

DEMOLITION PERMIT APPLICATION

Type of Structure	Zoning District	Parcel Number
<i>I hereby certify that I have examined this application and its attachments and find them to be in accordance with the provisions of the West Brandywine Township Building Code and Zoning Ordinance.</i>		
APPROVED <input type="checkbox"/> YES <input type="checkbox"/> NO		_____
		Building Inspector
On _____, 20 ____		_____
		Building Code Official
Total Permit Fee \$ _____		Permit Number _____

Top Section for Office Use Only – Fill application below

Owner _____ Contractor _____
Phone No. _____ Phone No. _____
Address _____ Address _____
Email _____ Email _____
Current Use _____
Applicant/Contact Person _____

The application must be accompanied by the following information:

1. Separate Permit applications shall be submitted for each structure to be demolished.
2. Two (2) copies of all staging and demolition plans including the dimensions of the existing structure. Structural details must be signed and sealed by a licensed engineer.
3. Two (2) copies of a property sketch showing the location (include front, rear and side yard setback dimensions) of the structure proposed for demolition. Please note all utilities, all existing structures, impervious surfaces (driveways, patios, pools, etc.), an on-site sewer or well system and any established easements or right of ways.
4. A signed Inspection Checklist Form
5. The Contractor's Information Sheet signed and dated. List "Homeowner" as the general contractor if work is to be completed at no charge by a resident of the property.
6. Contractor's verification application and fee when construction is performed by a paid contractor.

Any property designated as a Class I or Class II Historic Resource is subject to review by the Historical Commission and the Board of Supervisors. See West Brandywine Township Code §200-191: Demolition of Identified Historic Resources

General Information:

1. Structure to be demolished: _____ 2. Site Address: _____
3. Dimensions: Width _____ Length _____ Height _____ Total Sq. Ft. _____
4. Material Type: ☐ Masonry/Concrete ☐ Framed ☐ Stone ☐ Other _____
5. Are any of the following applicable?
☐ Electrical Facilities ☐ Plumbing ☐ Designated Historic Property
6. Estimated Cost of Demolition \$ _____ 7. Method of Disposal _____

WEST BRANDYWINE TOWNSHIP
198 Lafayette Road
West Brandywine, PA 19320
610 380-8200 Fax 610 384-4934

INSPECTIONS REQUIRED FOR DEMOLITION

The issuance of this permit requires the applicant to comply with all provisions set forth in the International Code Council Building Code 2018.

The inspections marked below are the stages when the West Brandywine Township Building Inspector must be notified by the applicant. Inspections must be scheduled 24 - 48 hours in advance. Failure to notify the Township before proceeding to the next step (inspection) will result in a stop work order.

Twenty-four (24) hour notice is required to cancel a scheduled inspection. Failure to do so will result in a failed inspection. Fee for all failed inspections per current fee schedule.

Your signature at the bottom of this page acknowledges that you have read and fully understand the requirements contained herein. Please contact the Township prior to accepting the terms of this permit with any questions or concerns.

☐ **PRELIMINARY INSPECTION**

Inspections will verify all utilities have been properly disconnected and the current location of the building demolition proposed at the time of this inspection. Safety parameters shall be established by way of barrier and or ribbon cordoning off area to prevent access to the site by unauthorized persons.

☐ **FINAL INSPECTION**

Inspection to verify that the entire site has been left in a clean safe environment.

I HEREBY ACKNOWLEDGE RECEIPT OF THIS FORM

Signature of Homeowner/Applicant

West Brandywine Township

Date

West Brandywine Township Procedure and Required Documentation for Permit Applications

- Original, signed permit applications are accepted; electronic versions may be sent to permit@wbrandywine.org
- Residential permit applications shall include one (1) set of all supporting information consisting of site plan, structural/building plans and specifications, and, if necessary, manufacturer's installation instructions; an additional electronic copy may be sent to permit@wbrandywine.org
- Commercial permit applications shall include one (1) hardcopy and one (1) electronic copy of all supporting documents including site plan, and structural/building plans and specifications; shall be prepared and signed by a registered Engineer/Architect. Additional copies may be required at the discretion of the Plans Reviewer and/or Building Code Official. Electronic copies shall be sent to permit@wbrandywine.org
- All applications shall provide a site plan showing the size and location of new construction and existing structures on the site and distances from lot lines. For demolition permit applications, the site plan shall show construction to be demolished, the location and size of existing structures, and construction that are to remain on the site or plot.
- All Contractors engaging in home improvement services within West Brandywine Township shall comply with Contractor Insurance Verification Requirements: Ord. 2021-03, Adopted 8/5/2021.
- Permit applications, once deemed complete, are allotted a review period of 15-business days for Residential applications; 30-business days for Commercial applications; 45-Calendar days for Grading applications.
- Grading Permit Fee of \$350.00 covers one (1) hour Engineer review time, one (1) site visit by Code Officer and Administrative costs. In the event of additional reviews, applicant is required to establish an escrow with the Township in an initial amount of \$500.00 and maintain a minimum balance requirement of \$250.00 each month thereafter, until the issuance of a Use and Occupancy permit is granted. Applicant shall submit W-9 to establish escrow.
- Approved permit applications shall be issued once permit fees are satisfied according to the current Fee Schedule as adopted by the Township Board of Supervisors

COUNTY OF CHESTER ASSESSMENT OFFICE

313 W. MARKET STREET, SUITE 4202, P.O. BOX 2748, WEST CHESTER, PA 19380

JONATHAN B. SCHUCK, MBA CPE
Director of Assessment

610-344-6105
Fax 610-344-5902
www.chesco.org

Dear Property Owner:

As you have applied for a building permit from your municipality, the county Assessment Office would like to advise you of the steps surrounding our involvement in the process. We would like to make sure that you are aware of what will take place during construction and after the improvement is finished.

