

Instructions for completing the Record of Site Condition (CSM-FRM-600)

There are two version of the Record of Site Condition (RSC) form, a short version for a site that has 3 or less properties, based on the Parcel Identifier Number (PIDs) and a long version for sites with greater than 3 properties. Both versions can be found at [Contaminated Sites Program \(gnb.ca\)](https://www.gnb.ca/Contaminated_Sites_Program)

File Number:

Enter the DELG Contaminated Site File Number.

Site Information:

Enter the address/location of the source property and list the general categories of the contaminants(s) of concern present at the site (e.g., petroleum, metals, PAH, etc.).

Closure Conditions:

Enter one PID per row in the appropriate column of the table for each property associated with the Contaminated Site. The source PID must be listed in the first row, followed by any associated source PIDs, and then any third-party impacted PIDs (use the dropdown to select the PID type). For each PID, select the appropriate information in the dropdowns for each column (Land Use, Potability and Closure Type).

If a PID has a condition/restriction, provide a brief description in the appropriate box. The detail of conditions/restrictions and their objectives should be included in the Closure Report. If one of the conditions related to the file closure is the implementation of a Risk Management Plan, the plan must be attached to the RSC. Each property owner affected by a condition/restriction must sign a written agreement which states that they agree with the conditions/restrictions imposed on their property and that they are responsible for maintaining these conditions/restrictions. Conditions remain on a PID until the site is reassessed, the DELG agrees the conditions/restrictions are no longer required and a new RSC is submitted and approved. A copy of each agreement must be included in the Closure Report. In the event that a property with a condition/restriction is sold, the property owner is to disclose the condition/restriction during the sale process.

For a property being closed as unconditional but with a condition/restriction covered by a provincial regulation to eliminate a risk (see section 5.1 of the File Closure Protocol), the condition/restriction should be included in the appropriate column for that property and shown on the site plan (see below).

Site Plan:

An 8 ½" X11" site plan must be attached to the RSC (see attached examples). The site plan must include all source, associated source, and impacted third party properties with PIDs and building footprints. All corners of each property boundary must have GPS coordinates presented. If only a portion of the site is being assessed for site closure, that area needs to be clearly marked on the site plan and have relevant GPS coordinates. For a conditional closure and/or unconditional closure that includes a condition/restriction covered by a provincial regulation to eliminate a risk, the limits of any conditions/restrictions (e.g., potable well exclusion zone, no building exclusion zone, etc.) must

be shown on the site plan, along with relevant GPS coordinates. The site plan should not show the locations of sampling points, such as boreholes and monitoring wells.

For any PIDs that have a potable well exclusion zone applied, if there is an existing potable well on the PID its location must be shown on the site plan.

Closure Documentation:


In the fields provided, list the Title, Site Professional, Company Name, and date (YYYY/MM/DD) of the Closure Report used to close the contaminated site file. Other environmental reports related to the file, completed either by the site professional or others must be listed in the Closure Report.

Summary Statement of Site Professional:

The site professional must enter their name, Company Name and the date the RSC was completed. The RSC must also be stamped and signed by the Site Professional.

