

**OFF PROJECT FACILITY/BORROW SITE
HAZARDOUS MATERIALS QUESTIONNAIRE**

Instructions: Ask the below questions of the property owner or a knowledgeable representative who is familiar with the handling, use and/or storage of hazardous materials/substances, petroleum products, chemicals, gasoline, etc. on the property

Preferably at the same time as the above interview, inspect the site and answer the below questions yourself. Take photos and attach to questionnaire. See attached guide for additional instructions.

Construction Project Number, Job Piece, County: _____

Proposed Borrow Site Address/Finding Location: _____

Owner of Proposed Borrow Site: _____ Date Interviewed: _____

Construction Contractor Inspecting Borrow Site: _____ Date Inspected: _____

FOR ANY QUESTIONS ANSWERED 'YES', PLEASE DESCRIBE

1				
Are you aware of any industrial use on the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
2				
Are you aware of any gas station, motor repair shop, commercial printing facility, dry cleaner, photo lab, junkyard, landfill, or waste handling facility on the property now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
3				
On adjoining properties, are you aware of any industrial use, now or in the past? (Note: Adjoining properties either share a common property line, or would share one if it weren't for an intervening street or thoroughfare.)	Owner Contractor	Yes Yes	No No	UK UK
4				
Also on adjoining properties, are you aware of any gas station, motor repair shop, commercial printing facility, dry cleaner, photo lab, junkyard, landfill, or waste handling facility, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
5				
Are you aware of any damaged or discarded automotive or industrial batteries; or pesticides, paints, or other chemicals totaling more than 50 gallons (or in containers bigger than 5 gallons) on the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
6				
Are you aware of any industrial drums or sacks of chemicals on the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
7				
Are you aware of any fill dirt brought onto the property from a contaminated or unknown source?	Owner Contractor	Yes Yes	No No	UK UK
8				
Are you aware of any pits, ponds, or lagoons associated with waste treatment or disposal on the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK

9				
Are you aware of any stained soil on the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
10				
Are you aware of any storage tanks (underground or above) on the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
11				
Are you aware of any vent pipes, fill pipes, access ways, or other pipes coming out of the ground on the property or next to any structure on the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
12				
Are you aware of any flooring, drains, or walls on the property that are stained (by something other than water) or that smell foul, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
13				
If the property is not on a public water system (ex. private well water), are you aware of any contaminants in the water that exceed government guidelines, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
14				
Are you aware of any environmental liens or notices regarding the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
15				
Are you aware of the existence of any hazardous substances or petroleum products or environmental violations involving the property now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
16				
Are you aware of any environmental site assessment of the property that found hazardous substances or petroleum products or contamination on the property, or that recommended further investigation or testing?	Owner Contractor	Yes Yes	No No	UK UK
17				
Are you aware of any lawsuits or administrative proceedings concerning hazardous substances or petroleum products involving the property, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
18				
Are you aware of any wastewater discharging on or adjacent to the property (other than domestic sewage in approved manners), now or in the past?	Owner Contractor	Yes Yes	No No	UK UK
19				
Are you aware of any dumping, burying, or burning of hazardous substances, petroleum products, tires, batteries, or any other waste materials on the property?	Owner Contractor	Yes Yes	No No	UK UK
20				
Are you aware of any transformer, capacitor, or hydraulic equipment (such as automotive lifts or elevators) on the property that used oil containing PCBs, now or in the past?	Owner Contractor	Yes Yes	No No	UK UK

COMPLETED BY (NAME AND ORGANIZATION): _____

SIGNATURE: _____ **DATE:** _____

**GUIDE TO
OFF PROJECT FACILITY/BORROW SITE
HAZARDOUS MATERIALS QUESTIONNAIRE**

- Safety First:** When you visit the site, be careful! Don't open containers of chemicals or unknown substances. Some materials can degrade to the point that just opening the lid can cause them to explode. Don't touch them, taste them, or sniff them; certain chemicals can cause burns, long-term illness, and even death.
- Instruction:** Observe the property and all structures on it to the extent possible. Walk the perimeter of the property, and observe it from adjacent public thoroughfares. Inspect any overgrown areas, and follow any roads or paths to their end. Inside structures, inspect all common areas (e.g., lobbies, hallways, utility rooms, etc.), a representative sampling of owner and occupant spaces, and any maintenance and repair areas, including boiler rooms. If at all possible, take photographs to document conditions at the time of your visit. Also, document any and all limitations (such as snow or water on the ground) that could cover stained soil, or areas which you could not access.

