

VCP Application Standard and Expedited Processes

Washington State Department of Ecology Toxics Cleanup Program

Application Form

The Department of Ecology (Ecology) may provide informal, site-specific, technical consultations to persons conducting independent remedial actions at contaminated sites under the <u>Voluntary Cleanup Program</u> (VCP).¹ Ecology may provide the consultations under either the **Standard VCP** process or the **Expedited VCP** process.

Check the box
of the process
you are applying for:
Standard VCP
Expedited VCP

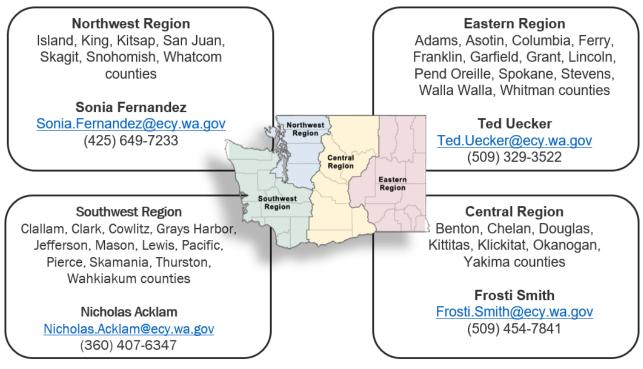
Apply to the Standard VCP process

To apply for the Standard VCP process, you must submit to Ecology all the following:

- <u>VCP agreement</u> form,² signed by applicant
- <u>Agency determination checklist</u>,³ completed.

To request an opinion on a planned or completed remedial action, you **must** complete **Part 1.F** in this form. Submit with this application one searchable pdf file and one hard copy of each report you want us to review. See our report requirements on our <u>Working with the Voluntary Cleanup Program webpage</u>.⁴

Send your completed application to our regional contact listed, based on your site's county.



¹ https://www.ecy.wa.gov/VCP

- ² https://fortress.wa.gov/ecy/publications/SummaryPages/ecy070324.html
- ³ http://ecyapfass/Biblio2/SummaryPages/ECY070620.html
- ⁴ https://ecology.wa.gov/Spills-Cleanup/Contamination-cleanup/Voluntary-Cleanup-Program/Working-with-VCP

Apply to the Expedited VCP process

You may apply for the **Expedited VCP** process only during periods specified by Ecology. To see when Ecology is accepting **Expedited VCP** applications, see the <u>Expedited VCP process webpage</u>⁵ or subscribe to our **Expedited VCP** email list.

To apply for the Expedited VCP process, you must submit to Ecology all the following:

- VCP application form, completed and signed this form
- Voluntary Cleanup Program Expedited Process agreement,⁶ signed by applicant
- <u>Agency determination checklist</u>, completed

• Remedial investigation report or equivalent, meeting the elements of our <u>remedial investigation</u> checklist, and other reports you want us to review (one searchable pdf file and one hard copy each)

Electronic environmental data submitted to the <u>Environmental Information Management</u> (EIM) system,⁷
 which provides automatically generated email as confirmation

• Project schedule.

See the <u>Voluntary Cleanup Program (VCP): Guidance for the Expedited VCP Process</u>⁸ for additional information.

To submit your **Expedited VCP** application to Ecology, upload electronic files to <u>Box.com</u>,⁹ after creating your online account:

Sarah Wollwage, Expedited VCP Planner Toxics Cleanup Program Department of Ecology PO Box 47600 Lacey, WA 98504-7600

Do not send your **Expedited VCP** application materials to an Ecology regional office.

You **must pay** the **nonrefundable application fee** within seven calendar days of receiving our invoice, or we may reject your **Expedited VCP** application. After receiving the complete application, we will send the invoice to the email listed for the project billing contact in **Part 1.C** of this form. We will not process your application until we have received payment. Contact Sarah Wollwage at <u>Sarah Wollwage@ecy.wa.gov</u> or (360) 407-7141 for additional information.

Part 1 – Administration

responsi	Applicant. The applicant is the person or organization requesting services from Ecology, and is responsible for paying Ecology's incurred costs incurred. The agreement explains the applicant's authority and duty.							
Name of applicant:								
What type of enti	ty is the applicant?							
Person A person applicant must serve as the project billing contact. Identify this person and their contact information in both Parts 1.B and 1.C .								
Organization	An organization applicant must identify the project manager in Part 1.B and the project billing contact in Part 1.C . The organization must employ both persons.							

