

## Appendix 3A

### THE NATURE CONSERVANCY OF CANADA ENVIRONMENTAL ASSESSMENT FORM (PHASE I)

SITE: \_\_\_\_\_

LOCATION: \_\_\_\_\_

PREPARED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

**POLICY:** Conservancy policy requires an environmental assessment, or audit, on every tract of land the Conservancy is proposing to acquire. In some situations, an assessment may also be required before the Conservancy transfers land it owns. The scope of each assessment may vary depending on the circumstances but, at a minimum, an assessment must include a physical inspection of the property and an appropriate inquiry into the historic uses of the property. Surrounding areas which could have an impact on the property in which the Conservancy is interested should be considered in the assessment as well.

The assessment should be conducted by a Conservancy staff member whenever possible or, if necessary and if in accordance with Conservancy policy, by another knowledgeable individual under Conservancy supervision. The assessment should be reviewed by the Conservancy staff responsible for the project.

**ASSESSMENT FORM:** This environmental assessment form must be completed to document your evaluation of the property. Please complete the form as fully as possible using “don’t know” or “not applicable” as appropriate for questions you cannot answer. Identify the source of specific information throughout the form whenever appropriate. Add additional pages/information where necessary. This form must be signed by the preparer and the reviewer. The original of this form (with attachments) should be retained for safe-keeping.

**IMPORTANT REMINDER:** Never place yourself in any situation which you believe may be dangerous to your health and safety.

## OVERALL ASSESSMENT:

1. Listed below are some sources of information which you might consult in conducting this assessment. Please check those you actually relied on:

- Interviews with owner  
 Interviews with others - identify:  
 Interviews with fire, health, building, land use or environmental officials - identify:

Aerial photos - current

Aerial photos - historical (gives years of photos)

Topographical maps

Neighbourhood zoning maps/land use maps

Chain of title history

Title report

Building specifications/plans

Other government records - identify: \_\_\_\_\_

Previous environmental assessments - identify: \_\_\_\_\_

Other - specify: \_\_\_\_\_

2. Describe your visit(s) and how you inspected the property (e.g. walked perimeter, entered buildings, drove all passable roads, flew over interior).

Number of visits \_\_\_\_\_. Date/Time Inspected \_\_\_\_\_

Identify all persons present during visits (including owner, NCC staff, others):

3. Attach a sketch of the property covered by this assessment (and adjacent property, if appropriate). Use the sheet included at the end of this form if that is helpful or any other useful map. Show any bodies of water, swamps, wetlands, wells, improvements, structures, man-made features and any areas of concern noted in this assessment. Identify those areas that you physically inspected (e.g. paths walked, roads driven, etc.).

Take pictures of the property (particularly any problem areas) and include them with this form.

### PROPERTY HISTORY/USE:

1. List all known historical and current uses of the property (e.g. agricultural, manufacturing, undeveloped land, etc.). Identify all known owners/operators. Include dates/time periods as appropriate.
2. List all known historical and current uses of adjacent properties which might have an impact on this property. Again, include dates/time periods as appropriate.
3. List all buildings/structures on the property and their uses.

### GENERAL PROPERTY CONDITION:

Yes      No      Don't Know

When visiting the property, did you observe any:

Distressed vegetation or any areas that are bare for no apparent reason?

Unusual odours?

Stains (unusual or around areas where chemicals are stored/used?)

Evidence of dumping?

Trash or other debris?

Drains?

Any unusual depressions or mounds?

Are there any sheens or unusual colours on the surface of any water bodies?

Piping/vents for underground storage tanks?

Other areas of concern?

Comment on any “yes” answers above and locate those areas on the property sketch.

Are there any pits, ponds, lagoons, clarifiers, oil/water separators, surface impoundments, or sumps on the property?

If so, describe how they are used and what they contain.

### **DRUMS:**

Are there any storage drums on the property?  
If yes, locate them on the sketch and indicate:

- a. Are they empty?
- b. What is/was in the drums?
- c. Any evidence of leaking?
- d. Will the drums need to be removed?
- e. Describe the area around the drums.

### **TRANSFORMERS:**

Are there transformers (pol-mounted or pad-mounted)  
located on the property?  
If so, indicate:

- a. The types of devices and who owns them.
- b. Are they labelled as containing PCBs or being PCB free?
- c. Is there any evidence of leaking or damage?

