

# CITY OF MONROE

## APPLICATION FOR DEMOLITION RESIDENTIAL OR COMMERCIAL

PHONE: (770) 267-4674 EMAIL: [lwilson@monroega.gov](mailto:lwilson@monroega.gov)

(Please Print Legible)

Project Address: \_\_\_\_\_

24 Hour Contact Name: \_\_\_\_\_ Phone#: \_\_\_\_\_

General Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_ Zip Code: \_\_\_\_\_

Phone # \_\_\_\_\_ Cell # \_\_\_\_\_ Email: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_ Zip: \_\_\_\_\_

RESIDENTIAL \_\_\_ OR COMMERCIAL \_\_\_

Total Square Footage: \_\_\_\_\_ Number of Floors: \_\_\_\_\_

Value of Project: \_\_\_\_\_

### APPLICANT, PLEASE READ AND SIGN THE FOLLOWING:

As the contractor, builder or authorized agent, I hereby apply for a permit to demolish structure as described herein. If the permit is granted, I shall raze it according to the laws of the City of Monroe. I also understand that the structure authorized by the permit shall have all power, sewer, gas and water disconnected and capped. Applicant must hold a valid business license for the type of construction to be permitted. Please include a copy of the state issued blue card for soil erosion control.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Print Name

\_\_\_/\_\_\_/\_\_\_  
Date

## What is Asbestos?

Asbestos is a naturally occurring fibrous mineral made up of microscopic crystal fibers. Manufacturers and builders use asbestos for its practical properties such as sound absorption, strength, affordability and resistance to fire, heat and electricity.

## Why Should I be Concerned?

- The U.S. Environmental Protection Agency (EPA) estimates that more than 3,600 various commercial products containing asbestos have been manufactured, sold and used in the U.S.
- When these products are disturbed, the asbestos fibers become airborne and can remain suspended in the air for hours or even days after they are released. Asbestos fibers can become trapped in the body after inhalation.
- Asbestos is a known carcinogen. The diseases caused by asbestos develop years after exposure.

## Where is Asbestos Found?

Not all asbestos is banned. Asbestos containing materials (ACM) are still being sold and used. They include, but are not limited to:

- Ceiling tiles
- Roof and siding shingles
- Insulation (around attics, walls, boilers, fireplaces, pipes, ducts, etc.)
- Vinyl floor tiles and the backing on vinyl sheet flooring and adhesives
- Textured paint and patching compounds used on walls and ceilings
- Heat-resistant fabrics
- Door gaskets with asbestos insulation

## Asbestos Activities

Georgia's Asbestos Regulations include the:

- Georgia Asbestos Removal and Encapsulation Rule, Chapter 391-3-14;
- Georgia Solid Waste Rule, Chapter 391-3-4-.04; and the
- Georgia Air Quality Control Rule, Chapter 391-3-1.

The EPD Lead-Based Paint and Asbestos Program is responsible for enforcing Georgia's Asbestos Rule requirements, including:

- reviewing project notifications and inspection and compliance of said projects;
- licensing the asbestos removal company and their Primary Agent;
- conducting outreach and education; and
- developing technical guidance.

Visit [epd.georgia.gov/existing-rules-and-corresponding-laws](https://epd.georgia.gov/existing-rules-and-corresponding-laws) for more information.



## CONTACT US

Lead-Based Paint and Asbestos Program  
4244 International Parkway, Suite 104  
Atlanta, Georgia 30354

<https://epd.georgia.gov/asbestos>

Duty Officer 404-363-7026

Mon-Fri 8am - 4:30pm

January 2019

# Asbestos Rule

# Renovation and Demolition



## Requirements for Georgia Projects



**GEORGIA**  
DEPARTMENT OF NATURAL RESOURCES

ENVIRONMENTAL PROTECTION DIVISION

## Georgia Asbestos Rule

The Georgia Asbestos Removal and Encapsulation Rule, Chapter 391-3-14 (Asbestos Rule), includes requirements to be complied with before, during and after the disturbance of ACMs.



