Demolition Application

PROJECT PROPERTY ADDRESS:	
LEGAL DESCRIPTION:	
CURRENT ZONING:	ROLL#:
DATE:	

PROPERTY OWNER	APPLICANT	CONTRACTOR
Name:	Name:	Name:
Address:	Address:	Address:
Postal Code:	Postal Code:	Postal Code:
Phone:	Phone:	Phone:
Email:	Email:	Business License #:
Signature:	Signature:	Signature:

APPLICATION MUST INCLUDE	**$150.00 Application Fee**
☐ Vacancy Date	
☐ Current title search (with copies of all relevant easements, covenants, etc.)	
☐ Two copies of a site plan, showing the entire property (all buildings, setbacks, Fire hydrants and identification for demolition)	
☐ Letter of Authorization from the property owner	
☐ Fire Safety Plan - Letter of Intent & Site Map	
☐ RDOS Waste Disposal Application (WDA) (rdos.bc.ca/demo)	☐ **Burnt Materials (** Must go to Summerland Landfill **)**
☐ Final Accounts (District of Summerland Utility Clerk) ☐ Electrical Utility Service Request to Remove Service	☐ Water/Sewer Utility Service Request **Water Off / Remove Service**
REQUIRED IF THE BUILDING WAS CONSTRUCTED PRIOR TO 1990 (must be submitted prior to permit issue/work)	
☐ Abatement Report	
☐ Copy of Notice of Project (NOP) form and number (provided by WorkSafe BC website)	

NEW Site Disclosure Statement (BC's New Contaminated Site Investigation Requirements **(please check/initial)**	
☐	**Attached** (if Schedule 2 Uses **have** occurred on the property in the past)
☐	**N/A** (if Schedule 2 Uses **have not** occurred on the property in the past)
☐	**Exempt** (demolition, or other works where there is no soil disturbance, etc.)

Applicant's responsibility to contact Fortis BC for Gas Disconnect
☐ Fortis BC 1-888-224-2710 for gas – when calling make sure to choose construction services **PROJECT #**
Please note that applications and drawings may be submitted electronically in Adobe PDF format, but must be accurate, include all dimensions, and be to scale. **Professionally drafted plans are preferred.**

The personal information on this form is collected under the authority of the Local Government Act/Community Charter for the purposes of processing this application, and is subject to the Freedom of Information and Protection of Privacy Act. Any questions regarding this collection should be directed to the Corporate Officer, District of Summerland, Box 159, Summerland BC (250) 404-4044

Demolition Application

What is a Fire Safety Plan?

The following shall apply to construction/demolition fire safety plans for the District of Summerland:

- Drawings of the fire safety plan should be oriented to the perspective of a viewer facing the building on the address side
- Site plan signage shall be site oriented relative to the location where the sign is installed.
- Fire Safety Site Plans should include:
  - Title Block with address, project name, and date that the drawings were produced
  - North Arrow indicator
  - Address street and cross streets
  - Fencing and Gates – BCBC Section 8.2 Protection of the Public
  - Municipal Hydrants and any private / temporary hydrants / Water tanks / Water Source BCFC Section 5.6 BC Fire Code
  - Building footprint(s), including below grade structures
  - Assembly point(s)
  - Temporary power installations (if applicable)
  - First Aid Station(s)
  - Construction Fire Safety Plan location on site
- The Fire Safety Plan and Site Map must be kept on site during the demolition.

Section 5.6.

5.6.1.3. Fire Safety Plan

1) Except as required in Sentence (2), prior to the commencement of construction, alteration or demolition operations, a fire safety plan shall be prepared for the site and shall include

a) the designation and organization of site personnel to carry out fire safety duties, including a fire watch service if applicable,

b) the emergency procedures to be followed in the event of a fire, including

i) initiating a fire warning,
ii) notifying the fire department,
iii) instructing site personnel on the procedures to be followed once the warning has been initiated, and
iv) confining, controlling and extinguishing the fire,

c) measures for controlling fire hazards in and around the building (see Note A-5.6.1.3.(1)(c)), and

d) a maintenance procedure for firefighting measures required in Section 5.6.

2) Where construction, alteration or demolition operations occur in an existing building that is required to have

a fire safety plan conforming to Section 2.8., the fire safety plan shall take into account the changes occurring to the building.

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Development Services
13211 Henry Ave. Box 159, Summerland, BC V0H 1Z0
Phone: 250 494-1373 Fax: 250 494-1415
www.summerland.ca

Fire Safety Planning for Construction and Demolition

Scope:

- The British Columbia Fire Code (BCFC), Division B Section 5.6 applies to buildings, parts of buildings and associate areas undergoing construction or demolition operations, including renovations.
- BCFC, Division B, section 5.6.1.3 (1) states: "prior to the commencement of construction, alteration or demolition operations, a fire safety plan shall be prepared for the site…"

Criteria:

- In addition to the criteria outlined in the Emergency Management BC (April 2013) information bulletin (see link on Fire Prevention website), the following requirements shall apply to construction / demolition fire safety plans in the District of Summerland:

