

## **LOCAL (OPT-OUT) FIRE DEBRIS REMOVAL PROGRAM APPLICATION**

**Who needs to complete this form?** Property owners who elect not to participate in the Government-Run Debris Removal Program or whose properties do not qualify for the Government-Run Debris Removal Program. The Local (Opt-Out) Fire Debris Removal Program is a private property debris removal performed by certified and licensed contractors at the property owner's expense and must meet or exceed the program standards set by local, state, and federal agencies. Documentation on adequate cleanup and proper disposal will be required. State and Federal disaster funding will not be available to reimburse for this work.

It is strongly encouraged that property owners review all requirements thoroughly before planning or pursuing their own debris removal. Property owners will not be allowed to build on their property until there is a certification of completion of the property cleanup and removal of all hazardous waste has been completed in accordance with applicable standards approved by the City.

**Where do I submit this form?** Submit this form through the online permitting portal at [www.cityofpasadena.net/mypermits](http://www.cityofpasadena.net/mypermits), selecting the Demolition – 2025 Disaster permit type.

Please be advised: Properties that are not enrolled in the Government- Run Debris Removal Program or properties that do not complete debris removal through the City of Pasadena Local (Opt-Out) Fire Debris Removal Program, will be considered a Public Nuisance and subject to remedial action at the property owner's expense. Application deadline is March 31, 2025

### **Property Information and Property Owner Contacts**

Property Owner Name:	Email:	
Property Address:	City/State:	Zip:
Assessor's Parcel Number (APN):		
Phone(s):	Email:	
Mailing Address:	City/State:	Zip:

Description of Scope of Work
<i>Example: Fire debris and household hazardous waste cleanup of main residence, detached garage, and accessory structure including foundation and 6-inch soil removal at ash footprint areas only.</i>

## **LOCAL (OPT-OUT) FIRE DEBRIS REMOVAL PROGRAM REQUIREMENTS**

To ensure safety to workers, the public, and the environment, the following protocols must be followed when removing structural ash and fire debris:

### **1.0 Household Hazardous Waste Removal**

#### Phase 1 (Government-Run)

During Phase I of the Government-Run Debris and Hazard Tree Removal Program, the United States Environmental Protection Agency (US EPA) inspected the property and removed any identifiable and accessible Household Hazardous Waste (HHW) that may pose a threat to human health, animals, and the environment such as batteries, oil, propane tanks, visible bulk asbestos, and paints. However, some hazardous materials and/or asbestos or asbestos containing materials (ACM) may still be present on the property.

#### Phase 1 Deferred

If Household hazardous waste (HHW) remains present due to EPA deferral or inaccessibility, HHW will be identified, separated, and disposed at an HHW disposal facility by the licensed contractor who will abate any falling hazards on the property and complete the HHW in lieu of EPA. The United States Army Corp. of Engineers has also been missioned to remove HHW from deferred properties, including properties that opt-out of the Government-Run Debris Removal Program.

#### Phase 2

If Household hazardous waste (HHW) remains present in Phase II due to inaccessibility, it must be identified, separated, and disposed at an HHW disposal facility by a certified hazardous materials/waste contractor. All fire debris/ash at a minimum shall be disposed of at a Class III landfill approved by the Los Angeles Regional Water Quality Control Board to accept the waste. Any debris characterization requirements of the disposal site must be met before transportation to such site. An approved hauler appropriately licensed for the material transported will need to perform such work, and

the material must be wetted and “burrito wrapped” and tarped for transport and ultimate disposal. Contractors/haulers failing to adhere to this standard may have their material rejected at the disposal facility and/or a fine imposed.

## **2.0 Asbestos Assessment Removal**

A certified asbestos consultant must be hired to test the site and a copy of the Asbestos Assessment must be attached to this application. Certified Asbestos Consultants can be found using the Cal/OSH database at: [Division of Occupational Safety and Health - Asbestos consultant and site surveillance technician certification](#).

Asbestos and asbestos containing material must be removed by a licensed Asbestos Abatement Contractor. [Asbestos Registrants' Database in accordance with South Coast Air Quality Management District permitting Rule 1403 requirements](#). If bulk loading ACM, the bin or container used for transport shall be double-lined with 10-mil poly in such a way that once loaded both layers can be sealed up independently (“burrito-wrapped”). [CONTRACTORS STATE LICENSE BOARD California Department of Consumer Affairs](#)

If recommended by the Certified Asbestos Consultant, a site must be air monitored for asbestos during debris removal activities. Transport and disposal documentation for generated debris removal should be retained and included in your final report.

## **3.0 Soil Removal**

It is required that 6 inches of topsoil be removed from the impacted area after burn ash and debris (including foundation) is removed to a level of visually clean. A grading permit may be required as part of the rebuilding process if soil removal exceeds upper 6 inches, soil removal beyond the ash footprint, and/or slope mitigation work is needed.

## **4.0 Debris Removal and Disposal / Recycling**

Non-Hazardous debris removal of ash, metals, and concrete from the site and dispose of properly. Non-hazardous metals and concrete will be recycled if possible. Approved locations are available at the following link:

<https://pw.lacounty.gov/epd/swims/Residents/where-to-take-my-trash-esri.aspx>

## **5.0 Air Monitoring Protocols for Fugitive Dust Control**

Property owners or their contractors must provide water or an approved dust palliative, or both, to prevent a dust nuisance at the site. Refer to SCAQMD Rule 403 – Fugitive Dust for more details. Dust resulting from performance of the work will be controlled at all times in a manner that does not generate runoff. Dust Control Methods include:

**Control 1-** Water or an approved dust palliative, or both, will be used to prevent dust nuisance at each site. Each area of ash and debris to be removed will be pre-watered with a fine spray nozzle, 48 to 72 hours in advance of the removal.

**Control 2-** All loads shall be covered with a tarp; this includes metal debris. Ash and debris loads shall be fully encapsulated with 10-millimeter plastic (“burrito wrap” method). Concrete loads are exempt from a tarp provided the loads are wetted prior to leaving. If concrete loads generate dust, then the loads must be wetted and covered.

**Control 3-** All waste material that is not unloaded at the end of each workday will be consolidated, sufficiently wetted, and/or covered to prevent the offsite migration of contaminants.

**Control 4-** All visibly dry disturbed soil surface areas of operation should be watered to minimize dust emissions during performance of work.

**Control 5-** Speeds must be reduced when driving on unpaved roadways.

**Control 6-** Procedures will be implemented to prevent or minimize dirt, soil, or ash contaminating roadways, neighboring parcels, or creating an airborne health hazard.

For additional guidelines, see Rule 403 – Fugitive Dust “Best Available Control Measures”.

<https://www.aqmd.gov/docs/default-source/rule-book/rule-iv/rule-403.pdf?sfvrsn=4>

## **6.0 Vehicle and Road Safety**

Debris removal activities on property cannot create a roadway blockage or hinder traffic patterns. Property owners or their contractors are responsible for obtaining any required local permits for street use and shall post all warning signs, as required by local ordinances. As there may be many contractors actively working on remediation efforts in the burn area, it is in property owners’ best interests to identify removal and remediation efforts in adjacent areas that could impact the ability to locate, park, or transport equipment and materials.

## **7.0 Septic Guidelines**

Identify septic tank and dispersal leach area locations and take steps to protect them during debris removal. Any damaged septic tank may require additional permits for repair or deconstruction. Any immediate hazard involving the septic tank or system shall be mitigated prior to debris removal, including collapse protections for debris removal personnel or heavy equipment.

## **8.0 Tree Removal**

The demolition site plan is required to include a tree inventory, which includes the species, D.B.H. (diameter at breast height), height, protection status and disposition of the tree. A justification for removal of protected trees will be required, if there is non-sufficient evidence the tree impedes removal, is dead or hazardous, an assessment by a certified arborist will be required. Hazardous trees are required to be removed, maintaining a hazardous tree is prohibited and subject to any enforcement process available by law. Include photos of trees identified for removal.

## **9.0 Grading and Erosion Control**

Upon completion of soil removal precise grading shall require the implementation of best management practices (BMPs) to establish erosion control at the disturbed site (e.g. hydraulic mulch, fiber logs, silt control fences, and erosion blankets).

During the project cover non-active soil stockpiles and contain them using standard mitigation measures including but not limited to temporary perimeter sediment barriers, such as berms, dikes, silt fences, or sandbag barriers, etc.

Implement appropriate erosion control measures during debris removal and provide final site stabilization after debris removal is completed.

## **10.0 Debris Stockpiles**

Stockpiled materials that are not immediately loaded for transport shall be handled and stored on site in such a manner as to avoid offsite migration. This may include wetting and covering the waste until it is loaded and transported. Locate stockpiles away from drainage courses, drain inlets or concentrated flows of storm water. Stockpiled material may not be stored or placed in a public right-of-way.

If a stockpile is classified as hazardous, it must be transported to a hazardous landfill. Hazardous materials and refuse must be kept in closed containers that are covered and utilize secondary containment, not directly on soil. If the stockpile is non-hazardous, it can be sent to a Class III landfill.

## **11.0 Foundations, Slabs, and Foundation Systems**

In general, the structural integrity of concrete and masonry (CMU) can adversely be affected in fire situations, especially when the structure is completely consumed by fire. The properties of the material may be irreversibly altered deeming it unsatisfactory for reuse in supporting a rebuilt structure. There are several tests and standards for evaluating compressive strength of the concrete or masonry, including ASTM C39 and ASTM C140, which involve taking core samples from foundations and doing a compressive test in a certified lab. Homeowners interested in retaining their foundation are advised to discuss this issue in detail with the professional engineer who will be designing their replacement structure. Acceptance testing of structural integrity for existing foundations shall be subject to acceptable industry standards from recognized structural engineering organizations like Structural Engineers Association of Southern California.

Sewer lateral shall be temporarily capped within the private property. When the foundation is removed Sewer laterals shall be excavated, capped and marked outside the ash footprint to prevent debris from entering the sewer system. The cap shall be placed downstream of any fire damage to the sewer lateral, but within private property.

Approval from the City Building Official will be required prior to reuse of the existing foundation as part of the building permit process for new structures. If the foundation is on a sloped area or steep hillside, the property owner may be required to provide a geotechnical assessment and a shoring plan or slope stability analysis as warranted.

## **12.0 Haul Routes**

Approved haul routes are available in Exhibit A. The City may further specify material delivery date/time windows or other property access requirements.

## **13.0 Required Notifications**

<b>Notifications</b>
Underground Service Alert (USA) – Call 811 Dig Alert prior to digging.
South Coast Air Quality Management District 21865 Copley Drive, Diamond Bar, CA 91765 Main Office – (909) 396-2000
City of Pasadena Building and Safety Division 175 N Garfield Avenue, First Floor, Pasadena, CA 91101 (626) 744-6903
Noticing board (furnished by the City) is required to be posted on the property 7-days prior to the commencement of work.

## **14.0 Soil Testing**

Soil testing and confirmation testing is not included within the scope of the Government-Run Debris Removal Program. Should scope of the Government-Run Debris Removal Program be expanded to include soil testing and confirmation testing, this requirement will also be in place for the Local (Opt-Out) Fire Debris Removal Program.

## **15.0 Final Reports**

Proof of debris removal activities must be submitted prior to inspection. Documentation includes photos of the cleaned site and weight tickets from disposal/recycling facilities for all materials.

## **LIST OF CONTRACTORS**

All fire debris is considered hazardous and must be removed by a licensed contractor and disposed of properly at an approved facility. Please provide the following information:

### **Certified Asbestos Consultant**

Name of Contractor: \_\_\_\_\_

License Number: \_\_\_\_\_

Date of Assessment: \_\_\_\_\_

### **Asbestos Removal Contractor (If Applicable)**

Name of Contractor: \_\_\_\_\_

License Number: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_

### **Certified Hazardous Materials/Waste Contractor**

Name of Contractor: \_\_\_\_\_

License Number: \_\_\_\_\_

Proposed Start Date: \_\_\_\_\_

### **Disposal Facilities**

Name of Facility and Type of Material: \_\_\_\_\_

Name of Facility and Type of Material: \_\_\_\_\_

Name of Facility and Type of Material: \_\_\_\_\_

## **Property Owner Acceptance**

I have reviewed the requirements and specifications for the Local (Opt-Out) Fire Debris Removal Program and will comply with all requirements.

Property Owner Name: \_\_\_\_\_

Property Owner Signature: \_\_\_\_\_

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

## **LOCAL FIRE DEBRIS REMOVAL PROGRAM APPLICATION OUTLINE/CHECKLIST**

*This checklist must be submitted with the Application. Incomplete submittals cannot be processed and will be returned to the applicant together with a checklist specifying the items that are incomplete.*

*Listed below are the minimum submittal requirements for the City of Pasadena:*

- Property owner name and contact information
- Site address and Assessor Parcel Number (APN)
- Description of Scope of Work
- Site plan depicting structures to remain vs. demolish with tree inventory.
- Certified Asbestos Consultant Assessment
- Certified Hazardous Building Materials Survey (HBMS)List of all contractors (including name, license number, license type, and contact information)
- Name and location of hazardous waste disposal and recycling facilities
- Shoring Plan / Hill Stability Analysis (if applicable – e.g. hillside structures)
- Photographs of protected trees to be removed (if applicable)
- Photographs of debris to be removed and site conditions, including swimming pools, fences, etc.



## Exhibit A – Haul Route

