

Gerard F. Cody, REHS/RS, CPH, CHO, CP-ES
Public Health Commissioner

Ann Martin, RN / MSN
Public Health Nurse

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Cheryl Witherspoon
Code Enforcement Officer

Jean Gillan
Randolph Animal Control



RANDOLPH

PUBLIC HEALTH

41 South Main Street
Randolph, MA 02368
MAIN TEL: 781-961-0924

www.randolph-ma.gov

BOARD OF HEALTH

Patricia M. Cedeño-Zamor, Ph.D/MSW/MHA

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Edward Murphy

DEMOLITION & RENOVATION POLICY

Public Health requirements for General Contractors & Residential/Commercial Property Owners.

Follow these requirements at least 21 days prior to demolition/renovation.

- 1) Inspection for the presence of **asbestos**-containing materials by a Massachusetts Licensed Asbestos Inspector;
- 2) Inspection and baiting for **rodents** by a Massachusetts Licensed Pesticide Applicator. The exterior property boundaries and, if necessary, the interior of the site building must be baited for rodents. Submit an inspection report and a plan of the property indicating bait locations with the Checklist;
- 3) Completion of the attached Board of Health Demolition/Renovation Inspection **Checklist**; and,
- 4) **Submittal** of the completed Checklist, \$25.00 check payable to the Town of Randolph, all supporting information, and the pest inspection/baiting documentation to the Health Department.

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.

For further details, please contact the Randolph Board of Health, (781) 961-0924 or gcody@randolph-ma.gov.



DEMOLITION / RENOVATION CHECKLIST

Fee: \$25.00

PROPERTY ADDRESS:

PROPERTY USE (*circle one*):

Residential

Commercial

Industrial

Other: _____

For non-residential, please indicate business/industry type:

FORM PREPARED BY: _____

Phone Number: _____

Signature: _____ Date: _____

PROPERTY OWNER: _____

Phone Number: _____

TYPE OF WORK TO BE DONE:

Return this completed packet, the fee (*payable to the Town of Randolph*) and any supporting documentation to:

**HEALTH DEPARTMENT
41 SOUTH MAIN STREET
RANDOLPH, MA 02368**



Hazardous Building Components

Prior to initiating any site renovation or demolition, the applicant/property owner must complete an accurate inventory and assessment of all hazardous building components present on site which may be disturbed by the proposed activities. The status of the following materials should be reviewed at this time:

- asbestos containing materials
- abandoned chemicals
- coolant gases such as freon
- batteries associated with emergency lighting and equipment
- fuels and storage tanks
- hydraulic fluids associated with elevators or mechanical lifts
- fluorescent light tubes
- electric ballasts or transformers containing dielectric fluids
- lead paint or materials contaminated with lead paint
- mercury switches and mercury bearing articles
- building components contaminated by former operations at the site
- other potentially hazardous materials

The findings of the assessment should be relayed on the attached Inspection Checklist and should include the type of material present, the approximate amount, the general condition of the material, whether the material needs to be removed prior to renovation or demolition, and how the material will be removed/disposed. The Inspection Checklist and accompanying \$25.00 fee should be submitted to the Health Department as part of the standard site plan review/demolition application. The Board of Health reserves the right to review and comment on the Inspection Checklist and conduct a demolition/renovation site inspection. All applicants should be advised the Board of Health recommends, where possible, that all hazardous building components be removed prior to initiating site renovation or demolition. Please note that sampling of suspect asbestos containing materials should be conducted by a Massachusetts Licensed Inspector and the presence of asbestos can only be determined by laboratory analysis.



<u>MATERIALS REQUIRING EVALUATION</u>		<u>NOT PRESENT</u>	<u>REMOVED</u>
1	<p>ASBESTOS</p> <p>An asbestos survey must be completed by a MA licensed inspector in the renovation/demolition area. Any identified asbestos containing materials must be removed and properly disposed prior to issuance of a demolition permit. Attach survey report to this checklist and if abatement was conducted attach remediation/abatement manifests confirming removal and proper disposal.</p>	<input type="checkbox"/>	<input type="checkbox"/>
2	<p>ABANDONED CHEMICALS (e.g. gasoline, paints, thinners, pesticides)</p> <p>If abandoned chemicals were removed, indicate chemical type, quantity and how it was disposed (provide manifests)</p>	<input type="checkbox"/>	<input type="checkbox"/>
3	<p>FUEL TANKS</p> <p>If present, indicate fuel type, tank type (above or under ground), tank size and how disposed (provide manifests). A tank removal permit from the Fire Department is required for all tank removals.</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	<input type="checkbox"/>
4	<p>HYDRAULIC FLUIDS</p> <p>If hydraulic fluids are removed, indicate source, volume and how disposed (provide manifests).</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	<input type="checkbox"/>
5	<p>FLUORESCENT LIGHTBULBS*</p> <p>If removed, indicate quantity and how disposed (provide manifests).</p> <p>_____</p> <p>_____</p> <p>_____</p>	<input type="checkbox"/>	<input type="checkbox"/>



	<u>MATERIALS REQUIRING EVALUATION</u>	<u>NOT PRESENT</u>	<u>REMOVED</u>
6	DIELECTRIC FLUIDS (e.g. from ballasts and transformers) If dielectric fluids were removed, indicate source, volume and how disposed (provide manifests). _____ _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
7	LEAD PAINT OR MATERIALS CONTAMINATED WITH LEAD PAINT If removed, indicate source, volume and how disposed (provide manifests). _____ _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
8	MERCURY PRODUCTS* (e.g. thermostats, boiler switches, gas regulators, sump pumps, flow meters, appliances, HVAC equipment, silent light switches and float switches) If removed, indicate quantity and how disposed (provide manifests). _____ _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
9	RADIOACTIVE MATERIALS (e.g. self-illuminative emergency lighting, older smoke detectors) If removed, indicate material type, quantity and how disposed (provide manifests). _____ _____ _____	<input type="checkbox"/>	<input type="checkbox"/>
10	OTHER POTENTIALLY HAZARDOUS MATERIALS Please use the space below to list or identify any additional building materials that will be impacted by the proposed renovation or demolition activities. If removed, indicate material type, quantity and how disposed (provide manifests). _____ _____ _____	<input type="checkbox"/>	<input type="checkbox"/>



Demolition Pest Control Policy

Prior to any demolition activity at a property, the Randolph Board of Health requires that the property owner or his/her representative contract with a Massachusetts Licensed Pesticide Applicator for:

1. An **inspection** of the site building and property;
2. **Baiting** of the property boundaries; and,
3. **Baiting** the building interior, if necessary.

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 Demolition/Renovation Checklist. This report shall include the following:

- a) The address of the property that was inspected & baited;
- b) The date the inspection and baiting took place;
- c) Pre-demolition inspection findings; and,
- d) 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).

Is the inspection, baiting information and site plan attached to this checklist?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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NOTE:

BOARD OF HEALTH APPROVAL FOR DEMOLITION WILL NOT BE GRANTED UNTIL THIS CHECKLIST IS COMPLETE AND SUPPORTING DOCUMENTATION IS PROVIDED.

- **Small projects <1000 sf may request an exemption to this policy if a site survey is done and risk is determined to be minimal.**