⁹ https://account.box.com/login

⁵ https://ecology.wa.gov/Spills-Cleanup/Contamination-cleanup/Voluntary-Cleanup-Program/VCP-Expedited

⁶ http://ecyapfass/Biblio2/SummaryPages/ECY070633.html

⁷ https://ecology.wa.gov/Research-Data/Data-resources/Environmental-Information-Management-database/ EIM-submit-data

⁸ https://fortress.wa.gov/ecy/publications/summarypages/2009053.html

Part 1 – Administration

What is	What is the applicant's involvement at the site? Check all that apply.							
 property owner past property owner future property owner property lessee other – specify: 								
Expedited VCP note: The Expedited VCP applicant must have an ownership interest in or operate the facility or have a contractual right to purchase, redevelop, or reuse the facility. Agents for the property owner, such as a consultant, may not apply for the Expedited VCP process .								
If not th	e current property ow	ner, is the applicant a	authorized to grant property ac	cess? 🗌 yes 🗌 no				
1.B	manager must be eit	ther the applicant or e	ct manager all official correspo employed by the applicant. The v the applicant. Enter the requi	e project manager may				
Name:			Title:					
Mailing	address:							
City:			State:	Zip:				
Phone:		Email:		Fax:				
1.C	billing contact must k	be either the applicar	project billing contact monthly nt or employed by the applican actor hired by the applicant. Er	t. The project billing				
Name:			Title:					
Mailing	address:		i					
City:			State:	Zip:				
Phone:		Email:		Fax:				
1.D	Project consultant.							
Is the a	pplicant a consultant?	•	🗌 yes 🗌 no					
lf " yes "	, skip to Part 1.E .							
	, and the applicant hire d information.	ed a consultant to co	nduct the independent remedi	al action, enter the				
Name:			Title:					
Organiz	zation:							
Mailing	address:							
City:			State:	Zip:				
Phone:		Email:	·	Fax:				
Do you	want us to contact the	e project consultant?	🗌 yes 🔲 no					

Part 1 – Administration

1. (1								
is the ap	oplicant the owner of	the property where ir	ndepende	ent remedial action is t	peing conducted?			
☐ yes ☐ no								
Name:				Title:				
Organiz	ation:							
Mailing	address:		1					
City:			State:		Zip:			
Phone:		Email:			Fax:			
What ty	pe of entity is the pro	perty owner? Check	one.					
priva cour cour othe			deral Jblic scho	ool mixed				
1.F	Request for written	opinion.						
Are you	requesting a written	opinion at this time?		🗌 yes 🗌 no				
				ng a written opinion fo ntary Cleanup Program	r. Note: Your reports <u>m webpage</u> . ¹⁰			
				rts or plans you want u g information attached				
1.G	Reporting requirem written opinions on p				rements when requesting			
		ust be stamped by of		ntaining geologic, hyd opriately licensed profe	rogeologic, or essional, as required by			

¹⁰ https://ecology.wa.gov/Spills-Cleanup/Contamination-cleanup/Voluntary-Cleanup-Program/Working-with-VCP

Part 1 – Administration

 1.G.2 Data submittal to EIM. You must submit all site environmental sampling and analysis data in an electronic format that meets our requirements for transfer into our <u>EIM</u> system. Refer to our <u>EIM webpage</u> for instructions on how to apply for an account and submit your data. Failure to comply with these requirements may result in unnecessary delays. For Expedited VCP applications only, the study ID and CSV file name must both begin with "XVC" in the title. Do not use spaces or hyphens in either the study ID or CSV file name. 							
Have you submitted all	I the site's environmental data to EIM?	🗌 yes 🔲 no					
☐ yes If " yes '	', enter the study ID and CSV file name below.						
	, and data need to be submitted, submit your data uired information below.	to EIM first, and then complete					
We will not accept yo	ur Expedited VCP application unless you have sa	atisfied these requirements.					
We will not issue a no	o further action (NFA) opinion, unless you have sa	tisfied these requirements.					
Study ID	CSV File name	Submitted to EIM? (y/n)					
Ex: XVCNW9999	Ex: XVCnw9999_June20_results.csv	yes					
Ex: XVCNW9999 Study ID:	Ex: XVCnw9999_June20_results.csv CSV File name:	yes					
		yes					
Study ID:	CSV File name:	yes					
Study ID: Study ID:	CSV File name: CSV File name:	yes					
Study ID: Study ID: Study ID:	CSV File name: CSV File name: CSV File name:	yes					
Study ID: Study ID: Study ID: Study ID:	CSV File name: CSV File name: CSV File name: CSV File name:	yes					
Study ID: Study ID: Study ID: Study ID: Study ID:	CSV File name: CSV File name: CSV File name: CSV File name: CSV File name:	yes					

