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Yes, the state requires that all structures that will be demolished follow the following procedures prior to demolition.

*III.A.1. Prior to any renovation or demolition which may disturb greater than the trigger levels of material identified as a suspect asbestos-containing material pursuant to the EPA "Green Book", Managing Asbestos in Place, Appendix G (1990), the facility component(s) to be affected by the renovation or demolition shall be inspected to determine if abatement is required.*

*III.A.2. Abatement, in accordance with Regulation No. 8, is required if the amount of ACM that will be disturbed in connection with the renovation exceeds the trigger levels. The first part of this email is general guidance about how to correctly apply for a demo permit, followed by a second section that contains specific guidance about how to submit online during COVID-19. I have also included directions for retroactive demolitions for your reference.*

*III.A.3. Any asbestos-containing material that is friable or will be made friable during demolition activities in any area of public access or non-public access area must be removed prior to demolition. Removal, in accordance with Regulation No. 8, is required if the amount of asbestos-containing material that is friable or will become friable during demolition exceeds the trigger levels.*

The typical sequence for obtaining a State of Colorado demolition permit is laid out below, and detailed instructions follow.

- 1) Inspection of property by a certified Colorado Asbestos Building Inspector
- 2) Abatement/removal of any Regulated Asbestos Containing Building Material in the structure
- 3) Submission of a completed and signed Demolition Notification Application Form to the state
- 4) Application review by the Colorado Department of Public Health and Environment.

Once these steps are successfully completed, the State of Colorado will mail you a hard copy of your approved demolition permit, and your project can begin (with the understanding that there may be additional local/municipal permits required, depending on your location.) Detailed instructions for each step as well as links to the forms you'll need can be found below.

### **1) Requirements for Inspection**

When demolishing or renovating any structure across the state, the first step you'll need to take is to select a consulting firm and hire a certified asbestos building inspector (if the trigger levels of suspect asbestos-containing materials (ACM) will be exceeded). Let the company know that you need a comprehensive building inspection for demolition (asbestos inspection always required) or a limited asbestos inspection (for renovation and trigger levels will be exceeded). The state is not ethically able to recommend any specific companies individually, but we do suggest you call several to ensure that you get a fair quote for the services you need. Your asbestos consultant may also be able to conduct lead sampling if needed. You can find the most recent list of certified consulting firms at the following link:

<https://drive.google.com/file/d/1LzajxVXAtY6sJPF6Zik5pMIRhuxols-u/view>

## **2) Possible Asbestos Abatement**

Once an asbestos inspection has been conducted, the building inspector's report will advise you on what (if any) additional actions you'll need to take if there is asbestos confirmed in the building. According to Colorado state law, some Regulated Asbestos Containing Materials must be removed before demolition can occur. Your inspection consultant should be able to walk you through the permitting process and may be able to recommend an abatement contractor they've worked with in the past. The entire list of Certified Abatement Contractors is linked below; if you click the link, the file you need should download in Word format.

<https://oitco.hylandcloud.com/POP/DocPop/DocPop.aspx?docid=5101487>

## **3) Demolition Notification Application Submission to the State of Colorado**

Once it has been confirmed that there is no Regulated Asbestos Containing Material left in the building (either because it was never there to begin with, or because it was abated following the building inspection which discovered it), you can submit a demolition application notification form to the state. For each structure you'll be demolishing (regardless of size) state law requires a separate completed demolition application along with the accompanying fee. Even small structures must be permitted (sheds, etc.) unless they are mobile/freestanding and can be moved away from the site. The **Demolition Application Form** you'll need is linked below; if you click the link, it should download in Word format.

<https://oitco.hylandcloud.com/POP/DocPop/DocPop.aspx?docid=5312817>

It is imperative that you fill out the form as completely and accurately as you can since we are unable to process applications with missing or incorrect information.

**Deficient applications will be returned to the sender for corrections, which can delay a project's start date.** A few important tips to consider when filling out an

application:

-because Colorado law descends from EPA regulations, please note that there is a **federally mandated** 10 working-day notification period for all demolition permits. This period begins on the day after you turn in the permit at the state offices (or on the date after your postmark; mailing address details are available in the top-right box of the demolition form linked above.) For example: if your application is postmarked Friday, 6/2, the earliest start date you could legally have for that project would be Friday, 6/16 (two weeks later.) Please fill in your project's start date on the form accordingly.

