



BUILDING DEMOLITION POLICY

BUILDING SERVICES



DEMOLITION GUIDELINES

- Complete [Bay Area Qir Quality Management District](#) Application Form and obtain BAAQMD job number.
- Complete Town of Danville [Building Permit Application](#) form for a Demolition permit, pay appropriate fee and provide approved BAAQMD Acknowledgement of Notification & Payment of Fees form.
- Provide proof of permit by [Contra Costa Central Sanitary District](#) (CCCSD) for capping of existing sewer line.
- Complete PCBs Screening Assessment Form (attached).
- Provide tree protection and preservation agreement during demolition activities to the satisfaction of the Building Official or Chief of Planning.
- All surfaces disturbed by grading shall be seeded with a native grass mix as soon after grading as possible. Erosion and sediment controls shall be installed and maintained to the satisfaction of the Engineering Division.
- Provide site clean-up, including debris and materials on site, as well as road clean-up.
- C & D Ordinance applies – a project with Green Halo Systems will be created for you on their website at www.greenhalosystems.com upon permit issuance.
- If the property is on a private sanitary system, approval shall be obtained from the [Contra Costa County Environmental Health Department](#). **There shall be no demolition of the building prior to inspection by the Building Division.**

INSPECTIONS SHALL INCLUDE BUT NOT BE LIMITED TO THE FOLLOWING:

- Disconnect of electrical
- Disconnect of gas
- Disconnect of water within 5' of property line (optional)
- Disconnect/Cap Sewer (Inspected by CCCSD)
- Removal/Evacuation of A/C units
- Asbestos Removal (if applicable)

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PCBs Screening Assessment Form

May 2023 Update (for MRP 3.0)

For Municipality Use Only

Date Received

File #

This screening process is part of a program for water quality protection and was designed in accordance with requirements in the Bay Area regional municipal stormwater NPDES permit (referred to as the Municipal Regional Permit). This process **does not** address other environmental programs or regulations (e.g., PCBs regulations under the Toxic Substances Control Act (TSCA); federal, state, or local regulations for hazardous material handling and hazardous waste disposal; health and safety practices to mitigate human exposure to PCBs or other hazardous materials; recycling mandates; or abatement at sites with PCBs or other contaminants). **The applicant is responsible for knowing and complying with all relevant laws and regulations. See the Federal and State PCBs Regulations section for additional information.**

Complete all applicable parts of the PCBs Screening Assessment Form and submit with your demolition permit application. See “PCBs in Priority Building Materials: Model Screening Assessment Applicant Package, Applicant Instructions for Completing the PCBs Screening Assessment Form.”

All Applicants must complete Part 1 and Part 2.

| Part 1. Owner/Consultant and project information | | |
|--|----------------------|-----|
| Owner Information | | |
| Name | | |
| Address | | |
| City | State | Zip |
| Contact (Agent) | | |
| Phone | Email | |
| Consultant Information | | |
| Firm Name | | |
| Address | | |
| City | State | Zip |
| Contact Person | | |
| Phone | Email | |
| Project Location¹ | | |
| Address | | |
| City | State CA | Zip |
| APN (s) | | |
| Year Building was Built | Type of Construction | |
| Estimated Demolition Date | | |

¹If the project includes the demolition of multiple buildings complete one form for each building to be demolished.

| Part 2. Is building subject to the PCBs screening requirement based on type, use, and age of the building? | |
|--|--|
| 2.a | Is the building to be demolished wood framed and/or single family residential? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> ➤ If the answer to question 2.a is Yes, the PCBs Screening Assessment is complete, skip to Part 4. ➤ If the answer is No, continue to Question 2.b. | |
| 2.b | Was the building to be demolished constructed or remodeled between January 1, 1950 and December 31, 1980? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> ➤ If the answer to Question 2.b is No the PCBs Screening Assessment is complete, skip to Part 4. ➤ If the answer is Yes, continue to Question 2.c. | |
| 2.c | Is the proposed demolition a complete demolition of the entire building? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <ul style="list-style-type: none"> ➤ If the answer to Question 2.c is No the PCBs Screening Assessment is complete, skip to Part 4. ➤ If the answer is Yes, complete Part 3. | |