The purpose of the Asbestos Rule is to protect public health and the environment by minimizing the release of asbestos fibers when properties containing ACMs are renovated, maintained or demolished.

## Are New Properties Excluded?

No. It is still legal to manufacture products with ACM, therefore there is no exclusion date in Georgia's regulations for properties of any age.

## Do I Need an Inspection?

- Prior to demolition, yes.
- Prior to renovation or ACM abatement (removal), yes, unless all of the material is presumed to be asbestos-containing and is handled as such.

**You cannot presume the material to be non-asbestos containing.** A thorough inspection must be performed by an accredited Asbestos Inspector and should include a report which identifies all ACMs in the facility that might be disturbed during the renovation or demolition.

## Asbestos Removal Requirements

Any ACM found during the inspection that is friable or potentially friable, and that might be disturbed during the renovation or demolition, must be removed by a Georgia-licensed asbestos removal company prior to the work commencing. If asbestos is present and not removed prior to disturbance, the contractor and property owner carry equal responsibility.



## Renovation

Renovation is altering a property or one or more facility components in any way, including the stripping or removal of friable or potentially friable ACM from a component. A renovation could be, but is not limited to, any interior renovation or remodel not affecting load-bearing members or roof replacements.



### Renovation/Abatement Project Notification

A Renovation/Abatement Project Notification must be submitted to the Georgia Environmental Protection Division (EPD) no less than 10 working days prior to the start of work if 10 square feet or 10 linear feet or more of friable or potentially friable ACM is to be removed.

- ◇ If demolition activities are to be performed after renovation/abatement activities, a separate Demolition Project Notification must be submitted.

## Demolition

Demolition is the wrecking or taking out of any load-supporting structural member of a facility, such as beams and load-supporting walls, together with related handling operations, or the intentional burning of any structure.



### Demolition Project Notification

A Demolition Project Notification must be submitted to EPD no less than 10 working days prior to the start of the demolition, **regardless of the presence or absence of ACM.**

- ◇ If renovation/abatement activities are performed prior to demolition, a separate Renovation/Abatement Project Notification must be submitted.



## Asbestos Disposal Requirements

All ACM waste is regulated whether friable or non-friable and must be:

1. Packaged properly in leak-tight containers.
2. Labeled as containing ACM prior to transport.
3. Transported in an enclosed vehicle.
4. Accompanied by a manifest during transport.
5. Disposed of in a landfill permitted to accept ACM waste.

**Disposal rules apply to any quantity of ACM.**

## Training and Licensing

Everyone involved in an asbestos removal project must be trained per Federal requirements. The asbestos removal company must be licensed in Georgia and must assign a Primary Agent (project supervisor).



## How Do I Submit Notifications or Apply for a License?

You must create a Georgia EPD Online System (GEOS) account to access and submit the online forms. Visit:

- [geos.epd.georgia.gov/ga/geos/public](https://geos.epd.georgia.gov/ga/geos/public).

For a step-by-step account creation guide, visit:

- [epd.georgia.gov/asbestos](https://epd.georgia.gov/asbestos).

## Disclaimer

If you or your firm perform renovation or repair work, **including asbestos removal**, on target housing (built before 1978) or child-occupied facilities (schools, daycare centers, etc. built before 1978), then you and your firm are required to become a Georgia-Certified Renovation Firm to “advertise to, agree to or perform” work with a Certified Renovator on staff. Refer to Georgia's Lead Renovation, Repair and Painting (RRP) Rule for more detail.

