

BIG BEAR LAKE BUILDING AND SAFETY DIVISION POLICY

DEMOLITION PERMITS

Number: BS/01-01

Issued: 1/30/01

Revised: 3/31/09 Page 1 of 2

PURPOSE

To establish consistent guidelines and provide staff with direction pertaining to the requirements for the issuance of demolition permits.

POLICY

Prior to the issuance of a demolition permit, various informational disclosure forms shall be completed. This policy identifies these forms and provides staff with direction as to the procedure for completing the demolition permit process.

PROCEDURE

Prior to issuing a demolition permit the following must be completed:

1. (3) Copies of a plot plan shall be submitted identifying the location and the square footage of all buildings and paved areas on the property. The plot plan shall include the following:
 - State the proposed date(s) of demolition
 - Clearly delineate which building(s) is/are to be demolished;
 - Clearly delineate paving to be removed;
 - Provide a tree chart;
 - Show the construction envelope and tree protection measures as necessary;
 - Show the location and type of container to be used for debris collection;
 - Show BMPs for NPDES;
 - Show existing easements on property;
 - Show existing drainage across property (flowlines);
 - If necessary, show location of fencing, screening and pedestrian protection measures;
 - Include the name of the trash/ debris hauler. If self hauling, state intended waste disposal site.

2. The building permit fee shall be based on the valuation to complete the demolition plus the sewer capping inspection fee (excluding dump fees). In the remarks area of the permit application write sewer to be capped-off at grade and inspected prior to final. The applicant shall note on the permit application the proposed date for the commencement of demolition activities.

3. A copy of the plot plan shall be forwarded to the Planning Department and to the Engineering Department along with a Residential Plan Check routing form. There will be a 10 to 14 day turnaround time for City departments to review and approve, or deny, the application to demolish.

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4. Fax a Brush Reduction letter to the Fire Department.
5. A Demolition Permit may not be issued until the plot plan is returned approved from the Planning, Engineering, and Fire Departments (brush reduction).
6. If the demolition may impact any public right-of-way, the applicant shall be directed to the Engineering Department for an encroachment permit. In the instance where Big Bear Boulevard may be impacted, the applicant shall be directed to obtain an encroachment permit from Caltrans.
7. An asbestos survey is required on demolitions of 100 square feet or more. The applicant shall complete a South Coast Air Quality Management District (SCAQMD) Notification of Demolition or Asbestos Removal form (Attachment A), (keep a copy for the Building and Safety file). The applicant shall submit this form to SCAQMD. Note: There is a 14 day waiting period from the date the asbestos report is mailed to the SCAQMD to the date the demolition may begin.

At issuance of a demolition permit the following shall be completed:

8. If the contractor is the permit applicant, he or she shall submit a signed owner authorization, or a copy of the demolition contract signed by the property owner.
9. If the owner is the permit applicant, staff shall verify ownership as evidenced in a deed, Metroscan, or First American Title Company.
10. The applicant shall sign the Instruction and Information Pertaining to Demolition form (Attachment B), keep the original for the file and give the applicant a copy.
11. The applicant shall complete the Building Demolition/Sewer User Fee Billing Information form (Attachment C).
12. The applicant shall be directed to the Engineering Department to pay for a sewer cap-off inspection. Once cap-off is completed, the applicant shall contact the Sanitation Department for the inspection.
13. Staff shall finalize the permit only after the entire site has been raised and all construction debris (including foundation remnants) has been removed from the site, the sewer cap-off inspection has taken place, and the Planning and Engineering Departments have approved and signed a Final Routing.

DEMOLITION CONTRACTORS

A. J. Acosta
Post Office Box 2889
41688 Big Bear Boulevard
Big Bear Lake, CA 92315
(909) 866-9634

Bear Valley Paving
Post Office Box 1588
Big Bear Lake, CA 92315
(909) 866-4746

Eagle Tree Service & Construction
Post Office Box 2550
Big Bear City, CA 92314
(909) 585-2285

Ken Willis Construction
Post Office Box 121
Big Bear City, CA 92314
(909) 585-3224

ASBESTOS SURVEY AND ABATEMENT

Brickley Environmental
957 W. Reece Street
San Bernardino, CA 92411
(800) 530-3366

Scott Morrison & Associates
3243 Arlington Ave., Ste. 206
Riverside, CA 92506
(800) 824-3353

Cardinal Environmental Consultants Inc.
620 South B Street, Suite A
Tustin, CA 92780-4318
(714) 730-5931

Environmental Consulting
12466 Oaks Avenue
Chino, CA 91710-2640
(909) 628-0369

HI-TECH Environmental and Laboratory Services
5396 Lincoln Avenue, Suite A
Cypress, CA 90630
(714) 827-0693