The results of Part 2 determine whether the building is an Applicable Structure¹ (i.e., the answer to question 2.a is No and 2.b is Yes) and the proposed demolition is a complete demolition of the entire building, (i.e., the answer to question 2.c is Yes) and therefore the Applicant must complete Part 3 and the Part 3 tables (see below for these tables).

| Part 3. Report concentrations of PCBs in priority building materials² | |
|---|---|
| <p>Note: if a material has been determined to contain asbestos, lead or other hazardous substances and will be abated under an associated waste program, that material need not be sampled for PCBs under this program.</p> <p>Option 1. Conduct Representative Sampling. Applicants conducted representative sampling and analysis of the priority building materials per the Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition (2018, revised November 2019) (Attachment C of the PCBs in Priority Building Materials: Model Screening Assessment Applicant Package).</p> <p>Option 2. Use Existing Sampling Records. Applicants possess existing sample results that are consistent with the Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition (2018, revised November 2019) (Attachment C of the PCBs in Priority Building Materials: Model Screening Assessment Applicant Package).</p> | |
| 3.a | Select option and report PCBs concentrations in the priority building materials and the source of data for each of the priority building materials. Provide the required supporting information. |
| <input type="checkbox"/> Option 1 Conduct Representative Sampling <ul style="list-style-type: none"> <input type="checkbox"/> Summarize results on Part 3 Tables; and provide the following supporting information (all three of the below types of documentation are required): <input type="checkbox"/> Contractor’s report documenting the assessment results; <input type="checkbox"/> QA/QC checklist (see Attachment C, section 3.2.4); and <input type="checkbox"/> Copies of the analytical data reports. | <input type="checkbox"/> Option 2 Use Existing Sampling Records <ul style="list-style-type: none"> <input type="checkbox"/> Summarize results on Part 3 Tables; and provide the following supporting information (both of below types of documentation are required): <input type="checkbox"/> Contractor’s report/statement documenting that the results are consistent with the Protocol for Evaluating Priority PCBs-Containing Materials before Building Demolition. <input type="checkbox"/> Copies of the analytical data reports. |

¹An Applicable Structure is defined as a building constructed or remodeled between January 1, 1950 and December 31, 1980. Wood framed buildings and single-family residential buildings are not an Applicable Structure regardless of the age of the building. See PCBs in Priority Building Materials: Model Screening Assessment Applicant Package, Applicant Instructions for Completing the PCBs Screening Assessment Form.

²The Priority Building Materials are: 1. Caulk; 2. Thermal insulation; 3. Fiberglass insulation; 4. Adhesive mastics; and 5. Rubber window gaskets.

Part 4. Certification

I certify that the information provided in this form is, to the best of my knowledge and belief, true, accurate, and complete. I further certify that I understand my responsibility for knowing and complying with all relevant laws and regulations related to reporting, abating, and handling and disposing of PCBs materials and wastes. I understand there are significant penalties for submitting false information. I will retain a copy of this form and the supporting documentation for at least 5 years.

I further certify that if the demolition site has an Applicable Structure¹ containing building materials with PCBs concentrations of 50 ppm or greater² at the time such structure undergoes demolition:

- (1) I will notify < *municipality to add its name* >, the San Francisco Bay Regional Water Quality Control Board, and U.S. EPA at least five working days in advance of the start of the demolition.
- (2) Additional notifications:
 - a. Within five working days after the demolition is complete, I will notify < *municipality to add its name* > of the actual demolition date(s).
 - b. Within five working days of it being determined, I will notify < *municipality to add its name* > whether advance approval from the U.S. EPA is required for this site.³
 - c. If it is determined⁴ that advance approval from the U.S. EPA is not required for this site, I will submit the hazardous waste manifest for the disposal of PCBs materials to < *municipality to add its name* > within five working days of it becoming available. If advance approval from the U.S. EPA is required for this site, submittal of the hazardous waste manifest is not required.

Signature: _____ Date: _____
(Property Owner/Agent/Legal Representative)

Print/Type: _____
(Property Owner/Agent/Legal Representative Name)

Signature: _____ Date: _____
(Consultant Completing Application Form)

Print/Type: _____
(Consultant Completing Application Form)

All Applicants must complete Part 4.

¹Applicable Structure is defined as building constructed or remodeled between January 1, 1950 and December 31, 1980. Wood framed buildings and single-family residential buildings are not an Applicable Structure regardless of the age of the building. See *PCBs in*

Priority Building Materials: Model Screening Assessment Applicant Package, Applicant Instructions for Completing the PCBs Screening Assessment Form.

