

New York State Department of Environmental Conservation

Brownfield Cleanup Program

Citizen Participation Plan

for

**The “64th Street” Project
Brownfield Project Number C241106**

**33-32 64th Street, Woodside
Queens, N.Y. 11377**

July 2009

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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.

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Applicant: **D&E Realty, Inc.**
Site Name: **64th Street**
Site Address: **33-32 64th Street, Woodside, New York**
Site County: **Queens**
Site Number: **C241106**

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.ny.gov/chemical/8450.html .

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.

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.

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 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:

- X 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;
- X residents, owners, and occupants of the site and properties adjacent to the site;
- X the public water supplier which services the area in which the site is located;
- X any person who has requested to be placed on the site contact list;
- X 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;
- X 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

- Location – 33-32 64th Street, Woodside, New York, 10040
- Setting – Urban
- Site size – 0.23 acres (10,000 square feet)
- Adjacent properties – commercial and one (1) school directly east of the site.

Environmental History

Based on the record search conducted by Advanced Site Restoration, one (1) environmental report was obtained on the Subject Site. Advanced Cleanup Technologies (ACT) of Farmingdale New York, working under a Due Diligence investigation for Toyota, the owner of the adjacent property, completed a Subsurface Investigation which included the applicant's site. The field work was performed on July 24th and July 25th 2006.

ACT produced their findings in a report entitled *Taxi Storage Yard Investigation Report* on August 31, 2006. The goal of the ACT investigation was to look for a source area for the CVOCs that were detected in the groundwater at the adjacent property. The investigation consisted of the advancement of six (6) boreholes and the installation of six (6) temporary groundwater monitoring wells in the northwestern corner of the site. The groundwater table was located at approximately ten (10) ft. below ground surface (bsg) and the groundwater flow was identified as being in a northeasterly direction.

During this Phase II Environmental Investigation concentrations of Chlorinated Volatile Organic Compounds (CVOCs) were identified in the unsaturated soil beneath the northwestern portion of the site and in groundwater beneath the northern portion of the site. The principal CVOC of concern was Tetrachloroethene (PCE) which was detected in the unsaturated soils and in the groundwater at the site. Trichloroethene was also detected in the unsaturated soils and the groundwater, however at much reduced concentrations.

According to the ACT report, six (6) soil borings were advanced at the subject site. Samples were field screened using a Photovac Microtip Photoionization Detector (PID) at 0'-5' bsg and 5'-10' bsg. Out of twelve (12) soil samples collected, three (3) were submitted to a laboratory for analysis. PCE was detected at the highest concentration in SB-01 from 0'-5' bsg at 19,600 ppb.

Six (6) groundwater samples were collected at the subject site from the temporary groundwater monitoring wells installed in the boreholes and submitted to a laboratory. The analysis indicated that TCE, PCE, and c-1, 2-Dichloroethene, were the three (3) contaminants tested which exceeded the "regulatory standard." These three (3) contaminants were detected in all six (6) monitoring well samples. The highest concentration of TCE was detected in TW-02 at 168 ppb. The highest concentration of PCE was also detected in TW-02 at 14,000 ppb.

In March of 2007, D&E Realty Inc. applied for entry into the NYSDEC Brownfield Cleanup Program. On September 4, 2008, the application for D&E Realty Inc. was accepted by the NYSDEC for entry into the Brown Field Cleanup Program.

Several other environmental investigations have taken place at and around the subject site. These reports are not attached, but are available in the NYSDEC files:

- In February 2005, Roux Associates completed a Phase I Environmental Site Assessment for 62-10 Northern Boulevard, the property owned by Toyota, just north of the subject site. The findings included historical manufacturing, an on-site filling station, and an abandoned fuel oil UST.
- In April 2005 ACT completed a Phase II Environmental Site Assessment also for 62-10 Northern Boulevard. Semi Volatile Organic Compounds (SVOCs) were detected in the soil around the fuel oil UST. The Chlorinated Volatile Organic Compounds (CVOCs) Tetrachloroethene, Trichloroethene, and cis-1,2-dichloroethene were detected in the groundwater.

- In May and July 2005, a subsurface investigation by Whitestone Associates Inc. confirmed the presence of CVOCs in the groundwater and the absence of CVOCs in the soil at 62-10 Northern Boulevard.
- In May 2006, ACT performed another subsurface investigation in the area around the subject site. Sampling results suggest the presence of low levels of CVOCs in the groundwater and the absence of CVOCs in the soil at Acme Metal Corp, the property just south of the subject site.

