



## Brownfields 2019 Assessment Grant Fact Sheet Spokane, WA

### EPA Brownfields Program

EPA's Brownfields Program empowers states, communities, and other stakeholders to work together to prevent, assess, safely clean up, and sustainably reuse brownfields. A brownfield site is real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. The Small Business Liability Relief and Brownfields Revitalization Act of 2002, as amended by the Brownfields Utilization, Investment and Local Development Act of 2018, was passed to help states and communities around the country clean up and revitalize brownfield sites. Under this law, EPA provides financial assistance to eligible applicants through five competitive grant programs: Multipurpose Grants, Assessment Grants, Revolving Loan Fund Grants, Cleanup Grants, and Environmental Workforce Development and Job Training Grants. Additionally, funding support is provided to state and tribal response programs through a separate mechanism.

### Assessment Grant

*\$450,000 for hazardous substances*

*\$150,000 for petroleum*

EPA has selected the City of Spokane for a Brownfields Assessment Coalition Grant. Community-wide hazardous substances grant funds will be used to conduct nine Phase I and six Phase II environmental site assessments, and to prepare six cleanup plans and four reuse plans. Community-wide petroleum grant funds will be used to conduct five Phase I and two Phase II environmental site assessments, and to prepare two cleanup plans and two reuse plans. Grant funds of both types also will be used to update the inventory of brownfield sites and conduct community outreach activities. The target area for this grant is the 770-acre University District located along the Spokane River. Coalition partners are the University District Public Development Authority, Washington State University Health Sciences Spokane, Gonzaga University, and the Empire Health Foundation.

### Contacts

For further information, including specific grant contacts, additional grant information, brownfields news and events, and publications and links, visit the EPA Brownfields Web site (<http://www.epa.gov/brownfields>).

EPA Region 10 Brownfields Team  
(206) 553-7299  
EPA Region 10 Brownfields Web site  
(<https://www.epa.gov/brownfields/brownfields-and-land-revitalization-washington-idaho-oregon-and-alaska>)

Grant Recipient: City of Spokane, WA  
(509) 625-6597

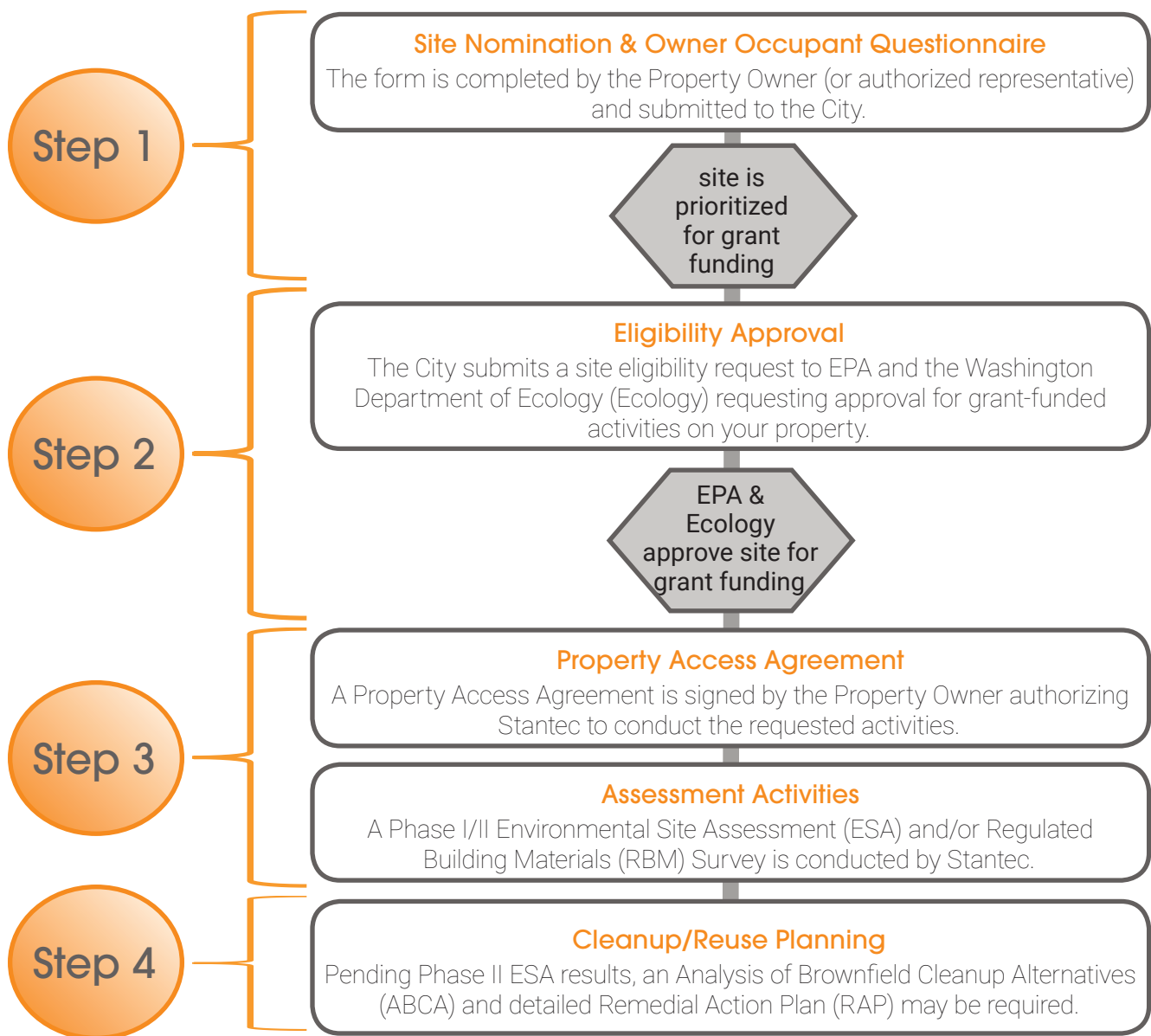
The information presented in this fact sheet comes from the grant proposal; EPA cannot attest to the accuracy of this information. The cooperative agreement for the grant has not yet been negotiated. Therefore, activities described in this fact sheet are subject to change.