1. Fire Safety Plans shall be specific.
2. A *letter of intent* from a fire safety plan contractor is required prior to building permit or demolition permit approval. The letter of intent should be included with the application & emailed to sfd@summerland.ca
3. Drawings in the Fire Safety Plan should normally be oriented to the perspective of a viewer facing the building on the address side.
4. Site Plan *signage* shall be *site oriented* relative to the location where the sign is installed
5. Site Plan drawing (s) should include:
   a) Title Block with address, project name, and the date that the drawings (s) were produced.
   b) North Arrow indicator
   c) Address street and cross streets
   d) Footprints of neighboring (existing) buildings, if possible
   e) Fire Department access points (multiple points should be numbered or lettered
   f) Hoarding (fencing) BCBC, Section 8.2.1.3 Fencing, Boarding or Barricades
   g) City hydrants and any private / temporary hydrants / Water tanks / Water Source BCFC 5.6
   h) Building footprint (s), including below grade structures
   i) Assembly point(s)
   j) Hazardous materials locations (including UN numbers)
   k) Site office
   l) Temporary power installations
   m) First Aid station(s)
   n) Construction Fire Safety Plan location on site

o) *Standpipe and fire department connection (F.D.C.) locations
p) *Tower crane location(s)
q) *Main hoist location(s)
r) Phased Occupancy information:
    i. Each construction area identified
    ii. Temporary (course-of-construction) fire separations identified
    iii. Special existing or means of egress identified (ex: covered walkways)
    iv. Any special notes on Fire Department access or response
s) *Description of Hot Works procedure

6. *Emergency power shut-off/lock out procedure for tower crane(s)
7. *Timeline* of Construction showing major milestones and projected completion dates.
8. Fire Safety Plan and drawing(s) shall be updated every four months, or at a frequency decided by a consultation with the Summerland Fire Department.
9. *Note: Fire Department Connections (F.D.C.s) require high visibility signage on site. Updates to drawings / signs should reflect the progress of the standpipe height (floor level) during construction.
10. Confirmation that any natural gas service(s)to the buildings has been disconnected and/or isolated.

(*) if applicable

Additional questions regarding Construction Fire Safety Plans can be directed to the Summerland Fire department at 250-494-7211or sfd@summerland.ca

Applicant Name:
Address:
Phone Number:
Email:

LETTER OF INTENT
FIRE SAFETY PLAN

Property Address:_____

Summerland | Demolition

Executive Summary

Fortis Gas is scheduled for disconnect the first week of July. The District of Summerland indicates they will initiate water and power shut off as soon as this Demolition application has been received. Please Confirm.
No temporary Power or water is needed on site during the demolition process.
Fire Hydrant is approximately 150 Meters away from the structure to be demolished, on Jones Flat Rd.
The Fire Department is approximately 2.3 km away on Jubilee Street.
This is a rural property and access is available via a well-groomed front driveway off of Jones Flat Rd.
The property has had all trees removed, the ground is level and clear for easy fire truck access if required.

Criteria – required by District of Summerland Development Services before Demolition of a structure.

Sample

1. This Fire Safety Plan is specifically relating to the demolition of the structure located at Address
2. This is the Letter of Intent to Demolish the Structure at Address Please ensure Summerland Fire Dept. receives a copy.
3. The Drawing of the Site plan is included with this written Fire Safety Plan. Please see attached.
4. **"Active Construction Site, Do Not Enter. If Entry required, please call_____ AND Heavy Equipment Working"** signage will be put up at gate of the driveway and base of driveway. The house is not visible from the roadway, so this provides lots of notice regarding active demolition.
5. Site Plan Drawing – Which is Enclosed – does include the following if applicable:
   a. Title Block with Address, Project name. This drawing & plan were made on Date:_____
   b. North Arrow indicator is on the Site Plan
   c. Address Street and cross streets are included with the site plan – Enclosed.
   d. Footprints of neighboring buildings are included on Site Plan.
   e. Fire Department Access Points are at the front of the property, driveway entrance.
   f. Fencing will be added to the site once the structure is removed – until then site is completely safe.
   g. City Hydrant (approx. 150m away) & Fire Department (2.3km away) are included on the Site Plan. Enclosed
   h. Building Footprint including below grade structures is included on the enclosed Site Plan.
   i. Assembly Point will be marked and located on the Northeast side of the structure to be demolished.
   j. No Hazardous Materials on Site. This Structure has been cleared of all Hazardous Materials.
   k. No Site Office on this location during the demolition of the structure.
   l. No Temporary Power on this site during the demolition of the structure.
   m. First Aid Station will be in the Demolition Contractor's Truck Park directly Northeast of the structure noted on plan.
   n. Construction Fire Safety Plan with be posted with the "Danger – Construction Site" signage.

No Standpipe – Fire Hydrant is marked on the plan.

o. No Tower Crane will be on site during the Demolition of the structure.
p. There will be no Main Hoist location on site during the Demolition of this structure.
q. No Phase Occupancy Information is needed during the Demolition of this structure.
r. No Description of Hot Works is needed during the Demolition of this structure.

6. No Tower Crane – so No Emergency power shut off procedure needed during the demo of this structure.
7. The key date is the completion of this demolition of the structure by_____ (subject to permit issuance).
8. Project Demolition will take less than_____ - so no update is needed on this project.
9. Fire Hydrant is painted red (for visibility) located on the southeast side of the Structure of_____
10. All utilities including Gas, Electricity & Water will be disconnected prior to demolition of this structure.
11. All Demolition Materials will be removed from site, sorted & disposed of properly. No materials to be burnt.

