New Partners for Smart Growth Conference:

Brownfields: Tools of the Trade

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The Technical Assistance to Brownfield Communities Program (TAB)

• a technical assistance program, funded through a cooperative agreement with the USEPA

• TAB providers serve as independent resources to: state, regional, county, tribal, and local governments; and nonprofits attempting to cleanup and reclaim brownfields.

• Assistance is free of charge!

TAB Provider Service Areas

CCIT Regions 2, 4, 10
State TAB Regions 5, 6, 7, 8
NJIT Regions 1, 3

About TAB

TAB provides assistance* throughout the brownfields redevelopment process, from…

• getting you started…!
  - explaining environmental laws, liabilities and regulatory program requirements

• helping you stay on track…!
  - identifying site characterization methods and tools

• getting the job done…!
  - developing strategies for site cleanup and redevelopment

• direct technical assistance
• workshops and seminars
• tools

*Specific TAB assistance varies by provider.

Direct technical assistance: one-on-one

• addresses the challenges commonly faced by communities, one community at a time

• type and depth of assistance TAB provides is tailored to the needs of the community beneficiaries
Workshops & Seminars

- Brownfields 101
- Grant Writing Workshops & Webinars
- Meet The Funders
- Interagency Working Groups
- Rural Circuit

TAB E-Tools

- E-Tool #1 TAB Websites
  - CCLR: www.cclr.org
  - NJIT: www.njit.edu/tab
  - KSU: http://www.ksutab.org

- E-Tool #2 BIT (Brownfields Inventory Tool)
  - Site database for day-to-day, internal office use, for brownfields and any type of environmental site or program

- E-Tool #3 TAB EZ Grant Writing Software
  - To draft EPA Assessment and Cleanup proposals

TAB Program Websites

Find BIT & TAB EZ at: www.ksutab.org

E-Tool 1: BIT Brownfields Inventory Tool

www.tab-bit.org or www.ksutab.org
Stores & Manages Site Data:
- Inventory & prioritize sites
- Track assessment, cleanup, and redevelopment progress
- Program or Oversight
- Reporting to ACRES

Common Uses of BIT

Example Sites in Program:
- SF 1
- SF 2 - Miller Gardeners
- SF 3 - Oscar Heights
- SF 4 - 2145 E Scott
- SF 5 - Potential

Import Data into BIT from EPA ACRES database (or into ACRES from BIT)

Cleaning in My Community

Import Sites from BIT

Modify Sites from BIT
Data Entry Screens for each Site
Structure Mirrors the Brownfields Redevelopment Process
- Site Information
- Assessment & Sampling
- Cleanup
- Institutional/Engineering Controls
- Redevelopment

Can Search & Prioritize Sites
- Search/Export data for:
  - Summary & analysis of brownfields in area
  - Prioritizing sites for assessment, cleanup, and redevelopment
  - Import into GIS or other databases
  - Import into city or tribal web sites
- Show progress with this in EPA Proposals!

BIT (Brownfields Inventory Tool)
- Store everything in one place:
  - Photos
  - Reports
- Generate Maps
- Report progress to ACREs if you get an EPA grant!

E-Tool #3: TAB EZ Grant Writing Tool
www.ksutab.org or www.tabez.org

TAB EZ: Template for EPA Assessment and Cleanup Proposals
www.ksutab.org or www.tabez.org

TAB EZ: Requirements & Text Entry Screen for Each Section of Proposal
Detailed Helpful Hints for Each Section

TAB E-Tools: BIT and TAB EZ

- **User friendly** and can be accessed any time at users own pace
- User name/password – **PRIVACY PROTECTION**
- Primary user can give access to collaborators
- Site data or proposals are **NOT available to public**
- User can report data to ACRES database (for EPA grantees) and export proposals to MSWord

**Introduction**

- Work Plan with EPA
- Inventory
- Tribal Entities: Senior Center, Tribal Roads Dept, Tribal Housing Authority
- Red Binder – Site name, site number, and photos
- Better way – Blase Leven – Tribal Lands Forum in Green Bay
- Now 49 sites in BIT
- Completed: Skelly Gas Station, Water Boiler Plant, Parking Lot, Frenchman, Old Town Dump
- Active: Harden, Cedar, Facilities Garage

