



Land Restoration Program – Technical Review Service (TRS)

What You Need to Know

The Land Restoration Program (“LRP”) provides a Technical Review Service (“TRS”) through which an interested party (e.g., a property owner, prospective purchaser, site developer, lender, etc.) can request regulatory oversight of a project involving a property with controlled hazardous substance contamination. To enroll, the requester emails a completed request letter (Attachment 1) and copies of any associated environmental reports to the Chief of the State Assessment and Remediation Division (Brian Dietz, bdietz@maryland.gov, 410-537-3488). The requester will be notified when the request package has been received, processed, and a project manager assigned to the case. TRS requests are prioritized for review and response in the order in which they are received, but competing project commitments can slow the turnaround to as long as sixty (60) days; there are no regulatory deadlines associated with the TRS process. The LRP does its best to accommodate requesters’ schedules, and it is helpful for us to know of any pressing time constraints associated with the project as early in the process as possible. Request responses can take different forms depending on the project manager and circumstances of the case; in general, however, they usually take the form of an initial round of written and/or verbal comments and questions about the project. Completion of the TRS process is marked by the issuance of a Site Status Letter, which may or may not include a requirement for the implementation of land use controls at the property using an environmental covenant recorded in the local land records.

Cost Recovery

The LRP cost recovers for the time spent on its project oversight time. Service fees are billed twice a year and are calculated based on the numbers of hours billed and the fully loaded billing rate(s) of the LRP staff working on the project. The rates account for the salary schedules (established annually by the Maryland Department of Budget and Management) of the staff involved and the associated fringe and indirect costs. Typical billing rates range from \$50 to \$100.

Service Limitations

The TRS process is not applicable to service stations, fuel storage facilities, vehicle repair garages, and other properties contaminated almost exclusively with petroleum products because petroleum compounds are excluded from the statute governing this work. Such sites should be referred to the Department’s Oil Control Program (OCP) and/or Voluntary Cleanup Program, which have the regulatory authority to address these contaminants.

Please use the following template when requesting project oversight by the Maryland Department of the Environment – Land Restoration Program.

Mr. Brian Dietz
Maryland Department of the Environment
Land Restoration Program
1800 Washington Boulevard, Suite 625
Baltimore, Maryland 21230-1719

Re: Technical Review Service Request
<Project Name>
<Street Address, City, County, Maryland Zip Code>
Tax I.D. No. <For Property or Properties Being Enrolled>

Dear Mr. Dietz:

<1st Paragraph: State the nature of your request and describe any documents associated with the request. Identify the entity or person making the request and provide a brief explanation for making the request.>

Example Wording:

The XYZ Company hereby requests that the Maryland Department of the Environment – Land Restoration Program review and comment on the attached Phase I and Phase II Environmental Site Assessment reports detailing investigation activities conducted at the above referenced property (“the Property”). A re-financing application is pending for the Property, and the lender has expressed concern about the presence of chlorinated solvents in an air sample collected from the on-site tenant space. We are looking for MDE-LRP to provide its regulatory view of the matter and guidance on the steps we can take to mitigate the contamination issue.

<2nd Paragraph: Confirm your understanding that the MDE-LRP will be charging for its oversight time associated with the service request on a semi-annual basis. Please provide the entity, address, and point of contact to whom MDE will direct its service invoices. Please include the point of contact’s telephone and email address information.

Example Wording:

The XYZ Company understands that a fee will be charged for the requested service. Invoices should be directed to: Mr. Sam Nickels, Business Director; XYZ, Inc.; 1000 Lakeland Drive, New Island, RI 22301. Mr. Nickel can be contacted by telephone at 558-999-0000 and email at mrnickels.xyz@xyz.com.

<3rd Paragraph: Provide the name and contact details for the person to whom formal project related correspondence should be directed.

Example Wording:

All formal correspondence related to the project should be directed to the attention of: Ms. Olivia Randolph, P.E., Chief Engineer, XYZ, Inc.; 1000 Lakeland Drive, Suite 4, New Island, RI 22301. Ms. Randolph may be reached by telephone at 558-999-3000 and email at orandolph.xyz@xyz.com.

<Standard Closing and Signature>

<List of Attached Documents>