This Fire Safety Plan has been prepared specifically for demolition of structure located

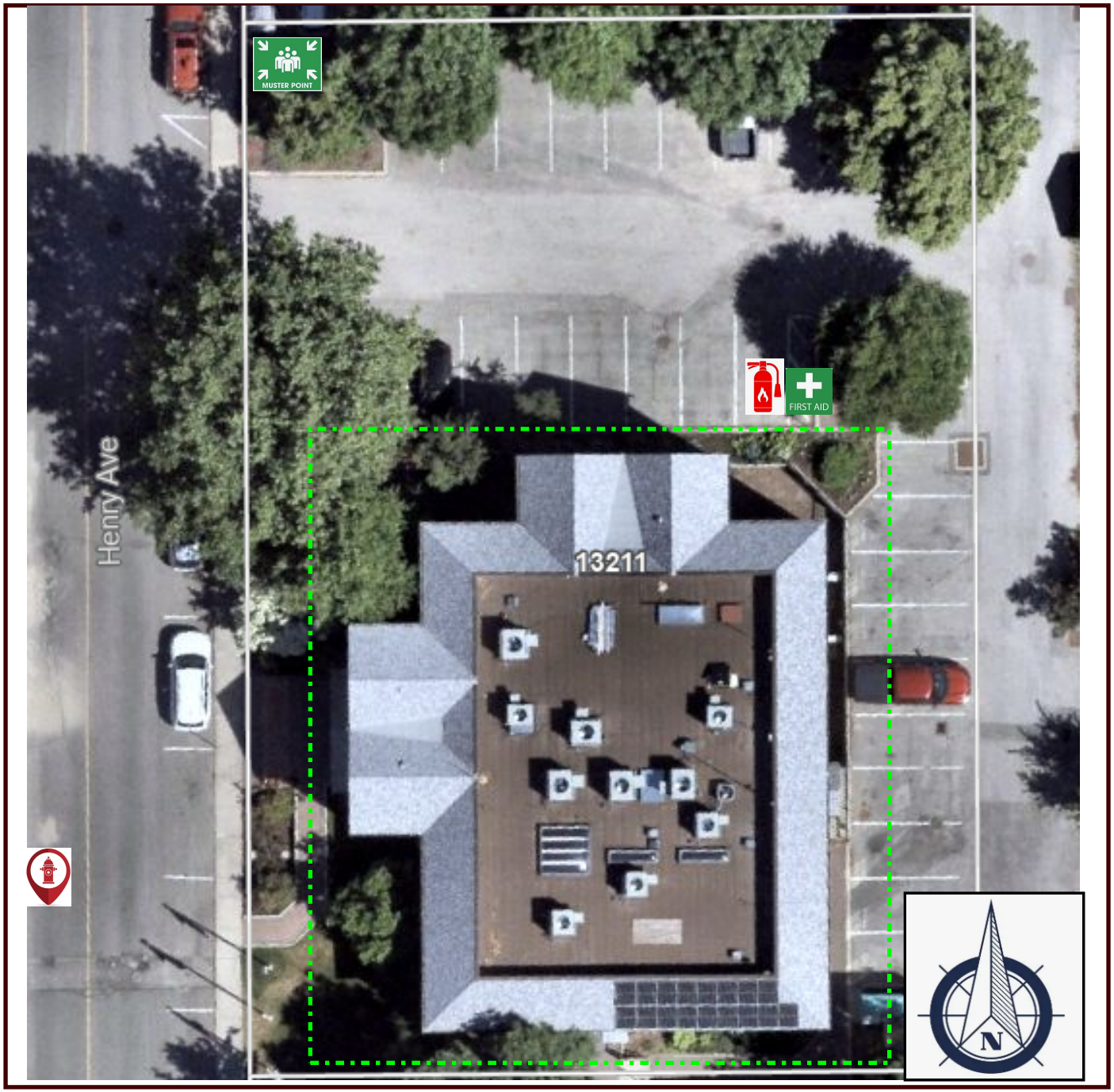
at _____ It was prepared by _____

Please don't hesitate to direct any further questions to our office at

_____

Sample

DEMOLITION SITE SAFETY PLAN



12345 ANY STREET

SITE CONTACT
JANE DOE (555) 555-1234

INCASE OF EMERGENCY CALL
911

Muster Point

First Aid Station

Fire Extinguisher

Security Fencing

Fire Hydrant

WORK SAFE BC

Ten Steps to Compliance with asbestos abatement requirements of section 20.112 for a pre-1990 house/building demolition

1. A pre-1990 house/building is to be demolished or renovated.

2. The building owner (or owner's representative) or the employer (e.g., builder, demolition contractor) retains a qualified person (usually a consultant) to perform a risk assessment and asbestos survey before conducting work where asbestos may be disturbed.

3. The qualified person inspects the house/building, collects representative bulk samples, and has the samples analyzed by a qualified laboratory.

4. The qualified person prepares a report that identifies all inspection results (including drawings, plans, or specifications), risk assessment, and scope of work for the abatement of the asbestos.

5. The report containing the inspection results is provided to the owner/employer. The inspection results must be available at the worksite whenever workers are on site.

6. The owner or employer retains trained asbestos abatement workers. An NOP with written work procedures is submitted to WorkSafeBC before commencement of asbestos removal work.

