DEMOLITION PERMIT INFORMATION

Several steps are involved in obtaining a demolition permit from the City Of Santa Monica. This packet is designed to help you understand that process. Please read it carefully and completely. If you have any questions, we will be happy to help you.

To apply for a demolition permit, please submit the following to Building and Safety:

1. Application form filled out by a properly licensed and insured contractor or owner.
2. A Site Plan and Property Maintenance Plan. (To be provided on the back of the application form.)
3. A photograph of the site and all buildings to be demolished.
4. A photograph of the sign posting for demolition (see sign posting requirements sheet).
5. Rent Control exemption declaration for single family dwelling signed by owner, if applicable.

Once a Demolition Permit Application has been submitted to Building and Safety, the application will be reviewed and approved by:

1. Santa Monica Rent Control Dept.: See requirements on back of this sheet.
2. City Planning Division: This may include approval for replacement project when required and Landmarks clearance for structures over 40 years old. (Minimum 60 days from filing.)

Once the application has been approved, the applicant must return to Building and Safety to pull the permit. To pull the permit, please submit the following documentation:

1. Environmental and Public Works Dept: The waste management plan form must be filled out and submitted prior to sign-offs on sign-off sheet for Sewer Cap permits, Use of Public Property permits and verification of water availability. Each section on the sign-off sheet (attached) must be signed.
2. Rodent and Vermin Certification: This form (attached) must be filled out and signed by a Licensed Pest Control Agency verifying the site has been inspected.
3. Asbestos Certification: This form (attached) must be signed by the property owner and/or a State Certified Asbestos Contractor verifying the site has been inspected for asbestos and the Air Quality Management District (AQMD) has been informed of the intention to demolish. State law requires you provide a copy of AQMD demolition notifications to the Building Division prior to permit issuance.
   [AQMD : (800) 288-7664]
4. The sign-off sheet (attached) verifying that gas, electric and telephone utilities have been shut off at the property prior to permit issuance, and verifying that the Fire Department has been notified of pending demolition at least five days prior to demolition, must be signed by the property owner.
RENT CONTROL CLEARANCE FOR DEMOLITION PERMITS

Prior to demolishing any residential rental unit in the City, the owner must obtain clearance from the Rent Control Board. Please read the following property descriptions to determine which applies to subject property.

I. MULTI-UNIT RESIDENTIAL RENTAL PROPERTIES

Owners of controlled rental property may not demolish or change the use of any residential rental property with four or more units without first acquiring a removal permit under Section 1803(t) of the Rent Control law, or obtaining an exemption determination, or having withdrawn the controlled rental unit pursuant to the provisions of the Ellis Act. Specific information regarding these procedures may be obtained from the Rental Control Board office, City Hall, Room 202.

II. PROPERTIES WITH TWO OR THREE RESIDENTIAL UNITS

Owners of these properties who have obtained an exemption from Rent Control based upon their occupancy are eligible to receive a demolition permit if:

a. The owner who has the exemption is applicant/developer;
b. The exemption is valid (all conditions which entitled owner to exemption remain in effect); and
c. The owner signed the Rent Control declaration stating his/her intent to continue to reside on the property after construction.

Once the exemption based upon owner occupancy lapses, (the owner no longer owns and/or resides on the property as their principal place of residence), demolition applications can NOT be processed for that property.

III. SINGLE FAMILY DWELLINGS

There are two ways in which a single family dwelling (SFD) may qualify for exemption from Rent Control:

A. SFD – Which was not used for Rental Purposes on July 1, 1984

Santa Monica City Charter, Section 1815 grants a permanent exemption for a parcel which contains no more than one single family dwelling if it was not used for residential rental purposes on July 1, 1984.

Procedure: Complete and file a Rent Control Board Declaration for Single Family Dwelling. If you are seeking to demolish the structure, please inform Rent Board staff when filing the Declaration.

B. SFD rented on July 1, 1984, but subsequently owner-occupied for two consecutive years

The owner is eligible for a permanent exemption if the SFD was rented on July 1, 1984, but subsequently has been owner-occupied for two consecutive years. The owner must file an application for this permanent exemption while he or she occupies the unit. The application will be processed within 90 days of the date of filing. If the Rent Board grants this exemption, it is permanent and allows successor owners the right to demolish without further approval from the Rent Control Board.
SIGN POSTING REQUIREMENTS

The property which is subject to demolition shall be posted with a sign prior to application for a Demolition Permit. When the application is filed, the applicant must submit photographs of the site to verify the posting. One photograph must clearly show the sign text. The other photograph(s) must show the location(s) of the sign(s) on the property.

The sign shall conform to the following requirements:

1. **Size:** Shall be 2' X 2'
2. **Location:** A sign should be posted at property line along each street frontage.
3. The sign shall include only the following factual information:
   a. Title: NOTICE OF INTENT TO DEMOLISH
   b. Location of Property
   c. Name and telephone number of property owner.
   d. Building and Safety Division phone number: (310) 458-8355
4. The lettering style shall be a standard typeface (Helvetica or similar).
5. The sign(s) shall remain in place until the demolition has begun.

Example:

<table>
<thead>
<tr>
<th>NOTICE OF PENDING DEMOLITION PERMIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUBLIC NOTICE IS HEREBY GIVEN THAT THE OWNERS OF THIS PROPERTY INTEND TO APPLY FOR CITY PERMITS TO DEMOLISH STRUCTURE(S) ON THIS PROPERTY.</td>
</tr>
</tbody>
</table>

PROPERTY ADDRESS: ________________________________
______________________________
______________________________

DATE OF POSTING: ________________________________

PROPERTY OWNER:

Name: ________________________________
Phone: ________________________________

FOR INFORMATION REGARDING THE STATUS OF THIS APPLICATION CONTACT THE DIVISION OF BUILDING AND SAFETY, 1685 MAIN STREET, SANTA MONICA, CALIFORNIA     (310) 458-8355
IMPORTANT INFORMATION FOR ALL DEMOLITION, RENOVATION AND ASBESTOS CONTRACTORS

Rule 1403, adopted January 1, 1990, significantly altered former U.S. Environmental Protection Agency (EPA) NESHAP, 40 CFS, Part 61, Subpart M requirements by lowering reportable quantity notification amounts for friable and non-friable asbestos containing material (ACM). This now includes residential demolition and renovation activities. Rule 1403 also mandates how you are to report, remove, handle, label, store and dispose of ACM.

Current regulations require you to:

- Notify the AQMD Office of Operations in writing within ten working or fourteen calendar days prior to any renovation work that involves 100 square fee or more of ACM or any kind of demolition work, including demolitions of buildings which do not contain asbestos.
- Follow the provisions of 40 CFR 763.107 for bulk sampling of friable material.
- Perform a sample analysis using the procedure detailed in the AQMD "Laboratory Methods of Analysis for Enforcement Samples" manual, or equivalent. This procedure is currently Polarized Light Microscopy with Dispersion Staining.
- Comply with one or more of the procedures outlined in Rule 1403 when you remove, strip or handle ACM.
- Store any asbestos containing waste in labeled, leak-tight containers enclosed in a locked area inaccessible to the public.
- Keep records of all demolition and renovation activities for at least two years and provide them to District staff upon request.
- Provide asbestos abatement training for supervisors and workers in an EPA approved State Accredited training course.

No telephone notifications will be accepted by the district. In cases of emergency a faxed notice may be sent followed by hard copy within 48 hours.

For further information about details of this rule, call the following Air Quality Management Department (AQMD) office:

Enforcement Division
Air Toxics Control Branch
Hazardous Materials Section
(909) 396-2326
IMPORTANT NOTICE 2011

TO COMPANIES AND CONTRACTORS THAT HANDLE ASBESTOS CONTAINING MATERIALS, RENOVATE OR DEMOLISH ANY STRUCTURE

SCAQMD Regulation III - Fee amendments for the Fiscal Years 2011-2012 increased notification fees 1.4 percent (%) across-the-board. Notifications of Asbestos Removals and Demolition of structures are subject to the new fees effective July 1st, 2011. The fee schedule is in Rule 301 Table VI (see pg 2) or on the Asbestos Notification Forms. The fee Rule 301(o) mandates “No notification shall be considered received pursuant to Rule 1403; unless it is accompanied by the required payment.”

Asbestos Removal Notifications require a fee based on the amount of asbestos removed in square feet. Demolition Notifications require a fee based on the building size in square feet for total building demolitions. For partial demolition of a building the fee is based on the demolition size. Fees are per notification and additional service charge fee(s) may apply.

Initial Notifications postmarked less than 14 calendar days prior to project start date require the Special Handling Fee of $53.89. NOTE: This fee is for the expeditious handling of emergency and late notifications and is not a waiver of the prior 10 working-days notification requirement.

Service charge for any returned check is an additional $25.00. See Rule 313(i)

Revisions to the notification increasing the asbestos amount or demolition size but remaining in the same amount/size category stated in previously submitted notification(s) require only a revision fee. Revisions to the notification in amount/size category require a revision fee plus the entire fee for the applicable amount/size category. NOTE: Any schedule change stated in the previously submitted notification(s) requires a revision fee.

Planned Renovation Notifications require a review fee of $604.73 and a notification fee based on the abatement project size in square feet. This includes annual notifications for nonscheduled asbestos removal.

The Procedure 4 and 5 Plans require an evaluation fee and a notification fee based on the abatement project size in square feet. There is also an Expedited Procedure 4 or 5 Fee of $302.36 for all expedited Procedure 4 or 5 plan evaluation requests postmarked less than 14 calendar days prior to the project start date. A Procedure 5 plan is required for any abatement project using an alternative combination of techniques and/or engineering controls to handle the asbestos containing materials or asbestos containing waste. Other projects requiring Procedure 5 Plans include but are not limited to all asbestos site clean-ups, open air abatement, and all demolition with asbestos in place. See the AQMD asbestos web page for a Procedure 5 Plan Guideline.

AQMD recommends mailing your notification to save time, money, reduce traffic, energy use and air pollution. For your convenience please mail all notifications and fees to the following mailing address:

SCAQMD
ASBESTOS NOTIFICATIONS
FILE # 55641
LOS ANGELES, CA 90074-5641

Notifications should be completed, signed, mailed and fee paid by the contractor performing the removal and/or demolition project. Notifications submitted without the appropriate fee are deemed incomplete and refer to the Air Toxics Compliance Unit.

Asbestos Notification Forms, Notification Form Instructions, and a copy of the AQMD Rule 1403 can be obtained from the AQMD web site at: http://www.aqmd.gov/comply/asbestos/asbestos.html

To reach the asbestos information page, click on the top drop menu at the AQMD asbestos web page named Business, Compliance Program, Asbestos Demolition and Removal. For any asbestos questions call the Asbestos Hot Line at 909-396-2336.
NOTE:  Rule 304(e) requires an owner/operator to pay for analysis of field samples collected by AQMD showing non-compliance.

SCAQMD RULE 301(o) - ASBESTOS FEES

Any person who is required by District Rule 1403 - Asbestos Emissions From Demolition/Renovation Activities to submit a written notice of intention to demolish or renovate shall pay at the time of delivery of notification, the Asbestos and Lead Fee specified in Table VI of this rule. Fees are per notification and multiple fees may apply. No notification shall be considered received pursuant to Rule 1403, unless it is accompanied by the required payment.