- 1) The municipality is required to supply a list of all building and zoning permits to the Assessment Office monthly.
- 2) An assessor will visit your property when they are in your municipality (generally rotate through every 2 - 3 months).
- 3) When arriving at your property, the assessor will come to the front door and identify themselves wearing a Chester County I. D. badge and will present a business card. They will ask you questions about the building permit and may need to measure the improvements (from the outside).
- 4) If you are not home when the assessor arrives, a business card will be left with a note on the flip side of the card. The assessor will proceed to the improvement and measure if the work is sufficiently complete. Otherwise, they will mark it for a revisit the next time they are in the municipality.
- 5) Please cooperate with the assessor, as he or she is simply trying to get the correct information about your improvement, so there will be no mistakes on the county record.
- 6) After the construction is finished or 30 months has elapsed your improvement will be assessed and added to your property record card.
- 7) You will receive a notice from our office changing your assessment reflecting the addition of the new improvement. If you require more information, please call our office at 610-344-6105 and ask to speak to the assessor assigned to your municipality.

It is the intention of this letter to inform you of the assessment process so that you realize that we will be visiting your property. Please note that due to time constraints we generally do not make appointments, unless absolutely necessary. Please be patient when an assessor knocks on your door and answer any questions to the best of your ability. Thank you for your anticipated cooperation.

Sincerely,

Jonathan B. Schuck
Director

WEST BRANDYWINE TOWNSHIP CODE ENFORCEMENT OFFICE
198 Lafayette Road
West Brandywine, PA 19320
Phone: 610-380-8200 Fax: 610-384-4934
CONTRACTOR'S INSURANCE VERIFICATION

FEE PER CURRENT FEE SCHEDULE

DATE: _____

Contractor's engaging in any and all types of home improvements shall register with West Brandywine Township Codes Office prior to commencing home improvements within the Township. A check shall accompany completed application, made payable to West Brandywine Township.

Please complete the application in its entirety. Sign and date application, include current Certificate of Insurance naming West Brandywine Township as the Certificate Holder, specifying minimum general liability and workers compensation limits as outlined below. If you are filing a self-employment or religious exemption, and are not required to carry Workers Compensation Insurance, **please complete and have notarized the attached Affidavit for submittal along with the Application. If the Affidavit is not completed, processing of the application will be delayed. Also include a copy of your State Registration Certificate.**

The following minimum insurances are required to obtain a valid Registration Certificate:

- a. General Liability - 1) Per Occurrence - \$500,000; 2) Per Personal Injury - \$500,000; 3) Property Damage - \$1,000,000
- b. Workers Compensation and Employer's Liability - 1) Each Accident - \$100,000

VALID FOR ONE YEAR FROM DATE OF ISSUANCE

CONTRACTOR INFORMATION:

Contractor's Name: _____

Company Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Names of principal partner or officer: _____

Type of Contractor: _____

Number of Employees: _____ If you have no employees and you do not have worker's compensation insurance, please complete attached Affidavit, sign, notarize, and include with this application.

Municipalities presently certified in: _____

Certificate of Insurance attached: ☐ Yes ☐ No

CERTIFICATION: THE ABOVE STATEMENTS ARE TRUE AND CORRECT.

Print Name

Signature

Worker's Compensation Insurance Coverage to comply with Act 44 of 1993

AFFIDAVIT

To be completed if Applicant is a contractor claiming exemption from providing Worker's Compensation Insurance, i.e. if you have no employees or claiming exemption on religious grounds, the Affidavit must be completed, signed and notarized. Contractor's Insurance Verification process will be delayed if Affidavit is not completed.

Name of Applicant: _____

Federal or State Employer or Tax Identification No: _____

The undersigned swears or affirms that he/she is not required to provide Worker's Compensation Insurance under the provisions of Pennsylvania's Worker's Compensation Law for one of the following reasons as indicated:

☐

Contractor and sole proprietor without employees-Contractor prohibited by Law from employing any individual to perform work pursuant to this Building Permit unless Contractor provides proof of insurance to the Township.

☐

Contractor exempt on religious grounds qualified under Section 304.2 of the WC Act.

Signature of Applicant

Date

Name: _____

Address: _____

City: _____ State: _____ Zip _____

Subscribed and sworn to before me this _____ ***day of*** _____

Signature of Notary Public

My Commission Expires:

ASBESTOS PROGRAM FOR CONTRACTORS WORKING IN PENNSYLVANIA

The Pennsylvania asbestos program includes federal and state regulations to help protect the public from exposure to hazardous amounts of airborne asbestos. The following is a brief summary of the regulations. Information in this fact sheet does not supersede any federal, state or local requirements.

