
BULLETIN 2015-008-EV

Revised November 25, 2015

DEMOLITION AND ABATEMENT REPORTING REQUIREMENTS

This bulletin explains applicable by-laws and regulations, permit and reporting requirements for hazardous materials management in demolition and additional environmental requirements.

INTRODUCTION

In accordance with the City of Vancouver's green initiatives it is imperative that demolition materials be disposed of in a responsible manner: reusing as much as possible, recycling as much as possible, and disposing of hazardous materials safely. Exposure to hazardous materials such as asbestos can have serious health consequences including lung disease and cancer. Proper removal and disposal of hazardous materials is crucial for the health and safety of our workers, our community and the environment. It is essential to have a qualified professional available to ensure all hazardous materials are managed correctly.

HAZARDOUS MATERIALS MANAGEMENT

Hazardous materials include asbestos, lead, polychlorinated biphenyls (PCBs), mercury, ozone depleting substances, the contents of above ground or underground storage tanks (USTs), abandoned household chemicals and others as defined by the BC *Hazardous Waste Regulation*. Hazardous materials must be identified, removed and recycled or disposed of in accordance with all applicable regulations prior to demolition or renovation work. Non-asbestos drywall, while not hazardous on its own, is banned from landfills because it produces toxic hydrogen sulphide gas during decomposition. This drywall must be removed and recycled prior to demolition.

Applicable regulations may include and are not limited to the following: the *Environmental Management Act*, the *Hazardous Waste Regulation*, the *Workers Compensation Act*, and the *Occupational Health and Safety Regulation* (OHSR).

PERMIT REQUIREMENTS

Effective January 1, 2016 a separate Building Permit to *salvage and abate* (Salvage and Abatement Permit) will be issued for removal of both hazardous and salvageable building materials prior to demolition **As this permit is issued with a Building Permit to demolish or deconstruct (Demolition or Deconstruction Permit) there are no additional fees.** The Salvage and Abatement Permit will be issued prior to issuance of the Demolition or Deconstruction Permit after the Tree Barrier Inspection has passed. No other demolition work will be permitted at the site until the requirements of the Salvage and Abatement Permit have been met. The permit must be posted on site in a conspicuous area with the Construction Safety Plan as described in Article 8.1.3.3 of the 2014 City of Vancouver Building By-law 10908.

WorkSafeBC (WSBC) requires a survey for hazardous materials be completed by a qualified person, as defined in OHSR 20.112, before any demolition or renovation work begins. Effective February 1, 2015

WSBC also requires written confirmation that all hazardous materials identified in the survey have been either safely contained or removed. Both the Hazardous Materials Inspection Report (HMIR) and Post-Abatement Inspection Report (commonly known as a Clearance Letter) are required by WSBC to be available at the worksite. **The HMIR, Post-Abatement Inspection Report and the City's 2015 Hazardous Materials Report Form (Attachment 1) must be submitted to the City for approval as condition of the Salvage and Abatement Permit.** The Demolition or Deconstruction Permit will not be issued until all required documents have been satisfactorily completed and accepted by the City.

Depending on the scope of a renovation project, submission of the Hazardous Materials Report Form (Attachment 1) and supporting documentation may be required. A City Inspector may ask that the HMIR be produced prior to or during an inspection. If it cannot be produced, the Inspector may stop the inspection to ensure his/her safety and the safety of those around.

QUALIFICATIONS

The City's Hazardous Materials Report Form (Attachment 1) **must** be completed by a qualified professional, as defined by the City. The qualified professional (QP) must be an active member of a recognized professional body. Appropriate designations for a qualified professional include Certified Industrial Hygienist (CIH), Registered Occupational Hygienist (ROH), Certified Safety Professional (CSP), Canadian Registered Safety Professional (CRSP), or Professional Engineer (P. Eng.), provided that the holders of these qualifications have experience in the recognition, evaluation, and control of asbestos hazards and other hazardous materials that may be encountered during demolition or renovation work. Other professional designations with appropriate specializations (e.g. ASCT with a specialization in Occupational Health & Safety) may be accepted upon approval by the City.