TABLE VI - FISCAL YEAR 2011-2012

DEMOlITION, ASBESTOS AND LEAD NOTIFICATION FEES

<table>
<thead>
<tr>
<th>Demolition and Renovation by Project Size (square feet)</th>
<th>Up to 1,000</th>
<th>&gt;1000 to 5,000</th>
<th>&gt; 5,000 to 10,000</th>
<th>&gt; 10,000 to 50,000</th>
<th>&gt; 50,000 to 100,000</th>
<th>&gt; 100,000</th>
</tr>
</thead>
<tbody>
<tr>
<td>Up to 1,000</td>
<td>$53.89</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt;1000 to 5,000</td>
<td>$164.76</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt; 5,000 to 10,000</td>
<td>$385.65</td>
<td>$604.73</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt; 10,000 to 50,000</td>
<td>$604.73</td>
<td>$876.40</td>
<td>$1,460.66</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt; 50,000 to 100,000</td>
<td>$876.40</td>
<td>$1,460.66</td>
<td>$2,360.66</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>&gt; 100,000</td>
<td>$1,460.66</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

ADDITIONAL SERVICE CHARGE FEE

<table>
<thead>
<tr>
<th>Revision to Notification</th>
<th>Special Handling Fee 2</th>
<th>Planned Renovation</th>
<th>Procedure 4 or 5 Plan Evaluation</th>
<th>Expedited Procedure 4 or 5 Fee 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>$53.89</td>
<td>$53.89</td>
<td>$604.73</td>
<td>$604.73</td>
<td>$302.36</td>
</tr>
</tbody>
</table>

1 For demolition, the fee is based on the building size. For refinery or chemical unit demolition, the fee is based on the structure’s footprint surface area. For renovation, the fee is based on the amount of asbestos/lead removed.

2 For all notifications postmarked less than 14 calendar days prior to project start date.

3 For all expedited Procedure 4 or 5 plan evaluation requests postmarked less than 14 calendar days prior to the project start date. For each subsequent notification for pre-approved Procedure 5 plan submitted per Rule 1403(d)(1)(D)(i)(V)(2)
<table>
<thead>
<tr>
<th>QUESTION</th>
<th>ANSWER</th>
</tr>
</thead>
</table>
| Who can I call about asbestos removal or demolition questions?          | Asbestos Hot Line at (909) 396-2336.  
• For after hour emergencies, call 1-800-CUT-SMOG. Leave a message stating the reason for the emergency and if you want a supervisor to respond to your call. |
| Do I have to have a survey before I send a demolition form to AQMD?      | YES  
• Asbestos surveys are required prior to all demolitions and renovations. The form requires answering questions that only a survey can answer. |
| Who needs to file the Asbestos Removal or Demolition Notification forms? | CONTRACTORS  
• The Contractors that will remove asbestos and/or demolish the structure  
• Notifications should be completed, signed, paid, and mailed by the contractor performing the removal and/or demolition project. |
| Who should fill out the notification?                                   |                                                                                                                                       |
| Are there exceptions to the Notification form process?                  | YES  
• Asbestos removals of less than 100 square feet.  
• Renovations without asbestos.  
• Other Rule requirements may apply. |
| Are homeowners required to file a Notification form?                    | YES  
• Only when performing a demolition by owner.  
• This exemption applies only to the owner of the house who is a permanent resident of this house. Other Rule requirements may apply. |
| Where can I find asbestos demolition notification forms and fee information? | At SCAQM web site:  
2. Click on “Business”  
3. Click on “Compliance Program”  
4. Click on “Recordkeeping and Reporting Forms” |
| Where do I send my completed asbestos demolition or notification form?   | SCAQMD Asbestos Notifications  
File #55641  
Los Angeles, CA 90074-5641  
Keep a copy of your notification for your records and to obtain a city demolition permit. |
| Do I need an AQMD demolition permit or an asbestos permit?              | NO  
• But the regulation requires a Notification to AQMD 14 days prior to any demolition or removal of more than 100 square feet of asbestos |
| Are there due dates for the Notification and fee?                      | YES  
• Notification and fee are due 14 calendar days BEFORE work starts |
| How is the notification fee determined?                                 | SIZE OF PROJECT IN SQUARE FEET  
• Removals require a fee based on the amount of asbestos to be removed.  
• Demolitions require a fee based on the building size.  
• Refinery and/or chemical unit demolition fees are based on the structure’s footprint surface area. |
| What are the notification fees and where do I find them?               | ON THE NOTIFICATION  
• A fee table is on the back of the notification form |
<table>
<thead>
<tr>
<th>Question</th>
<th>Answer</th>
</tr>
</thead>
<tbody>
<tr>
<td>I want to hand carry my Notification to AQMD</td>
<td>DON’T</td>
</tr>
<tr>
<td>• Please don’t hand carry notifications to AQMD. There is no designated staff to receive them. Mailing saves you time, money, reduces traffic, and air pollution.</td>
<td></td>
</tr>
<tr>
<td>Can I submit my notification without fees?</td>
<td>NO</td>
</tr>
<tr>
<td>• Notifications submitted without appropriate fees are deemed incomplete and will be returned to sender and referred to the Air Toxics Compliance Unit</td>
<td></td>
</tr>
<tr>
<td>Do I need to notify AQMD if I am doing a “soft” demolition?</td>
<td>NO</td>
</tr>
<tr>
<td>• Demolition and or removal of asbestos free partitions are exempt from notification. Renovations without asbestos do not require notification.</td>
<td></td>
</tr>
<tr>
<td>What is the purpose of the 14 day waiting period and why do I have to wait?</td>
<td>INSPECTION</td>
</tr>
<tr>
<td>• To give AQMD time to verify the information submitted and inspect the site.</td>
<td></td>
</tr>
<tr>
<td>When can I expect an inspector at my site before, or during abatement/demolition?</td>
<td>ANYTIME</td>
</tr>
<tr>
<td>• Anytime before, during and/or after renovation/demolition completion. Inspectors verify compliance with 14 days prior notification, observe asbestos removal procedures, and confirm that the asbestos was removed prior to demolition or renovation.</td>
<td></td>
</tr>
<tr>
<td>Do I have to notify for a demolition if there is no asbestos?</td>
<td>YES</td>
</tr>
<tr>
<td>• All demolitions require notification to allow inspection and confirmation that there is no asbestos in the building.</td>
<td></td>
</tr>
<tr>
<td>What if I know there is no asbestos?</td>
<td>YES</td>
</tr>
<tr>
<td>• It is required to remove ALL the asbestos prior to demolition to prevent non-friable materials being rendered friable during the demolition.</td>
<td></td>
</tr>
<tr>
<td>Can anybody remove asbestos from a building if there is less than 100 square feet of asbestos present?</td>
<td>NO</td>
</tr>
<tr>
<td>• Within SCAQMD jurisdiction only asbestos removal contractors with a Cal OSHA Registration are allowed to remove asbestos.</td>
<td></td>
</tr>
<tr>
<td>Do I have to remove non-friable asbestos before I can demolish a building?</td>
<td>YES</td>
</tr>
<tr>
<td>• It is required to remove ALL the asbestos prior to demolition to prevent non-friable materials being rendered friable during the demolition.</td>
<td></td>
</tr>
<tr>
<td>Do you offer financial assistance for asbestos removal</td>
<td>NO</td>
</tr>
<tr>
<td>• There is no federal, state or local financial assistance for removing asbestos.</td>
<td></td>
</tr>
<tr>
<td>Is there any way I can do the demolition before the 14 calendar day</td>
<td>NO, except</td>
</tr>
<tr>
<td>• Only court Ordered Demolitions with proof of a written court order, an asbestos survey, and confirmation that all the asbestos was removed may be eligible to submit a Demolition Notification.</td>
<td></td>
</tr>
<tr>
<td>The city B&amp;S told me I need to call you regarding the demolition permit</td>
<td>• State law prohibits issuance of demolition permits until you provide the city with a copy of the demolition notification you submitted to AQMD.</td>
</tr>
<tr>
<td>Does AQMD send a letter to me or the city verifying that my notification has been received and my demolition permit can be issued?</td>
<td>NO</td>
</tr>
<tr>
<td>• No verification is required per State law. However, upon request AQMD can provide you a printout of the notification computer tracking record that can be used as proof of notification.</td>
<td></td>
</tr>
</tbody>
</table>
INSTRUCTIONS FOR THE ASBESTOS - DEMOLITION NOTIFICATION FORM

COMPLETED BY: Type the company business legal name and DBA as shown in the CSLB contractor license, name and phone number of the person completing the notification form, the date, check number, fee amount, and the contractor's project number (if any).

NOTIFICATION TYPE: Circle ORIGINAL for first time notification. Circle REVISION DATES to change the START or END project schedule dates. Revisions are for updating information on Notification in which the project END date has not expired. Revision of site location address requires a new notification. Circle CANCELLATION to cancel a prior notification.

PROJECT TYPE: Circle a project description. For annual notifications and progress reports circle Planned Reno (annuals). SITE INFORMATION: Provide detailed information about the facility site location and/or building(s) where the asbestos removal or demolition is to occur, including a cross street. DESCRIBE WORK AND LOCATION by providing the specific work and areas within the facility or building. Examples: remove VAT from main lobby, demo Monroe Hall, remove mastic from kitchen of Bldg. #2.

PRESENT and PRIOR USE: Circle the PRESENT and PRIOR use of the facility. For condominiums and apartments circle Public Bldg. For rental property circle Commercial. For Renovations circle House only for single family homes that are owner occupied.

SITE OWNER: Name, address and phone # of the site legal owner, or authorized contact person if the site is owned by a company.

REQUIRED BUILDING INFORMATION: Circle a YES or NO answer for each question. Asbestos Surveys are required prior to all demolitions. See R1403(j) for exemptions. Asbestos must be removed prior to any activity that may disturb it and/or prior to ALL demolitions. PROJECT DATES: The actual START and END dates and work shifts of the Asbestos Removal or Demolition project. This includes set-up, clean-up and clearance. Changes of Renovation or Demolition project scheduled dates require a Revision to the notification.

ASBESTOS AMOUNT TO BE REMOVED: Enter the amount (in square feet) in the boxes labeled Friable, Class I, and Class II, and add the row to calculate the TOTAL AMOUNT removed. Fee varies according to the total asbestos amount to be removed.

To convert linear feet to square feet multiply the factor 3.14 times the pipe diameter times the pipe length, all in feet.

ASBESTOS REMOVED FROM: Circle SURFACES, PIPES and/or COMPONENTS to indicate from where the asbestos is to be removed.

CONTRACTOR INFORMATION: Name and DBA as shown in the CSLB contractor license and company physical address - No P O Boxes.

Notifications should be filled and submitted by the contractor performing the actual removal or demolition. Provide your California Contractor State License Board (CSLB), (Cal/OSHA Registration (OSHA REG #), and AQMD identification number (AQMD ID #). CSLB Abatement License and OSHA Registration are required to perform asbestos removal. The AQMD ID # is found in the contractor's District permits or invoices. For your convenience mail your notification and do not hand carry to AQMD because there is no designated staff to receive it. Mailing saves you valuable time, gas money, car wear and tear, and reduces traffic and air pollution.

WASTE TRANSPORTS: Name the companies transporting the asbestos and/or demolition waste to a landfill or any off-site storage.

LANDFILL: Name and address of the landfill where the waste will be sent. This includes demolition construction waste.

WASTE STORAGE SITE: Provide the site location if the asbestos is going to a storage site prior to sending it to a landfill.

CONTROLS: Enter the Rule 1403 Procedure Number (1, 2, 3, 4, or 5) or describe the asbestos work practices and engineering controls. Procedure 1 is for removing friable asbestos materials (i.e., acoustic, linoleum, stucco, etc.). Procedure 2 is for small-scale, short duration jobs using glovebag or miniencllosures. Procedure 3 is for manual removal methods using adequate wetting. Procedures 4 and 5 require PRIOR written AQMD approval. Refer to Rule 1403 for specific procedural requirements.

ASBESTOS DETECTION PROCEDURES: Describe the methods and procedures used to determine whether asbestos is present at the facility, including a description of the analytical methods used.

For DEMOLITIONS state when and who removed the asbestos. Demolitions require proof of prior asbestos survey and removal, and the Building Size to calculate the notification fee. For partial demolitions provide the size of the area to be demolished in square feet.

