

New York State Department of Environmental Conservation

Brownfield Cleanup Program

Citizen Participation Plan for OCA LIC Fifth Street Mixed-Use Housing Site

5-20 46th Road
Long Island City
Queens, New York 11101

July 2007

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Note: The information presented in this Citizen Participation Plan was current as of the date of its approval by the New York State Department of Environmental Conservation. Portions of this Citizen Participation Plan may be revised during the brownfield site’s remedial process.

Applicant: **OCA Long Island City, LLC (“Applicant”)**
Site Name: **OCA LIC Fifth Street Mixed-Use Housing Site (“site”)**
Site Address: **5-20 46th Road, Long Island City, New York 11101**
Site County: **Queens County**
Site Number: **C241098**

1. What is New York’s Brownfield Cleanup Program?

New York’s Brownfield Cleanup Program (BCP) is designed to encourage the private sector to investigate, remediate (clean up) and redevelop brownfields. A brownfield is any real property where redevelopment or reuse may be complicated by the presence or potential presence of a contaminant. A brownfield typically is a former industrial or commercial property where operations may have resulted in environmental contamination. A brownfield can pose environmental, legal and financial burdens on a community. If the brownfield is not addressed, it can reduce property values in the area and affect economic development of nearby properties.

The BCP is administered by the New York State Department of Environmental Conservation (NYSDEC) which oversees Applicants that conduct brownfield site remedial activities.¹ An Applicant is a person whose request to participate in the BCP has been accepted by NYSDEC. The BCP contains investigation and remediation (cleanup) requirements, ensuring that cleanups protect public health and the environment. When NYSDEC certifies that these requirements have been met, the property can be reused or redeveloped for the intended use.

For more information about the BCP, go online at: www.dec.state.ny.us/website/der/bcp .

2. Citizen Participation Plan Overview

This Citizen Participation (CP) Plan provides members of the affected and interested public with information about how NYSDEC will inform and involve them during the investigation and remediation of the site identified above. The public information and involvement program will be carried out with assistance, as appropriate, from the Applicant.

Appendix A contains a map identifying the location of the site.

Project Contacts

Appendix B identifies NYSDEC project contact(s) to whom the public should address questions or request information about the site’s remedial program. The public’s suggestions about this CP

¹ “Remedial activities”, “remedial action”, and “remediation” are defined as all activities or actions undertaken to eliminate, remove, treat, abate, control, manage, or monitor contaminants at or coming from a brownfield site.

Plan and the CP program for the site are always welcome. Interested people are encouraged to share their ideas and suggestions with the project contacts at any time.

Document Repositories

The locations of the site's document repositories also are identified in Appendix B. The document repositories provide convenient access to important project documents for public review and comment.

Site Contact List

Appendix C contains the brownfield site contact list. This list has been developed to keep the community informed about, and involved in, the site's investigation and remediation process. The brownfield site contact list will be used periodically to distribute fact sheets that provide updates about the status of the project. These will include notifications of upcoming remedial activities at the site (such as fieldwork), as well as availability of project documents and announcements about public comment periods.

The brownfield site contact list includes, at a minimum:

- chief executive officer and official(s) principally involved with relevant zoning and planning matters of each county, city, town and village in which the site is located;
- residents, owners, and occupants of the site and properties adjacent to the site;
- the public water supplier which services the area in which the site is located;
- any person who has requested to be placed on the site contact list;
- the administrator of any school or day care facility located on or near the site for purposes of posting and/or dissemination of information at the facility;
- document repositories.

Where the site or adjacent real property contains multiple dwelling units, the Applicant will work with NYSDEC to develop an alternative method for providing such notice in lieu of mailing to each individual. For example, the owner of such a property that contains multiple dwellings may be requested to prominently display fact sheets and notices required to be developed during the site's remedial process. This procedure would substitute for the mailing of such notices and fact sheets, especially at locations where renters, tenants and other residents may number in the hundreds or thousands, making the mailing of such notices impractical.