# Process Guide for Property Owners & Stakeholders

## Brownfield Site Reuse & Revitalization Program

Spokane University District Coalition

This Process Guide provides an overview of key activities involved the Brownfield Site Reuse and Revitalization Program. The Program is funded by an Environmental Protection Agency (EPA) Brownfields Assessment Grant awarded to a Coalition led by the City of Spokane and supported by the University District Public Development Authority (UDPDA), Washington State University (WSU) Health Sciences Spokane, Gonzaga University, and Empire Health Foundation. The program is managed by the City of Spokane with support from an environmental consulting team led by Stantec Consulting Services Inc. (Stantec). The figure below outlines the key steps involved in the assessment and cleanup planning process. Descriptions of each step are provided on the following pages.



## Key Steps

### 1 Site Nomination & Owner Occupant Questionnaire

A Site Nomination and Owner Occupant Questionnaire is filled out by the property owner (or authorized representative) and submitted to the City of Spokane for review to confirm the property meets baseline eligibility and community benefit (or prioritization) criteria. Generally, to be considered eligible for grant funding, the following criteria must be met:

1. the property is vacant, underutilized, or undergoing transition;
2. the property has potential impacts from petroleum and/or hazardous substances;
3. the property exhibits high potential for redevelopment and/or other opportunities to benefit the community; and
4. the property is not included on the EPA National Priority "Superfund" List, under a Consent Order with Ecology, or targeted for any federal or state enforcement action.

Properties that are nominated and meet the baseline eligibility criteria will be prioritized based on several factors, including greatest need and potential for community benefit. Site Nomination and Owner Occupant Questionnaires can be obtained from <https://my.spokanecity.org/economicdevelopment/incentives/brownfields-program/> or by emailing Teri Stripes ([tstripes@spokanecity.org](mailto:tstripes@spokanecity.org)).

### 2 Eligibility Approval

The information provided on your Site Nomination and Owner Occupant Questionnaire will be used to prepare a Site Eligibility Determination Request ("ED Request"). The ED Request will be prepared by the City of Spokane and Stantec for submittal to the EPA and Ecology on your behalf to obtain approval for the requested grant-funded activities on your property.