**GEORGIA PROJECT NOTIFICATION FORM  
FOR DEMOLITION**

**\*\*\*Do not use this form for ASBESTOS ABATEMENT, ENCAPSULATION, AND/OR RENOVATION projects.\*\*\***

USE AN ATTACHMENT TO PROVIDE ADDITIONAL INFORMATION FOR ANY SECTION WHEN NEEDED TO PROVIDE COMPLETE DETAILS.  
**DO NOT LEAVE ANY SECTION BLANK – INSERT UNKNOWN OR N/A IF NEEDED.**

**MAIL ORIGINAL NOTIFICATIONS TO THIS ADDRESS:**

EPD ASBESTOS PROGRAM  
ATTN: DEMOLITION NOTIFICATIONS  
4244 INTERNATIONAL PARKWAY, SUITE 104  
ATLANTA, GEORGIA 30354

**SECTION 1A - TYPE OF NOTICE (USE THE APPROPRIATE CHECKBOX TO INDICATE THE TYPE OF NOTICE YOU ARE SUBMITTING)**

ORIGINAL – INITIAL

REVISION # \_\_\_\_\_

**SECTION 1B - TYPE OF PROJECT**

CHECK IF SECTION REVISED

DEMOLITION

ORDERED DEMOLITION (ATTACH ORDER FROM GOVERNMENT OFFICIAL)

**SECTION 2 – SITE INFORMATION**

CHECK IF SECTION REVISED

PROJECT NAME:

PROJECT ADDRESS:

PROJECT CITY:

ZIP:

COUNTY:

NEAREST MAJOR INTERSECTION:

BLDG SIZE IN SQ. FT:

NUMBER OF FLOORS IN BUILDING:

YEAR OF CONSTRUCTION:

IS THIS A RESIDENCE?

YES  NO

WILL SITE BECOME RESIDENCE?

YES  NO

IS THIS A CHILD-OCCUPIED FACILITY? (SEE PG 5 FOR DEFINITION)  YES  NO

**SECTION 3 – DEMOLITION CONTRACTOR**

CHECK IF SECTION REVISED

DEMOLITION CONTRACTOR NAME:

EMAIL ADDRESS:

CONTRACTOR'S STREET ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

GA CERTIFIED RENOVATION (RRP) FIRM?  YES  NO

GA CERTIFIED RENOVATOR?  YES  NO

GA CERTIFIED RENOVATION FIRM ID:

GA CERTIFIED RENOVATOR ID:

**SECTION 4 – ACM INFORMATION\* Required for Compliance of Georgia Rules**

CHECK IF SECTION REVISED

IS ASBESTOS PRESENT?  YES  NO  UNKNOWN

FRIABLE

NON-FRIABLE

BOTH

DID AN AHERA ACCREDITED INSPECTOR INSPECT THIS SITE?

YES

NO

ASSUMED ASBESTOS

INSPECTOR NAME:

INSPECTOR PHONE:

ACCREDITATION COURSE:

CERTIFICATE NUMBER:

EXPIRES:

**SECTION 5 – WORK SCHEDULES (10 WORKING DAY ADVANCE NOTIFICATION REQUIRED FOR NON-EMERGENCY NOTIFICATIONS!)**

CHECK IF SECTION REVISED

DEMOLITION START DATE

DEMOLITION END DATE

WORK DAYS (MON-SUN)

WORK HOURS (EX : 7A – 4P)

