



Guidelines for Environmental Assessment Assistance
USEPA Site Assessment Grant Funding for Hazardous Substances
November 7, 2007

Under the approved work plan for the City of Kalamazoo's Site Assessment Grant for Hazardous Substances, limited funding has been set aside to assist developers of privately-owned brownfield sites complete their due diligence environmental assessments, prior to acquisition.

Limitations

As specified by United States Environmental Protection Agency Grant guidelines requested assessment assistance shall be conducted by pre-approved environmental consultants retained by the City of Kalamazoo. The City can use grant funds to pay for assessment activities that could include Phase I Environmental Site Assessments (ESAs), Phase II ESAs, Baseline Environmental Assessments (BEAs) and, Due Care Plans. Requested BEA assistance for prospective developers will be conducted for disclosure purposes only. Developers wishing to pursue a BEA for determination of adequacy purposes will not be considered for funding. Economic Development staff will determine the appropriate assistance offer, on a case-by-case basis, based upon the perceived community benefits to be derived from the proposed project. Community benefit is defined as one or more of the following: job creation or retention, taxbase enhancement, environmental cleanup, blight abatement, building interior/exterior restoration, level of private investment, or expansion/enhancement of community services.

Application Process

Interested parties should submit a letter request packet to Economic Development, 445 West Michigan Avenue, Suite 101 West, Kalamazoo, MI 49007. Letter request packets should include the applicant/developer entity, subject property addresses, current ownership, a detailed project description, outline of community benefit (defined above), project timeline, available plans/drawings, and specific site assessment activities requested for assistance. Should it be necessary, supplemental information may also be requested.

Award Process

Applicants will be notified in writing of the award offer. An Eligibility Determination of subject sites and ownership is required by the USEPA prior to conducting assessment activities. This determination will be conducted by the City of Kalamazoo for USEPA approval. In most cases, the execution of a Reimbursement Agreement between the requesting entity and the City of Kalamazoo will also be required before the activities will be conducted. Assistance requests from entities or owners of property located in the city that have a history of delinquent taxes or other code violations may not be considered.