Questions and Background

1. Are you aware of any industrial use on the property, now or in the past?

Industrial uses include manufacturing, processing, extraction, refining, warehousing, transportation, and utilities. Zoning is often a good clue as to industrial use. Whether the industry is light or heavy, the concern is that it could involve the processing, storage, manufacture, and/or transportation of hazardous substances or petroleum products. It is recommended that you describe the past and present use of the site. During your site visit, be alert for any old signs, buildings, foundations, debris, or other clues of past industrial use.

2. Are you aware of any gas station, motor repair shop, commercial printing facility, dry cleaner, photo lab, junkyard, landfill, or waste handling facility on the property, now or in the past?

Again, the concern is that these uses usually involve the processing, storage, manufacture, and/or transportation of hazardous substances or petroleum products.

3. On adjoining properties, are you aware of any industrial use, now or in the past?

See Question 1. Adjoining properties are those that border the property or are across a street or right of way. It is recommended that you describe the past and present use of the adjoining properties.

4. Also on adjoining properties are you aware of any gas station, motor repair shop, commercial printing facility, dry cleaner, photo lab, junkyard, landfill, or waste handling facility, now or in the past?

See Question 2 & 3. If you've answered any of these first four questions with a "Yes", stop! This is the sort of site that should be inspected by an environmental professional, as part of either continuing this Screen or a full Phase I.

5. Are you aware of any damaged or discarded automotive or industrial batteries; or pesticides, paints, or other chemicals totaling more than 50 gallons (or in containers bigger than 5 gallons) on the property, now or in the past?

Hazardous materials are often stored in sheltered areas, such as sheds, storage bins, or basements. Is there any reason to suspect that cartons, sacks, canisters, or drums were ever stored onsite? If "yes", list the items and where they're stored. Unidentified containers must be considered hazardous until their contents are known. Consumer products used for routine office maintenance or business, such as window cleaner, are not a concern unless the containers are damaged or the quantity exceeds normal use. Any damaged or opened containers of hazardous substances require further inquiry.

6. Are you aware of any industrial drums or sacks of chemicals on the property, now or in the past?

Typical 55 gallon drums are about 3' tall and 18" in diameter. Once empty, such drums are often used as trash cans. This isn't a concern by itself, but it raises a question about what was in the drum when it arrived onsite. Drums or sacks require further inquiry regarding any hazardous substance they may have contained.

7. Are you aware of any fill dirt brought onto the property from a contaminated or unknown source?

Fill dirt will often be evident as mounds that don't seem natural, or in a building whose foundation seems to be above the surrounding terrain. If the source is unknown, consider whether it might have been contaminated. If any structures have been demolished in place and covered with fill, the demolition debris could contain asbestos or hazardous substances.

8. Are you aware of any pits, ponds, or lagoons associated with waste treatment or disposal on the property, now or in the past?

If you suspect such activities, old aerial photos can often confirm them.

9. Are you aware of any stained soil on the property, now or in the past?

Stained soils show a market discoloration, not caused by water. Small oil stains in parking areas are not generally cause for concern unless there's a suspicion that people were doing oil changes there. If the property was just recently paved, consider why it was paved and what the ground may have looked like prior to paving. Also consider the reason for any distressed or unusual vegetation.

10. Are you aware of any storage tanks (underground or above) on the property, now or in the past?

Many old structures were at one time heated by oil furnaces. If an old heating oil tank is a possibility, the county assessor's parcel folder may contain old sketches and notes that can confirm this. Also, if automotive or equipment oil changes were regularly done onsite, consider the

possibility of a waste oil tank.

