

## NDEE Section 128(a) Environmental Assessment Application Assistant

This document provides line-by-line instructions to complete a Section 128(a) Environmental Assessment Application Form. If the information is unknown or it does not apply, please insert "Unknown" or "N/A" on the application. If you need additional assistance in completing the application, please contact the Brownfields Coordinator at (402) 471-6411.

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FACILITY/OPERATION INFORMATION
<p><b>NDEE ID:</b> (To be completed by NDEE)</p> <p><b>NDEE Program ID:</b> (To be completed by NDEE)</p> <ol style="list-style-type: none"><li>1. <b>Name:</b> Insert name of the facility being assessed (e.g., Casey's General Store).</li><li>2. <b>Facility Phone Number:</b> Enter the phone number for the facility being assessed.</li><li>3. <b>NAICS:</b> Enter the NAICS code for the facility being assessed. NAICS stands for North American Industry Classification System. A list of NAICS codes for various commercial and industrial activities can be found at the following website. <a href="https://www.census.gov/eos/www/naics/">https://www.census.gov/eos/www/naics/</a></li></ol>
FACILITY/OPERATION LOCATION INFORMATION
<ol style="list-style-type: none"><li>4. <b>Address:</b> Enter the address for the physical location of the property being assessed. <b>PID:</b> Enter the County Parcel Identification Number for the property being assessed.</li><li>5. <b>City:</b> Enter the city where the property being assessed is located. <b>Zip Code:</b> Enter the zip code where the property being assessed is located. <b>County:</b> Enter the county where the property being assessed is located.</li><li>6. <b>Legal Description:</b> Enter the Public Land Service System legal description for the property being assessed. (For example: NE ¼ of the SW ¼ of the SE ¼ of Section 19, Township 10 N, Range 7 E.) This information can be found on the applicable county assessor website.</li></ol>
FACILITY/OPERATION MAILING INFORMATION
<ol style="list-style-type: none"><li>7. <b>Address:</b> Enter the mailing address for the facility if different from the physical location address.</li><li>8. <b>City:</b> Enter the mailing address city for the facility if different from the physical location. <b>State:</b> Enter the mailing address state for the facility if different from the physical location. <b>Zip Code:</b> Enter the mailing address zip code for the facility if different from the physical location.</li></ol>
FACILITY/OPERATION CONTACT INFORMATION
<ol style="list-style-type: none"><li>9. <b>Person:</b> Enter the name of the current site owner or operator.</li><li>10. <b>Phone number:</b> Enter the phone number of the current site owner or operator.</li><li>11. <b>Cell Number:</b> Enter the cellular number of the current site owner or operator.</li><li>12. <b>Fax number:</b> Enter the fax number of the current site owner or operator.</li><li>13. <b>E-mail Address:</b> Enter the e-mail address of the current site owner or operator.</li></ol>
14. Additional Services Requested as Part of this Environmental Assessment (Check all that apply)
<ul style="list-style-type: none"><li>• The NDEE can complete an asbestos-containing materials survey, a lead-based paint survey, and/or a mold survey in conjunction with the Environmental Site Assessment at no cost to the applicant. If the applicant is interested in having any of these services completed as part of the assessment, select the box of the survey(s) being requested.</li></ul>

## 15. Certification Statement

- Check the first box indicating that the application has been completed and reviewed by the signatory.
- Check the second box indicating the applicant/signatory understands and agrees to abide by the three bulleted items.

**Typed or Printed Name of Authorized Individual:** Print applicant/signatory name.

**Title:** List applicant/signatory professional title.

**Signature of Authorized Individual:** Sign application.

**Date:** Indicate the date application was signed.

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**Applicant:** Enter the name of the community/organization applying for the assessment.

**Address:** Enter the mailing address for the applicant above.

**City:** Enter the city where the applicant is located.

**State:** Enter the state where the applicant is located.

**Zip:** Enter the zip code where the applicant is located.

**Contact Person:** Enter the name of the contact person representing the applicant.

**Phone:** Enter the contact person's office phone number.

**Cell Phone:** Enter the contact person's cellular phone number.

**E-mail:** Enter the contact person's e-mail address.

### CURRENT PROPERTY OWNERSHIP:

- If applicant currently owns the property, check the appropriate box on how applicant obtained ownership. If neither of the options apply, select "Other" and then specify. Include the date the property was obtained by applicant in the space provided. (If applicant does not own the property, skip this question.)
- If applicant does not currently own the property but plans on acquiring it in the future, check the appropriate box that indicates how applicant will obtain ownership. If neither of the options apply, select "Other" and then specify. (If applicant does not plan on purchasing the property, skip this question.)
- If the applicant does not own the property, a signed access agreement by the current property owner is required. Check the box indicating the applicant has obtained the required access agreement and submit a copy with the application. If applicant has not obtained the signed access agreement, check the appropriate box and explain how one will be obtained before the commencement of work, or explain if another method will be used to allow property access (e.g., warrant, court order, etc.).

### ADDITIONAL PROPERTY LOCATION:

**Latitude:** Enter the latitude of the approximate center of the property being assessed.

**Longitude:** Enter the longitude of the approximate center of the property being assessed.

Attach a copy of a legal plat map and/or other map(s), if available. You may also include the property print out from the applicable county assessor website.

**PROPERTY ZONING:** Indicate the property zoning (i.e., industrial, commercial, residential, etc.). This information can be found on the applicable county assessor website.

