Pursuant to ch. 227, Wis. Stats., the Wisconsin Department of Natural Resources has finalized and hereby certifies the following guidance document.

**DOCUMENT ID**

RR-19-5406-C

**DOCUMENT TITLE**

Model Letter: RP Rescind Letter

**PROGRAM/BUREAU**

Remediation and Redevelopment

**STATUTORY AUTHORITY OR LEGAL CITATION**

Wis. Stats. ch. 292; Wis. Admin. Code ch. NR 700

**DATE SENT TO LEGISLATIVE REFERENCE BUREAU (FOR PUBLIC COMMENTS)**

26-Aug-19

**DATE FINALIZED**

02-Sept-19

**DNR CERTIFICATION**

I have reviewed this guidance document or proposed guidance document and I certify that it complies with sections 227.10 and 227.11 of the Wisconsin Statutes. I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is not explicitly required or explicitly permitted by a statute or a rule that has been lawfully promulgated. I further certify that the guidance document or proposed guidance document contains no standard, requirement, or threshold that is more restrictive than a standard, requirement, or threshold contained in the Wisconsin Statutes.

[Signature]

September 4, 2019

Date
This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts.

[Date]

[Recipient name and address]

Subject: New Determination Regarding Investigation of Contamination
No Additional Action Required
Site Name
Site Address, City, WI
WDNR BRRTS # former BRRTS #

Dear [RP/recipient name]:

On [Notification date], Name and/or Company reporting the release, on behalf of RP's name or company, notified the Wisconsin Department of Natural Resources (“WDNR” or “the Department”) that Contaminant type had been detected at the site listed above. Based on the information that was initially submitted to the WDNR, you were sent a letter on [date] explaining your obligations for restoring the environment at the referenced site under Wis. Stats. § 292.11.

This second letter is being sent to notify you, that based on an evaluation of all the information that is now available to the Department, you are not required to conduct an NR 716 site investigation for the site described above. [Insert all relevant site specific information about the notification that was received.]

The Bureau for Remediation and Redevelopment Tracking System (“BRRTS”) will now show the status of the site described above as a “no action required” site. As part of this action, we assign the site a new identification number in our tracking system. PLEASE NOTE: Using the new BRRTS identification number, (enter new BRRTS number), you may view the information related to your site at any time ([http://dnr.wi.gov/topic/Brownfields/wrrd.html](http://dnr.wi.gov/topic/Brownfields/wrrd.html)) and use the feedback system to alert us to any errors in the data.

If you want a more detailed written response from the Department regarding the “no action required” status, please be advised that Choose one of the following letter options based on applicability to the site. If unclear, use GLC letter. under NR 749, Wis. Adm. Code, a $700.00 fee is required for the general liability clarification letter. [OR] under NR 749, Wis. Adm. Code, a $350.00 fee is required for a No Further Action Letter issued under NR 708.09, Wis. Adm. Code.

NOTE TO STAFF: IF NO DETAILED LETTER IS REQUESTED, A MEMO STATEING WHAT INFORMATION WAS USED TO MAKE THE DETERMINATION THAT NO FURTHER INVESTIGATION IS NEEDED, SHOULD BE PUT IN THE REGIONAL FILE.

Further correspondence regarding this site should be sent to:
Thank you for your cooperation.

Sincerely,

[Staff name]
[Staff title]
Remediation & Redevelopment Program

cc: [Consultant name/address and/or other cc's]