



CITY OF VERNON - DEVELOPMENT SERVICES DEPARTMENT AND HEALTH & ENVIRONMENTAL CONTROL DEPARTMENT GUIDELINES FOR BUILDING DEMOLITION PROJECTS

For project approval, the following requirements must be addressed in the demolition work plans:

A. DEVELOPMENT SERVICES DEPARTMENT REQUIREMENTS*			
Prior to issuance of a building demolition permit, the following issues shall be addressed:			
REQUIRED	NOT APPLICABLE	ISSUE	REQUIREMENTS
<input type="checkbox"/>	<input type="checkbox"/>	Asbestos Removal	Obtain permit for asbestos removal. Comply with South Coast Air Quality Management District (SCAQMD) Notification and Vernon Health & Environmental Control Department (HECD) requirements (see Air Quality below) for asbestos abatement. These conditions shall be met prior to the issuance of any other permit. If no asbestos exist on-site, a survey report must be provided.
<input type="checkbox"/>	<input type="checkbox"/>	Sewer Laterals	Obtain permit to cap sewer at property line (see attached Guidelines for Termination of Sewer Laterals).
<input type="checkbox"/>	<input type="checkbox"/>	Fire Services	Obtain permit to abandon fire sprinkler service.
<input type="checkbox"/>	<input type="checkbox"/>	Electrical	Obtain permit to terminate electrical services to demolition area.
<input type="checkbox"/>	<input type="checkbox"/>	Utilities Termination	Contact the Utilities Customer Service Department (323) 583-8811, Ext. 202 to remove electrical, gas or water meters upon termination of services to demolition area.
<input type="checkbox"/>	<input type="checkbox"/>	Stormwater Discharge	<p>Comply with National Pollutant Discharge Elimination System (NPDES) requirements:</p> <p>Project Greater Than or Equal To 1 Acre:</p> <p style="margin-left: 20px;">a) Submit to the Development Services Department (DSD) proof of coverage under the State General Construction Stormwater Permit (GCP) from the State Water Resources Control Board (SWRCB). The DSD will refer said proof to the HECD, and</p> <p style="margin-left: 20px;">b) Submit to the DSD a site specific Stormwater Pollution Prevention Plan (SWPPP) or Erosion & Sediment Control Plan for review and written approval prior to the disturbance of land. Both plans must be certified by a Qualified SWPPP Developer, clearly identify the project's Risk Level, and identify the project's Qualified SWPPP Practitioner. The DSD will refer said document to the HECD for review and approval, or</p> <p style="margin-left: 20px;">c) If the project is exempt from coverage under the GCP, submit to DSD proof of Erosivity Waiver approval from SWRCB and said document will be referred to the HECD. If at any time, the project is no longer eligible for an Erosivity Waiver, submit documentation of compliance with GCP prior to continuing construction activities.</p> <p>Project Less Than 1 Acre: Submit to the DSD a signed Statement of Intent to Comply with Minimum Requirements of the Stormwater Permit (see attached) for review and approval and install an effective combination of erosion and sedimentation control stormwater Best Management Practices prior to the disturbance of land. Refer to CASQA Stormwater BMP Construction Handbook.</p>
<input type="checkbox"/>	<input type="checkbox"/>	Underground Tank Removal	Obtain permit to remove underground storage tanks (see attached Part B of HECD Regulations for Monitoring, Testing and for Removal and Closure of Underground Tanks Containing Hazardous Substances).
<input type="checkbox"/>	<input type="checkbox"/>	Clarifier and/or Waste Structure Removals	Obtain permit to remove or abandon clarifiers and/or waste structures (see attached Guidelines for Closure or Abandonment of Clarifiers, Interceptors and Related Waste Water Structures).

*For assistance please contact the Development Services Department at (323) 583-8811, Ext. 236

B. HEALTH & ENVIRONMENTAL CONTROL DEPARTMENT (HECD) REQUIREMENTS*

Prior to issuance of a building demolition permit, the following issues shall be addressed:

REQUIRED	NOT APPLICABLE	ISSUE	REQUIREMENTS
<input type="checkbox"/>	<input type="checkbox"/>	Air Quality	Submit SCAQMD Notification with copy to Vernon HECD for: a) Demolition Only. b) Asbestos removal (see attached <i>Operational Memorandum-Asbestos Containing Materials in Commercial Buildings</i>). Submittal shall include: 1) Workplan, 2) Health & Safety Plan, and 3) Waste Manifest. c) Dust Control Measures.
<input type="checkbox"/>	<input type="checkbox"/>	Hazardous Materials/Waste	Comply with closure requirements for hazardous materials establishments as specified in Vernon City Code, Sections 13.66, 13.67, and 13.68.
<input type="checkbox"/>	<input type="checkbox"/>	Non-Hazardous Solid Waste	Prior to issuance of permit, submit <i>estimated</i> total disposal and diversion amounts in tons (including materials to be recycle on-site and any universal waste) for all construction and demolition wastes to be generated from project. Upon project completion and for final permit sign-off, report actual <i>confirmed</i> total disposal and diversion tonnages.
<input type="checkbox"/>	<input type="checkbox"/>	Vector Control	The owner or demolition contractor shall arrange for a licensed pest control operator (PCO) to inspect the premises for pests at least five days before starting demolition. If no pest activity is found, the PCO shall certify their findings in writing and submit the certification to the Vernon HECD. In the event that evidence of an active rodent or other pest problem is found, the owner or demolition contractor shall have the PCO implement an effective pest control plan to eliminate all rodents or insects using appropriate, safe, legal and effective means (e.g., snap traps, rodenticide, glue boards, insecticide). Once the PCO has verified the pest problem(s) is/are eliminated, the PCO shall submit a written certification of pest abatement actions to the Vernon HECD. All pests of public health concern, including flies, bees and mosquitoes, should be eliminated from a building before it is demolished. Steps to eliminate these pests include having a PCO treat pest infestations and eliminating or removing stagnant water (in floor drains, sinks, p-traps, sumps, washers and water heaters) to control mosquitoes (since water is needed for mosquito larvae to develop into adults).

*For assistance please contact the Health & Environmental Control Department at (323) 583-8811, Ext. 233

CITY OF VERNON
GUIDELINES FOR TERMINATION
OF SEWER LATERALS

NOTE: ALL OF THE SEWER LATERALS TO THE PROPERTY MUST BE CAPPED PRIOR TO BEGINNING ANY DEMOLITION OF THE STRUCTURE.

Fill out a plumbing permit application and pay permit fees.

After submitting the plumbing permit application, the applicant shall determine the location of all sewer laterals serving the property in question. This will include a search of the City's records and may include, at the City's discretion and at the applicant's expense, other methods to determine the location of laterals.

After the lateral locations have been identified, the applicant shall excavate on private property (or in the sidewalk if the building is adjacent to the sidewalk) and locate the lateral(s). An encroachment permit is required for work in the public right-of-way. Once the lateral(s) is located, it shall be capped as close to the property line as possible. If the lateral(s) is not located, the applicant shall excavate a minimum of 10 feet on either side of the location where the lateral was supposed to be. This excavation shall be at least 8 feet deep or to the depth of the main whichever is less.

Whether or not a lateral is found, the excavation shall not be filled until approval to do so has been given by the City.

Statement of Intent to Comply with Minimum Requirements of the Stormwater Permit

CITY OF VERNON

PUBLIC WORKS, WATER & DEVELOPMENT SERVICES DEPARTMENT

Construction Stormwater Program

Permit Number: _____ Date: _____

Applicant: _____

Project Address: _____

Property Owner: _____

Contractor: _____

Contractor's Address: _____

Phone: _____

The National Pollutant Discharge Elimination System (NPDES) is a portion of the Clean Water Act that applies to the protection of receiving waters. Under permits from the Los Angeles Regional Water Quality Control Board (RWQCB), certain activities are subject to RWQCB enforcement. To meet the standards of the Waste Discharge Requirements for Municipal Separate Storm Sewer System (MS4) Discharges within the Coastal Watershed of Los Angeles County, Except those Discharges Originating from the City of Long Beach MS4 (CAS004001), the City of Vernon has adopted minimum standards for stormwater runoff from development construction activities.

These minimum standards require the implementation of an effective combination of erosion and sediment control Best Management Practices (BMPs) to prevent erosion and sediment loss, and the discharge of construction waste at each site. At a minimum, the construction activity associated with the construction project identified above shall be conducted in such a manner that:

- Prevents illicit construction-related discharges of pollutants into the MS4 and receiving waters.
- Implements and maintains structural and non-structural BMPs to reduce pollutants in stormwater runoff from construction sites.
- Reduces construction site discharges of pollutants to the MS4 to the maximum extent practicable.
- Prevents construction site discharges to the MS4 from causing or contributing to a violation of water quality standards.

Note: The Stormwater BMP Construction Handbook sheets developed by the California Stormwater Quality Association shall be used as guidance in determining and implementing required BMPs. The BMP sheets may be reviewed at the Public Works, Water & Development Services Department counter during regular business hours. A General Construction Permit shall be obtained and maintained for all construction sites one (1) acre or greater. Additional conditions may be required for these sites.

I have read and understand the requirements listed above and certify that I will comply with the minimum requirements above.