**Estimated Timeline: 4-6 weeks**

***Note: Please let us know if your request for assessment activities is related to due diligence for a property transaction already underway as there may be options to submit an expedited ED Request.***

### 3 Property Access Agreement & Assessment Activities

#### Property Access Agreement

Prior to initiating assessment activities, we must receive approval from you (in the form of a Property Access Agreement that will be provided for your review and signature), authorizing our environmental consultant (Stantec) to perform the requested activities on your property.

**Estimated Timeline: 2-4 weeks**



## Phase I Environmental Site Assessment (ESA)

A Phase I ESA is a research study intended to assess the environmental condition of a property and identify potential areas where petroleum or hazardous substances may have been released. A Phase I ESA determines if any recognized environmental conditions (“RECs”) exist on the property; however, it does not involve collecting physical samples to confirm if there are actual impacts to the property.

Purpose of a Phase I ESA:

- Assess potential impacts from petroleum or hazardous substances that may impede redevelopment.
- Establish baseline conditions for liability protection.
- Support property sale/acquisition activities.
- Provide documentation typically required by lenders to secure loans.

The Phase I ESA is comprised of the following:

1. **Kick-off Meeting:** If needed, a kick-off meeting will be scheduled with the property owner (or authorized representative), City of Spokane, and Stantec to discuss the Phase I ESA process
2. **Site Visit and Interview:** After you sign the Property Access Agreement, Stantec will schedule a site visit and interview(s) with the property owner, current occupant(s), and/or other authorized representatives who are knowledgeable about the site. Site visits typically take two hours to complete and interviews are generally limited to 30 minutes.
3. **Desktop Study:** Stantec will complete a comprehensive property background check that includes reviewing current and historical documents and regulatory databases to determine if any potential environmental concerns/RECs exist that may impact property reuse.
4. **Prepare Report:** A Phase I ESA Report will be prepared to summarize the findings of the site visit, interviews, and desktop study. A digital copy of the report will be provided to you and shared with the City of Spokane, Ecology and EPA.

Shelf Life: 1 year (some components must be updated after 6 months)

**Estimated Timeline: 1-2 months**

## Phase II ESA

A Phase II ESA involves a physical study where environmental samples are collected and analyzed to characterize the type, distribution and extent of substances in the environment (if present).

Purpose of a Phase II ESA:

- Evaluate the findings of the Phase I ESA (if RECs are identified).
- Support the identification of environmental impediments to redevelopment or reuse of a property.
- Identify whether a release has occurred.
- Support efforts to obtain regulatory closure from Ecology.



The Phase II ESA is comprised of the following:

1. **Kick-off Meeting:** If needed, a kick-off meeting will be scheduled with the property owner (or authorized representative), City of Spokane, and Stantec to discuss the Phase II ESA process.
2. **Work Plan:** Stantec will prepare a Sampling and Analysis Plan (SAP) for submittal to EPA and Ecology for approval prior to initiating sampling activities.
3. **Fieldwork:** After the SAP is approved, environmental samples (i.e. soil, groundwater, soil vapor, etc.) will be collected and analyzed. The study will characterize the type, distribution, and extent of petroleum or hazardous substances (if present).
4. **Prepare Report:** A Phase II ESA Report will be prepared to summarize the work performed, analytical results, and conclusions. A digital copy of the report will be provided to you and shared with the City of Spokane, Ecology and EPA.

Shelf Life: Indefinite (+/- changes in site conditions, sampling methods, regulations, etc.)

**Estimated Timeline: 2-3 months**

### Regulated Building Materials (RBM) Survey

A RBM survey involves a physical study where samples of potentially hazardous building materials are collected and tested to confirm if regulated substances are present. Surveys can be conducted concurrently with a Phase I/II ESA (if desired).

Purpose of a RBM Survey:

- Determine if asbestos containing materials (ACM), lead-based paint (LBP), Polychlorinated Biphenyls (PCBs), or other hazardous substances are present in building materials.
- Evaluate regulations that apply to the disturbance or disposal of confirmed hazardous materials before undertaking a building remodel, renovation or demolition.

