes: Individual and/or group consultations, advisory committee, consensus-building, facilitation, interagency working groups, mediation, joint fact finding.</p>

Source: The Council on Environmental Quality (CEQ) *Collaboration in NEPA, A Handbook for NEPA Practitioners*, October 2007

Fort Lee takes a proactive approach to being a good neighbor to the surrounding communities of Colonial Heights, Hopewell and Petersburg, VA. The relationship is strong, symbiotic, and trustworthy. While the CEQ emphasizes collaboration as a most favorable option when implementing public involvement, there is a time and place for each option indicated in Table 1. The following table provides an analysis presenting the pros and cons for the four activities listed above.

Table 2 – Analysis of Option Pros and Cons

Activity	Pros	Cons
<p>“Inform” Provide parties with comprehensive, accurate and timely information about its NEPA decision-making in an effort to allow parties to understand the issues being addressed through the NEPA process.</p>	<p>Inexpensive, easy to implement, agency-led information control.</p> <p>Best used when there is low concern/high trust relationship between the agency and the surrounding community.</p>	<p>Limited means for community to provide input.</p> <p>If high concern/low trust relationship exists between the agency and the surrounding community, this option could be negatively perceived.</p>
<p>“Consult” Keep parties informed and consider their concerns and suggestions on the NEPA process, the alternatives considered and the analysis of impacts. Provide documentation of how their input was considered in the decision-making process.</p>	<p>Inexpensive, easy to implement, agency-led information control, provides the community a means to communicate their thoughts through comment/comment response.</p> <p>Best implemented when there is low concern/high trust relationship between the agency and the surrounding community and when the agency perceives the project has the potential to generate public interest.</p>	<p>If high concern/low trust relationship between the agency and the surrounding community exists, this option could be perceived as not providing enough opportunity to influence the outcome of the project.</p>
<p>“Involve” Consistently communicate with parties to ensure that suggestions and concerns are addressed and reflected within legal and policy constraints when assessing environmental effects during the decision-making process. Provide iterative feedback on how their input is considered in the decision-making at various steps during the NEPA process and specifically before analysis is concluded and final decisions are made.</p>	<p>Provides a great deal of opportunity for the public to communicate their questions and/or concerns about the project and be assured that their voices are being heard.</p> <p>Allows the agency to be aware of public concerns every step of the way and provides them with a means to mitigate issues as they arise.</p>	<p>More labor intensive and expensive than “Inform” and “Consult” in that agency personnel would need to be at least partially dedicated to the task of communicating project details.</p> <p>Training may need to be provided if public interest is great and a need to educate people about NEPA and the legal and policy constraints under which Federal agencies must work is necessary for public understanding of the project.</p>

Activity	Pros	Cons
<p>“Collaborate” Work directly with parties at one or more stages of the NEPA process, seeking their advice and agreement on all aspects of the project, including decision-making up to the point of delivering the Record of Decision.</p>	<p>This option provides the greatest amount of opportunity for the public to be involved with NEPA projects.</p> <p>It provides the agency an opportunity to work in partnership with the surrounding community and know that by the time the Record of Decision is ready to be written, all decisions regarding issues, alternatives and impact analysis have been fully vetted by all stakeholders.</p> <p>While this process would work wonderfully to maintain a good relationship between the agency and the surrounding community, this option is imperative when a high concern/low trust relationship exists.</p>	<p>This option comes at a greater monetary cost than the other three.</p> <p>There is a need for dedicated personnel to manage the collaboration activities.</p> <p>This option is labor intensive with constant preparation of dedicated project materials as well as ancillary meetings taking place outside of normal work-hours to accommodate the schedules of all stakeholders.</p>