The brownfield site contact list will be reviewed periodically and updated as appropriate. Individuals and organizations will be added to the site contact list upon request. Such requests should be submitted to the NYSDEC project contact(s) identified in Appendix B. Other additions to the brownfield site contact list may be made on a site-specific basis at the discretion of the NYSDEC project manager, in consultation with other NYSDEC staff as appropriate.

CP Activities

Appendix D identifies the CP activities, at a minimum, that have been and will be conducted during the site's remedial program. The flowchart in Appendix E shows how these CP activities integrate with the site remedial process. The public is informed about these CP activities through fact sheets and notices developed at significant points in the site's remedial process.

- **Notices and fact sheets** help the interested and affected public to understand contamination issues related to a brownfield site, and the nature and progress of efforts to investigate and remediate a brownfield site.
- **Public forums, comment periods and contact with project managers** provide opportunities for the public to contribute information, opinions and perspectives that have potential to influence decisions about a brownfield site's investigation and remediation.

The public is encouraged to contact project staff at any time during the site's remedial process with questions, comments, or requests for information about the remedial program.

This CP Plan may be revised due to changes in major issues of public concern identified in Section 6. or in the nature and scope of remedial activities. Modifications may include additions to the brownfield site contact list and changes in planned citizen participation activities.

3. Site Information

Site Description

The subject Site covers approximately 42,575 square feet of area. The tax map identification for the subject Site is Block 28, Lots 21 and 38. The commonly used street address for the subject Site is 5-20 46th Road. However, the following additional street addresses are documented under the referenced Block/ Lot within the New York City Department of Buildings databases: 46-27 through 46-45 5th Street, 5-02 through 5-38 46th Road, and 5-01 through 5-09 47th Avenue.

The subject Site is L-shaped with approximately 300 feet of frontage along the southern side of 46th Road, 200 feet of frontage along the eastern side of the 5th Street, and 100 feet of frontage along the northern side of 47th Avenue.

The site is located within an old industrial portion of Long Island City, Queens County, New York. The East River is the closest water body, which is located approximately ¼-mile west of the subject Site.

Site History

The Site is primarily covered with buildings, except for an eastern portion of the Site, which is being used as a fenced parking lot. Current occupants and uses at the site include an electrical

contractor, art studio, office space, custom design furniture, marble and granite works, sheet metal duct work, and a motorcycle repair shop. The majority of the lessees' spaces are vacated or are in the process of being vacated.

The Site was developed prior to 1898 for use as an ink factory (i.e., M.L. Perlee) and a varnish works (i.e., Pratt & Lambert). Additional previous occupants and uses included George L. Fenner (ink factory), Toch Bros. (manufacturer of paints & varnishes), Thibault & Walker Co. (varnish works), I. Wohl Inc. (cleaners & dyers), a dry cleaning and spotting facility, and Accurate Metal Casting Co., Inc. It is likely that these identified occupants and uses employed industrial solvents, lubricating and/or cutting oils, metal polishing materials, plating bath solutions, paint and painting products, and dye products as part of their operations.

The site contains several areas of concern (AOCs) related to the past industrial uses as well as suspected underground storage tanks (USTs), impacted ground water, and historic fill material.

Based on the results of several past investigations, site soils and ground water have been deemed to be impacted with volatile organic compounds (VOCs), semi-volatile organic compounds (SVOCs) and metals above the applicable state regulatory clean up criteria. The site ground water has also been deemed to be impacted with light non-aqueous phase liquids (LNAPLs) as observed in one monitoring well.