ORDERED DEMOLITIONS require a copy of the government agency legal notice ordering the demolition. Ordered Demolitions require proof of prior asbestos survey, removal and disposal; and/or prior written approval from AQMD. See Procedure 5 Plan Guideline.

EMERGENCY REMOVAL: Give the name and phone number of the person authorizing the emergency. Explain the reason(s).

CONTINGENCY PLAN: List actions to be followed if unexpected asbestos is found or nonfriable asbestos is rendered friable.

TRAINING AND INFORMATION CERTIFICATION: Use a "wet" signature to certify the asbestos contractor workers have the required asbestos training and the information stated in the notification form is complete and accurate. Notifications must be signed by the contractor performing the work, or its authorized company representative.

* DEMOLITION notifications do not require this information. Asterisked information is required for asbestos removal notifications.

KEEP A COPY OF YOUR NOTIFICATION. STATE LAW REQUIRES THAT YOU PROVIDE A COPY OF THE DEMOLITION NOTIFICATION TO BUILDING AND SAFETY BEFORE ISSUANCE OF A DEMOLITION PERMIT.

Notification Form, instructions, and Rule 1403 can be found at http://www.agmd.gov/comply/asbestos/asbestos.html

Rule 1403 and NESHAP Asbestos Notification Form Instruction Sheet   Page 1 of 2 (SV1403 instructions 2011 rev Apr 1)
ASBESTOS/DEMOLITION RULE 1403 - GENERAL INFORMATION

SURVEY REQUIREMENT: Asbestos surveys are required prior to any renovation or demolition. See Rule 1403(j) for exemptions. Asbestos must be removed prior to renovation activities that may disturb the asbestos containing materials. All asbestos must be removed prior to building demolition.

NOTIFICATION REQUIREMENTS: Postmark notifications 14 calendar days prior to starting any asbestos removal of 100 ft² or greater or any demolition. Notifications shall be filled, signed, paid, submitted and mailed by the contractor performing the removal and/or demolition job. Notifications without signature(s) require a revision. Renovations without asbestos do not require notification. Los Angeles City, Palm Springs Fire Department, and Cal-OSHA require a separate Notification.

FEE REQUIREMENT: Rule 301(c) require all notifications to be submitted with appropriate fees. Fees are per notification and are not refundable. Notifications submitted without appropriate fees may be returned, deemed incomplete, and referred to the compliance unit for follow-up. Projects conducted without a valid notification are subject to local and federal enforcement. Cancellation of notifications and removal projects less than 100 square feet are exempt from fees - other requirements may apply.

MAILING REQUIREMENT: Mail the notification and fee to SCAQMD, ASBESTOS NOTIFICATIONS, FILE # 55641, LOS ANGELES, CA 90074-5641. Mailing saves time, money and reduces traffic and air pollution.

REVISIONS: Fax revisions to 909-396-3342. Update the notifications as necessary, pencil in the change(s); write the reason for the revision at the top of the notification. Fees are per notification and multiple service charge fees may apply. Revisions increasing the asbestos amount or demolition size but remaining in the same amount/size category stated in a previous notification(s) require only a revision fee. Increase in amount/size category requires a revision fee and the entire fee for the higher applicable amount/size category. Notifications expire along with the project schedule end date and they can not be revised after the expired end date.

EMERGENCY NOTIFICATIONS: Fax emergencies to 909-396-3342. Emergencies are for immediate asbestos removals due to unsafe conditions, breakdowns, flood, earthquake, fire, and site contamination; and require a formal letter from the person confirming or agency authorizing the emergency. For Ordered Demolitions fax a copy of the legal notice or Building and Safety "red tag". For emergency site de-contamination to clean-up disturbed asbestos fax a Procedure 5 for prior written approval. See Procedure 4/5 Plans.

FAX NOTIFICATIONS. Fax notifications are required for Revisions, Emergencies, Ordered Demolitions, Electronic Notifications, and Cancellations. Fax notifications to 909-396-3342 and within 48 hours of fax-time; postmark/mail the Original Notification with the fee to SCAQMD, ASBESTOS NOTIFICATIONS, FILE # 55641, LOS ANGELES, CA 90074-5641. Fax notifications do not replace the Original signed notifications required by local and federal law. For Emergencies include the letter authorizing the Emergency. For Ordered Demolitions include proof of asbestos survey, removal and disposal. For Ordered Demolitions without prior asbestos removal submit a Procedure 5 Plan for prior written AQMD approval. Cancellations do not require mail follow-up.

DEMOLITIONS require 4 PRIOR steps: 1 Asbestos Survey, 2 Asbestos Removal, 3 AQMD Notification, 4 B&S permit. All demolitions require a notification by the contractor doing the demolition. Demolitions without prior asbestos removal require prior written approval from AQMD (See Procedure 5 Plan Guideline). Demolition is defined as the wrecking or taking out of a load-supporting structural member of a facility or the intentional burning of a structure. Dismantling of partitions and installation of windows and doors through load-supporting walls without asbestos is exempt from notification. DEMOLITION BY INTENTIONAL BURNING require the 4 prior steps listed above plus 2 more steps: 5 Rule 444 "training burn notification" to SCAQMD at 800-442-4847 the day prior to burning, and 6 conduct the training burn on a burn day. Fire departments are responsible for obtaining documented proof of asbestos clearance and demolition notification, phoning AQMD the Rule 444 notification the day prior to the training burn, and coordinating with the demolition contractor to clean the site right after the training burn is completed.

RENOVATION is the removal, stripping, or altering of asbestos containing materials, and/or any activity involving the associated disturbance of asbestos in a facility. Renovations require an asbestos survey and removal prior to any activity that would disturb the asbestos. Building remodeling or renovations without asbestos do not require notification. See Survey Requirements.

PLANNED RENOVATION NOTIFICATIONS (PRN): There are two types of PRN - Nonscheduled Asbestos Removals (aka Annual Notification) are projects less than 100 sq ft that require a cumulative annual notification postmarked by each December 17, if the combined amount of asbestos to be removed from a facility exceeds the removal threshold limit (100 sq ft) during a calendar year. The second PRN type is to notify for a series of Scheduled Asbestos Removals projects within a large facility, where each project is greater than 100 sq ft. These notifications require an attachment listing each individual project planned within the facility detailing the work locations/areas/buildings involved including its sizes, floors, ages and uses, the amounts and types of asbestos at each location/area/building, each project scheduled dates, and asbestos types and amounts. Any project schedule change requires a Revision. Any individual removal job (whether it is scheduled or nonscheduled) greater than 100 sq ft requires an individual notification. All Rule 1403 requirements apply regardless of the size of the asbestos removal project.

PROCEDURE 4/5 PLANS: Procedure 4 Plans are for dry removals. Procedure 5 plans are required for asbestos disturbances, site clean-ups, decontaminations, excavations, and demolitions with asbestos. These plans require prior evaluation and approval by AQMD. To obtain approval fax the survey report, the plan, and the notification to 909-396-3342 attention Asbestos Supervisor. For after hours fax and leave a message at 1-800-CUTSMOG for the asbestos supervisor. Within 48 hrs of Plan approval, postmark the hard copies of the plan, notification, and fees.

KEEP A COPY OF YOUR NOTIFICATION. State law requires you give a copy of the demolition notification to Building and Safety before issuance of a demolition permit. This law does not require proof of receipt or approval by AQMD. For your convenience, please mail the notification. Mailing saves you time, money, gasoline, and reduces traffic, energy use, and air pollution.

For questions call the asbestos HOTLINE at 909-396-2336. Notification Form, instructions, and Rule 1403 can be found at http://www.aqmd.gov/comply/asbestos/asbestos.html
**SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT**

**NOTIFICATION OF DEMOLITION OR ASBESTOS REMOVAL**

MAIL FORM AND FEE TO SCAQMD, ASBESTOS NOTIFICATIONS, FILE # 55641, LOS ANGELES CA 90074-5641

<table>
<thead>
<tr>
<th>AQMD USE ONLY</th>
<th>SCREEN BY</th>
<th>RECEIVED</th>
<th>POSTMARK</th>
<th>ENTERED BY</th>
<th>NOTIFICATION #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>COMPANY</td>
<td></td>
<td></td>
<td>PHONE</td>
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</table>

<table>
<thead>
<tr>
<th>DATE</th>
<th>CHECK #</th>
<th>FEE $</th>
<th>PROJECT #</th>
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<tbody>
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</table>

**NOTIFICATION TYPE**

<table>
<thead>
<tr>
<th>ORIGINAL</th>
<th>REVISION DATES</th>
<th>REVISION OTHER (highlight)</th>
<th>CANCELLATION</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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**PROJECT TYPE**

<table>
<thead>
<tr>
<th>DEMOLITION</th>
<th>ORDERED DEMOLITION</th>
<th>RENOVATION</th>
<th>EMERGENCY REMOVAL</th>
<th>PLANNED RENO (annual)</th>
<th>Procedure 4 Plan</th>
<th>Procedure 5 Plan</th>
</tr>
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<tbody>
<tr>
<td>REMOVAL</td>
<td></td>
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</table>

**SITE INFORMATION**

<table>
<thead>
<tr>
<th>SITE NAME</th>
<th>CROSS STREET</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>CITY</th>
<th>STATE</th>
<th>ZIP</th>
<th>COUNTY</th>
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<tr>
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</table>

**DESCRIPTION WORK AND LOCATION**

<table>
<thead>
<tr>
<th>BUILDING SIZE (SQ FT)</th>
<th>NUMBER OF FLOORS</th>
<th>BUILDING AGE (YEARS)</th>
<th>NUMBER OF DWELLING UNITS</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

**BLDG PRIOR / PRESENT USE**

<table>
<thead>
<tr>
<th>COMMERCIAL</th>
<th>HOSPITAL</th>
<th>INDUSTRIAL</th>
<th>Other</th>
<th>OFFICE</th>
<th>PUBLIC BLDG.</th>
<th>HOUSE</th>
<th>SCHOOL</th>
<th>SHIP</th>
<th>UNIV/COLLEGE</th>
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</table>

**SITE OWNER**

<table>
<thead>
<tr>
<th>ADDRESS</th>
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<table>
<thead>
<tr>
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<th>STATE</th>
<th>ZIP</th>
<th>CONTACT</th>
<th>PHONE</th>
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<tr>
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<td></td>
<td></td>
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</tbody>
</table>

**REQUIRED BUILDING INFORMATION**

<table>
<thead>
<tr>
<th>ASBESTOS PRESENT?</th>
<th>YES</th>
<th>NO</th>
<th>1. ASBESTOS SURVEY?</th>
<th>YES</th>
<th>NO</th>
<th>ASBESTOS REMOVED?</th>
<th>YES</th>
<th>NO</th>
<th>BUILDING TO BE DEMOLISHED?</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

**PROJECT DATES**

<table>
<thead>
<tr>
<th>START</th>
<th>END</th>
<th>WORK SHIFT (day, swing, night)</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

**ASBESTOS AMOUNT TO BE REMOVED -**

<table>
<thead>
<tr>
<th>(in square feet)</th>
<th>FRIABLE</th>
<th>CLASS I</th>
<th>CLASS II</th>
<th>TOTAL AMOUNT (add row)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

**ASBESTOS REMOVAL FROM**

<table>
<thead>
<tr>
<th>SURFACES</th>
<th>PIPES</th>
<th>COMPONENTS</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

**AMOUNT OF EACH TYPE OF ASBESTOS**

<table>
<thead>
<tr>
<th>(in square feet)</th>
<th>ACOUSTIC CEILING</th>
<th>LINOLEUM</th>
<th>INSULATION</th>
<th>FIRE PROOFING</th>
<th>DUCTING</th>
<th>STUCCO</th>
<th>MASTIC</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

**FLOOR TILES (VAT)**

<table>
<thead>
<tr>
<th>DRY WALL</th>
<th>PLASTER</th>
<th>TRANSITE</th>
<th>ROOFING</th>
<th>OTHER (describe)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

**CONTRACTOR INFORMATION**

<table>
<thead>
<tr>
<th>CSLB LICENSE #</th>
<th>OSHA REG #</th>
<th>AQMD ID #</th>
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<tbody>
<tr>
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<table>
<thead>
<tr>
<th>NAME</th>
<th>ADDRESS</th>
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<table>
<thead>
<tr>
<th>CITY</th>
<th>STATE</th>
<th>ZIP</th>
<th>SITE SUPVR</th>
<th>PHONE</th>
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<tbody>
<tr>
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</table>

**WASTE TRANSPORTER #1**

<table>
<thead>
<tr>
<th>LANDFILL</th>
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<tbody>
<tr>
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</tr>
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</table>

<table>
<thead>
<tr>
<th>ADDRESS</th>
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<th>ZIP</th>
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</tbody>
</table>

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* Not required for demolition notifications

1 asbestos surveys are required prior to Demolition and Renovation.