WHAT IS ASBESTOS?

Asbestos is a generic term used to describe a variety of natural mineral fibers. From the early 1930s until the 1970s, manufacturers added asbestos to products for strength and to provide heat insulation and fire resistance. Asbestos also resists corrosion and is a poor conductor of electricity. Because few products contained all of these properties, asbestos was widely used in the construction of homes, schools and other buildings.

HOW CAN PEOPLE BE EXPOSED TO ASBESTOS?

Most people are exposed to small amounts of asbestos in their daily lives. However, if materials containing asbestos are disturbed—for example sawed, scraped or sanded into a powder—asbestos fibers are more likely to become airborne and inhaled into the lungs.

HOW IS ASBESTOS REGULATED IN PENNSYLVANIA?

Because asbestos, in certain forms, has been determined to cause serious health problems, the Pennsylvania Department of Environmental Protection (DEP) regulates the removal, collection, transportation and disposal of asbestos-containing materials (ACM). DEP's Air Quality Program has adopted and enforces the federal Environmental Protection Agency (EPA) 40 CFR Part 61 Subpart M, the Asbestos National Emission Standard for Hazardous Air Pollutants (NESHAP) regulations, as amended on November 20, 1990. Should a project be subject to the NESHAP regulations, a minimum 10-day notification of the project is required to be made to both EPA and DEP. The EPA and DEP do not regulate the removal of ACM from private residences unless the residence is an apartment with five or more units.

The Pennsylvania Department of Labor and Industry (L&I) enforces the Pennsylvania Asbestos Occupations Accreditation and Certification Act of 1990 (Act 194 and Act 161), which requires certification for the following asbestos occupations: contractor, inspector, management planner, project designer, supervisor and worker. L&I requires a five-day prior notification for friable asbestos on indoor projects at regulated facilities (including the EPA/DEP exempt private residence when the friable asbestos is disturbed by someone other than the homeowner). Call L&I at 717-772-3396 for more information regarding Act 194 and Act 161.

Contact the municipality where the project is located to find out if there are any local regulations.

WHAT ARE SOME IMPORTANT DEFINITIONS IN THE ASBESTOS NESHAP REGULATIONS?

- Friable ACM is material containing more than one percent asbestos that, when dry, can be crumbled, pulverized or reduced to a powder by hand pressure.
- Nonfriable ACM is material containing more than one percent asbestos that, when dry, **cannot** be crumbled, pulverized or reduced to a powder by hand pressure. It is divided into two categories:
 - Category I includes asbestos-containing packings, gaskets, resilient floor coverings or vinyl asbestos floor tile and asphalt roofing products.
 - Category II includes any other asbestos-containing material, except Category I nonfriable ACM, such as transite siding shingles, galbestos, concrete-type piping and other ACM concrete-type products.
- Regulated asbestos-containing materials (RACM) are: (a) friable ACM; (b) Category I nonfriable ACM that has passively become friable by water damage, fire damage or weathering; (c) Category I nonfriable ACM that will be or has been subjected to sanding, grinding, cutting, drilling or abrading; and (d) Category II nonfriable ACM that has a high probability of becoming or has become crumbled, pulverized or reduced to a powder in the course of demolition or renovation operations.
- Demolition – the wrecking or taking out of any load-supporting structural member of a facility together with any related handling operations **or** the intentional burning of any facility.
- Renovation – altering a facility or one or more facility components in any way, including the stripping or removal of RACM from a facility component.
- Facility – any institutional, commercial, public or industrial structure. A single residential building with four or fewer dwelling units is not a regulated facility under the NESHAP regulation unless it is part of an installation, which was previously subject to NESHAP regulations or its main use is not residential.

- Installation – a building or structure or any group of buildings or structures at a single demolition or renovation site that is under the control of the same owner or operator.

WHAT DO I NEED TO KNOW BEFORE REMOVING ASBESTOS IN PENNSYLVANIA?

State regulations stipulate that it is illegal for anyone to engage in any asbestos occupation (worker, supervisor, project designer, inspector, management planner or contractor) without proper certification from L&I. These requirements, along with a five-day notification prior to the start of any abatement or demolition project where ACM is present, are outlined in Acts 194 and 161. Call L&I at 717-772-3396 for more information regarding these requirements.

The building must be thoroughly inspected for ACM prior to any renovation or demolition. If the amount of friable ACM that will be removed is more than 260 linear feet, 160 square feet or 35 cubic feet, the project falls under the federal NESHAP regulations. This requires that a notification be postmarked or hand delivered to DEP and EPA at least **10 WORKING DAYS** prior to the start of the project. **All demolitions of regulated facilities, as defined above, also require a 10-day notification to DEP and EPA, regardless of the presence of asbestos.**

Additional regulations exist for demolition and renovation of any building containing ACM in Philadelphia and Allegheny Counties. In Philadelphia County, call 215-685-7576. In Allegheny County, call 412-578-8133. It is important to contact the appropriate office if the project is located in either of these counties.

WHAT ARE THE PROCEDURES FOR NOTIFICATION?

