

## **Instructions for completing the Record of Site Condition (RSC)**

### **Site Information:**

Fill out the civic address. List the source area PID(s) and any impacted third party PID(s). Provide the GPS coordinates for the center of each PID in the format of degrees/minutes/seconds (e.g. 46°/04'/30.4", -65°/11'/60.5"). If there are more than 3 source area PIDs and/or more than 4 third party PIDs, check the box and complete page 2 of the RSC form. If page 2 is not needed, only print and submit the first page.

### **Site Plan:**

An 8 ½ by 11 inch site plan must be attached to the RSC (see attached examples). The site plan must include all source and impacted third party properties with PIDs and building footprints for the source and third party properties. 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 GPS coordinates. For a conditional closure, the limits of any controls (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.

### **Closure Documentation:**

In the boxes provided, list the title, company name, and date (dd/mm/yyyy) of the Closure Report. Other environmental reports related to the file, completed either by the site professional or others must be listed in the Closure Report.

### **Land Use:**

For each source and third party PID select the assessed land use (agricultural, residential, commercial, industrial, or other). If the site closure is conditional, check the appropriate box and briefly describe the site specific engineered or institutional controls (e.g. potable well exclusion zone, no building exclusion zone, paved area, etc.). Additional information on the site specific engineered or institutional controls and the objectives of the controls should be included in the Closure Report. Written agreements to the controls from all affected stakeholders should be included in the Closure Report.


The specific environmental criteria used to close the file (e.g. RBCA Tier I-III, CCME, etc.) should be presented in the Closure Report.

### **Summary Statement of Site Professional:**

The site professional must submit the RSC with an original seal and signature, no electronic seals or photocopies will be accepted at this time.

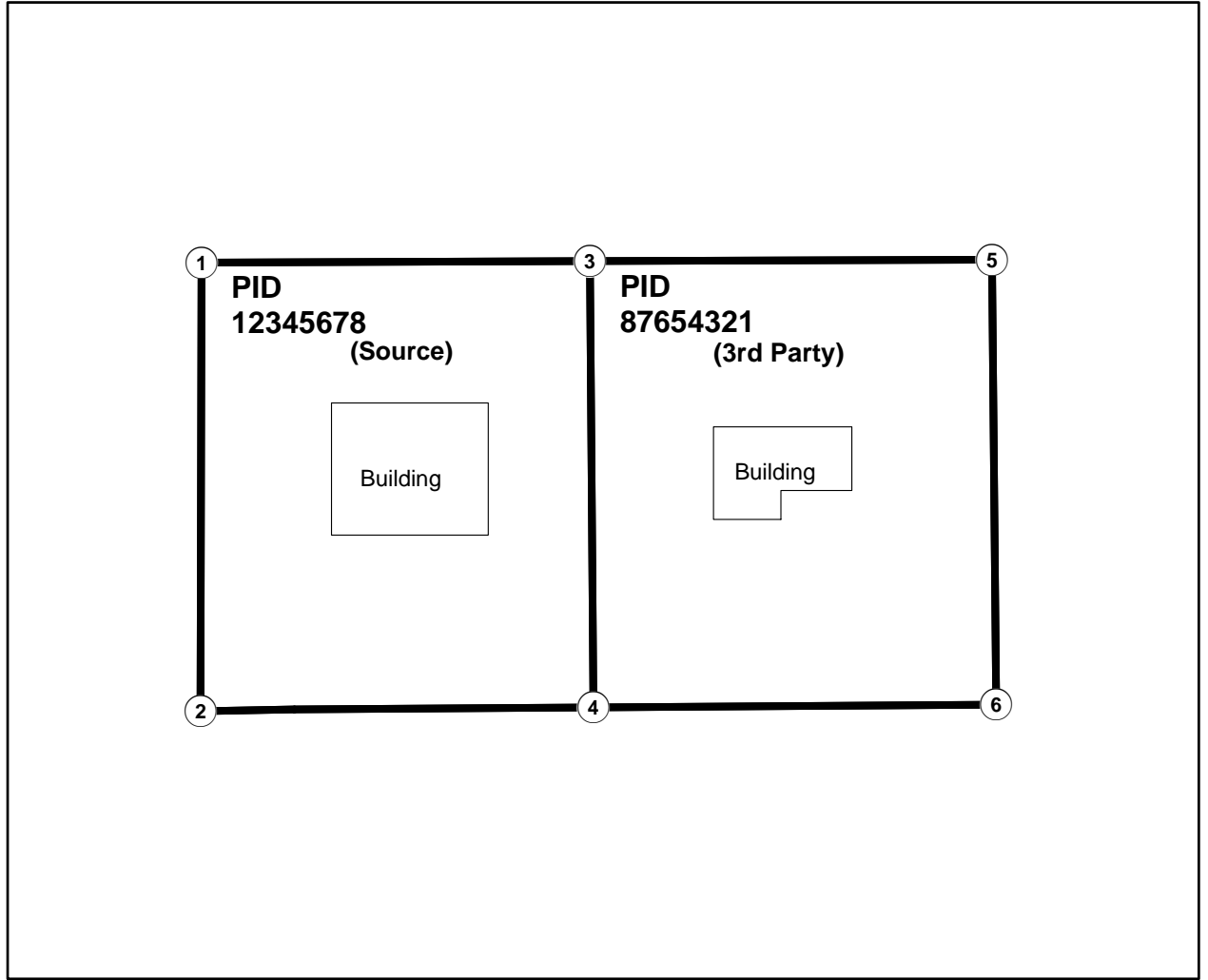
Point	Lat	long
1	46° 04' 30.4"	-65° 11' 60.5"
2	46° 04' 04.1"	-65° 11' 60.5"
3	46° 04' 20.4"	-65° 11' 30.4"
4	46° 04' 04.1"	-65° 11' 30.4"
5	46° 04' 30.4"	-65° 11' 03.5"
6	46° 04' 04.1"	-65° 11' 03.5"

