BUTTE COUNTY AIR QUALITY MANAGEMENT DISTRICT (DISTRICT)
629 Entler Avenue, Suite 15 Chico, CA 95928 www.bcaqmd.org
Office Phone: (530) 332-9400 (toll free 1-855-332-9400)
Counter Hours: Tuesday-Friday 7:30am-12pm, 1pm-4:30pm

ASBESTOS DEMOLITION AND RENOVATION NOTIFICATION FORM INSTRUCTIONS

Questions may be directed to the Air District at (530) 332-9400
(The numbers below correspond to the item numbers on the notification form)

1. **Application Type** - indicate one of the following:
   a. Renovation: Any operation other than a demolition (examples: tenant improvements or partial/complete remodels where load-bearing walls are not being removed).
   b. Demolition: The permanent wrecking, removal, disturbing, or burning of any load supporting structural member in a structure. Examples include removal of one or more load bearing walls, roof rafters, or razing of an entire structure.
   c. Emergency Renovation (requires District approval): An unplanned renovation resulting from a sudden unexpected event and applies to the abatement of the immediate hazard. See item 9 for specific requirements.
   d. Ordered Demolition (requires District approval): Is a demolition ordered by an authorized representative of a state or local government agency and is issued because the structure is structurally unsound or in danger of imminent collapse.
   e. Demolition: Fire Training: Is a demolition and requires the removal of all asbestos-containing material (ACM) >1% prior to the training exercise. District approval of the burn is required on the day of the exercise.
   f. Indicate if this is the Initial Notification or a Revision and the submittal date. Indicate the revision #. Revisions must be submitted while the notification is still active.
   NOTE: A 10 work day waiting period is required for all notifications. The District may approve a waiver of the waiting period for qualifying Emergency Renovations & Ordered Demolitions (see #9 below).
2. **Facility Information**: Provide the specified information for the facility where the project is occurring.

3-7 Complete **Owner, Contractor, Asbestos Consultant (CAC), Abatement Contractor** and **Waste Disposal** information.

8. **Project Information**:
   - Indicate abatement and demolition/renovation dates as applicable (factor in the 10 work day waiting period)
   - List asbestos materials & quantities "being removed" by classification. Indicate the total of all materials.
   - Indicate removal method(s) and engineering controls to be utilized during the abatement.
   - List by classification all asbestos materials that will remain in place undisturbed.
9. **Special Request Notifications**:
   a. Emergency Renovation: You must attach a separate letter documenting the date, time and nature of the unexpected event and how it resulted in an emergency situation (threatens safety, equipment damage and/or unreasonable costs).
   b. Ordered Demolition: Provide agency contact & phone. You must attach a copy of the order.
10. **Signatures**: For projects where asbestos materials are being abated, the Owner or Contractor (GC or abatement contractor) must certify that an individual trained in the provisions of the Regulation (40 CFR Part 61, Subpart M) and familiar with District Rule 270 will be on site during all abatement activities. The second signature is to certify that the information on the form is correct and accurate.

PAYMENT INFORMATION: The District will prepare an invoice for payment of required fees upon submission of a survey report and notification. Documentation may be provided via email at air@bcaqmd.org, **or** by fax to (530) 332-9417 **or** may be submitted in person or via mail to our office at 629 Entler Avenue, Suite 15; Chico, CA 95928. Please do not mail a hardcopy if notification was submitted electronically or via fax. Contact the District office with any questions at (530) 332-9400.