Environmental History

A portion of the subject Site identified as 5-20 46th Road, Long Island City, New York (Block 28, Lot 21) was the subject of an Administrative Order (Docket No. II RCRA-7003-91-0201) issued by the United States Environmental Protection Agency (USEPA) pursuant to Resource Conservation and Recovery Act (RCRA), Section 7003. Pursuant to this Order, Accurate Associates (former owner and operator at the site) undertook certain removal, investigative and remedial activities at the premises under USEPA's oversight. As part of these activities, all solid and liquid waste materials stored and used as part of the former Accurate Famous Castings site were properly removed and disposed of, followed by power washing of various trenches and pits used in the process. Soil and sediment samples from the trenches and drains, and chip samples from the concrete floors and walls were collected and analyzed. Results indicated that arsenic and lead exceeded the applicable regulatory criteria but at non-hazardous levels, with copper and selenium also detected above the measured background levels. In order to address residual contamination at the site, the following additional remedial activities were completed:

- Encapsulation of all trenches and pits for the purpose of immobilizing residual lead, arsenic, and selenium contamination;
- Disconnecting all former sanitary sewer lines used in the plating operation and filling in the existing trenches and pits with concrete;
- Application of a high grade, industrial strength floor paint over the entire floor surface and the bottom portions of the perimeter walls.

The RCRA Administrative Order for the property became effective May 29, 1991 and the Order's Respondents filed a Notice in Deed in the Queens County City Register on July 14, 1993, No. 47605. The Notice in Deed required Accurate Associates to maintain an ongoing obligation to protect the encapsulation of the hazardous material at the facility and to ensure that lessees do so as well.

On March 29, 2007, USEPA agreed to suspend the Notice in Deed, and granted that the Notice shall be terminated upon proper completion of the remedial program by OCA Long Island City, LLC under a NYSDEC Brownfield Cleanup Agreement (BCA).

Several environmental investigation activities have been completed on other portions of the site on behalf of the former as well as the current Site owner.

In 2005 and 2006, soil and ground water investigation activities were conducted at the Site on behalf of OCA as part of their due diligence for the purpose of acquiring the property. As part of these activities, soil samples from five (5) locations and water samples from one (1) location were collected within the eastern portion of the Site, including the parking area. In addition, soil samples from five (5) locations throughout the interior of the buildings and ground water samples from three (3) monitoring wells within the sidewalk along 46th Road, and two (2) monitoring wells within the sidewalk along 5th Street were collected.

Soil sample results indicate semi-volatile organic compounds (SVOCs), including polyaromatic hydrocarbons (PAHs) as well as metals (including arsenic, beryllium, copper, lead, nickel, zinc, etc.) in concentrations above the applicable NYSDEC standards, criteria and guidance values throughout the site. Concentrations detected are generally consistent with historic fill material found in this geographic area.

Results of ground water sampling indicate the presence of volatile organic compounds (VOCs) in the groundwater measured along 46th Road and 5th Street, including free petroleum product in one (1) monitoring well along 46th Road. In addition, metals were detected in groundwater in concentrations that are above the NYSDEC ground water quality standards.

4. Remedial Process

Note: See Appendix E for a flowchart of the brownfield site remedial process.

Application

The Applicant has applied for and been accepted into New York's Brownfield Cleanup Program as a Volunteer. This means that the Applicant was not responsible for the disposal or discharge of the contaminants or whose ownership or operation of the site took place after the discharge or disposal of contaminants. The Volunteer must fully characterize the nature and extent of contamination onsite, and must conduct a "qualitative exposure assessment," a process that characterizes the actual or potential exposures of people, fish and wildlife to contaminants on the site and to contamination that has migrated from the site.

The Applicant in its Application proposes that the site will be used for unrestricted purposes under Track 1 cleanup process.

To achieve this goal, the Applicant will conduct remedial activities at the site with oversight provided by NYSDEC. The Brownfield Cleanup Agreement executed by NYSDEC and the Applicant sets forth the responsibilities of each party in conducting a remedial program at the site.