<b>SECTION 6 - WASTE TRANSPORTER, DISPOSAL SITE, AND BUILDING OWNER INFORMATION</b>				
<input type="checkbox"/> <b>CHECK IF SECTION REVISED</b>				
WASTE TRANSPORTER NAME:			TRANSPORTER CONTACT PERSON:	
TRANSPORTER'S MAILING ADDRESS:				
CITY:	STATE:	ZIP:	PHONE:	FAX:
<b>All Detached Non-Friable and Friable ACM Must Go To an ACM Permitted Landfill.</b>				
DISPOSAL SITE NAME:			DISPOSAL SITE COUNTY:	
DISPOSAL SITE ADDRESS:				
CITY:	STATE:	ZIP:	PHONE:	FAX:
PROJECT OWNER NAME:			OWNER'S REPRESENTATIVE:	
OWNER'S STREET ADDRESS:				
OWNER'S MAILING ADDRESS (IF DIFFERENT):				
CITY:	STATE:	ZIP:	PHONE:	FAX:
<b>SECTION 7 - WORK METHODS: METHOD OF DEMOLITION ACTIVITY (DESCRIPTION OF WORK PRACTICES, ENGINEERING CONTROLS, AND CLEARANCE METHODS)</b>				
<input type="checkbox"/> <b>CHECK IF SECTION REVISED</b>				
<b>SECTION 8 - ADDITIONAL PROJECT INFORMATION</b>				
<input type="checkbox"/> <b>CHECK IF SECTION REVISED</b>				
WILL ASBESTOS REMAIN IN THE PROJECT AREA? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN				
EXPLAIN 'YES' OR 'UNKNOWN':				
WAS THIS SITE PREVIOUSLY ABATED? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> UNKNOWN				
PRIOR ABATEMENT COMPANY:			YEAR ABATED:	
PRIOR COMPANY CONTACT PERSON:			PHONE:	
<b>CERTIFICATION OF INFORMATION AND ACKNOWLEDGEMENT</b>				
<input type="checkbox"/> <b>CHECK IF SECTION REVISED</b>				
<p>I, THE UNDERSIGNED, CERTIFY THAT AN INDIVIDUAL TRAINED IN THE PROVISIONS OF FEDERAL REGULATIONS (NESHAP/40 CFR PART 61 SUBPART M) WILL BE ON THE PROJECT SITE DURING DEMOLITION ACTIVITIES DESCRIBED IN THE NOTIFICATION. EVIDENCE THAT THIS PERSON AND ALL OTHER PROJECT PERSONNEL HAVE ACCOMPLISHED APPROPRIATE TRAINING AND TRAINING CERTIFICATES WILL BE AVAILABLE FOR INSPECTION DURING NORMAL BUSINESS HOURS AND ANYTIME REGULATED ACTIVITIES ARE BEING CONDUCTED ON SITE.</p> <p>I FURTHERMORE UNDERSTAND THAT I AM RESPONSIBLE FOR THE ACCURACY AND COMPLETENESS OF THE INFORMATION SUBMITTED WITH THIS NOTIFICATION AND I SHALL PROMPTLY SUBMIT REVISIONS, SUPPORTING DOCUMENTS, AND PROJECT FEES.</p>				
PRINTED NAME:			PHONE:	
SIGNATURE:			DATE:	
REPRESENTING: <input type="checkbox"/> OWNER <input type="checkbox"/> DEMOLITION CONTRACTOR <input type="checkbox"/> OTHER _____				
COMPANY NAME IF "OTHER" CHECKED:			ADDRESS IF "OTHER" CHECKED:	
<ul style="list-style-type: none"> <li>Refer to the detailed instructions when in doubt about proper completion of any section.</li> <li>Never leave blank spaces. Insert "N/A" or "Unknown" for any blank where you do not have the information requested.</li> <li>Print responses neatly and legibly.</li> <li>ALWAYS keep a copy of this form for your records and provide copies to all other involved parties.</li> <li>EPD no longer accepts Fax only documents. <b><u>SUBMIT THE ENTIRE FORM VIA MAIL.</u></b></li> </ul> <p><b><u>HOW TO SUBMIT</u></b></p> <p><b>Mail original notification to the EPD Office Address at 4244 International Parkway, Suite 104, Atlanta, GA 30354. If emergency project, include letter of explanation with original notification to office address.</b></p> <ul style="list-style-type: none"> <li>Do not submit two-sided photo copies.</li> <li>If a Project Notification is submitted by someone other than the demolition contractor - such as the Consultant or Owner, a revised notification must be submitted by the contractor to whom the project is awarded before work begins. The contractor must sign the certification of the revised notification form.</li> </ul> <p style="text-align: center;"><b>IT IS YOUR RESPONSIBILITY TO SUBMIT THIS FORM ACCURATELY AND COMPLETELY.</b></p>				

## DETAILED INSTRUCTIONS FOR COMPLETING THE GEORGIA EPD

### PROJECT NOTIFICATION FOR DEMOLITION PROJECTS

The following instructions are a step-by-step guide through the notification completion process. If you have questions or need assistance with completion of the notification documents, please call the daily duty officer available Monday through Friday 8:00AM until 4:30PM at (404) 363-7026.