Forms, instructions, and the Rule 1403 can be obtained from AQMD website [http://www.aqmd.gov](http://www.aqmd.gov)
# SCAQMD Notification of Demolition or Asbestos Removal

**Mail Form and Fee to:** SCAQMD, Asbestos Notifications, File # 55641, Los Angeles CA 90074-5641

## Waste Transporter #2

<table>
<thead>
<tr>
<th>Address</th>
<th>* Waste Storage Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>Address</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

**Controls:** Describe work practices and controls to be used at the renovation and demolition site. Procedure # 1, 2, 3, 4, 5 or Other.

For asbestos removals circle the combination of Rule 1403 procedures used. Procedure 4 and 5 submit plans for AQMD prior approval (See procedure 4/5 guidelines).

## Asbestos Detection Procedure:

Circle the procedures and analytical methods used to determine the presence of asbestos in the building. Survey, Bulk Sampling, Inspection, PLM, PCM, TEM, Assumed as Asbestos-PACM, Describe Other (See survey guidelines checklist):

## For Demolitions

Give the company name and dates of the asbestos removal:

## For Ordered Demolition

Send a copy of the order and give the agency name & phone #

<table>
<thead>
<tr>
<th>Authorizing Person:</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date of Order:</td>
<td>Date Ordered To Begin:</td>
</tr>
</tbody>
</table>

**For Emergency Asbestos Removal:**

Give the name and phone number of the person declaring/authorizing the emergency, date and hour of emergency and describe the sudden, unexpected event. (Disturbed/damaged asbestos requires a procedure 5 plan approval prior to clean-up):

**Explain how the event would cause unsafe conditions, equipment damage or unreasonable financial burden:**

## Contingency Plan:

Describe actions to be followed if unexpected asbestos is found during demolition or asbestos material become disturbed, crumbled, pulverized, or reduced to powder. (Disturbed/damaged asbestos requires a procedure 5 plan approval prior to clean-up):

## Training Certification:

I certify that an individual trained in the provisions of regulation AQMD Rule 1403 and NESHAP will be on site during the removal and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Print name of owner/operator</th>
<th>Signature of owner/operator</th>
<th>Title of owner/operator</th>
<th>Date</th>
</tr>
</thead>
</table>

## Information Certification:

I certify that the above information is correct and I have enclosed any required attachments.

<table>
<thead>
<tr>
<th>Company Name</th>
<th>Print name of owner/operator</th>
<th>Signature of owner/operator</th>
<th>Title of owner/operator</th>
<th>Date</th>
</tr>
</thead>
</table>

Notifications cannot be accepted without the required fee (Rule 301). Asbestos removals of less than 100 square feet are exempt from notification and fees. Please make checks payable to "SCAQMD". Fees are per notification, not refundable, and vary according to the project size. Fees are as follows:

<table>
<thead>
<tr>
<th>Project Size in square feet</th>
<th>Demolition or Removal</th>
<th>Additional Service Charges</th>
</tr>
</thead>
<tbody>
<tr>
<td>1,000 or less</td>
<td>$53.89</td>
<td>Special Handling Fee $53.89</td>
</tr>
<tr>
<td>1,001 to 5,000</td>
<td>$164.76</td>
<td>Revision to Notification $53.89</td>
</tr>
<tr>
<td>5,001 to 10,000</td>
<td>$385.65</td>
<td>Returned Check Fee $25.00</td>
</tr>
<tr>
<td>10,001 to 50,000</td>
<td>$604.73</td>
<td>Planned Renovation $604.73</td>
</tr>
<tr>
<td>50,001 to 100,000</td>
<td>$876.40</td>
<td>Procedure 4 or 5 Plan $604.73</td>
</tr>
<tr>
<td>100,001 or more</td>
<td>$1,460.66</td>
<td>Expedited 4 or 5 Plan $302.36</td>
</tr>
</tbody>
</table>

**Attention:** Keep a copy of your notification. State law requires that you provide a copy of the demolition notification to Building and Safety before issuance of a demolition permit. For questions call 909-396-2336. Please mail the form and fee to AQMD. Mailing saves time, money and reduces traffic and air pollution.
When Required:  It is necessary to complete the C&D Waste Management Plan (WMP) whenever any construction, demolition, or alteration project has:

- A permit valuation of $50,000 or more or
- A project size of 1,000 square feet or greater

All demolition-only permits require a $1,000.00 deposit or $1.00 per square foot, whichever is the greater of the two. In addition, all City-sponsored construction, demolition, and/or renovation projects, regardless of size, require the completion of the WMP.

If your project requires the completion of a WMP, you will also be required to complete a WMP Final Compliance Report within 30 days after the project's completion. Review the paragraph below titled "Performance Security Deposit Refund Requirements" to be prepared for the documentation you need to be accruing throughout the project. You may also wish to review the Final Compliance Report and its Instructions/General Information sheet.

Compliance with City of Santa Monica Municipal Code 8.108 is included as a condition of approval on any construction or demolition permit issued for a covered project.

Diversion (Recycling) Rate Requirements:

The City of Santa Monica requires (see Construction & Demolition Debris Ordinance found in Chapter 8.108 of the City's Municipal Code or on the City's website at www.santa-monica.org) that any project meeting the criteria indicated above must meet a diversion rate of 70% (i.e., divert 70% of all waste generated by the project through recycling* rather than disposing of it at a landfill).

An applicant may apply for an exemption to the 70% diversion rate requirement at the time the completed WMP is submitted by attaching a letter indicating the reasons for the request of waiver. Exemptions will be considered only if there is a lack of on-site storage space, contamination of hazardous materials, and/or low recyclability of specific materials. All exemption requests must be approved prior to issuance of a building permit.

- Approval of the exemptions: The WMP Compliance Official shall return a copy of the WMP to the applicant marked “Approved Exemptions” and shall notify the Building Department that the WMP has been approved.
- Denial of Exemption: If the WMP Compliance Official determines that it is possible for the applicant to meet the diversion requirement, he or she shall inform the applicant in writing.
City Review of the C&D Waste Management Plan (WMP):
City staff will review the WMP within two weeks and determine whether it complies fully with the Ordinance's diversion (recycling) requirements. Once the Plan has been approved, any subsequent changes must be submitted AND pre-approved in writing by City staff prior to beginning construction in order to ensure return of the performance security deposit. The WMP must be submitted and approved by Waste Management Plan compliance official staff as a condition of obtaining a building permit.

- Deconstruction: In preparing the WMP, applicants for demolition permits involving the removal of all or part of an existing structure shall consider deconstruction ("deconstruction"), to the maximum extent feasible, and shall make the materials generated thereby available for salvage prior to landfilling. Deconstruction can be used to meet the seventy percent diversion requirement provided it is accounted for in the WMP.

- Salvage Audit. Each applicant will be provided information concerning a salvage audit and encouraged to have a salvage audit conducted prior to commencing any deconstruction. The WMP compliance official shall review the information supplied by the applicant and he/she may meet with the applicant to discuss possible ways of meeting the diversion requirement. Based on the information supplied by the applicant and, if applicable, the compliance official shall determine whether it is possible for the applicant to meet the diversion requirement.

* Recycling includes recycling at a city approved recycling facility, salvage, or on-site reuse.

C&D Performance Security Deposit: This deposit is required to encourage applicants to recycle the construction-related waste generated by the project. The performance security deposit amount is 3% of the project valuation to a maximum deposit amount of $30,000 (demolition-only permits have a $1,000 deposit or $1.00 per square foot, whichever is the greater of the two). Deposit may be paid at the Civil Engineering Counter (Room 113 in City Hall) by cash, check, performance bond, money order, credit card, letter of credit, certificate of deposit, or restricted bank account.

All applicants must submit the WMP with the performance security deposit. However, there are two exceptions to the requirement that staff must review and approve the WMP prior to obtaining a building permit. They are as follows:

- Applicants for over-the-counter (OTC) permits. If, construction is started prior to receiving approval of the WMP, the applicant runs the risk of forfeiting the performance security deposit (if they do not comply with the C&D ordinance).
- Applicants who have not yet selected a contractor. These applicants may submit the first page of the WMP (with the performance security deposit) to get the process started, with the understanding that the entire WMP will be submitted upon selection of a contractor. Construction must, however, not begin before submitting the completed WMP and receiving approval, or the applicant is subject to forfeiture of the performance security deposit.
Performance Security Deposit Refund Requirements: Within 30 days after construction has been completed on the project, the WMP Final Compliance Report must be submitted to the Resource Recovery & Recycling Division, along with the signed-off final permit or Certificate of Occupancy and with receipts for all discarded materials and facility receipts for all recycled materials that demonstrate compliance with the recycling requirements of the C&D Debris Ordinance. The receipts must include:

- Information about the facility
- Tonnage amounts
- Project address
- Appropriate coding to indicate that the material was recycled or disposed.

Once we determine compliance with the requirements is achieved, it will take approximately 4-6 weeks from the date all required documents were submitted to Resource Recovery and Recycling office and the final completion is recorded in the City's software system (Permit Plus) to receive the refund.

Please note: It is the applicant's and/or sub-contractors responsibility to insure correct material type is indicated on each C&D receipt.

Forfeiture of the Performance Security Deposit
The performance security deposit may be forfeited in whole for the following reasons:

- If you begin work on this project prior to submitting a completed Waste Management Plan (WMP).
- If you begin work on this project prior to receiving written approval of the WMP.
- If you change the WMP without review and approval by Resource Recovery & Recycling Staff.
- If you do not use approved facilities or permitted haulers for this project.
- If the actual diversion rate for this project does not meet the C&D Ordinance's minimum required diversion rate of 70%.
- If total actual tonnages for this project are materially different from estimated tonnages on the WMP.
- If you do not submit Final Compliance paperwork and receipts/documentation within 30 days of Final Building Inspection approval OR issuance of Certificate of Occupancy.

Approved Solid Waste Private Haulers:
For a list of permitted haulers, obtain a copy of the Approved Solid Waste Private Haulers from the Civil Engineering Counter (Room 113 in City Hall), or download it from the City's website at www.santa-monica.org. The City of Santa Monica requires that all haulers of recyclables and waste materials within City boundaries be on this approved list. New haulers wishing to obtain a private hauler permit from the City should contact the Resource Recovery & Recycling Division at 310-458-8739.

Self-haulers must register with Resource Recovery and Recycling Division.

C&D Approved Recycling Facilities:
For a list of Santa Monica approved recycling facilities, obtain a copy of the C&D Approved Recycling Facilities list from the City of Santa Monica, Resource Recovery & Recycling Division, 2500 Michigan Avenue, Santa Monica, CA 90404, 310.458.2223; or download it from the City's website at www.santa-monica.org. By delivering C&D materials to an approved Mixed C&D recycling facility, you are ensuring that they will be sorted for recycling and will meet the 70% diversion requirement.

