



## Town of Westwood

### Pre-Demolition/Pre-Renovation Inspection Checklist

**Public Health**  
Prevent. Promote. Protect.

Property Location/ Description:	<b>For all commercial properties AND all residential properties conducting demolition activities, an asbestos survey from a MA Licensed Asbestos Inspector is required.</b>		
	Address:		
	<input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial   Year building constructed?		
	Is this a complete/partial demo of a residential: House _____ Garage _____ Shed _____		
	For Commercial / Industrial Properties describe the location of renovation activities (i.e. floor, suite, etc):		
Form Prepared By:	Name: Address:	E-mail:	Phone Number:
Contractor (if different from above):	Name: Address:	E-mail:	Phone Number:
Property Owner:	Name: Address:	E-mail:	Phone Number:
Description of work to be completed:			

#### REQUIREMENTS:

As of June 20, 2014, MassDEP revised the asbestos regulations including a clarification that all renovations and demolitions require an asbestos survey prior to site work. Specifically, owners/operators need to determine all asbestos containing materials at the site that will be impacted by the proposed work prior to conducting any renovation or demolition activity. Except as exempted pursuant to 310 CMR 7.15 (4), an asbestos survey is required regardless of the age of the building. *A letter from the property owner or manager may not be substituted for an asbestos survey.*

310 CMR 7.15 "Survey Requirements..."With the exception of an owner-occupied, single-family residence who performs asbestos abatement activities at the owner's residence involving solely non-friable ACM, the operator of a facility...shall, prior to conducting any demolition or renovation,...engage an asbestos inspector to thoroughly inspect the facility...where the demolition or renovation will occur to identify the presence, location and quantity of any ACM...and to prepare a written asbestos survey report." (Asbestos Inspector means a person certified by the Commonwealth; Asbestos Survey Report means a written report resulting from a thorough inspection using EPA approved procedures...to determine whether materials to be worked on, renovated or demolished...contain asbestos.)

1. If the project consists of the renovation of a home, school, or childcare facility constructed prior to 1978, where lead paint will be disturbed, the contractor conducting the renovation must be a licensed Lead-Safe Renovation Contractor with the Massachusetts Department of Labor Standards.
2. If the structure is to be demolished or the foundation disturbed a full inspection of the building and property must be conducted by a Licensed Pest Control company. The report must be provided to the Board of Health before the Building Permit Checklist can be signed.

## PRE-DEMOLITION/PRE-RENOVATION INSPECTION CHECKLIST

Section	Status (check all that apply)			Common Sources
	Not Present	Known or Suspected Present		
		Not Impacted	Will Be Removed	
1. <b>ASBESTOS</b> - Provide a copy of the asbestos survey report and if applicable a final air clearance report with the submittal of this form. Asbestos abatement must be performed by a MA licensed asbestos abatement contractor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Pipe, boiler, or tank insulation materials</li> <li>▪ Suspended ceiling panels</li> <li>▪ Caulking, glazing materials</li> <li>▪ Roofing and siding materials</li> </ul>
2. <b>ABANDONED CHEMICALS</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Gasoline &amp; Oils</li> <li>▪ Paints &amp; Thinners</li> <li>▪ Pesticides, and Herbicides</li> <li>▪ Cleaning Products</li> </ul>
3. <b>COOLANT GASES (ex. Freon)</b> – Proof / receipt of refrigerant recycling is required with submittal.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Air-conditioning &amp; refrigeration systems</li> </ul>
4. <b>BATTERIES</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Emergency lighting and large equipment</li> </ul>
5. <b>FUEL / STORAGE TANKS (Above &amp; Below Ground)</b> – A copy of the Fire Department Tank Removal Permit and scrap yard recycling receipt is required with submittal.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Ancillary to emergency generators, heating / furnace systems, chemical / product storage</li> </ul>
6. <b>HYDRAULIC FLUIDS</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Door closers</li> <li>▪ Hydraulic elevator reservoir tanks and associated piping</li> </ul>
7. <b>DIELECTRIC FLUIDS</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Electrical transformers</li> <li>▪ Lighting ballasts</li> <li>▪ Capacitors</li> </ul>
8. <b>LEAD PAINT</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>Are you a LICENSED LEAD PAINT RENOVATOR? YES___ NO___</b>
9. <b>MERCURY CONTAINING PRODUCTS</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Fluorescent lamps (including green tipped tubes)</li> <li>▪ Thermostats, Switches, Silent Light Switches, Manometers, and Natural Gas Meters</li> <li>▪ Ballasts</li> </ul>
10. <b>BUILDING COMPONENTS CONTAMINATED BY FORMER SITE OPERATIONS</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
11. <b>RADIOACTIVE MATERIALS</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<ul style="list-style-type: none"> <li>▪ Self-illuminative exit signs and emergency lighting</li> <li>▪ Smoke detectors (certain models)</li> </ul>

Mercury containing products are accepted for recycling from Westwood residents at no cost. Contact the Board of Health office if you have a mercury thermostat, thermometers or button batteries.

The DPW Department sponsors a recycling event yearly for residents and fluorescent light bulbs can be disposed of at the Hazardous Waste Day event.

**NOTE: Failure to properly assess the hazardous building components described in this form and/or provide requested documentation to the Board of Health may cause delays in the issuance of a Town of Westwood Building Permit. The Board of Health reserves the right to conduct a pre-demolition/pre-renovation inspection.**

\_\_\_\_\_  
Signature of Person Completing Form

\_\_\_\_\_  
Date