Coordinate System Used: (ex: WGS 84, 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:

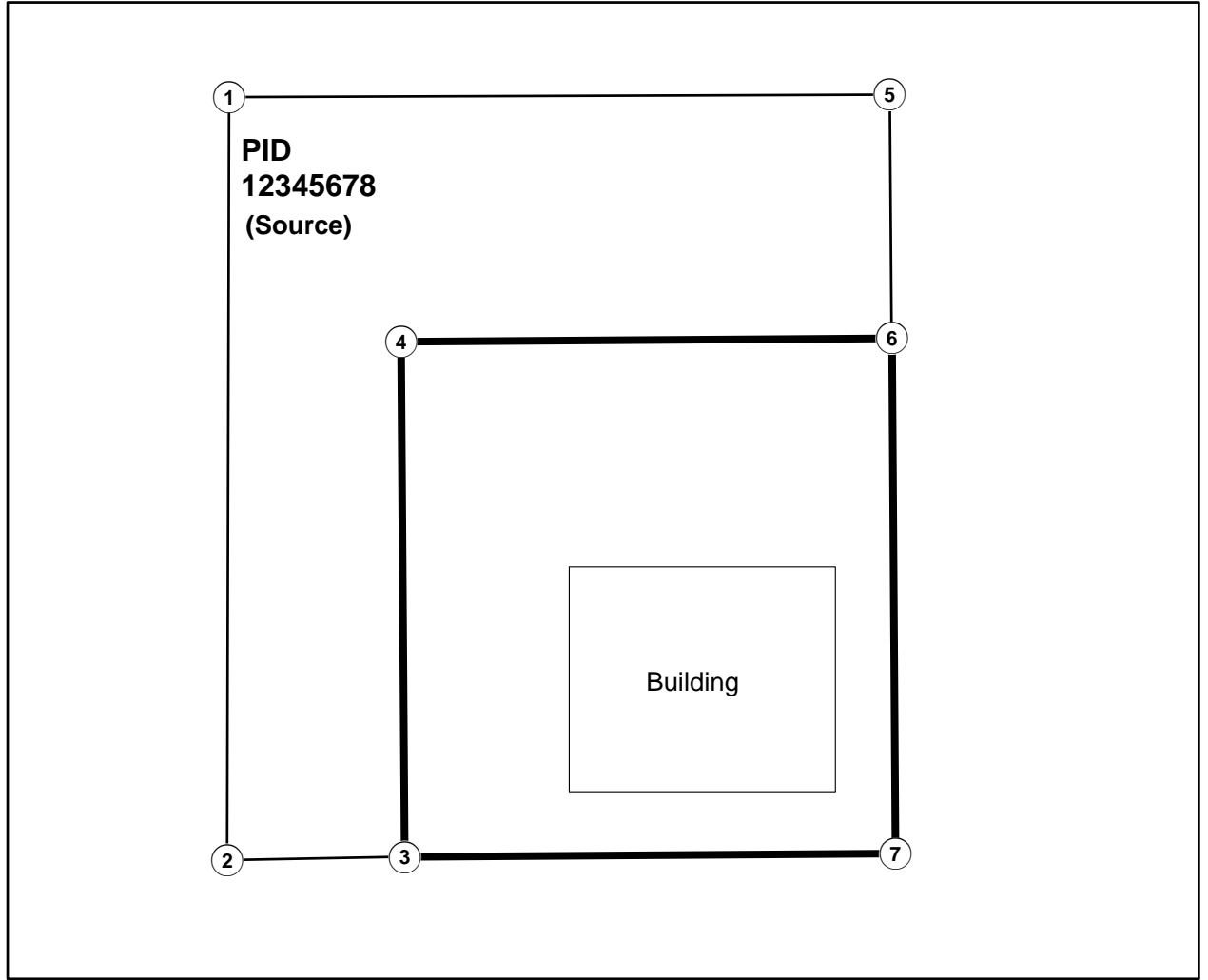
Point	Lat	Long
1	46° 04' 30.9"	-65° 11' 60.8"
2	46° 04' 04.9"	-65° 11' 60.8"
3	46° 04' 04.9"	-65° 11' 50.8"
4	46° 04' 20.9"	-65° 11' 50.8"
5	46° 04' 30.9"	-65° 11' 30.8"
6	46° 04' 20.9"	-65° 11' 30.8"
7	46° 04' 04.9"	-65° 11' 30.8"