-double-check that you've filled every box and signed where appropriate. The only thing you may not need to fill out is the "Asbestos Removal Contractor" box- if no asbestos-containing materials were present/removed from the building, this section does not apply, and you may enter "N/A" for this section.

-if you're doing your own demolition work, please fill out the information in the Demolition Contractor box with your own information. This is often left blank by property owners doing their own work and is a leading cause of returned forms.

-in the Certified Asbestos Inspector Certification section, we can only accept forms that have been signed by a certified building inspector **IN ORIGINAL BLUE INK**. We're unable to accept any photocopies, pictures, or electronic reproductions of your inspector's signature.

The statutory fee for the demolition of any structure in Colorado begins at \$55.00 and increases by \$5 for every 1000 feet of the structure's footprint. For example:

0-1000 feet=\$55.00

1001-2000 feet=\$60.00

2001-3000 feet=\$65.00, etc.

All payment must be made through CDPHE's payment portal located here <https://cdphe.colorado.gov/indoor-air-quality/asbestos>

#### **4) Permit review by the Colorado Department of Public Health and Environment**

CDPHE individually reviews all applications submitted for demolition projects everywhere in the state. Staff members check the forms for accuracy and compare them against permit records for asbestos abatement. If there are problems, CDPHE inspectors will contact the building owner or demolition contractor to resolve any outstanding issues. If applications are deficient or incomplete and CDPHE is unable

to reach the relevant parties in a timely manner, the application will be returned for correction and resubmission. If the demolition notification form is approved, a hard copy State Demolition Permit is mailed to the demolition contractor's address as listed on the application, and the project's permitting is considered complete at the state level (local permitting procedures may still apply, but are not regulated by the state.)

### **COVID-19 Specific Procedures**

With CDPHE's lobby currently closed to the public, you have two options for submitting demolition applications:

1) Submit the application, completely filled out, with copied blue ink signature of the certified asbestos inspector, electronically via email to [cdphe.asbestos@state.co.us](mailto:cdphe.asbestos@state.co.us), with a valid payment receipt from the online payment portal.

*or*

2) Submit the application, completely filled out, with the original blue ink signature of the certified asbestos inspector, via postal mail, with a valid payment receipt from the online payment portal included in the same envelope.

The only payment we can accept is via our online payment portal. Please see the attached guidance, and submit proof of receipt with your application. ***Important note: information on customer number and invoice number is available on page 2 of the attached guidance!***

These are the only two options the Division offers at this time. Let us know if you have additional questions or concerns.

### **Retroactive Demolition- What you need to do**

You will need to provide us with:

1. A letter describing what took place.
  - Basically the who, what, when, where, and why (what happened to the structures)
2. Provide us with the asbestos inspection reports
  - If this hasn't taken place then a certified building inspector needs to go out to the area where the demolition took place and sample any remaining suspect materials.
3. If possible, provide us with the waste manifests for the debris that was taken off the property. If manifests cannot be provided, include details in the letter to where the debris was taken and who disposed of the debris.
4. Demolition application form(s) will need to be filled out and turned in along with the appropriate payment(s).
5. Once all of these documents are turned in, they will be reviewed, and a

letter will be provided to the owner. **No demolition permits will be issued.**

This letter can be taken to the county and should allow for the hold to be released and the permit to be granted.

As of January 1, 2017, the Indoor Environment Program will not accept incomplete forms for certification, abatement or demolition. Any application with missing information may result in longer processing times or the application may be returned to you which will restart the required notification period. Please note that all submissions must be completed using forms supplied by the Division. If you need assistance, please refer to: <https://www.colorado.gov/pacific/cdphe/asbestos-forms> or <https://www.colorado.gov/pacific/cdphe/certification-and-lead-abatement-forms> or contact the Indoor Environment Program at [303-692-3100](tel:303-692-3100)