THE NATURE CONSERVANCY
REQUEST FORM
REDUCED ENVIRONMENTAL ASSESSMENT

TRADE LAND PROGRAM
FOR NON-CONSERVATION PROPERTIES ONLY

The Trade Lands SOP requires a Phase One environmental assessment as part of due diligence on a donated property. "The assigned attorney may approve alternative methods for due diligence when appropriate for the type of property being donated…". As there is reduced enforcement per EPA Policy Directive 9834.6, regarding certain residential properties, the assigned attorney may review this Request Form and determine that a complete Phase One environmental assessment is not required.

A business risk decision was made by Trade Lands, to limit environmental investigation on residential property (up to four units) under certain circumstances. This form should be completed and provided to the assigned attorney to confirm that the specific property meets the criteria for a reduced environmental assessment:

The need for visual inspections for other issues that may impact resale or result in violations of state law or other EPA requirements, such as oil spills, lead paint, asbestos, radon, etc. should still be conducted by Trade Lands staff.

PART ONE: INITIAL REVIEW

Street Address	Donor Name
County	State
Reviewed By	Site Assessment By

INFORMATION GATHERING

PROPERTY REVIEW *Statement of Property Type*: Obtain information, tax records, and EDR to determine uses of the property.	**YES**	**NO**
Is the property a residential dwelling with four or less units? If unclear, explain:	☐	☐
Is the property located in a residential setting? If No, explain:	☐	☐
Are there uses of the property other than residential? If yes, explain:	☐	☐
Is there land being donated with the residential dwelling, other than land incidental to the dwelling (i.e. over five acres)? If yes, explain:	☐	☐

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RECORDS SEARCH

Standard Federal, State, and Tribal Environmental Records Search (EDR):
Obtain and review a report of governmental records performed by a professional environmental records search firm. This search should include properties within a mile (or the designated search distance) of the subject property's boundaries, not from a center point on the subject property. Determine if those records indicate a recognized environmental condition either on the subject property or near enough to the subject property to affect the subject property.

Attach EDR

	YES	NO
Was the property or adjoining property identified in the search?	☐	☐
If yes, describe and assess:		

INTERVIEW

As appropriate for the circumstances of the donation. Interview the owner, executor, trustee, key site manager or tenant, regarding any uses of the subject property other than residential and any environmental concerns.

Interviewee type:	
NAME of Interviewee:	
DATE of Interview:	

	YES	NO
Did interview indicate uses other than residential or environmental concerns?	☐	☐
If Yes, Summary of any non-residential uses/environmental concerns:		

_____ _____
Signature of Preparer Date
Certifying Completion of TNC's "Environmental Due Diligence and Assessment Training"

Attorney to complete:
Approval to Proceed without completion of full Phase One Environmental Assessment,
Subject to Title Review and Staff Site Inspection: Yes _____ No _____

_____ _____
Signature of Attorney Date

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PART TWO: TITLE AND SITE INVESTIGATION

TITLE RECORDS Review for Environmental Liens and Activity and Use Limitations. ***Review the title commitment or report***.		
Date of Title Commitment		
Activity and/or Use Limitations that have been filed or recorded against the subject property?	YES ☐	NO ☐
Did the title commitment, report, or opinion reveal any Recorded Environmental Disclosures?	YES ☐	NO ☐

SITE RECONNAISSANCE Visit the Property to assess condition of the subject property. ***Attach Staff Site Inspection***	
Date/Time of Visit:	
List any limiting conditions or obstructions to thorough observation (snow cover, no access to buildings, etc.):	
List any conditions indicate a need for additional investigation:	
If any answer is **YES**, describe the recorded documents below and what they indicate about the condition of the subject property, and recommend any actions, including additional investigation, and/or any required approvals needed before the subject property can be acquired:	

RECOMMENDATION - As the Conservancy staff person responsible for assessing the risk of environmental hazards or contamination for the acquisition and ownership of the property, by signing this form:	**CHOOSE ONLY ONE OF THE FOLLOWING:**
The investigation has revealed no recognized environmental conditions (RECs), controlled recognized environmental conditions (CRECs), historical recognized environmental conditions (HRECs), de minimis conditions or other environmental concerns associated with the property, and I recommend that TNC proceed with the acquisition of the property interest; OR	☐

The investigation has revealed one or more HRECs, Business Environmental Risks (BERs), or de minimis conditions but no RECs, CRECs, or other environmental concerns, and for the reasons described above I have determined that the issue(s) found represent a low risk, and I recommend that TNC proceed with the acquisition of the property interest; OR	☐
The investigation has revealed one or more RECs, CRECs, HRECs, de minimis conditions, or other environmental concerns that warrant additional investigation (including obtaining a professionally prepared Phase I, research and/or physical testing) to evaluate the condition of the subject property and the risks associated with that condition in order to assess whether TNC should proceed with the acquisition, as explained above; OR	☐
I recommend that TNC not proceed with the acquisition of the subject property interest, based upon the findings described in this report.	☐

_____ Signature of Preparer Certifying Completion of TNC's "Environmental Due Diligence and Assessment Training"	_____ Date	
Attorney to complete:		
Additional Due Diligence Required:	YES ☐	NO ☐
_____ Signature of Attorney	_____ Date	