The RBM survey is comprised of the following:

1. **Work Plan:** Stantec will prepare a SAP for submittal to EPA and the Washington Department of Health (DOH) for approval prior to initiating sampling activities. (Note: A cursory review of exterior and interior building conditions may be necessary to aid in developing a sampling strategy.)
2. **Fieldwork:** After the SAP is approved by EPA and DOH, building material samples will be collected and submitted to a laboratory for analysis.
3. **Prepare Report:** The RBM Survey Report will be prepared to summarize the work performed, testing results and conclusions. A digital copy of the report will be provided to you and shared with the City of Spokane, DOH, Ecology and EPA.

Shelf Life: Indefinite (+/- changes in site conditions, sampling methods, regulations, etc.)

**Estimated Timeline: 2-3 months**



## 4 Cleanup/Reuse Planning

### Analysis of Brownfield Cleanup Alternatives (ABCA)

An ABCA is an analysis of remedial options and methods potentially capable of achieving the required level of cleanup.

Purpose of an ABCA:

- Evaluate technical and economic feasibility of cleanup alternatives with reuse plans and redevelopment strategies.
- Evaluate and select preferred alternative.
- Satisfies EPA requirements.
- Support efforts to apply for an EPA Cleanup Grant.

An ABCA is comprised of the following:

1. **Kick-off Meeting:** If needed, a kick-off meeting will be scheduled with the property owner (or authorized representative), the City of Spokane, and Stantec.
2. **Prepare Report:** A digital copy of the draft report will be provided to you, the City of Spokane, Ecology, and EPA for comments prior to finalizing the document. A digital copy of the final report will also be shared with all parties.

Shelf Life: Indefinite (+/- changes in site conditions, sampling methods, regulations, etc.)

**Estimated Timeline: 6-8 weeks**

### Remedial Action Plan (RAP)

A RAP is a detailed plan to implement the preferred remedial option to achieve the required level of cleanup.

Purpose of a RAP:

- Detailed implementation plan for selected cleanup alternative.
- Detailed cost estimate for selected cleanup alternative.
- Support efforts to apply for an EPA Brownfield Cleanup Grant.

A RAP is comprised of the following:

1. **Kick-off Meeting:** If needed, a kick-off meeting will be scheduled with the property owner (or authorized representative), the City of Spokane, and Stantec.
2. **Prepare Plan:** A digital copy of the draft plan will be provided to you, the City of Spokane, Ecology, and EPA for comments prior to finalizing the document. A digital copy of the final plan will also be shared with all parties.

Shelf Life: Indefinite (+/- changes in site conditions, sampling methods, regulations, etc.)

**Estimated Timeline: 6-8 weeks**





## Frequently Asked Questions

### Which sites are eligible for grant funds?

In general, the property must be potentially impacted by petroleum or hazardous substances, underutilized or undergoing transition, and meet the following criteria:

- Exhibits high potential for redevelopment and/or other opportunities to benefit the community.
- Is not included on the EPA National Priority "Superfund" List, under a Consent Order with Ecology, or targeted for federal or state enforcement action.

### How long is grant funding available?

Grant funding is committed through Summer 2022 and is available for approved sites on a first-come first-served basis.

### Will the grant pay for cleanup activities?

No. Under this program, grants funds can be used to conduct assessments and develop cleanup plans but cannot be used to implement a cleanup plan.

### Can I be reimbursed for previous assessment activities?

No. Grant funds are not retroactive and cannot reimburse you for past assessment or related activities.

### Are grant funds given to me to pay for the consultant?

No. The grant is administered by the City of Spokane who will pay the consultant (Stantec) directly for approved assessment and/or related activities on your property.

### Do I enter a contract with the environmental consultant?

No. If your property is approved for grant funding, you will be required to sign a Property Access Agreement that permits Spokane's consultant (Stantec) access to the site to perform the requested activities.

### Will an assessment affect my property value?

It depends. An assessment itself does not directly affect property value. Property values are often negatively affected by uncertainty regarding site history and the financial and legal risks of potential environmental impacts. ESAs allow property owners to quantify the amount of contamination (or lack thereof) on a property. For properties with little to no contamination, this knowledge may increase marketability. For sites with significant contamination, having an assessment

completed using EPA funding removes this as a potential cost to be paid for by the property owner or an interested buyer as part of their due diligence process. Having assessments completed can help to better position properties for grants or tax incentives that can be used to pay for cleanup and support redevelopment.