#### HOW TO SUBMIT YOUR NOTIFICATION?

**MAIL ORIGINAL NOTIFICATIONS TO THIS ADDRESS:**

EPD ASBESTOS PROGRAM  
ATTN: DEMOLITION NOTIFICATIONS  
4244 INTERNATIONAL PARKWAY, SUITE 104  
ATLANTA, GEORGIA 30354

#### SECTION 1A – WHAT TYPE OF NOTICE SHOULD YOU SUBMIT?

Demolition Project Notifications will always fall into one of the following categories. ALWAYS check the box applicable to your current submittal:

- **ORIGINAL INITIAL** - The first time a project notification is submitted for the project to which the notification applies.
- **REVISION** – To notify the EPD of any changes to the project after the Original Initial notification has been submitted. To submit a revision, CHECK THE BOX in Section 1A and list the revision number. Also check the box in the heading of the section you are revising, strike through the incorrect information, and insert the correction. For all revisions, re-sign and re-date the certification section of the project notification before resubmitting.

#### SECTION 1B – WHAT TYPE OF PROJECT ARE YOU CONDUCTING?

- **DEMOLITION** – Where the project only entails demolition of any structure that has been thoroughly inspected for the presence or absence of asbestos. "Demolition" means the wrecking or taking out of any load supporting structural member of a facility together with related handling operations, or the intentional burning of any structure. ***Notification is required regardless of the presence or absence of asbestos containing materials. For Joint Renovation/Demolition Projects or Renovation/Abatement Prior To Demolition Projects, please submit this notification for the demolition and a separate project notification on the "PROJECT NOTIFICATION FOR ASBESTOS ABATEMENT, ENCAPSULATION, AND/OR RENOVATION".***
- **ORDERED DEMOLITION** – A demolition project ordered by a government agency. If the property has been condemned, the Order of Condemnation must be included with the project notification.

#### SECTION 2 – SITE INFORMATION

- **PROJECT NAME** – Identify the exact location where demolition work is being performed. Provide the name of the building, company, or other description of all structures involved in the project. For example: "Vacant House", "Residence", "Commercial Bldg", "ABC Company", "Office Bldg"). If the project is part of a DOT road-widening project, please include parcel number and structure number.
- **PROJECT ADDRESS** – Street address that demolition will be performed.
  - If project involves multiple buildings/structures at one location, list all addresses, building names, unit numbers, etc. Use a separate sheet of paper as an attachment, if necessary.
  - If project involves multiple buildings/structures at different addresses, you may group together those addresses on the same street and/or adjacent streets, (within a few block radius). Use a separate sheet of paper as an attachment, if necessary. Include a site map or diagram showing locations.
- **PROJECT CITY/ZIP/COUNTY** – Complete all areas. **YOU MUST LIST THE COUNTY.**
- **NEAREST MAJOR INTERSECTION** – For example: "State Hwy 41 near Windy Hill Rd"; "South Houston Lake Rd near State Hwy 96")
- **BLDG SIZE IN SQ. FEET** – Square foot measurement of the entire building (all floors and spaces) combined.
- **NUMBER OF FLOORS IN BUILDING** – Total number of floors in building, including sub-basement, basement, mezzanine, attic, and penthouse. Each level that can be occupied should be counted as a separate floor.
- **YEAR OF CONSTRUCTION** – For example, "1978".
- **IS THIS A RESIDENCE?** – Is this site currently a residence? Check Yes or No.



- **WILL SITE BECOME RESIDENCE?** – Will this site be converted into residence(s)? Check Yes or No.
- **IS THIS A CHILD-OCCUPIED FACILITY?** - “Child-occupied facility” means a building, or portion of a building constructed prior to 1978, visited by the same child, six years of age or under, on at least two different days within the same week (Sunday through Saturday period), provided each day’s visit lasts at least three hours and the combined weekly visit lasts at least six hours. Child-occupied facilities include, but are not limited to, day-care centers, pre-schools and kindergarten classrooms. Check Yes or No.

### **SECTION 3 – DEMOLITION CONTRACTOR**

- **DEMOLITION CONTRACTOR NAME** – Name of the company that will perform the demolition activities.
- **EMAIL ADDRESS** – Please provide email address. This is required for future online processing. If you do not currently have an email address, please obtain one.
- **STREET ADDRESS** – The actual physical location of the demolition contractor’s place of business. **DO NOT USE A POST OFFICE BOX IN THIS SPACE!**
- **CITY/STATE/ZIP/PHONE/FAX** – You must complete each space.
- **GEORGIA CERTIFIED RENOVATION FIRM** – Check YES or NO. Renovation activities (including asbestos abatement, encapsulation, partial demolition and renovation) performed on target housing (built before 1978) or child-occupied facilities (built before 1978) are subject to Georgia’s Lead-Based Paint Renovation, Repair and Painting (RRP) Rules. Certification of a Renovation Firm is required to advertise or agree to perform these activities. A Renovator working for a Certified Firm must be trained and Georgia Certified to perform these activities. For more information, please see <http://epd.georgia.gov/lead-based-paint> or contact our daily duty officer available Monday through Friday 8:00AM until 4:30PM at (404) 363-7026. To apply to become a Georgia Certified Renovation Firm, register an account in GEOS, the Georgia EPD Online System. Go to [Geos.epd.georgia.gov/ga/geos/public](http://Geos.epd.georgia.gov/ga/geos/public) and click on “Create a new account.” Select the “Application for Renovator Certification” and “Application for Renovation Firm Certification” to apply for Firm and Renovator certifications. Both certifications are required to perform RRP work in Georgia.
- **GEORGIA CERTIFIED RENOVATOR** – Check YES or NO. Renovation activities (including asbestos abatement, encapsulation, partial demolition and renovation) performed on target housing (built before 1978) or child-occupied facilities (built before 1978) are subject to Georgia’s Lead-Based Paint Renovation, Repair and Painting (RRP) Rules. Certification of a Renovation Firm is required to advertise or agree to perform these activities. A Renovator working for a Certified Firm must be trained and Georgia Certified to perform these activities. For more information, please see <http://epd.georgia.gov/lead-based-paint> or contact our daily duty officer available Monday through Friday 8:00AM until 4:30PM at (404) 363-7026. To apply to become a Georgia Certified Renovation Firm, register an account in GEOS, the Georgia EPD Online System. Go to [Geos.epd.georgia.gov/ga/geos/public](http://Geos.epd.georgia.gov/ga/geos/public) and click on “Create a new account.” Select the “Application for Renovator Certification” and “Application for Renovation Firm Certification” to apply for Firm and Renovator certifications. Both certifications are required to perform RRP work in Georgia.  
**Need RRP Training?** Click [https://epd.georgia.gov/sites/epd.georgia.gov/files/RRP\\_Training\\_Providers\\_032116.pdf](https://epd.georgia.gov/sites/epd.georgia.gov/files/RRP_Training_Providers_032116.pdf) for a list of Georgia Accredited Training Providers.
- **GEORGIA CERTIFIED RENOVATION FIRM ID** – The Renovation Firm’s ID number issued by Georgia EPD. Example: “50123”. Please do not enter ID numbers issued by EPA. To apply to become a Georgia Certified Renovation Firm, register an account in GEOS, the Georgia EPD Online System. Go to [Geos.epd.georgia.gov/ga/geos/public](http://Geos.epd.georgia.gov/ga/geos/public) and click on “Create a new account.” Select the “Application for Renovator Certification” and “Application for Renovation Firm Certification” to apply for Firm and Renovator certifications. Both certifications are required to perform RRP work in Georgia.
- **GEORGIA CERTIFIED RENOVATOR ID** – The Renovator’s ID number issued by Georgia EPD. Please do not enter the training certificate number or any ID numbers issued by EPA. To apply to become a Georgia Certified Renovation Firm, register an account in GEOS, the Georgia EPD Online System. Go to [Geos.epd.georgia.gov/ga/geos/public](http://Geos.epd.georgia.gov/ga/geos/public) and click on “Create a new account.” Select the “Application for Renovator Certification” and “Application for Renovation Firm Certification” to apply for Firm and Renovator certifications. Both certifications are required to perform RRP work in Georgia. **Need RRP Training?** Click [https://epd.georgia.gov/sites/epd.georgia.gov/files/RRP\\_Training\\_Providers\\_032116.pdf](https://epd.georgia.gov/sites/epd.georgia.gov/files/RRP_Training_Providers_032116.pdf) for a list of Georgia Accredited Training Providers.

