



**County of Santa Cruz Health Services Agency
Environmental Health**

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Guidelines, Templates and Resource List for Property Owners, Contractors and Consultants

The following guidelines, templates, and resource list have been created to assist property owners, contractors and consultants through the cleanup process. While the templates presented here are optional, it is strongly recommended that property owners, contractors and consultants follow the organizational processes outlined. This will enable a more expedient review and approval of work plans and reports, and help reduce timelines for the Santa Cruz County Environmental Health Division to issue a Property Cleanup Completion Certification for your property to start the rebuilding process.

Guidelines/Templates/Resource Summary

Appendix A	Work Plan Outline/Contents
Appendix B	Final Report Outline/Contents
Appendix C	Solid Waste Disposal and Recycling Facilities
Appendix D	Asbestos and Hazardous Materials Service Provider Information
Appendix E	Template Work Plan Private Contractor Fire Debris Removal Program
Appendix F	Debris Removal Certification of Completion
Appendix G	Example Content Expected for Private Contractor Work Plan

Work Plans and Reports Outline/Contents

Please be advised it is the intent of Work Plans and Reports to provide working guidance such that no steps are missed in the cleanup process that might unduly burden property owners in having to perform additional or unnecessary work that may have been identified at the early stages of the project cleanup.

Included as **Appendix A and B** to this document please find general work plan and report format outlines that will assist in the timely review of submitted documents. **Appendix E** includes a standard work plan template that can be used to ensure that a comprehensive work plan is submitted, although site-specific details are required.

Debris Removal Requirements to Solid Waste Disposal Facilities

As a general note, sites that the USEPA have marked as potentially not cleared of household hazardous waste (HHW) shall be appropriately addressed within the work plan for debris characterization, removal and disposal. Fire debris/ash at a minimum shall be disposed of at a Class III disposal facility with a liner approved by the Regional Water Control Board to accept the waste. Any debris characterization requirements of the disposal site shall 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” (Government (CalOES) Program protocol) 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.

Asbestos transport and disposal shall be disposed of at a facility permitted to accept such waste. Best management practices shall be established in such handling and disposal (work plan should have

¹This document sometimes refers to property owners, owners, contractors, consultants or you. These terms all refer to the property owner and his or her duties, as an owner is required to use contractors and consultants to complete the cleanup process.

provisions outlined where asbestos is encountered), and a hauler appropriately licensed for the material transported will need to perform such work. Best management practices for undertaking the removal of debris and hazardous materials, including asbestos, should be performed in accordance with the California Environmental Protection Agency's 2011 Guidance for Conducting Emergency Debris, Waste and Hazardous Material Removal Actions Pursuant to a State or Local Emergency Proclamation (<https://calepa.ca.gov/wp-content/uploads/sites/6/2019/06/Disaster-Documents-2011yr-GuideRemoval.pdf>).

Transport and Disposal documentation for generated debris removal shall be retained and included with your Private Contractor Fire Debris Removal Program Cleanup Completion Certification submittal. Included as **Appendix C**, is a preliminary list of disposal and recycling facilities.

Metal and Concrete

Property owners and their contractor(s) should recycle metals and concrete when possible. Concrete and metal should be separated and should not be over 2 feet in dimension or have exposed rebar over 5 inches. Concrete and metal must be generally free of ash and debris.

- Metal and concrete shall be rinsed down on site and over the debris pile prior to transport. Engineering controls for storm water discharges must be in place.
- Concrete and metal must be covered with a tarp prior to transport.
- Speeds must be reduced when driving on unpaved roadways.

Dust Control

Property owners or their contractor(s) must provide water or an approved dust palliative, or both, to prevent dust nuisance at each site. Dust resulting from performance of the work shall be controlled at all times.

- Each area of ash and debris to be removed must be pre-watered 48 to 72 hours in advance of the removal. Hoses with a fine spray nozzle are recommended. The water must be applied in a manner that does not generate runoff. Engineering controls for storm water discharges must be in place prior to dust control operations.
- All loads shall be covered with a tarp. 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.
- All waste material that is not unloaded at the end of each workday should be consolidated, sufficiently wetted, and/or covered to prevent the offsite migration of contaminants.
- All visibly dry disturbed soil surface areas of operation should be watered to minimize dust emissions during performance of work.
- Speeds must be reduced when driving on unpaved roadways.
- Procedures must be implemented to prevent or minimize dirt, soil, or ash from contaminating roadways, neighboring parcels, or creating an airborne health hazard. The use of blower devices, dry rotary brushes, or brooms for removal of carryout and trackout on public roads is strictly prohibited.

