

CITY OF VENTURA
PUBLIC WORKS

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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 highly encouraged that the organizational processes outlined are followed to facilitate an expedient review and approval of workplans and reports such that a Property Clean-Up Completion Certification can be issued to start the rebuilding process.

Guidelines/Templates/Resource Summary

Appendix A	Work Plan Checklist/Contents
Appendix B	Report Checklist/Contents
Appendix C	Solid Waste Disposal Site List
Appendix D	Recycling Resource List

Work Plans and Reports Checklist/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 caught at the early stages of the project cleanup. With this, **submittals made under these guidelines can be abbreviated to the bare necessities** in order to achieve cleanup removal and disposal goals. For example, such line items as fugitive dust control may be addressed by referencing posted City documents and acknowledging that practices outlined therein will be adhered to.

Included as **Appendix A and B** to this document please find general work plan and report format templates that will assist in the timely review of submitted documents.

Debris Removal Requirements to Solid Waste Disposal Facilities

As a general note, sites that the Department of Toxic Substances Control (DTSC) has flagged as potentially not cleared of household hazardous waste (HHW) must be appropriately addressed within the work 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 Quality Control Board to accept the waste. Any debris characterization requirements of the disposal site must 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 (CalRecycle 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 must 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 provisions outlined where asbestos is encountered), and a hauler appropriately licensed for the material transported will need to perform such work.

Transport and Disposal documentation for generated debris removal should be retained and included with your Property Cleanup Completion Certification submittal. Included as **Appendix C**, is a preliminary list of disposal facilities provided in collaboration with the Regional Board and CalRecycle, which are likely to accept the material. Please note such facilities are working with their regulators in some cases with conditional waivers, and may not immediately be able to take the material. As such, as more information becomes available, disposal options updates will be provided.

Dust Control

- Property owners or their contractors 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; this includes metal debris. Ash and debris loads shall be fully encapsulated with a tarp (“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 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 track out 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 CalRecycle 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. As such, screening levels provided here may be raised (more lenient) should ambient concentrations of metals be found to be prevalent in background data sets. **Testing of metals must be performed by EPA Lab Method 6020, with the exception of Mercury by EPA Method 7471A.**

Initial Health Screening Criteria for Soil		
Analyte	Health Screening Level mg/Kg	Cleanup Level
Antimony	30	Health Screen
Arsenic	0.07	Background
Barium	5,200	Health Screen
Beryllium	15	Health Screen
Cadmium	1.7	Health Screen
Chromium	36,000	Health Screen
Cobalt	23	Background and Health Screen
Copper	3,000	Health Screen
Lead	80	Background and Health Screen
Mercury	5.1	Health Screen
Molybdenum	380	Health Screen
Nickel	490	Health Screen
Selenium	380	Health Screen
Silver	380	Health Screen
Thallium	5	Health Screen
Vanadium	390	Health Screen
Zinc	23,000	Health Screen

General Recycling and Testing Guidelines

Included as **Appendix D** is a resource guide 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 vendors listed. Additionally, for concrete, transport and disposal, disposal may be limited due to the potential presence of asbestos. As such testing is recommended before transport and disposal and acceptance criteria should be verified with potential processors.

Grading and Erosion Control

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

- Follow best management erosion and sediment control practices (BMPs) 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. Stockpiles may be stored for up to 180 days. 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.

- If a stockpile is classified as hazardous, it must be transported to a hazardous landfill. Hazardous materials and refuse must be kept in closed containers that are covered and utilize secondary containment, not directly on soil. If the stockpile is non-hazardous, it can be sent to a Class Three (3) landfill.
- During 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. A soil stabilization measure may be used in lieu of cover.
- Implement appropriate erosion control measures during debris removal and provide final site stabilization after debris removal is completed.

Foundation Study/Certification for Reuse Guidelines

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 deeming it unsatisfactory for reuse in supporting a rebuilt structure. The property owners may try to reuse the existing foundations and will need a California licensed civil/structural engineer to certify the appropriateness of the reuse of the foundation. The engineer will need to document field testing, observations, and lab tests used to support their conclusions and recommendations for reuse. A report of the findings stamped by the licensed professional will be reviewed for approval by City of Ventura Community Development Department, Building and Safety Division.

Appendix A

Work Plan Checklist/Contents

1.0 Project Overview

- 1.1 Property Owner(s) information
 - 1.1.1 Name and contact information
 - 1.1.2 Site address/APN
- 1.2 List of Contractors (name, license, contact information)
- 1.3 Scope of Work
 - 1.3.1 Description of property and proposed activities
 - 1.3.2 Footprint Measurements
 - 1.3.3 Water Lines
- 1.4 Notifications / Permits Required
 - 1.4.1 Underground Service Alert (USA)
 - 1.4.2 Ventura County Air Pollution Control District
 - 1.4.3 City of Ventura Building and Safety Division

2.0 Background Site Assessment

- 2.1 Site Testing and Analysis Plan (Asbestos and Soil)
- 2.2 Foundation Analysis and Plan (if remaining)

3.0 Hazardous Waste and Asbestos Removal

- 3.1 Hazardous Waste and Household Hazardous Waste Removal
- 3.2 Asbestos Removal
- 3.3 Air Monitoring Protocols for Fugitive Dust Control