Final Review: Remember to sign the form; also check the form to be sure that all entries are legible, accurate, and complete.
Where to Submit changes to approved C&D Waste Management Plan Application: If you have already paid the WMP deposit and need to submit any changes or revisions to the WMP by hand-delivery to the City of Santa Monica, Resource Recovery & Recycling Division, 2500 Michigan Avenue, Santa Monica, CA 90404, 310-458-8739; or by email to Paul.Pina@smgov.net.

Questions: Contact the Resource Recovery & Recycling Division at 310-458-2223 for questions about the WMP or the C&D Debris Ordinance.

For the purposes of these instructions, the following definitions shall apply.

a) “Applicant” means any individual, firm, limited liability company, association, partnership, political subdivision, government agency, municipality, industry, public or private corporation, or any other entity whatsoever who applies to the City for the applicable permits to undertake any construction, demolition, or renovation project within the City.

b) Class III landfill must have a solid waste facilities permit from the California Integrated Waste Management Board (CIWMB).

c) “Construction” means the building of any facility or structure or any portion thereof including any tenant improvements to an existing facility or structure.

(i) “Deconstruction” means the careful dismantling of buildings and structures in order to salvage as much material as possible.

(j) “Demolition” means the decimating, razing, ruining, tearing down or wrecking of any facility, structure, pavement or building, whether in whole or in part, whether interior or exterior.

(k) “Disposal” means the final deposition of construction and demolition or inert material, including but not limited to:

(1) Stockpiling onto land of construction and demolition material that has not been sorted for further processing or resale, if such stockpiling is for a period of time greater than thirty days; or

(2) Stockpiling onto land of construction and demolition material that has been sorted for further processing or resale, if such stockpiling is for a period of time greater than one year; or

(3) Stockpiling onto land of inert material that is for a period of time greater than one year; or

(4) Disposal of construction and demolition or inert material to a landfill.

(n) “Enforcement agency (EA)” means an enforcement agency as defined in Public Resources Code Section 40130.
(o) “Inert backfill site” means any location other than an inert landfill or other disposal facility to which inert materials are taken for the purpose of filling an excavation, shoring, or other soils engineering operation.

(p) “Inert disposal facility/inert waste landfill” means a disposal facility that accepts only inert waste such as soil and rock, fully cured asphalt paving, uncontaminated concrete (including fiberglass or steel reinforcing rods embedded in the concrete), brick, glass, and ceramics, for land disposal.

(q) "Inert solids/inert waste" means non-liquid solid resources including, but not limited to, soil and concrete, that do not contain hazardous waste or soluble pollutants at concentrations in excess of water quality objectives established by a regional Water Board pursuant to Division 7 (Section 13000 et seq.) of the California Water Code and does not contain significant quantities of decomposable solid resources.

(r) “Mixed material” means loads that include commingled recyclables and non-recyclable materials generated at the project site.

(s) "Mixed material recycling facility” means a processing facility that accepts loads of mixed construction and demolition debris for the purpose of recovering reusable and recyclable materials and disposing the non-recyclable residual materials.

(t) “Performance security” means any performance bond, surety bond, money order, letter of credit, certificate of deposit, or restricted bank account, provided to the City pursuant to Section 8.108.140.

(u) “Post-consumer material” as defined in Public Contract Code Section 12200(b) means a finished material which would have been disposed of as a solid waste, having completed its life cycle as a consumer item, and does not include manufacturing wastes. Post-consumer material is generally any product that was bought by the consumer, used, and then recycled into another product.

(w) “Recycled product” as defined in Public Contract Code Section 12200(a) means all materials, goods, and supplies with no less than fifty percent of the total weight of which consists of secondary and post-consumer material with not less than ten percent of its total weight consisting of post-consumer material. This definition applies to paper products, plastic products, compost and co-compost, glass products, lubricating oils, paints, solvents, retreaded tires, tire-derived products, and steel products. A recycled product also includes products that could have been disposed of as solid waste having completed its life cycle as a consumer item, but otherwise is refurbished for reuse without substantial alteration of its form.

(y) “Renovation” means any change, addition or modification in an existing structure.

(aa) “Salvage” means the controlled removal of construction and demolition material from a permitted building or construction site for the purposes of recycling, reuse, or storage for later recycling or reuse.

(bb) “Sanitary wastes” means materials that require special handling procedures such as liquid wastes including domestic sanitary sewage;
(cc) “Secondary material” as defined in Public Contract Code Section 12200(c) means fragments of finished products or finished products of a manufacturing process, which has converted a resource into a commodity of real economic value, and includes post-consumer material, but does not include excess virgin resources of the manufacturing process. This material did not reach the consumer prior to being recycled.

(dd) “Sediment” means soil and other material that has been eroded and transported by storm or well production runoff water.

(hh) "Virgin material" means the portion of the product made from non-recycled material, that is, the material that is neither post-consumer nor secondary material.

(c) **Compliance as a Condition of Approval.** Compliance with this Chapter shall be included as a condition of approval on any construction or demolition permit issued for a covered project.

**Enforcement**

(a) The Director of the Department of Public Works, or his or her designee, is authorized to enforce Sections 8.108.130 through 8.108.160 as follows:

(1) For the first failure to comply with the provisions of Sections 8.108.130 through 8.108.160, the Department of Public Works shall issue to the affected person a written notice that includes the following information:

(i) A statement specifying the violation committed;

(ii) A specified time period within which the affected person must correct the failure or file a written notice disputing the notice to comply;

(iii) A statement of the penalty for continued noncompliance.

(2) For each subsequent failure to comply with any provisions of Sections 8.108.130 through 8.108.160 following written notice pursuant to this Section, the Director of the Department of Public Works may levy a penalty not to exceed five hundred dollars. Any statement informing a violator of a citation shall include a notice setting forth the hearing rights provided in subsection (a) (3) below.

(3) Any person assessed a penalty pursuant to subsection (a)(2) may dispute the penalty by requesting a hearing on a form provided by the City within the time and manner set forth in Section 6.16.030 provided that no hearing request shall be deemed timely filed and no hearing shall be held unless, within the time period to request a hearing, the person deposits with the City Treasurer money in the amount of any unpaid penalty due under this Section. If as a result of the hearing it is determined that the penalty was wrongly assessed, the City shall refund any money deposited to the person. The decision of the Hearing Examiner shall be final except for judicial review and shall not be appealable to the City Council.
PUBLIC WORKS DEPARTMENT
Resource Recovery & Recycling Division

CONSTRUCTION & DEMOLITION (C&D)
WASTE MANAGEMENT PLAN

Plan Check #: _________________________

1. GENERAL PROJECT INFORMATION:
   Over-the-Counter Permit  ☐ Yes  ☐ No  City-Sponsored Project*  ☐ Yes  ☐ No
   *Name of City Employee contact: _______________
   Type of Project: ☐ Demolition  ☐ New Construction  ☐ Alteration  ☐ Addition
   Project Description (In Detail)
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

   Project Address: _____________________________________________
   ____________________________________________________________
   ____________________________________________________________

   Project Sq. Ft.: ____________________  Project Valuation: __________________

   Estimated Project:  Start Date: _______________  Completion Date: ______________

   Legal Owner (please print): ____________________________ Phone No. __________

   Applicant’s name ____________________________________________ (please print)
   Phone No.: ____________  Fax No.: ____________  E-Mail: ____________

   Applicant’s Relation to Project: ☐ Owner  ☐ Contractor  ☐ Architect  ☐ Permit Expeditor

   Company Name (if Applicable): ____________________________________________
   Address:
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________
   ____________________________________________________________

   (for Staff only)
   Permit#: ____________________________
   Waste Management Plan (WMP) Reviewed By: _______________
   Date: _______________  WMP Approved:  ☐ Yes  ☐ No
   If not approved, describe reviewer’s actions: ____________________________
# C&D Waste Management Plan

## 2. Strategies for Waste Recycling and/or Disposal:

For each of the following categories of recycling and disposal activities, describe those strategies you plan to utilize for the project at the address above.

### 1. Salvage:

- **Yes**  
- **No**

1a. Do you plan to salvage materials from this project prior to construction or demolition activities?

1b. If "yes," please list the items that will be salvaged (e.g., doors, windows, jams, casing, toilets, sinks, other fixtures, hardwoods, wood siding, cabinets and shelving, carpet and pad, bricks, acoustical ceiling, lights, fans, ceramic roof tiles, structural materials, reusable lumber, etc.)? Must take before and after photo documentation and/or sales/donation receipts required. **"Before pictures" will represent before project is started.***

### 2. Source Separation:

- **Yes**  
- **No**

2a. Do you plan to source separate any materials on this project for delivery to a recycling facility (e.g., separation of items such as wood, concrete, metal into separate bins)? This would also include materials that will be recycled at a landfill as daily cover or as landfill roadbase. Receipts from approved facility are required.

2b. If you plan to salvage or source separate, please indicate the materials, haulers, and facilities. Receipts will be required. *(We do not have an auditing process for reuse programs ex: habitat for humanity or reuse facilities, or Mexico)*

<table>
<thead>
<tr>
<th>Materials</th>
<th>Hauler</th>
<th>Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

### 3. On-Site Use:

- **Yes**  
- **No**

3a. Do you plan any on-site reuse activities for this project (e.g., reuse of wood forms from other projects for concrete, on-site crushing of concrete for on-site use, use of reusable containers or pallets for material deliveries, etc.)? (please provide photos of locations these items were reused)

If "yes," please describe.

______________________________________________________________________________

### 4. Inert Fill Use:

- **Yes**  
- **No**

4a. Will any source separated dirt or mixed inert (i.e., dirt, concrete, asphalt) be delivered to a City of Santa Monica approved inert landfill (one that accepts only inert material) or be used for any other non-landfill fill purpose? (For Concrete and Asphalt: load receipts will be required) (Dirt: provide photographic documentation if load tickets are not available by the facility & written documentation from facility owner that material were dumped at their site.)

4b. If "yes," please indicate the materials, haulers, and facilities.

<table>
<thead>
<tr>
<th>Materials</th>
<th>Hauler</th>
<th>Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*This includes recovering reusable items from remodeling or demolition projects and includes stand-alone items (appliances), easy to remove items such as doors, mantelpieces, and removal of reusable structural items by hand (lumber, wood siding, roof tiles).*
5. **RECYCLABLES: Mixed C&D recycling facilities and diversion rate:**

<table>
<thead>
<tr>
<th>Facility (check one)</th>
<th>X</th>
<th>Hauler</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Recycling &amp; Resource Recovery - 93%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Southern California Disposal – 82%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>East Valley Diversion– 85%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Downtown Diversion– 83%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>California Waste Serv. 87%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Construction Demolition Recycling Inc.(IRS) – 78%</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Direct Disposal – 73%</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5b If "yes," identify the facility and hauler who will deliver.

6. **SELF-HAUL:**

<table>
<thead>
<tr>
<th>Self-Hauler</th>
<th>Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

6a Will any C&D debris be self-hauled by your company or by subcontractors?

6b If "yes," identify which companies will be self-hauling debris. List Names of hauler and provide RRR approved facility. *(refer to definition of “self-haul” in the C&D Waste Management Plan Instructions/General Information.)*

7. **REFUSE: Disposal at Landfill**

<table>
<thead>
<tr>
<th>Landfill</th>
<th>Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

7a Will any materials from this project be disposed of at a landfill?

7b If "yes," identify the haulers who will deliver the disposed debris and the disposal facilities.

7c Do you have any exemptions to request prior to start of the project *(Yes/No)*

8. **EDUCATIONAL STRATEGIES:**

Describe **in detail** how you plan to inform your workers and any subcontractors of and ensure participation in your diversion goals and Waste Management Plan activities.