Investigation

If the Applicant conducts a remedial investigation (RI) of the site, it will be performed with NYSDEC oversight. The Applicant must develop a remedial investigation workplan, which is subject to public comment as noted in Appendix D. The goals of the investigation are as follows:

- 1) Define the nature and extent of contamination in soil, surface water, groundwater and any other impacted media;
- 2) Identify the source(s) of the contamination;
- 3) Assess the impact of the contamination on public health and/or the environment; and
- 4) Provide information to support the development of a Remedial Work Plan to address the contamination, or to support a conclusion that the contamination does not need to be addressed.

The Applicant will prepare an RI Report after it completes the RI. This report will summarize the results of the RI and will include the Applicant's recommendation of whether remediation is needed to address site-related contamination. The RI Report is subject to review and approval by NYSDEC. Before the RI Report is approved, a fact sheet that describes the RI Report will be sent to the site's contact list.

NYSDEC will determine if the site poses a significant threat to public health and/or the environment. If NYSDEC determines that the site is a "significant threat," a qualifying community group may apply for a Technical Assistance Grant (TAG). The purpose of a TAG is to provide funds to the qualifying community group to obtain independent technical assistance. This assistance helps the TAG recipient to interpret and understand existing environmental information about the nature and extent of contamination related to the site and the development/implementation of a remedy.

An eligible community group must certify that its membership represents the interests of the community affected by the site, and that its members' health, economic well-being or enjoyment of the environment may be affected by a release or threatened release of contamination at the eligible site.

For more information about the TAG Program and the availability of TAGs, go online at: www.dec.state.ny.us/website/der/guidance/tag/ .

Remedy Selection

After NYSDEC approves the RI Report, the Applicant will be able to develop a Remedial Work Plan if remediation is required. The Remedial Work Plan describes how the Applicant would address the contamination related to the site.

The public will have the opportunity to review and comment on the draft Remedial Work Plan. The site contact list will be sent a fact sheet that describes the draft Remedial Work Plan and announces a 45-day public comment period. NYSDEC will factor this input into its decision to approve, reject or modify the draft Remedial Work Plan.

A public meeting may be held by NYSDEC about the proposed Remedial Work Plan if requested by the affected community and if significant substantive issues are raised about the draft Remedial Work Plan. Please note that, in order to request a public meeting, the health, economic well-being or enjoyment of the environment of those requesting the public meeting must be threatened or potentially threatened by the site. In addition, the request for the public meeting should be made within the first 30 days of the 45-day public comment period for the draft Remedial Work Plan. A public meeting also may be held at the discretion of the NYSDEC project manager in consultation with other NYSDEC staff as appropriate.

Construction

Approval of the Remedial Work Plan by NYSDEC will allow the Applicant to design and construct the alternative selected to remediate the site. The site contact list will receive notification before the start of site remediation. When the Applicant completes remedial activities, it will prepare a final engineering report that certifies that remediation requirements have been achieved or will be achieved within a specific time frame. NYSDEC will review the report to be certain that the remediation is protective of public health and the environment for the intended use of the site. The site contact list will receive a fact sheet that announces the completion of remedial activities and the review of the final engineering report.

Certificate of Completion and Site Management

Once NYSDEC approves the final engineering report, it will issue the Applicant a Certificate of Completion. This Certificate states that remediation goals have been achieved, and relieves the Applicant from future remedial liability, subject to statutory conditions. The Certificate also includes a description of any institutional and engineering controls or monitoring required by the approved remedial work plan. If the Applicant uses institutional controls or engineering controls to achieve remedial objectives, the site contact list will receive a fact sheet that discusses such controls.

An institutional control is a non-physical restriction on use of the brownfield site, such as a deed restriction that would prevent or restrict certain uses of the remediated property. An institutional control may be used when the remedial action leaves some contamination that makes the site suitable for some, but not all uses.

An engineering control is a physical barrier or method to manage contamination, such as a cap or vapor barrier.

Site management will be conducted by the Applicant as required. NYSDEC will provide appropriate oversight. Site management involves the institutional and engineering controls required for the brownfield site. Examples include: operation of a water treatment plant, maintenance of a cap or cover, and monitoring of groundwater quality.