Part 2 – Site description

2.A	Site name. If we have already identified the site, enter the site name we provided. Otherwise, enter a suggested name for the site. You may also include an alternative name.								
Name:									
Alterna	ative name:								

Part 2 – Site description

2.E	released into the environment. For example, for an underground storage tank (UST) release, the source property is where the underground storage tank is located that caused the release.								
Do	you know	on which property the	releases occurred	? 🗌 yes 🗌	no				
lf "y belo		to the source propert	y when identifying t	he physical add	ress and	geographic position			
	" no ", refer to the property addressed by your cleanup when identifying the physical address and eographic position below.								
2.E	3.1 Phys	ical address. Enter th	e property's physic	al address.					
Stre	et address:								
City	:			State:	Z	ïp:			
2.E	3.2 Geog	raphic position. Ente	er the property's ge	ographic positio	n.				
Cor	ordinates	Latitude:	Degrees:	Minutes:		Seconds:			
	Junales	Longitude:	Degrees:	Minutes:		Seconds:			
	ation on pro	perty ase or center of parcel]							
Coll	ection meth								
Coll (i.e. Hor (i.e.	ection sour , map scale) izontal datu , base referen	ce							
	uracy level	eters)							
Leg	al description	ons			I				
TRS	S data	Township:	Range:	Section:	Qı	uarter-quarter:			
Тах	parcels								
2.0	releas (sour	ted properties. An af sed on the source prop ce property) may migr ted property).	perty. For example,	a leaking UST	release o				
Do	any of the	releases affect any pr	operties adjacent t	o the source pro	perty?				
	yes	If " yes ", identify bela source property. If ye information pages at	ou need to add mo	re information, g		ed by the releases on the n the additional			
	no	If " no ", skip to Part	2. D.						
	unknown	lf "unknown" , skip t	to Part 2.D .						
	Address:								
1	Tax parce	els:							
~	Address:								
2	Tax parce	els:							
	Address:								
3	Tax parce	els:							

Part 2 – Site description

4	Address:							
4	Tax parcels:							
2.[D Public rights-of-way affected by the releases.							
Do	any of the releases affect a public right-of-way (e.g., roadways)?							
	f " yes ", specify below. Otherwise, skip to Part 2.E . If you need to add more information, go to <u>2.D</u> in the additional information pages at the end of this form.							
2.6	E Extent of the site.							
Wh	at is the approximate areal extent of the site? Check only one .							
	< 5,000 square feet							
2.6	Description of site release(s).							
2.6	F.1 Release source(s).							
Wł	nat are the source(s) of the release(s) at the site? Check all that apply .							
	area-wide lead and arsenic soil contamination (see "Area-wide soil contamination" below) non-point source (e.g., contaminated soil used as fill) point source (e.g., leaking tank) unknown other – specify:							
	scribe below the release source(s). If you need to add more information, go to <u>2.F.1</u> in the additional primation pages at the end of this form.							
2.	F.2 Release circumstances. Describe the release circumstances. If you need to add more information, go to <u>2.F.2</u> in the additional information pages at the end of this form.							

2.F.3	Release discover circumstances. Dest to add more information, go to <u>2.F.3</u> in t			•	•	
2.F.4	Area-wide soil contamination. Visit the		rogram web	nage ¹¹ or se	e the Manag	ement
2.1 .4	Plan for the <u>Tacoma Smelter Plume proj</u> contamination projects.	ect ¹² for info	rmation abo	ut the area-v	vide soil	ement
Is the si	ite in an area affected by smelter emissic	ons, such as	from the Ta	coma Smelt	er Plume are	ea?
	🗌 yes 🔲 no 🗌 unknown					
See if th	ne site is within the mapped <u>Tacoma Sm</u>	elter Plume a	area.			
Is the si	ite located in a former fruit orchard in ope	eration before	e 1947?	🗌 yes 🗌] no 🗌 un	known
Is the si	ite affected by area-wide arsenic or lead	soil contami	nation?	🗌 yes 🗌] no 🗌 un	known
2.G	Nature and extent of contamination. The before cleanup.	The following	refers to co	onditions afte	er the release	e but
	ous substances and affected media. In bill bill bill bill bill bill bill bil					
		Check affect	ted media			
Hazardo	ous substance	Soil	Ground- water	Surface water	Sediment	Air
Ex: ben	zene	С	S	N/A	N/A	В

