**North Carolina Brownfields Program**

**Brownfields Agreement Process**

**Prospective Developer (PD)**

- Submit Brownfields Property Application (BPA)
- PD submits Revision to BPA
- PD submits additional info as required, including $2,000 initial fee
- PD performs additional assessment
- PD prepares brownfields plat map according to guidance. Revise as needed
  - NO: Process ends without BFA
  - YES: Plats are approved

**NC Brownfields Program (NCBP)**

- Project Manager (PM) reviews BPA
- Can determine, insufficient data
- Yes: PM sends Letter of Eligibility (LOE) to PD. Requests all available assessment data, receptor survey, and initial fee
- No: PM sends out BPA response to PD
- PM reviews available data and determines if additional assessment is needed
  - More Assessment Needed?
    - NO: PM sends additional assessment letter to PD
    - YES: PD performs additional assessment

- PD submits results of additional assessment
- PM sends out BPA response to PD
- PM drafts Brownfields Agreement (BFA) with internal review by management
- NCBP sends ancillary documents to PD
  - NO: Review of modified BFA by Department of Justice (DOJ) (Additional Fee Required)
  - NO: Do changes need DOJ review?
    - YES: Review of modified ancillary documents by DOJ (Additional Fee Required)
    - NO: Process ends without BFA
- NCBP sends BFA to PD
- NCBP creates ancillary documents, reviewed internally by management
- PM creates ancillary documents, reviewed internally by management
- PM creates BFA, reviewed internally by management
- PM approves BFA
- Agreement Reached?
  - NO: Process ends without BFA
  - YES: Negotiations

- Negotiations
  - NO: Do changes need DOJ review?
    - YES: Review of modified ancillary documents by DOJ (Additional Fee Required)
    - NO: Process ends without BFA
  - YES: Agreement Reached?
    - NO: Process ends without BFA
    - YES: Proceed to Public Comment [see next flow chart]