DEP is transitioning away from paper to online asbestos abatement and demolition/renovation notifications. DEP held a webinar on Wednesday, March 14, 2018 to introduce and explain the new online system. A recording of the webinar can be accessed from the following hyperlink:

- Training Webinar ([MP4](#)) ([WMV](#))

The **Online Asbestos Notification System** (www.dep.pa.gov/asbestos) is one of many applications on the DEP's [GreenPort](#) website. You will need to create a GreenPort account to access the system if you don't already have one. Regardless of how many DEP systems you want to access, only one GreenPort account is ever necessary. Once you create an account, you can self-register for the Online Asbestos Notification System by clicking on the "Enroll" button at the bottom of the screen, selecting "ePermitting," and then "Asbestos." Thereafter, an "ePermitting" button will be available on the right side of your application's screen. Those having problems creating a Greenport account should call the [DEP Service Desk](#) at 717-787-4357.

- [Online Asbestos Notification System User's Guide](#) (PDF)

Note: This online system is not for asbestos abatement and demolition/renovation projects in Philadelphia or Allegheny Counties.

While we strongly encourage the use of the Online Asbestos Notification System, links to the paper notification and its instructions are found at www.dep.pa.gov/asbestos. Please mail paper notifications to the appropriate DEP regional office found in the instructions and not the Rachel Carson State Office Building in Harrisburg. Please contact the appropriate DEP regional office or [Craig Evans](#) by e-mail or by telephone at 717-772-3995 if you have questions or need additional information.

WHERE IS THERE MORE INFORMATION?

To obtain copies of the NESHAP regulations, the notification form or other information, please contact the local DEP regional office:

Southeast Regional Office – 484-250-5920 (Bucks, Chester, Delaware, and Montgomery counties)

Northeast Regional Office – 570-826-2511 (Carbon, Lackawanna, Lehigh, Luzerne, Monroe, Northampton, Pike, Schuylkill, Susquehanna, Wayne, and Wyoming counties)

South-central Regional Office – 717-705-4702 (Adams, Bedford, Berks, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Mifflin, Perry, and York counties)

North-central Regional Office – 570-321-6580 (Bradford, Cameron, Centre, Clearfield, Clinton, Columbia, Lycoming, Montour, Northumberland, Potter, Snyder, Sullivan, Tioga, and Union counties)

Southwest Regional Office – 412-442-4000 (Allegheny, Beaver, Cambria, Fayette, Greene, Somerset, Washington, and Westmoreland counties)

Northwest Regional Office – 814-332-6940 (Armstrong, Butler, Clarion, Crawford, Elk, Erie, Forest, Indiana, Jefferson, Lawrence, McKean, Mercer, Venango, and Warren counties)

For work done in Philadelphia County, contact Air Management Services at 215-685-7576.

For work done in Allegheny County, contact Allegheny County Health Department at 412-578-8133.

For more information, visit www.dep.pa.gov.



ASBESTOS ABATEMENT AND DEMOLITION/RENOVATION NOTIFICATION FORM

Complete all applicable sections of the notification. Fax copies are not accepted, as the notification must be certified with an **original signature**. This form can be used to satisfy the notification requirements of the following agencies (see agency addresses below):

- PA Department of Environmental Protection (DEP)
- PA Department of Labor and Industry (L&I)
- Allegheny County Health Department
- City of Philadelphia Department of Public Health

Special Notations:

- All REVISIONS to a previous notification should be highlighted.
- Item #5 - Check the box that best describes the entire project.
- Item #6 - The "Job No." portion of this Item is provided for those contractors who assign a unique job # to their projects.
- Item #12 - Please provide the information in the format requested.
- Items #26 and #27 - **Notifications must contain original signatures or they will be returned to the sender, unprocessed.** If a notification is returned for original signature, the ten (10) day reporting period will begin with the postmark date of the resubmitted notification with original signature.
- If additional space is needed for any descriptive text, please continue on a blank sheet, and attach.

Fees: If you are submitting an initial asbestos abatement or regulated demolition or renovation project that is subject to 40 CFR Part 61, Subpart M (relating to National Emission Standards for Hazardous Air Pollutants), or the Asbestos Occupations Accreditation and Certification Act (Act 1990 -194) (63 P.S. §§ 2101—2112) you must include a payment for **\$300** payable to "**The Commonwealth of Pennsylvania Clean Air Fund**". Initial notifications will not be considered complete unless accompanied by the fee. The fee must be submitted along with the notification form to the **appropriate DEP regional office** and it applies for all projects (NESHAP and Act 194). **No fee is due for a notification revision.**

The fee is not applicable for projects located within Allegheny or Philadelphia Counties.

You are not required to pay the fee for fire set for the purpose of instructing personnel in firefighting in accordance with 25 Pa. Code § 129.14(c)(2).

For projects in Allegheny County or the City of Philadelphia, this form **must be submitted to the appropriate address**, directly following. Allegheny County requires two copies, the City of Philadelphia, three. If this project requires a permit application, it must be approved prior to the start of the project, and 2 copies must be included with the notification. A copy of the facility inspection survey must also be included for all demolition projects. Do not send these documents to Harrisburg.

