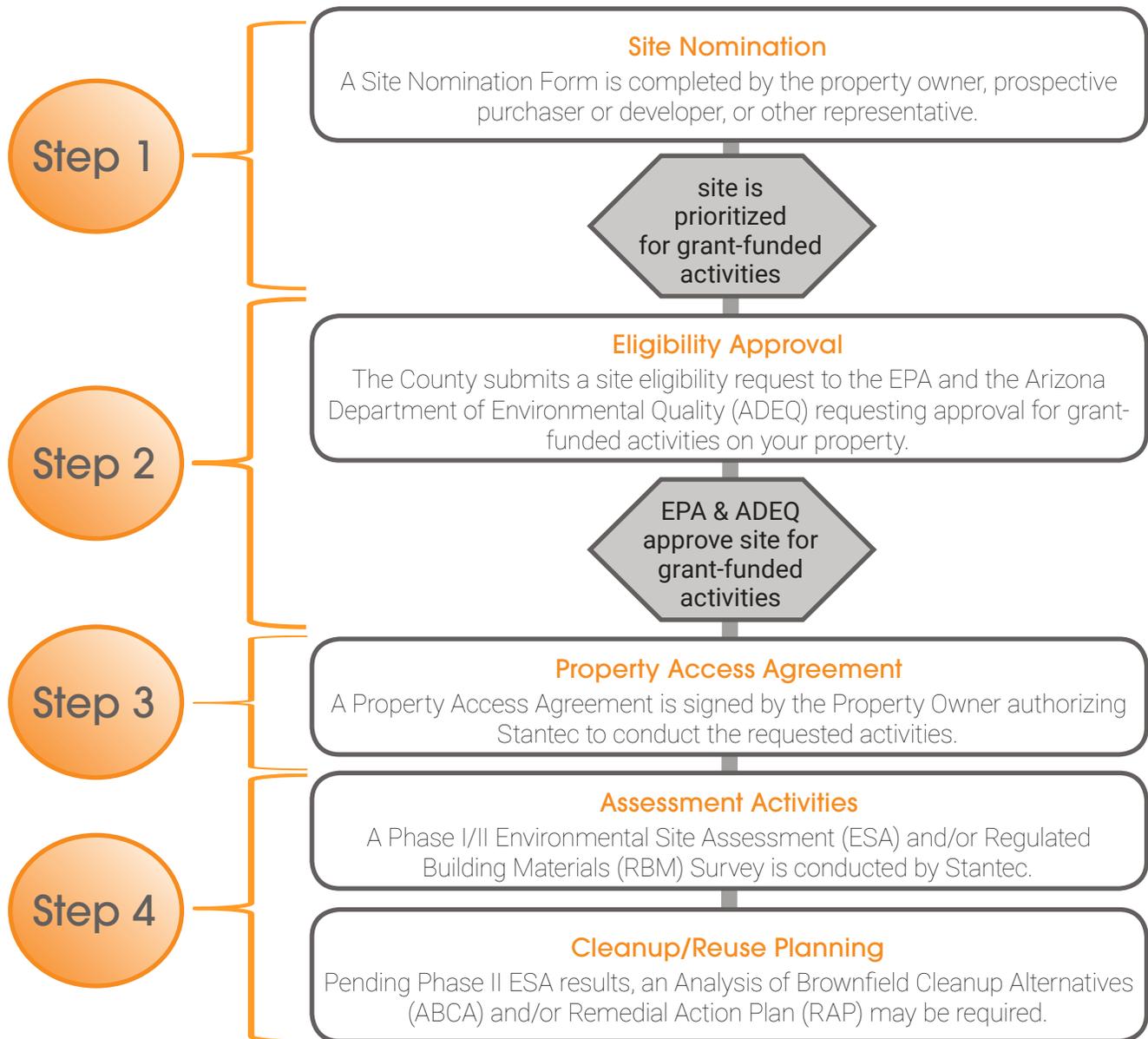


# Site Assessment Guide for Property Owners & Stakeholders

Brownfield Site Reuse & Revitalization Program

Cochise County Coalition

This Process Guide provides an overview of key activities involved the Brownfield Site Reuse and Revitalization Program. The Program is funded by an Environmental Protection Agency (EPA) Brownfields Assessment Grants awarded in 2018 to a Coalition led by Cochise County and supported by the Cities of Sierra Vista, Bisbee, and Douglas. The program is managed by Cochise County with support from an environmental consulting team led by Stantec Consulting Services Inc. (Stantec). The figure below outlines the key steps involved in the assessment and cleanup planning process. Descriptions of each step are provided on the following pages.



# Key Steps

## 1 Site Nomination

A Site Nomination Form is filled out by the property owner, prospective purchaser or developer, or other representative and submitted to Cochise County. The County will review the information provided to confirm the property meets baseline eligibility and community benefit (or prioritization) criteria. Generally, to be considered eligible for grant funding, the following criteria must be met:

1. the property is vacant, underutilized, or undergoing transition;
2. the property has potential impacts from petroleum or hazardous substances;
3. the property exhibits high potential for redevelopment and/or other opportunities to benefit the community; and
4. the property is not included on the EPA National Priority "Superfund" List, under a Consent Order with the State, or targeted for any federal or state enforcement action.

Properties that are nominated and meet the baseline eligibility criteria will be prioritized based on several factors, including greatest need and potential for community benefit. Site Nomination Forms can be obtained from <https://www.#####>.