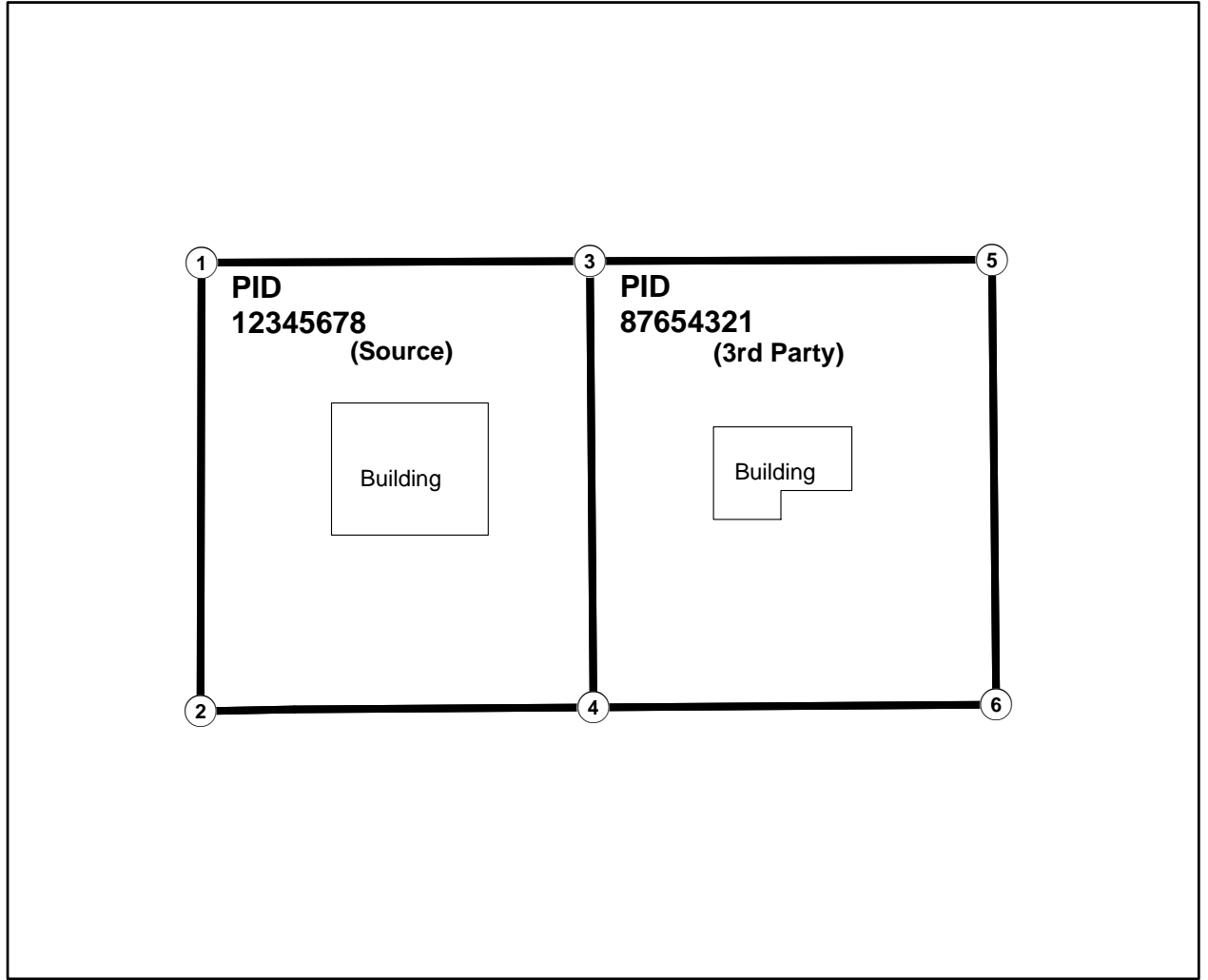
Point	Lat	long
1	46.07511	-65.19186
2	46.06780	-65.19186
3	46.07233	-65.19180
4	46.06780	-65.19180
5	46.07511	-65.18430
6	46.06780	-65.18430

Coordinate System Used: NAD 83

 Assessed Area (Site)



0 62.5125 250 375 500
Meters




Site Plan

Record of Site Condition
File: 6515- _ - _ _ _ _

Sheet No.	Drawn By:
	Checked by:
	Date:

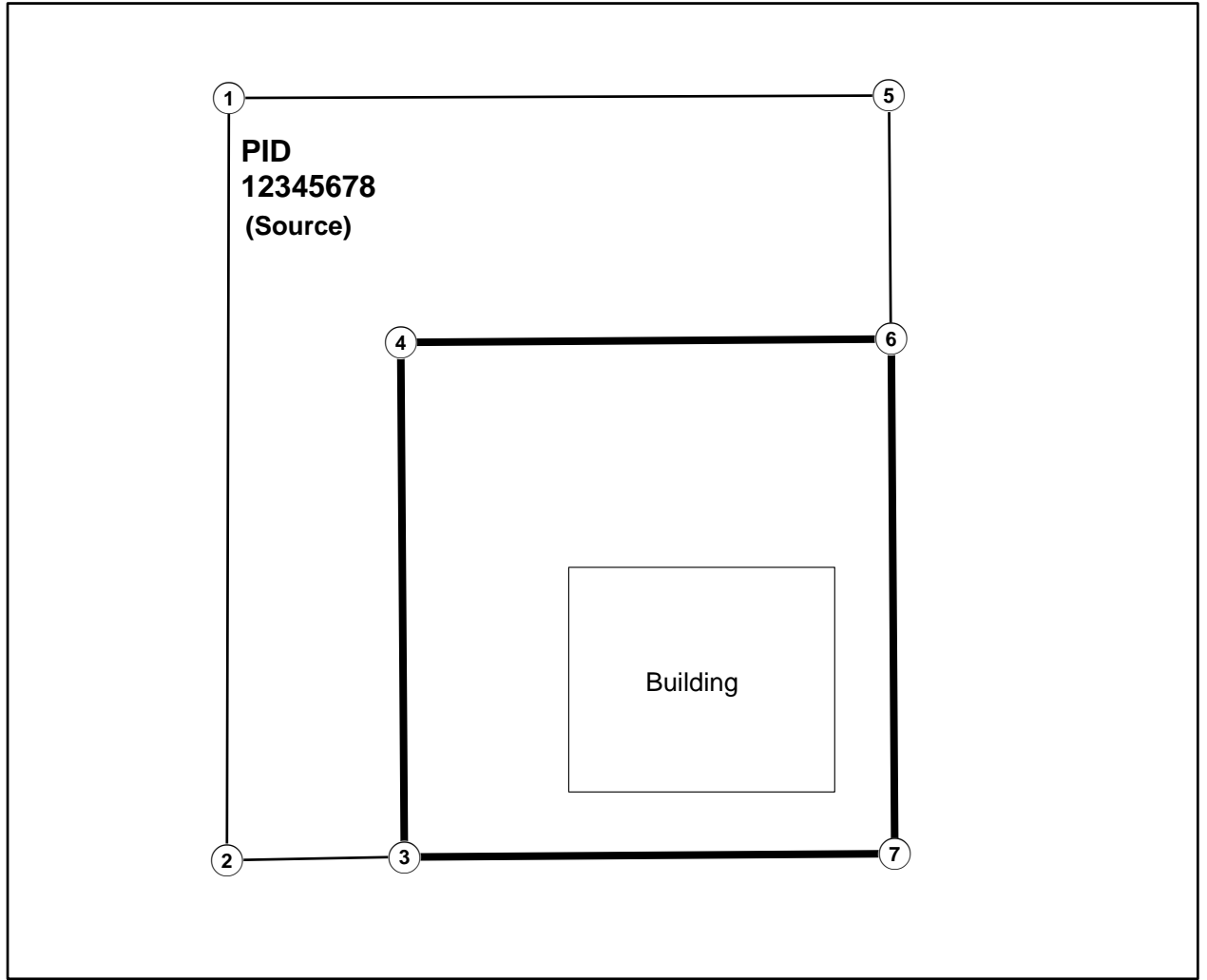
Point	Lat	Long
1	46.07525	-65.19994
2	46.06802	-65.19994
3	46.06802	-65.19744
4	46.07247	-65.19744
5	46.07525	-65.19188
6	46.07247	-65.19188
7	46.06802	-65.19188

Coordinate System Used: NAD 83

 Assessed Area
(Portion of Site)



0 35 70 140 210 280
Meters



Site Plan when portion of site is assessed


Record of Site Condition
File: 6515- _ - _ _ _ _

Sheet No.	Drawn By:
	Checked by:
	Date:

Point	Lat	Long
1	46.07525	-65.19994
2	46.06802	-65.19994
3	46.06802	-65.19744
4	46.07247	-65.19744
5	46.07525	-65.19188
6	46.07247	-65.19188
7	46.06807	-65.19188
8	46.06955	-65.19188
9	46.06788	-65.19744