### **SECTION 4 – ASBESTOS CONTAINING MATERIAL(S) (ACM) INFORMATION**

- **IS ASBESTOS PRESENT?**
  - **YES** – A thorough inspection for the presence of asbestos has been conducted and the written results indicate that asbestos **IS** present. **STOP! YOU MAY NOT PROCEED WITH DEMOLITION UNTIL ASBESTOS IS PROPERLY REMOVED.**
  - **NO** – A thorough inspection for the presence of asbestos has been conducted and the written results indicate that asbestos **IS NOT** present.

- **UNKNOWN** – It is unknown if an asbestos inspection has been performed, or an inspection has been performed but the results are unknown at this time. **STOP! YOU MAY NOT PROCEED WITH DEMOLITION UNTIL ASBESTOS IS PROPERLY REMOVED.**
  - **FRIABLE** – “Friable Asbestos-Containing Material” means any material containing more than 1 percent asbestos, by weight, and which when dry may be crumbled, pulverized, or reduced to powder by hand pressure or non-friable material that will be subjected to sanding, grinding, abrading or crushing.
  - **NON-FRIABLE** – “Non-Friable Asbestos-Containing Material” means any asbestos-containing material that does not meet the definition of “FRIABLE”.
  - **BOTH** – Both “Friable” and “Non-friable” materials are present on this project.
- **DID AN AHERA ACCREDITED INSPECTOR INSPECT THIS SITE?**  
Was the portion of the structure to be demolished thoroughly inspected by an AHERA Accredited Asbestos Inspector? Check YES, NO or ASSUMED.
    - **ASSUMED ASBESTOS** – A thorough inspection for the presence of asbestos HAS NOT been conducted but based on the type of material(s) being disturbed, the decision has been made to treat the material(s) as ACM.
  - **INSPECTOR NAME** – Name of individual who performed the inspection.
  - **INSPECTOR PHONE** – Number at which the Inspector may be reached, starting with area code.
  - **ACCREDITATION COURSE** – Name of course taken to obtain **ASBESTOS INSPECTOR** accreditation. For example: “Asbestos Inspector Initial” OR “Inspector Refresher”
  - **CERTIFICATE NUMBER** – Number on the Asbestos Inspector Certificate of Course Completion issued by the Training Provider.
  - **EXPIRES** – Expiration date on certificate issued by Training Provider.

## **SECTION 5 – WORK SCHEDULES**

### **IMPORTANT NOTICE: A 10 (TEN) WORKING DAY NOTIFICATION IS REQUIRED PRIOR TO COMMENCING ANY DEMOLITION ACTIVITY.**

Working days are considered Monday through Friday. A holiday falling on these days will be counted as a working day.

Working days are counted from the date of:

- US Post Office Postmark Date
- FedEx/UPS shipping date
- Electronic filing of project notification

Notifications postmarked on a Saturday or Sunday do not begin the 10 working day notification period until the following Monday.

