



Tenant Environmental Survey

ATTENTION TENANT and PROSPECTIVE TENANT: The purpose of the Tenant Environmental Survey is to develop a baseline of activities and conditions at the port which impact or have the potential to impact the Bay environment. The results of the survey will enable the Maryland Department of Transportation Maryland Port Administration (MPA), the land owner, to begin a collaborative effort with tenants to ensure compliance with state and federal environmental laws and regulations and to encourage Bay-friendly practices.

If you need assistance completing this survey, please contact your Corporate/Site Environmental Manager.

Please complete the survey and return it to Claire Greenaway by an agreed upon date, MPA Property Management, 401 E. Pratt Street, Baltimore, Maryland 21202

Please answer each question. Please attach a site/facility map if available. Also, attach additional information as appropriate (e.g., a list of tanks and locations).

General Information

Name of Tenant: _____

Location/Address: _____

Tenant Contact: _____

Telephone: _____

Checklist Filled Out By: _____

Date checklist Completed: _____

Uses and Activities (check as many as apply)

- Container Operations
- Bulk Product Handling
- Cargo Handling
- Warehousing/Storage
- Office Space
- Above Ground Storage Tank
- Underground Storage Tank
- Mobile Storage Tank/Truck
- Major Equipment Maintenance
- Light Maintenance (fluid change only)
- Vehicle Maintenance
- Vehicle Parking/Parking Lots
- Vehicle Storage
- Vehicle Air Conditioner Maintenance
- Fueling Facility/Operations
- Incidental Fueling
- Vehicle Painting
- Vehicle Washing
- Manufacturing
- Outdoor Equipment Maintenance
- Outdoor Vehicle/Equipment Washing
- Outdoor Material Storage
- Outdoor Waste Material Storage
- Construction Staging
- Other, Specify

Agreement Type

- Office Lease
- Ground Lease
- Facility Lease
- Lease Renewal
- Lease Amendment of _____
- Sublease
- Operating Agreement _____
- Use Agreement for _____
- Easement
- Consent to assignment
- Other _____

What is the Standard Industrial Classification (SIC) for your facility or activities?

(if you do not know your SIC please consult the following website: <http://www.osha.gov/pls/imis/sicsearch.html>)



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1. Storage Tanks

Is a tank installation planned? Yes No
(Remember, no installation or relocation may occur until a Tenant Alteration Request (TAR) is completed by the tenant and approved by the MPA)

Are Above Ground Storage Tanks (AST) present? Yes No
List each AST by name or number and include location, capacity, and contents. (Include information on proposed tanks.)

Is each AST equipped with secondary containment? Yes No

Are the tanks properly labeled, meaning contents and type of hazard? Yes No

Was the installation of the tanks in compliance with all appropriate NFPA requirements? Yes No

Did the tank require a permit from a local jurisdiction (e.g., fire department)? If so, provide permit number. _____

Underground Storage Tanks (UST)? Yes No
List each UST by name or number and include location, capacity, and contents.

Under no circumstances may a tenant install an underground storage tank.

Are USTs present that are **not** in use? Yes No

Does each UST have fill/overfill protection, leak detection, and corrosion protection and is it properly installed according to 1998 state and federal UST regulations? Yes No

Are all USTs registered with the MDE? Yes No

Date of registration: _____ Name registered under: _____

Are Mobile fueling tanks/trucks used or will they be used? Yes No
List capacity and contents of each mobile fueling tank/truck.

Does the tenant have an Oil Operations Permit? Yes No
If so, provide permit number and expiration date.



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Does the tenant have an Oil Transfer Permit? Yes No
If so, provide permit number and expiration date.

Has a Spill Prevention Control and Countermeasure (SPCC) Plan been prepared? (If so, provide signature page of the plan) Yes No

(Include a summary of the last 3 years spills and responses, if any)
Are spill response materials available at your facility? Yes No

(Please attach.)

2. Stormwater

Is a NPDES permit necessary based on SIC and or activities? Yes No

Provide NPDES permit number if applicable _____

Are there storm drains or catch basins at the facility? Yes No

Does an oil/water separator exist at the facility? Yes No

Does stormwater infiltrate into the ground? Yes No

Does stormwater discharge to a Port stormwater collection system? Yes No

Where does stormwater discharge to? _____

3. Wash Water and Process Water

Does or will the tenant have a need to generate wash or process water? Yes No

Is a discharge permit necessary for wash water or process water? Yes No

Provide discharge permit number if applicable _____

How is outdoor wash water managed (e.g., vehicle wash water)? (Attached are our Best Management Practices for outdoor washing. These are minimal standards.)

How is process water managed (e.g., oil/water discharge)? (Provide copy of procedures for managing, if available.)

4. Hazardous Materials/Wastes

Are any hazardous materials (e.g., vehicle fluids, solvents, pesticides, and paints) used or stored at your facility? Yes No

If required, have you submitted a Tier II form to MDE this year? Yes No



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List the types, location, and quantities of hazardous materials. Include info on how they are stored.

Will any hazardous waste be generated or stored at your facility? Yes No Unknown
Are you a Small Quantity Generator? * Yes No Unknown
Are you a Large Quantity Generator? ** Yes No Unknown

*for definition see <http://www.dsd.state.md.us/comar/comarhtml/26/26.13.02.05.htm>



** for definition see <http://www.dsd.state.md.us/comar/comarhtml/26/26.13.01.03.htm>



Please provide plan for hazmat response (also as it may apply to cargo).

5. Air Quality

Does the facility have any air quality permits? Yes No

Provide air permit number if applicable _____

List stationary emission sources (paint booths, solvent tanks, and etc)?

Additional Information (please include section number of survey)
