

## Who is this Workbook for?

- Developed to help local officials make grounded, informed decisions on how best or whether to facilitate reuse of contaminated properties
  - Considers acquisition and non-acquisition options (“Property Recovery Actions”)
- Also useful to states, counties, tribes and quasi-governmental redevelopment entities



## Basic Features of the PREPARED Workbook

- Outlines a framework for assessing and managing project risk
  - Discusses key considerations and provides links to relevant resource documents
  - Provides worksheets to guide the evaluation process
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## The PREPARED Workbook - A Decision Tool -

- Supports the systematic collection and analysis of information
- Supports interaction and communication between municipal officials and technical and legal experts, regulators, and developers
- Supports the municipal decision process
  - Helps identify cost, benefits, and risks
  - Establishes a clear basis for decisions
  - Helps to communicate key issues and trade-offs

## Property Recovery Actions

Actions that involve a municipality in the cleanup and redevelopment of a contaminated property

Each action carries its own set of issues that must be understood in order to develop a strategy for managing project risks



## Selecting Property Recovery Actions

The PREPARED Workbook helps to answer the following core questions:

- Will the selected property recovery action(s) achieve the project goals?
- Is the project financially viable and realistic?
- Are the necessary resources available?
- Are the risks acceptable?



## The PREPARED Approach



## Due Diligence

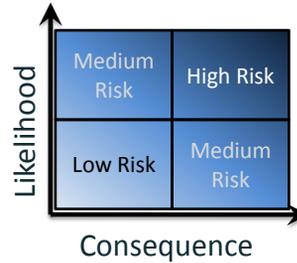


Due diligence is an essential step in evaluating property recovery actions (even if a municipality is not planning to take title to a property)

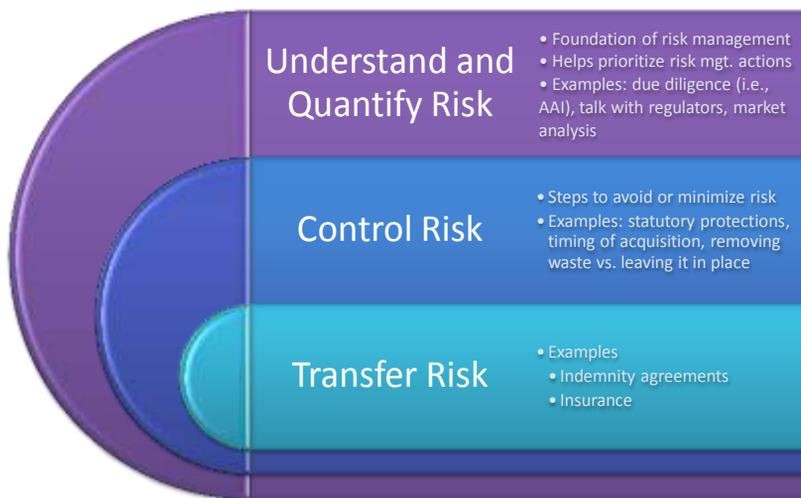
- Helps to identify redevelopment obstacles and potential sources of project risk
- Developers are more likely to consider properties with some level of due diligence completed
- **All appropriate inquiry** is necessary to qualify for certain environmental liability protections under Superfund and other statutes

## Assessing Project Risk

- **Legal liability**
  - Which environmental statutes are most likely to apply to the property?
    - Federal environmental cleanup statutes (i.e., Superfund, RCRA, TSCA (for PCBs), Clean Air Act (for asbestos))
    - State statutes
    - Common law liabilities
  - How could a property recovery action effect liability under those statutes?
- **Financial risk**
  - Potential costs to the municipality
  - Sources of funding
  - Financial viability of a desired redevelopment (from both the municipality's and developer's perspectives)
- **Community issues**
  - Unaddressed community concerns erode public support and cause unnecessary delays and other obstacles
  - Community engagement is a mechanism for communication among all of the parties



## Risk Management Tools and Approaches



## PREPARED Training

- EPA Partnered with VT DEC to provide training for VT Regional Planning Commissions, Regional Development Corporations, and Municipalities in April 2012
- The Valley COG in CT sponsored PREPARED training in December 2012
  - Eligible expense under EPA's BFs assessment grants



- PREPARED Workbook and worksheets can be downloaded at:  
<http://www.epa.gov/region1/brownfields/prepared>
- The electronic version has live links to resource documents
- Contact:
  - John Podgurski, Land Revitalization Coordinator:  
617-918-1296; [podgurski.john@epa.gov](mailto:podgurski.john@epa.gov)
  - EPA's Region 1 Brownfields Team