Asbestos Frequently Asked Questions

FREQUENTLY ASKED QUESTION FOR ASBESTOS REMOVAL AND DEMOLITION

QUESTION	ANSWER
<p>Who can I call about asbestos removal or demolition questions?</p>	<p>AQMD Asbestos Hot Line at (909) 396-2336 Tuesday-Friday, 7:00 am - 5:00 pm</p> <ul style="list-style-type: none"> • For after-hours emergencies, call 1-800-CUT-SMOG. Leave a message stating the reason for the emergency and if you want a supervisor to respond to your call.
<p>Do I have to have a survey before I send a demolition form to AQMD?</p>	<p>YES</p> <ul style="list-style-type: none"> • Asbestos surveys are required prior to all demolitions and renovations. The form requires answering questions that only a survey can answer.
<p>Who needs to file the Asbestos Removal or Demolition Notification forms?</p> <p>Who should fill out the notification?</p>	<p>CONTRACTORS</p> <ul style="list-style-type: none"> • The Contractors that will remove asbestos and/or demolish the structure. • Notifications should be completed, signed, paid, and mailed by the contractor performing the removal and/or demolition project.
<p>Are there exceptions to the Notification form process?</p>	<p>YES</p> <ul style="list-style-type: none"> • Asbestos removals of less than 100 square feet. • Renovations without asbestos. • Other Rule requirements may apply.
<p>Are homeowners required to file a Notification form?</p>	<p>YES</p> <ul style="list-style-type: none"> • Only when performing a demolition by owner, • This exemption applies only to the owner of the house who is a permanent resident of this house. • Other Rule requirements may apply.

Where can I find asbestos demolition notification forms and fee information?	<p>At AQMD web site:</p> <ol style="list-style-type: none"> 1. http://www.aqmd.gov 2. Click on "Business" 3. Click on "Compliance Program" 4. Click on "Asbestos Removal & Demolition"
Where do I send my completed asbestos demolition or notification form?	<p>SCAQMD Asbestos Notifications File #55641 Los Angeles, CA 90074-5641 Keep a copy of your notification for your records and to obtain a city demolition permit.</p>
Do I need an AQMD demolition permit or an asbestos permit?	<p>NO</p> <ul style="list-style-type: none"> • But the regulation requires a Notification to AQMD 14 days prior to any demolition or removal of more than 100 square feet of asbestos.
Are there due dates for the Notification and fee?	<p>YES</p> <ul style="list-style-type: none"> • Notification and fee are due 14 calendar days BEFORE work starts.
How is the notification fee determined?	<p>SIZE OF PROJECT IN SQUARE FEET</p> <ul style="list-style-type: none"> • Removals require a fee based on the amount of asbestos to be removed. • Demolitions require a fee based on the building size. • Refinery and/or chemical unit demolition fees are based on the structure's footprint surface area.
What are the notification fees and where do I find them?	<p><u>Fees are specified in AQMD Rule 301, Table VI.</u></p> <p>They are usually updated annually as of July 1,</p> <ul style="list-style-type: none"> • A summary of fee requirements is provided in Asbestos Fee Information.

<p>I want to hand carry my Notification to AQMD</p>	<p>We strongly recommend that you mail the notifications to save time and money, and to reduce traffic and air pollution. However, you can drop the notification in the inbox labeled "Asbestos Notifications" located at the cashier's window in the lobby at AQMD's Diamond Bar Headquarters.</p>
<p>Can I submit my notification without fees?</p>	<p>NO</p> <ul style="list-style-type: none"> • Notifications submitted without appropriate fees are deemed incomplete and will be returned to sender and referred to the Air Toxics Compliance Unit.
<p>Do I need to notify AQMD if I am doing a "soft" demolition?</p>	<p>NO</p> <ul style="list-style-type: none"> • Demolition and or removal of asbestos-free partitions are exempt from notification. Renovations without asbestos do not require notification.
<p>What is the purpose of the 14 day waiting period? Why do I have to wait 14 calendar days?</p>	<p>INSPECTION</p> <ul style="list-style-type: none"> • To give AQMD time to verify the information submitted and inspect the site.
<p>When can I expect an inspector at my site before, or during abatement/demolition?</p>	<p>ANY TIME</p> <ul style="list-style-type: none"> • Any time before, during, and/or after renovation/demolition completion, an inspector may visit your site. • Inspectors verify compliance, observe asbestos removal procedures, and confirm that the asbestos was removed prior to demolition or renovation.
<p>Do I have to notify for a demolition if there is no asbestos? What if I know there is no asbestos?</p>	<p>YES</p> <ul style="list-style-type: none"> • All demolitions require notification to allow inspection and confirmation that there is no asbestos in the building.