**Frenchman Site**

- 1.6 acres, House, Trailer, Shed, AST
- Leased/Tribally Owned
- TBA/RFP
- Tribal/EPA Approval
- Access Agreement
- Contractors/IC
- Site Specific QAPP

**Inventory: Began Using BIT**

49 Sites with Data Currently Entered in Winnebago Nebraska TRP Program

**Winnebago Tribe of Nebraska Environmental Protection**

BROWNFIELDS/TRP 128(A)

Molly Feldick

**Winnebago Tribe of Nebraska**

Environmental Protection

BROWNFIELDS/TRP 128(A)

Molly Feldick
Frenchman 3 Phases

- Phase I – Hauling of Soil/Debris
- 9 loads
- Phase 2 – Test Clean Soil/Backfill/Compaction
- Phase 3 – AST
- NFA
Site Inventory Data

Frenchman Site in BIT

Assessment . . . NOT!

Cleanup Page In BIT
Cleanup – Contaminants Addressed

Kerosene was found in AST. It was removed and disposed of properly, without impact to the soil or other media.

Redevelopment Information

Public Notice and Involvement

Overview

- Brownfield Stakeholders – Who They Are and How to Find Them
- Engagement Formats
- Strategic Doing

Who’s a Stakeholder?

- Anyone who is affected by the project
- Anyone who can impact the project
- People with decision-making authority
- People with resources: money, information, time, relationships
- People who influence others

Types of Engagement

- Future search
- Public hearing
- Citizen survey
- Website
- Newsletter
- Asset mapping
- Charrette
- Workshop
- Strategic doing
- Open space technology
- Stakeholder interview
Common Stakeholders

• People who live or work in the area
• Elected or appointed officials
• Government agencies
• Community organizations
• Volunteer organizations
• Advocacy organizations
• Businesses and business organizations
• Professional organizations

Example Stakeholders

- Asst. Director, Hudson Regional Health Commission
- Roseland Properties (Developer)
- Chairman, Harrison Redevelopment Agency
- HUD
- Vice-President, Willis Insurance
- Executive Director, Harrison Redevelopment Agency
- Commissioner, Town of West New York
- Director, Hudson County Planning
- Senior Vice President, The Provident Bank
- Executive Director, Hudson County EDC
- Executive Director, Bayonne EDC
- NJDEP
- Vice President, The Applied Companies
- NJIT TAB
- USEPA Region 2
- Director of Sales & Marketing, River Terminal Development Company
- Attorney
- Division Chief, Hudson County Housing and Community Development
- Representative, Town of Harrison
- Asst. County Administrator, Hudson County
- Superintendent, Dept. of Public Works, Town of Secaucus
- Senior Staff Planner, NJ Meadowlands Commission
- Environmental Specialist, Hudson Regional Health Commission

How Do I Find My Stakeholders?

Activity Options

• Pair discussion
• Small group / table discussion – World Café
• Shout outs
• Dot voting
• Colored cards for sense of the meeting
• Idea Train
• Strategic Doing

Strategic Doing™

An Effective Strategy

Answers 2 Questions:

What Could We Do?
What Should We Do?

What is Our 30/30?
What Will We Do?

https://www.purdue.edu/signature-programs/strategic-doing.php
Strategic Doing Exercise

Middle City, USA
• 5-Acre Brownfield Site
• Former Lumber Mill
• City Owned (tax foreclosure)
• Train Station
• Middle City University

Stakeholders

Health Food Store, Owner
University, Director of External Affairs
Habitat for Humanity, Director
County Transportation, Director
Regional Transit Agency, Director of Planning
EDC Director
Chamber of Commerce President
City Planner

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What Should We Do?

What Will We Do?

What is Our 30/30?

What Could We Do Together?

What assets do we have that might be valuable building blocks?

University - Professor who is expert in BIDs and SIDs
EDC – has access to / can apply for grants / loans
City Planner – can identify zoning issues / create overlay districts
Transit Agency / Transportation – Can provide resources, including meeting space
Chamber of Commerce – Access to business community
Habitat for Humanity – Knowledge of Low-income housing
Health Food Store Owner – Can supply refreshments, can do outreach to the community

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What Could We Do Together?

What opportunities emerge when we link and leverage our assets in new ways?
• Develop a Conceptual Design of a TOD District
• Have a Farmers Market at the site
• Create a basic website
• Create a SID
• Community, businesses and civic leaders partnering for a TOD community that invests in enhancing our city character.
What Should We Do Together?

