



HEALTH AND HUMAN SERVICES

Health Department
Town Center Building - 12 Mudge Way
Bedford, MA 01730-2144
Phone: 781-275-6507
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Heidi Porter, MPH, REHS/RS, Health and Human Services Director

**Bedford Health Department
Requirements for Demolition/Renovation**

Prior to receiving Bedford Health Department sign-off on the Code Enforcement Demolition Permit Application, the property owner/contractor is required to complete the following activities and document activities on the Health Department Pre-Demolition Checklist:

1. **Inspect:** Conduct an inspection for the presence of hazardous building materials or storage of hazardous materials. Remove and properly dispose of any oil or hazardous materials or the components containing them that are present. Provide documentation supporting disposal method.
2. **Asbestos Evaluation:**
 - A) Contract with a MA licensed asbestos inspector to conduct an inspection of building materials for asbestos content. Suspect asbestos materials must be either assumed to be asbestos or a sample submitted for laboratory analysis. The licensed inspector shall quantify the volume of asbestos containing material.
 - B) The MA Licensed Asbestos Inspector shall generate a report with their findings and include any laboratory data.
 - C) Contract with a MA Licensed Abatement Contractor to remove any identified asbestos containing material.
 - D) Abatement contractor shall provide a MA DEP notification form, documentation confirming that asbestos was removed from the site (including a volume of material removed) and documentation confirming the material was properly disposed of at a licensed facility.
 - E) All reports and documentation generated from the above process shall be attached to the Health Department Pre-Demolition Inspection Checklist.
3. **Baiting for pests:**

For full building demolitions, a Massachusetts Licensed Pesticide Applicator shall conduct an inspection and baiting for rodents including the following: 1) a **full inspection** of the site building and property, 2) **baiting** of the **property boundaries** and, if necessary, 3) **baiting** the building interior by a Massachusetts Licensed Pesticide Applicator. Subsequent to the inspection and baiting, a report from the Massachusetts Licensed Pesticide Applicator must be submitted to the Board of Health in conjunction with the Pre-Demolition/Pre-Renovation Checklist. This report shall include the following:

 - The address of the property that was inspected and baited;
 - The date the inspection and baiting took place;
 - Pre-demolition inspection findings; and,
 - A plot plan showing the site boundaries, site building(s) and locations where exterior and, if necessary, interior bait traps have been set. **At a minimum**, baiting must be done on the outside of the building(s).

4. \$25.00 Registration Fee:

Return completed Checklist, supporting documentation and the \$25.00 Registration Fee to the Health Department. Checks should be made out to the Town of Bedford. A staff member may contact you to schedule an inspection of the building/property to confirm that all hazardous building materials have been accounted for and proper baiting has been conducted.

Please note that Health Department sign-off *will not* be granted until the Pre-Demolition Checklist is complete, supporting documentation and Registration Fee is submitted to the Health Department. Once submitted, the Health Department will strive to review the checklist and supporting documents within two business days. For further details, please contact the Health Department.

Failure to properly assess the hazardous building components or failure to provide the required documentation to the Health Department may be cause for delaying the review and approval of redevelopment proposals or issuance of permits and may also be cause for the Health Department to seek enforcement assistance from local, state and federal authorities.

PLEASE NOTE: You must sign the Checklist where indicated to affirm that you have evaluated the area of work for the indicated materials and removed any materials that may be impacted by the proposed work.

Bedford Health Department Pre-Demolition Checklist

Fee: \$25.00

Property Address: _____ Date: _____

Property use (i.e. residential, commercial, industrial): _____

If non-residential, indicate business/industry type: _____

Form Prepared By: _____ Telephone No.: _____

Property Owner: _____ Telephone No.: _____

Scope of Work (indicate proposed work, i.e. full demo, partial demo, renovation, and type of building materials to be impacted): _____

Will the Scope of Work impact building materials be containing any of the hazardous materials/chemicals listed below (# 1-13)? YES or NO

By signing below, I affirm that I am responsible for the demolition/renovation work to be completed at the above address and, if “YES” is checked above or indicated in the checklist below, I have assessed or caused assessment of hazardous building materials and, if present, removed prior to proposed work.

Signature of Person Preparing Form: _____

E-Mail of Person Preparing Form: _____

Has the property been inspected and the exterior property boundaries (and interior of building as necessary) baited for rodents. Yes No

Plan of site is attached showing rodent bait box locations? Yes No

Asbestos Inspection has been conducted by a licensed inspector? Yes No

Asbestos Identified? Yes No

Is asbestos abatement paperwork attached to this checklist? Yes No

	Hazardous Items/Environmental Concerns Present on Site?	Y or N
1.	Asbestos (e.g. insulation, floor tiles, mastic, roofing, shingles) ¹ <u>Note:</u> An inspection of the property or area to be demolished <u>must be conducted</u> by a licensed asbestos inspector. Only a licensed asbestos inspector can determine if a material contains asbestos. Asbestos abatement must also be conducted by a licensed contractor. Survey and, if applicable, abatement documentation must be provided to the Bedford Health Department. See details of required assessment and submittal in attached “Bedford Health Department Requirements for Demolition/Renovation.”	
2.	Septic Systems – Septic System construction, repair, alteration and/or abandonment is governed by state regulation enforced by the Bedford Health Department. If a septic system is present on-site, the Health Department must be consulted in advance of submittal of this checklist.	
3.	Wells (e.g. drinking water, irrigation, environmental monitoring) Wells may not be constructed or abandoned without a Health Department permit.	
4.	Abandoned Chemicals – e.g. gasoline, paints, thinners, pesticides ²	
5.	Coolant Gases - e.g. freon from air conditioning units.	
6.	Batteries (e.g. Ni-Cd, Lead Acid) – these must be properly recycled.	
7.	Hydraulic Fluids (in mechanical lifts, elevators, compactors)	

	Hazardous Items/Environmental Concerns Present on Site? (continued)	Y or N
8.	Fluorescent Light Bulbs (e.g. tubes, circline, U-shaped) – these items must be properly recycled and can be brought to the DPW at 314 Great Road for free disposal.	
9.	Dielectric Fluids (in light ballasts, transformers)	
10.	Lead Paint or Materials Contaminated with Lead Paint (commercial properties only) ³ <u>Note:</u> Only a licensed inspector can determine if a material contains lead paint. Any lead paint removal must be conducted by a licensed contractor.	
11.	Mercury Switches/Mercury Bearing Articles (in switches, thermostats, thermometers) - these items can be brought to the DPW at 314 Great Road for free disposal.	
12.	Building Components Contaminated by Former Site Operations (e.g. concrete floors, walls, floor drains)	
13.	Radioactive Materials (e.g. self-illuminating emergency lighting)	

¹ Contact the Department of Labor Standards DLS at (617) 626-6960 for a listing of certified asbestos inspectors and/or abatement contractors.

² Contact the Bedford Fire Department (781) 275-7262 for disposal options if any abandoned chemicals are explosive or flammable.

³ The abrasive blasting of lead-based paint can cause public health hazard and air pollution. (State) Lead paint regulations involve as many as three state agencies, i.e. DPH, DEP and DOS. Regulation promulgated by the three state agencies has resulted in the creation of private sector industries, i.e. Lead Paint Inspectors and Lead Paint Removal Contractors (deleader) industries. The Bedford Board of Health will issue CEASE AND DESIST ORDER whenever a public health hazard associated with Lead Paint is suspected. The ORDER will be removed all when potential public health issues are resolved.

- For a list of DOS Certified Lead Paint Inspectors and DEP Certified Lead Paint Contractor/Removal firms go to www.mass.gov/dph and navigate to the “Childhood Lead Poisoning Prevention Program” page.
- For information on EPA’s Renovation Repair and Painting (RRP) Rule go to <http://www.epa.gov/lead/pubs/renovation.htm>
- For other inquiries or further assistance contact the Bedford Health Department at 781-275-6507.

If you indicated **Yes** for any of the questions above, please provide detail on item or type of material present (attach removal/ remediation documentation as required and if applicable), quantity and condition of material:

Return this completed form and any supporting documentation (i.e. rodent baiting report and figure and asbestos inspection and abatement reports) to:

**Health Department
12 Mudge Way
Bedford, MA 01730
Phone: 781-275-6507
Fax: 781-687-6157**

Applicant - Please do not write below this line

Authorization that Completed Checklist and any backup documentation was received at the Health Department: _____

Date Received: _____ Fee Paid: _____ Permiteyes App#: _____