____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
____________________________________________________________________________
9. **ESTIMATE OF RECYCLING AND/OR DISPOSAL ACTIVITIES**:
Summarize the information provided in Part Three (pages 2-3) of this Waste Management Plan on the following chart. Please refer to the C&D Conversion Table (pg. 5) if assistance in calculation is needed.

<table>
<thead>
<tr>
<th>Type of Material</th>
<th>Type of Activity (check box)</th>
<th>Total Quantities (In Tons)*</th>
<th>Total Recycled (In Tons)*</th>
<th>Total Disposed (In Tons)*</th>
<th>Facility Used (list specific names of recycling facilities, transfer stations, landfills, etc.)</th>
<th>Method of Transport (Self Haul, debris box, other?)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mixed Materials***</td>
<td>Recycle - to Facility</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mixed C&amp;D Materials</td>
<td>Recycle - Salvage**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mixed Inerts</td>
<td>Recycle - On-Site Reuse</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Separated Materials</strong></td>
<td>Dispose - to Facility</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Asphalt</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brick</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Concrete</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dirt/Clean Fill</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lumber</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roofing Materials</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Metals</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sheetrock</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Yard Trimmings</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Other Salvageable Materials/Items</strong>**</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TOTALS:**

*See Conversion Table (page 5) to convert cubic yards to tons.
**Estimate in pounds where necessary and convert to partial tons -- see Conversion Table (page 5).
***Divide the "Total Quantities" tonnages for all mixed materials between the "Total Recycled" and "Total Disposed" columns. [For example, if the facility you are using (see C&D Recycling Facilities list) has a 70% diversion rate, and you are sending 10 tons to that facility, "Total Recycled" = 7.0 and "Total Disposed" = 3.0.]
****See #1b on page 2 for examples of salvageable materials other than those items listed under "Separated Materials" above.

**Estimated Diversion Rate: _________%****

*****Divide tons of waste recycled by total tons of waste recycled and disposed; convert to a percentage.
C&D WASTE MANAGEMENT PLAN

C&D Conversion Table

Project Address: _____________________________________________________________

Please use this page if needed to calculate your estimated tonnages

✓ Check each conversion being used.

<table>
<thead>
<tr>
<th>Conversion</th>
<th>Cubic Yards</th>
<th>Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mixed C&amp;D Materials</td>
<td>1</td>
<td>500 pounds</td>
</tr>
<tr>
<td>Mixed Inerts</td>
<td>1</td>
<td>1 ton</td>
</tr>
<tr>
<td>Asphalt, Brick, Concrete, Dirt (separated from other materials)</td>
<td>1</td>
<td>1 ton</td>
</tr>
<tr>
<td>Lumber</td>
<td>1</td>
<td>150 pounds</td>
</tr>
<tr>
<td>Asphalt Shingles</td>
<td>1</td>
<td>419 pounds</td>
</tr>
<tr>
<td>Asphalt/Tar Roofing</td>
<td>1</td>
<td>2,919 pounds</td>
</tr>
<tr>
<td>Wood Shake Shingle Roofing</td>
<td>1</td>
<td>435 pounds</td>
</tr>
<tr>
<td>Metals</td>
<td>1</td>
<td>906 pounds</td>
</tr>
<tr>
<td>Sheetrock</td>
<td>1</td>
<td>394 pounds</td>
</tr>
<tr>
<td>Yard Trimmings</td>
<td>1</td>
<td>108 pounds</td>
</tr>
</tbody>
</table>

Other Salvaged Items

<table>
<thead>
<tr>
<th>Salvaged Items</th>
<th>Estimated Pounds</th>
<th>=</th>
<th>Tons</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: Cabinets, doors, windows, toilets, etc.</td>
<td>100 lbs. ÷ 2000</td>
<td>=</td>
<td>.05</td>
</tr>
</tbody>
</table>

If you believe you have justification for using a different conversion than above, please explain below.

__________________________________________________________________________

__________________________________________________________________________

FORM SUBMISSION:

I hereby attest that the information provided on this form (pp. 1-5) is complete and accurate.

- Any proposed changes to an approved Waste Management Plan must be resubmitted and re-approved by City staff in order to ensure return of the performance security deposit. If the minimum required recycling rate is not met, the deposit refund will be prorated. Deposit refund request must be accompanied by weight tickets for all debris generated, including all trash, salvage, reuse and recycling, and submitted within 30 days from completion of final inspection. Initial Here: _______ Date: __________

- All materials generated from this project must be hauled by an approved City of Santa Monica hauler as listed in the Waste Management Plan. Initial Here: _______ Date: __________

- All materials generated from this project must be hauled to an approved/certified facility as listed in the Waste Management Plan. Initial Here: __________ Date:____________

- If one or all of the above conditions are not met, performance security deposit will be forfeited in full. Initial here:_____________ Date:__________________

Applicant's Signature: ___________________________________________ Date: ______________

Applicant (please print): ____________________________________________

Applicant's Information: ________________________________ Date: ______________
Construction and Demolition Waste FAQs

Q. My construction (addition, alteration, demolition, etc.) project will have very small amounts of waste generated. Do I still have to complete a Waste Management Plan?
A. Yes. If it is determined that the valuation of your project is at least $50,000 or if the total square feet of your project is equal to or greater than 1,000 sq. ft., then you must complete a Waste Management Plan. In addition, ALL demolition projects require a Waste Management Plan.

Q. If I want to make changes to the original Waste Management Plan, when should I inform the Resource Recovery & Recycling Division of these changes?
A. Any changes that are made to the original Waste Management Plan must be reported to the Resource Recovery & Recycling Division before changes are implemented, or you will forfeit your deposit.

Q. When do I file for refund of my performance deposit?
A. You must file for refund of your performance deposit within 30 days of Final Inspection sign-off or issuance of certificate of occupancy by a City of Santa Monica building inspector. If you wait until after 30 days, you will forfeit your performance deposit.

Q. Do you require all tonnage receipts from the project to have the project address on them?
A. Yes, all weight tickets must have the project address to be accepted for Final Compliance.

Q. How do I file for refund of my performance deposit?
A. To file for a refund you must submit:

1. All documentation to show where you recycled/disposed of the construction and/or demolition (C&D) debris (e.g. disposal receipts showing weights, material type and project address, any dispatch tickets showing private hauler used to haul debris and project address, any photos of salvaged or reused items at the project site).
2. A copy of the building and/or demolition permits sign-off or issuance of certificate of occupancy by a City of Santa Monica employee.
3. A completed Final Compliance Form must be submitted.

Q. How do I ensure that I reach the minimum requirement of recycling 70% of all the debris that is hauled from my project?
A. You should bring all of your C&D debris to one of the approved Mixed C&D Recycling Facilities to ensure that you meet the minimum recycling requirements. See Approved Facilities List.

Q. If I plan to salvage materials from my project prior to or during construction and/or demolition activities do I need to document this material and how would I do this?
A. Yes, you will need to document these salvaged items by taking photos and submitting them with all other necessary paperwork for return of deposit.

Q. What constitutes inerts and do they have to be delivered to an inert landfill?
A. Inerts are source-separated or mixed loads of dirt, concrete or asphalt and must be taken
to an approved inert landfill. Reference the Approved Facilities List for details.

Q. Should any of the material that is coming out of my project be taken to a landfill?
A. We do not suggest any material from a C&D project being conducted in the City of Santa Monica be taken to a landfill because it will reduce the 70% recycle rate required by the city and reduce the amount of performance deposit returned to the applicant.

Q. What constitutes self-hauling by a contractor in the City of Santa Monica?
A. Self-hauling is when the contractor uses his/her own trucks to haul C&D debris from a construction and/or demolition project in the City of Santa Monica. A self-hauler CAN NOT own refuse bins. If they do, then they do not qualify as a Self-Hauler and must apply for an Enterprise Permit at the Resource Recovery & Recycling Division located at 2500 Michigan Avenue. All Self-Haulers must register with the RRR Division and are subject to requirements of approved haulers with the city of Santa Monica.

Q. What are examples of Educational Strategies (Section II, Question #7) in regards to reaching my diversion goals and ensuring participation by all workers of the Waste Reduction and Recycling Plan activities?
A. Regular tailgate meetings are suggested to inform employees about our diversion requirements. Along with this method you could also post the Recycling Plan activities at the jobsite.

Q. How do you determine the amount of mixed C&D material (in tons) that you must estimate in Section II - Page 4?
A. If your project concerns an alteration or new construction you can take your projected square footage and multiply it by 5 and divide it by 2000 to come up with an estimated “Total Quantities” in tons column. If your project concerns a demolition within the City of Santa Monica you can take your projected square footage and multiply it by 50 and divide it by 2000 to come up with your estimated “Total quantities” in tons.

Q. How do you determine your estimated recycling rate in Section II - Page 4?
A. Use the recycling rate listed for the C&D facility that you have chosen. This can be found on the Approved Facilities list online at the city’s website. If you have NOT chosen a city approved C&D facility, then you will forfeit your deposit by not meeting the recycling requirements.

Q. What is the normal estimated time allowed for the applicant to receive his/her deposit after they have submitted final compliance?
A. Normally, 4 to 6 weeks from the date of receipt of all the required documents and the recording of final date of project in the city’s automated program (permit plus system).

Q. To whom is the deposit made out to/returned to?
A. According to city policy, the deposit must be made payable to the original applicant stated on the Construction & Demolition Debris Receipt. In order to process the refund to another person and/or company, we need a letter from the original applicant releasing the funds to the new payee.
PUBLIC WORKS DEPARTMENT
Resource Recovery & Recycling Division

APPROVED PRIVATE HAULERS
In Good Standing as of October 5, 2012

- Using a Private Hauler not on this list or approved by the City will result in forfeiture of performance deposit.
- Dumpsters may not be placed blocking alleys, driveways, water vaults, or water meters.
- Effective list for fiscal year covering July 1, 2012 through June 30, 2013.