5. Citizen Participation Activities

CP activities that have already occurred and are planned during the investigation and remediation of the site under the BCP are identified in Appendix D: Identification of Citizen Participation Activities. These activities also are identified in the flowchart of the BCP process in Appendix E. NYSDEC will ensure that these CP activities are conducted, with appropriate assistance from the Applicant.

All CP activities are conducted to provide the public with significant information about site findings and planned remedial activities, and some activities announce comment periods and request public input about important draft documents such as the Remedial Work Plan.

All written materials developed for the public will be reviewed and approved by NYSDEC for clarity and accuracy before they are distributed. Notices and fact sheets can be combined at the discretion, and with the approval of, NYSDEC.

6. Major Issues of Public Concern

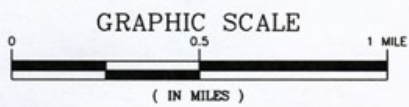
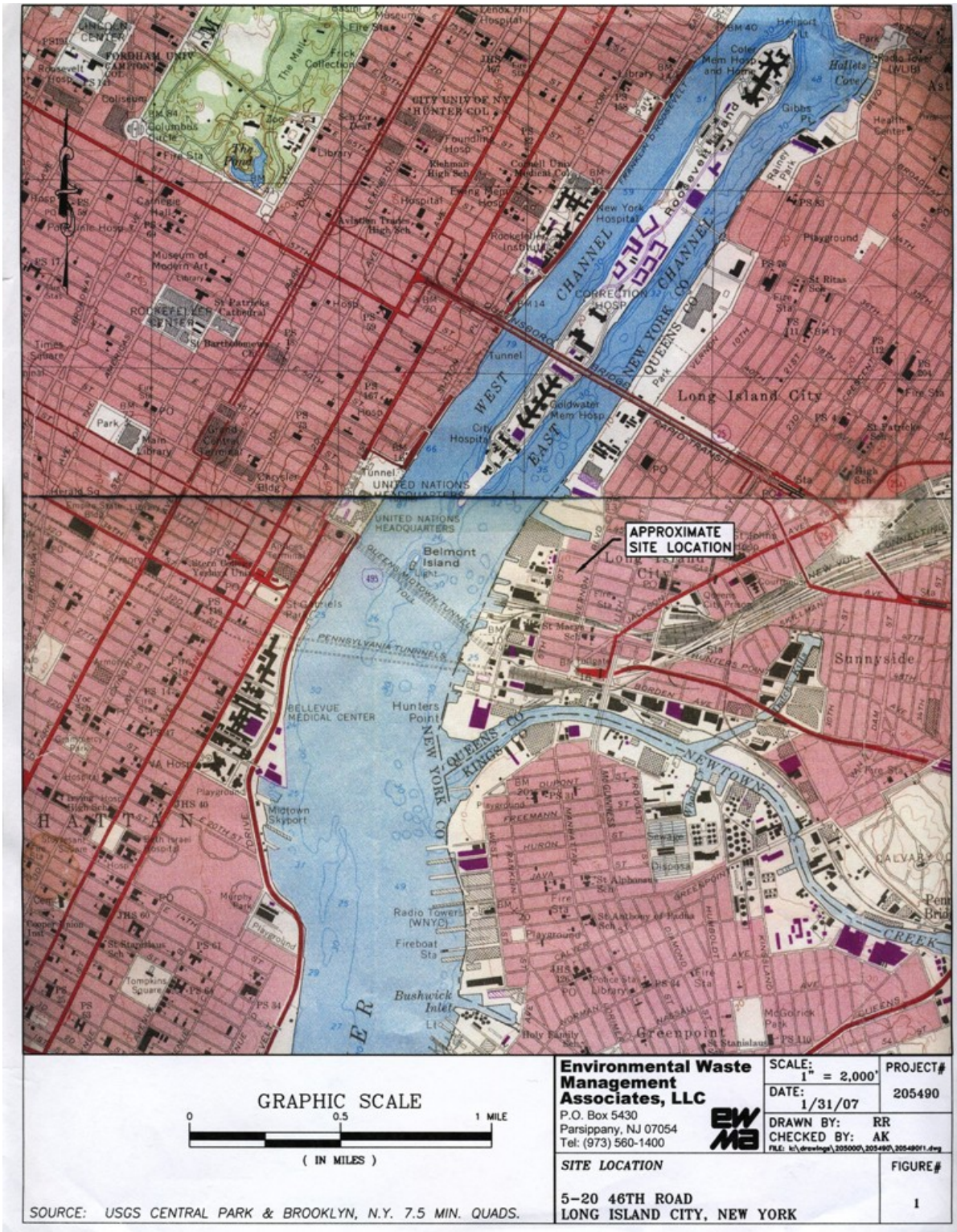
This section of the CP Plan identifies major issues of public concern, if any, that relate to the site. Additional major issues of public concern may be identified during the site's remedial process.