<p>Can anybody remove asbestos from a building if there is less than 100 square feet of asbestos present?</p> <p>As a demolition contractor, can I remove asbestos if it is under 100 Sq Ft?</p>	<p>NO</p> <ul style="list-style-type: none"> • Within SCAQMD jurisdiction, only asbestos removal contractors with a Cat OSHA Registration are allowed to remove asbestos. A list is published at the Cal OSHA website.
<p>Do I have to remove non-friable asbestos before I can demolish a building?</p>	<p>YES</p> <ul style="list-style-type: none"> • It is required to remove ALL the asbestos prior to demolition to prevent non-friable materials being rendered friable during the demolition.
<p>Do you offer financial assistance for asbestos removal?</p>	<p>NO</p> <ul style="list-style-type: none"> • There is no federal, state or local financial assistance for removing asbestos.
<p>Is there any way I can do the demolition before the 14 calendar-day elapsed?</p>	<p>NO, except that</p> <ul style="list-style-type: none"> • Court-ordered demolitions with proof of a written court order, an asbestos survey, and confirmation that all the asbestos was removed, may be eligible to submit an Ordered Demolition Notification.
<p>The city Bas told me I need to call you regarding the demolition permit. Is that true?</p>	<p>YES</p> <ul style="list-style-type: none"> • State law prohibits issuance of demolition permits until you provide the city with a copy of the demolition notification you submitted to AQMD.
<p>Does AQMD send a letter to me or the city verifying that my notification has been received and my demolition permit can be issued?</p>	<p>NO</p> <ul style="list-style-type: none"> • No verification is required per State law. However, upon request AQMD can provide you a printout of the notification computer tracking record that can be used as proof of notification.



South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765
(909) 396-2000

June 6, 2007

IMPORTANT NOTICE 2007

TO COMPANIES AND CONTRACTORS THAT HANDLE ASBESTOS CONTAINING MATERIALS, RENOVATE OR DEMOLISH ANY STRUCTURE

SCAQMD Regulation III — Fee amendments for the Fiscal Years 2007-2008, and 2008-2009 increased notification fees 10% across-the-board. This fee increase will be phased in or implemented over the next three fiscal years. Notifications of Asbestos Removals and Demolition of structures are subject to the new fees effective July 1st, 2007. See the fee schedule in Rule 301, Table VI (attached) or the Asbestos Notification Forms.

Asbestos Removal Notifications require a fee based on the amount of asbestos removed in square feet. Demolition Notifications require a fee based on the building size in square feet. Fees are per notification and additional service charge fee(s) may apply.

Notifications postmarked less than 14 calendar days prior to project start date require the Special Handling Fee of \$47.32. Note: This fee is for expeditious handling of emergency and late notifications and is not a waiver of the prior ten working day notification requirements.

Service charge for any returned check is an additional \$25.00. See Rule 313(I)

Revisions increasing the asbestos amount or demolition size but remaining in the same amount/size category stated in previous notification(s) require only a revision fee. Revisions in amount/size category require a revision fee plus the entire fee for the applicable amount/size category.

Planned renovation notifications require a review fee and a notification fee based on the abatement project size in square feet. This includes annual notifications for nonscheduled asbestos removal. NOTE: Any schedule change requires a revision fee.

The Procedure 4 and 5 Plan require an evaluation fee and a notification fee based on the abatement project size in square feet. A Procedure 5 plan is required for any abatement project using an alternative combination of techniques and/or engineering controls to handle the asbestos containing materials or asbestos containing waste. Projects requiring Procedure 5 Plans include but are not limited to all asbestos site clean-ups, open air abatement, and all demolition with asbestos in place. See attached Procedure 5 Plan guidelines.

AQMD recommends mailing your notification to save time, money, reduce traffic, energy use and air pollution. *For your convenience please mail all notifications and fees to the following mailing address:*

SCAQMD
ASBESTOS NOTIFICATIONS
FILE # 55641
LOS ANGELES, CA 90074-5641

Notifications should be completed, signed, mailed and fee paid by the contractor performing the removal and/or demolition project. Notifications submitted without the appropriate fee are deemed incomplete, return to sender, and refer to the Air Toxics Compliance Unit.

Notification forms, instructions, and a copy of the Rule 1403 can be obtained from SCAQMD web site at:
<http://www.aqmd.gov/comply/>

In our home page, click on Business, Compliance Program, Asbestos Demolition and Removal. Any questions call the Asbestos Hot Line at 909-396-2336.

NOTE: Rule 304(e) requires an owner/operator to pay for analysis of field samples showing non-compliance.

SCAQMD RULE 301(n) — ASBESTOS FEES

Any person who is required by District Rule 1403 — Asbestos Emissions From Demolition/Renovation Activities to submit a written notice of intention to demolish or renovate shall pay at the time of delivery of notification, the Asbestos and Lead Fee specified in Table VI of this rule. Fees are per notification and multiple fees may apply. No notification shall be considered received pursuant to Rule 1403, unless it is accompanied by the required payment.