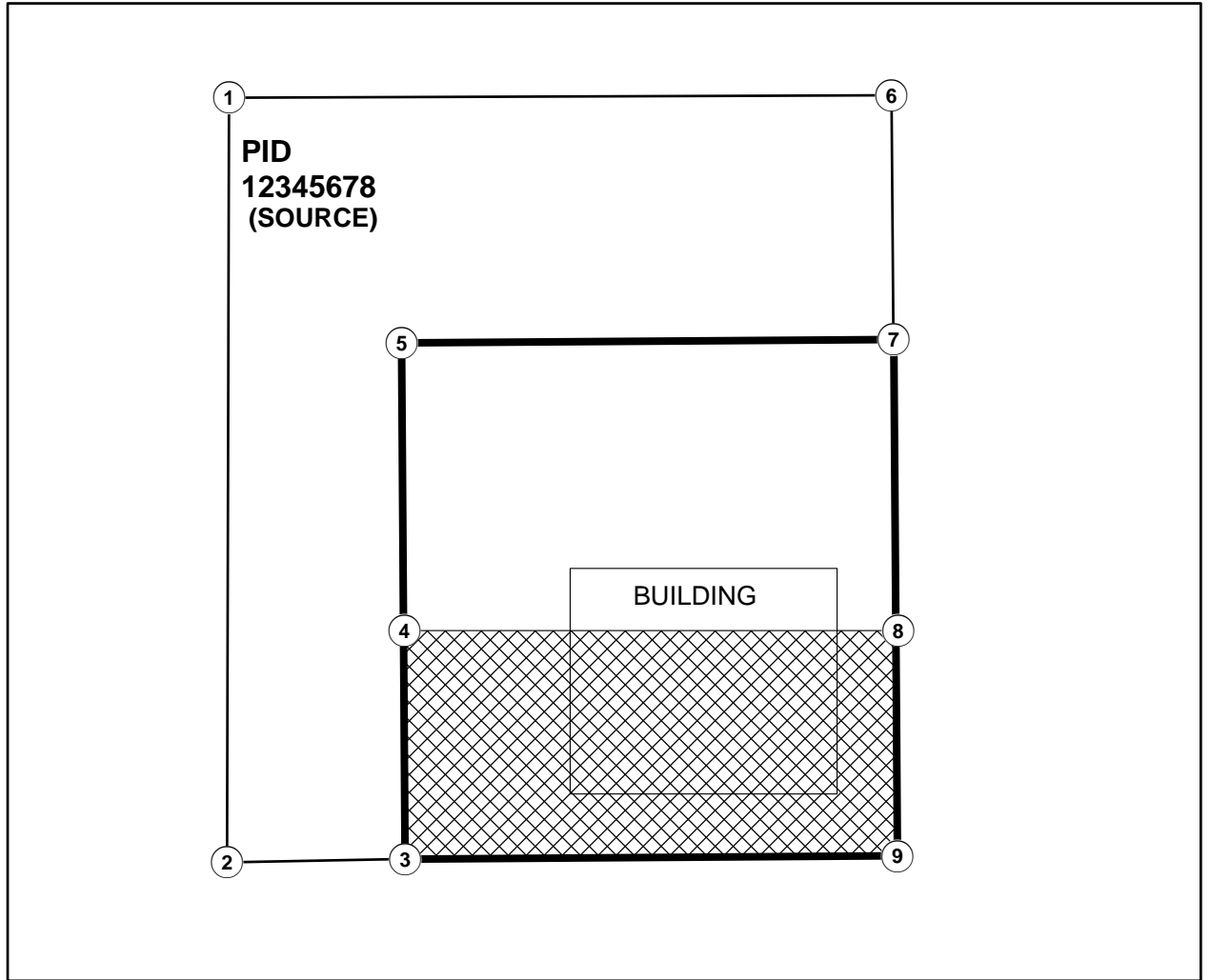
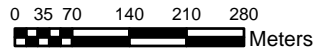
Coordinate System Used: NAD 83

 *Assessed Area
(Portion of Site)*

 *Limits of Control
(Conditional Closure)*

Limits of Control

Potable wells shall not be constructed in this area unless additional assessment by a Site Professional is completed.



Site Plan when portion of site is assessed and closure is conditional

Record of Site Condition
File: 6515- - - - -

Sheet No.	Drawn By:
	Checked by:
	Date: