



**City of La Crosse  
Fire Prevention and Building Safety**

400 La Crosse St, La Crosse, WI 54601  
(608) 789-7530 • Fax: (608) 789-7589  
<http://www.cityoflacrosse.org> [inspection@cityoflacrosse.org](mailto:inspection@cityoflacrosse.org)  
Gregg A. Cleveland, Fire Chief



# DEMOLITION OF RESIDENTIAL OR COMMERCIAL BUILDING





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## DEMOLITION: MOST OFTEN ASKED QUESTIONS & ANSWERS

**Q:** Do I need a building permit?

**A:** Yes

**Q:** How do I obtain a permit?

**A:** Bring to the Fire Prevention and Building Safety Department at City Hall the following:

- A completed sign off sheet (except for a detached garage)
- Permit application
- A conditional use permit or submit a plan and permit application for a new building

**Q:** How long does it take to get my permit?

**A:** This varies with the flow rate of permit applications. Generally 24 hours are required for processing, but *this can take up to a week or more depending on the volume and velocity of plans received*. Please ask about time for review process when you submit the application for permit.

**Q:** How much does a permit cost?

**A:** There is a \$33 flat fee for a demolition permit along with a \$22 property record maintenance fee.

*The property owner is responsible for correct placement of structures upon a parcel of land to comply with the building and zoning law. The back edge of the City sidewalk is usually located on a property line.*

Be sure to call Digger's Hotline prior to digging. The number is 1-800-242-8511.

If we may be of further service, please call: 789-7530  
Monday through Friday – 7:30 AM through 5:00 PM  
Thank you and good luck on your project!



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## DEMOLITION PERMITS

A building permit for a structure of equal or greater value as the one being torn down is required to be issued **AT THE SAME TIME** that a demolition or moving permit is issued.

### EXCEPTIONS:

- Heavy and Light Industrial Zoning Districts
- Accessory buildings

### ALTERNATIVE:

- Apply to the Common Council for a Conditional Use Permit to tear down a building and not build a new one to replace it, or build a less expensive one.

We will be happy to assist you with either process. Thank you!

Please find below the Municipal Code sections regarding these rules:

#### 15.26 (R) DEMOLITION PERMITS FOR GREEN SPACE

(2) Prior to the issuance of a demolition or moving permit for any commercial or residential structure in all zoning districts except the Heavy Industrial or Light Industrial District, the issuance of a Conditional Use Permit by the Common Council shall be required. A Conditional Use Permit is not required for the demolition or moving of an accessory structure nor for demolition or moving permit applications which include plans for a replacement structure of equal or greater value. The issuance of a building permit by the City Fire Prevention and Building Safety Department shall be required prior to any such demolition or wrecking permit being issued. Any such replacement structure shall be completed within two (2) years of the issuance of any demolition or moving permit. The application for such conditional use permit shall state the location, current use of the property, whether the structure(s) are proposed for demolition or moving, the proposed use of the vacant land, landscaping or fencing plan, any mitigation plan to offset loss of either tax base or housing opportunities, conformance with any area plan, neighborhood plan, comprehensive plan or master plan, and any other such information as may be required by the Common Council. In determining whether to grant such Conditional Use Permit, the Council shall consider any decrease in neighborhood values by permitting such use, and landscaping or site plans of the proposed green space and the characteristics of the surrounding neighborhood. An opaque privacy fence of a minimum of five (5) feet and no more than eight (8) feet in height may be required in residential zoned districts if requested by an abutting residential property owner. Such fence shall be placed on the property line and shall run from the front setback line to the rear property line. All abutting residential property owners shall be notified of this privacy fence provision in the notice from the City Clerk's Office. (Ord. #3862 – 10/14/99)



### BUILDING PERMIT APPLICATION

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Application No: \_\_\_\_\_

Date: \_\_\_\_\_

Parcel No: \_\_\_\_\_

## PROJECT

### Project Address:

Building <input type="checkbox"/>	Addition <input type="checkbox"/>	Alteration/Remodel <input type="checkbox"/>	Cost of Project: \$
Sign <input type="checkbox"/>	Demolition <input type="checkbox"/>	Intended Use of Land After Demolition:	

Description of Work:

## OWNER

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## CONTRACTOR

Name: \_\_\_\_\_ Supervisor: \_\_\_\_\_  
 Address: \_\_\_\_\_ WIS/Cred/Qual: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

## PROPERTY

Zoning: \_\_\_\_\_ Flood Plain: Yes  No:   
 Number of Dwelling Units: \_\_\_\_\_ Fire Limits: Yes  No:   
 Property Located in Archaeological District: Yes  No   
 Building Construction Type: \_\_\_\_\_ Occupancy type: \_\_\_\_\_  
 Level of Alteration (per IEBC): \_\_\_\_\_  
 Architect/Engineer Name: \_\_\_\_\_ Architect/Engineer Phone: \_\_\_\_\_

## INSPECTION USE ONLY

OK TO ISSUE:	Inspector Initials:	It is hereby agreed between the applicant, as owner, owner's agent or servant, and the City of La Crosse that for and in consideration for the premises and of the permit to construct, erect, alter, move, raze, or install and the occupancy of a building or property as above described, to be issued and granted by Fire Prevention and Building Safety of the City of La Crosse, that the work thereon will be done in accordance with the descriptions set forth in this statement, and as more fully described in the specifications and plans herewith filed; and it is further agreed to construct, erect, alter, move, raze or install and occupy in strict compliance with the ordinances of the City of La Crosse, and to obey any and all lawful orders of Fire Prevention and Building Safety of the City of La Crosse and State of Wisconsin laws relating to the construction, alteration, repairs, removal and safety buildings and other structures and permanent building equipment.
Approval Date:		
<b>FEES</b>		
Copies:	\$	
Plan Review:	\$	
Permit Fee:	\$	
Record Maintenance Fee:	\$	
Other:	\$	
<b>TOTAL:</b>	\$	
Received By:	Check No:	

### PLEASE MAKE CHECKS PAYABLE TO: CITY OF LA CROSSE TREASURER

\_\_\_\_\_  
 (PRINT) AGENT/CONTRACTOR NAME DATE

\_\_\_\_\_  
 (SIGN) AGENT/CONTRACTOR NAME DATE

\_\_\_\_\_  
 (PRINT) OWNER NAME DATE

\_\_\_\_\_  
 (SIGN) OWNER NAME DATE

DO NOT CONCEAL ANY WORK WITHOUT FIRST RECEIVING INSPECTOR APPROVAL.  
 IT IS THE OWNER'S RESPONSIBILITY TO SEE THAT INSPECTION REQUESTS ARE CALLED IN TO THE INSPECTOR.



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## DEMOLITION SIGN OFF SHEET

We, the undersigned, certify that the water, sewer, electricity, gas and telephone connections in the building or structure about to be demolished, as described below, have been removed, sealed or plugged. The applicant for permit for the sewer and water disconnections is responsible for disconnection and proper abandonment in accordance with city requirements \*. A Plumbing Permit is required prior to disconnection.

### BUILDING OR STRUCTURE ADDRESS:

The following shall be completed and signed prior to the release of the demolition permit.

WATER & SEWER CONNECTION \_\_\_\_\_  
Plumbing Inspector Signature Date License No.

WATER METER \_\_\_\_\_  
La Crosse Water Utility Date

GAS CONNECTION \_\_\_\_\_  
Xcel Energy (fax 608-789-3608) Date

ELECTRICAL CONNECTION \_\_\_\_\_  
Xcel Energy (fax 608-789-3608) Date

TELEPHONE CONNECTION \_\_\_\_\_  
PHONES: Centurylink (608-796-7200) Charter (608-783-8147) Date  
FAX NO: Centurylink (608-796-7250) Charter (616-647-6082)

CITY HERITAGE PRESERVATION PLANNER \_\_\_\_\_  
Acknowledges that property is not listed on the local Register of Historic Places. Date

DISTRICT COUNCIL MEMBER \_\_\_\_\_  
Council Member acknowledges that a permit has been applied for. Date

NOTICE: Asbestos Abatement  
Demolition projects are subject to Federal and State of Wisconsin regulations concerning asbestos containing building materials. These regulations require a pre-demolition inspection by a State Certified Asbestos Inspector, and filing a notice of Demolition (form 4500-113) with the Wisconsin Department of Natural Resources. For more information, call the Wisconsin Department of Natural Resources locally at (608) 785-9000 or Troy Gansluckner at (715) 684-2914, extension 132.

\* Refer to attached City policy for abandonment requirements for water, sanitary sewer and storm sewer.

**Notice:** Completion of this form is mandatory under ch. NR 406.04, 410.05 and 447.07, Wis. Adm. Code. Penalties for failure to provide complete information requested include forfeitures of \$10 to \$25,000, fines of up to \$25,000 and imprisonment for up to six months. This form may be used to meet the notification requirements for the Department of Health and Family Services, Wis. Adm. Code 159. Personally identifiable information provided may be matched with other private, state, and federal agencies.

**Submit Form:** Return completed form to the appropriate office(s) listed on page 2. The DNR does not accept FAXed copies of original or revised notifications.

SHADED AREAS ON THIS FORM ARE FOR DNR USE ONLY.

1. Contractor Project #:		2. Postmark:		3. Date Received:		4. DNR File #:					
5. Type of Notification: <input type="checkbox"/> Original <input type="checkbox"/> Revised <input type="checkbox"/> Cancellation <input type="checkbox"/> Emergency: Date/Hr Notified: ___/___/___ :___ <input type="checkbox"/> Other (Explain): _____				6. Type of Project: <input type="checkbox"/> Renovation/Abatement <input type="checkbox"/> Emergency Renovation/Abatement <input type="checkbox"/> Planned Renovation/Abatement (Annual) <input type="checkbox"/> Demolition <input type="checkbox"/> Ordered Demolition <input type="checkbox"/> Fire Training Burn Asbestos Present? (Circle one): <input type="checkbox"/> Yes <input type="checkbox"/> No							
7. Date (MM/DD/YY) of DNR Required Pre-Project Asbestos Inspection: Start: _____ End: _____				8. Inspector Certification Information: Name: _____ WI Inspector #: _____							
9. Dates (MM/DD/YY) of Asbestos Abatement: Start: _____ End: _____ Work Shift(s): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3    Weekend: _____				10. Dates (MM/DD/YY) of Renovation/Demolition: Start: _____ End: _____ Work Shift(s): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3    Weekend: _____							
11. Abatement Contractor: Name: _____ Address: _____ City, St, Zip: _____ Contact Person: _____ Telephone #: _____				12. Demolition Contractor: Name: _____ Address: _____ City, St, Zip: _____ Contact Person: _____ Telephone #: _____							
13. Facility Information: Name: _____ Address: _____ City, St, Zip: _____ Contact Person: _____ Telephone #: _____ Prior Use: _____ Present Use: _____ Age (Yrs): _____; Size (Sq.Ft.): _____ Number of Floors: _____; Number of Apartment Units: _____ County: _____ DNR Region: _____ Number of structures to be demolished: _____				14. Facility Owner: Name: _____ Address: _____ City, St, Zip: _____ Contact Person: _____ Telephone #: _____							
15. Waste Disposal Site/Transporter: Name: _____ Address: _____ City, St, Zip: _____ Contact Person: _____ Telephone #: _____ DNR License Number: _____											
16. Amount of Asbestos, including: A. Regulated Friable Asbestos/RACM to be removed. B. Category I & II ACM <u>TO BE</u> removed. C. Category I & II ACM <u>NOT</u> removed.				Friable Asbestos/RACM <u>TO BE</u> removed		Nonfriable Asbestos Material <u>TO BE</u> removed		Nonfriable Asbestos Material <u>NOT</u> removed before demolition			
				CAT I		CAT II		CAT I		CAT II	
Pipes (Linear Feet)											
Surface Area ( Square Feet)											
Volume Friable ACM off facility component (Cubic Feet)											
17. Asbestos Abatement/Demolition Fees - Check or money order must be submitted with notification to DNR Asbestos Coordinator											
Project Type		Quantities to be Abated * Refer to Box 6 and Box 16 to determine fee submittal amount * Make checks payable to WI Dept. of Natural Resources						Check Amount Due		Amount Rec'd By DNR	
Demolition		Less than 160 square and 260 linear feet of friable or nonfriable ACM						<input type="checkbox"/> \$50			
Reno/Demo		At least 160 sq. or 260 ln. ft. friable asbestos/RACM but less than 1000 combined feet						<input type="checkbox"/> \$150			
Reno/Demo		Combined square & linear feet friable asbestos/RACM quantities of at least 1000 feet						<input type="checkbox"/> \$335			

State of Wisconsin/DNR **Notification of Demolition and/or Renovation and Application for Permit Exemption**

18. Indicate the inspection procedure, including analytical methods, used to detect the presence or absence of the ACM

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19. Description of the asbestos material involved and its location in the facility to be demolished/renovated:

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20. Description of renovation/abatement and/or demolition work, including specific abatement/demolition method(s) to be used:

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21. Description of abatement work practices/engineering controls and waste handling procedures, specific to this site, used in preventing ACM emissions:

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22. Description of procedures to be followed if asbestos not previously identified is found or previously nonfriable asbestos becomes crumbled, pulverized or reduced to a powder:

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23. If an emergency abatement, complete the following information (attach additional sheets if necessary):  
 Date and Hour of Emergency: Date (MM/DD/YY): \_\_\_\_/\_\_\_\_/\_\_\_\_ Time (12Hr Clock): \_\_\_\_:\_\_\_\_ a.m. p.m.  
 Description of sudden, unexpected event: \_\_\_\_\_  
 \_\_\_\_\_  
 Explanation of how event caused unsafe condition, potential equipment damage or an unreasonable financial burden: \_\_\_\_\_  
 \_\_\_\_\_

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24. If an ordered demolition, identify the government agency issuing the order. (Attach a copy of the order.)  
 Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Authority: \_\_\_\_\_  
 Date of Order (MM/DD/YY): \_\_\_\_/\_\_\_\_/\_\_\_\_ Date Order to begin (MM/DD/YY): \_\_\_\_/\_\_\_\_/\_\_\_\_

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25. I certify that an individual trained in the provisions of this regulation (40 CFR Part 61, Subpart M) will be on-site during the demolition/renovation and evidence that the required training has been accomplished by this person will be available for inspection during normal business hours.  
 Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date (MM/DD/YY): \_\_\_\_/\_\_\_\_/\_\_\_\_

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26. I certify that the above submitted information is correct to the best of my knowledge:  
 Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date (MM/DD/YY): \_\_\_\_/\_\_\_\_/\_\_\_\_

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27. Indicate which of the following agencies/offices were sent their mandatory copy of the demolition/renovation notification. DNR has been delegated notification authority - USEPA no longer requires a copy of the notification. Note: Dry asbestos removal requests must be pre-approved by DNR, prior to required notification.

<input type="checkbox"/> Department of Natural Resources Asbestos Coordinator, AM/7 Bureau of Air Management P.O. Box 7921 Madison, WI 53707-7921	<input type="checkbox"/> Department of Health & Family Services Division of Public Health Asbestos/Lead (Pb) Section P.O. Box 2659 Madison, WI 53701-2659
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Indicate single appropriate DNR Regional office:

<input type="checkbox"/> <b>DNR - South Central Region</b> 3911 Fish Hatchery Road Fitchburg, WI 53711 Phone: (608) 273-5606	<input type="checkbox"/> <b>DNR - West Central Region</b> P.O. Box 4001 Eau Claire, WI 54702-4001 Phone: (715) 839-3700	<input type="checkbox"/> <b>DNR - Northern Region</b> 107 Sulliff Ave. Rhinelander, WI 54501 Phone: (715) 365-8900	<input type="checkbox"/> <b>DNR - Northeast Region</b> 1125 N. Military Ave. Green Bay, WI 54307 Phone: (920) 492-5800
<input type="checkbox"/> <b>DNR - NR/Superior</b> 1401 Tower Ave. Superior, WI 54880 Phone: (715) 392-7988	<input type="checkbox"/> <b>DNR - Southeast Region</b> P.O. Box 12436 Milwaukee, WI 53212 Phone: (414) 263-8500	<input type="checkbox"/> <b>DNR - WCR/LaCrosse Office</b> 3550 Mormon Coulee Rd., Room 104 LaCrosse, WI 54601 Phone: (608) 785-9978	<input type="checkbox"/> <b>DNR - NR/Cumberland</b> P.O. Box 397 Cumberland, WI 54829 Phone: (715) 822-3590
<input type="checkbox"/> <b>DNR - WCR/Wisconsin Rapids Office</b> 473 Griffith Ave Wisconsin Rapids, WI 54494 Phone: (715) 421-7800			

**Purpose:** The purpose of this policy is to (1) define minimum requirements for abandonment of water and sewer services as part of building demolition, and (2) specify minimum requirements for installation of utility services for new or replacement construction.

**I. REQUIREMENTS FOR ABANDONMENT OF WATER AND SEWER SERVICES**

**General:**

1. A licensed plumber shall complete disconnection and abandonment of water and sewer services. A Plumbing Permit shall be required prior to issuance of a Demolition Permit for buildings with connections to City utilities. All permits shall be in-place prior to any demolition activities.
2. All existing water and sewer services extended to the property shall be abandoned according to the procedures below.
3. The person obtaining the demolition permit shall have at least \$500,000 personal injury and property damage insurance.

**Sewer:**

1. The private sewer service lateral shall be exposed and properly sealed at a point outside the limits of demolition, within ten feet of the property line. Demolition contractor shall provide at least three dimensional ties to the end of the sealed lateral.