**TABLE VI
DEMOLITION, ASBESTOS AND LEAD NOTIFICATION FEES**

Demo		Demolition and Renovation by Project Size				
Fiscal Year	up to 1,000	>1000 to 5,000	> 5,000 to 10,000	> 10,000 to 50,000	> 50,000 to 100,000	> 100,000
20072008	\$47.32	\$144.68	\$338.64	\$531.01	\$769.56	\$1,282.60
20082009	\$52.06	\$159.15	\$372.51	\$584.11	\$846.52	\$1,410.86

Fiscal Year	Revision to Notificati011	Special Handling Fee ²	Planned Renovation	Procedure 4 or 5 Evaluation
20072008	\$47.32	\$47.32	\$531.01	\$531.01
20082009	\$52.06	\$52.06	\$584.11	\$584.11

For demolition, the fee is based on the building size.

For refinery or chemical unit demolition, the fee is based on the structure's footprint surface area.

For renovation, the fee is based on the amount of asbestos/lead removed.

²For all notifications postmarked less than 14 calendar days prior to project start date.



South Coast Air Quality Management District
21865 Copley Drive
Diamond Bar, CA 91765
(909) 396-2000

INSTRUCTIONS FOR THE ASBESTOS - DEMOLITION NOTIFICATION FORM

COMPLETED BY: Type the company business name and DBA as shown in the CSLB contractor license, name and phone number of the person completing the notification form, the date, check number, fee amount, and the contractor's project number (if any).

NOTIFICATION TYPE: Circle ORIGINAL for first time notification. Circle REVISION DATES to change the START or END project schedule dates. REVISIONS are for updating information on Notification in which the project End Date has not expired. Revision of site location address requires a new notification. Circle CANCELLATION to cancel a prior notification.

PROJECT TYPE: Circle a project description. For annual notifications and progress reports circle PLANNED RENOVATIONS.

SITE INFORMATION: Provide detailed information about the facility site location and/or buildings) where the asbestos removal or demolition is to occur, including a cross street. DESCRIBE WORK AND LOCATION by providing the specific work and areas within the facility or building. Examples: remove VAT from main lobby, demo Monroe Hall, remove mastic from kitchen of Bldg. #2.

PRESENT and PRIOR USE: Circle the present and prior use of the facility. For condominiums and apartments circle Public Bldg. For rental property circle Commercial. Circle House only for single family homes that owner occupied.

SITE OWNER: Name and address of the site legal owner, and name and telephone number of owner or contact person for owner.

REQUIRED BUILDING INFORMATION: Circle a YES or NO answer for each question. **Asbestos Surveys are required prior to renovation and demolition.** Asbestos must be removed prior to activities that may disturb it and/or prior to **ALL** demolitions.

PROJECT DATES: The actual start and end dates and work shifts of the Asbestos Removal or Demolition project. This includes set-up and clean-up. Changes of Renovation or Demolition project scheduled dates require a Revision Notification.

* **ASBESTOS AMOUNT TO BE REMOVED:** Enter the amount (in square feet) in the boxes labeled Friable, Class I, and Class II, and add the row to calculate the **TOTAL REMOVED**. Fee varies according to the total asbestos amount to be removed.

To convert linear feet to square feet multiply the factor 3.14 times the pipe diameter times the pipe length, all in feet.

* **ASBESTOS REMOVED FROM:** Circle surfaces, pipes or components to indicate from where the asbestos to be removed.

* **DESCRIBE TYPE(s) AND AMOUNT(s) OF ASBESTOS:** Enter the amount(s) under each type of material(s) to be removed.

CONTRACTOR INFORMATION: Name and DBA as shown in the CSLB contractor license and Company physical address - No P. **0. Boxes.** Notifications should be filled and submitted by the contractor performing the actual removal or demolition. Provide your California Contractor State License Board (CSLB), Cal/OSHA Registration, and AQMD identification number (ID). CSLB Abatement License and OSHA Registration are required to perform asbestos removal. The AQMD ID # is found in the contractor's District permits or invoices. For your convenience mail your notification and do not hand carry to AQMD because there is no designated staff to receive it. Mailing saves you valuable time, gas money, car wear and tear, and reduces traffic and air pollution.

WASTE TRANSPORTS: Name the companies transporting the asbestos and/or demolition waste to a landfill or any off-site storage.

LANDFILL: Name and address of the landfill where the waste will be sent. This includes demolition construction waste.

