



County of Santa Cruz Health Services Agency
Environmental Health
701 Ocean Street, Room 312 ❖ Santa Cruz, CA 95060
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<https://www.scceh.org/>

Appendix E Template Work Plan

Private Contractor Fire Debris Removal Program Standard Work Plan Template

To ensure safety to workers, the public and the environment, property owners, contractors and consultants must follow proper protocol when removing structural ash and debris left from the CZU Lightning Complex Fire. The Town and County are offering two ways for property owners to manage the fire debris and ash from the wildfire disaster:

- 1) participate in the Government (CalOES) Program or
- 2) submit the Property Owner Application to Hire a Private Contractor for Fire Debris Removal (Private Contractor Program Application) and Work Plan to the Santa Cruz County Environmental Health Division.

Property owners who choose not to participate in the Government (CalOES) Program (or who have qualifying structures on the property but are not eligible for the Government (CalOES) Program) will need to submit the Private Contractor Program Application and Work Plan application to the County. Property owners/contractors may begin debris removal when the County has approved the application and work plan.

If a property did **not** include a qualifying structure (120 square feet or more), the property owner is not required to complete the Private Contractor Program Application. These property owners should contact the Santa Cruz County Environmental Health Division to obtain a certificate to bring ash and debris to a solid waste facility (Appendix A)

Property owners/contractors must complete debris removal and cleanup to the Government (CalOES) Program standard, as required by the urgency ordinances approved by local government. These standards are established to ensure protection of the public health and environment. This document is a standard work plan template for the Private Contractor Fire Debris Removal Program work plan.

Complete and submit both this standard work plan and the Private Contractor Program Application to the Santa Cruz County Environmental Health Division located at 701 Ocean Street, Room 312, Santa Cruz, CA 95060, by appointment, or send to CZUdebris@santacruzcounty.us. Processing of applications will begin October 12, 2020.

Due to the recent COVID-19 pandemic, California has issued industry guidance for construction. All contractors must read the COVID-19 Industry Guidance for Construction (<https://files.covid19.ca.gov/pdf/guidance-construction--en.pdf>) and complete the COVID-19 General Checklist for Construction Employers (<https://files.covid19.ca.gov/pdf/checklist-construction.pdf>).

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.

1.0 Project Overview

1.1 Property Information and Property Owners	
Property Owner Name:	
Phone Number(s):	
Burn Property Address:	
City/State/Zip:	
Assessor's Parcel Number (APN):	
Email:	
Mailing Address:	
City/State/Zip	

1.2 List of Contractor(s) and Consultant(s)			
Name of Contractor:		Email:	
License Number:		Mobile Phone #	
Name of Contractor:		Email:	
License Number:		Mobile Phone #	
Name of Contractor:		Email:	
License Number:		Mobile Phone #	
Name of Contractor:		Email:	
License Number:		Mobile Phone #	

1.3 Scope of Work: Provide a brief description of property and proposed activities (Footprint, description of structures and/or debris). Attach Photos/Sketches of ash footprint.

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Identify/discuss proposed equipment material staging areas:

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Identify/discuss Site Health and Safety Protocols and Traffic Control:

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If applicable, damaged water wells and/or water lines on property will be addressed in the following manner:

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If applicable, damaged septic systems and/or sewer lines on property will be addressed in the following manner:

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1.4 REQUIRED Notifications / Permits

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The following notifications will be made and permits obtained:
Underground Service Alert (USA) – Call 811 Dig Alert prior to digging.
Obtain approval of your Property Owner Application to Hire a Private Contractor for Fire Debris Removal from: Santa Cruz County Environmental Health Division, 701 Ocean Avenue, Room 312, Santa Cruz, by appointment or email: CZUDebris@santacruzcounty.us

2.0 Background Site Assessment

2.1 Site Testing and Analysis Plan (Asbestos and Soil): A certified asbestos consultant and soil consultant will be hired to test the site.

Site testing and analysis for asbestos and soil will be addressed in the following manner:

Submit a report of the asbestos survey with analytical reports to the Santa Cruz County Environmental Health Division for disposal authorization.

2.2 Foundation Analysis and Plan

In general, the structural integrity of concrete and masonry 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.

Property owners have two options:

1. Completely remove and dispose of foundation,
2. If foundation is to remain in place, testing, engineer’s certification including testing data is required. Foundations are retained at the property owner’s own risk, and may not be accepted by the County for reuse.

Structural foundations on the property will be addressed in the following manner:

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Disposal Facility(s)

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3.0 Hazardous Waste and Asbestos Removal

3.1 Hazardous Waste and Asbestos Removal

During Phase I of Consolidated Fire Debris Removal, experts from the USEPA/contractors inspected the property and removed any identifiable and accessible household hazardous waste that may pose a threat to human health, animals, and the environment such as batteries, oil, propane tanks, visible bulk asbestos, and paints. However, some hazardous materials and/or asbestos or asbestos containing materials (ACM) may still be present on the property and pose a threat to public health and the environment. Proper protection should be worn when handling, sorting, and transporting these materials (sturdy footwear, gloves, respiratory protection).

3.2 Hazardous Waste and Household Hazardous Waste Removal

All remaining hazardous waste and household hazardous waste (HHW) shall be identified and disposed by a certified hazardous waste contractor. Household hazardous wastes (batteries, propane tanks, paint, gasoline cans, cleaning products, pesticides, fluorescent light bulbs, etc.) must be identified, segregated, and disposed of properly.