- 11. Are you aware of any vent pipes, fill pipes, access ways, or other pipes coming out of the ground on the property or next to any structure on the property, now or in the past?**

Unexplained pipes sticking out of the ground are often a clue to old underground tanks. They're usually found next to a building or some other structure that protected them from being run into. Also, consider any unexplained concrete islands or bumper posts where a gas pump might have been, or asphalt or concrete patching that could indicate the removal of underground tanks or lines.

- 12. Are you aware of any flooring, drains, or walls on the property that are stained (by something other than water) or that smell foul, now or in the past?**

Don't stick your nose into such areas! At most, use your hand to slowly fan an odor to your nose. Hazardous substances, such as used paint thinner, were often poured down a drain in the past. If the drain ever went to a septic system, or a leaky sewer, there could easily be contamination. Consider whether hazardous substances were ever used onsite, and how they were disposed of. Also, consider whether non-hazardous sources could account for an odor. For instance, if a floor drain in a restaurant smelled like rotten food, there would not necessarily be a need for further inquiry.

- 13. If the property is not on a public water system, are you aware of any contaminants in the water that exceed government guidelines, now or in the past?**

Non-public water systems aren't normally monitored on a regular basis, but they are usually tested prior to first use and perhaps subsequently. The water needn't be tested just for this Screen. Private water wells are often evidenced by a 4"-12" pipe that's capped and rises from the ground only to a short height. The cap is often labeled.

- 14. Are you aware of any environmental liens or notices re: the property, now or in the past?**

The government can file an environmental lien against a property when it incurs costs cleaning up the property and the owner can't or won't reimburse it. Such liens are often uncovered and noted during a title search, but not always; title insurance normally excludes such liens, and they're sometimes kept separate from the other recorded documents. As for notices, businesses are required to notify the government of any storage or use of hazardous materials over certain quantities. In the event of a release, the government must also be notified. In addition, the government may inspect such facilities, and will notify them in writing of any area of non-compliance.

- 15. Are you aware of the existence of any hazardous substances or petroleum products or environmental violations involving the property, now or in the past?**

Quantities less than those noted in Question 5 are not cause for further inquiry.

- 16. Are you aware of any environmental site assessment of the property that found hazardous substances or petroleum products or contamination on the property, or that recommended further investigation?**

Get a copy of any prior assessments, and read the entire report (not just the Executive Summary). Reports from careless or unscrupulous consultants have been known to gloss over potential concerns.

- 17. Are you aware of any lawsuits or administrative proceedings concerning hazardous substances or petroleum products involving the property, now or in the past?**

You are not required to investigate or search court records, nor is the person you're interviewing.

- 18. Are you aware of any wastewater discharging on or adjacent to the property (other than domestic sewage in approved manners), now or in the past?**

Wastewater in this context does not include domestic sewage. Consider the purpose of any drains, traps, or pipes, and note where they lead; they can often be a clue to a past use which current occupants may be unaware of. In some jurisdictions, large sites must treat storm water runoff prior to discharge from the site. Such storm water treatment systems can be an issue if they drain an area where hazardous materials are located. Drywells can also be an issue in such situations. Inspect any stream or pond on or adjacent to the site for any discharge points or wastewater flow.

Oil-water separators are often found under manholes outside restaurants, repair garages, and gas stations. Consider whether they get the routine service necessary to remove oil. See Question 12 for additional background.

- 19. Are you aware of any dumping, burying, or burning of hazardous substances, petroleum products, tires, batteries, or any other waste materials on the property?**

Consider any mounds, depressions, or smokestacks that suggest disposal. A small incinerator for a residence or small apartment building may not be considered cause for further inquiry.

- 20. Are you aware of any transformer, capacitor, or hydraulic equipment on the property that used oil containing PCBs, now or in the past?**

The focus is on whether any insulating oil or hydraulic fluid containing Poly-Chlorinated Biphenyls has ever leaked. Transformers and capacitors can be on the ground or mounted on poles, with electrical wires running to and from them. They are often labeled by the utility company as to whether they contain PCBs. Elevators and auto lifts are often run hydraulically. If inspection or maintenance records indicate no leaks (or at least a pattern of regular maintenance), and there is no physical evidence of any damage or leaks, then no further inquiry is required.