¹¹ https://ecology.wa.gov/Spills-Cleanup/Contamination-cleanup/Dirt-Alert-program

¹² https://ecology.wa.gov/Spills-Cleanup/Contamination-cleanup/Cleanup-sites/Toxic-cleanup-sites/Tacoma-smelter

ECY 020-74 (revised June 2020)

Part 2 – Site description

•		•	T		_
	nfirmed, not present spected	N/A = r U = unl	not suspected known		
2.G.1 Drinking water.					
Does site contamination pose a threat or po (groundwater or surface water)?	otential threat to a			r source	
If "yes", what type of drinking water syster	n is threatened by	y the contam	ination? Ch	neck all that	apply.
🗌 single family 🗌 public					
If " public drinking water supply " is select 10-year wellhead protection area?	ted, is the contar			r upstream c	of a
If " yes ", or help is needed, see the <u>Source</u> call the Department of Health at (800) 521-			<u>(SWAP) Ma</u>	apping Tool ¹³	³ or
2.G.2 Indoor air.					
Are contaminant odors noted in any buildin	gs, underground	utilities cond	uits, or othe	r confined s	paces?
🗌 yes 🗌 no 🗌 unknown					
If " yes ", specify below. If you need to add pages at the end of this form.	more information	, go to <u>2.G.2</u>	in the addit	ional informa	ation
2.H Site maps.					
Attach to this application maps that identify	:				
site location					
 affected properties and public rights-of- acurac(a) of release(a) 	way				
 source(s) of release(s) nature and extent of contamination 					
 impacted human or ecological receptor 	s (e.g., through d	rinking water	supplies)		
 site physical characteristics (e.g., proper water supply wells, groundwater flow di adjacent properties and their uses (e.g.) 	rection, and utility	y rights-of-wa	ay)	surface wate	r bodies,

¹³ https://www.doh.wa.gov/CommunityandEnvironment/DrinkingWater/SourceWater/GISMappingTool

	Current use of source property. The following refers to only the source property and not other properties affected by the site contamination. Add information to the best of your ability.							
3.A.1	Current property owr	ners. Identify the curre	ent owner of the source	e property.				
Name:			Title:					
Organiz	zation:							
Mailing	address:							
City:			State:	Zip:				
Phone:	e:							
3.A.2	Current business owner (operator). Identify the current business owner operating on the source property.							
Name:			Title:					
Organiz	zation:							
Mailing	address:							
City:			State:	Zip:				
Phone:								
3.A.3	Current business ope	erations. Identify the o	current business opera	ations on the source property.				
 school park other – specify: Does a commercial or industrial business currently operate on the source property? yes no unknown If "yes", identify in the following table the current business operations using the North American Industry 								
Does a	commercial or industria □ yes □ no □ u	al business currently o unknown g table the current bus	perate on the source p					
Does a If " yes ' Classifi	commercial or industria yes ☐ no ☐ u ", identify in the followin ication System (NAICS)	al business currently o unknown g table the current bus codes and specifying	perate on the source p siness operations usin the operations.					
Does a	commercial or industria yes ☐ no ☐ u i, identify in the followin ication System (NAICS) Code	al business currently o unknown g table the current bus codes and specifying Operations Descriptio	perate on the source p siness operations usin the operations.					
Does a If " yes ' Classifi NAICS	commercial or industria yes ☐ no ☐ u i, identify in the followin ication System (NAICS) Code	al business currently o unknown g table the current bus codes and specifying Operations Descriptio	perate on the source p siness operations usin the operations.					
Does a If " yes ' Classifi NAICS	commercial or industria yes ☐ no ☐ u i, identify in the followin ication System (NAICS) Code	al business currently o unknown g table the current bus codes and specifying Operations Descriptio	perate on the source p siness operations usin the operations.					
Does a If " yes ' Classifi NAICS	commercial or industria yes ☐ no ☐ u i, identify in the followin ication System (NAICS) Code	al business currently o unknown g table the current bus codes and specifying Operations Descriptio	perate on the source p siness operations usin the operations.					
Does a If " yes ' Classifi NAICS	commercial or industria yes ☐ no ☐ u i, identify in the followin ication System (NAICS) Code	al business currently o unknown g table the current bus codes and specifying Operations Descriptio	perate on the source p siness operations usin the operations.					
Does a If " yes ' Classifi NAICS Ex: 447 Is a sol	a commercial or industria yes □ no □ u i, identify in the followin ication System (NAICS) Code 7110 lid waste handling facility yes □ no □ unk	al business currently o unknown g table the current bus codes and specifying Operations Description Gasoline stations with y located on the source known	perate on the source p siness operations usin the operations.					
Does a If " yes ' Classifi NAICS Ex: 447 Is a sol	i commercial or industria i yes no i, identify in the followin ication System (NAICS) Code 7110 lid waste handling facility ig yes no iid waste handling facility iid waste handling facility iid waste handling facility iid waste handling facility iid waste handling facility	al business currently o unknown g table the current bus codes and specifying Operations Description Gasoline stations with y located on the source known	perate on the source p siness operations usin the operations.	g the North American Industry				
Does a If " yes ' Classifi NAICS Ex: 447 Is a sol	i commercial or industria i yes no i, identify in the followin ication System (NAICS) Code 7110 lid waste handling facility ig yes no iid waste handling facility iid waste handling facility iid waste handling facility iid waste handling facility iid waste handling facility	al business currently o unknown g table the current bus codes and specifying Operations Description Gasoline stations with y located on the source known	perate on the source p siness operations usin the operations.	g the North American Industry				