- * **WASTE STORAGE SITE.** Provide the site location if the asbestos is going to a storage site prior to sending it to a landfill.
- * **CONTROLS:** Enter the Rule 1403 Procedure Number (1, 2, 3, 4, or 5) or describe the asbestos work practices and engineering controls. Procedure 1 is required for removing friable asbestos materials (i.e., acoustic, linoleum, stucco, etc.) Procedure 2 is for small-scale, short duration jobs using glovebag or minienclosures. Procedure 3 is for manual removal methods using adequate wetting. Procedures 4 and 5 require PRIOR written AQMD approval. Refer to Rule 1403 for specific procedural requirements.
- * **ASBESTOS DETECTION PROCEDURES:** Describe the methods and procedures used to determine whether asbestos is present at the facility, including a description of the analytical methods used.

For DEMOLITIONS state when and who removed the asbestos. Demolitions require proof of prior asbestos survey and removal.

ORDERED DEMOLITIONS require a copy of the government agency legal notice ordering the demolition. Ordered demolitions require proof of prior asbestos survey, removal and disposal; and/or prior written approval from AQMD. See Procedure 5 Plan.

- * **EMERGENCY REMOVAL:** Give the name and phone number of the person authorizing the emergency. Explain the reason(s).

CONTINGENCY PLAN: List actions to be followed if unexpected asbestos is found or nonfriable asbestos is rendered friable.

TRAINING AND INFORMATION CERTIFICATION: Use a "wet" or stamp signature to certify that your company provided the required asbestos training to the persons at the asbestos work site, and that the information given in the notification form is complete and accurate. *Notifications must be signed by the contractor doing the work, or its authorized company representative.*

* Asterisked information is required for asbestos removal notifications. DEMOLITION notifications do not require this information.

A COPY OF YOUR NOTIFICATION. STATE LAW REQUIRES THAT YOU PROVIDE A COPY OF THE DEMOLITION NOTIFICATION TO BUILDING AND SAFETY BEFORE ISSUANCE OF A DEMOLITION PERMIT.

Forms, instructions, and Rule 1403 can be obtained from AQMD's Web site at <http://www.aqmd.gov>

ASBESTOS/DEMOLITION RULE 1403 GENERAL INFORMATION

SURVEY REQUIREMENT: Asbestos surveys are required prior to all renovation and demolition. Asbestos must be removed prior to renovation activities that may disturb the asbestos containing materials. *All* asbestos must be removed prior to building demolition.

NOTIFICATION REQUIREMENTS: Postmark notifications *14 calendar days prior* to starting any asbestos removal of 100 ft² or greater or *any* demolition. Notifications shall be filled, signed, paid, submitted and mailed by the contractor performing the removal and/or demolition job. Notifications without signature(s) will be returned. Renovations without asbestos do not require notification. Los Angeles City and Palm Springs Fire Departments, and CALOSHA require a separate Notification.

FEE REQUIREMENT: Rule 301 (s) requires all notifications to be submitted with appropriate fees. *Fees are per notification and are not refundable.* Notifications submitted without appropriate fees will be returned, deemed incomplete, and referred to the compliance unit for follow-up. Projects conducted without a valid notification are subject to local and federal enforcement. Cancellation of notifications and removal projects less than 100 square feet are exempt from fees - other requirements may apply.

MAILING REQUIREMENT: Mail the notification and fee to SCAQMD, ASBESTOS NOTIFICATIONS, FILE # 55641, LOS ANGELES, CA 90074-5641. Mailing saves time, money and reduces traffic and air pollution.

REVISIONS: Fax revisions to 909-396-3342. Update the notifications as necessary, pencil in the change(s), write the reason for the revision at the top of the notification; Fees are per notification and multiple service charge fees may apply. Revisions increasing the asbestos amount or demolition size but remaining in the same amount/size category stated in a previous notification(s) require only a revision fee. Revisions in amount/size category require a revision fee and the entire fee for the applicable amount/size category.

EMERGENCY NOTIFICATIONS: Fax emergencies to 909-396-3342. Emergencies are for immediate asbestos removals due to unsafe conditions, breakdowns, flood, earthquake, fire, and site contamination; and require a formal letter from the person confirming or agency authorizing the emergency. For Ordered Demolitions fax a copy of the legal notice or Building and Safety "red tag". For emergency site contamination to clean-up disturbed asbestos fax a Procedure 5 for *prior* written approval. See Procedure 4/5/Plans.

FAX NOTIFICATIONS. Fax notifications are required for *Revisions, Emergencies, Ordered Demolitions, Electronic Notifications, and Cancellations.* Fax notifications to 909-396-3342 and within 48 hours of fax-time, postmark/mail the Original Notification with the fee to SCAQMD, ASBESTOS NOTIFICATIONS, FILE # 55641, LOS ANGELES, CA 90074-5641. Fax notifications are not instead of the Original signed notification required by local and federal law. For Emergencies include the letter authorizing the Emergency. For Ordered Demolitions include proof of asbestos survey, removal and disposal. For Ordered demolitions without prior asbestos removal submit a Procedure 5 Plan for *prior* written AQMD approval. Cancellations do not require mail follow-up.

