



UNITED STATES MARINE CORPS  
MARINE CORPS AIR STATION  
BEAUFORT, SOUTH CAROLINA 29904-5001

IN REPLY REFER TO  
ASO 11015.1G  
NREAO

AUG 18 2020

AIR STATION ORDER 11015.1G

From: Commanding Officer, Marine Corps Air Station Beaufort  
To: Distribution List

Subj: ENVIRONMENTAL IMPACT REVIEW PROCEDURES AND THE ENVIRONMENTAL IMPACT  
REVIEW BOARD

Ref: (a) National Environmental Policy Act of 1969  
(b) 40 CFR 1500-1508  
(c) MCO P5090.2

Encl: (1) Examples of Actions Requiring EIRB Review  
(2) Request for Environmental Impact Review (REIR)

1. Purpose. To promulgate policy, procedures, guidance, and assign responsibility for the administration of the environmental impact review process for proposed actions which may affect the environment at Marine Corps Air Station (MCAS) Beaufort and the Townsend Bombing Range (TBR). Additionally, to define the responsibilities of the Environmental Impact Review Board (EIRB) for MCAS Beaufort, the TBR, and supported units per the references.

2. Cancellation. ASO 11015.1F.

3. Mission

a. The purpose of the environmental impact review process is to provide the Commanding Officer (CO), MCAS Beaufort and other members of the chain of command sufficient information on which to base informed decisions concerning environmental issues.

b. Section 102 of reference (a), requires each federal agency to consider and document the alternatives and environmental impacts of the agency's proposed actions as part of its decision making process. The President's Council on Environmental Quality has promulgated regulations in reference (b) to guide federal agencies in determining what type of environmental documentation to prepare and when to prepare it.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. To provide a systematic process for reviewing proposed actions at MCAS Beaufort, the TBR, and supported units per the references.

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(2) Concept of Operations

(a) MCAS Beaufort EIRB. Reference (c) requires installation commanders to designate, chair, and provide for the establishment of a command EIRB. Although the Action Proponent of a project is responsible for the cost of National Environmental Protection Act (NEPA) compliance, the EIRB, and ultimately the CO, is responsible for ensuring NEPA compliance for all projects aboard the Air Station. This applies to projects proposed by the Air Station's supporting commands, organizations, and the TBR. The board also assists in the development of environmental policy to be implemented through appropriate Air Station Orders.

(b) The two levels of NEPA documentation described in references (b) and (c) are the Environmental Assessment (EA) and the Environmental Impact Statement (EIS). The purpose of an EA is to provide information and analysis for determining if significant environmental impacts would occur from a proposed action. An EIS is prepared if the impacts are determined to be significant.

(c) Neither an EA nor an EIS is required if a proposed action falls within the terms of a Categorical Exclusion (CAT EX) specified in the regulations of the federal agency proposing the action.

(d) Membership. Reference (b) requires that the EIRB consist of a cross section of command personnel, to include both environmental and legal staff. The Station Logistics Officer will be the Chairman of the EIRB, and the Natural Resources and Environmental Affairs Officer (NREAO) or designee will be Secretary. The Community Planning and Liaison Officer will serve on the EIRB and act as the liaison between the Air Station EIRB and the affected community. The CO may appoint interested citizens of Beaufort County in South Carolina, and McIntosh and Long counties in Georgia to serve as ex officio members. Representatives of citizen or environmental/conservation groups, interested individuals, or governmental agencies may attend as appropriate. The MCAS Beaufort EIRB will include the following individuals or their appointees:

- 1 Member, Chairman, Station Logistics Officer.
- 2 Member, Secretary, NREAO.
- 3 Member, Public Works Officer.
- 4 Member, Director, Joint Law Center.
- 5 Member, Marine Aircraft Group 31, S-4 Officer.
- 6 Member, Community Plans and Liaison Officer.
- 7 Member, Safety Officer.
- 8 Action Proponents (non-voting), as appropriate.