Certified Hazardous Materials/Waste Contractor

Name:

License No.:

Disposal and/or Recycling Facility(s)

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Submit a report of the hazardous waste survey and disposal documentation to the Santa Cruz County Environmental Health Division for disposal authorization.

3.3 Asbestos Removal

Asbestos or ACM requires assessment by a Certified Asbestos Consultant. **This must be completed for all properties participating in the Private Contractor Program.** Asbestos and asbestos containing material must be removed by a licensed Asbestos Abatement Contractor. If bulk loading ACM, the bin or container used for transport shall be double-lined with 10-mil poly in such a way that once loaded both layers can be sealed up independently (“burrito-wrap method”).

Asbestos Handling and Removal Procedures	
Certified Asbestos Consultant hired to test the site	
Name:	
License No.:	
Asbestos Removal Contractor	
Name:	
License No.:	

3.4 Air Monitoring Protocols for Fugitive Dust Control

Property owners or their contractors must provide water or an approved dust palliative, or both, to prevent a dust nuisance at the site. Dust resulting from performance of the work will be controlled at all times in a manner that does not generate runoff. Dust Control Methods include:

- **Control 1** - Water or an approved dust palliative, or both, will be used to prevent dust nuisance at each site. Each area where ash and debris are to be removed will be pre-watered with a fine spray nozzle in advance of initiating debris removal and as needed during the removal.
- **Control 2** - All loads shall be covered with a tarp; this includes metal debris. 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.
- **Control 3** - All waste material that is not unloaded at the end of each workday will be consolidated, sufficiently wetted, and/or covered to prevent the offsite migration of contaminants.
- **Control 4** - All visibly dry disturbed soil surface areas of operation should be watered to minimize dust emissions during performance of work.
- **Control 5** - Speeds must be reduced when driving on unpaved roadways.
- **Control 6** - Procedures will be implemented to prevent or minimize dirt, soil or ash contaminating roadways, neighboring parcels or creating an airborne health hazard.

In addition to the above listed methods, dust from debris removal activities on the property will be addressed in the following manner:

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4.0 Debris Removal and Disposal / Recycling

Remove ash, debris, contaminated soil, metals and concrete from the site and dispose of properly. Metals and concrete shall be recycled if possible. Appliances and vehicles shall be handled properly to meet the requirements of metals recycling facilities. All waste shall be disposed of at an approved location from the list provided, or at other locations authorized to accept such waste. (See Appendix C in Guidelines, Templates and Resource List for Property Owners, Contractors and Consultants).

Debris shall be handled in the following manner:

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

Any solid waste facility (Appendix C) will need certification from the Santa Cruz County Environmental Health Division that the ash and debris has been assessed for hazardous waste and asbestos and any discovered has been properly removed and disposed.

5.0 Soil Grading and Erosion Control

5.1. Description of Grading

After burn ash and debris are cleaned from the property to a level of visually clean, remove 3 to 6 inches of soil from the impacted area. Soil shall be properly disposed of as described in 4.1 above.

5.2 Description of Erosion Controls

When active fire ends it leaves behind bare dirt or decreased vegetative cover. Because of the loss of vegetation, the top layer of soil becomes loosened, making it vulnerable to increased runoff, erosion and sedimentation. Erosion and sediment stabilization practices will be implemented to keep sediment and debris from impacting homes. Erosion and sediment stabilization techniques to be used are listed below and are consistent with recognized Best Management Practices and outlined in the *Guidelines, Templates, and Resource List* provided.

6.0 Confirmation Sampling

Initial Screening Criteria and protocols have been established in consultation with CalRecycle for soil confirmation sampling after completion of visible cleanup of properties. These are initial health screening criteria in the absence of background data. Testing of metals must be performed by EPA Lab Method 6020. A qualified soil consultant shall collect soil samples from a depth of 0-3 inches for confirmation sampling and compare results to cleanup goals. Three samples shall be taken at a depth of 3-9 inches outside the ash footprint (20 ft. minimum) to act as background samples 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 must be adequately explained by your soil consultant in the final testing report.

Soil Consultant Collecting Samples	
Name:	
License No.:	
State-certified Laboratory	
Name:	
License No.:	

Initial Health Screening Criteria for Soil	
Analyte	Health Screening Level mg/Kg
Antimony	31.3*
Arsenic	0.11 [†]
Barium	15,300*
Beryllium	16 [†]
Cadmium	71 [†]
Chromium	117,000*
Cobalt	23.4*
Copper	3,130*
Lead	80 [†]
Mercury	1.0 [†]
Molybdenum	391*
Nickel	820 [†]
Selenium	391*
Silver	391*
Thallium	0.782*
Vanadium	393*
Zinc	23,500*
Notes:	
* USEPA RSLs, May 2020 Update.	
[†] DTSC HERO Human Health Risk Assessment Note Number 3, June 2020 Update.	

7.0 Final Report

After implementation of the approved work plan, the Private Contractor Fire Debris Removal Program Cleanup Completion Certification, along with a Final Report shall be submitted to the Santa Cruz County Environmental Health Division. Information and documentation included in the Final Report will follow the outline provided in Appendix B of the Guidelines, Templates and Resource List for Property Owners, Contractors and Consultants.

8.0 Attachments (Vicinity Map, Plan Maps, Photographs, Drawings, Laboratory Test Results, Etc.)