DEMOLITIONS require 4 PRIOR steps: 1 Asbestos Survey, 2 Asbestos Removal, 3 AQMD Notification, 4 Bas permit. **ALL** demolitions require a notification by the contractor doing the demolition. Demolitions without prior asbestos removal require *prior written approval* from AQMD (See Procedure 5 Plan). Demolition is defined as the wrecking or taking out of a load-supporting structural member of a facility or the intentional burning of a structure. Dismantling of partitions and installation of windows and doors through load-supporting walls without asbestos is exempt from notification.

DEMOLITION BY INTENTIONAL BURNING requires 4 prior steps above plus 2 more steps: 5 Rule 444 "*training burn notification*" to SCAQMD at 800-442-4847 the day prior to burning, and 6 conduct the training burn on a burn day. Fire departments are responsible for obtaining an asbestos clearance, copies of the demolition notification, phoning AQMD the Rule 444 notification the day prior to the training burn, and coordinating with the demolition contractor to clean the site right after the training burn is completed.

RENOVATION is the removal, stripping, or altering of asbestos containing materials, and/or any activity involving the associated disturbance of asbestos in a facility. Renovations require an asbestos survey and removal prior to any activity that would disturb the asbestos. Building remodeling or renovations without asbestos do not require notification. See survey requirement.

PLANNED RENOVATION NOTIFICATIONS (PRN): There are two types of *PRN*. The first type is to notify for *Nonscheduled Asbestos Removals (AKA annual notifications)*. Nonscheduled Asbestos Removals are expected to occur based on past experience, but no exact date can be predicted for them. These notifications account for the cumulative asbestos amount removed from a facility during a calendar year in aggregated increments of less than 100 square feet each due to equipment breakdown or maintenance requirement. These notifications must be postmarked by December 17th, each year. *Individual Removals of 100 ft² or more require separate notification.*

The second type is to notify for a series of *Scheduled Asbestos Removals* within a large facility, where each removal is greater than 100 square feet. These notifications require an attachment listing each individual project planned within the facility detailing the work locations/areas/buildings involved including its sizes, floors, ages and uses, the amounts and types of asbestos at each location/area/building, project scheduled dates, and asbestos types and amounts. Any project schedule change requires a Revision.

PROCEDURE 4/5 PLANS: These plans *require prior* approval by AQMD. To obtain approval, fax the plan and notification to 909-393-3342, attention Asbestos Supervisor. For after-hours, fax and leave a message at 1-800-CUTSMOG for the asbestos supervisor. Within 48 hrs of Plan approval, postmark the hard copies of the plan, notification, and fees. Procedure 4 Plans are for dry removals. Procedure 5 plans are required for asbestos disturbances, site clean-ups, decontaminations, excavations, and demolitions with asbestos.

KEEP A COPY OF YOUR NOTIFICATION. State law requires you give a copy of the demolition notification to Building and Safety before issuance of a demolition permit. This law *does not* require proof of receipt or approval by AQMD. For your convenience, please mail the notification. Mailing saves you time, money, gasoline, and reduces traffic, energy use, and air pollution.

For questions call the asbestos hotline at 909-396-2336,
For Forms, instructions, and Rule 1403 go to our web site at <http://www.aomd.gov>.



SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT NOTIFICATION OF DEMOLITION OR ASBESTOS REMOVAL

MAIL FORM AND FEE TO SCAQMD, ASBESTOS NOTIFICATIONS, FILE # 55641, LOS ANGELES CA 90074-5641

AQMD USE ONLY	SCREEN: BY • RECEIVED .	POSTMARK •	ENTERED BY .	••NOTIFICATION #
COMPLETED BY	COMPANY	PHONE		
DATE	CHECK #	FEE \$	PROJECT #	
NOTIFICATION TYPE	ORIGINAL - REVISION DATES	REVISION OTHER (highlight)		CANCELLATION
PROJECT TYPE	DEMOLITION	ORDERED DEMOLITION	RENOVATION (removal)	EMERGENCY REMOVAL PLANNED RENO (annual)
SITE INFORMATION	SITE NAME			
SITE ADDRESS		CROSS STREET		
CITY	STATE	ZIP	COUNTY •	
DESCRIBE WORK AND LOCATION				
BUILDING SIZE (SQ FT)	NUMBER OF FLOORS	BUILDING AGE (YEARS)	NUMBER OF DWELLING UNITS	
BLDG PRIOR / PRESENT USE	COMMERCIAL	HOSPITAL	INDUSTRIAL	Other OFFICE PUBLIC BLDG HOUSE SCHOOL SHOP UNIV/COLLEGE
SITE OWNER	ADDRESS			
CITY	STATE	ZIP	CONTACT	PHONE
REQUIRED BUILDING INFORMATION	ASBESTOS PRESENT? YES NO	ASBESTOS SURVEY? * YES NO	ASBESTOS REMOVED? YES NO	BUILDING TO BE DEMOLISHED? YES NO
PROJECT DATES	START	END	WORK SHIFT (day, swing, night)	
ASBESTOS AMOUNT TO BE REMOVED (in square feet)	FRIABLE	CLASS I	CLASS II	TOTAL AMOUNT (add row)
ASBESTOS REMOVAL FROM	SURFACES		PIPES	COMPONENTS
AMOUNT OF EACH TYPE OF ASBESTOS (in square feet)	ACOUSTIC CEILING	LINOLEUM	INSULATION	FIRE PROOFING DUCTING STUCCO MASTIC
FLOOR TILES (VAT)	DRY WALL	PLASTER	TRANSITE	ROOFING OTHER (describe)
CONTRACTOR INFORMATION	CSLB LICENSE #	OSHA REG #	AQMD ID #	
NAME	ADDRESS			
CITY	STATE	ZIP	SITE SUPVR	PHONE
WASTE TRANSPORTER #1	LANDFILL			
ADDRESS	ADDRESS			
CITY	STATE	ZIP	CITY	STATE ZIP

SCAQMD NOTIFICATION OF DEMOLITION OR ASBESTOS REMOVAL
 MAIL FORM AND FEE TO SCAQMD, ASBESTOS NOTIFICATIONS, FILE # 55641, LOS ANGELES CA 90074.5641

WASTE TRANSPORTER #2	WASTE STORAGE SITE			
ADDRESS	ADDRESS			
CITY STATE ZIP	CITY STATE ZIP			
CONTROLS: DESCRIBE WORK PRACTICES AND CONTROLS TO BE USED AT THE RENOVATION AND DEMOLITION SITE. Procedure # 1, 2, 3, 4, 5 or Other. For asbestos removals circle the combination of Rule 1403 procedures used. Procedure 4 and 5 submit plans for AQMD prior approval.				
ASBESTOS DETECTION PROCEDURE: CIRCLE THE PROCEDURES AND ANALYTICAL METHODS USED TO DETERMINE ASBESTOS IN THE BUILDING: Survey, Bulk Sampling, Inspection, PLM, PCM, TEM, Assumed as Asbestos-PACM, Describe Other:				
FOR DEMOLITIONS GIVE THE COMPANY NAME AND DATES OF THE ASBESTOS REMOVAL:				
FOR ORDERED DEMOLITION SEND A COPY OF THE ORDER AND GIVE THE AGENCY AUTHORIZING PERSON: DATE OF ORDER:	NAME & PHONE # TITLE DATE ORDERED TO BEGIN:			
FOR EMERGENCY ASBESTOS REMOVAL GIVE THE NAME AND PHONE NUMBER OF THE PERSON DECLARING/AUTHORIZING THE EMERGENCY, DATE AND HOUR OF EMERGENCY AND DESCRIBE THE SUDDEN, UNEXPECTED EVENT: EXPLAIN HOW THE EVENT WOULD CAUSE UNSAFE CONDITIONS, EQUIPMENT DAMAGE OR UNREASONABLE FINANCIAL BURDEN:				
CONTINGENCY PLAN: DESCRIBE ACTIONS TO BE FOLLOWED IF UNEXPECTED ASBESTOS IS FOUND DURING DEMOLITION OR ASBESTOS MATERIAL BECOME DISTURBED, CRUMBLLED, PULVERIZED, OR REDUCED TO POWDER.				
TRAINING CERTIFICATION: I certify that an individual trained in the provisions of regulation AQMD Rule 1403 and NESHAP will be on site during the removal and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.				
Company Name	Print name of owner/operator	Signature of owner/operator	Title of owner/operator	Date
INFORMATION CERTIFICATION: I certify that the above information is correct and I have enclosed any required attachments,				
Company Name	Print name of owner/operator	Signature of owner/operator	Title of owner/operator	Date
Notifications cannot be accepted without the required fee (AQMD Rule 301). Asbestos removals Please make checks payable to "SCAQMD". Fees are per notification, not refundable, and	of less than 100 square feet are exempt from notification and fees. vary according to the project size. Fees are as follows:			
DEMOLITION OR ASBESTOS REMOVAL	FROM 100 TO 1,000 SQUARE FEET	\$ 29.52	PROCEDURE 4 OR 5 PLAN	\$ 331.21
	FROM 1,001 TO 5,000 SQUARE FEET		SPECIAL HANDLING FEE	\$ 28.17
			REVISION OF NOTIFICATION	\$ 11.94
			RETURNED CHECK CHARGE	\$ 29.28
			CANCELLATION OF NOTIFICATION	\$ 0.0
			ASBESTOS REMOVAL AT owner-occupied, single-unit dwelling	\$ 29.52
ATTENTION: Keep a copy of your notification. State law requires that you provide a copy of the demolition notification to Building and Safety before issuance of a demolition permit. For questions call 909-396-2336. For your convenience please mail the form and fee and do not hand carry to AQMD.				