Signature: _____ Print Name: _____

Title: _____

Property Owner: _____

**CITY OF VERNON
HEALTH & ENVIRONMENTAL CONTROL DEPARTMENT
REGULATIONS FOR MONITORING,
TESTING AND FOR REMOVAL AND CLOSURE
OF UNDERGROUND TANKS CONTAINING
HAZARDOUS SUBSTANCES**

PART B

MARCH, 1995

PART B UNDERGROUND TANK REMOVAL & CLOSURE SPECIFICATIONS

I. PERMITS FOR REMOVAL OR CLOSURE

Owners or operators who choose not to comply with monitoring, corrosion protection and other environmental protection requirements must either remove or properly close the tank(s) in a manner specified by the City of Vernon Community Services Department. Permits for removal or closure must be secured from the Community Services Department.

II. PLAN SUBMISSION

Prior to the issuance of a permit to remove or close (fill in place) an underground tank, a work plan detailing uncovering, cleaning, inerting and removing procedures shall be submitted for approval. The work plan shall include a sampling plan to sample and analyze the soil around the tank(s) and associated equipment. The plan must be approved by the Health Department. The purpose of the sampling plan is to determine whether there has been contamination of the soil and, if so, to what degree. Approval of the sampling plan shall be contingent upon the plan's conformance with the following specifications:

A. The sampling plan for tank removals must include:

1. The method of collecting samples and soil analysis to be conducted.
2. The selected points of sampling on a site plan. (A minimum of one sample taken 5 feet below each end of the tank, under each 20 lineal feet of product piping, and under the dispenser).
3. The intended number and volume of samples to be taken. Volume shall be appropriate for the selected analysis technique.
4. Indication of preservation method to prevent loss of volatile constituents or substance of interest.
5. Name of State certified laboratory for hazardous materials analysis.
6. Planned methods of analysis.

B. For fill in place proposals:

1. Soil borings shall be spaced using a 15 foot radius area of coverage. The number of borings must be sufficient to cover all portions of the tank(s) in question.
2. Soil borings shall be directed into the tank backfill area as close as possible to the midpoint of the tank at each end of the tank. Soil borings shall be of sufficient depth to reach at least 5 feet below the bottom of the tank.

3. Soil samples shall be taken at minimum 5 foot intervals beginning at the 5 foot level.

4. A separate sample shall be taken for each 20 lineal feet of product piping and under any associated dispenser. These samples shall be taken 1 to 2 feet below the bottom of the piping or dispenser.

5. Individual analysis of each depth specific sample is to be performed. Duplicate samples are recommended. Samples shall be sealed with as little head space as possible and immediately refrigerated to 4°C. to preserve any volatile organics present. Where practicable, a City of Vernon representative shall be present to observe sampling location and technique. Soil sampling should be supervised and logged by a qualified person. A chain of custody document shall be maintained.

III. PERIPHERAL EQUIPMENT REMOVAL

All piping within the tank excavation, pumps, dispensers, islands, guard posts, vent lines, conduit, wire, switches, monitoring wells and/or related equipment shall be removed. Piping outside of the tank excavation shall be removed and disposed of unless removal might damage structures or other pipes that are being used or that are contained in a common trench, in which case the piping to be closed shall be emptied of all contents and capped.

IV. LABORATORY ANALYSIS

Laboratory analysis of soil samples shall be based upon the present and past usage of the tank. For tanks that have contained different hazardous materials the appropriate EPA analysis capable of detecting each material shall be performed.

V. TANK DEGASSING, CLEANING AND DISPOSAL

A. Tanks to be disposed of as non-hazardous containers

Tanks to be disposed of as non-hazardous containers shall have all product removed, and the interior cleaned and purged by an appropriate method such as those described in National Fire Protection Association Standard No. 327. Vapor levels shall be continuously monitored to insure worker safety and to determine effectiveness of the cleaning operation. Cleaning shall continue until hazardous/explosive vapor levels reach safe levels. The reinstatement shall be manifested and properly treated or disposed of in a Class I facility.

B. Tanks to be disposed of as hazardous waste

Tanks to be disposed of as hazardous waste shall be transported under California Uniform Hazardous Waste Manifest, by a licensed hazardous waste hauler, to a licensed Hazardous Waste disposal site. Environmental Protection Agency identification numbers must be available for the generator, hauler, and disposal site.

C. Underground tank removals or closures

All activities associated with underground tank removals or closures must also comply with applicable South Coast Air Quality Management District Regulations.

VI. SITE MITIGATION

Laboratory results of soil analysis shall be submitted to the Health Department for review and evaluation of need for requiring site mitigation. For soils that are analyzed to have 100 PPM or more of total hydrocarbons from fuel or levels of other hazardous substances which pose public health concern, site mitigation may be required. If contamination is known prior to removal of tanks, then plans for site mitigation must be submitted and approved by the Health Department prior to uncovering the tanks.

