



SITE-SPECIFIC STANDARD CHECKLIST

Notice of Intent to Remediate

1. Site name and location information, including latitude and longitude ☐
2. Description of site and intended future use of property ☐
3. Contact information
 - a. Remediator ☐
 - b. Owner ☐
 - c. Consultant ☐
4. Site map ☐
5. Submit Public Involvement Plan (if requested by municipality) ☐

Remedial Investigation Report, Risk Assessment Report, Cleanup Plan

1. Remedial Investigation Report ☐
2. Risk Assessment Report (if necessary) ☐
3. Cleanup Plan (if necessary) ☐
4. Transmittal sheet ☐
5. Notifications
 - a. Public Notice (A copy of the proposed text of the newspaper notice and the anticipated publication date) ☐
 - b. Municipal Notices (A copy of letter to municipality with USPS Certified Mail Receipt) ☐
6. Fees ☐

Final Report

1. Transmittal Sheet ☐
2. Notifications
 - a. Public Notice (A copy of the proposed text of the newspaper notice and the anticipated publication date)
 - i. NIR ☐
 - ii. Final Report ☐
 - b. Municipal Notices (A copy of letter to municipality with USPS Certified Mail Receipt)
 - i. NIR ☐
 - ii. Final Report ☐
3. Fees ☐
4. Final Report Summary per on-line format ☐
5. Final Report ☐
 - a. Site name and location information, including municipality, county, and latitude and longitude ☐
 - b. Remediation ☐
 - c. List of contaminants ☐
 - d. Attainment demonstration ☐
 - i. Residential or Non-residential ☐
 - ii. Groundwater ☐
 - iii. Soils ☐
 - iv. If applicable
 - (1) Surface water requirements ☐
 - (2) Air Quality requirements ☐

- e. Narrative of site and remediation ☐
 - i. History of site and land use ☐
 - ii. Use of regulated substances on site ☐
 - iii. Remediation performed ☐
 - iv. Volume of contaminants remediated ☐
- f. Post-remediation care plan ☐
- g. Contact information ☐
 - i. Remediator ☐
 - ii. Owner ☐
 - iii. Consultant ☐
- h. Attachments, including ☐
 - i. Analytical results ☐
 - ii. As applicable:
 - (1) Tables ☐
 - (2) Maps ☐
 - (3) Figures ☐
- i. Signatures ☐

Preparer Name _____ Preparer Signature _____

Date _____