According to this supporting data, the range of TCE directly adjacent to the subject site ranges from non-detect in MW-4 (10' west of the site) to 0.633 PPM in MW-2 (5' north of the site). The range of PCE directly adjacent to the subject site ranges from non-detect in MW-5 (5' south of the site) to 42.6 PPM in MW-2 (5' north of the site).

According to ACT, the data strongly suggests a relationship between the unsaturated soil contamination at the subject site and groundwater contamination at and around the subject site. Approximately 50% of the site has been investigated. The site has been utilized for commercial operations. The site is currently being utilized as a taxi storage yard.

Adjacent Property Uses

North: Queensboro Toyota
 East: Rite Way Demolition
 South: CDA Collision and Acme Metal Cap Corp.
 Southwest: Daisy Cleaners, Mitsina Auto Custom, Galicia Body Shop
 West: Public School 1520
 Northeast: Beverly Hills Cars

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 commercial purposes.

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 work plan, 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.ny.gov/regulations/2590.html.

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.

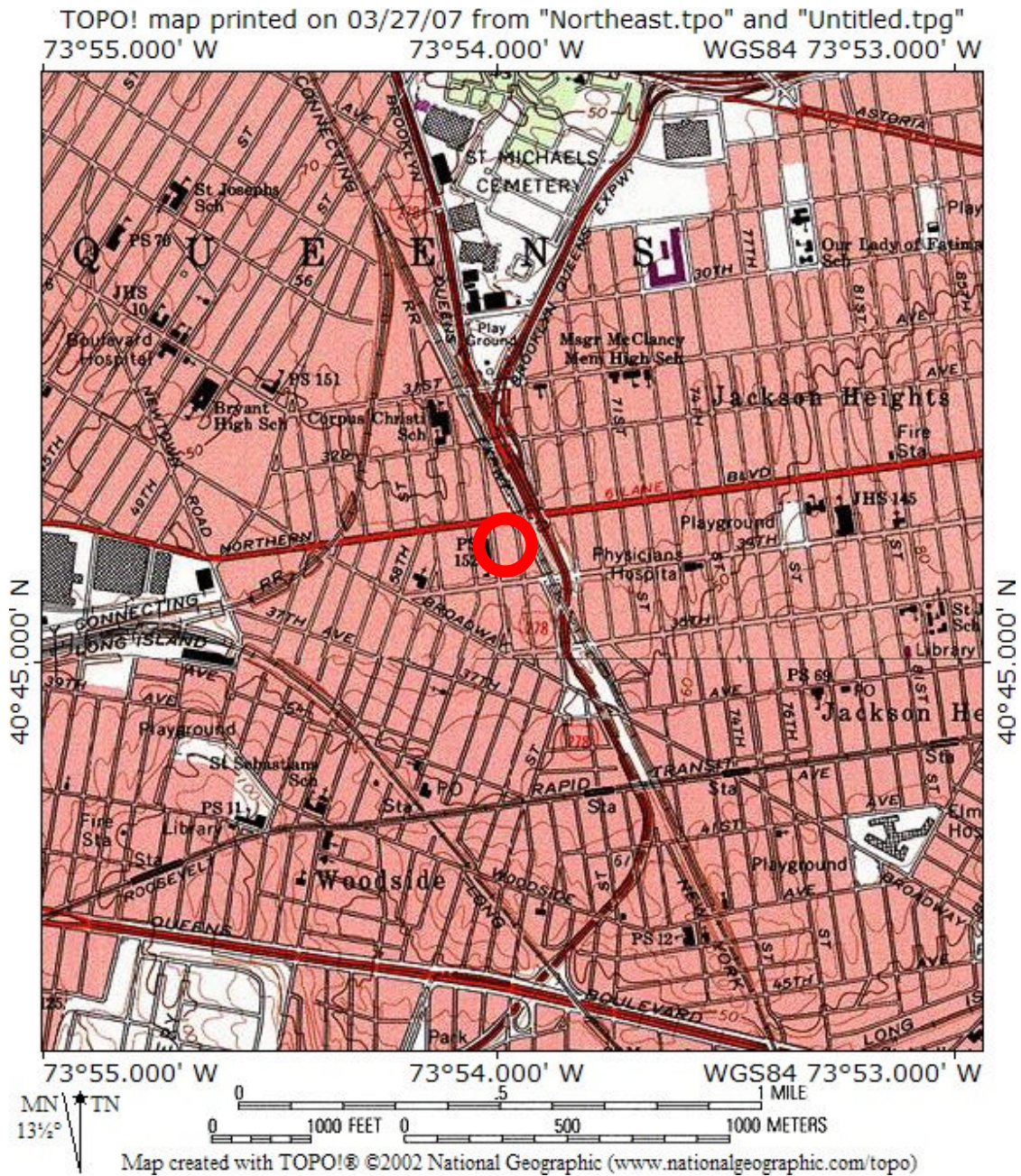
6. Major Issues of Public Concern

Through our review of the project issues, ASR has identified the following issues of Public Concern. It is our hope that these issues are addressed, in this document, to an extent acceptable to the public. If further information is needed on these subjects, please use the contact list attached to reach the appropriate person to address your concerns.