(e) Meetings. The EIRB will meet once each quarter, if needed. Additional meetings can be scheduled as required. Time and location will be provided by the NREAO prior to the meeting. The purpose of the meeting will be to review REIR project submissions, CAT EX recommendations, EAs, and/or EISs. EIRB projects needing to be expedited may also be reviewed and voted on

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via electronic mail in lieu of a formal meeting. Voting members may appoint someone to vote in their place if they cannot attend an EIRB meeting.

b. Subordinate Element Missions

(1) Action Proponent/Project Manager

(a) The Action Proponent/Project Manager will determine the need for a proposed action. Action Proponent endorsement of a proposed action is required before review. Enclosure (1) provides examples of actions requiring EIRB review.

(b) The Action Proponent shall contact the NREAO to discuss the proposed action and to arrange a site visit, as necessary.

(c) After the site visit, the Action Proponent is responsible for accurately completing the REIR checklist provided in enclosure (2), with the assistance of the appropriate NREAO subject matter experts, if required.

(d) The Action Proponent shall then submit the completed checklist to the NREAO for various media reviews. The Action Proponent, with assistance from NREAO staff, should consider alternatives to the proposed action to minimize environmental impacts.

(e) The Action Proponent is responsible for providing funds for NEPA documentation and all related ancillary studies and mitigation costs.

(f) The Action Proponent and the NREAO will work together to determine if contractor services will be required to write an EA. Per reference (c), the Action Proponent is responsible for funding environmental documentation and review. Budget responsibility is that of the functional areas whose actions or programs generated the requirement. Action Proponents should take the initiative to ensure funding for environmental documentation early in the Program Objective Memorandum (POM) and budget process.

(g) The NEPA process often identifies additional measures or mitigation requirements for the environmental impacts of a proposed action. Implementation of any additional measures for an EIRB project that was categorically excluded, or mitigation measures discussed in an EA or EIS, is the responsibility of the Action Proponent/Project Manager. The Action Proponent/Project Manager will assure completion of required mitigation measures by contract, direct supervision, or verification with the NREAO. The Action Proponent will initiate corrective action for any discrepancies.

(h) The Action Proponent/Project Manager is responsible for notifying appropriate NREAO personnel at least 60 to 90 days prior to the actual start date of the project, to procure any permits or initiate required correspondence with local, state, and federal agencies, Native American tribes, and the State Historic Preservation Officer. Extensive lead time must be provided if an EA or EIS is required prior to the start of a project.

(2) NREAO

(a) Conduct site visits with appropriate subject matter experts and propose modifications as necessary to reduce potential environmental impacts.

(b) Assist in the determination of the appropriate level of NEPA documentation.

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(c) CAT EX decisions shall be documented in the EIRB minutes and approved/endorsed by the CO. The EIRB meeting minutes approved by the CO will satisfy the CAT EX Decision Memorandum requirements.

(d) Consult with counsel and the EIRB when the level of NEPA documentation may be subject to legal or other qualifying interpretations.

(e) Prepare an agenda for each EIRB meeting. Distribute the agenda to the permanent EIRB members and appropriate on-call members.

(f) Schedule EIRB meetings quarterly or on an as-needed basis. EIRB projects needing to be expedited may also be reviewed electronically.

(g) Review designs and plans for proposed actions and mitigation measures.

(h) Maintain minutes and NEPA documentation.

(i) Provide NEPA documentation for early public review, as required.

c. Coordinating Instructions

(1) When required by legal or other qualifying interpretations, Action Proponents will present their respective projects at the EIRB meeting. After consideration of the proposed action, EIRB members will vote on the appropriate level of NEPA documentation.

(a) No Documentation Required. The proposed action is not of the type subject to environmental impact review and no NEPA documentation is required. This can be determined prior to submission to the EIRB by contacting the NREAO NEPA Program Manager for a review and discussion of the project.

(b) Categorical Exclusion. The proposed action falls within a CAT EX and there are no applicable exceptions to using the CAT EX.

d. Environmental Assessment

(1) Command EIRB shall review completed EAs and will make one of the following determinations:

(a) The proposed action will have no significant impact on the environment. A Finding of No Significant Impact (FONSI) is appropriate, and the action may proceed as planned.

(b) The proposed action as planned may have a significant impact on the environment unless prescribed mitigation measures are accomplished. The final recommendation shall contain a full description of all required mitigation measures and monitoring necessary to ensure that no significant impacts will occur. The FONSI and approved project design shall incorporate all mitigation measures.

