

## **Instructions for the Demolition and/or Asbestos Renovation Ten Day Notification Form**

This form serves as a written notification of a facility demolition and/or asbestos renovation as defined and required by 40 CFR61.145 and Knox County Air Quality Management Regulation (KCAQMR) Section 35.2.1-M. This notification form is required for the following projects:

1. All demolition projects (including intentional burning). Demolition means the wrecking or taking out of any load-supporting structural member of a facility together with any related handling operations. **This form is required for a demolition project even if no asbestos is present at the site.**
2. All renovation projects that include the removal of regulated asbestos containing material (RACM) equaling or exceeding 260 linear feet on pipes, 160 square feet on facility components, or 35 cubic feet where the amount of RACM could not be measured prior to the renovation.

All information pertinent to the removal, renovation and/or demolition must be completed by the owner/operator or designee and be mailed to the following address at least 10 working days prior to the commencement of activity:

**Knox County Department of Air Quality Management**  
**140 Dameron Avenue**  
**Knoxville, TN 37917**

Holidays that fall between Monday and Friday count as "working days." Saturday and Sunday do not count as a working day.

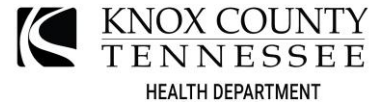
A notification fee of \$100 is required for each project that includes the removal of RACM exceeding 260 linear feet on pipes or 160 square feet on facility components. This notification fee should be submitted with this notification form and be made payable to the Knox County Department of Air Quality Management. If you would like to pay by credit card, there is a convenience fee of 2.35% of the charge. To pay the notification fee by credit card, please call our office at 865-215-5900 between the hours of 8 a.m. and 4:30 p.m., Monday through Friday.

If information contained in the original notice has changed, a notification must be revised as soon as possible after it is realized a revision is necessary. For example, you must revise the notification if you change the start date of an operation. If the change relates to the amount of material involved, you need only revise the notification if the amount changes by more than 20 percent. If you revise the start date of a project, the revised notification must be postmarked or delivered no later than the original start date, and at least 10 working days before the revised start date.

The items below give a brief explanation of the information being requested on the form. The following numbers refer to the specific box on the form:

1. Indicate original, revision, cancellation or courtesy.
2. Identify the owner of the facility, address and contact person along with their telephone number and email.
3. If RACM is to be removed, identify the asbestos removal contractor name, address and contact person along with their telephone number and email.
4. Where demolition of the facility immediately follows the removal of RACM, or when no asbestos removal is required prior to demolition, identify the demolition contractor's name, address and contact person along with their telephone number and email.
5. Demolition, Renovation, Ordered Demolition or Emergency Renovation.
6. Indicate whether or not asbestos is present in the building. **Provide a copy of the inspection report.**

**Knox County Department of Air Quality Management**  
Asbestos Demolition/Renovation Project  
Demolition and/or Asbestos Renovation Ten Day Notification Form  
Application Instructions



7. Identify the building name of the facility to be renovated or demolished, the physical address including street number, street name, city, state, and county. Asbestos removal site location should include the building number, floor and room number(s). Include the building size in square feet, number of floors, age, and present and prior use of the facility.
8. Describe the procedure, including analytical methods, used to detect the presence of RACM, category I and category II nonfriable ACM. If an asbestos survey was conducted, please submit a copy of it with the notification form. Materials may be assumed to be RACM and therefore handled as such.
9. Indicate the approximate amount of RACM to be removed from the facility in terms of linear feet for pipes, square feet for surface area, or cubic feet if otherwise not measurable. Also, estimate the amount of Category I and Category II nonfriable asbestos material in the affected part of the facility that will or will not be removed during renovation or before demolition.
10. Indicate the scheduled starting and completion dates of asbestos removal work. Include dates for any other activity, such as site preparation, that would break up, dislodge, or similarly disturb asbestos material in a demolition or renovation. Planned renovation operations involving individual nonscheduled operations shall only include the beginning and ending dates of the report period. **This notification is required to be submitted at least 10 working days prior to the start date.** Circle all days when asbestos removal activities are to occur. Indicate the working hours that asbestos removal activities will be conducted (i.e., 7:00 AM – 5:00 PM).
11. Indicate the scheduled starting and completion dates of demolition or renovation. **This notification is required to be submitted at least 10 working days prior to the start date.**
12. Describe the planned work methods to be performed and types of machinery to be used during demolition or renovation.
13. Describe the work practices and engineering controls to be used to prevent emissions of asbestos during asbestos removal and waste-handling at the demolition/renovation site.
14. Identify the name, address and contact person along with their telephone number and email of the firm who will transport the asbestos material to the waste disposal site.
15. Identify the name, location and contact person along with their telephone number and email of the waste disposal site where the asbestos-containing waste material will be deposited.
16. Identify the name, title, and authority of the state or local government representative who has ordered the demolition, the date that the order was issued, and the date on which the demolition was ordered to begin. A copy of the order shall be attached to the notification.
17. Indicate the date and hour that the emergency occurred. Describe the sudden, unexpected event resulting in the emergency. Explain how the event caused an unsafe condition or would cause equipment damage or an unreasonable financial burden.
18. Describe the procedures to be followed in the event that unexpected RACM is found. Explain how nonfriable ACM will be removed without rendering it friable (crumbled, pulverized, or reduced to powder) during a renovation or demolition operation.
19. A certification that only a person trained as required by 40 CFR 61.145(c)(8) by reference in KCAQMR Section 35.2.1-M will supervise the stripping and removal described by this notification.
20. The signature of the Owner/Operator and the date certifying that the notification information is correct.