Allegheny County Health Department
Air Quality Program
Building 7
301 39th Street
Pittsburgh, PA 15201-1891
Attn: Asbestos Abatement Permitting

City of Philadelphia
Department of Public Health
Air Management Services
Asbestos Control Unit
321 University Avenue
Philadelphia, PA 19104-4597

Allegheny County - A permit is required if the project involves at least 260 linear feet or 160 square feet of any asbestos containing material. For Item #10, the survey must be included for demolition projects. Item #26 should be signed by the Contractor. Item #27 should be signed by the Facility Owner. Information can be obtained by calling 412-578-8133.

City of Philadelphia - A permit is required if the project involves 80 or more square feet or 40 or more linear feet of friable asbestos containing material and does not involve an exempted private residence. Information can be obtained by calling 215-685-7576.

The PA DEP Central Office is no longer processing the asbestos demo/reno notification form. Do not send the notification form to the P.O. Box 8468 or the 400 Market Street, Harrisburg address.

The notification submission addresses, listed below, are to be used depending on the county location of your project:

If the facility address is in Bucks, Chester, Delaware, or Montgomery Counties, send your notification information to:

PA DEP Southeast Region
Asbestos Notification
2 East Main Street
Norristown, PA 19401-4915
Telephone: 484-250-5920

If the facility address is in Carbon, Lackawanna, Lehigh, Luzerne, Monroe, Northampton, Pike, Schuylkill, Susquehanna, Wayne, or Wyoming Counties, send your notification information to:

PA DEP Northeast Region
Asbestos Notification
2 Public Square
Wilkes-Barre, PA 18701-1915
Telephone: 570-826-5547

If the facility address is in Adams, Bedford, Berks, Blair, Cumberland, Dauphin, Franklin, Fulton, Huntingdon, Juniata, Lancaster, Lebanon, Mifflin, Perry, or York Counties, send your notification information to:

PA DEP Southcentral Region
Asbestos Notification
909 Elmerton Avenue
Harrisburg, PA 17110-8200
Telephone: 717-705-4702

If the facility address is in Bradford, Cameron, Centre, Clearfield, Clinton, Columbia, Lycoming, Montour, Northumberland, Potter, Snyder, Sullivan, Tioga, or Union Counties, send your notification information to:

PA DEP Northcentral Region
Asbestos Notification
208 West Third Street, Suite 101
Williamsport, PA 17701-6448
Telephone: 570-321-6580

If the facility address is in Beaver, Cambria, Fayette, Greene, Somerset, Washington, or Westmoreland Counties, send your notification information to:

PA DEP Southwest Region
Asbestos Notification
400 Waterfront Drive
Pittsburgh, PA 15222-4745
Telephone: 412-442-4107 for Beaver, Greene, and Washington Counties
Telephone: 724-925-5428 for Cambria, Fayette, Somerset, and Westmoreland Counties

If the facility address is in Armstrong, Butler, Clarion, Crawford, Elk, Erie, Forest, Indiana, Jefferson, Lawrence, McKean, Mercer, Venango, or Warren Counties, send your notification information to:

PA DEP Northwest Region
Asbestos Notification
230 Chestnut Street
Meadville, PA 16335-3481
Telephone: 814-332-6634

Questions relative to specific filing requirements and enforcement regulations should be directed to the governing agency. Addresses and phone numbers are provided. **Do not mail original notifications to L&I.**

STATE AND LOCAL AGENCY CONTACTS

City of Philadelphia

City of Philadelphia
Department of Public Health
Air Management Services
Asbestos Control Unit
321 University Avenue
Philadelphia, PA 19104-4597
Telephone: 215-685-7576

Allegheny County

Allegheny County Health Department
Air Quality Program
Building 7
301 39th Street
Pittsburgh, PA 15201-1891
Telephone: 412-578-8133

Labor & Industry Contact

Department of Labor and Industry
Bureau of Occupational and Industrial Safety
Seventh and Forster Streets - Room 1623
Harrisburg, PA 17120
Telephone: 717-772-3396

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ASBESTOS ABATEMENT AND DEMOLITION/RENOVATION NOTIFICATION FORM

For Official Use Only

Postmark Date: _____

Project ID#: _____

Permit #: _____

Other #: _____

Inspector: _____

Date Received 1

Date Received 2

NOTICE: This is not a valid asbestos abatement notification for the purposes of the Asbestos Occupations Accreditation and Certification Act unless individuals and contractors have met the certification requirements as set forth in the Asbestos Occupations Accreditation and Certification Act, Act of 1990, P.L. 805, No. 194 (63 P.S. Sections 2101-2112).

REFER TO THE ATTACHED INSTRUCTIONS FOR INFORMATION AND REQUIREMENTS.