Is a dangerous waste treatment, storage, or disposal facility located on the source property?										
If " yes" , identify here	e:									
If you need to add more information, go to $3.A.3$ in the additional information pages at the end of this form.										
3.A.4 Regulation of current business operations.										
Does the business of of hazardous substar If " yes ", specify belo	nces inte	o the env	rironment	?	📋 ує	es ∐ n	o 🗌	unknowr	١	
Regulated operation			Permit					Date iss	sued	
Ex: wastewater disch	narge		NPDES	permit				02/02/0	2	
Has a state or federal notice of enforcement action (e.g., notice of violation) ever been issued related to the release of hazardous substances at the business?										
If "yes", specify notic	ce and y	/ear issu	ed:							
Have business opera property?	ations re			r spills or c nown				es on the following		
Release				Date of release Sta			Sta	atus of release		
3.A.5 Storage tan been used to tanks are stil	store h	azardou	s substan	ces on the	source	property,				
Identification			-	Status ar	nd Closu	re			Relea	ases
Hazardous substance	AST or UST	Size (gal.)	Tank ID	Date installed	In use (y/n)	Date closed	Closu metho		Past (y/n)	Current (y/n)
Ex: diesel	UST	10,000	4	02/87	Ν	5/98	remo	oved	Y	Ν
(*) Options = removed or	closed in	place.			I		I			U

3.B	Past use of source property. The following refers to only the source property, not other properties affected by the site.				
3.B.1	Past property owners. Identify the owner of the source property when the release occurred.				
Name:	Title:				
Organiz	zation:				
Mailing	address:				
City:			State:		Zip:
Phone:		Fax:		Email:	
3.B.2	Past business owners (or release occurred.	perators). Identify the	e site bi	usiness owner (o	perator) when the
Name:				Title:	
Organiz	zation:				
Mailing	address:				
City:			State:	-	Zip:
Phone:		Fax:		Email:	
3.B.3	Identification of past bus source property using the				
NAICS		Operations description			
Ex: 447	7110	Gasoline stations wit	h conve	enience stores	
3.C	Future use of source and properties.	d affected properties	. The fo	bllowing refers to	both source and affected
-	y ownership interest in the s completion?			operties be conv nown	eyed before or upon
	If " yes ", specify below. If you need to add more information, go to <u>3.C</u> in the additional information pages at the end of this form.				

3.D Redevelopment plans as part of cleanup.
Will any of the source or affected properties, or portions of those properties, be redeveloped as part of the cleanup?
If "yes", specify below the proposed land use. Check all that apply.
residential school commercial industrial childcare facility
agricultural park other – specify:
Also, specify below the activities proposed for that land use. If you need to add more information, go to <u>3.D</u> in the additional information pages at the end of this form.