(c) The proposed action cannot proceed as planned without a significant impact on the environment. However, a reasonable alternative to the proposal that was not originally evaluated in the EA can proceed without a significant impact. The final recommendation from the EIRB shall contain a

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full description of the new preferred alternative and direct the Action Proponent to revise the EA.

(d) A FONSI for the proposed action is inappropriate; significant impacts can be avoided only if the "no action" alternative is selected. The final recommendation is to begin an EIS should the Action Proponent wish to continue with the proposal. The determination should describe unavoidable significant impacts.

(2) Upon considering the EA and the conclusions of the environmental staff, the EIRB will prepare a recommended course of action (to include a draft FONSI), if appropriate, for consideration by the CO. If an EIS is necessary, the Action Proponent and the NREAO shall work together to secure a contractor to prepare the EIS. EIRB members may supply some of the information required to complete the analysis.

e. Tabling. The EIRB may table a proposed action for the following reasons:

(1) Incomplete information available for the project.

(2) The Action Proponent is not present or critical questions regarding the project cannot be answered.

5. Administration and Logistics. After each EIRB meeting, the NREAO NEPA Program Manager will prepare the minutes of the EIRB for signature by the EIRB Chairman and CO endorsement. Meeting minutes shall be distributed to all EIRB members who request a copy.

6. Command and Signal

a. Command. This order is applicable to all tenant commands and staff sections of MCAS Beaufort to include the TBR.

b. Signal. This order is effective the date signed.



K. R. ARBOGAST

DISTRIBUTION: A

Examples of Actions Requiring EIRB Review

1. Training exercise
2. Ditch maintenance
3. New construction
4. Asbestos removal or disturbance
5. Lead based paint removal or disturbance
6. Dredging
7. Paving
8. Excavating or trenching
9. Shoreline stabilization
10. Maintenance or construction of shoreline structures
11. Erosion control
12. Vegetation removal other than grass mowing outside of rare plant areas
13. Disposal of soil, hazardous waste, or contaminated material
14. Burning
15. Well installation
16. Pesticide use or storage
17. Petroleum use or storage other than in mobile vehicles
18. Construction or modification of land drainage systems, to include stormwater facilities
19. Building renovation
20. Renovations/repairs/closing of underground storage tanks
21. Installation or removal of above ground storage tanks
22. Air emission sources - new, removals, or change-outs of air emission sources (i.e., boilers, emergency generators, petroleum storage tanks, paint booths, or any non-electric fuel burning stationary source, etc.) regardless of size

The above items are only examples of projects requiring EIRB review and do not include every action requiring review.

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Request for Environmental Impact Review (REIR)

GENERAL INSTRUCTIONS: Complete this form to initiate NREAO review of proposed actions.

1. Coordinate your proposal through your command and the appropriate MCAS Beaufort, Laurel Bay, or Townsend Bombing Range Proponent.
2. Complete this form and send it and any maps, etc. to the NREAO NEPA manager, at mary.krieger@usmc.mil.
3. The NEPA Manager will confirm receipt of the REIR.

**SECTION I - PROPONENT INFORMATION**

Project Title:	
Short Description of Action:	
Project ID (if applicable):	
Start By Date:	
End By Date:	
Action Proponent (Unit/Command):	
Action Proponent POC:	
Phone/Email:	
Action Proponent POC (Alternate):	
Phone/Email:	
Base Location:	
Who will the Action Or Work be done by? <ul style="list-style-type: none"> <li>- Contract, Self-help, Base Workforce, Squadron, N/A, Other (Explain)</li> </ul>	
Project will result in permanent site improvement?:	
New or Modified Real Estate License Will Be Issued By Base?:	
Maps and shape files sent? Yes or No.	

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**DESCRIPTIVE INFORMATION**

Purpose and Need of Action (Why is the action needed? What are the objectives?):
Scope of Project:
DESCRIPTION OF PROPOSED ACTION AND ANY ALTERNATIVES CONSIDERED - Including a "No Action" and a "Preferred" alternative. Provide sufficient details for evaluation of the total action:
Information concerning avoidance, specific best management practices, or mitigation necessary to complete the project:

**SECTION II - PRELIMINARY ENVIRONMENTAL SURVEY**

Answer all questions in Sections A-I below. Provide remarks in Section J as appropriate.