### Is the project limited to a specific area?

The project will prioritize properties located in the Spokane University District.

### How will decisions be made on whether work at a specific site will be funded?

In general, all sites that are nominated will be given consideration for funding. Upon receipt of a nomination form, an initial review will be conducted by the City of Spokane, EPA and Ecology to determine whether the site is a good fit for the program (based on its potential to support economic, environmental, or community goals), as well as the likelihood it will meet EPA's site eligibility requirements. Sites/projects will also be evaluated on the likelihood that they will be deemed eligible for use of funding, the certainty of securing site access to perform assessment activities, and other factors.

### How do I obtain additional information?

For more information or to submit a site for grant funding consideration, please contact the City of Spokane or visit our project webpage: <https://my.spokanecity.org/economicdevelopment/incentives/brownfields-program/>

*Para solicitar información en español contáctese [tstripes@spokanecity.org](mailto:tstripes@spokanecity.org).*

### Contact Information:

Teri Stripes, Planning & Development Services

Phone: 509-625-6597

Email: [tstripes@spokanecity.org](mailto:tstripes@spokanecity.org)

*Disclaimer: Although this project has been funded wholly or in part by the EPA, the contents of this document do not necessarily reflect the views and policies of the EPA.*



# What is a **Brownfield**?

A “brownfield” is a property that has, or may be perceived to have, **environmental impacts**. The potential release of hazardous substances, petroleum, or presence of regulated building materials may consequently impede reuse/redevelopment opportunities. By completing environmental site assessment and cleanup activities, brownfields have the potential to transform from liabilities into assets that will benefit the community.

## Property Owner Fact Sheet

### Brownfield Site Reuse & Revitalization Program

#### Spokane University District Coalition

## How is this program **funded**?

The project is funded by a \$600,000 Brownfields Assessment Grant awarded by the U.S. Environmental Protection Agency (EPA) to a Coalition led by the City of Spokane and supported by the University District Public Development Authority (UDPDA), Washington State University (WSU) Health Sciences Spokane, Gonzaga University, and Empire Health Foundation.

The Coalition will work with property owners, developers and other community stakeholders to identify and prioritize brownfield sites in need of environmental assessment and cleanup/reuse planning to support redevelopment.

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## What are the **benefits of brownfield redevelopment**?

Property owners, business owners, and developers who cleanup and reuse brownfields provide benefits to themselves and their community, including:

- Removing unknowns regarding site conditions that might hold up a future sale, financing agreement and/or redevelopment project.
- Increasing return from the property by making it more valuable and marketable.
- Contributing to economic prosperity and environmental restoration in the community.
- Making neighborhoods safer and healthier.
- Avoiding actions by regulatory agencies that may impose penalties and costly cleanups.
- Reducing potential impacts from and to adjacent properties.

## How can you **use grant funding for your property**?

Funding is available to parties interested in completing Phase I/II Environmental Site Assessments (ESAs) and Regulated Building Material (RBM) surveys and/or developing site cleanup/reuse plans in support of property sale or redevelopment. Property owners, business owners, and developers are encouraged to take advantage of this funding opportunity that will further economic development initiatives, protect public health, and restore the environment!





# Frequently Asked Questions

## Do I own a brownfield site?

If you answer yes to the following questions, you may own a brownfield site.

- Is your land idle, vacant, or less productive than it ought to be?
- Are concerns about historical use or environmental contamination hindering redevelopment or sale of the site?

## What can grant funds be used for?

Grant funds can be used for Phase I/II ESAs, RBM surveys, and cleanup/reuse planning activities on eligible sites.