7. Safe removal and disposal of identified asbestos occurs.

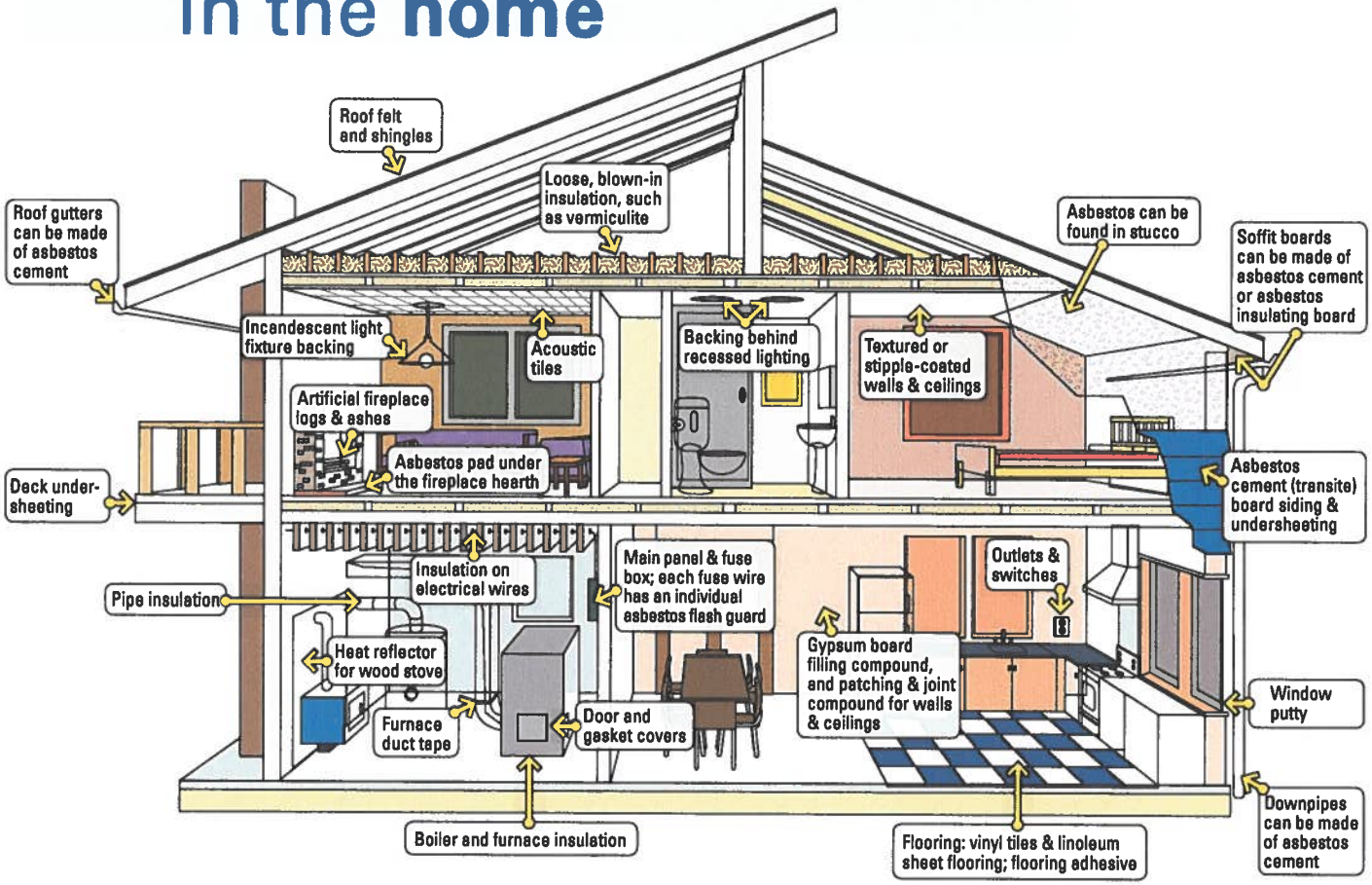
8. After the asbestos removal the owner or employer receives written confirmation that the asbestos specified for removal on the NOP has been removed. A copy of the inspection results is on site.

9. The owner authorizes demolition of the house/building to proceed. The demolition employer proceeds to demolish house using safe work procedures. Copy of inspection results and post-abatement reports are on site.

10. If any asbestos is found during demolition, all work is to cease until a risk assessment is done and the asbestos is safely contained or removed. In this case, go back to step 7.

Potential sources of **asbestos** in the **home**

WORK SAFE BC
WORKING TO MAKE A DIFFERENCE



WORK SAFE BC
WORKING TO MAKE A DIFFERENCE
worksafebc.com

WorkSafeBC Prevention Information Line: 604 276-3100 or toll-free 1 888 621-SAFE (7233)

Bulk material sample collection guide

Type of material	Area of homogeneous material*	Minimum number of bulk samples to be collected**	Minimum recommended quantity per sample
Surfacing materials, including textured coatings, drywall mud, plasters, and stucco	Less than 90 m^2 (approximately 1,000 sq. ft.)	At least 3 samples of each type of surfacing material	50 cm^3 (3 cu. in.); for drywall mud, sample the mud only—do not include the drywall or tape
	Between 90 and 450 m^2 (approx. 5,000 sq. ft.)	At least 5 samples of each type of surfacing material	
	Greater than 450 m^2	At least 7 samples of each type of surfacing material	
Sprayed insulation and blown-in insulation, including sprayed fireproofing	Less than 90 m^2 (approx. 1,000 sq. ft.)	At least 3 samples	50 cm^3 (3 cu. in.)
	Between 90 and 450 m^2 (approx. 5,000 sq. ft.)	At least 5 samples	
	Greater than 450 m^2	At least 7 samples	
Loose vermiculite insulation (including vermiculite insulation within concrete masonry units, or CMUs)	Less than 90 m^2 (approx. 1,000 sq. ft.)	At least 3 samples	4 L (1 gal.); collect from the top to the bottom of the application to get a representative sample
	Between 90 and 450 m^2 (approx. 5,000 sq. ft.)	At least 5 samples	
	Greater than 450 m^2	At least 7 samples	
Ceiling tiles	Less than 90 m^2 (approx. 1,000 sq. ft.)	At least 3 samples	5 cm x 5 cm (2 in. x 2 in.)
	Between 90 and 450 m^2 (approx. 5,000 sq. ft.)	At least 5 samples	
	Greater than 450 m^2	At least 7 samples	
Flooring, including vinyl sheet flooring (and backing) and floor tiles	Any size	At least 1 sample per flooring type in each room (and 1 from each layer of flooring)	5 cm x 5 cm (2 in. x 2 in.)

Type of material	Area of homogeneous material*	Minimum number of bulk samples to be collected**	Minimum recommended quantity per sample
Levelling compounds and mortars	Any size	At least 3 samples	50 cm^3 (3 cu. in.)
Asbestos ropes, gaskets, wires, etc.	Any size	At least 1 sample	5 linear cm (2 linear in.) or 5 cm x 5 cm (2 in. x 2 in.)
Mechanical insulation, including duct taping, pipe insulation, elbows, and boiler/tank or vessel insulation	Any size	At least 3 samples	50 cm^3 (3 cu. in.); all layers must be collected down to the pipe, tank, or vessel
Mastics and putties, including duct mastic (around penetrations) and window putty	Any size	At least 3 samples	15 cm^3 (1 cu. in.)
Roofing materials, including felting and shingles	Less than 90 m^2 (approx. 1,000 sq. ft.)	At least 1 sample (each layer of material must be sampled)	5 cm x 5 cm (2 in. x 2 in.); collect all layers, down to the sheathing
	Between 90 and 450 m^2 (approx. 5,000 sq. ft.)	At least 2 samples (each layer of material must be sampled)	
	Greater than 450 m^2	At least 3 samples (each layer of material must be sampled)	
Asbestos cement (transite) board and pipe	Any size	At least 1 sample	5 cm x 5 cm (2 in. x 2 in.)
Other sprayed materials	Any size	At least 1 sample per type of material	1 full, small Ziploc bag
Other non-friable products	Any size	At least 1 sample per type of material	5 cm x 5 cm (2 in. x 2 in.)

* Homogeneous material is considered uniform in texture and appearance, was installed at one time, and is likely to be of only one type of material or formulation.

** If the material is assumed to contain asbestos, samples do not have to be collected. The professional judgment of a qualified person can be used to reduce the number of bulk samples of homogeneous materials. If fewer samples than the minimum recommended number are collected, surveyors should document the rationale for their position in the survey report.

Before Demolishing, Renovating, Altering a Structure

Summary of Required Steps for Owner/Agent, Assessment & Abatement Contractor, Hauler

OKANAGAN-SIMILKAMEEN

FOR DETAILED INFORMATION,
review "Required Steps" on the RDOS website
www.rdos.bc.ca/demo

Co-Mingled Materials?
Sort to Save!
Asbestos?
New Construction?
Burned Structures?
SEE OTHER SIDE

1

AGENCY AGREEMENTS
Is the owner(s) of the structure filling out the required paper work, or hiring an Agent/Contractor to act on the owner(s) behalf?

If hiring an Agent/Contractor to fill out and submit the required paper work, check with the local Municipal or Regional District Building Department if an **Agency Agreement Form** is required.

IS A DEMOLITION PERMIT REQUIRED?
IS A BUILDING PERMIT REQUIRED?
Check with your local Municipal Building Department or rural RDOS Building Department:

Renovating or Altering a structure may require a **Building Permit.**

Demolishing a structure may require a **Demolition Permit.**

FOR DETAILED INFORMATION,
review **"Required Steps"** on the RDOS website.

2

ARE HAZARDOUS MATERIALS PRESENT?
Obtain Hazard Assessment Report from a Qualified Professional
Contact Hazard Assessment Contractor, and for reference, provide Contractor with a blank copy of WDA - see 3

WERE HAZARDOUS MATERIALS IDENTIFIED?
Hazardous Materials MUST be abated (remove, dispose safely)
Contact Hazard Abatement Contractor

REMOVED ALL CARPETS & GARBAGE?
Ensure safe removal and disposal of carpets & underlay, blinds, curtains, and all loose or bagged garbage (including all contents from drawers and cabinets), furnishings, appliances, mattresses.

Keep & Submit ALL Disposal Receipts

OBTAIN CLEARANCE LETTER
from Hazard Assessment Contractor

FIND THESE DOCUMENTS on the RDOS website:
- List of Hazard Assessment & Abatement Contractors
- Guide to Asbestos (ACM) Disposal
- RDOS Landfill Asbestos Disposal Checklist

3

IS A WDA REQUIRED?
If you intend to haul to an RDOS Administered Landfill, an approved RDOS Waste Disposal Application (WDA) is required.

Download the WDA at rdos.bc.ca/demo
Tip: Fill in electronically – save to your computer first!

IF NOT HAULING TO AN RDOS LANDFILL:
Inquire with facility for safe disposal procedures.

After removal & disposal of all hazardous materials and carpets/blinds/garbage, submit for review your completed WDA, along with all disposal receipts & documents.

4

DO NOT DEMOLISH STRUCTURE or HAUL MATERIALS to an RDOS Administered LANDFILL until you have an Approved RDOS WDA and a Demolition or Building Permit (if applicable).

An **Approved RDOS WDA** allows conforming co-mingled assessed demolition/renovation materials to be accepted at the Okanagan Falls Landfill – DRC Sorting Site (servicing all communities in the South Okanagan & Similkameen) at a **significantly lower tipping fee rate** than at Campbell Mountain or Oliver Landfills.

FOR BYLAW INFORMATION, REFER TO:
- RDOS Regulatory Bylaw, and RDOS Fees & Charges Bylaw - see Regional Bylaws

WHAT TO DO with RENOVATION PACKAGING MATERIALS?

- **SEPARATE & RECYCLE** as much packaging as possible
- Place **NON-RECYCLABLE PACKAGING** into **GARBAGE**

DO NOT MIX Packaging Materials OR Garbage with Demolition/Renovation Building Materials

Are you wanting to dispose of CO-MINGLED Demolition/Renovation Materials?

The Regional District of Okanagan-Similkameen has developed a **Materials DRC Sorting Site** at the **Okanagan Falls Landfill** with the mandate to safely sort **co-mingled Demolition/Renovation waste** into its constituent material components.

The maximization of the recycling of materials and the corresponding extension of local Landfill life is of tremendous environmental and financial benefit to the Communities within the Regional District.

The best way to achieve a significantly lower TIPPING FEE at RDOS administered Landfills for Co-Mingled Demolition/ Renovation Materials is to follow and complete the Required Steps (see Summary on other side) with the goal of delivering conforming loads to the Okanagan Falls Landfill - Demolition Sorting Site.

The Okanagan Falls Landfill - DRC Sorting Site offers **significantly lower tipping fees for co-mingled assessed demolition materials** with an **Approved RDOS WDA** and with conforming loads (generated both in Service Area and outside Service Area) than at Oliver or Campbell Mountain Landfill.

If you require additional hours of operation to complete the project, extended operation hours for the Okanagan Falls Landfill - DRC Sorting Site can be arranged.

For details, please contact the RDOS.

SORT TO SAVE!

Sort to save – if the structure is de-constructed, tipping fees can be **substantially lower** when materials are source separated, not contaminated, and are disposed of in the landfill's designated location.

Materials that can be source separated include wood, treated wood, concrete, metal, asphalt, asphalt shingles, tar and gravel roofing and gypsum board.

FOR DETAILED INFORMATION,
review this document on the RDOS website:

- RDOS Fees & Charges Bylaw for applicable tipping fees

IMPORTANT NOTE:
BEFORE DEMOLISHING, RENOVATING OR ALTERING A STRUCTURE,
the BC Occupational Health & Safety Regulation requires that a qualified professional (Hazard Assessment Contractor) be contacted to prepare a **Pre-Demolition or Pre-Renovation Hazardous Assessment Report**.

Asbestos Containing Materials (ACM)

Are you within an RDOS Landfill Service Area and wanting to haul **Asbestos Containing Materials (ACM)** to an RDOS Landfill?

If the answer is YES, review and follow the Guide to Asbestos Disposal, and complete the RDOS Landfill Asbestos Disposal Checklist before hauling.

Burned Materials from a Structure

Are you within an RDOS Landfill Service Area and wanting to haul **BURNED MATERIALS** from a structure?

If the answer is YES, review and follow the BURNED MATERIAL Landfill Acceptance Procedures.

New Construction

Are you generating materials just from new construction, where no existing structure has been altered, and wanting to haul those materials co-mingled?

If the answer is YES, see the CONSTRUCTION MIXED LOAD form (generated within Service Area, and Non-Service Area), for significant savings on TIPPING FEEs.

e-mail: info@rdos.bc.ca
phone: 250-492-0237
toll free: 1-877-610-3737

RDOS
OKANAGAN-SIMILKAMEEN

www.rdos.bc.ca

The below documents listed under each heading are located on the RDOS Website and can be saved and down loaded to your computer:

- To locate that webpage > search > rdos.bc.ca/demo
- Or go directly to the RDOS website > rdos.bc.ca > in the search box, key in - Demolition
- Or click on the following link:

http://www.rdos.bc.ca/departments/public-works/solid-waste/demolition-renovation-new-construction-burned-structures/

Before Demolition or Renovation or Altering a Structure:

a) Contact List for Hazard Assessment and for Abatement Contractors
b) *Flow chart – Required Steps* – is the Short Version, and
c) *Required Steps – More Details* is the longer version giving more details. These documents list the steps required before Demolition or Renovation of a structure.
d) *Guide to Asbestos (ACM) Disposal*, and
e) RDOS *Landfill Asbestos Disposal Check-list* (requirements before hauling Asbestos to RDOS CML or Oliver Landfill) Note: No tipping fee for properly prepared Asbestos with an appointment.
f) Hauling to an RDOS Landfill – complete and submit for approval the *RDOS Landfill Waste Disposal Application for Demolition and Renovation Waste* (can be filled out electronically – states on the application how to submit)

Important Note: Following the Required Steps – and with an Approved RDOS Landfill Waste Disposal Application for Demolition and Renovation Waste, the landfill tipping fees are substantially lower when hauling assessed co-mingled demolition/renovation materials to the Okanagan Falls Landfill – DRC Sorting Site. (Service Area Rate as of April 15th, $125 M/T, Non-Service Area Rate as of April 15th $150 M/T). Need more hours to haul, RDOS offers extended hour rates.

OHS Regulation - 20.112 Hazardous Materials – states:

(2) Before work begins on the demolition or salvage of machinery, equipment, a building or a structure, or the renovation of a building or structure, all employers responsible for that work, and the owner, must ensure that a qualified person inspects the machinery, equipment, building or structure and the worksite to identify the hazardous materials, if any.

New Construction – CONSTRUCTION MIXED LOAD Materials:

CONSTRUCTION MIXED LOAD are materials that are generated from new construction, where no existing structure has been altered. If wanting to haul new construction waste co-mingled (CONSTRUCTION MIXED LOAD Materials) to an RDOS Administered Landfill and wanting to save on Tipping Fees – follow and complete the:

- *NEW CONSTRUCTION MIXED LOAD Landfill Procedure & Hauler Declaration Form*

Important Note: RDOS Landfill tipping fees are substantially lower when hauling to the Okanagan Falls Landfill – DRC Sorting Site with a signed copy of the Hauler Declaration Form and a copy of the Building Permit (for new structures only). If altering and renovating follow the *Required Steps* under *Before Demolition, Renovating or Altering a Structure.* (Service Area Rate as of April 15th, $125 M/T, Non-Service Area Rate as of April 15th $150 M/T).

BURNED MATERIAL Structures

For Landfill Acceptance, procedures and times – follow the Steps and Notes in the document:

- BURNED MATERIAL for Structures – Landfill Acceptance, Procedures and Times

District of Summerland Landfill
Disposal Guide and Acceptance Procedures and Times For Asbestos Containing Materials (ACMs)

This Guide outlines the District of Summerland requirements for the acceptance and disposal of Asbestos-Containing Materials at the Summerland Landfill. Asbestos-Containing Materials are a Hazardous Waste in British Columbia. Asbestos poses significant health risks when made airborne through demolition, transport, handling or other types of disturbances.

MINISTRY OF ENVIRONMENT – Management of Waste Asbestos Webpage

https://www2.gov.bc.ca/gov/content/environment/waste-management/hazardous-waste/registration-of-hazardous-waste-generators-and-facilities/managing-waste-asbestos?keyword=MANAGEMENT&keyword=OF&keyword=WASTE&keyword=ASBESTOS

DEFINITIONS

Asbestos-Containing Material (ACM), is defined in the OCCUPATIONAL HEALTH AND SAFETY REGULATION Part 6, of the Workers Compensation Act.

Commercially Hauled ACM means any ACM that does not meet Residentially Hauled ACM requirements. This includes ACM from any commercial property or ACM brought to the site by a business. Commercially hauled ACM must be transported by a Licensed Hauler and accompanied by a Hazardous Waste Transport Document/Manifest, available through the BC Ministry of Environment, unless the ACM is less than 5 kg per load. See below, REQUIRED CONTAINMENT OF ACM, and LANDFILL ACCEPTANCE PROCEDURE AND TIMES.

Residentially Hauled ACM (transported by the homeowner) must meet **all** the following criteria:

1. The ACM was generated from a residence **and** is transported by the homeowner of that residence directly to a landfill;
2. The ACM is not brought in by a commercially marked vehicle;
3. The ACM is properly double bagged, sealed and labelled per the "Required Containment for receiving ACM" (see below page 2); and
4. The homeowner cannot dispose more than 1,000 kg of Residential ACM within a 31 day period.
5. Residential ACM meeting all the above criteria does not require a Hazardous Waste Transport Document/Manifest for disposal.
6. All residentially hauled ACM must first make an appointment before delivery to the landfill (see below Acceptance Procedure and Times page 3).
7. Because of the health risks, homeowners are encouraged to hire Abatement Professionals to remove and haul asbestos containing materials.
8. If hiring a contractor for removal, or for hauling; The Contractor must file a **Notice of Project** from WorkSafeBC, and if the ACM is over 5kg per load, the Contractor must obtain a Hazardous Waste Transport Document /Manifest from Ministry of Environment, and the ACM must be transported by a licensed transporter.

Note: It is District of Summerland's obligation to contact WorkSafeBC, and BC Ministry of Environment when ACM loads hauled to the landfill are non-compliant.

ASBESTOS TESTING: All structures being demolished or renovated that are built pre-1991 require testing for asbestos. Proof of age is required if not testing for asbestos or for lead.

REQUIRED CONTAINMENT FOR RECEIVING ACM

Bagged ACM Waste (Residential or Commercial): ACM must be double bagged and fully sealed in plastic bags or plastic wrapping that is a minimum of **6 mil** thick for each bag. The bags must be clearly labelled to indicate the presence of asbestos. "Contractor" 6 mil plastic bags provide maximum tear resistance.

NOTE: 6 mil plastic bags are **NOT** available at most building supply stores. They are a **specialized product** not generally sold in retail stores. The use of two 3 mil bags **DOES NOT** replace one 6 mil plastic bag in any situation. Obtaining 6 mil plastic bags before commencing any ACM removal is a critical step. Speaking to local abatement contractors or searching online are two potential methods of finding businesses that sell 6 mil plastic bags. "Contractor" 6 mil plastic bags provide maximum tear resistance.

Specific Requirements for High Risk materials:

- **Asbestos insulation (vermiculite)** - should be wetted prior to being double bagged and fully sealed with 6 mil or thicker plastic. Each plastic bag must be clearly labelled to indicate the presence of ACM. If the insulation is wrapped around a pipe, double wrapping and sealing with 6 mil plastic and disposing of the entire pipe is recommended.
- **Asbestos cement (AC) pipe** –must be double wrapped and fully sealed in 6 mil or thicker plastic. Pipe Lengths must not exceed 2.4 metres. AC pipe must be disposed in the designated asbestos waste disposal area.
- **Hot water tanks lined with asbestos** must be double wrapped and fully sealed in 6 mil or thicker plastic and be clearly labelled as containing asbestos.

Linoleum tiles or sheet flooring, siding, shingles, ceiling or T-Bar tiles (dated pre-1991), cement board, vermiculite insulation, fireproofing, gypsum, plaster and/or joint compound suspect of containing ACM must be double bagged and sealed in 6 mil or thicker plastic. These items must be clearly labelled as asbestos for easy identification.

Bulk ACM Waste (Commercially Hauled Containers) In cases where asbestos waste is transported in bulk, primary and secondary containment is required. The asbestos waste must be contained within an adequate primary container within the refuse bin so that asbestos may not become airborne when the container is dumped. Contained means the waste must be double-bagged (sealed bin liner or bladder) and labelled in order to be disposed of at the Landfill as per 'Bagged ACM Waste' above. The minimum per bag or plastic wrap thickness is 6 mil.

Secondary asbestos containment is defined as the storage or shipping container in which the primary contained asbestos waste is enclosed or transported within. Secondary asbestos containment vessels (such as roll off bins or trailers) must be clearly marked to indicate the presence of asbestos waste. Loads of friable asbestos in excess of 1,000 kg must also have a Consignor Generator Identification Number (obtained from the Ministry of Environment in Penticton 250-490-8200) and are required to display placards.

The **maximum container size** accepted for a single load of commercial asbestos is **30 cubic metres (40 cubic yards)**.

LANDFILL ACCEPTANCE PROCEDURES AND TIMES

Commercially Hauled or Residentially Hauled ACM:

1. Must be properly contained (see above Required Containment for Receiving ACM)
2. ACM can only be accepted at the landfill during set times. Times and contact information below.
3. Provide notification of delivery at least **one (1) business day in advance**. See contact info below.
4. **A Confirmation E-mail** will be issued confirming and identifying delivery time. **If the delivery time is acceptable**, click Accept. If not acceptable, reply with an alternative time**. Inform the landfill immediately if you are cancelling**

Additional Requirements for Commercially Hauled ACM:

5. **ACM** over 5 kg must be hauled by a Licensed Hauler and accompanied by a **Hazardous Waste Transportation Document/Manifest** which is available through the Ministry of Environment. In Penticton the Ministry of Environment office is located at 102 Industrial Place, Penticton B.C. V2A 7C8, phone number 250-490-8200. Website: www.env.gov.bc.ca/epd/hazwaste/manifests
6. The **maximum container size** accepted for a single load of **Commercially Hauled ACM** is **30 cubic metres (40 cubic yards)**.

Notification Contact Information

works&infrastructure@summerland.ca
Phone: 250-494-0431
Fax: 250-494-3399

Include the following in the One Business Day E-mail notice:

1. Hauler's Name, and E-mail
2. If a Commercial hauler, include Corporate Name
3. State location ACM is coming from
4. State the date
5. Approximate arrival time (within Landfill Hours of Acceptance)
6. Estimated weight of the load
7. Review ACM Disposal Check-List (end of this document)
8. **Before sending your email notice, set email to request a Read Receipt**
9. **A Confirmation E-mail** will be issued confirming and identifying delivery time. If not acceptable, reply with an alternative time**. Inform the landfill immediately if you are cancelling.**

Hours of Acceptance of ACM (Weekdays Only) Summerland Landfill

- Asbestos accepted Monday - Friday. 8:30 a.m. to 3:30 p.m. only
- Not accepted on Saturdays, Sundays, Stat Holidays and Boxing Day

ASBESTOS CONTAINING MATERIALS CHECK LIST
Licensed Haulers

For Licensed Hauler of Asbestos Containing Materials (ACM) to ensure they have complied with all Regulatory Requirements for the Transportation and Disposal of ACM.

1. **SCHEDULE DISPOSAL TIME**

   a) ONE (1) BUSINESS DAY NOTICE PROVIDED TO DISTRICT OF SUMMERLAND

   b) State time of delivery (ACM accepted no later than ½ hour after the appointment time) **(include haulers e-mail address)**

   c) works&infrastructure@summerland.ca
   Phone: 250-494-0431 Fax: 250-494-3399

   d) **A Meeting Request will be issued confirming delivery time**
   - Asbestos accepted Monday - Friday. 8:30 a.m. to 3:30 p.m. only
   - Not accepted on Saturdays, Sundays, Stat Holidays and Boxing Day

   .....

   SUMMERLAND CONFIRMATION MEETING REQUEST APPOINTMENT RECEIVED
   (Generator and Hauler)

   .....

2. **MANIFEST CONTAINS COMPLETE**
   A. ACM GENERATOR INFORMATION
   B. ACM CARRIER INFORMATION
   - Greater than 1,000 kg's of Asbestos must have Generator Number
   - Estimated weight must be declared on Manifest prior to arrival at the Scale
   - All information must appear on all submitted copies of the Manifest Document

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3. **ACM CONTAINED APPROPRIATELY**

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4. **VEHICLE PLACARDS IN PLACE / OPERATOR TDG CERTIFICATION**

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5. **TYVEK SUIT/RESPIRATOR (FIT TEST CERTIFICATION)**

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Important Note 1: Do Not Unload Asbestos until Indicated to do so by The Site Operator
Important Note 2: Ensure That Time Required to Unload Does Not Exceed 15 Minutes

Development Services
13211 Henry Ave. Box 159, Summerland, BC V0H 1Z0
Phone: 250 494-1373 Fax: 250 494-1415
www.summerland.ca

Security Deposit Demand Receipt

☐ Moving / Relocation of a building - $500.00

☐ Demolition Permit - $1,000.00

☐ Foundation only (complex buildings only) - $25,000.00

☐ Partial Occupancy - $2,500 to be returned upon final completion inspection.

Property Civic Address: _____

Property Legal Address: _____

Roll # _____

Property Owner: _____

In order to encourage construction to be completed in a timely manner and to aid in the completion of all health and safety issues, a refundable deposit for the above noted item(s) are required.
Upon the completion of the required works, the required security will be refunded to the provider.

PAID BY

☐ Property Owner: _____

Mailing Address:_____

☐ Contractor: _____

Mailing Address: _____

Secur 11-4469-8000