

VIRGINIA DEPARTMENT OF TRANSPORTATION

LOCATION AND DESIGN DIVISION

INSTRUCTIONAL AND INFORMATIONAL MEMORANDUM

GENERAL SUBJECT: HAZARDOUS MATERIAL/WASTE SITES	NUMBER: IIM-LD-191.2
SPECIFIC SUBJECT:	DATE: OCTOBER 13, 2006
	SUPERSEDES: IIM-LD-191.1
DIVISION ADMINISTRATOR APPROVAL: Mohammad Mirshahi, P.E. State Location and Design Engineer Approved October 13, 2006	

Due to the number of changes, shading has been omitted.

CURRENT REVISION

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- This memorandum was revised to clarify hazardous site procedures.
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EFFECTIVE DATE

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- This memorandum is effective upon receipt.
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PURPOSE

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- These instructions were developed to help minimize the impacts of hazardous materials sites on project schedules and budgets. Addressing contamination issues can be both costly and time-consuming and therefore early identification and consideration of location and design alternatives is critical. If contaminated sites cannot be avoided, thoughtful consideration of certain design features such as cut/fill areas and storm water management features can minimize impacts. Such avoidance measures will also help limit the Department's exposure to liability. Such liabilities can be viewed as:
 - (1) cleanup/site closure requirements that would be mandated by a regulatory agency for contaminated properties that we acquire;

- (2) individual legal claims for personal and/or property damages arising from contamination associated with acquired properties; or
 - (3) contribution claims made by other party(s) for the department's involvement in multi-party contamination sites.
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POLICY

- Prior to Field Inspection the Project Manager will request that the District Environmental Manager provide any known areas of significant contamination. The Office of Safety and Health will be requested to provide recommendations for safety precautions to protect the surveyors.
- Location and Design Division staff should assist in the identification of any known or potentially contaminated sites early in the project development stage. The survey party will note features such as:
 - - storage tanks (above-ground and underground)
 - - environmental monitoring wells (as noted by manholes marked "MONITORING WELL" and stickup well casings);
 - - oil/water separators;
 - - dumping areas;
 - - drums
 - - wastewater lagoons
 - - obvious surface contamination (e.g. staining, odors);
 - - obvious surface water contamination (e.g. oil sheen)
- The route survey will include notes of any potential sites or conditions identified by the survey party.
- Areas of contamination, as provided by the District Environmental Manager, are to be shown on the plan sheet (hatching, crosshatching, etc.).
- The Project Manager, with the assistance of the Survey Manager, should communicate the findings of the route survey where potential contamination sites were identified, to the District Environmental Manager for further review.
- Based on the evaluation and recommendations of the District Environmental Section, avoidance of potential hazardous materials sites should be the first alternative design consideration.
- When selection of other location/design alternatives are not feasible, project designs that minimize the impact of any hazardous materials site are to be evaluated.

- If stormwater basins or conveyances are proposed for locations within known or potential areas of contamination, coordinate with the District Environmental Manager to determine ways to avoid impacts and prevent the contamination of groundwater and surface water through such stormwater systems. Avoidance measures such as relocations, redesign to reduce cut, etc. are to be considered. If avoidance is not feasible, methods for preventing the spread of contamination are to be considered.
- The Project Manager will communicate to District Environmental Manager any substantial changes in grades, alignment, stormwater management features and subsurface utilities, especially those changes made late in project development.