- **Phase I ESA:** A comprehensive background study of historical use and existing conditions to evaluate recognized environmental conditions (RECs) and potential areas where substances may have been released.
  - Assess potential impacts from petroleum or hazardous substances that may impede redevelopment.
  - Establish baseline conditions for liability protection.
  - Support property sale/acquisition activities.
  - Provide documentation required to secure loans.
- **Phase II ESA:** A physical study where samples (e.g. soil, groundwater, air/vapor, surface water and sediments) are collected and analyzed to characterize the type, distribution and extent of substances (if present) in the environment.
  - Evaluate the findings of the Phase I ESA (if contamination is suspected).
  - Identify whether a release has occurred.
  - Support efforts to obtain regulatory closure.
- **RBM Survey:** A physical study where building material samples are collected and tested to confirm if hazardous substances are present.
  - Determine if asbestos, lead paint, mold, PCBs, mercury or other regulated substances are present in building materials.
  - Evaluate regulations that apply to the disturbance or disposal of confirmed hazardous materials before undertaking a building remodel, renovation or demolition.
- **Site Cleanup/Reuse Plan:** A detailed analysis of cleanup alternatives, cost estimates and implementation plans.
  - Evaluate cleanup alternatives with reuse plans and redevelopment strategies.
  - Select preferred cleanup alternative.
  - Prepare detailed plans and cost estimates to implement preferred cleanup method.

## Will an assessment affect the value of my property?

Property values are often affected by uncertainty regarding site history and the financial and legal risks of potential environmental impacts. ESAs allow property owners to quantify the amount of contamination on a property (or lack thereof). For properties with little to no contamination, this knowledge may increase marketability. For sites with significant contamination, property owners can realize increased value through cleanup, tax incentives and reduced liabilities.

## Which sites are eligible for grant funds?

In general, the property must be potentially impacted by petroleum or hazardous substances, underutilized and meet the following criteria:

- Exhibits high potential for redevelopment and/or other opportunities to benefit the community.
- Is not included on the EPA National Priority "Superfund" List, under a Consent Order with the Washington State Department of Ecology (Ecology), or targeted for federal/state enforcement.

## Will an assessment trigger a requirement that I take action?

Information collected for the Phase I ESA will be shared with Ecology and EPA. If you choose to move forward with Phase II ESA activities, in some cases, the results may trigger a reporting requirement.

## Will I have control over the work done?

The program is voluntary. You will be asked to provide access to your property to an environmental consultant from Stantec Consulting Services Inc. You will have the right to stop participation in the program at various phases of the assessment process. You will receive an electronic copy of all reports.

## How do I nominate a site for grant funding?

Stakeholders are encouraged to nominate sites for grant funding by completing a Site Nomination & Owner Occupant Questionnaire (visit the project website at the link below to download form).

## How do I obtain additional information?

For more information or to submit a site for grant funding consideration, please contact the City of Spokane or visit our project webpage: <https://my.spokanecity.org/economicdevelopment/incentives/brownfields-program/>

*Para solicitar información en español contáctese [tstripes@spokanecity.org](mailto:tstripes@spokanecity.org).*

## Contact Information:

Teri Stripes, Planning & Development Services  
Phone: 509-625-6597  
Email: [tstripes@spokanecity.org](mailto:tstripes@spokanecity.org)



## Site Nomination and Owner and Occupant Questionnaire

In 2019, the City of Spokane and Coalition members University District Public Development Authority, Gonzaga University, Washington State University, and Empire Health Foundation were awarded a \$600,000 U.S. EPA (EPA) Brownfields grants to support the assessment, cleanup planning, and revitalization of publically and privately owned underutilized sites located in the University District target area. Grant funds can be used to complete Phase I and II Environmental Site Assessments (ESAs), cleanup planning, and a variety of property reuse planning activities. Funding will be available for use likely through summer 2020, for approximately 14 high priority Phase I ESA sites and 8 high priority Phase II ESA sites.

*\*\*\*Note: If you are purchasing or selling a property, the grant-funded assessments may not meet your timing needs. There are several steps that involve city, state, federal review and approvals.*

### Section A – Site Nomination/Information Request

Do you know of a site (or sites) in the University District that you think would benefit from environmental assessment, cleanup, or reuse planning? If so, please provide address/location description: \_\_\_\_\_  
\_\_\_\_\_

Do you own the site(s)?  Yes  No If yes, please complete Section B.

Your affiliation with the Property: \_\_\_\_\_

Are you interested in learning more about grant funding?  Yes  No If yes, please provide contact information:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### Section B – Environmental Site Assessment Application to be completed by property owners and tenants – answers for owner and tenant can be combined or provided separately.