²If PCBs are detected at concentrations ≥ 50 ppm, MRP Provisions C.12.g.ii (3) and (4) require municipalities to enhance their construction site stormwater program. These requirements may require the implementation of enhanced erosion control, sediment

control, and good housekeeping BMPs to minimize migration of PCBs into the storm drainage system during demolition. Check with the municipality issuing the demolition permit for BMP requirements. Additionally, the site may be inspected more frequently to ensure the proper implementation of the BMPs. As noted in Part 4, keep the municipality informed of the demolition schedule.

³Provision C.12.g.iii (4) states: " Beginning with their 2024 Annual Report, Permittees shall provide the following: ...and for those cases where notification and advance approval from the U.S. EPA is not required and were approved for demolition after June 30, 2023, the hazardous waste manifest prepared for transportation of the material to a disposal facility." It appears that the intent is that it is necessary to provide the manifest when EPA is not involved with the site remediation. Under some circumstances (that should be described in available EPA guidance) these types of PCBs remediations can be self-implemented and do not necessarily require any involvement by EPA staff. If self-implemented and EPA is not involved, then the municipality should require the Applicant to submit the manifest to the municipality so that the municipality can provide it in its Annual Report.

Notes Regarding Federal and State PCBs Regulations

1. See 40 Code of Federal Regulations (CFR) 761.3 for important information relative to disposal of PCBs-containing building materials, including definitions of PCBs bulk product wastes and PCBs remediation wastes. Also see the memorandum dated October 24, 2012 “PCB Bulk Product Waste Reinterpretation” from Suzanne Rudzinski, Director, Office of Resource Conservation and Recovery, EPA.
2. Disposal of PCBs wastes are subject to the Toxic Substances Control Act (TSCA) requirements such as manifesting of the waste for transportation and disposal. See 40 CFR 761 and 40 CFR 761, Subpart K.
3. TSCA-regulated does not equate solely to materials containing PCBs at or above 50 ppm. There are circumstances in which materials containing PCBs below 50 ppm are subject to regulation under TSCA. See 40 CFR 761.61(a)(5)(i)(B)(2)(ii).
4. Disposal of PCBs wastes are subject to California Code of Regulations (CCR) Title 22, Section Division 4.5, Chapter 12, Standards Applicable to Hazardous Waste Generators.
5. California hazardous waste regulatory levels for PCBs are 5 ppm based on the Soluble Threshold Limit Concentration test and 50 ppm based on the Total Threshold Limit Concentration test, see CCR, Title 22, Section 66261.24, Table III.

| Agency | Contact | Useful Links |
|--|---|---|
| US Environmental Protection Agency | Carmen Santos (415) 972-3360 santos.carmen@epa.gov | https://www.epa.gov/pcbs (EPA PCBs website) https://www.epa.gov/pcbs/questions-and-answers-about-polychlorinated-biphenyls-pcbs-building-materials (PCBs in Building Materials Fact Sheet and Q/A Document) https://www.epa.gov/pcbs/pcb-facility-approval-streamlining-toolbox-fast-streamlining-cleanup-approval-process (USEPA PCB Facility Approval Streamlining Toolbox (PCB FAST)) https://www.epa.gov/pcbs/polychlorinated-biphenyls-pcbs-building-materials#Test-Methods (See Information for Contractors Working in Older Buildings that May Contain PCBs) |
| San Francisco Bay Regional Water Quality Control Board | Imtiaz-Ali Kalyan (510) 622-2499 Imtiaz-Ali.kalyan@waterboards.ca.gov Cheryl Prowell (510) 622-2408 Cheryl.Prowell@waterboards.ca.gov | https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/TMDLs/sfbaypcbstdml.shtml https://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/sitecleanupprogram.html |
| Department of Toxic Substances Control | Regulatory Assistance Office 1-800-72TOXIC RAO@dtsc.ca.gov | http://www.dtsc.ca.gov/SiteCleanup/Brownfields/upload/PUB_SMP_Guide-to-Selecting-a-Consultant.pdf |
| California Division of Occupational Safety and Health (Cal/OSHA) | CalOSHA Consultations Services 1-800-963-9424 | https://www.dir.ca.gov/dosh/consultation.html |