### **TRANS/WELLS:**

Are there (or were there) any above or below ground storage tanks  
on the property?  
If yes, locate each tank on the sketch and indicate:

- a. Is the tank above ground or underground?  
Its age \_\_\_\_\_ size \_\_\_\_\_
- b. Is the tank still there? If not, obtain details on removal.
- c. Have any permits been obtained for the tank?  
If yes, review permits.
- d. Has the tank and associated piping even been tested?  
If yes, attach results.
- e. Describe the area around the tanks. Identify any evidence of leaking or spilling.

Does the property contain any septic tanks or fields?  
If yes, locate on the sketch and indicate:

- a. Are they in use or abandoned? ?  
If yes, discuss.
- b. Did they receive any industrial materials?  
If yes, discuss.

Are there any wells on the property?

If so, locate on sketch and indicate:

- a. What type of well is it? How is it used?
- b. Are the wells in use or abandoned?
- c. Are the wells locked or protected?
- d. Has the well water ever been tested?  
If yes, attach results.
- e. Have there been any complaints about the quality of the water or flow rate?  
If yes, discuss.

#### **MINERAL/PETROLEUM OPERATIONS:**

Have there ever been any oil or gas wells or other mining activities on the property?

If yes, locate these operations on the sketch and indicate:

- a. The type of operations on the property.
- b. Where were the wastes from such operations disposed of?
- c. Are there any oil or gas pipelines?  
  
Has the pipeline leaked?  
If yes, give details.
- d. Identify the owner/operator of any well, mine or pipeline.

#### **RADON:**

Has a radon test been performed in any building at the property?

If yes, attach results.

#### **ASBESTOS:**

Is there any evidence of materials that are likely to contain asbestos?

(Check roof, exterior, pipe coverings, spray-on fire proofing, cement sheet).

If so, describe the types, amounts and condition of materials (intact or deteriorating).

### **FILL/GRADING:**

Has fill ever been brought on the property?

If so, indicate where it was placed and when and where it came from.

Has there been any grading or disturbance to the soil?

If so, indicate why.

### **CHEMICALS/WASTE DISPOSAL/SPILLS:**

Have any chemicals been used on the property? (Consider “chemicals” to mean industrial materials and such products as cleaning compounds, lubricating agents, greases, oils, heating fluids, gasoline, pesticides, herbicides, fertilizers, metals).

If so, indicate the types of chemicals, how they were used, and where and how they were stored.

Has the property ever contained any areas used to dispose of waste?

If so, check below the kinds of materials disposed and identify the method of disposal (e.g. burning, discharge to water body, dump, land farming, landfill, recycled, settling ponds, surface impoundment, etc.)

#### Method of Disposal

- Appliances
- Asbestos
- Automobiles
- Chemicals
- Construction debris
- Garbage (food wastes)
- Household trash
- Incinerator ash
- Industrial wastes (identify type)
- Mining wastes
- Pesticide or herbicide containers
- Pesticides or herbicides
- Petroleum products
- Sewage sludge
- Tires
- Other (identify: \_\_\_\_\_)

Locate these activities on the property sketch. How long were these activities conducted?

Has there ever been a chemical spill or leak on this property?  
If yes, indicate what was spilled, where it was spilled, how much was spilled and what actions were taken in response.

Have there been any chemical spills or leaks on adjacent property or in the surrounding area?  
If yes, discuss.

**STUDIES/RECORDS/ENFORCEMENT:**

Have any previous environmental assessments/tests/samplings/impact statements been conducted for the property?  
If so, attach copies.

Has the current owner had any communications with any government agency concerning environmental conditions on the property?  
If yes, explain.

Have any government officials ever investigated, cited, or been involved with any violations of any environmental law at this property or on property in the immediate vicinity?  
If yes, explain.

Does this property or any property within one-half mile appear on any list of “problem” sites that is maintained by any environmental agency?  
If yes, explain.

**SUMMARY:**

Summarize the overall condition of the property and your conclusions/recommendations regarding the property.

Signature of Preparer

Date

Signature of Reviewer

Date

Signature of Reviewer

Date