Part 4 – Administrative history

Have you previously reported the release(s) of hazardous substances?				
☐ yes ☐ no ☐ unknown If " yes" , when?				
Has cleanup of the site, or any portion of the site, ever been managed under the Standard VCP or Expedited VCP ?				
If "yes", specify Standard VCP or Expedited VCP project number:				
Has the site cleanup, or any portion, ever been managed under a federal or state order or decree?				
yes no unknown If " yes ", specify type and docket number:				

Part 5 – Independent remedial actions

5.A	Scope of remedial actions.	
	I plan to characterize and investigate all site contamination, including contamination on affected nt properties, as part of your cleanup project?	
of a pro investio	If " no ", describe below the scope of the cleanup project, including the contamination (properties, portions of a property, media and/or hazardous substances) that you do not plan on characterizing or investigation as part of the Standard VCP or Expedited VCP project. If you need to add more information, go to <u>5.A</u> in the additional information pages at the end of this form.	

Part 5 – Independent remedial actions

5.B Status of remedial actions.

What is the current status of remedial actions at the site? Check **all that apply** in table.

Remedial action	Planned	Ongoing	Completed	Not applicable
Initial response (UST only)				
Interim action				
Remedial investigation				
Feasibility study				
Cleanup action				

5.C Documentation of remedial actions.

List all known remedial action plans or reports produced for the site, including:

- title
- preparer
- date produced
- whether submitted to us
- date submitted to us

If you need to add more information, go to <u>5.C</u> in the additional information pages at the end of this form.

	Title	Preparer	Date	Submitted to Ecology	
		riepaiei	Dale	yes/no	date
Ex:	Jane Doe site: Remedial Investigation Work Plan	Freedom Consulting	02/20/19	no	n/a
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Part 6 – Statement and signature

A Statement and signature. The undersigned affirms that the information provided in this application is true and accurate to the best of the applicant's knowledge. Someone other than the applicant may sign this application form.			
Name: Darian Lightfoot /		Title: Director of He	ousing and Homeless Response
Signature: Don Mm		C	Date: 1/24/23
Organization: City of Olympia			
Mailing address: 601 4th Ave. E			
City: Olympia	State: \	NA	Zip: 98507
Phone: 360.280.8951 Email: dlighto@ci.d	olympia.wa.us	Fax:	
6.B Affiliation.			
What is the signatory's involvement at the site? Che	eck all that a	apply.	
applicant property owner consultant attorney			
☐ other - specify:			
Expedited VCP note: While anyone may sign the application form , only certain types of applicants are eligible to join Expedited VCP process and sign the Expedited VCP agreement . To sign the agreement, the applicant must have an ownership interest in or operate the facility or have a contractual right to purchase, redevelop, or reuse the facility. If the applicant is a corporation, a representative authorized to bind the corporation must sign the Expedited VCP agreement.			

If you need this publication in an alternative format, please call the Toxics Cleanup Program at 360-407-7170 or visit our <u>Toxics Cleanup Program webpage</u>.¹⁴ Persons with hearing impairment can call 711 for Washington Relay Service. Persons with a speech disability can call 877-833-6341.

14 https://ecology.wa.gov/About-us/Get-to-know-us/Our-Programs/Toxics-Cleanup

Additional Information Pages

Insert information here that does not fit into the application format above.

2.0	2 Affected properties (continued)
5	Address:
5	Tax parcels:
6	Address:
0	Tax parcels:
7	Address:
ľ	Tax parcels:
8	Address:
0	Tax parcels:
9	Address:
9	Tax parcels:
10	Address:
	Tax parcels:

2.D Public rights-of-way affected by the releases (continued)

<u>2.F.1</u> Release source(s) (continued)

2.F.2 Release circumstances (continued)

2.F.3 Release discovery circumstances (continued)

2.G.2 Indoor air (continued)

<u>3.A.3</u> Current business operations (continued)

<u>3.C</u> Future use of source and affected properties (continued)

<u>3.C</u>	Future use of source and affected properties (continued)

<u>3.D</u>	Redevelopment plans (continued)

<u>5.A</u>	Scope of remedial actions (continued)

<u>5.C</u>	Documentation of remedial actions (continued)