The QP must be declared on the Building Permit Application Form and their emergency contact information must be included in the Construction Safety Plan. The QP must sign and stamp/seal the Hazardous Materials Report Form (Attachment 1) certifying that, to the best of their knowledge, all hazardous materials have been identified and managed according to all applicable regulations.

SALVAGING BUILDING MATERIALS FOR REUSE

Non-structural building components may be salvaged prior to abatement work once the Salvage and Abatement Permit has been issued. A survey for hazardous materials **must** be completed prior to any salvage work. Proper procedure and controls must be in place to manage asbestos and lead hazards. If the salvage work has the potential to disturb asbestos containing materials (ACM) a Notice of Project (NOPA) must be submitted to WorkSafeBC and the work must be performed in accordance with WSBC regulations.

Building components that may be salvaged include lighting, bathroom and kitchen fixtures, cupboards, wood trim and shelving, flooring, counters, doors, windows, radiators and household hardware. If windows and doors are removed, the building must be left secured by other means. During salvage and abatement the building interior is a worksite and must be in compliance with WSBC regulations. Items that are required to maintain a safe work environment such as guardrails and handrails should not be removed unless a temporary replacement is constructed.

ENVIRONMENTAL REQUIREMENTS

Under section 40 of the *Environmental Management Act*, a person who knows or reasonably should know that a site has been used or is used for industrial or commercial purposes or activities must in certain circumstances provide a Ministry of Environment Site Profile. Schedule 2 of the *Contaminated Sites*

Regulation sets out the types of industrial or commercial purposes or activities to which site profile requirements apply. Residential properties are not exempt if an activity listed in Schedule 2 has occurred on the site. Some activities that may have occurred on a residential property include controlled substance manufacturing or operations or contamination from an off-site source. This includes marijuana grow operations, clandestine drug labs, or contamination from a neighbouring property that has a leaking fuel UST. Permit application for demolition is a trigger for the site profile process, therefore if any Schedule 2 activities are known or suspected to have occurred, a Site Profile must be completed and submitted with the report form to the City.

USTs that have been out of service for two years must be removed immediately as per Section 5.3 of the Sewer and Watercourse By-law 8093. The by-law also requires that contaminated soil be removed and backfilled with clean fill. If a UST is present on a site being redeveloped (including USTs that have been abandoned in-place) it must be removed at the demolition stage. Any contaminated soil must be remediated prior to construction. This includes residual soil contamination from past UST removals. A separate Fire Permit is required to remove the UST and an environmental report confirming the site meets the Contaminated Sites Regulation applicable land use standards (e.g., residential, commercial) must be submitted to the City prior to construction. Presence of a UST or residual contamination must be reported on the Hazardous Materials Report Form (Attachment 1). For more information refer to Bulletin 2015-007-EV Residential Underground Storage Tank Removal.

All documentation must be submitted electronically to: enviro.reporting@vancouver.ca

Failure to remove hazardous materials or provide documentation may result in a **Stop Work Order** or further action being taken by the City.

Information provided on the report form will be placed in the City's files and will be subject to the *Freedom of Information and Protection of Privacy Act*.

For further information contact Environmental Protection at 3-1-1 or 604-873-7000 outside of Vancouver.

(Original signed by)

J. Smith, RPBio, CSAP
ASSISTANT MANAGER
ENVIRONMENTAL PROTECTION

(Original signed by)

P. Ryan, M.Sc., P.Eng.
CHIEF BUILDING OFFICIAL
DIRECTOR, BUILDING CODE & POLICY

Attachment 1

HAZARDOUS MATERIALS REPORT FORM

This report form must be completed by a *qualified professional* as defined by City of Vancouver Bulletin 2015-008-EV. The form must be submitted to the City of Vancouver with the Hazardous Materials Inspection Report, Post-Abatement Inspection Report, WSBC Notice of Project and other supporting documentation prior to issuance of a building permit to demolish or deconstruct.

1. PROJECT INFORMATION

Salvage & Abatement Permit No. _____

Demolition Permit No. _____

Date of Application: _____

Site Address: _____

Building Type: Single Family Single Family w/ Secondary Suite Multiple Family
 Commercial Institutional Industrial Other _____

2. CONTACT INFORMATION

Owner Information:

Owner's Name: _____

Owner's Civic Address: _____

Telephone Number: _____ Alternate Number: _____

Email: _____ Business License: _____

Applicant Information (Leave blank if same as above):

Applicant's Name: _____

Telephone Number: _____ Alternate Number: _____

Email: _____ Business License: _____

Person Completing Form (Qualified Professional):

Consultant's Name: _____

Company Name: _____

Telephone Number: _____ Alternate Number: _____

Email: _____ Business License: _____

3. AREAS OF POTENTIAL ENVIRONMENTAL CONCERN

- a. Was this property present or previously use for commercial or industrial purposes?
Yes No
- b. Has this property previously been used for a controlled substance operation (e.g. marijuana grow operation or clandestine drug lab)?
Yes No
- c. Has a notification of likely or actual migration been issued for this property or suspected contamination by migration of substances from an offsite source?
Yes No

If you answered yes to any of the above questions complete and attach a site profile:
http://www.env.gov.bc.ca/epd/remediation/forms/pdf/electronic_forms_v2/csr_site_profile.pdf

- d. To the best of your knowledge is there an underground storage tank (UST) used for **residential heating oil** present or previously removed from this property?

If you checked **present or abandoned**, the UST must be removed at the demolition stage. A separate fire permit is required from the Fire Prevention Office located at Suite 201, 456 West Broadway (telephone 604-873-7595).

- a. If removed was there residual contamination remaining after removal?
Yes No

If you checked **yes**, the residual contamination must be remediated at the demolition stage. An environmental report confirming the site meets the Contaminated Sites Regulation applicable land use standards (e.g. commercial, residential) must be submitted to Environmental Protection prior to construction. Refer to Bulletin 2015-007-EV *Residential Underground Storage Tank Removal* for reporting requirements.

4. BUILDING DESCRIPTION

Year Built: _____ Major Renovation Year: _____ Size: _____
 Number of Floors: _____ Roof Type: _____
 Heating System: _____ Insulation? Yes No Type: _____
 Exterior Finish: _____ Drywall? Yes No Surface Area: _____

5. HAZARDOUS MATERIALS SUMMARY

A Hazardous Materials Inspection Report completed by a qualified person, as defined in WSBC OHSR 20.112, **must** be submitted electronically with this form. Analytical lab report must be attached.

Hazardous Materials Inspector:

Consultant's Name and Company: _____

Attached Documents:

WSBC Notice of Project	Yes <input type="checkbox"/>	No <input type="checkbox"/>	NOPA #: _____
Post Abatement Inspection Report	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Air Monitoring Report	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
Waste Manifest	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Reference #: _____
Disposal Receipts	Yes <input type="checkbox"/>	No <input type="checkbox"/>	

Abatement Contractor (where applicable):

Contractor's Name and Company: _____

Telephone Number: _____ Business License: _____

Risk Assessment:

Risk Level: Low Moderate High

Person Conducting Air monitoring (where applicable):

Consultant's Name and Company: _____

Telephone Number: _____ Business License: _____

Asbestos Waste Disposal (where applicable):

Receiver Name and Address: _____

Disposal Date: _____

7. ADDITIONAL INFORMATION

8. CERTIFICATION

To be completed by the qualified professional.

I, _____, certify that the information provided on this form is consistent with the findings of the attached Hazardous Materials Inspection Report and supporting documentation. I have reviewed the Hazardous Materials Inspection Report, agree with its findings and confirm that all materials identified have been removed and disposed of in accordance with all applicable regulations.

Signature (with digital stamp or designation)

Date