CITY OF BIG BEAR LAKE
BUILDING AND SAFETY DIVISION

INSTRUCTION AND INFORMATION PERTAINING TO DEMOLITION
PERMIT LIMITATION AND DEMOLITION REQUIREMENTS

By authority contained in Section 303(d) of the Uniform Building Code and the California Building Code... Every demolition permit issued shall have an imposed time limitation of 180 days. All work pertinent to demolition prescribed shall be fulfilled within this allocated time interval or as designated by the administrative authority. When demolition is a consequence of an abatement or condemnation, a shorter time period of 30 days for completion of work shall prevail and will supersede the 180 day limitation, or as designated by the administrative authority.

Description, scope, and nature of work relevant to each particular demolition site as follows:

1. Provide dust control at all times. If water from a hydrant is needed, a permit is needed from the Department of Water and Power. Observe start-up time prescribed in development Code Section 87.1305
2. Completely demolish each structure
3. Remove foundations and slabs.
4. Remove debris and residue.
5. Smooth and level the site, and provide adequate drainage and erosion control measures.
6. Dispose of debris and trash created during the demolition process by transporting to an approved landfill.
7. Cap sewer within 5' of property line before start of demolition. Call for cap-off inspection.
8. The obligation and responsibility for determining the location of any or all abandoned wells, shafts, openings, septic tanks, cesspools, basements, pits, or other like hazards lies with the property owner or contractor. All such hazards shall be abated as per Section 1119, Uniform Plumbing Code or by methods approved by the Building Official.
9. Two inspections shall be called for:
(a) At the time of abatement, the operation is to be verified by a Building Inspector. (b) Final inspection indicating compliance to all conditions.
10. Burying, covering, or otherwise discarding of debris on the demolition site is not permitted by the City of Big Bear Lake Development Code Section 87.1305.
11. In instances regarding excavation and removal or service station storage tanks, or other excavations involving substantial backfill, a compaction report by an approved soils engineering firm may be required by the Building Department. Other requirements are a grading permit from the Building Department, tank-removal permit from the Fire Department, and a permit from the South Coast Air Quality Management District.
12. Notify all utility companies to remove, and/or disconnect all utilities to the structure (including all buried pipes, wires and conduits) prior to the start of demolition.
13. South Coast Air Quality Management District shall be properly notified of demolition of building in accordance with AQMD Rule 1403 - Asbestos Emissions from Demolition/Renovation Activities. Submit documentation to the Building Department for verification.

I, the undersigned, owner or licensed contractor, of the building(s) to be demolished have read, understand and agree to complete the above state mandatory requirements within the allocated time limitations.

I hereby declare that written asbestos notification to the United States Environmental Protection Agency, or to other state agencies pursuant to Part 61 of Title 40 of the Code of Federal Regulations, is not applicable to the scheduled demolition project listed herein on the demolition permit application.

DATE

SIGNATURE

CITY OF BIG BEAR LAKE

BUILDING DEMOLITION / SEWER USER FEE BILLING INFORMATION

AS A PROPERTY OWNER YOU HAVE (2) CHOICES REGARDING THE BILLING OF SEWER USER FEES FOR YOUR DEMOLISHED STRUCTURE:

- 1) We can discontinue billing this property as an improved parcel, reducing the sewer user fee which is billed on your county tax bill; but when you rebuild, you will be charged a re-connection fee.

- OR -

If you intend to re-build within five (5) years, your parcel status can remain "Improved" and the City will continue to bill the annual sewer user fee accordingly. When re-building is complete, there will be no re-connection fee.

PLEASE MARK A BOX AND SIGN BELOW

NO,

I am not planning on re-building during the next five (5) years and understand that a re-connection fee will be due at time of re-build. PLEASE REDUCE THE ANNUAL SEWER USER FEE ACCORDINGLY.

YES,

I plan on re-building within the next five (5) years. PLEASE CONTINUE TO BILL AS AN IMPROVED PARCEL.

PROPERTY OWNER SIGNATURE

DATE

Please call the Department of Water at 909-866-5050 for full information regarding water service.

THANK YOU FOR YOUR ASSISTANCE