Vehicle and Road Safety

If removal activities on property owners' parcels will create a roadway blockage or hinder traffic patterns, property owners or their contractors are responsible for obtaining any required local permits

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.

Soil Testing and Screening Criteria for Work Plans and Subsequent Report of Findings

Initial Screening Criteria have been established in consultation with the Government (CalOES) Program for soil confirmation sampling after completion of visible cleanup of properties. Please note, that these are initial health screening criteria in the absence of background data. If cleanup is completed before Government (CalOES) Program completes its background sampling, then background samples on your property, outside the ash footprint (minimum 20 ft.), must be taken to determine if naturally occurring levels of any metals tested are above the cleanup goals. If samples from the ash footprint are below the cleanup goals, then the lab will not need to test the background samples. If sample results for any metals are above the cleanup goals, but are at or below the background sample results, this shall be explained by your soil consultant in the final testing report.

Testing of metals must be performed by EPA Lab Method 6020.

Initial Health Screening Criteria for Soil		
Analyte	Health Screening Level (mg/Kg)	Cleanup Level
Antimony	To Be Determined	
Arsenic	To Be Determined	
Barium	To Be Determined	
Beryllium	To Be Determined	
Cadmium	To Be Determined	
Chromium	To Be Determined	
Cobalt	To Be Determined	
Copper	To Be Determined	
Lead	To Be Determined	
Mercury	To Be Determined	
Molybdenum	To Be Determined	
Nickel	To Be Determined	
Selenium	To Be Determined	
Silver	To Be Determined	
Thallium	To Be Determined	
Vanadium	To Be Determined	
Zinc	To Be Determined	

General Recycling and Testing Guidelines

Included as **Appendix C** is a resource list for general recycling of concrete and metals. Please note, this list is provided as a courtesy and information contained herein should be verified by the property owner/ contractor/ consultant before taking material to the vendors listed. This list is not complete. Additionally, for concrete transport and disposal, disposal may be limited due to the potential presence of asbestos. As such testing is recommended before transport, disposal and acceptance criteria should be verified with potential processors.

Well and Septic Guidelines

Well Safety

- Identify wells and water tanks on the property and take steps to protect them during debris removal

- If you need help identifying where well is located, access this information at <https://sccddocs.santacruzcounty.us/ENV/CustomSearch.aspx?SearchName=SepticandWaterWells&repo=EnvironmentalHealth&cr=1>
- Contact your water service provider if you are not on a well.
- If you will be rewiring electrical lines to your well, you are required to obtain a permit from Building Division.

Septic Systems

- Identify septic tank and leach field locations and take steps to protect them during debris removal.
- If you need help identifying where these items are located, access this information at <https://sccddocs.santacruzcounty.us/ENV/CustomSearch.aspx?SearchName=SepticandWaterWells&repo=EnvironmentalHealth&cr=1>
- Any immediate hazard involving the septic tank or septic system shall be mitigated prior to debris removal.

Grading and Erosion Control

Once grading has been completed, best management practices shall be implemented to establish erosion control at the disturbed site.

- Follow best management erosion and sediment control practices to prevent ash, soil, and other pollutants from washing into the street, drainage courses and culverts, or onto neighboring properties.
- 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 roadway.
- During the project and in the rainy season, cover non-active soil stockpiles and contain them within temporary perimeter sediment barriers, such as berms, dikes, silt fences, or sandbag barriers. You may use a soil stabilization measure in lieu of cover.
- Implement appropriate erosion control measures during debris removal and provide final site stabilization after debris removal is completed.

Foundations, Slabs, and Foundation Systems

Foundations and slabs are required to be included as part of the fire debris removed from a site unless approved by the applicable Building Division. 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 the fire. The properties of the material may be irreversibly altered rendering it unsatisfactory for reuse in supporting a rebuilt structure. There are a number of tests and standards for evaluating the 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 pursuing an exception and retaining their foundation shall submit a letter from a Licensed Civil or Structural Engineer certifying the foundation is acceptable for rebuild. The letter shall adequately explain the basis for the decision and shall include testing results. The letter should include testing data. Foundations are retained at the property owner's own risk, and may not be accepted by the County for reuse.