**TOTAL ACREAGE OF PROPERTY:** Indicate the total size of the property in acres.

**PAST PROPERTY USES (type of manufacturing, operation, etc.):** In the spaces provided, list known past uses of the property and the approximate dates of that operation. For example:

Filling Station	1940-1960
Auto Repair Shop	1960-1980
Apartments	1980-2000
Storage Building	2000 – present

**BUILDINGS ON PROPERTY:** In the spaces provided, please list all buildings currently on the property, the square footage of each building, and the condition of each building. For example:

Main Shop	2800 sq ft	Useable, good frame
Storage Shed	800 sq ft	Poor Condition

**DESCRIBE PUBLIC INTEREST AND/OR COMMUNITY INVOLVEMENT IN PROPERTY REUSE PLANNING:** In this section, describe any interest the public has in seeing this property redeveloped and/or why the applicant is requesting the assessment. Has the property been a topic of conversation at board meetings? Has the applicant conducted community wide outreach? If so, what has the response been from the public? The following are some examples:

**“Our village would like to raze the current structure to make a shovel ready site to attract businesses.”**

**“The property is an eyesore and visible from the highway, painting a negative image for our community.**

**The local residents want to see the structure demolished or redeveloped to improve community pride.”**

**“A local gardening group would like the property assessed for a community garden project.”**

**“The community feels this would make a prime location for new workforce and/or low-income housing, which is greatly needed in our community.”**

**“The site was listed on a Brownfields Inventory. This assessment is being requested to see if there are any underlying environmental conditions.”**

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**ANTICIPATED FUTURE USE:** Check the box that is applicable to planned future use.

**DESCRIBE APPLICANT’S PROPOSED REUSE PLAN:** In this section, describe the anticipated future use in more detail. For example, **“The site will be redeveloped into a new community center.”**

**DESCRIBE ANY FINANCIAL INCENTIVES PLANNED TO SPUR DEVELOPMENT AND/OR CLEANUP AND PROPOSED FUNDING SOURCES (tax incentives, etc.):** In this section, list any proposed financial plans or resources to assist with project development. This can include tax credits, TIF programs, grant applications, CDBG funds, donations, other government resources, etc.)

**IS THERE ANY REASON TO BELIEVE THE PROPERTY IS CONTAMINATED WITH:** Check the appropriate box if applicant has any knowledge of historical activities that may have caused a release to the environment. If applicant is unsure, select the “Unknown” box.

**DESCRIBE/LIST SUSPECTED CONTAMINANTS/ENVIRONMENTAL CONCERNS:** In this section, describe the suspected environmental concerns in more detail. For example:

**“The site used to be a gas station in the 1960s so there could be a petroleum release.”**

**“The building was constructed in the 1930s so asbestos and lead-based paint might be present.”**

**IF PROPERTY IS OWNED BY APPLICANT, DID APPLICANT:**

**(1) GENERATE OR DISPOSE OF ANY OF THE CONTAMINANTS?** Select appropriate box.

**(2) OWN THE PROPERTY WHEN CONTAMINATION OCCURRED?** Select appropriate box.

REGARDLESS OF PROPERTY OWNERSHIP, IS APPLICANT AWARE OF ANY FEDERAL, STATE, OR LOCAL AGENCY INQUIRY OR ORDER REGARDING ANY PARTY'S RESPONSIBILITY FOR CONTAMINATION OR HAZARDOUS WASTE AT THE PROPERTY? Select appropriate box. If "Yes" is selected, list the known regulatory agency or public office that was investigating the site.

BRIEFLY DESCRIBE INVOLVEMENT/ROLE OF AGENCY IN ENFORCEMENT AND/OR OVERSIGHT OF THE INQUIRY OR ORDER: In this section, expand on any knowledge applicant may have of the previously known inquiry or order. For example:

**"The site is subject to a Corrective Action Permit through the NDEE RCRA Program."**

**"The EPA Superfund Program conducted a Preliminary Site Assessment at the site back in the 1990s to investigate contaminants in underlying groundwater."**

**"The State Fire Marshal was on site to inspect an underground petroleum storage tank."**

**PRIOR PROPERTY/SITE ASSESSMENT ACTIVITIES:** Select appropriate box. If a previous Environmental Site Assessment has been completed for the property, briefly summarize the findings/conclusions in this section. Alternatively, the applicant can submit a copy of the "Conclusions" section of the report with the application.

IF REPORTS ARE UNAVAILABLE, IDENTIFY CONSULTANT, CLIENT, AND APPROXIMATE DATE OF STUDY: In this section, list the name of the environmental consultant, the client, and the date of study (if known) if applicant does not have a copy of any previously completed environmental assessment reports. For example:

**"A Phase I Environmental Assessment was completed by Terracon for the City of Omaha in March 2018."**

**PROPERTY/SITE ASSESSMENT NEEDS**

DESCRIBE DIFFICULTIES RELATED TO PERCEIVED CONTAMINATION THAT HAVE HINDERED REUSE OF THE PROPERTY: In this section, list any recognized barriers to the property's redevelopment. For example:

**"No investors or developers are willing to purchase the property because of the way it looks; they are concerned contamination may be present and they do not want to take the risk."**

**"The City would like to develop an assisted living facility on the site; however, the property was a drycleaner back in the 1950s and there may be a vapor intrusion concern."**

**"The building is an eyesore and the village would like to demolish it; however, due to its age, asbestos is likely present."**

**"The site would be an excellent location for a farmers market or urban garden, but the historic industrial activities and close proximity to the railroad may have left heavy metals and petroleum products in the soil."**

**SUBMIT COMPLETED FORMS TO:**

Submit the completed application form to the Brownfield Coordinator. Electronic copies are accepted.

Brownfields Coordinator  
Monitoring and Remediation Division  
Nebraska Department of Environment and Energy  
PO Box 98922  
Lincoln, NE 68509-8922  
Phone: (402) 471-6411  
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