**A. Air Quality:**

1. Will your project include any of the following? Yes, No, Unknown.  
(If yes, indicate "new" or "modified" as appropriate)

ACTION	YES/NO/UNKNOWN	ACTION	YES/NO/UNKNOWN
Abrasive Blasting		Generators	
Landfill		Engine Test Stands	
Lime storage		Fiberglass Repair	
Open Burning		Bulk Chemical Storage (liquid or solid)	
Painting		Remediation	
Paint Booth		Rock Crushing	
Paint Strippers		Grinding	
Refrigerant Storage Recovery, and/or Recycling		Jet Engine Testing	
Tanks (ASTs, USTs)		Fuel Dispensing	
Surface Coating		Parts Oven	
Welding		Parts Cleaner	
Woodworking		Fire Training Pit	
Boilers			



\*Provide construction dates, equipment size, specifications, and estimated types (e.g., provide current version of Material Safety Data Sheet) and amounts of material usage data (e.g., amount of fuel to be burned, amount of paint to be sprayed).

2. Will pollution control equipment be involved (e.g., filter or incinerators)?
3. Will the project involve the use or disposal of asbestos?
4. Will the project cause dust problems either temporarily (such as during construction) or over the long term?

B. Land Quality:

1. Number of acres involved? Indicate total project area and total disturbed area:
2. Will the action require use of earthen fill material? Where will it come from (onsite borrow pit or purchased)?
3. Will vegetation be cleared? If yes, indicate whether roots will be removed also, or whether vegetation will be cut only to the soil surface without root disturbance:
4. Will the project increase impervious area by 10,000 square feet or more?
5. Will wetlands be involved? How many acres? What work will be done in wetlands?

C. Groundwater Quality:

1. Does the project involve use of herbicides, insecticides, or other pesticides?
2. Does the project involve installation/use of septic tanks, leach beds, or other on-site disposal of sanitary waste?
3. Will there be any wells dug or any excavation deeper than 20 feet?
4. Will the project generate or use any toxic or hazardous material/waste materials?
5. Are there any known Installation Restoration Program Comprehensive Environmental Response, Compensation, and Liability Act or Resource Conservation Recovery Act (RCRA) sites or hazardous waste treatment, storage, and disposal RCRA facilities within the proposed project area?
6. Will there be an increase of solid waste (temporarily or permanently) caused by implementing the project/action?
7. Will the project or action be carried out within 100 to 500 feet of a drinking water supply well? If yes, provide distance to nearest drinking water well:
8. Does the project require the installation or removal of any petroleum or non-petroleum underground storage tank?

D. Surface Water Quality:

1. Is the project located on or in a water body or adjacent to or in the 100-year flood plain?
2. Will the project involve construction of drainage ditches/underground drains for purposes of lowering water table?
3. After construction is complete, will petroleum products including fuel, oil, and lubricants be routinely stored or used (temporarily or permanently) at the site?
4. Does the project require the installation of any petroleum or non-petroleum above ground storage tank?

E. Natural Resources:

1. Will trees be cut? Provide an estimate of the number of trees to be cut if a small number, or estimate the acreage if appropriate:
2. Will shrubs or other low-growing vegetation be cut?
3. Will completion of the project result in a change in land use from what is presently shown in the Base Master Plan?
4. Will public access for hunting, boating, fishing, etc., be restricted?
5. Are there potential effects on any threatened or endangered species?
6. Does the project involve the transfer (purchase, sale, lease, easement or otherwise) of any real estate interest?

F. Cultural Resources:

1. Are there any known archaeological sites in the area of your project/action?
2. Are there any known historic buildings or districts affected by the project/action? If yes or unknown, please contact the Base Cultural Resources Program Manager for assistance at (843)228-7464.

G. Utilities and Services:

1. Will utilities be required? If yes, please list below:
2. Will modifications to existing utilities be required? If yes, please list below:

H. Socioeconomic Considerations:

1. Will the project cause an increase/decrease in on-base or off-base military population?
2. Will there be any increased demand on a local or state government to provide services?
3. Will there be any changes to traffic flow and patterns on or off base?

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4. Will the project cause noise or safety issues that could potentially impact off-base persons or property either during construction or from the project itself?

I. General Considerations:

1. Are alternative procedures, practices, or technologies available to minimize environmental impact or utility use?

2. Are there likely effects on the human environment?

J. Explain YES answers on a separate sheet of paper and attach.