1.	TYPE OF NOTIFICATION (check one): <input type="checkbox"/> Revision (highlight here, and changes) <input type="checkbox"/> Postponement Date of Initial Notification or, if previously revised, date of last revision: _____	<input type="checkbox"/> Initial <input type="checkbox"/> Phase of Annual Notification <input type="checkbox"/> Annual Notification <input type="checkbox"/> Cancellation
2.	PROJECT LOCATION (check one): <input type="checkbox"/> Allegheny County <input type="checkbox"/> City of Philadelphia <input type="checkbox"/> Other Location in PA (specify county): _____ <input type="checkbox"/> Municipality (specify): _____	
3.	FOR ALLEGHENY COUNTY AND CITY OF PHILADELPHIA PROJECTS ONLY: A. Does this project require a permit? <input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes is checked, a permit application must be submitted along with this notification and approved prior to the start of the project.) B. For City of Philadelphia projects requiring a permit: Asbestos project inspector: _____ Certification #: _____ Company name: _____ Address: _____ City: _____ State: _____ Zip: _____ Phone: _____	
4.	WILL ALTERNATIVE METHODS TO ANY OF THE APPLICABLE REGULATIONS BE USED? <input type="checkbox"/> Yes <input type="checkbox"/> No (If Yes is checked, approval must be obtained prior to the start of the project. Please contact the appropriate DEP regional office or local government agency (see reverse of Instruction Sheet for contact list).	
5.	TYPE OF OPERATION (check all that apply): <input type="checkbox"/> Demolition <input type="checkbox"/> Ordered Demolition <input type="checkbox"/> Abatement prior to Demolition <input type="checkbox"/> Renovation <input type="checkbox"/> Emergency Renovation	
6.	FACILITY DESCRIPTION: Job No.: _____ (see instructions) Facility Name: _____ Street/Rural Address: _____ City: _____ State: <u>PA</u> Zip Code: _____ Present use: _____ Prior use: _____ Will the facility be occupied during the abatement activity? <input type="checkbox"/> Yes <input type="checkbox"/> No Facility size in square feet: _____ # of floors: _____ Age in years: _____	
7.	ABATEMENT CONTRACTOR: Company name: _____ Email address: _____ Allegheny County or City of Philadelphia License # (if applicable): _____ Street/Rural/POB Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone No. (between 8:00 & 4:30): _____	

8. DEMOLITION CONTRACTOR: Company name: _____ Email address: _____ Street/Rural/POB Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone No. (between 8:00 & 4:30): _____						
9. FACILITY OWNER: Owner name: _____ Email address: _____ Street/Rural/POB Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone No. (between 8:00 & 4:30): _____						
10. FACILITY INSPECTION (required for renovation and demolition projects): Building inspector: _____ Certification #: _____ Date of inspection: _____ Is any material assumed to be asbestos? <input type="checkbox"/> Yes <input type="checkbox"/> No Procedure, including analytical method, if appropriate, used to detect the presence of asbestos material: _____						
<input type="checkbox"/> Building is ID and in danger of collapse. An asbestos investigator will be on site during demolition. (Philadelphia only)						
11. IS ANY TYPE OF ASBESTOS PRESENT? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please list in #12.						
12. TYPE OF ACM, DESCRIPTION & LOCATION OF MATERIAL, APPROXIMATE AMOUNT OF ACM, TYPE OF ABATEMENT AND FINAL AIR CLEARANCE METHOD. PROVIDE INFORMATION IN THE SPACES BELOW, THEN CONTINUE ON ANOTHER SHEET, IF NECESSARY, USING THE SAME FORMAT.						
Code *	Description of material	Location of material (room/floor/area)	Amount of ACM	Code **	Code ***	Code ****
Code * <u>Type of ACM</u> FRI - Friable ACM NF1 - Cat I nonfriable ACM NF2 - Cat II nonfriable ACM (Note: Allegheny County treats all ACM as friable)		Code ** <u>Units</u> LF - Linear ft. SF - Square ft. CF - Cubic ft.		Code *** <u>Type of abatement</u> REM - Removal CAP - Encapsulation CLO - Enclosure NON - None		Code **** <u>Final Clearance</u> PCM - Phase contrast microscopy TEM - Transmission electron microscopy

13.	Is this project regulated by NESHAP? <input type="checkbox"/> Yes <input type="checkbox"/> No Is this project subject to Act 194? <input type="checkbox"/> Yes <input type="checkbox"/> No
14.	OPERATION SCHEDULE(S) (as applicable): <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>A. Asbestos abatement:</p> <p>Daily hours of operation: _____ <input type="checkbox"/> am <input type="checkbox"/> pm</p> <p>Days of week (check): <input type="checkbox"/> Mo <input type="checkbox"/> Tu <input type="checkbox"/> We <input type="checkbox"/> Th <input type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> Su</p> </div> <div style="width: 50%;"> <p>Start Date: _____ Completion Date: _____</p> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>B. Demolition:</p> <p>Daily hours of operation: _____ <input type="checkbox"/> am <input type="checkbox"/> pm</p> <p>Days of week (check): <input type="checkbox"/> Mo <input type="checkbox"/> Tu <input type="checkbox"/> We <input type="checkbox"/> Th <input type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> Su</p> </div> <div style="width: 50%;"> <p>Start Date: _____ Completion Date: _____</p> </div> </div> <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>C. Renovation:</p> <p>Daily hours of operation: _____ <input type="checkbox"/> am <input type="checkbox"/> pm</p> <p>Days of week (check): <input type="checkbox"/> Mo <input type="checkbox"/> Tu <input type="checkbox"/> We <input type="checkbox"/> Th <input type="checkbox"/> Fr <input type="checkbox"/> Sa <input type="checkbox"/> Su</p> </div> <div style="width: 50%;"> <p>Start Date: _____ Completion Date: _____</p> </div> </div> <p>COMMENTS:</p> <p>_____</p> <p>_____</p>
15.	DESCRIPTION OF PLANNED DEMOLITION OR RENOVATION WORK: _____ _____ _____ _____ _____
16.	DESCRIPTION OF WORK PRACTICES AND ENGINEERING CONTROLS TO BE USED TO REMOVE ACM AND TO PREVENT EMISSIONS OF ASBESTOS AT THE DEMOLITION AND RENOVATION SITE: _____ _____ _____ _____ _____ _____ _____ _____ _____ _____
17.	WASTE TRANSPORTER(S): <div style="margin-bottom: 10px;"> <p>A. Transporter #1 name: _____</p> <p>Street/Rural Address: _____</p> <p>City: _____ State: _____ Zip: _____</p> <p>Contact: _____ Telephone: _____</p> </div> <div> <p>B. Transporter #2 name: _____</p> <p>Street/Rural Address: _____</p> <p>City: _____ State: _____ Zip: _____</p> <p>Contact: _____ Telephone: _____</p> </div>