Based on the results of several previous environmental investigations and remedial activities, there are no major issues of public concern at the site. The site is not near any public water supply or private water wells and future development and remediation will not create any restrictions on community activities or health concerns.

It should be noted that during the proposed redevelopment activities, contaminants known to be present in the soils, especially VOCs, SVOCs and metals may become airborne and pose potential health risks to on-site workers and occupants on adjacent properties. However, a NYSDEC Community Air Monitoring Program (CAMP) is in place for the proposed

investigation and development activities and will be followed for safeguarding the workers and other occupants against any potential exposures.

Appendix A – Site Location Map



Environmental Waste Management Associates, LLC P.O. Box 5430 Parsippany, NJ 07054 Tel: (973) 560-1400 	SCALE: 1" = 2,000' DATE: 1/31/07	PROJECT# 205490
	DRAWN BY: RR CHECKED BY: AK <small>FILE: k:\drawing\205490\205490.dwg</small>	FIGURE# 1
SOURCE: USGS CENTRAL PARK & BROOKLYN, N.Y. 7.5 MIN. QUADS.		

Appendix B – Project Contacts and Document Repositories

Project Contacts

For information about the site’s remedial program, the public may contact any of the following project staff:

New York State Department of Environmental Conservation (NYSDEC):

Josslyn Shapiro

Project Manager
NYSDEC Region 2
Division of Environmental Remediation
47-40 21st Street
Long Island City, New York 11101
(718) 482-6446

Thomas Panzone

Citizen Participation Specialist
NYSDEC Region 2
47-40 21st Street
Long Island City, New York 11101
(718) 482-4953

New York State Department of Health (NYSDOH):

Bridget Callaghan

Project Manager
New York State Department of Health
Center for Environmental Health
Bureau of Environmental Exposure
Investigation
547 River Street, Rm. 300
Troy, NY 12180-2216
1-800-458-1158 x27860

Document Repositories

The document repositories identified below have been established to provide the public with convenient access to important project documents:

Court Square Library

(CitiCorp Building)

25-01 Jackson Avenue
Long Island City, NY 11101

Attn: **Quege Doumouza**

Phone: **(718) 937-2790**

Hours: Mon: 12:00 Noon to 7:00 PM

Tue: 1:00 PM to 6:00 PM

Wed: 10:00 AM to 6:00 PM

Thu: 12:00 Noon to 6:00 PM

Sat/ Sun: Closed

Queens Community Board 2

43-22 50th Street, 2nd Floor

Woodside, NY 11377

Attn: **Joe Conley**

Phone: (718) 533-8773

Hours: Mon – Fri: 9:00 AM to 5:00 PM

Sat/ Sun: Closed

Appendix C – Brownfield Site Contact List

1. The Chief Executive officer and zoning board chairperson of each county, city, town and village in which the site is located:

The subject property is located in the jurisdiction of Community Board No.2, 43-22 50th Street, Woodside, Queens, New York.

