



FOR DEQ USE ONLY  
BEA SUBMITTAL #  
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**Baseline Environmental Assessment Submittal Form**

*This form is for submittal of a Baseline Environmental Assessment (BEA), as defined by Part 201, Environmental Remediation and Part 213, Leaking Underground Storage Tanks, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, for the purpose of establishing an exemption to liability pursuant to Section 20126(1)(c) and Section 21323a(1)(b) for a new owner or operator of property that is a facility as defined by Section 20101(1)(s) or Property as defined by Section 21303(d). The BEA report must be conducted either prior to or within 45 days after becoming the owner or operator, whichever is earliest. This form and the BEA report must be submitted prior to or within 6 months of becoming the owner or operator whichever is earliest. A separate BEA is required for each legal entity that is or will be a new owner or operator of the property. To maintain the exemption to liability, the owner and operator must also disclose the BEA to any subsequent purchaser or transferee before conveying interest in the property pursuant to Section 20126(1)(c) and Section 21323a(1)(b). An owner or operator of a facility or Property also has due care obligations under Section 20107a and Section 21304c with respect to any existing contamination to prevent unacceptable exposure; prevent exacerbation; take reasonable precautions; provide reasonable cooperation, assistance, and access to authorized persons taking response activities at the property; comply with land use restrictions associated with response activities; and not impede the effectiveness of response activities implemented at the property. Documentation of due care evaluations, all conducted response activities, and compliance with 7a or 4c need to be available to the MDEQ, but not submitted, within 8 months of becoming the owner or operator of a facility and/or Property.*

**Section A: Legal Entity Information**

Name of legal entity that does or will own or operate the property: _____  Address: _____  City: _____ State: _____ ZIP: _____  Contact Person (Name & Title): _____  Telephone: _____ Email: _____	Contact for BEA questions if different from submitter: Name & Title: _____  Company: _____  Address: _____  City: _____ State: _____ ZIP: _____  Telephone: _____ Email: _____
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**Section B: Property Information**

Street Address of Property: City: _____ State: _____ Zip: _____  Property Tax ID (include all applicable IDs): _____  Address according to tax records, if different than above (include all applicable addresses): _____  City: _____ State: _____ Zip: _____  Status of submitter relative to the property (check all that apply):  <table style="width: 100%; border: none;"> <tr> <td style="text-align: center;">Former</td> <td style="text-align: center;">Current</td> <td style="text-align: center;">Prospective</td> </tr> <tr> <td>Owner <input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Operator <input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>	Former	Current	Prospective	Owner <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Operator <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	County: _____ City/Village/Township: _____  Town: _____ Range: _____ Section: _____ Quarter: _____ Quarter-Quarter: _____  Decimal Degrees Latitude: _____ Decimal Degrees Longitude: _____  Reference point for latitude and longitude: Center of site <input type="checkbox"/> Main/front door <input type="checkbox"/> Front gate/main entrance <input type="checkbox"/> Other <input type="checkbox"/>  Collection method: Survey <input type="checkbox"/> GPS <input type="checkbox"/> Interpolation
Former	Current	Prospective								
Owner <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
Operator <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								

**Section C: Source of contamination at the property (check all that are known to apply):**

Facility regulated pursuant to Part 201, other source, or source unknown Part 201 Site ID, if known: _____	<input type="checkbox"/>   <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
Property - Leaking Underground Storage Tank regulated pursuant to Part 213 Part 211/213 Facility ID, if known: _____	<input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>
Oil or gas production and development regulated pursuant to Part 615 or 625	<input type="checkbox"/>  <input type="checkbox"/>
Licensed landfill regulated pursuant to Part 115 Licensed hazardous waste treatment, storage, or disposal facility regulated pursuant to Part 111	<input type="checkbox"/>  <input type="checkbox"/>

**Section D: Applicable Dates (provide date for all that are relevant):**

MM/DD/YYYY

Date All Appropriate Inquiry (AAI) Report or Phase I Environmental Assessment Report completed: Date Baseline Environmental Assessment Report conducted: Date submitter first became the owner:	
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Date submitter first became the operator:  
 Date submitter first became the operator (if prior to ownership):  
 Anticipated date of becoming the owner for prospective owners:  
 Anticipated date of becoming the operator for prospective operators:  
 If former owner or operator of this property, prior dates of being the owner or operator:

**Section E: Check the appropriate response to each of the following questions:**

	YES	NO
1. Is the property at which the BEA was conducted a "facility" as defined by Section 20101(1)(s) or a Property as defined by Section 21303(d)?	<input type="checkbox"/>	<input type="checkbox"/>
2. Was the All Appropriate Inquiry (AAI) completed in accordance with Section 20101(1)(f) and or 21302(1)(b)?	<input type="checkbox"/>	<input type="checkbox"/>
3. Was the BEA, including the sampling, conducted either prior to or within 45 days of the date of becoming the owner, operator, or of foreclosure, whichever is earliest?	<input type="checkbox"/>	<input type="checkbox"/>
4. Is this BEA being submitted to the department within 6 months of the submitter first becoming the owner or operator, or foreclosing?	<input type="checkbox"/>	<input type="checkbox"/>
5. Does the BEA provide sufficient rationale to demonstrate that the data is reliable and relevant to define conditions at the property at the time of purchase, occupancy, or foreclosure, even if the BEA relies on studies of data prepared by others or conducted for other purposes?	<input type="checkbox"/>	<input type="checkbox"/>
6. Does this BEA contain the legal description of the property addressed by the BEA?	<input type="checkbox"/>	<input type="checkbox"/>
7. Does this BEA contain the environmental analytical results, a scaled map showing the sample locations, and the basis for the determination that the property is a facility as defined by Section 20101(1)(s) or the basis for the determination that the property is a Property as defined by Section 21303(d)?	<input type="checkbox"/>	<input type="checkbox"/>

**Section F: Environmental Consultant Signature:**

*I certify to the best of my knowledge and belief, that this BEA and all related materials are true, accurate, and complete. I certify that the property is a facility as defined by Section 20101(1)(s) or a Property as defined by Section 21303(d) and have provided the sampling and analyses that support that determination. I certify that any exceptions to, or deletions from, the All Appropriate Inquiry Rule are described in Section 1 of the BEA report.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Printed Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Section G: Legal Entity Signature:**

*With my signature below, I certify that to the best of my knowledge and belief, this BEA and all related materials are true, accurate, and complete.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 (Person legally authorized to bind the legal entity)  
 Printed Name: \_\_\_\_\_  
 Title and Relationship of signatory to submitter: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Submit the BEA report and this form to the MDEQ District Office for the county in which the property is located. [An office map](#) is located at [www.michigan.gov/deqrrd](http://www.michigan.gov/deqrrd).

## CONTENTS OF BEA REPORT

1. Introduction and Discussion:
  - a. Owner/operator information (name, address, etc.).
  - b. Intended use of property (i.e., residential, institutional, industrial, gas station, commercial, etc.).
  - c. Executive summary of All Appropriate Inquiry (AAI) if available or a short summary of the findings and opinions of the AAI and the conditions indicative of releases or threatened releases of hazardous substances; or recognized environmental conditions identified in a Phase I Environmental Assessment.
  - d. Any exceptions to, or deletions from, the All Appropriate Inquiry Rule 40 CFR 312 or ASTM E1527-13.
  - e. Discussion of data gaps identified in the AAI or Phase I and how they affect this BEA.
  - f. Discussion of the sampling completed, including the purpose and methods. If the data was not collected by the submitter or environmental professional, the demonstration that the data is reliable and relevant to define the conditions at the property.
  - g. The general location(s) of the known contamination on the property including the environmental media affected.
  - h. The basis for the conclusion that the property is a facility (Part 201) and/or a Property (Part 213).
2. Property Information
  - a. Legal description of property.
  - b. Survey map(s) (not aerial photos) accurately depicting the property boundaries, property tax ID(s), and, if applicable, parcel boundaries. If a legal description simply references a lot or plat, include a copy of the subdivision plat showing this property. A legal boundary survey by a licensed surveyor is required if the property covered by the BEA is greater or less than the legal property description(s). A legal survey is highly recommended when the property description is complex, has recently changed, multiple parcels are included in one BEA, or other situations where the exact property the BEA covers may be an issue when relying on the BEA for liability protection in the future.
  - c. Scaled site map(s) (**not aerial photos or maps**) with site structures, sample locations and depths, and detected contaminant concentrations.
  - d. Scaled area map showing property in relation to surrounding area (such as topographic or aerial maps).
  - e. Property location: Street/City/State/Zip.
  - f. Spatial data required on form: County; City/Village/Township that is the governmental unit with jurisdiction; Town, Range, Section, Quarter and Quarter-Quarter Section; latitude and longitude coordinates including the information on how those were obtained.
3. Facility or Property Status
  - a. Table listing the hazardous substances, CAS Number, concentrations, sample location(s) and depths, and media affected, that are known to exceed residential criteria at the property.
  - b. Laboratory analytical data sheets and chain-of-custody documents.
4. Identification of the author of the BEA
  - a. Name, qualifications as an environmental professional, company, contact information, etc.
5. All Appropriate Inquiry Report or ASTM Phase I Environmental Site Assessment – **DO NOT INCLUDE THE ENVIRONMENTAL DATABASE SEARCH REPORT (The EDR Radius Map Report) or copies of MDEQ files.\***
  - a. The report must consider hazardous substances as defined by Section 20101(1)(y) and/or regulated substances as defined by Section 21303(g).
6. References\* (other than those already included in the AAI or Phase I Environmental Assessment).

**\*Please note that for submittal to the MDEQ:**

  - **Do not submit copies of documents that already exist in the MDEQ district office files. DO provide copies of pertinent information and a reference to the location of the complete information within the MDEQ file.** *Example: include data tables and maps in the BEA but only reference the supporting analytical reports located in MDEQ files by providing the file name, facility or site number, report name, and report date.*
  - **Remove from the BEA and any attachments any personally identifiable information prior to submittal to MDEQ.**