The Big Easy

<table>
<thead>
<tr>
<th>Impact</th>
<th>Ease of Completion</th>
</tr>
</thead>
<tbody>
<tr>
<td>High Impact</td>
<td>High Ease</td>
</tr>
<tr>
<td>Not Easy</td>
<td></td>
</tr>
<tr>
<td>Low Impact</td>
<td>Low Impact</td>
</tr>
<tr>
<td>Not Easy</td>
<td>High Ease</td>
</tr>
</tbody>
</table>

Rank from 1-5 how much impact each of these concepts would have (1 low – 5 high):

- Develop a Conceptual Design of a TOD District 5
- Have a Farmers Market at the site 2
- Create a basic website 2
- Create a SID 4

Add up the scores:

- Develop a Conceptual Design of a TOD District 5+1 = 6
- Have a Farmers Market at the site 2+4 = 6
- Create a basic website 2+4 = 6
- Create a SID 4+3 = 7

How will you know if we are successful?

<table>
<thead>
<tr>
<th>Opportunity</th>
<th>Outcome</th>
<th>Characteristics</th>
<th>Success Metrics</th>
</tr>
</thead>
<tbody>
<tr>
<td>Create a SID</td>
<td>an organization committed to increasing business activity and property values within a commercial/business area</td>
<td>Engaged business</td>
<td>4 of engaged businesses</td>
</tr>
<tr>
<td></td>
<td>Operating Plan</td>
<td>• Designated boundaries</td>
<td>• Goals and objectives</td>
</tr>
<tr>
<td></td>
<td>Establishment of a Board</td>
<td>• Financing plan</td>
<td>• Membership</td>
</tr>
<tr>
<td></td>
<td>Board Members Appointed</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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What Could We Do?  What Should We Do?

What Will We Do?

What is Our 30/30?
What Will We Do Together?

Pathfinder Projects are:

- Small
- Low-cost
- Answer the question: “How do we get from there to here?”

What Will We Do Together?: Pathfinder Project

Ideas for to go about developing a SID? What can we do in 3 months?

- Develop and Conduct a Business Survey

What Will We Do Together?

What are the key steps?

**Milestone** | **By When** | **Pathfinder Project**
---|---|---
Identify businesses that would want to participate | March 14th | Develop and Conduct a Business Survey regarding establishing a SID
Develop Survey Questions | March 14th | Disseminate Survey and Gather the concerns of businesses
Disseminate Survey and Gather the concerns of businesses | April 14th | Put together a brochure that addresses those concerns

What Will We Do Together?

Develop an Action Plan
Types for what each person will do in the next 30-90 days.

- Who
- What
- When
- Schedule your next meeting (30 days)

**Action Plan**

<table>
<thead>
<tr>
<th>Person</th>
<th>Will</th>
<th>When</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bill – University</td>
<td>Get information on creating a SID from Professor; Assist with developing survey questions</td>
<td>March 1st, March 14th</td>
</tr>
<tr>
<td>Pam – Transit Agency</td>
<td>Develop conceptual brochure, including artwork</td>
<td>March 1st</td>
</tr>
<tr>
<td>Don – EDC</td>
<td>Identify businesses and civic leaders for survey</td>
<td>March 14th</td>
</tr>
<tr>
<td>Sue – City Planner</td>
<td>Identify businesses and civic leaders for survey \nCompile Results</td>
<td>March 14th, May 1st</td>
</tr>
<tr>
<td>Kevin – Chamber of Commerce</td>
<td>Identify businesses and civic leaders for survey \nComplete Survey</td>
<td>March 14th, April 1st</td>
</tr>
<tr>
<td>Pat – Habitat for Humanity</td>
<td>Review draft conceptual brochure, Recruit new stakeholders</td>
<td>March 14th</td>
</tr>
<tr>
<td>Sue – Health Food Store</td>
<td>Outreach to Community – Bulletin board; Develop Survey Questions</td>
<td>Feb 20th, March 14th</td>
</tr>
<tr>
<td>Pam – County Transportation</td>
<td>Provide facilities for next meeting 30/30</td>
<td>Feb 20th</td>
</tr>
</tbody>
</table>

Strategic Doing™

What Could We Do? What Should We Do? What Is Our 30/30? What Will We Do?