

Initial Site Assessment (ISA) Guidelines and Suggested Format

I) Introduction

- A) Project Background why we are looking at area in general
- B) Purpose/Goal(s) of the ISA what we hope to accomplish w/ the ISA
- C) Work Scope how will we accomplish goal(s)
 - 1) File Reviews
 - 2) Interviews
 - 3) Site Reconnaissance
 - 4) Others

II) Site Description

- A) Location location in reference to project area(s)
- B) Utilities location of utilities

III) Historical Use

- A) Uses of the Property all obvious uses dating back to the first developed use or 1940, whichever is earlier- if information is readily attainable – include back as far as reasonably attainable using aerial photographs, fire insurance maps, tax files, land titles, topo maps, street directories, and/or interviews
- B) Zoning
- C) Surrounding Property Uses

IV) Environmental File Review

- A) Review of Previous Environmental Assessments & Municipal Records
- B) NHDES File Review
 - 1) Actual Property Review
 - 2) Adjacent Property Review

V) Site Reconnaissance

- A) Interior
- B) Exterior
- C) Interviews

VI) Summary & Conclusions

VII) Recommendations

VIII) Limitations