

Green Acres Program - Preliminary Assessment Checklist

To ensure that your Preliminary Assessment and Preliminary Assessment Report meet the minimum requirements as defined in the Technical Requirements for Site Remediation, N.J.A.C. 7:26E-3.1 through 3.2, as well as the NJDEP's January 2012 Preliminary Assessment Technical Guidance document (http://www.state.nj.us/dep/srp/guidance/srra/pa_soils_guidance.pdf) and to avoid delays to your project that may result from submitting incomplete information, please complete the attached checklist.

1. Have you performed a diligent inquiry into the operation and ownership history of the property from 1932 or before the property was developed and naturally vegetated, whichever is later? Yes____ No____
2. Have you performed inquiries of current and former employees and agents whose duties include or included any responsibility for hazardous substances, hazardous wastes, or pollutants, and any other current and former employees or agents who may have knowledge or documents relevant to the inquiry? Yes____ No____
3. Have you reviewed the following sources of information in order to prepare the site history?
 - a. Sanborn Fire Insurance Maps;
 - b. MacRae's Industrial Directory;
 - c. Title and Deed;
 - d. Site plans and facility as-built drawings;
 - e. Federal, state, county and local government files; and
 - f. The NJDEP's Geographic Information System Yes____ No____
4. Have you presented a description of any past industrial or commercial operations conducted on site by each owner and operator? Yes____ No____
5. Have you listed the hazardous substances, hazardous wastes, hazardous constituents and pollutants, that are or were historically present on the site? Yes____ No____
6. Have you identified all former and current wastewater discharges (sanitary and/or industrial waste), and mapped all discharge and disposal points on a scaled site map? Yes____ No____
7. Have you identified the source of potable and/or industrial process water? Yes____ No____
8. Have you identified how structures on the property are heated? Yes____ No____
9. Have you presented an interpretation of the aerial photography for the period dating from 1932, or the earliest photograph available, to the present? Yes____ No____

10. Have you provided a copy of the aerial photographs which depict the property boundaries of the property? Yes___ No___

11. Have you identified any current or prior remediation activities on the site, including the name of any government agency involved and case identification number? Yes___ No___

12. N.J.A.C. 7:26E-1.8, defines areas of concern as areas in which pollutants, hazardous substances or wastes may have been discharged to the environment. (See the Technical Requirements for Site Remediation for a complete listing of areas of concern.) Have you presented a list of any potential areas of concern, identified during the performance of the preliminary assessment? Yes___ No___

13. Have you presented a recommendation, per N.J.A.C.7:26E-3.2(a)6, for each area of concern identified at the site, and provided documentation to support this belief? Yes___ No___

14. Have you listed any administrative, civil, or criminal enforcement actions for alleged violations of environmental laws which may have resulted in an environmental impact on the site? Yes___ No___

15. Have you conducted a site visit to confirm the findings of the review of historic information obtained through diligent inquiry? Yes___ No___

16. Have you provided a copy of the United States Geologic Survey 7.5 minute topographic quadrangle, or a copy of a portion thereof, that includes the site? Yes___ No___

17. Have you certified the report, pursuant to N.J.A.C. 7:26C-1.5? Yes___ No___

The certification wording is provided below:

I certify under penalty of law that I have personally examined and am familiar with the information submitted herein, including all attached documents, and that based on my inquiry of those individuals immediately responsible for obtaining the information, to the best of my knowledge, I believe that the submitted information is true, accurate and complete. I am aware that there are significant civil penalties for knowingly submitting false, inaccurate or incomplete information and that I am committing a crime of the fourth degree if I make a written false statement which I do not believe to be true. I am also aware that if I knowingly direct or authorize the violation of any statute, I am personally liable for the penalties.

Signature: _____ Date: _____

Print Name/Title: _____