## 2 Eligibility Approval

The information provided on your Site Nomination Form will be used to prepare a Site Eligibility Determination Request ("ED Request"). The ED Request will be prepared by Stantec for submittal to the EPA and ADEQ on your behalf to obtain approval for the requested grant-funded activities on your property.

Estimated Timeline: 2-4 weeks

*Note: Please let us know if your request for assessment activities is related to due diligence for a property transaction already underway as there may be options to submit an expedited ED Request.*

## 3 Property Access Agreement

Prior to initiating assessment activities, we must receive approval from you (in the form of a Property Access Agreement that will be provided for your review and signature), authorizing the environmental consultant (Stantec) to perform the requested activities on your property.

Estimated Timeline: 1 week

## 4 Assessment Activities & Cleanup/Reuse Planning

### Phase I Environmental Site Assessment (ESA)

A Phase I ESA is a research study intended to assess the environmental condition of a property and identify potential areas where petroleum or hazardous substances may have been released. A Phase I ESA determines if any recognized environmental conditions ("RECs") exist on the property.



#### Purpose of a Phase I ESA:

- Assess potential impacts from petroleum or hazardous substances that may impede redevelopment.
- Establish baseline conditions for liability protection.
- Support property sale/acquisition activities.
- Provide documentation typically required by lenders to secure loans.

#### The Phase I ESA is comprised of the following:

1. **Site Visit and Interview:** Stantec will schedule a site visit and interview(s) with the property owner, current occupant(s), and/or other authorized representatives who are knowledgeable about the site. Site visits typically take two hours and interviews are generally limited to 30 minutes.
2. **Desktop Study:** Stantec will complete a property background check that includes reviewing current and historical documents and regulatory databases to determine if any potential environmental concerns/ RECs exist that may impact property reuse.
3. **Report:** A Phase I ESA Report will be prepared to summarize the findings of the site visit, interviews, and desktop study. A digital copy of the report will be provided to you.

Shelf Life: 1 year (some components must be updated after 6 months)

Estimated Timeline: 4-8 weeks

### Phase II ESA

A Phase II ESA involves a physical study where environmental samples are collected and analyzed to characterize the type, distribution and extent of substances in the environment (if present).

#### Purpose of a Phase II ESA:

- Evaluate the findings of the Phase I ESA (if RECs are identified).
- Determine if a release has occurred.
- Delineate the extent of contamination (if present).
- Support efforts to obtain regulatory closure from the state environmental agency.

#### The Phase II ESA is comprised of the following:

1. **Work Plan:** Stantec will prepare a Work Plan for submittal to the EPA, ADEQ and Arizona Department of Health Services (ADHS) for approval prior to initiating sampling activities.
2. **Fieldwork:** After the Work Plan is approved, environmental samples (i.e. soil, groundwater, soil vapor, etc.) will be collected and analyzed. The study will characterize the type, distribution, and extent of petroleum or hazardous substances (if present).
3. **Report:** A Phase II ESA Report will be prepared to summarize the work performed, analytical results, and conclusions. A digital copy of the report will be provided to you.

Shelf Life: Indefinite (+/- changes in site conditions, sampling methods, regulations, etc.)

Estimated Timeline: 6-12 weeks

### Regulated Building Materials (RBM) Survey

A RBM survey involves a physical study where samples of potentially hazardous building materials are collected and tested to confirm if regulated substances are present.

#### Purpose of a RBM Survey:

- Determine if asbestos containing materials (ACM), lead-based paint (LBP), Polychlorinated Biphenyls (PCBs), or other hazardous substances are present in building materials.
- Evaluate regulations that apply to the disturbance or disposal of confirmed hazardous materials before undertaking a building remodel, renovation or demolition.



The RBM survey is comprised of the following:

1. **Work Plan:** Stantec will prepare a Work Plan for submittal to the EPA and ADEQ for approval prior to initiating sampling activities. (Note: A cursory review of exterior and interior building conditions may be necessary to aid in developing a sampling strategy.)
2. **Fieldwork:** After the Work Plan is approved, building material samples will be collected and submitted to a laboratory for analysis.
3. **Report:** The RBM Survey Report will be prepared to summarize the work performed, testing results and conclusions. A digital copy of the report will be provided to you.

Shelf Life: Indefinite (+/- changes in site conditions, sampling methods, regulations, etc.)

Estimated Timeline: 4-8 weeks

## Analysis of Brownfield Cleanup Alternatives (ABCA)

An ABCA is an analysis of remedial options potentially capable of achieving the required level of cleanup.

Purpose of an ABCA:

- Evaluate technical and economic feasibility of cleanup alternatives with reuse plans and redevelopment strategies.
- Evaluate and select preferred alternative.
- Support efforts to apply for an EPA Cleanup Grant.

Shelf Life: Indefinite (+/- changes in site conditions, sampling methods, regulations, etc.)

Estimated Timeline: 6-8 weeks

## Remedial Action Plan (RAP)

A RAP is a detailed plan to implement the preferred remedial option to achieve the required level of cleanup.

Purpose of a RAP:

- Detailed implementation plan for selected cleanup alternative.
- Detailed cost estimate for selected cleanup alternative.
- Support efforts to apply for an EPA Brownfield Cleanup Grant.

Shelf Life: Indefinite (+/- changes in site conditions, sampling methods, regulations, etc.)

Estimated Timeline: 6-8 weeks

**Have questions? Please contact:**

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*Disclaimer: Although this project has been funded wholly or in part by the EPA, the contents of this document do not necessarily reflect the views and policies of the EPA.*