Chief Executive Officer
Mayor Michael R. Bloomberg
City Hall
New York, NY 10007

Zoning Board Chairperson
Joseph Conley
Community Board No. 2
43-22 50th Street
Woodside, Queens, New York 11377

District Manager
Dolores Rizzatto
Community Board No. 2
43-22 50th Street
Woodside, Queens, New York 11377

Borough President of Queens
Helen Marshall
12-55 Queens Boulevard
Kew Gardens, New York 11424

Director of Planning and Zoning
Irving Poy
Queens Borough President's Office
12-55 Queens Boulevard
Kew Gardens, New York 11424

Robert Kulikowski, Ph.D.
Director, Office of Environmental Coordination
100 Gold Street, 2nd floor
New York, NY 10038

2. Adjacent property owners, residents and occupants:

46th Road

ACE Dot Hangers 5-17
Kaikai Kiki, New York 5-17
Konduit Commercial 5-21
Plaxall Inc. 5-25
ABCC 5-48
Residents at three apartments 5-50

Vernon Boulevard

Junior's Café 46-18
Certified Elevator 46-28
Residents at two apartments 46-28
Glory Deli and Grocery 46-30
Residents at eight apartments 46-32
Residents at five apartments 46-36
Residents at five apartments 46-40
Residents at five apartments 46-42
McReilly's Pub 46-42
RIF Landscape & Architecture 46-44
Residents at four apartments 46-44
Art-O-Mat 36-36
Residents at two apartments 46-46

47th Avenue

Wesco Technologies 5-11
Baking Sensible 5-15
Galmer LTD 5-19
Wolf Installations Exterior Installations 5-25
Index Demo 5-35 – Vacant
Residents at six apartments 5-43
Classic Medallics 5-45 – Vacant
Residents at five apartments 5-49
Krypton Neon 5-51

3. Local news media from which the community typically obtains information:

Newsday, Queens Edition
80-02 Kew Gardens Road
Kew Gardens, New York 11415

4. The public water supplier, which services the area in which the property is located:

The New York City Department of Environmental Protection via the Croton/Catskill – Delaware reservoir water supply system supplies water to the property.

5. Any person who has requested to be placed on the contact list:

No additional people have requested to be on the contact list.

6. The administrator of any school or day care facility located on or near the property:

There are no schools or daycare facilities located on or near the property. However, the building of a school is planned on the Queens West Property, which is located west of the proposed building.

7. The location of a document repository for the project (e.g., local library).

Court Square Library (CitiCorp Building)
25-01 Jackson Avenue
Long Island City, New York 11101
Contact: Qulege Doumouza
(718) 937 2790

8. NYSDEC Contacts

Daniel Walsh, Ph.D.
NYSDEC Region 2
Division of Environmental Remediation
47-40 21st Street
Long Island City, New York 11101

P. David Smith
NYSDEC
625 Broadway 12th Floor
Albany, NY 12233

Robert Cozzy
NYSDEC
625 Broadway 12th Floor
Albany, NY 12233

Current Site Owner / Operator Information Summary Sheet

The current owner of the subject Site is as follows:

Attn: Brent Carrier

OCA Long Island City, LLC
 c/o O'Connor Capital Partners
 535 Madison Avenue, 23rd Floor
 New York, NY 10022
 (212) 546-0832 (Ph)
 (212) 546-0831 (Fax)

The following provides a list of most recent operators that are either currently present at the site, or have most recently occupied the site:

Current Operator	Address	Phone Number/ Fax / E-mail	Nature of Operations	Currently present On-Site (Yes/ No)
Demand Electric	5-36 46 th Road (Rear Access), Long Island City, New York 11101	718-606-9893	Electrical Contractor	No
Modern Art Services (Park)	5-36 46 th Road (1 st Floor), Long Island City, New York 11101	718-472-4425	Art Studios	Yes
Accurate Associates/ Accurate Pension/ Milton Brock Realty	5-36 46 th Road (2 nd Floor), Long Island City, New York 11101	NA	Office Space	No
Knosos Custom Design Furniture	5-20 46 th Road (1 st Floor), Long Island City, New York 11101	NA	Furniture Construction and Design	No
Artist Studios	5-20 46 th Road (2 nd and 3 rd Floor), Long Island City, New York 11101	NA	Creating various forms of Art Work	No
AMN Renovation	46-31 5 th Street (1 st Floor), Long Island City, New York 11101	718-433-4300	Marble and Granite Works	Yes
JMJ Electrical Contractors	46-33 5 th Street (1 st Floor), Long Island City, New York 11101	718-472-4330	Electric Contractors	No
Direct Air Corp.	46-31 5 th Street (1 st Floor), Long Island City, New York 11101	NA	Sheet Metal Duct Work	Yes
Liberty Contracting	46-35 5 th Street (1 st Floor), Long Island City, New York 11101	NA	General Interior Contractor	No
Small Motorcycle Repair Shop	5-36 46 th Road (Rear Access), Long Island City, New York 11101	NA	Motorcycle Repair	No
John Long		718-472-0914		No
Seth Kelly & Jason Murison	5-20 46 th Road, Long Island City, New York 11101	718-937-0899	Lumber	No
SDS Group				Yes

Appendix D – Identification of Citizen Participation Activities

Required Citizen Participation (CP) Activities	CP Activities) Occur at this Point
Application Process:	
<ul style="list-style-type: none"> • Prepare brownfield site contact list (BSCL) 	At time of preparation of application to participate in BCP.
<ul style="list-style-type: none"> • Establish document repositories • Publish notice in Environmental Notice Bulletin (ENB) announcing receipt of application and 30-day comment period 	When NYSDEC determines that BCP application is complete. The 30-day comment period begins on date of publication of notice in ENB. End date of comment period is as stated in ENB notice. Therefore, ENB notice, newspaper notice and notice to the BSCL should be provided to the public at the same time.
After Execution of Brownfield Site Cleanup Agreement:	
<ul style="list-style-type: none"> • Prepare citizen participation (CP) plan 	Draft CP Plan must be submitted within 20 days of entering Brownfield Site Cleanup Agreement. CP Plan must be approved by NYSDEC before distribution.
After Remedial Investigation (RI) Work Plan Received:	
<ul style="list-style-type: none"> • Mail fact sheet to BSCL about proposed RI activities and announcing 30-day public comment period on draft RI Work Plan 	Before NYSDEC approves RI Work Plan. If RI Work Plan is submitted with application, comment periods will be combined and public notice will include fact sheet. 30-day comment period begins/ends as per dates identified in fact sheet.
After RI Completion:	
<ul style="list-style-type: none"> • Mail fact sheet to BSCL describing results of RI 	Before NYSDEC approves RI Report.
After Remedial Work Plan (RWP) Received:	
<ul style="list-style-type: none"> • Mail fact sheet to BSCL about proposed RWP and announcing 45-day comment period • Public meeting by NYSDEC about proposed RWP (if requested by affected community or at discretion of NYSDEC project manager in consultation with other NYSDEC staff as appropriate) 	Before NYSDEC approves RWP. 45-day comment period begins/ends as per dates identified in fact sheet. Public meeting would be held within the 45-day comment period.
After Approval of RWP:	
<ul style="list-style-type: none"> • Mail fact sheet to BSCL summarizing upcoming remedial construction 	Before the start of remedial construction.
After Remedial Action Completed:	
<ul style="list-style-type: none"> • Mail fact sheet to BSCL announcing that remedial construction has been completed • Mail fact sheet to BSCL announcing issuance of Certificate of Completion (COC) 	At the time NYSDEC approves Final Engineering Report. These two fact sheets should be combined when possible if there is not a delay in issuance of the COC.

Appendix E – Brownfield Cleanup Program Process