18.	WASTE DISPOSAL SITE(S) (any asbestos containing material): <div style="margin-top: 5px;"> A. Landfill name: _____ DEP permit #: _____ Street/Rural Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone: _____ </div> <div style="margin-top: 10px;"> B. Landfill name: _____ DEP permit #: _____ Street/Rural Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone: _____ </div>
19.	AIR MONITORING FIRM(S): <div style="margin-top: 5px;"> A. Company name/individual: _____ Street/Rural Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone: _____ </div> <div style="margin-top: 10px;"> B. Final clearance firm: (if different than 19A) _____ Street/Rural Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone: _____ Final clearance firm was hired by (check one): <input type="checkbox"/> Contractor <input type="checkbox"/> Owner <input type="checkbox"/> Other: Explain: _____ </div>
20.	AIR SAMPLE FIRM(S) (City of Philadelphia projects only): <div style="margin-top: 5px;"> A. PCM company name/individual: _____ Certification #: _____ Street/Rural Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone: _____ </div> <div style="margin-top: 10px;"> B. TEM company name: _____ Certification #: _____ Street/Rural Address: _____ City: _____ State: _____ Zip: _____ Contact: _____ Telephone: _____ </div>
21.	FOR EMERGENCY RENOVATIONS: Date of emergency (mm/dd/yy): _____ Hour of emergency: _____ <input type="checkbox"/> am <input type="checkbox"/> pm Description of the sudden, unexpected event: _____ _____ _____ Explanation of how the event caused unsafe conditions or would cause equipment damage or an unreasonable financial burden as a consequence of complying with the ten (10) working day notification requirement: _____ _____ _____ _____ _____

22. FOR ORDERED DEMOLITIONS (attach copy of order):

Government agency that ordered: _____

Name of individual who ordered: _____ Title: _____

Date of order (mm/dd/yy): _____ Date ordered to begin (mm/dd/yy): _____

23. DESCRIPTION OF PROCEDURES TO BE FOLLOWED IN THE EVENT THAT UNEXPECTED ASBESTOS IS FOUND OR PREVIOUSLY NONFRIABLE ASBESTOS MATERIAL BECOMES CRUMBLED, PULVERIZED, OR REDUCED TO POWDER:

24. PENNSYLVANIA CERTIFICATIONS/LICENSES:

Project designer: _____ Certification #: _____

Contractor (Individual): _____ Certification #: _____

Supervisor: _____ Certification #: _____

Contractor (Firm): _____ Certification #: _____

25. Fees (Applicable to projects subject to both NESHAP and Act 194 (Asbestos Occupations Accreditation and Certification Act))

If you are submitting an Initial notification for an asbestos abatement or regulated demolition or renovation project that is subject to 40 CFR Part 61, Subpart M (relating to National Emission Standards for Hazardous Air Pollutants), or the Asbestos Occupations Accreditation and Certification Act (Act 1990 -194) (63 P.S. §§ 2101—2112), you must include a payment for **\$300** payable to **"The Commonwealth of Pennsylvania Clean Air Fund"** and submitted to the respective regional office.

Initial notifications will not be considered complete unless accompanied by the fee.

Please provide check # _____

* * * * * **SIGN BOTH STATEMENTS** * * * * *

26. I HEREBY CERTIFY THAT AN INDIVIDUAL TRAINED IN THE PROVISIONS OF 40 CFR PART 61 SUBPART M (if applicable) WILL BE ON-SITE DURING THE DEMOLITION OR RENOVATION AND EVIDENCE THAT THE REQUIRED TRAINING HAS BEEN ACCOMPLISHED BY THIS PERSON WILL BE AVAILABLE FOR INSPECTION DURING ALL WORKING HOURS, AND I CERTIFY THAT ALL WORK WILL BE DONE IN ACCORDANCE WITH ALL APPLICABLE FEDERAL, STATE, AND LOCAL AGENCY RULES AND REGULATIONS.

