



Development
Services Agency

Mike DeWine, Governor
Jon Husted, Lt. Governor

Lydia L. Mihalik, Director

BROWNFIELD REMEDIATION PRE-APPLICATION FORM

Instructions:

Please provide responses to all sections below to the best of your knowledge. Information provided should pertain to the project. If any requested information is not available, provide an explanation for these items. If you are filling out this form on behalf of another entity, please provide your and the entity's contact information.

Email the completed form and all associated documentation to:

Annie.vanBlaricom@development.ohio.gov.

If you have any questions regarding this form, please contact Annie van Blaricom at (614) 728-3183.

Project Name: _____

Date of Application: _____

Applicant Information:

Applicant Name and type (private, local government, or 501c3 non-profit):

Applicant DUNS Number (if registered):

Contact Person:

Contact Address:

Contact Phone:

Contact Email:

Site Information:

Property owner (if different than Applicant):

Current and Former Business Names:

Project Address (Street, City, Zip):

County:

Parcel(s) Identification Number (PIN):

Size of Property in Acres:

Longitude/Latitude Coordinates of Property:

Census Tract(s):

Ohio House District:

Ohio Senate District:

US Congressional District:

Owner/Operator Information:

Does the applicant own the property? If so, on what date was it acquired and how (e.g., tax foreclosure, purchase, donation, eminent domain)? If not, do they have access to it?

For property with existing or former Underground Storage Tanks (UST), list previous site owner(s), date of property transfer, and indicate who was the last operator of the existing or former UST:

Did regulated substance disposal occur at the site before you acquired the property? If so, to what extent and, if known, on what dates?

Are you in any way potentially liable, or affiliated with any other person or entity that is potentially liable, for contamination at the site? If so, please explain.

Do you have any direct or indirect familial relationship or any contractual, corporate, or financial relationships with a potentially liable entity for this site? If so, list the entity and relationship.

Site History and Current Status:

Describe the site's operational history and relevant location details (in relation to landscape features, i.e. near a river or common roadway).

Has the site ever been subject to a U.S. EPA or Ohio EPA order, including a corrective action order under Resource and Conservation and Recovery Act (RCRA), the Oil Pollution Act, or received Leaking Underground Storage Tank (LUST) Trust Fund monies for clean up? If so, which and when.

Is there an unresolved judgement, enforcement action, or citizen suit brought against the current or immediate past owner concerning the site?

Describe any environmental assessments or reports completed for the site or currently underway (including dates). If available, provide an electronic copy of the most recent assessment report for the site.

Project Information:

Briefly describe the project and any specific questions to be addressed during the Pre-Application meeting:

What is the estimated Total Project Cost (remediation only)?

Requested amount from ODSA:

What is the end use for the property and what economic benefits will result from the project, i.e. new or retained jobs and increased tax revenue? For jobs, indicate full-time or part-time and anticipated wages and benefits.

Include a description of the cleanup activities proposed for the project. What environmental improvements will result if the project is completed?

REQUEST FOR PRE-APPLICATION MEETING

Goal: Potential applicants for all brownfield remediation programs are invited to arrange a Pre-Application meeting with the Ohio Development Services Agency's (ODSA) Office of Community Development. Early and continued communication with the office, beginning with these meetings, will allow participants to receive technical assistance on their projects, including financial, environmental and strategic advice. This will enable the applicant to better understand the application process and to prepare complete applications.

Desired Meeting Date:

Desired Meeting Location:

NOTE: ODSA staff will contact the individual listed on this form to schedule the meeting. Your environmental consultant, community partner and development partners are welcome to attend this meeting; however, a representative from the potential applicant must be present.

Frequently Asked Questions

What name should I give to my project?

The name should be relevant to you, the borrower; it can be the former operational name, the former owner's name or the name of the future development.

What if I don't know the former commercial name(s) associated with this property?

This information can often be found in the local library which houses a business directory ranging over several periods of time. *Note: The deeds for the property dating back to the time of operation are required regardless of whether the former business names are known.*

How do I find the PIN?

Parcel Identification Numbers or PINs are found on the deed or auditor's property card. It is a 10- to 13-digit number and is generally different than the deed number.

How do I find the property acreage?

This information can be found on the property deed within the legal description of the property; either at the very beginning or end of the description. The property size can also be found in the auditor's property card.

How do I find the longitude/latitude?

This information is necessary for both the Office of Community Development's database as well as the U.S. EPA information systems. This information can be found in an assessment document for the property or by utilizing a GPS (geographic positioning system) device or GIS (geographic information system) data. If necessary, the Office of Community Development can provide this information on the applicant's behalf.

Why is the owner/operator section important?

This section will help Bureau of Underground Storage Tank Regulations (BUSTR) determine applicant eligibility. An applicant is ineligible if BUSTR determines that the applicant or an entity related to the applicant is liable for any or all of the site contamination. If an applicant is ineligible for this reason, another entity must apply for the funds.

What if I don't know the operational history of the property?

The operational history of the property can be somewhat anecdotal in that if you are not certain of specific ranges in time or information you can provide what is the "verbal past" of a property. This can be obtained through interviews with neighbors adjacent to the property or family members of former owners if the owner is not available or the local fire department. Fire departments often have records of either information on when tanks were installed or removed and some operational history. The local library may also have information on the property, such as historical photos and records.

What is included in Total Project Cost?

Total Project Cost means all dollars expended (or to be expended) at the property for eligible activities. Total Project Costs may include assessment and demolition activities, professional services, and cleanup activities.