VII. SITE SAFETY

A no smoking zone within 50 feet of the excavation shall be established and posted. No smoking, eating or drinking is permitted in the zone. All soil removed shall be placed at least two feet away from edge of excavation. At least two hand held Class B fire extinguishers are to be on site and readily available. Prior to tank removal, fifteen (15) pounds of pulverized dry ice per 1,000 gallons of tank capacity shall be dispersed in tank in the presence of a City of Vernon Community Services or Health Department representative.

Tanks are to be handled properly and moved the least number of times possible.

Following tank removal, excavations must be either temporarily backfilled or adequately safeguarded (fenced or 24 hour security guard) to prevent accidents.

Notification or permits from other agencies are required prior to the issuance of tank removal permit.

VIII. SITE RESTORATION

Excavation shall be backfilled with clean material. Backfill material shall be compacted to at least 90% compaction. A compaction report from a licensed laboratory shall be filed with the City of Vernon Community Services Department before paving. The entire excavation area shall be repaved with a hard, durable all-weather surface material.

**CITY OF VERNON
GUIDELINES FOR CLOSURE OR
ABANDONMENT OF CLARIFIERS,
INTERCEPTORS AND RELATED WASTE
WATER STRUCTURES**

The following are guidelines for the proper closure or abandonment of waste water clarifiers, interceptors, separators, pits and sumps in the City of Vernon. Permits for installation, repair, closure or abandonment of clarifiers and related structures are required by the City of Vernon Community Services Department, Plumbing Division.

Prior to the issuance of a permit for closure of clarifiers or related structures, a work plan must be submitted and approved by the Vernon Community Services and Health Departments. The workplan must include the following:

- 1) Site plan showing location of buildings, street, equipment, connecting lines and flow direction.
- 2) Description of methods to properly clean, inspect, close and sample the subject structure. (Inspections by a City of Vernon Representative are required following cleaning and to witness sampling).
- 3) Identity of wastes discharged into the structure. (Submit documentation such as waste water analysis, Sanitation District permit specifications, etc). At a minimum, the permit applicant must specify that:
 - a. The subject structure is to be emptied of its contents and cleaned with all waste materials being properly managed and disposed in accordance with federal, state and local regulations. (Contact the Vernon Health Department [323] 583-8811 for details).
 - b. All conduits entering or leaving the structure are to be capped, sealed or removed as well as all fixtures connected to the structure.
 - c. At least two samples, one from directly below each end of the structure will be obtained and submitted for laboratory analysis. Additional samples may be required based on field observations.
 - d. Laboratory analyses are to coincide with materials discharged to structure.
 - e. Reports of laboratory analyses and chain custody are to be submitted to Vernon Health Department for review and approval.
 - f. Notifications to request a City of Vernon representative for inspection of clean structure and witnessing of sampling are required 72 hours in advance.

Please note that City of Vernon business hours are 7am - 5:30 pm Monday through Thursday.

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CITY OF VERNON
HEALTH AND ENVIRONMENTAL CONTROL

OPERATIONAL MEMORANDUM

ASBESTOS CONTAINING MATERIAL (ACM) IN COMMERCIAL BUILDINGS

The control of asbestos at the federal level began in 1973 when the Environmental Protection Agency (EPA) issued regulations under the National Emission Standards for Hazardous Pollutants (NESHAPS), as authorized in the Clean Air Act.

The federal government delegates enforcement responsibilities to state and local agencies. EPA designates enforcement of NESHAP to the local Air Pollution Control District.

On October 6, 1989, the South Coast Air Quality Management District (SCAQMD) adopted Rule 1403, and amended it on April 8, 1994. This rule requires that effective January 1, 1990, specific provisions regulate demolition and renovation activities and the associated disturbance of asbestos containing material. The storage and disposal of asbestos-containing materials generated or handled are also regulated.

Rule 1403 requires the owner or operator of any *demolition or renovation activity to:

- notify the SCAQMD, Office of Operations, in writing of the proposed demolition or renovation ten (10) days before starting the work.

Further specific requirements of Rule 1403 are available from SCAQMD, phone no. (1-800) 242-4666.

Our City of Vernon responsibility in this matter is as follows:

Community Services - advise demolition/renovation permit applicant to contact SCAQMD regarding Rule 1403.

Health Department - assure that asbestos containing materials are properly manifested and disposed of.

We currently have no legal responsibility on the control of **non-friable asbestos.

*Demolition - the wrecking or removal of any load-supporting structural member of a facility and related handling operations or the intentional burning of the facility.

*Renovation - the altering, removing or stripping of one or more facility component(s), including, but not limited to, the stripping or removal of asbestos-containing material from facility components, retrofitting for fire protection, the installation or removal of heating, ventilation, air conditioning (HVAC) system(s). Activity involving the wrecking or removal of load supporting members are excluded.

**Friable Asbestos-Containing Material - material, which when dry can be broken, crumbled, pulverized, or reduced to powder by hand pressure and that contains more than one percent (1%) asbestos by area or weight as described in a specific laboratory technique.