4.0 Debris Removal and Disposal / Recycling

- 4.1 Ash and Fire Debris
- 4.2 Metals Including Vehicles and Appliances
- 4.3 Concrete, Brick & Masonry

5.0 Soil Grading and Erosion Control

- 5.1 Description of Grading Activities
- 5.2 Description of Erosion Controls

6.0 Confirmation Sampling

Appendix B

Final Report Checklist/Contents

Index of Report Contents:

- Section 1: Property Information (Assessor's Parcel Number, Contacts for Owner/Contractor(s)/Consultants)
- Section 2: Description of work performed:
 - 2A Site Testing and Analyses description and summary of results (Asbestos and Soil)
 - 2B Air Monitoring Protocols for Fugitive Dust Implementation
 - 2C Hazardous Waste and Asbestos Removal Documentation
 - 2D Debris Removal Documentation
 - 2E Soil Grading / Removal to level of visually clean
 - 2F Foundations (Removal or Testing results for Potential Reuse)
 - 2G Confirmation Sampling Results Discussion
 - 2H Documentation of Appliance and Vehicle Recycling or Disposal
 - 2I Documentation of work related to Well and Septic
- Section 3: Vicinity Map, Plot Plan and Drawings
- Section 4: Analytical Table with results compared with Stated Health Screening Criteria
- Section 5: Certified Lab Reports

Appendix C Solid Waste Disposal Facilities

DISPOSAL SITES WITHIN 50 MILE RADIUS FROM CITY OF VENTURA								
Facility Site Name	Address	City	ZIP	County	Phone	Distance	Accepts Asbestos	RWQCB NOA Compliant
Simi Valley Landfill and Recycling	2801 N Madera Rd	Simi Valley	93065	Ventura	(805) 579-7267	28	Non-Friable	Yes
Toland Road Landfill	3500 Toland Rd	Santa Paula	93060	Ventura	(805) 658-4685	19	Non-Friable	Yes
Sunshine Canyon City County Landfill	14747 San Fernando Rd	Sylmar	91342	Los Angeles	(818) 362-2124	45		
Chiquita Canyon Sanitary Landfill	29201 Henry Mayo Drive	Val Verde	91384	Los Angeles	(661) 257-3655	38		Yes
Calabasas Landfill	5300 Lost Hills Rd	Agoura	91301	Los Angeles	(818) 991-4435	34		

MATERIAL RECOVERY FACILITY / TRANSFER STATIONS								
Del Norte Regional Recycling & Transfer Station	111 S Del Norte Blvd	Oxnard	93030	Ventura	(805) 385-8060	11		
Gold Coast Recycling Facility	5275 Colt St	Ventura	93003	Ventura	(805) 642-9236	5		

Appendix D Recycling Resources

Concrete/Asphalt

INERT DEBRIS RECYCLING CENTERS IN VENTURA COUNTY					
Facility Site Name	Address	City	ZIP	County	Phone
Del Norte Regional Recycling AND Transfer Station	111 S Del Norte Blvd	Oxnard	93030	Ventura	(805) 385-8060
Gillibrand	5131 Tapo Canyon Rd	Simi Valley	93063	Ventura	(805) 526-2195
Gold Coast Recycling Facility	5275 Colt St	Ventura	93003	Ventura	(805) 642-9236
Granite Construction - Mission Rock Road Asphalt	999 Mission Rock Rd	Santa Paula	93060	Ventura	(805) 879-0033
Santa Paula Materials	1224 Santa Clara St	Santa Paula	93060	Ventura	(805) 525-6858
Simi Valley Base Inc - Simi Valley	240 W Los Angeles Ave	Simi Valley	93065	Ventura	(805) 520-3595
Simi Valley Landfill and Recycling	2801 N Madera Rd	Simi Valley	93065	Ventura	(805) 579-7267
State Ready Mix	3127 W Los Angeles Ave	Oxnard	93036	Ventura	(805) 647-2568
Tapo Rock AND Sand Products	5023 Tapo Canyon Rd	Simi Valley	93063	Ventura	(805) 526-2899
Vulcan Materials-Oxnard	6029 E Vineyard Ave	Oxnard	93036	Ventura	(805) 672-2505

Scrap Metal

Recycler	Materials Accepted	Conditions	Services/Fees
Camarillo Recycling, Inc. 849 Via Alondra Camarillo, 805/987-0226	Aluminum, brass, copper, & stainless steel	No steel or tin Call for information	Payment for materials
JB Metals Mobile location Oxnard, 805/486-5607	Aluminum, brass, copper & steel	No tin Call for information	Payment for materials
SA Recycling 1441 Mountain View Oxnard, 805/483-0512	All metals	Call for information	Payment for materials
Simi Valley Recycling Center 400 W. Los Angeles Ave., Simi Valley, 805/527-4033 Tu-Sat 9-3	All metals	Maximum length 6ft. Call for information	Payment for materials
Standard Industries 1905 Lirio Ave. Saticoy, 805/643-6669	All metals & mixed Recyclables accepted	Drop off & pickup service Call for information	Payment for materials