

STATE OF DELAWARE
DRINKING WATER STATE REVOLVING FUND
Source Water Protection Loan Fund

LAND ACQUISITION AND CONSERVATION EASEMENTS

APPLICATION CHECKLIST

ALL APPLICANTS MUST INCLUDE THE FOLLOWING:

- Two copies of the loan application form;
- The original and two (2) copies of the site appraisal;
- A Contract of Sale/ or Conservation Easement Agreement signed by the applicant and the site owner(s);
- A completed Seller's Disclosure Form provided in the loan application package and;
- Two maps indicating the proposed site's proximity with respect to the delineated source water protection area.

THE FOLLOWING ITEMS ARE DEPENDENT UPON THE TYPE OF WATER SYSTEM YOU ARE APPLYING UNDER

- I. **Publicly owned** (municipal) drinking water providers must include **two copies** of each of the following:
- Audited financial statements for the three most recent fiscal years;
 - Current year budget;
 - Town Charter;
 - Most recent bond rating, if available;
 - Current and proposed user rates.
- II. **Corporate or privately owned systems** shall provide **two copies** of each of the following with the application package:
- Most recent three years audited financial statements;
 - Current year unaudited financial statements;
 - Articles of Incorporation;
 - State of Delaware business license;
 - Listing of corporate officers.

 - In addition, **sole-proprietorship and Chapter S corporations** must include signed IRS and State of Delaware tax filings for the last three fiscal years.

 - Evidence of the Internal Revenue Service tax exempt status of a nonprofit noncommunity entity must be included with the organization's application.

STATE OF DELAWARE

DRINKING WATER STATE REVOLVING FUND

SOURCE WATER PROTECTION FUND

APPLICATION

Type of Loan Applying for (check one): Land Acquisition Conservation Easement

Section I – Applicant Information (please print or type)

Applicant's Name and Address:

Phone # _____ Fax # _____

Primary Contact Person (Authorized Official):

Name: _____

Address: _____

Phone # _____ Fax # _____

Project Contact:

Name: _____ Phone # _____

Name and Location of Public Water System (site):

Type of Public Water System (check one):

- Public-owned community Investor-owned community
- Privately-owned community Nonprofit noncommunity
- Other : please explain: _____

Section II - System Information

Source Type (check one):

- Surface Water
- Ground Water, Unconfined Aquifer
- Ground Water, Confined Aquifer
- Ground Water, Mixed Sources
- Ground Water, Under Direct Influence of Surface Water

Site Size (Ratio of acreage to Source Water Protection Area Acreage):

- _____ Greater than 50%
- _____ 30% to 49%
- _____ 20% to 29%
- _____ 10% to 19%
- _____ 5% to 9%
- _____ Less than 5%

Site Information

Name of current owner: _____

Tax Parcel Number: _____

Is the property located in the 100-year floodplain? Y N

Percentage of Impermeable Surface on the property: % _____

Approximate distance(s) and direction(s) to nearest stream(s):

Briefly explain how the land acquisition/easement will directly promote public health protection and/or compliance with national drinking water regulations.

Section III - Funding Information

Appraised Value of Site: \$ _____
Name of person who performed the appraisal: _____
Date of the submitted appraisal: _____

DWSRF Loan Assistance Required:
Site Acquisition Cost, only _____
Site Acquisition Cost and Closing Costs _____

Type of Security Applicant anticipates providing to secure the Loan:
Pledge of Revenue of the Water System _____
Pledge of Revenue of Water & Sewer System _____
General Obligation Bond _____
Senior Debt Obligation _____
Mortgage/Lien on the serviced property _____
Other (Describe Below): _____

Service area connections:
Metered connections: _____
Unmetered connections: _____
Total connections: _____

Current User Rates	(Monthly):	Last Adjustment (Year)	Previous Rate
Metered connections:	_____	_____	_____
Service connections:	_____	_____	_____

Submit the rate schedule, if applicable

Describe Rate setting procedures for the system:

Service Area Population: _____
Median Household Income of Service Area: _____
Data Source and date of MHI: _____

Applicant's Certification:

I certify the information that is contained in this application and on any attachments to this application is true and correct to the best of my knowledge. I certify that I am legally authorized to sign, date and submit this information on behalf of the applicant. The undersigned also agrees to clarify or supplement information pertaining to this application upon request.

Name and Title: _____
Address: _____
Signature: _____ Date: _____



STATE OF DELAWARE
DEPARTMENT OF NATURAL RESOURCES &
ENVIRONMENTAL CONTROL
DIVISION OF WATER RESOURCES
Water Supply Section
89 KINGS HIGHWAY
DOVER, DELAWARE 19901

Appendix I

Land Owner Site Disclosure

Circle the best answer (Y = Yes, N = No, U = Uncertain)

- 1) Has this property, at any time in the last 15 years, been declared a Superfund site by EPA or has it been investigated through the DNREC Site Investigation and Remediation Branch? Y N U
- 2) Is there an Underground Storage Tank or a Leaking Underground Storage Tank located on the property? Y N U

If so please provide the following:

Regulated Facility?: Y N

Facility Name: _____ Facility ID No.: _____

- 3) Is there a landfill or dumpsite on the property? Y N U
- 4) Is there a National Pollutant Discharge Elimination System (NPDES) permit associated with this property? Y N U

If yes then provide NPDES Permit #: _____

- 5) Are there any tire piles located on this property? Y N U
- 6) Has this property ever been used as a Hazardous Waste Generator or a Transportation, Storage, or Disposal (TSD) Facility? Y N U

If yes please provide the Facility Permit Number (if applicable): _____

Delaware's good nature depends on you!

7) Is this property, or has this property been, listed in the Delaware Toxic Release Inventory? Y N U

8) Is this property, or has this property ever been a salvage yard? Y N U

If yes please provide the DNREC Stormwater permit Number: _____

9) Is this property, or has this property ever been a pesticide loading, mixing, and storage facility? Y N U

10) Is there, or has there been, a domestic septic system on the property? Y N U

If yes please provide the septic permit # (if applicable): _____

11) Is there, or has there ever been, a large (greater than 2500 gallons daily) on-site septic system associated with this property? Y N U

If yes please provide the septic permit Number (if applicable): _____

12) Is there, or has there ever been, a waste water spray irrigation facility associated with this property? Y N U

If yes please provide the Facility Permit Number (if applicable): _____

13) Is there, or has there ever been any land application of waste sludge associated with this property? Y N U

If Yes please provide the name of the Waste Hauler(s): _____

14) Is there, or has there ever been, a confined animal feed operation associated with the property? Y N U

If yes, does this property have a Nutrient Management Plan? Y N

15) Is there, or has there ever been, a combined sewer overflow associated with the property? Y N U

16) Are there any existing or known dredge spoils on the property? Y N U

17) Is this property associated with a golf course? Y N U

18) Are there any other potential sources of contamination located on the property? Y N U

If yes please provide more detail:

Appendix II:

DNREC APPROVED APPRAISERS LIST

Advisory & Appraisal Company
Gary V. Parker, MAI, CRA
1202 Red Leaf Road, Ste. B
Wilmington, DE. 19808
(302) 764-9900
(302) 764-8060

Appraisal Associates
Robert H. McKennon, MAI
2101 Tatnall Street
Wilmington, DE. 19802
(302) 652-0710
(302) 652-1098 – FAX

Insignia/ESG, Inc.
Earl L. Timmons, Jr., MAI
200 Bellevue Parkway, Ste. 200
Wilmington, DE. 19810
(302) 792-7515
(302) 792-7516 – FAX

Joseph N. Melson, Jr., MAI
104 Stonecrop Road
Wilmington, DE. 19810
(302) 475-5616

Garthwaite Realty Company
Michael Close
1037 S. duPont Highway
Dover, DE. 19901
(302) 674-1245

Tidewater Properties, Inc.
Laurence P. Moynihan, ASA
116 S. Dual Highway
Seaford, DE. 19973
(302) 629-4635
(302) 629-4913 – FAX

Dan Enterline Real Estate
42 S. State Street, P.O. Box 695
Dover, DE. 19903
(302) 674-5544 (office)
(302) 678-3817 (home)

Loomis Appraisal Company
Earl H. Loomis, SRA
256 Chapman Road, #101
Newark, DE. 19702
(302) 368-2855
(302) 368-0992 - FAX

G. M. Records, Inc.
George M. Records, Jr.
307 South State Street
P.O. Box 1979
Dover, DE. 19903
(302) 736-0210
(302) 678-3504 – FAX

Advisory & Appraisal Company
Harold Carmean
532 S. Bedford Street, P.O. Box 441
Georgetown, DE. 19947
(302) 855-2400
(302) 855-1202

Joseph W. Wells, Jr.
10 N.W. Front Street
Milford, DE. 19963
(302) 422-2400
(302) 422-2898 - FAX

Brown Appraisal Company
Charles Brown
P.O. Box 7848
Wilmington, DE. 19803
(302) 477-0098
(302) 477-1799