



**CITY OF CALDWELL**  
 Department of Building Safety  
 621 Cleveland Blvd.  
 Caldwell, ID 83605  
 Ph: 208-455-3024 Fax: 208-455-3050  
 Brett Clark, C.B.O., Building Official  
 Website \* www.cityofcaldwell.com

**DEMOLITION PERMIT**  
**APPLICATION**

***IF DEMOLITION IS TAKING PLACE WITHIN A FLOODPLAIN, ALSO COMPLETE A FLOODPLAIN PERMIT***

PLEASE SEE ATTACHED PAMPHLET OF THE ASBESTOS NESHAP 10 DAY NOTIFICATION REQUIREMENTS. ANY PERSON(S) DEMOLISHING ANY BUILDING SHALL SUBMIT THE PROPER FORMS TO EPA 10 DAYS PRIOR TO DEMOLITION. APPROVED EPA FORMS SHALL BE SUBMITTED TO THE DEPARTMENT OF BUILDING SAFETY WHEN APPLYING FOR A DEMOLITION PERMIT.

EXEMPTION: ANY "HOMEOWNER" DEMOLISHING THEIR OWN 4 PLEX OR LESS FOR NO DEVELOPMENT PURPOSES.  
 (1) ANY DEVELOPER DEMOLISHING "ANY" BUILDING FOR DEVELOPMENT PURPOSES SHALL SUBMIT THE PROPER FORMS TO EPA 10 DAYS PRIOR.

**P R O J E C T I N F O R M A T I O N**

**Required:** Amount of land being disturbed: \_\_\_\_\_ acre(s). Any disturbance of land in excess of one (1) acre shall Require a SWPPP (storm water prevention pollution plan) permit through the City of Caldwell Engineering Department.

Building Address: \_\_\_\_\_

Type of Structure: 4 Plex or less \_\_\_\_\_ Commercial \_\_\_\_\_ Misc.: \_\_\_\_\_

Describe: \_\_\_\_\_

Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**O F F I C I A L U S E**

**Department Approval**

Mapping: \_\_\_\_\_ Date: \_\_\_\_\_

Planning & Zoning: \_\_\_\_\_ Date: \_\_\_\_\_

Floodplain Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

Building Official: \_\_\_\_\_ Date: \_\_\_\_\_  
 Or Authorized Agent

Fee: \$5.00 per application

Cash \_\_\_\_\_ Check# \_\_\_\_\_

CC \_\_\_\_\_ Money Order \_\_\_\_\_

Fees Received By: \_\_\_\_\_

Issue Date: \_\_\_\_\_



Region 10  
United States  
Environmental Protection  
Agency  
1200 Sixth Avenue  
Seattle WA 98101-1128

## Guidelines

# For Submitting National Emissions Standards for Hazardous Air Pollutants (NESHAP) Asbestos Notification Forms for Renovations and Demolitions



U.S. Environmental Protection Agency  
Region 10  
1200 Sixth Avenue (OAQ-107)  
Seattle, Washington 98101-1128

### Asbestos NESHAP Contact Info

John Pavitt (Anchorage, AK), 907-271-3688  
Patrick Wallace (Seattle, WA), 206-553-6637  
Michele Wright (Seattle, WA), 206-553-1747

### Oregon

Oregon has a state asbestos program under the auspices of the Department of Environmental Quality. Please contact

Kevin McCrann at (503)667-8414, x55018.

### Washington

Most of Washington's asbestos programs are operated by Local Air Pollution Control Agencies. Callers should contact the local air pollution agency in their area or the Washington State Department of Ecology (see Region 10 website for link to appropriate agency)

### Idaho

EPA has a contract in Idaho for inspections and to answer questions. Contact Industrial Hygiene Resources in Boise, E.C. Cullen or Dayle Lundy, at 208-323-8287.

**EPA Asbestos Ombudsman:** There's also an EPA Asbestos Ombudsman in North Carolina. The number is 1-800-368-5888. They operate from 7:30 to 3:30 Eastern Standard Time.

**Please visit EPA Region 10's Asbestos Website at:**

<http://yosemite.epa.gov/R10/OWCM.NSF/webpage/Asbestos+Homepage?OpenDocument> **OR**

**EPA National Asbestos Website at:**

<http://www.epa.gov/asbestos/>

The Environmental Protection Agency's (EPA) Region 10 office has prepared the following guidelines for submitting asbestos notifications to help you comply with the regulations. Mistakes can result in delays to your projects and can lead to enforcement actions and penalties. Please read the guidelines carefully and call us if you have questions.

Original notifications must be delivered by mail, delivery service, or in person. Faxed originals are not acceptable. Please do not send an advance fax copy because it can result in confusion and delays when the mailed original arrives. If you believe a notification is unusual or needs clarification, feel free to call ahead of time, so we'll understand it when it arrives. Mail notifications to the address listed on the EPA Region 10 web site ([www.epa.gov/r10earth](http://www.epa.gov/r10earth)) - Go to the asbestos listing in the Index). Please call for this information if you do not have internet access.

Notifications must be postmarked or hand delivered at least 10 working days before the start of the asbestos removal or demolition. Do not count from the day you sign the notification unless it will be delivered or postmarked the same day. Working days are defined as Monday through Friday, including holidays. We count ten days including the day of postmark, with work starting on day 11. The easiest way to calculate is to look at a monthly calendar, and move straight down two weeks from the day of postmark; that's the day you can start. That is,

Sun.	Mon.	Tues.	Wed.	Thurs.	Fri.	Sat.
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Notice mailed

First day work may begin

You will find a copy of our notification form at the web site listed in the first column. We also can fax or mail a copy or send you an electronic version. It is slightly different than the standard form we have supplied in the past. You are not required to use this form, but the information on this form is required by the regulations. Be sure to include all of the required information in your notification. Include a complete address for the facility. Include the amounts of asbestos to be removed and, for a demolition, the amounts of non-friable asbestos to remain in place. Under the "description of planned renovation or demolition work" include the types and amounts of asbestos materials involved, if these are not specified elsewhere in the notice. Note also that EPA's use of "Category I" and "Category II" refer to different types of non-friable asbestos, and are not the same designations as the Occupational Safety and Health Administration's (OSHA) "Class I" and "Class II" asbestos. For more information about the differences, refer to the OSHA and NESHAP asbestos regulations.

Most important, watch for typing errors. Common mistakes include leaving off zeroes in the asbestos amounts, incorrect dates, misspelled addresses, and incorrect phone numbers. These mistakes can seriously affect whether and when you can legally conduct the work.

If you submit your notification with a removal contractor name of "To Be Determined" because the bid is still out, make sure that you remember to submit a revision with the chosen contractor's name before work begins.

The following are important requirements that often are not followed:

- A revised notification must be submitted when the amount of asbestos changes by at least 20 percent.
- A revised notification must be submitted when the start date changes.
- When changing to a later start date, you must revise your notification before the original start date.
- When the start date is changed to an earlier date, there must still be 10 working days from the date of the change to the start of the project.

- When a project will continue past the end date listed on the notification, submit a revision before the original end date. If work continues without a revision, you are working without a notification.

These all constitute violations, but are not the only violations and we will at a minimum send warning letters for them. Even these simple violations could result in an action with financial penalties.

Revisions can and should be submitted by fax when possible; do not follow up with a hard copy. We will fax back the first page of a revision with a date stamp, so that you will be sure that we received it. Make sure your revision includes your fax number. Sometimes there will be a delay of a day in faxing back the notice, generally when we are out of the office. Refer to the web site listed above for our current fax number. A cover sheet is not necessary (but is okay). You can simply include a line on the revision. Attn: Asbestos NESHAP Program. Many revision styles are acceptable, but please draw attention to the changed portion(s). We have enclosed a short and easy revision that several contractors use. This is an example of a changed start date.

Thank you for your attention to these guidelines. Many of the notifications that we receive are clear and accurate, and those make our record keeping much easier. Our goal is to help you comply with the notification requirements. Please feel free to call if you have any questions.