- **DEMOLITION START DATE/END DATE** – Provide the project START date and END dates. NOTE: If the Consultant or Project Owner is submitting the project notification, and project dates are as yet undetermined, submit dates as **TBD** (To Be Determined). **THE DEMOLITION CONTRACTOR WHO RECEIVES THE CONTRACT MUST SUBMIT A REVISION TO UPDATE THE PROJECT DATES BEFORE WORK BEGINS.**
- **WORK DAYS** - Provide actual days of the week on which work will be performed – NOT the number of days worked per week. For example: “M, Tu, Th” or “M-F”
- **WORK HOURS** – Provide the actual times of the day the crew will be on site – NOT the number of hours worked per day. For example “7A – 4P” or “5P – MIDNIGHT”. **PHASED PROJECTS** - If multiple buildings/structures are involved, break project into Phases, and identify project dates per Phase. Use an additional page to described phased project start and stop dates and work hours in detail.

## **SECTION 6 – WASTE TRANSPORTER, DISPOSAL SITE, AND BUILDING OWNER INFORMATION**

**WASTE TRANSPORTER:** Complete all areas

- NAME OF WASTE TRANSPORTER COMPANY
- TRANSPORTER CONTACT PERSON: Name of person at Transport Company to call, if necessary.
- ADDRESS/CITY/STATE/ZIP/PHONE/FAX: Complete all areas.

### **DISPOSAL SITE INFORMATION**

- WASTE DISPOSAL SITE NAME: Name of Landfill.
- DISPOSAL SITE COUNTY: Provide County name where the disposal site is located.
- ADDRESS/CITY/STATE/ZIP/PHONE/FAX: Complete all areas.

### **BUILDING OWNER**

- NAME: Name of legal owner of facility/property.



- OWNER'S REPRESENTATIVE: If applicable, Name of person (other than Contractor) acting on behalf of Owner, particularly if completing and submitting this form, i.e. Consultant.
- OWNER'S STREET ADDRESS: For service of legal process if required.
- OWNER'S MAILING ADDRESS: If different than the street address.
- CITY/STATE/ZIP/PHONE/FAX: Complete all areas.
- TELEPHONE NUMBER: Number at which Contact person may be reached, starting with area code.

**SECTION 7 – WORK METHODS**

Enter the method(s) of demolition activity and a description of work practices and engineering controls to be used on this project. Describe fully what types of activities will be performed. Attach a separate sheet of paper if necessary to answer this section.  
FOR EXAMPLE:

“Structure will be pushed over by track hoe, scooped and debris placed in roll off dumpster for disposal”.

**SECTION 8 - ADDITIONAL PROJECT INFORMATION**

- **WILL ASBESTOS REMAIN IN THE PROJECT AREA?** – Check YES, NO or UNKNOWN, and explain a YES or UNKNOWN answer.
- **WAS THIS SITE PREVIOUSLY ABATED?** – Check YES, NO or UNKNOWN
- **PRIOR ABATEMENT COMPANY/YEAR ABATED/CONTACT PERSON/PHONE** – If the project was previously abated, provide all requested information for the prior abatement company.

**CERTIFICATION OF INFORMATION AND ACKNOWLEDGEMENT**

Provide all requested information – Do not leave any spaces blank and include signature.

- **PRINTED NAME** – Print or type full name of person submitting form.
- **PHONE** – Phone number of the person submitting the Project Notification.
- **SIGNATURE** – The person submitting this form must submit with their signature.
- **DATE** – Date project notification is signed.
- **REPRESENTING** – Check the appropriate title:
  - OWNER – Owner of Facility in which project is being performed
  - DEMOLITION CONTRACTOR
  - OTHER – A contractor representing another trade involved on the project. For example: “General Contractor,” “Sub Contractor,” or “Consultant.” If “OTHER” checked, complete next two data fields.
- **COMPANY NAME:** Name of company submitting the Project Notification.
- **ADDRESS:** Complete the mailing address including street, city, state and zip code.

NOTE: If a Project Notification is submitted by someone other than the demolition contractor - such as the Consultant or Owner - in order to start the 10 working day notification period while the contract is out for bid, A REVISED NOTIFICATION MUST BE SUBMITTED BY THE CONTRACTOR TO WHOM THE PROJECT IS AWARDED BEFORE WORK BEGINS. THE CONTRACTOR MUST SIGN THE CERTIFICATION AREA OF THE REVISED NOTIFICATION FORM.