

Golden LEAF SITE Program

Due Diligence Overview

Item	Description	Comments/Acceptable Information
Phase I Environmental Site Assessment	Prepared in accordance with the most recent ASTM E1527 standards by a qualified environmental professional.	If more than one year old, an applicant should provide a letter indicating whether any existing conditions have changed (e.g., new development adjacent, new infrastructure construction on site or adjacent to the site, etc.). Golden LEAF may require more information after review of the submissions. If more than 5 years old, a new study will be required in most cases.
Phase II Environmental Site Assessment	Prepared in accordance with applicable NCDEQ standards and regulations by a qualified environmental professional.	Only if required by the Phase I ESA. NCDEQ issued No Further Action Required letter or executed Brownfield Agreement or other resolution approved by Golden LEAF will be a prerequisite for development funding where a Phase II ESA is required.
Preliminary Wetland and Stream Determination	A qualified environmental professional will determine the approximate limits of the wetlands, streams, and jurisdictional surface waters in the field based on the 1987 (USACE) Wetlands Delineation Manual and applicable Regional Supplement. If applicable, all riparian buffers will be identified as required by local ordinances or State Riparian Buffer Rules.	Organization must provide a map which depicts the site boundary and approximate limits of wetlands, streams, and riparian buffers as determined by a qualified environmental professional during an onsite evaluation. It should identify and capture wetland areas to assist in the creation of a buildable area map in accordance with the requirements of this program. Include the name of the professional who prepared the map. The Preliminary Wetlands and Stream Determination is not required to meet the reporting and survey requirements required by the USACE to conduct a Jurisdictional Determination. If more than 5 years old, a new study will be required in most cases.

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ALTERNATIVE: Detailed Wetland and Stream Delineation	A qualified environmental professional will delineate all jurisdictional wetlands and stream origins in the field using sequentially numbered Wetland Delineation flagging following criteria set forth in the 1987 (USACE) Wetlands Delineation Manual and applicable Regional Supplement. If applicable, all riparian buffers will be identified as required by local ordinances or State Riparian Buffer Rules.	Organization must provide a map which depicts the site boundary and approximate limits of wetlands, streams, and riparian buffers as determined by a qualified environmental professional during an onsite evaluation. The map should accurately depict the approximate limits of the onsite features based on a field review. Include the name of the professional who prepared the map. If more than 5 years old, a new study will be required in most cases.
Threatened and Endangered Species Report	Review available information regarding federally protected species list and ranges, including NC Natural Heritage Program and US Fish & Wildlife Service (USFWS). Conduct a field review by a qualified environmental professional to identify potential habitat for protected species known to occur in the area and conduct presence/absence surveys as appropriate. Coordinate with the USFWS for concurrence with the findings that the project will not adversely affect federally protected species.	Provide a USFWS comment letter or USFWS IPaC online Biological Assessment documenting that the project will not adversely affect federally listed or candidate species. If more than 5 years old, a new report will be required in most cases.
Initial Historical, Archaeological and Cultural Resource Review	Submit a request to the NCSHPO for a preliminary review/determination of the likelihood of the project to impact known historic, archaeological, or cultural resources.	Letter from NCSHPO indicating that the site is clear of any known historic, archaeological, or cultural or resources. If more than 15 years old, a new letter will be required in most cases.
Detailed Archeological Study	As recommended by the NCSHPO. Conducted by a professional archaeologist.	Only if required by NCSHPO. Final comment letter from NCSHPO required.

