



**CITY OF HOUSTON**  
**Department of Public Works and Engineering**  
**Brownfields Redevelopment Program**

**Houston Permitting Center**  
1002 Washington Ave.  
Houston, Texas 77002

## **APPLICATION for BROWNFIELDS REDEVELOPMENT ASSISTANCE**

### **Applicant and Site Eligibility Criteria Requirements**

Property must be impacted by the presence or potential presence of a hazardous substance, pollutant, or contaminant, and located within the City of Houston or City of Houston's Extra Territorial Jurisdiction.

The following properties are ineligible for participation in the City of Houston's Brownfields Redevelopment Program:

- Superfund sites;
- Resource Conservation and Recovery Act (RCRA) permitted or Interim-status facilities; and
- Properties involved in or targeted for any federal or state enforcement action

### **Instructions for Completing Application Form**

To qualify for participation in the City of Houston's Brownfields Redevelopment Program, all applicants must complete an application. Not every qualified applicant will be able to participate in the program, due to funding constraints. Therefore, priority will be given to eligible Brownfields projects that generate the greatest potential for near-term redevelopment, new employment opportunities, protecting human health and the environment, and create the most evident community benefits.

- Only one site may be submitted per application form
- The application must be signed
- Incomplete or unsigned applications will be returned without review to the applicant
- Applicants must have legal title to the property, or written authorization from title holder to apply
- Applicants will be asked to sign a property access agreement
- All applicants must submit one copy of the application and any associated supporting documentation by email or mail to:

Jennifer M. Clancey  
Brownfields Redevelopment Program  
1002 Washington Avenue  
Houston, TX 77002  
Brownfields@houstontx.gov  
Phone: (832) 394-9005

### **Note:**

- Contents of all applications are considered part of the public record, unless deemed otherwise by law
- A claim of confidentiality may be subject to review by the City's legal staff. The City of Houston reserves the right to reject or return confidential information.
- At the sole discretion of the City of Houston, applications containing unsubstantiated statements will be declared ineligible for consideration in the Brownfields Redevelopment Program
- Each application will be evaluated based solely upon the information provided by the applicant
- Upon approval of application, applicant is agreeing that site will be recognized as a Brownfield and agree to data published in regard to the specific site in local, state, and federal databases as public record



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**Applicant Information**

Applicant Name/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Primary Contact (if different from above): \_\_\_\_\_

Primary Contact Phone Number: \_\_\_\_\_

Primary Contact Email Address: \_\_\_\_\_

Relationship to Property: \_\_\_\_\_

The applicant is:  Nonprofit  Non-Federal Governmental Entity  City of Houston  Other

If other, please elaborate: \_\_\_\_\_

Owner of Property (if different from applicant): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Owner Phone Number: \_\_\_\_\_

Owner Email Address: \_\_\_\_\_

Is a property transaction (sale or lease) pending? What is the timeline? \_\_\_\_\_

**Eligibility Determination**

Is the site federally owned?  Yes  No

Are there any federal or state enforcement or superfund actions associated with the site?  
 Yes  No  Unknown

If yes, please elaborate: \_\_\_\_\_

If yes, please describe all prior contact with any state or federal environmental regulatory programs or agencies and provide any and all identification numbers related to the property in question (solid waste registration, leaking petroleum storage tank, RCRA, UIC, etc.):



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Has the property been issued a permit by the U.S. or an authorized state under the Solid Waste Disposal Act, the Federal Water Pollution Control Act (FWPCA), the Toxic Substances Control Act (TSCA), or the Safe Drinking Water Act (SWDA)?

- Yes       No       Unknown

If yes, please specify: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Is the property subject to corrective action orders under Resource Conservation and Recovery Act (RCRA)?

- Yes       No       Unknown

If yes, please elaborate: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Is the property a land disposal unit that has submitted a RCRA closure notification or is subject to closure requirements specified in a closure plan or permit?

- Yes       No       Unknown

Has the property had a release of polychlorinated biphenol (PCBs) that is subject to remediation under TSCA?

- Yes       No       Unknown

Has the site or facility received funding for remediation from the Leaking Underground Storage Tank (LUST) Trust Fund?

- Yes       No       Unknown

Is the applicant in any way responsible for the potential contamination at the site, or related to those who may be responsible?

- Yes       No

If yes, please elaborate: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Is this site currently listed on TCEQ's Contaminated Sites database?

- Yes       No

If yes, please list the project name: \_\_\_\_\_

Known or suspected contaminant(s) (check all that apply):

- Hazardous Substances       Petroleum Only       Hazardous Substances & Petroleum       Asbestos       Lead Based Paint



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**Site Information**

Property Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_

Property size (acres): \_\_\_\_\_ Building size (square feet): \_\_\_\_\_

Is property vacant?  Yes  No If yes, how long? \_\_\_\_\_

Is property tax delinquent?  Yes  No If yes, amount delinquent? \_\_\_\_\_

How was property acquired?

- Foreclosure  Donation  Eminent Domain  Purchase  Other

Explain: \_\_\_\_\_

**Project Need:**

Describe what you believe are the needed environmental assessment activities and what result you would like to see from this project. Indicate any constraints as to when this work must be completed (e.g., to meet construction timeline, property transaction pending, etc.)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Reason for Concern:**

What is the reason for concern? Please discuss community concerns in general, and identify any specific problems, if possible.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Is there reason to believe hazardous substances are located on the property?

- Yes  No

**Current Site Condition and Use:**

Please provide information regarding types of buildings or structures onsite.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Historical Site Use:**

Describe, to the best of your ability, the previous known uses of the site since development. Summarize any historic or cultural significance of the property. Identify when and how the site became, or may have become contaminated, with what substance(s), and where any contamination is likely to be found.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



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Have steps been taken by site owner to ensure environmental concerns were not exacerbated?

Yes       No

If yes, please explain: \_\_\_\_\_

**Prior Environmental Assessments:**

Please describe any prior site assessment or cleanup activities at the site and briefly state what you know about the findings of that work. Provide an electronic copy of the report if possible, or the summary or conclusion sections of the reports, if available. If reports are not available, provide the consultant, client, approximate date of the study, and any other pertinent information.

**Please submit a site map or aerial photograph showing the site's location in the community and identify approximate property boundaries.**

**Redevelopment Information**

**Plans for redevelopment/revitalization:**

Describe proposed plans for redevelopment/revitalization of the site. Do reuse plans include the incorporation of greenspace or sustainable, green building practices? If so, please describe. If available, please submit relevant site development plans, artists' renderings, and/or construction drawings that describe or depict future use of property.

**Public Benefit:**

Briefly discuss how proposed reuse or redevelopment of the property will provide a benefit to the public. Things to consider: creation of jobs, preservation of historically or culturally significant property, preservation of habitat, reuse or recycling of materials or infrastructure, cost savings to the community, or increased property values.

**Community Support and Resources:**

Is the community strongly supportive of this project? Describe other resources and sources of funding that are available to assist with this project.



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**Certification, Indemnification, and Liability Release**

Application must be signed by either a principal officer of a non-profit organization, a principal executive officer of a corporation, or the property owner if the property is owned by an individual

The signee indicated below certifies that the information provided above is, to the best of the undersigned's knowledge and belief, true, accurate, and complete. The signee indicated below hereby releases, indemnifies, and agrees to hold the City of Houston, its agents, employees, officers, principals, and successors exempt from all liability claims, damages, or actions, including attorneys' fees and expenses of litigation, that arise or result from the performance of acts or omissions arising pursuant to the City of Houston's Brownfields Redevelopment Program, REGARDLESS OF WHETHER SUCH LIABILITY, CLAIMS, DAMAGES, OR ACTIONS ARE CAUSED IN WHOLE OR IN PART BY A NEGLIGENT ACT OR OMISSION OF THE CITY OF HOUSTON, ITS AGENTS, EMPLOYEES, OFFICERS, PRINCIPALS, AND SUCCESSORS.

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Signature	Title	Date
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Signature	Title	Date
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