- **Potential for Vapor Intrusion Into Adjacent Buildings:** due to the volatile nature of the contaminants of concern, TCE, PCE, and c-1, 2-Dichloroethene, the possibility exists that vapors from the off gassing of these products might make their way into adjacent buildings. This would occur through basement slab cracks and through faulty seals where piping goes through foundations. Adjacent residents to the site should be aware of strong chemical odors resembling “dry cleaning” of garments. Although the occurrence of vapors is unlikely, if these odors are detected, contact the NYSDEC immediately.

- Off site dispersion of dust from drilling activities is of potential concern to the public and area residents. This concern will be covered by the Community Air Monitoring Program (CAMP) that will be in place and is a part of the project Health and Safety Plan (H&S Plan). The air will be monitored for dust particles. If and when the particulate levels exceed the acceptable New York State Health values in the H&S plan, work will be stopped until such time that corrections can be made to the work plan to mitigate these levels.
- Noise and vehicle traffic, related to the proposed work, are of potential concern to the public. These two issues often are related. Every attempt will be made to minimize noise and vehicle traffic on the site. Vehicle traffic will be mostly contained to the subject property. Support vehicles will be parked on the property and all work will be on the Subject Property. Very little traffic impact is expected. Noise will only occur between the hours of 8 am and 4 pm. Sounds of metal hitting metal and machinery running is to be expected. Every attempt to minimize both vehicle traffic and noise will be made. Any and all complaints will be promptly addressed.
- Information Concerning Past Site Activities: ASR would be very much interested in any knowledge that the area residents may have in connection with past uses and activities on the site. Please contact our office if you have any information to add to this investigation.
- Community Diversity: Woodside is a very culturally diverse neighborhood having numerous ethnic groups residing within the areas adjacent to the subject site. ASR acknowledges the potential need of these populations for information, and suggests that translations of notifications may be required to adequately inform the public.

Appendix A – Site Location Map



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):

Mr. Javier Perez
Environmental Engineer
Section B, Remedial Bureau B
NYSDEC
Division of Environmental Remediation
625 Broadway, 12th Floor
Albany, New York 12233-7016
Tel: (518) 402 9774

Mr. Arturo Garcia-Costas
Regional Citizen Participation Specialist
NYSDEC – Region 2
Division of Public Affairs and Education
47-40 21st Street
Long Island City, NY 11101
(718)-482-7287
E-mail:axgarcia@gw.dec.state.ny.us

New York State Department of Health (NYSDOH):

Mr. Christopher M. Doroski
Public Health Specialist 2
New York State Department of Health
Bureau of Environmental Exposure Assessment
Flanigan Square
547 River Street
Troy, N.Y. 12180-2216
Tel: (518) 402-7860
Fax: (518) 402-7859

Document Repositories

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

Business, Science, and Technology Division
Queens Borough Public Library
89-11 Merrick Boulevard
Jamaica, NY 11422
Tel: (718) 990-0760

Community Board 2
43-22 50th Street
Woodside, NY 11377
Chairperson: Joseph Conley
District Manager: Debra Markel-Kleinert
Email: qn02@cb.nyc.gov
Tel 718 -533-8773

Appendix C – Brownfield Site Contact List

Environmental Consultant

Christopher Tomasello
Advanced Site Restoration
62 William Street,
New York, N.Y. 10005
Tel: 212-809-1110

Zoning Board Contacts

Chair of New York City Planning
Commission
Amanda M. Burden
22 Reade Street
New York, NY 10007

NYC Department of City Planning
Queens Borough Office
120-55 Queens Blvd., Room 201
Kew Gardens, NY 11424
Tel: (718) 286-3000

New York City Councilman

Hon. Helen Sears
New York City Councilmember
District Office
37-32 75th Street
Jackson Heights, New York 11372
Tel: (718) 803-6573

New York State Senator

Hon. George Onorato
District Office
Office of State Senator George Onorato
28-11 Astoria Blvd.
Long Island City, NY 11102
Tel: (718) 545-9706
Fax: (718) 726-2036