Property Owner Name: \_\_\_\_\_

Tenant Name: \_\_\_\_\_

Owner Address: \_\_\_\_\_

Owner Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Tenant Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Property Address: \_\_\_\_\_

Current Use: \_\_\_\_\_



What year did you purchase the property? \_\_\_\_\_

What year did you lease the property? \_\_\_\_\_

From whom did you purchase the property? \_\_\_\_\_

Please describe the past uses of the property (provide as much detail as possible, particularly how the previous owner utilized the property): \_\_\_\_\_

\_\_\_\_\_

Have any environmental assessments been completed on the property? If so, please provide details, including the date(s) of prior work: \_\_\_\_\_

\_\_\_\_\_

Has there been any regulatory enforcement by the US Environmental Protection Agency or Washington Department of Ecology? If so, please describe: \_\_\_\_\_

\_\_\_\_\_

Do you have any knowledge of activity and land use limitations (such as land use restrictions, engineering controls, or institutional controls) that are in place on the site or that have been filed or recorded in a registry under federal, tribal, state or local law? ?  Yes  No

If Yes, Explain: \_\_\_\_\_

\_\_\_\_\_

Why is environmental assessment needed on the property now? \_\_\_\_\_

\_\_\_\_\_

Please describe your need for grant funding to complete environmental assessment: \_\_\_\_\_

\_\_\_\_\_

How will the redevelopment benefit the community? Please reference any removal of blight or health and safety hazards, new jobs, private investment, new uses, open space, and/or other benefits that will result: \_\_\_\_\_

\_\_\_\_\_

What is the anticipated schedule for planned sale, reuse, or redevelopment? \_\_\_\_\_

\_\_\_\_\_

Do you have specialized knowledge or experience related to the property or nearby properties? For example, are you involved in the same line of business as the current or former occupants of the property or an adjoining property so that you would have specialized knowledge of the chemicals and processes used by this type of business?  Yes  No

If Yes, Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you have knowledge of any Recognized Environmental Conditions (RECs) associated with the Property? The term REC means the presence or likely presence of any hazardous substances or petroleum products under conditions that indicate an existing release, past release, or a material threat of a release into structures on the property or into the ground, groundwater, or surface water of the property. The term includes hazardous substances or petroleum products even under conditions in compliance with laws.  Yes  No

If Yes, Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Did you come to own the property through inheritance or gift?  Yes  No

At the time of purchase, did the purchase price of the property reasonably reflect the fair market value of the property?  Yes  No. If No, was the lower purchase price due to known or perceived contamination at the property?

Explain: \_\_\_\_\_  
\_\_\_\_\_

To the best of your knowledge, are there currently or have there been storage tanks (above or underground) located or used on the Property?  Yes  No

If Yes, Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the best of your knowledge, are there currently or have there been petroleum products and/or hazardous substances used or stored on the Property?  Yes  No

If Yes, Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the best of your knowledge, are you aware of any spills of chemicals or petroleum products that have taken place at the Property?  Yes  No

If Yes, Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the best of your knowledge, do you know of any environmental cleanups that have taken place at the Property?  Yes  No

If Yes, Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



To the best of your knowledge, are you aware of any obvious indications of contamination at the Property?  Yes  No

If Yes, Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

To the best of your knowledge, do you know of any environmental cleanups or environmental issues that have taken place near or adjacent to the Property?  Yes  No

If Yes, Explain: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Are there other important factors that should be considered by the City and the EPA or Ecology in reviewing your request for grant funding?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Printed Name of Person Completing Form: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

For more information or to submit your form contact:

Teri Stripes  
City of Spokane Planning & Economic Development  
**Phone:** 509.625.6597  
**Email:** [tstripes@spokanecity.org](mailto:tstripes@spokanecity.org)

Following your submittal of this site nomination and occupant questionnaire staff will:

- Review and confirm property ownership – this can take a few days.
- Our consultant (Stantec) will review the form and evaluate whether the property meets the EPA eligibility criteria.
- If the property meets the EPA eligibility criteria, Stantec will prepare a Site Determination request which will be submitted to the EPA and Ecology for a Phase I and/or Phase II Environmental Site Assessments funding approval – this can process can take a few weeks.

Once approved for funding the City will contact you to setup a site access agreement with the property owner and the tenants so the site assessments can be conducted by the consultant.

Staff will keep you apprised of the steps and where you are in the approval process but is you have any questions along the way contact Teri Stripes using the contact information provided above.