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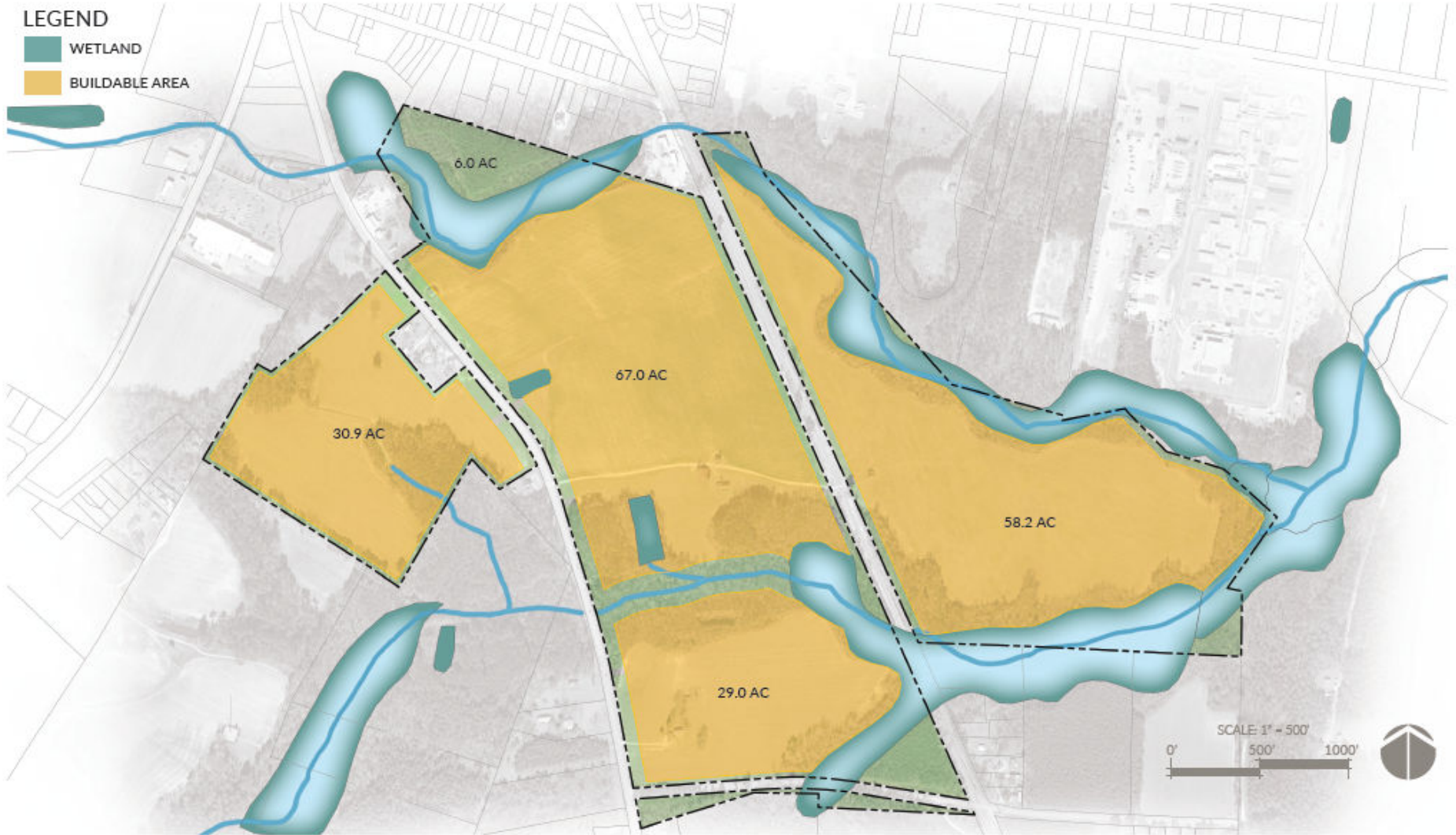
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Boundary Survey	A survey of the property prepared by a licensed NC Land Surveyor.	
Geotechnical Report	A geotechnical report prepared by a licensed NC Professional Engineer.	Scope should address requirements of other site readiness programs, if applicable.
Buildable Area Summary Map	Simple map and area calculation utilizing GIS based data and other due diligence items prepared by a licensed NC Professional Engineer.	See this example map.
Existing Utilities Capacity Analysis Statement	A description of the community's overall water and sewer treatment capacity, current allocation, and plans for expansion.	Written statement from water/sewer utility provider.
Water System Flow Analysis	A description of the water system flow at the subject site prepared by local fire department, public works department, or other appropriate personnel.	This can be provided in the form of a nearby fire hydrant flow report. Include a map with test locations. See this example report and map.
Title Opinion and Supporting Documents	An opinion of title given to the applicant or another eligible entity with which the applicant is collaborating, regarding title to the property. Prepared by a licensed NC attorney approved by at least one major title insurance company.	In addition to the opinion, provide copies of instruments that support the opinion, e.g., deeds, estate files, restrictive covenants, copies of all exceptions, etc. If more than 2 years old, a new opinion of title will be required in most cases.
Existing Utilities Location Map	Simple map indicating the approximate size and location of existing utilities at or near the site. This is not intended to be a survey quality document.	See this example map.

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Buildable Area Summary Map



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Water System Flow Analysis Report and Map

Fire Hydrant Flow Test	
Project Name:	_____
System Name:	_____
Test Date:	_____
Test Time:	_____
Main Size:	_____ Inches
Residual Hydrant	
Location:	_____
Static Pressure:	_____ PSI
Residual Pressure:	_____ PSI
Flowing Hydrant	
Location:	_____
Pitot Pressure:	_____ PSI
Measured Flow:	_____ GPM
Calculated Flow @ 20psi:	_____ GPM
Test Performed by:	_____
Include a map indicating hydrant locations	



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Existing Utilities Location Map