New York State Assembly

Hon. Ivan C. Lafayette
New York State Assemblyman
District Office
33-46 92nd Street, Suite 1W
Jackson Heights, NY 11372
Tel: (718) 457-0384

Community Board 2
43-22 50th Street
Woodside, NY 11377
Chairperson: Joseph Conley
District Manger: Debra Markel-Kleinert
Email: qn02@cb.nyc.gov
Tel 718 -533-8773

Public Water Supplier

New York City Dept. of Environmental
Protection
Bureau of Water & Sewer Operations
96-05 Horace Harding Express way
Flushing, NY 11373
Fax (718) 595-5342

Local Newspapers

Western Queens Gazette
42-16 34th Avenue
Long Island City, N.Y. 11101
website: <http://www.qgazette.com>
Tel: (718) 361-6161

Queens Chronicle
Mark I Publications, Inc.
Mailing Address: P.O. Box 74-7769
Rego Park, N.Y. 11374-7769
website: www.queenschronicle.com

New York Daily News
450 West 33rd Street
New York, NY 10001

New York Post
1211 Avenue of the Americas
New York, NY 10036

The Queens Ledger
69-60 Grand Avenue
Maspeth, N 11378

Schools

P.S. 152 Gwendolyn N. Alleyne
Vincent Vitolo, Principal
33-52 62nd Street
Queens, NY 11377
Tel: (718) 429-3141

Mi Nuevo Mundo Daycare Corporation
31-99 60th Street
Woodside, NY
Tel: (718) 932-4521

Woodside Children's Center
62-37 Broadway
Woodside, NY
Tel: (718)278-3616

Corpus Christi School
31-29 60st
Woodside, NY 11377

Community Based Organizations (CBO's)/Civic Associations

Community Action Coalition
48-30 40th Street
Sunnyside, 11104
Tel: (718) 392-0416
Fax: 718-729-4688

Sunnyside Gardens Preservation Alliance
49-01 39th Avenue
Sunnyside, NY 11104
Tel: (718) 505-3732
Fax: 718-505-3733
Website: www.sunnysidegardens.org

Sunnyside Foundation for Community
Planning & Preservation
45-18 Skillman Avenue
Sunnyside, NY 11104
Tel: (718) 392-9139

United Forties Civic Association
St. Teresa's Parish Center, (Basement of
Rectory)
45th St. and 50th Avenue
Woodside, NY 11377
Tel: (917) 650-7776

Woodside Block Association
52-40 39th Drive, Suite 3J
Woodside, NY 11377
Tel: (718) 898-4191

Sunnyside Chamber of Commerce
PO Box 4399
Sunnyside, NY 11104
Tel(718)482-6053/8752
Attn: John Vogt.

Woodside on the Move
39-42 54th Street, 2nd Floor
Woodside, NY 11377
Attn: Rosa M. Reyes

PTA P.S. 152 Q
3352 62nd Street
Woodside, NY 11377

Your Community Center in Action Inc.
3025 69th Street
Woodside, NY 11377
Attn: Nancy Torres

Northern Woodside Coalition, Inc.
3347 60th Street
Woodside, NY 11377
Attn: Thomas J Ryan CPA

Independence Residences, Inc.
33-23 69th Street
Woodside, NY 11377

*Community, Civic, Religious and other
Educational Institutions*

Woodside, NJ Joong Ang Presbyterian
Church of New York
3250 61st Street
Woodside, NY 11377
Attn: Reverend Kyung Hwan Moon

Hansung Presbyterian Church in New York
6020 Broadway
Woodside, NY 11377

PT Sitaram Balkishan Charitable Trust USA
Inc.
61 15 Broadway
Woodside, NY 11377
Attn: Om Duta Sharma

Foundation for Filipino Artists
3467 60th Street
Woodside, NY 11377
Attn: Aida A. Bartoloma

Inglesia Hispana De La Comunidad, Inc.
30-25 69th Street
Woodside, NY 11377

Shri Guru Ravidas Sabha of New York, Inc.
6101 Broadway
Woodside, NY 11377
Attn: Avtar Bhatatia

Foundation for Filipino Artists
3467 60th Street
Woodside, NY 11377
Attn: Aida A. Bartoloma

International Communication Service for the
Blind, Inc.
34-57 60th Street, Second Floor
Woodside, NY 11377
Attn: Yo Kano

Inglesia Hispana De La Comunidad, Inc.
30-25 69th Street
Woodside, NY 11377

West Queens Independent Democratic Club
P.O. Box 4252
Sunnyside, NY 11104

Grand Old Party Republican Club
39-75 48th Street
Sunnyside, NY 11104 Attn: John J. Ward,
President

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