1. A & A Waste & Rolloff Services, Inc. P.O. Box 306, El Segundo, CA 90245
   Phone: (310) 414-1122
2. A Rent-A-Bin/Serv-Well Disposal, 901 S. Maple Avenue, Montebello, CA 90640
   Phone: (323) 726-4056
3. Action Hauling, Inc. 14622 Ventura Blvd. #737, Sherman Oaks, CA 91403
   Phone 818) 361-7200 actionhaulinginc@gmail.com
   Phone: (323) 295-7774
5. Athens Services / ADS, P.O. Box 60009, City of Industry, CA 91716
   Phone: (626) 336-7777
6. Alexander Demolition & Hauling, 15533 Patronella Avenue, Gardena, CA 90249
   Phone: (310) 538-4774
7. American Integrated Services, Inc., 1502 East Opp Street, Wilmington, CA 90744
   Phone: (310) 522-1168
8. American Wrecking, Inc., 2459 Lee Avenue, South El Monte, CA 91733
   Phone: (626) 350-8303
9. Arrow Disposal Service Inc., P.O. Box 2917, La Puente, CA 91746
   Phone: (626) 336-2255
10. Barraza & Sons, Inc.(Inert Hauling Only)1545 S. Sydney Drive, Commerce, CA 90040
    Phone: (323) 981-9190
11. Booth Grading & Excavating, Inc, 2149 Carson Mesa Rd, Acton, CA 93510
    Phone: (661) 269-5503
12. BinsBinsBins, Inc. P.O. Box 1088, Sun Valley, CA 91353
    Phone: (818) 764-2616
13. California Waste Services, LLC, 621 W. 152nd Street, Gardena, CA 90249
    Phone: (310) 538-5998
14. Central City Enterprises, 5935 Rickenbacker Avenue, Riverside, CA 92504
    Phone: (951) 343-2000
15. Central Reclamation, 2930 E. Pico Blvd, Los Angeles, CA 90023
    Phone: (310) 748-8473
16. Chris’ Hauling, 29540 Bernice Drive, Rancho Palos Verdes, CA 90275
    Phone: (310) 962-1944
17. Commercial Waste Services, Inc., P.O. Box 820, Montebello, CA 90640
    Phone: (800) 947-8224
18. Consolidated Disposal Service, 12949 Telegraph Road, Santa Fe Springs, CA 90670
    Phone: (800) 299-4898
19. Cordova Construction Service, 12506 Montague Street, Pacoima, CA 91331
    Phone: (818) 896-0509
20. Crown Disposal Co., P.O. Box 1081, Sun Valley, CA 91352
    Phone: (818) 767-0675
21. D’ Angelus Disposal, Inc., P.O. Box 1727, Montebello, CA 90640
    Phone: (626) 350-0938, Email: dagajanian@att.net
22. Davcas, Inc, 841 Big Spring Court, Corona, CA 92880
    Phone: (310) 989-8897
23. Direct Disposal, 5901 Warner Avenue PMB 229, Huntington Beach, CA 92649
24. Full Circle Recycling Co., 1920 Randolph Street, Los Angeles, CA 90001
   Phone: (310) 417-8211
25. G.O Rodriguez Trucking Inc., P.O. Box 2211, Irwindale, CA 91706
   Phone: (909) 596-3747
26. Golden West Demo, Inc. 1024 E. 28th Street, Los Angeles, CA 90011
   Phone (323) 233-0722 gwdemo@pacbell.net
27. Greenleaf Engineering, Inc. 18685 Main Street Suite A-371 Huntington Beach, CA 92648
   Phone: (714) 847-24.
28. HAULNIT Inc. 9018 Balboa Blvd Suite 328, Northridge, CA 91325
   Phone (818) 349-9153 www.Haulnitinc.com
29. IRS T.I. Demo, 9309 Rayo Avenue, South Gate, CA 9028
   Phone: (323) 357-6900, Email: irsdemo@irsdemo.com
30. J.C. Roll off L.L.C., 18645 Sherman Way, Suite 111, Reseda, CA 91335
   Phone: (818) 345-2228, Email: binrentals@sbcglobal.com
31. J&L Hauling & Disposal, Inc., P.O. Box 3035, Chatsworth, CA 91313
   Phone: (888) 565-4634, Email: jnhnd@aoi.com, Web Page: www.jldisposal.com
32. Jimenez Services, 11875 Freeman Avenue, Hawthorne, CA 90301
   Phone: (310) 864-1483, Email: gabrielelchita@gmail.com
33. Key Disposal Inc., 1141 S. Taylor Avenue, Montebello, CA 90640
   Phone: (323) 721-5441
34. Leiva's Roll Off, Inc., 4636 Grape Street, Pico Rivera, CA 90660
   Phone: (562) 271-2761
35. Mondragon Waste Service 4743 E. Olympic Blvd, Los Angeles, CA 90022
   Phone: (323) 974-3694
36. Metropolis Disposal, 7740 Burnet Avenue, Van Nuys, CA 91405
   Phone: (818) 901-2020, Email: kim@cutdemo.com
37. NASA Disposal Service, P.O. Box 1755, Montebello, CA 90640
   Phone: (323) 888-0388, www.nasaservices.com
29. Nu-Way Roll-Off Service, 145 W. Duarte Road, Monrovia, CA 91016
   Phone: (626) 358-8007
38. Ornelas Construction Inc., P.O. Box 922735, Sylmar, CA 91392
   Phone: (818) 365-0897
39. Orestes Pena Trucking Inc., 11253 Vinedale Street, Sun Valley, CA 91352
   Phone: (818) 768-5202
40. Padilla Company Inc., 667 Arroyo Avenue, San Fernando, CA 91340
   Phone: (818) 361-9500
41. Perez Disposal Company, Inc., 12000 Blucher Avenue, Granada Hills, CA 91344
   Phone: (818) 366-3500 www.perezdisposal.com
42. Power Breaking & Demolition, P.O. Box 265, Alhambra, CA 91801
   Phone: (626) 703-4797 Power.Breaking@gmail.com
43. Quality Waste Services Inc., 3534 E. Whittier Blvd., Los Angeles, CA 90023
   Phone: (323) 264-2236
44. Ray Ramjohn Trucking, 2108 Cabrillo Ave. # 4, Torrance, CA 90501
   Phone: (310) 502-9883
45. Republic Services Inc. / Allied Waste Services, 14905 S. San Pedro Street, Gardena, CA 90248, Phones: (310) 323-0763, (310) 538-5998
46. R.E.R., Inc., 120 W. 155th Street, #200, Gardena, CA 90248
   Phone: (310) 329-3777
47. R.J.’s Demolition & Disposal, 1137 E. Florence Avenue, Inglewood, CA 90302
   Phone: (310) 420-2648
48. Rock N’Roll-Off, P.O. Box 144, Agoura Hills, CA 91376
   Phone: (818) 991-2323
49. Rodas Company, 2412 Buckingham Road, Los Angeles, CA 90016
   Phones: (323) 588-2883 / (323)868-5070
50. Rogma Construction Services, Inc., 1328 Willow Street, Los Angeles, CA 90013
   Phone: (213) 620-1144
51. SA Recycling, 3200 E. Frontera Street, Anaheim, CA 92806
52. **Saied Trucking Co. / Saied Contractors Co., Inc.**, 9103 Norris Avenue, Sun Valley, CA 91352, Phone: (818) 768-7855
53. **Sakaida & Sons Trucking**, P.O. Box 7412, Van Nuys, CA 91409, Phone: (818) 881-5257
54. **S.D.M. Hauling**, 11806 Braddock Drive, Culver City, CA 90230, Phone: (310) 990-3406
55. **Segovia Roll Off, Inc.**, P.O. Box 330027, Pacoima, CA 91333, Phone: (818) 896-4367
56. **Shred-it**, 8600 Tamarack Ave, Sun Valley, CA 91352, Phone: (818) 504-6007
57. **Solomon Transport Service**, 450 Arbolada Drive, Arcadia, CA 91006, Phone: (888) 723-7241
58. **Southern California Disposal Co.**, P.O. Box 25666, Los Angeles, CA 90025, Phone: (310) 828-6444
59. **SPR Trucking**, 756 S 5th Street, Montebello, CA 90640, Phone: (323) 726-2497
60. **Three D Service Company Inc**, 1551 E. Mission Blvd, Pomona, CA 91766, Phone: (909) 469-2600
61. **United Pacific Waste (UPW)**, P.O. Box 908, Pico Rivera, CA 90660, Phone: (562) 699-7800
62. **Universal Waste Systems Inc.**, P.O. Box 3038, Whittier, CA 90605, Phone: (562) 941-4900
63. **Waste Management**, 9081 Tujunga Ave, Sun Valley, CA 91352, Phone: (310) 830-7100
64. **Waste Management / G.I. Industries**, 195 W. Los Angeles Ave., Simi Valley, CA 93065, Phone: (805) 522-9400
65. **West Coast Arborists, Inc.**, 2200 E. Via Burton Street, Anaheim, CA 92806, Phone: (714) 991-1900
### METAL
All of the companies listed below accept both ferrous & non-ferrous metals, unless otherwise noted.

### MIXED C&D RECYCLERS
Process mixed C&D to extract recyclables

### SALVAGED ITEMS (USED BUILDING MATERIALS)

<table>
<thead>
<tr>
<th>Company</th>
<th>Address</th>
<th>Phone</th>
<th>Diversion Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>A&amp;S Metal Recycling</td>
<td>2261 E. 15th Street, Los Angeles, CA 90021</td>
<td>213-623-9443</td>
<td></td>
</tr>
<tr>
<td>Alpert &amp; Alpert Iron &amp; Metal</td>
<td>1815 Soto Street, Los Angeles, CA 90023</td>
<td>323-265-4040</td>
<td></td>
</tr>
<tr>
<td>Atlas Iron &amp; Metal</td>
<td>10019 Alameda Street, Los Angeles, CA 90002</td>
<td>323-566-5184</td>
<td></td>
</tr>
<tr>
<td>Kramer Metals</td>
<td>1760 E. Slauson Avenue, Los Angeles, CA 90058</td>
<td>323-587-2277</td>
<td></td>
</tr>
<tr>
<td>SA Recycling</td>
<td>Various Locations in Southern California</td>
<td>714-688-4943</td>
<td></td>
</tr>
<tr>
<td>SA Recycling</td>
<td>10313 S. Alameda Street, Los Angeles, CA 90002</td>
<td>323-564-5601</td>
<td></td>
</tr>
<tr>
<td>Community Recycling &amp; Resource Recovery, Inc.</td>
<td>9189 De Garmo Avenue, Sun Valley, CA 91352</td>
<td>818-767-0675</td>
<td></td>
</tr>
<tr>
<td>Direct Disposal</td>
<td>3720 Noakes Street, Los Angeles, CA 90023</td>
<td>323-262-1604</td>
<td></td>
</tr>
<tr>
<td>East Valley Diversion (Looney Bins)</td>
<td>11616 Sheldon Street, Sun Valley, CA 91352</td>
<td>818-252-0019</td>
<td>D.R. (85%)</td>
</tr>
<tr>
<td>Downtown Diversion (Looney Bins)</td>
<td>2424 E. Olympic Blvd, Los Angeles, CA 90021</td>
<td>213-612-5005</td>
<td>D.R. (83%)</td>
</tr>
<tr>
<td>California Waste Services</td>
<td>621 W. 152nd Street, Gardena, CA 90247</td>
<td>800-839-5550</td>
<td>D.R. (87%)</td>
</tr>
<tr>
<td>Southern California Disposal</td>
<td>1908 Frank Street, Santa Monica, CA. 90404</td>
<td>310-828-6444</td>
<td>D.R. (82%)</td>
</tr>
<tr>
<td>Interior Removal Specialist, Inc.</td>
<td>9309 Rayo Avenue, South Gate, CA 90280</td>
<td>323-357-6900</td>
<td>D.R. (78%)</td>
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<tr>
<td>Freeway Building Materials</td>
<td>1124 S. Boyle Avenue, Los Angeles, CA 90023</td>
<td>323-261-8904</td>
<td></td>
</tr>
<tr>
<td>Santa Fe Wrecking &amp; Salvage</td>
<td>720 E. 18th Street, Los Angeles, CA 90021</td>
<td>213-765-8166</td>
<td></td>
</tr>
<tr>
<td>Scavenger’s Paradise</td>
<td>5453 Satsuma Avenue, N. Hollywood, CA 91601</td>
<td>323-877-7945</td>
<td></td>
</tr>
</tbody>
</table>
## CONSTRUCTION & DEMOLITION APPROVED RECYCLING FACILITIES

<table>
<thead>
<tr>
<th>INERT MATERIAL</th>
<th>DIRT</th>
<th>WOOD</th>
</tr>
</thead>
<tbody>
<tr>
<td>California Waste Services</td>
<td>California Waste Services</td>
<td>California Waste Services</td>
</tr>
<tr>
<td>621 W. 152nd Street</td>
<td>621 W. 152nd Street</td>
<td>621 W. 152nd Street</td>
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<tr>
<td>Gardena, CA 90247</td>
<td>Gardena, CA 90247</td>
<td>Gardena, CA 90247</td>
</tr>
<tr>
<td>800-839-5550</td>
<td>800-839-5550</td>
<td>800-839-5550</td>
</tr>
<tr>
<td>Hanson Aggregates</td>
<td>Manning Pit</td>
<td>Recycled Wood Products</td>
</tr>
<tr>
<td>5625 Southern Avenue</td>
<td>5155 N. Vincent Avenue</td>
<td>1313 E. Phillips Blvd</td>
</tr>
<tr>
<td>South Gate, CA 90280</td>
<td>Irwindale, CA 91706</td>
<td>Pomona, CA 91766</td>
</tr>
<tr>
<td>800-300-6120</td>
<td>951-205-5652</td>
<td>909-868-6882</td>
</tr>
<tr>
<td>Vulcan Materials Company</td>
<td></td>
<td>North Hills Recycling, Inc.</td>
</tr>
<tr>
<td>11520 Sheldon Blvd</td>
<td></td>
<td>11700 Blucher Avenue</td>
</tr>
<tr>
<td>Sun Valley, CA 90052</td>
<td></td>
<td>Granada Hills, CA 91344</td>
</tr>
<tr>
<td>818-768-4157</td>
<td></td>
<td>818-831-7980</td>
</tr>
<tr>
<td>Chandler’s Sand Gravel</td>
<td>Chandler’s Sand Gravel</td>
<td></td>
</tr>
<tr>
<td>26311 Palos Verdes Drive East</td>
<td>26311 Palos Verdes Drive East</td>
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<tr>
<td>Rolling Hills Estates, CA 90274</td>
<td>Rolling Hills Estates, CA 90274</td>
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<tr>
<td>310-784-2900</td>
<td>310-784-2900</td>
<td></td>
</tr>
<tr>
<td>Valley Base Materials</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2121 E. 25th Street</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Los Angeles, CA 90058</td>
<td></td>
<td></td>
</tr>
<tr>
<td>323-583-7913</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arcadia Reclamation, Inc.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>12321 Lower Azusa Road</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Arcadia, CA 91006</td>
<td></td>
<td></td>
</tr>
<tr>
<td>909-392-8510</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nu-Way Arrow Reclamation</td>
<td></td>
<td></td>
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<tr>
<td>1270 E. Arrow Highway</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Irwindale, CA 91706</td>
<td></td>
<td></td>
</tr>
<tr>
<td>626-305-5308</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CARDBOARD</td>
<td>BRICK &amp; ROOFING TILES</td>
<td>CARPET PADDING</td>
</tr>
<tr>
<td>Allan Company</td>
<td>Bourget Bros Building</td>
<td>Carpet Pad Recycling</td>
</tr>
<tr>
<td>2411 Delaware Avenue</td>
<td>Materials 1636 11th Street</td>
<td>1923 Rosemead Blvd</td>
</tr>
<tr>
<td>Santa Monica CA 90404</td>
<td>Santa Monica, CA 90404</td>
<td>South El Monte, CA 91733</td>
</tr>
<tr>
<td>310-453-9677</td>
<td>310-450-6556</td>
<td>626-444-6048</td>
</tr>
<tr>
<td></td>
<td>(Accepts mission roof tile.)</td>
<td>(Accepts foam carpet padding.)</td>
</tr>
<tr>
<td>California Waste Services</td>
<td></td>
<td>Padworks</td>
</tr>
<tr>
<td>621 W. 152nd Street</td>
<td></td>
<td>1064 E. 6th Street</td>
</tr>
<tr>
<td>Gardena, CA 90247</td>
<td></td>
<td>Santa Ana, CA 92701</td>
</tr>
<tr>
<td>800-839-5550</td>
<td></td>
<td>714) 542-2378</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(call ahead for information)</td>
</tr>
</tbody>
</table>

### General Notes:
- Call first for the most up-to-date information on hours, services, pricing, and material specifications (types, minimum quantities, and condition of acceptable materials).
- Many facilities will accept materials separated for recycling as well as provide hauling services (check with City staff for approval on all hauling services).
Important Form that need to be completed by Applicant before submitting into plancheck
Declaration for Permanent Exemption for a Single Family Dwelling (§1815)

MPP#

I, ______________________, declare

(name of current owner)

I own the subject property located at

________________________________________ unit #

(property address)

which is (check the appropriate option in numbers 1 and 2 below):

1. Property Description

   a. A single-family dwelling on a parcel which has been developed with only one single-family dwelling. In addition, no parcel contiguous to the one at issue is owned by the owner named above.

   b. A condominium unit or stock cooperative which was converted prior to the passage of the Rent Control Law; that is, escrow closed on a unit prior to April 10, 1979.

   c. A condominium unit which was originally constructed for condominium use prior to April 10, 1979; that is, it was not constructed for rental use.

2. Use of Property

   a. The above-described single-family dwelling - as defined by Santa Monica Charter, § 1801(n) - was not used for residential rental purposes on July 1, 1984.

   OR

   b. The above described single-family dwelling was vacant on July 1, 1984.

Executed under penalty of perjury, this ______ day of ________________, 200___, at ________________________, California.

________________________________________

(signature)

________________________________________

(address)

________________________________________

(daytime phone no.)

10/02
Important Forms that need to be completed by Applicant BEFORE receiving a building permit.
Rule 1403, adopted January 1, 1990, significantly altered former U.S. Environmental Protection Agency (EPA) NESHAP, 40 CFS, Part 61, Subpart M requirements by lowering reportable quantity notification amounts for friable and non-friable asbestos containing material (ACM). This now includes residential demolition and renovation activities. Rule 1403 also mandates how you are to report, remove, handle, label, store and dispose of ACM.

Current regulations require you to:

- Notify the AQMD Office of Operations in writing within ten working or fourteen calendar days prior to any renovation work that involves 100 square feet or more of ACM or any kind of demolition work, including demolitions of buildings which do not contain asbestos.

- Follow the provisions of 40 CFR 763.107 for bulk sampling of friable material.

- Perform a sample analysis using the procedure detailed in the AQMD “Laboratory Methods of Analysis for Enforcement Samples” manual, or equivalent. This procedure is currently Polarized Light Microscopy with Dispersion Staining.

- Comply with one or more of the procedures outlined in Rule 1403 when you remove, strip or handle ACM.

- Store any asbestos containing waste in labeled, leak-tight containers enclosed in a locked area inaccessible to the public.

- Keep records of all demolition and renovation activities for at least two years and provide them to District staff upon request.

- Provide asbestos abatement training for supervisors and workers in an EPA approved State Accredited training course.

No telephone notifications will be accepted by the district. In cases of emergency a faxed notice may be sent followed by hard copy within 48 hours.

For further information about details of this rule, call the following Air Quality Management Department (AQMD) office:

Enforcement Division
Air Toxics Control Branch
Hazardous Materials Section
(909) 396-2326
ASBESTOS CERTIFICATION FORM

Before a Demolition Permit can be issued the site must be inspected and the following statement must be signed by the property owner or a California State Certified Asbestos Contractor.

- I certify that I have personally inspected the proposed demolition site at ________________, Santa Monica within the past three months.
- I hereby declare that the site does not contain significant or potentially dangerous amounts of asbestos-based, building materials that could cause airborne asbestos fibers during the demolition process. I further certify that (check applicable line)
  - [ ] There are none of the items listed below at this site:
    a. Sprayed plasters or fire proofing
    b. Rigid siding, roofing, linoleum flooring, or insulation
    c. Questionable and unidentified building materials
  - [ ] Some or all of the items listed above are present at the site but have been tested at a laboratory and determined to be asbestos-free.
- I hereby declare there is asbestos at this site.
  - [ ] The AQMD has been notified. A copy is attached. (Please note: the AQMD must be notified on all demolitions even if there is no asbestos).
  - [ ] A State Certified Asbestos Contractor has been /will be hired for the entire abatement operation.
  - [ ] Adjacent neighbors have been notified.

- Owner’s Name ________________________________Signature________________________
- State Certified Asbestos Contractor’s Name* ________________________________
* (This section need not be completed if the owner certifies that none of the listed items in a., b., or c. above exist on site.)
  Signature ___________________________________________________________________Date________________
  State Asbestos License #____________________________________________________

NOTICE
FAILURE TO PROPERLY NOTIFY AQMD AND ADJACENT RESIDENTS MAY RESULT IN CANCELLATION OF PERMIT
Please see reverse side for information concerning Air Quality Management Department (AQMD) requirements.
RODENT AND VERMIN CERTIFICATION FORM

Before a Demolition Permit can be issued the site must be inspected by a Licensed Pest Control Agency.

☐ I hereby declare that the site does not show evidence of either rodent or any other vermin infestation that will be disturbed and migrate from the site during the demolition process.

☐ I hereby declare that the site does contain rodent or vermin infestation and I have attached the proposed plan on how to abate the problem during or before demolition.

Name: ___________________________ Date ______________________

Signature: ____________________________

State Pest Control License #: ____________________________
Demolition Permits Information Notice

ADDRESS _________________________________ DEMOLITION PERMIT# ____________

DEMOLITION PERMITS may not be submitted to the Building and Safety Division without the following sign-offs from the Environmental Public Works Department. These are required to insure that there are no problems with uncapped sewer lines, the misuse of the water supplies and/or the illegal use of public property.

1. For verification of SEWER CAP PERMITS:

ENVIRONMENTAL PUBLIC WORKS: ENGINEERING ...................... ROOM 112, CITY HALL
(310) 458-8721

APPROVED ___________________________ DATE: ______________

2. For verification that all Water Division requirements for demolitions have been met: (This includes proof of water availability required for dust control and final site clean-up.)

ENVIRONMENTAL PUBLIC WORKS: WATER DIVISION ............ 1717 4th Street, RM 150
(310) 458-8224

APPROVED: ___________________________ DATE: ______________

3. For USE OF PUBLIC PROPERTY PERMIT AND C & D WASTE MANAGEMENT DEPOSIT PAYMENT:

ENVIRONMENTAL PUBLIC WORKS: ADMINISTRATION ........... ROOM 113, CITY HALL
(310) 458-8737

APPROVED ___________________________ DATE: ______________

4. For verification that Resource Recovery & Recycling division requirements for demolition waste management plan has been met—this includes selection of a contractor

PUBLIC WORKS – RESOURCE RECOVERY & RECYCLING ........ 2500 Michigan Blvd-Operations Building
(310) 458-8739

APPROVED ___________________________ DATE: ______________

In addition to the above, The FIRE DEPARTMENT must be notified by phoning (310) 458-8651 at least five days in advance of any pending demolition. Please sign and check box below to verify this requirement has been met.

☐ _______________________________ DATE: ______________
DEMOLITION PERMIT REQUIREMENTS

ADDRESS ________________________________

DEMOLITION PERMIT #______________________

DEMOLITION PERMITS will NOT be issued by the Division of Building and Safety without the following:

1. State law requires that before excavation of any kind occurs, the following agency must be notified. (Please note, it is MANDATORY that you inform them specifically that you are calling about at demolition.)

   DIGALERT - UNDERGROUND SERVICE ALERT
   1-800-227-2600 OR 1-800-422-4133

   ☐ I hereby declare that DIGALERT has been informed of the upcoming Demolition for this site.
   
   Signed ___________________________ Title: ____________________
   USA TICKET#: ______________________ Date: ____________________

2. The City of Santa Monica requires that Gas Service, Electric Power and telephone service at the proposed demolition site be abandoned (utility off from the street, meter removed) prior to demolition of structures. To arrange for this service notify:

   SOUTHERN CALIFORNIA GAS COMPANY
   800-427-2200

   ☐ I hereby declare that the Southern California Gas Company shall abandon the gas service at this site.
   
   Signed ___________________________ Date: ____________________
   Title: ________________________________

   SOUTHERN CALIFORNIA EDISON COMPANY
   (800) 684-8123

   ☐ I hereby declare that the Southern California Edison Company shall abandon the electrical service at this site.
   
   Signed ___________________________ Date: ____________________
   Title: ________________________________

   VERIZON COMMUNICATIONS (ENGINEERING)
   (310) 264-5137

   ☐ I hereby declare that GTE California shall abandon the telecommunications service at this site.
   
   Signed ___________________________ Date: ____________________
   Title: ________________________________