

**PROJECT REVIEW CHECKLIST**  
**ECONOMIC GROWTH, RESOURCE PROTECTION, AND PLANNING POLICY**

(For DHCD internal use only)

Program \_\_\_\_\_

Project Title \_\_\_\_\_

County \_\_\_\_\_

Nearest Major Intersection \_\_\_\_\_

Project Description \_\_\_\_\_

**Approximate Funding Share**

| STATE FUNDING TYPE | STATE \$ | FEDERAL FUNDING TYPE | FEDERAL \$ | LOCAL \$ | OTHER FUNDING TYPE | OTHER \$ |
|--------------------|----------|----------------------|------------|----------|--------------------|----------|
|                    |          |                      |            |          |                    |          |
|                    |          |                      |            |          |                    |          |
|                    |          |                      |            |          |                    |          |

**TIER 1**

- |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|---|
| <b>Yes</b>               | <b>No</b>                | <b>N/A</b>               |   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. Is every project in this program subject to project by project State Growth Policy review? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. Does the project involve new construction?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. Does the project involve a change in type of use?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. Does the project involve an increase in intensity of use?                                  |

If answer to all questions (1-4) is “no”, the project is deemed “consistent” and requires NO FURTHER Economic Growth Policy Review.  
**EXCEPTION:** The Partnership Rental Housing Program and the infrastructure Bond Program ALWAYS require TIER 2 analysis.

**Program Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

If answer to any question is “yes”, proceed to TIER 2.

**TIER 2**

- |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|---|
| <b>Yes</b>               | <b>No</b>                | <b>N/A</b>               |   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5. Is the project consistent with the local comprehensive plan?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6. Is the project located on a site suitable for infill or redevelopment, or in an area designated for growth and planned within 5 years for water and sewer service and adequate public facilities and services? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7. If in a rural area, is the project located in an existing population center or its designated growth area?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8. Is the project designed with sensitivity for sensitive areas?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9. If in a rural area, is the project sensitive to resource area including agricultural and forest lands?   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 10. Does the project conserve resources?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 11. Does the project promote stewardship of the Chesapeake Bay and the State’s land resources?  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 12. Does the project encourage economic growth that promotes the other policies of the State’s Economic Growth, Resource Protection, and Planning Policy (items 5-11 above)?                                      |

For questions 5-12, Refer to MOP’s “Elaboration of State’s Economic Growth, Resource Protection, and Planning Policy”

If answer to all questions “yes” or “N/A”, project is “consistent”.  
 If answer to question 5, 6, or 7 is “no”, project is “inconsistent”.  
 If answer to question 8, 9, 10, 11, or 12 is “no”, project may be “inconsistent”.  
 If answer to any question is “no”, EXPLAIN on reverse.

**PROJECT DETERMINATION:**  CONSISTENT  INCONSISTENT (If project is “inconsistent,” proceed to TIER 3.)

**TIER 3**

- |                          |                          |                          |   |
|--------------------------|--------------------------|--------------------------|---|
| <b>Yes</b>               | <b>No</b>                | <b>N/A</b>               |   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 13. Do extraordinary circumstances exist that warrant proceeding with the project despite a finding of inconsistency in Tier 2? If yes, attach documentation. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 14. Is there no reasonably feasible alternative to the project? If yes, attach documentation.   |

If answer to questions 13 and 14 is “yes”, the Project is inconsistent with the Policy and the Project may proceed only if extraordinary circumstances exist with no reasonably feasible alternative.

**Program Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Division Director:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 Matthew J. Heckles

**Secretary:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 Kenneth C. Holt