



**CITY OF HELENA OPEN LANDS DEPARTMENT**

**316 North Park Avenue, Room 405**

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**Project Analysis Form  
Helena Open Lands Recreation Projects**

**1. Proposed Project Name:**

**2. Division:**

**3. Date:**

**PART I – PROPOSED ACTION DESCRIPTION**

**1. Type of Proposed Action:**

**2. Department Contact:**

**Name:**

**Address:**

**Telephone:**

**Email Address:**

**3. Anticipated Schedule: (change as necessary):**

**Estimated Project Commencement Date:**

**Estimated Completion Date:**

**Current Status of Project Design (% complete):**

**Summarize precisely when (what time of year) project phases will be completed:**

**4. Location affected by proposed action. Include a map. If your project will take place on specific trails, ensure they are clearly identified here by name as well as on your map:**

**5. Project Size: Estimate the size of the project in number of acres, length of trail, or other appropriate measure:**

**a. DEVELOPED**

**Residential:**

**Industrial (existing shop area):**

**b. OPEN SPACE/WOODLANDS/RECREATION**

**Open Space /Woodlands/Recreation:**

**c. WETLANDS/RIPARIAN AREA**

**Wetlands/Riparian Area:**

**d. FLOODPLAIN**

**Floodplain:**

**e. PRODUCTIVE: IRRIGATED CROPLAND**

**Productive Irrigated Cropland:**

**f. DRY CROPLAND**

**Forestry:**

**Rangeland:**

**Other:**

**6. Permits, Funding, and Overlapping Jurisdiction**

**a. PERMITS**

**Agency Name:**

**Permits:**

**Agency Name:**

**Permits:**

**Agency Name:**

**Permits:**

**b. FUNDING**

**Agency Name:**

**Funding Amount:**

**Agency Name:**

**Funding Amount:**

**Agency Name:**

**Funding Amount:**

**c. OTHER OVERLAPPING OR ADDITIONAL JURISDICTIONAL RESPONSIBILITIES**

**Agency Name:**

**Type of Responsibility:**

**Agency Name:**

**Type of Responsibility:**

**7. Narrative summary of the proposed action (include reasons why this project is necessary and the benefits of the project):**

**8. Description and analysis of reasonable alternatives:**

**Alternative A: No Action**

**Alternative B: Proposed Action**

**Other Alternatives:**

**9. Evaluation and listing of mitigation, stipulation, or other control measures enforceable by the agency or another governmental agency (note any agreements or contracts that would provide control measures of define responsibilities here):**

**PART II – PROJECT ANALYSIS CHECKLIST - Please include a statement either here or under “no action and other alternatives” to describe the impacts of those actions. The checklist typically only illuminates the Proposed Action Impacts.**

**Evaluation of the impacts of the Proposed Action including secondary and cumulative impacts on the Physical and Human Environment Tables.**

**a. PHYSICAL ENVIRONMENT**

Will the proposed action result in potential impacts to:	Unknown	Potentially Significant	Minor	None	Can be Mitigated	COMMENTS PROVIDED
1. Geology and soil quality, stability and moisture						
2. Air quality or objectionable odors						
3. Water quality, quantity and distribution (surface or groundwater)						
4. Existing water right or reservation						
5. Vegetation cover, quantity and quality						
6. Unique, endangered, or fragile vegetative species						
7. Unique, endangered, or fragile wildlife or fisheries species						
8. The nesting or movement of migratory bird species						
9. Generate significant public interest.						

Evaluation of the impacts of the Proposed Action including secondary and cumulative impacts on the Physical and Human Environment Tables.

b. HUMAN ENVIRONMENT

Will the proposed action result in potential impacts to:	Unknown	Potentially Significant	Minor	None	Can be Mitigated	COMMENTS PROVIDED
1. Noise and/or electrical effects						
2. Land use						
3. Risk and/or health hazards						
4. Community impact						
5. Public services/taxes and/or utilities						
6. Potential revenue and/or project maintenance costs						
7. Aesthetics and recreation						
8. Cultural and historic resources						
9. Evaluation of significance						
10. Generate public controversy						

## PART III – NARRATIVE EVALUATION AND COMMENT

1. Summarize the impacts of the proposed action and address any cumulative impacts:

## PART IV – PUBLIC PARTICIPATION

1. **Public Involvement: The public will be notified in the following manner, per the public involvement process outlined in the HOL Plan Recreation Chapter for Major Projects:**
  - Major trailheads posting and/or project site, email to stakeholder list maintained by the City, posting on City website, brief news release, and City social media.
  - At least one on-site, or in-neighborhood meeting with stakeholders by City staff, if requested and if deemed appropriate.
  - Public notice of the draft, revised draft, and final project analysis on the City’s web page and social media sites. All Project Analysis documents will be made available to the public on the City of Helena web page.
  - A maximum of three public meetings (per public involvement process for HOL recreation Major projects).
  
2. **Comment Period: Have you provided a formal, 30-day public comment period for this project? If so, when was the comment period and how were comments solicited? What was the outcome of the comments?**
  
  
3. **This level of public notice and participation is appropriate for a project of this scope having limited impact, many of which can be mitigated. Is this a true statement for your project? YES NO**