_____ (Original Signature of Owner/Operator) _____ (Date)

Printed Name of Owner/Operator: _____ Title: _____

27. I HEREBY CERTIFY THAT THE FOREGOING STATEMENTS AND THE INFORMATION CONTAINED IN THIS NOTIFICATION FORM ARE TRUE. THIS CERTIFICATION IS MADE SUBJECT TO THE PENALTIES SET FORTH IN TITLE 18 PA. C.S.A. SECTION 4904 AND 35 P.S. SECTION 4009(b)(2).

_____ (Original Signature of Owner/Operator) _____ (Date)

Printed Name of Owner/Operator: _____ Title: _____

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Don't Let Storm Water Run Off With Your Time and Money!

What the Construction Industry Should Know About Storm Water In Our Community

The construction industry plays an important role in improving our community's quality of life by not only providing new development, but also protecting our streams and rivers through smart business practices that prevent pollution from leaving construction sites.

Storm water runoff leaving construction sites can carry pollutants such as dirt, construction debris, oil, and paint off-site and into storm drains. In our community, storm drains carry storm water runoff directly to local creeks, streams, and rivers with no treatment. Developers, contractors, and homebuilders can help to prevent storm water pollution by taking the following steps:

1. Comply with storm water permit requirements.
2. Practice erosion control and pollution prevention practices to keep construction sites "clean."
3. Conduct advanced planning and training to ensure proper implementation on-site.

The remainder of this fact sheet addresses these three steps.

Storm Water Permit Requirements for Construction Activity

Planning and permitting requirements exist for construction activities. These requirements are intended to minimize storm water pollutants leaving construction sites.

- Pennsylvania's Erosion and Sediment Pollution Control Program (25 Pa. Code, Chapter 102) requires Erosion and Sediment Control Plans for all earth disturbing activities.
- The National Pollutant Discharge Elimination System (NPDES) Permit Program (25 Pa. Code, Chapter 92) requires that construction activities disturbing greater than one acre submit a Notice of Intent for coverage under a general NPDES permit.

Knowing your requirements before starting a project and following them during construction can save you time and money, and demonstrate that you are a partner in improving our community's quality of life. For more information about these programs, contact your local county conservation district office or the Department of Environmental Protection.

What is Storm Water?

Storm water is water from precipitation that flows across the ground and pavement when it rains or when snow and ice melt. The water seeps into the ground or drains into what are commonly called storm sewers. These are the drains you see at street corners or at low points on the sides of streets. Collectively, the draining water is called **storm water runoff**.



Erosion Control Practices:

- Perimeter controls (e.g. silt fence)
- Sediment traps
- Immediate revegetation
- Phased, minimized grading
- Construction entrance
- Protection of streams and drainage ways
- Inlet protection



An Ounce of Prevention

Rain that falls onto construction sites is likely to carry away soil particles and other toxic chemicals present on construction sites (oil, grease, hazardous wastes, fuel). Storm water, if not properly managed, carries these pollutants to streams, rivers, and lakes. Erosion and sediment control practices can serve as a first line of defense,

Pollution Prevention Practices:

- Designated fueling and vehicle maintenance area away from streams.
- Remove trash and litter.
- Clean up leaks immediately.
- Never wash down dirty pavement.
- Place dumpsters under cover.
- Dispose of all wastes properly.

minimizing clean up and maintenance costs, and the impacts to water resources caused by soil erosion during active construction. Erosion controls can reduce the volume of soil going into a sediment control device, such as a sediment trap, therefore, “clean out” frequencies are lower and maintenance costs are less. When possible, divert water around the construction site using berms or drainage ditches.

In addition, use pollution prevention and “good housekeeping measures” to reduce the pollution leaving construction sites as well. This can be as simple as minimizing the pollution source’s contact with rainwater by covering it, maintaining a “clean site” by reducing trash and waste, and keeping vehicles well maintained.

The Best Laid Plans

Plans such as erosion and sediment control plans and storm water pollution prevention plans are important tools for outlining the erosion control and pollution prevention practices that you will use to manage storm water runoff prior to breaking ground. Developing good plans allows for proper budgeting and planning for the life of the project. Proper installation and maintenance of erosion and storm water controls is essential to a plan that works. Training for on-site staff helps to ensure the proper installation and maintenance of erosion controls and pollution prevention practices. Inspect controls and management techniques regularly to ensure they are working, especially after storm events. If polluted storm water is leaving the site, you may need to repair or add additional storm water controls.



The Bigger Storm Water Picture

Your community is preventing storm water pollution through a comprehensive storm water management program. This program addresses storm water pollution from construction, but it also deals with new development, illegal dumping to the storm sewer system, and municipal operations. It will also continue to educate the community and get everyone involved in making sure the only thing that storm water contributes to our streams is . . . water! Contact your community or the Pennsylvania Department of Environmental Protection for more information about storm water management.

For more information:

West Brandywine Township (610) 380-8200
Chester County Conservation District (610) 696-5126
www.chesco.org/conservation

Pennsylvania Association of Conservation District's:
<http://www.pacd.org/default.html>

Pennsylvania Handbook of Best Management Practices for Developing Areas:
http://www.pacd.org/products/bmp/bmp_handbook.html

Storm Water Manager's Resource Center:
<http://www.stormwatercenter.net>

Pennsylvania Department of Environmental Protection:
<http://www.dep.state.pa.us>