Coordinate System Used: (ex: WGS 84, 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° 04' 30.4"	-65° 11' 60.5"
2	46° 04' 04.4"	-65° 11' 60.5"
3	46° 04' 04.4"	-65° 11' 50.5"
4	46° 04' 10.4"	-65° 11' 50.5"
5	46° 04' 20.4"	-65° 11' 50.5"
6	46° 04' 30.4"	-65° 11' 30.5"
7	46° 04' 20.4"	-65° 11' 30.5"
8	46° 04' 10.4"	-65° 11' 30.5"
9	46° 04' 04.4"	-65° 11' 30.5"

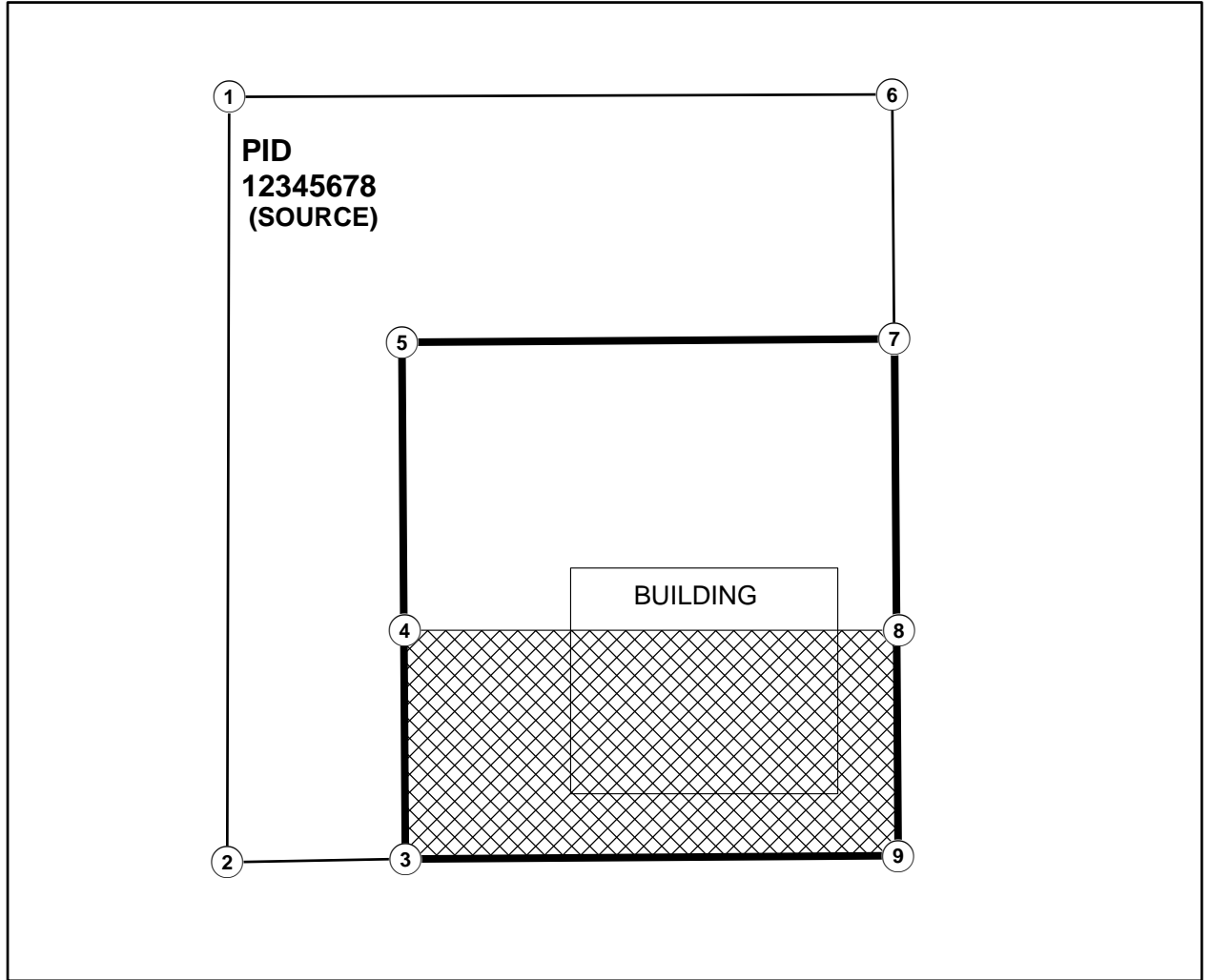
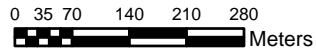
Coordinate System Used: (ex: WGS 84, NAD 83)

 *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: