

# MEMO



**TO:** Voluntary Response Action Program (VRAP) Practitioners

**FROM:** Chris Redmond, Maine DEP VRAP Manager

**DATE:** August 15, 2025

**SUBJECT:** VRAP Site Figures for Certificates of Completion

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## **What is the issue with figures on final certification documents?**

In recent years VRAP has seen an increasing number of VRAP Certificates of Completion (COC) get rejected for recording by various county registry of deeds due to poor quality figures. This is also true if a figure is included in the associated environmental covenant, although a figure is optional on covenants. Sometimes figures provided by the applicant or their team are of poor quality and, even if accepted by the registry of deeds for recording, they scan poorly and essentially become useless. This is inconvenient for all the parties involved and leads to delays.

From time to time, DEP files get lost or destroyed and DEP may have to rely on the copies that were recorded at the registry of deeds. If the associated figures are of poor quality, it can take a substantial amount of time to figure out the boundaries of a site. If it is done right the first time, we won't have that problem.

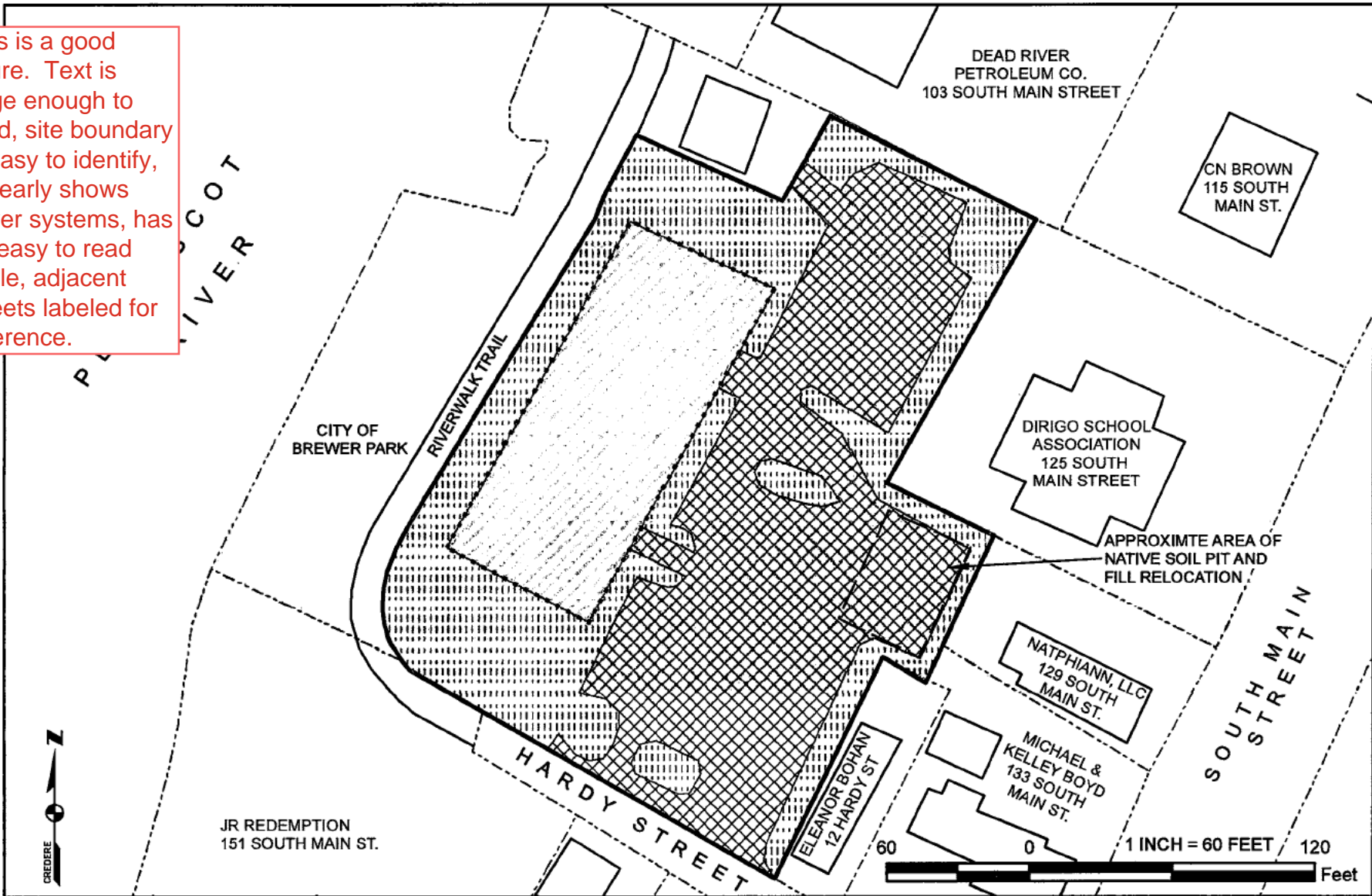
Colorful and detailed figures are excellent for a Phase II ESA but are terrible for a COC that will be scanned at low resolution and in black and white at the registry of deeds. The intent of the COC figure is to show the approximate site boundaries and relevant site features only. It is not a legal survey.

We have met with the head of the registrars to discuss their expectations. These figures need to be:

- simple black and white line drawings
- marked with clear site boundary
- have a legend showing "site" boundary
- have a scale
- at least 10 point font throughout
- labeled with map/lot numbers
- adjacent streets labeled for reference
- no aerial photos or shading since it won't scan well
- 1" margins

Several examples of VRAP site figures pulled from the registry of deeds are attached, along with some commentary explaining why they are good or bad.

This is a good figure. Text is large enough to read, site boundary is easy to identify, it clearly shows cover systems, has an easy to read scale, adjacent streets labeled for reference.









Attachment A, Site Figure, VRAP COC, Brewer Former Public Works Site

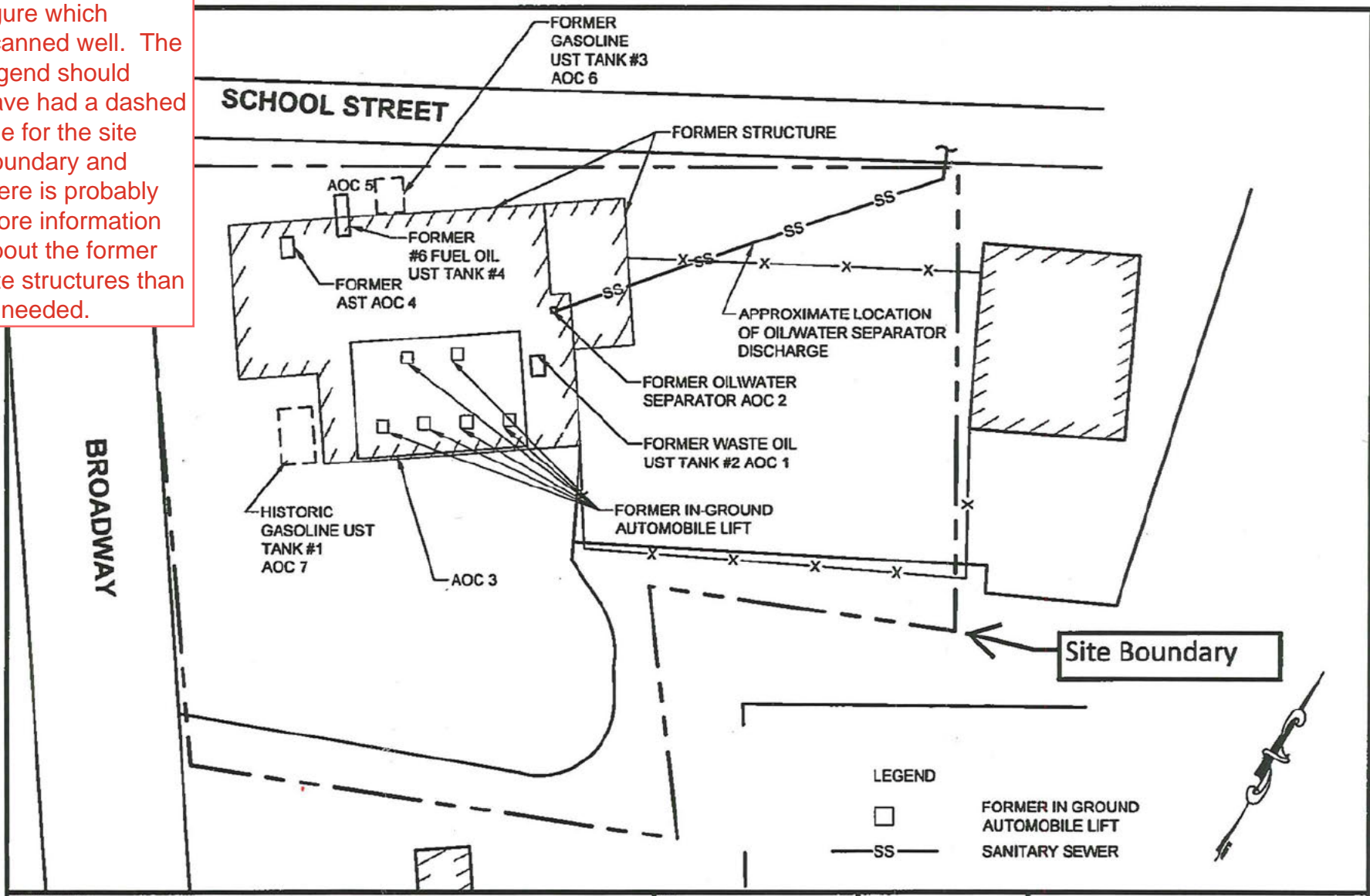
DRAWN BY: MAK DATE: 5/16/2016  
 CHECKED BY: ASD PROJECT: 15001315

**FIGURE 3  
 ENGINEERED BARRIER  
 TYPE LOCATIONS**

BREWER FORMER PUBLIC WORKS/  
 MASON'S BREWING COMPANY  
 15 HARDY STREET  
 BREWER, MAINE 04412

-  LANDSCAPED AREA
-  SITE BUILDING
-  ASPHALT AND CONCRETE
-  SITE BOUNDARY
-  APPROXIMATE EXTENT OF SITE BUILDING
-  APPROXIMATE PARCEL BOUNDARY

This is a decent figure which scanned well. The legend should have had a dashed line for the site boundary and there is probably more information about the former site structures than is needed.



Susan F. Bulay, Register  
Penobscot County, Maine

PROJECT TITLE:	<b>KELLEY CAR CENTER BANGOR, MAINE</b>	DWG:	<b>SK1</b>	BY:	<b>BTH</b>
SHEET TITLE:	<b>SITE SKETCH</b>	DATE:	<b>12049.001</b>	DATE:	<b>2018.09.28</b>
		SCALE:	<b>1"=60'</b>	REV:	
				REV DATE:	



Figure 2  
Source Area

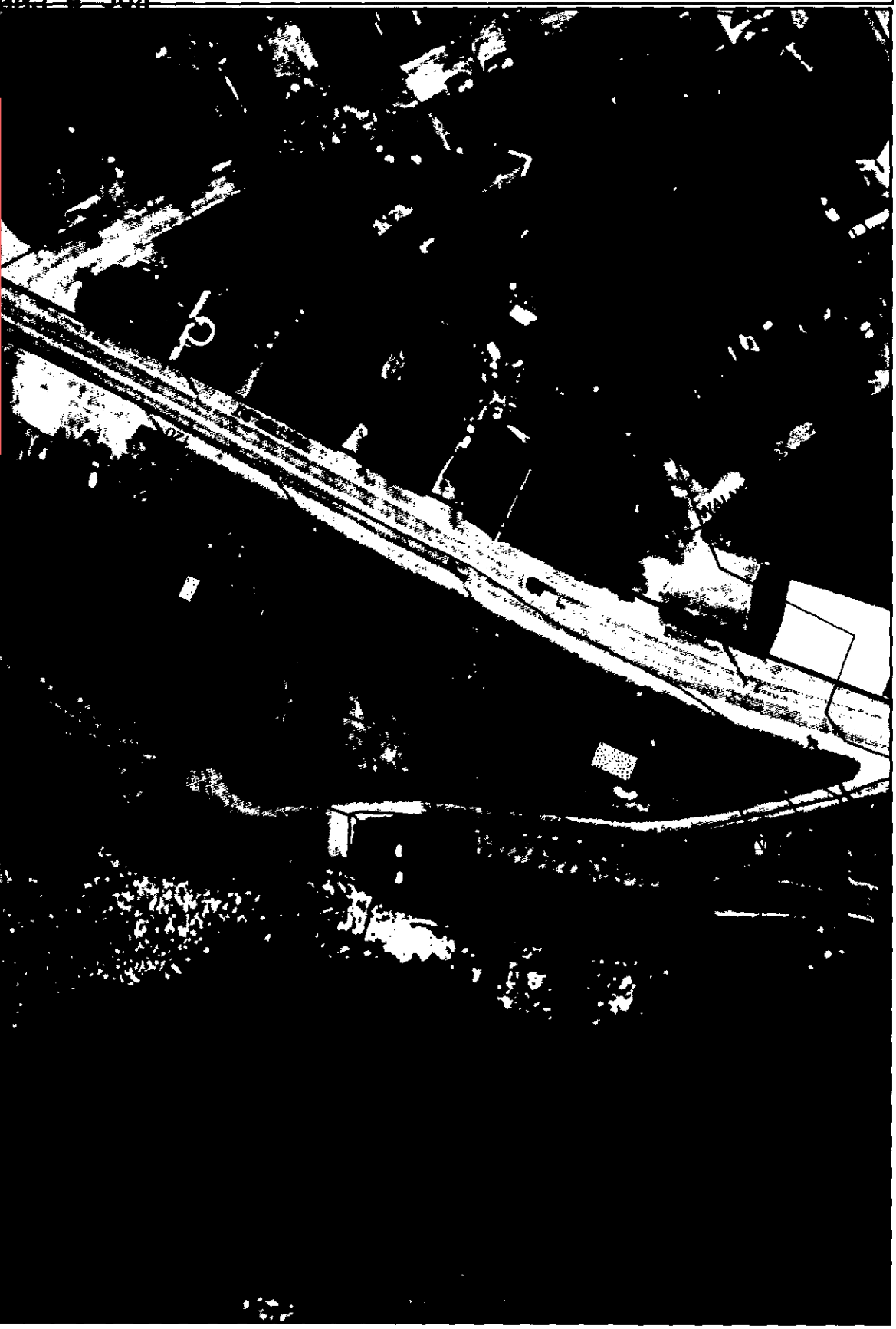


POLE WATE  
BOX SAMPLE  
1531 PM  
SIDE RE-TAKING WALL  
PAVED ROAD  
GRAVEL/GRASS PARKING  
Town Road  
Green Road  
Green Road  
Water  
State-Justed Highway  
State Highway  
Toll Highway  
Private  
Park Road  
Seasonal Pathway  
BUILDING  
ELECTRICAL UNIT  
FOUNDATION  
FOUNDATION - BOSS  
SOURCE AREA  
Elevation Contours

Map Note:  
1) Sample locations, structure and transportation features were collected using a Trimble PROXR GPS Unit or digitized from ground truth data. 2) Background hydrologic and political features are from the CGIS data layers with an accuracy of +/- 40'. 3) All data is projected to NAD 83. 4) All spatial data specific to the Bureau of Reclamation and the US Army Corps of Engineers are processed, geo-referenced, and maintained by John Lyman and Chris Haisted of the Maine DEP GIS Unit. 5) This map is to be used for reference only and does not represent authoritative locations of displayed features.

Map Prepared By: Chris Haisted  
MAEP GIS Unit 1506

Aerial photo scanned poorly, can't tell where the site is. This site had a "restricted no dig area", the originals VRAP documents were lost, so this is the only copy we have and it's pretty useless.

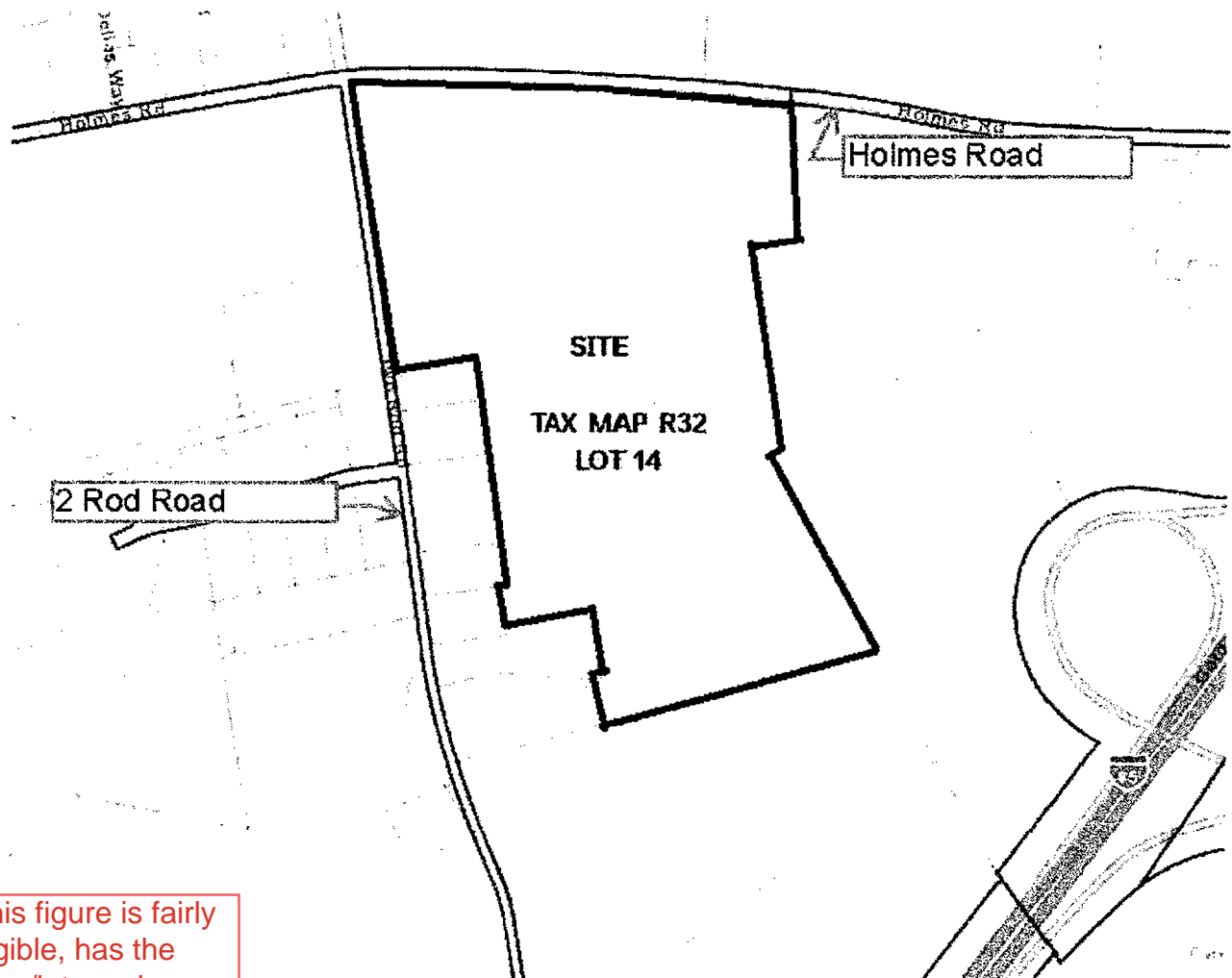


Received Kemeber 55.  
93/21/2006 12:34 PM

Beech Ridge Motor Speedway Site, #REM03629  
70 Holmes Rd, Scarborough  
VRAP No Further Action Assurance Letter

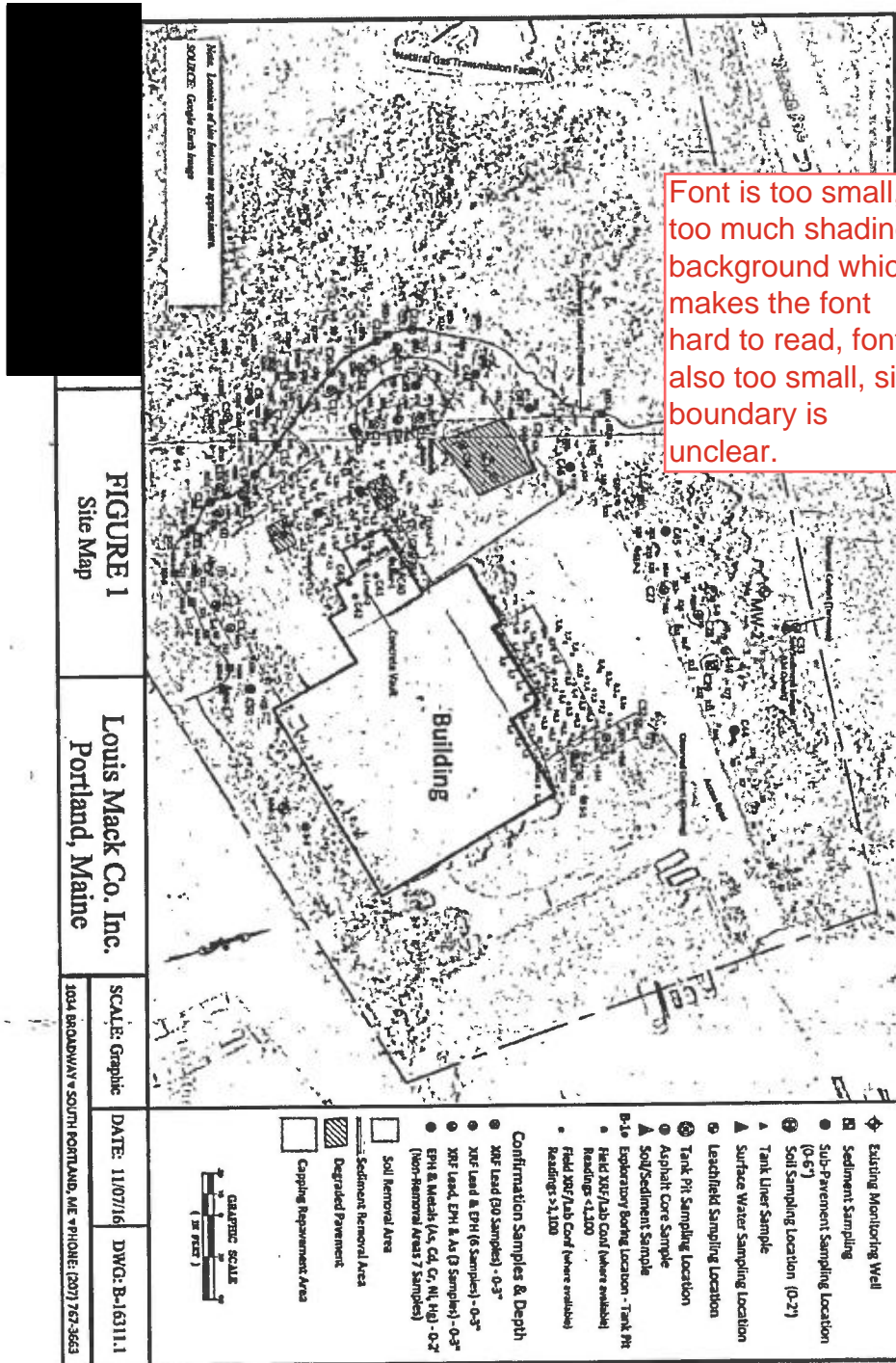
May 20, 2025  
Page 6 of 6

Attachment A, Site Figure



This figure is fairly legible, has the map/lot numbers, adjacent roads are identified, although the text in the initial figure was too small so street labels had to be added by DEP. It is missing a scale and a legend.

Attachment A

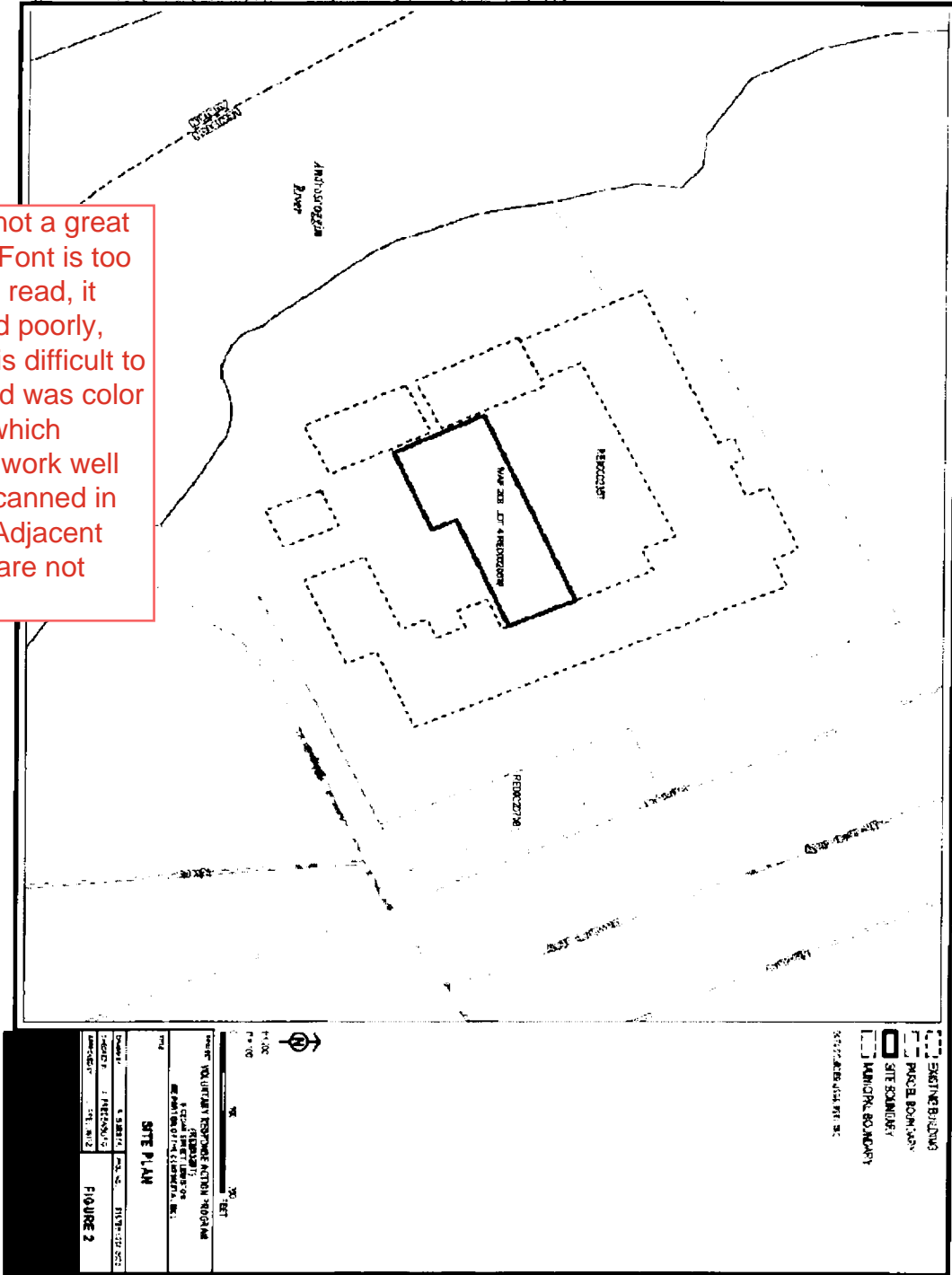


Font is too small, too much shading/background which makes the font hard to read, font is also too small, site boundary is unclear.

PICKER HOUSE SITE, #REM03297  
6 CEDAR STREET, LEWISTON

) COMMISSIONER'S CERTIFICATION  
) OF COMPLETION OF REMEDIAL  
) ACTIONS UNDER A VOLUNTARY  
) RESPONSE ACTION PLAN

This is not a great figure. Font is too small to read, it scanned poorly, legend is difficult to read and was color coded which doesn't work well when scanned in B&W. Adjacent streets are not legible.



This is not a great figure, the aerial photo looked great in the original, but did not scan well. Font is too small on figure and in the legend.



**Legend & Notes**

- Site Boundary
- 275-Gallon Empty Fuel Oil ASTs (Basement)
- Drainage w/ Cistern System (Basement)
- Steel Pipe

**Notes**

1. Site Plan based on Bing Orthophotography
2. Some features are approximate in location and scale
3. This plan has been prepared for the City of Gardiner. All other users are not authorized unless with permission is obtained from Ransom Consulting, Inc.

**Scale & Orientation**

0 25 50  
1 inch = 50 feet

**Prepared For**

City of Gardiner  
6 Church Street  
Gardiner, Maine

**Site Address**

18 Dennis Street  
Gardiner, Maine  
131 00114 Oct 2014

**Figure 2**  
Site Plan

C:\Data\Environment\13\_00114\18\_Dennis\Report\Figure\_2.mxd



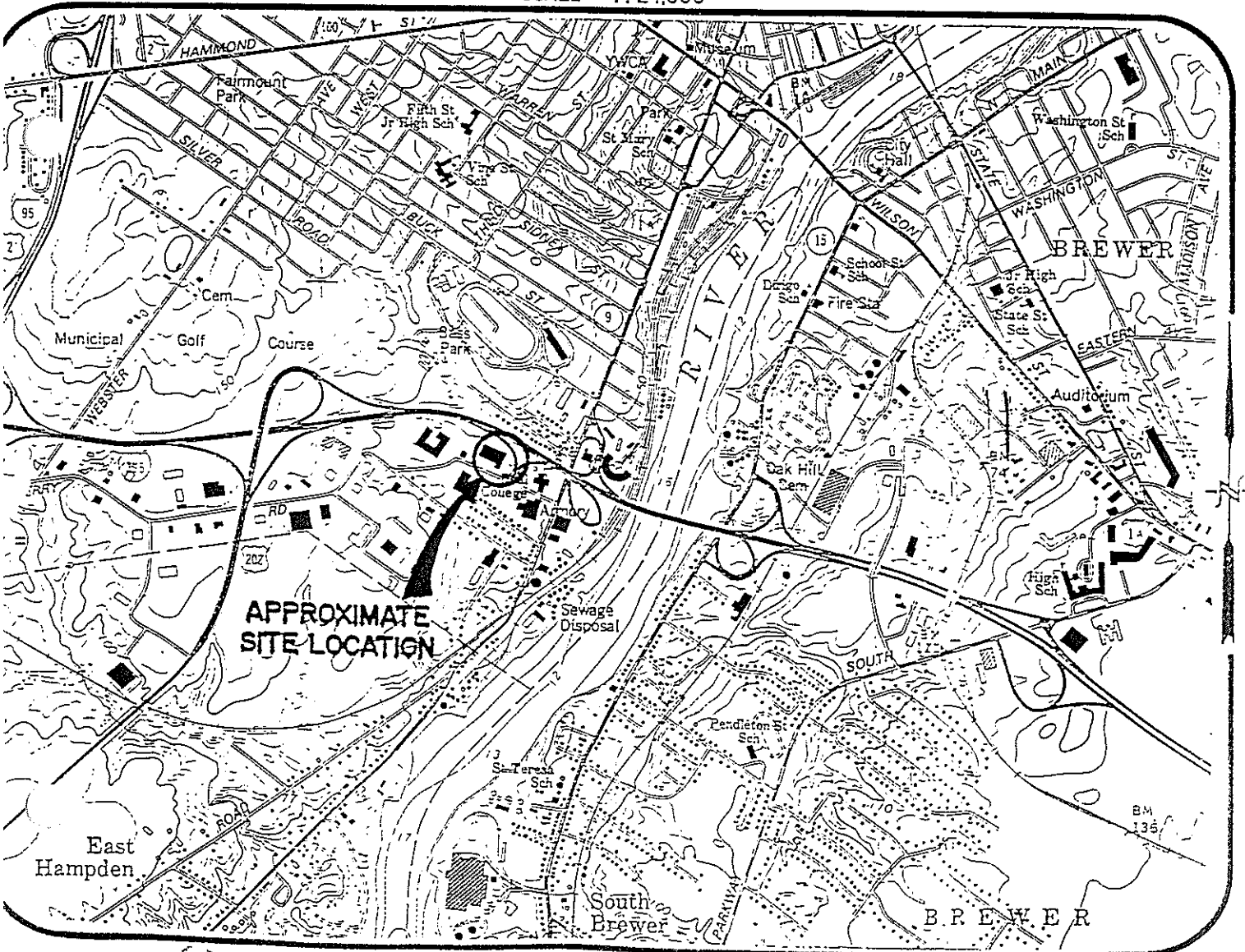
# Attachment A-Site Location Map

Zoomed out too far, no legend, etc.  
Not what we are looking for.

UST SITE ASSESSMENT  
BANGOR PIPE & SUPPLY, INC.  
54 FARM ROAD  
BANGOR, MAINE

96-545.1 U      NOVEMBER 04, 1996

BASE MAP TAKEN FROM 7.5 MINUTE SERIES USGS TOPOGRAPHIC MAP, BANGOR, MAINE QUADRANGLE.  
SCALE 1:24,000



Attachment A-Site Location Map

Zoomed out too far, shaded areas scan poorly, not what we are looking for.

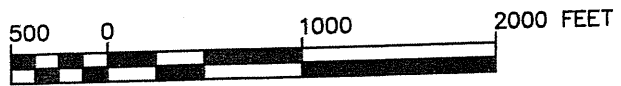
SOUTH YARD STORAGE AREA

NORTHERN 4 ACRE PORTION

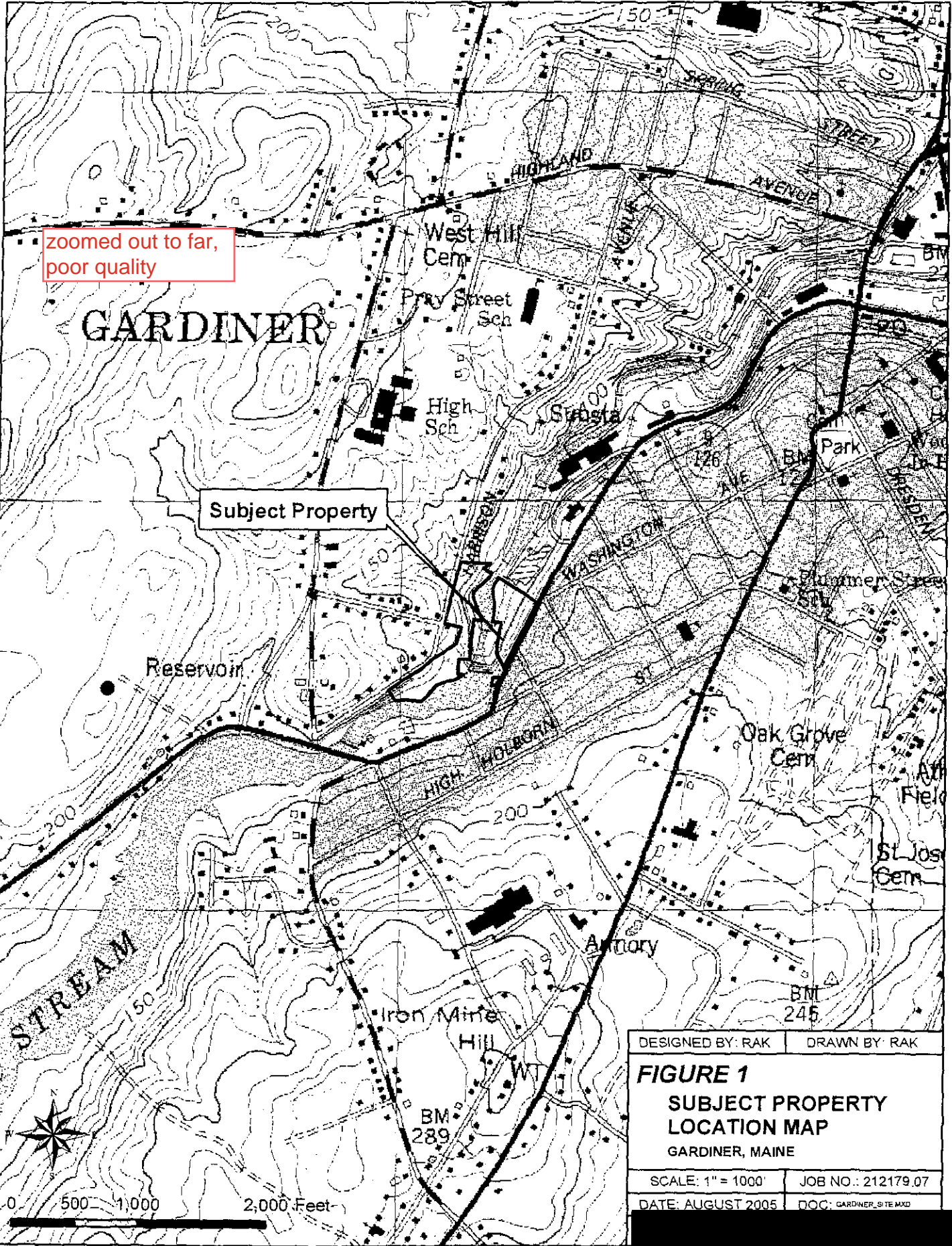
SOUTHERN 6 ACRE PORTION

BASE MAP ADAPTED FROM 7.5 MIN USGS TOPOGRAPHIC QUADRANGLE BATH, MAINE - 1980

FIGURE 1 SITE LOCATION MAP SOUTH YARD STORAGE AREA BATH IRON WORKS BATH, MAINE



DWG: SITELOC LMN: SITELOC CTB: SITELOC REV:6/12/03



DESIGNED BY: RAK	DRAWN BY: RAK
<b>FIGURE 1</b>	
<b>SUBJECT PROPERTY</b>	
<b>LOCATION MAP</b>	
GARDINER, MAINE	
SCALE: 1" = 1000'	JOB NO.: 212179.07
DATE: AUGUST 2005	DOC: GARDINER_SITE.MXD