**Water:**

1. Prior to abandonment of the water service the Water Utility will remove the water meter and shut-off the service at the curb box valve.
2. Prior to any demolition work, the private water service lateral shall be exposed on private property at a point near the property line, cut-off and sealed. Abandonment shall include all required compacted backfill and restoration of grounds, sidewalk, pavement or other features to match surrounding conditions.

# Pre-Demolition Environmental Checklist

DNR Publication WA-651-03



P.O. Box 7921  
Madison, Wisconsin  
53707-7921

***Planning to demolish a building? Here is a handy checklist to help building owners and inspectors, demolition contractors, consultants, sub-contractors and others identify and address environmental issues in a demolition project and find out how to properly handle any hazardous or problem materials.***

Thoroughly inspect your project site before beginning any demolition. Carefully planning your deconstruction project can save time, money and resources!

All projects will generate a large quantity and variety of materials that can be recycled or reused. Keeping them separated and free of hazardous problems will make recycling easier and can significantly reduce disposal costs.

Bear in mind that it's illegal to burn an unwanted building. The only exception is for a fire department practice burn of a standing structure where the material that's illegal to burn has already been removed. See further details under "Open Burning" below.

This document lists commonly-found building materials and products that may pose environmental or health problems. It references specific regulations which must be addressed for many materials and points to sound guidance on handling others. It is not intended to substitute for reading the rules and statutes and making your own determination of how they apply to your demolition project.

The examples presented here do not represent an exhaustive listing of types of materials that may be required to be removed from a building prior to deconstruction.

## Asbestos

Asbestos is a known human carcinogen which can cause other serious health problems when disturbed and inhaled. Commercial, industrial and residential structures commonly contain Asbestos Containing Materials (ACM).

The disturbance of asbestos is regulated in part by Chapter NR 447, Wisconsin Administrative Code. Prior to beginning a demolition or renovation project, the owner/operator of a structure is required by NR 447 to have the structure inspected for the presence of asbestos by an asbestos inspector licensed by the WI Department of Health and Family Services (DHFS). The DHFS maintains a list of licensed inspectors for the public's review. This inspection will determine the categories of asbestos present in the structure. As a result, some categories of asbestos may be able to remain in place. Others will have to be removed before the project is started.

Two different state agencies and three different state programs have authority over asbestos removal, storage, transport and disposal. Look for contact information on pages 6 and 7.

- ◆ The **DHFS** regulates asbestos training accreditation and certification for inspectors, management planners, project designers, abatement workers and supervisors. The DHFS also requires prior notification for all asbestos removals. Contact the DHFS Asbestos and Lead Section for more information about these requirements.
- ◆ The **DNR Air Management Program** regulates disturbance of regulated asbestos containing

material, as determined by the inspection. In the case of an asbestos removal that involves greater than 260 linear feet of pipe insulation or 160 square feet of any other regulated ACM, a notification of intent must be filed with the DNR. For a demolition, a notification of intent must be filed with the DNR in all cases, regardless of the amount of asbestos present. This notification must be postmarked at least 10 working days before the demolition or removal will occur. For more information about these requirements, contact the DNR Asbestos Coordinator.

The **DNR Waste Management Program** regulates generation, storage, transport and management of solid and hazardous wastes, including any ACM and other construction and demolition materials.

The following checklist notes the various building components and the suspect types of ACM that a building might contain. This list is by no means all-inclusive. All layers of materials, behind walls, ceiling spaces, etc., should be inspected.

**HVAC Systems:** Duct, pipe and joint insulation (elbows/joints are often coated with asbestos fiberglass insulation on the straight runs), forced air dampers, wall, floor and chimney penetrations, lining and mortar, fire brick, fire-proofing materials (such as transite sheets or heavy paper), boiler insulation, flexible fabric connectors, packing/gaskets and adhesives, paper backing, mastic/adhesives (floor tile, carpet, etc.), grout and felt paper under hardwood floors.

**Electrical:** Insulators, spark arrestors and transite panels in electrical boxes, wiring insulation, ducts/conduits (transite pipe) and light fixtures.

**Interior Walls:** Wall plaster, joint compound, patches, textured paint, other spray-applied materials, transite wallboard and fire doors.

**Exterior Walls:** Window putty/glazing, mortar, transite siding, asphalt shingles/siding, felt under siding, stucco, paint (rare except in commercial applications, where it was usually applied as a very thick, often silver-colored coating) and fire doors.

**Roofing:** Asphalt shingles, tar-type coatings (often around vents, chimneys, etc.), transite shingles, roofing felts (often under a layer of other material),

flashings, mag-block type material under other material. Check all flat roofs and multiple layers.

**Ceilings:** Tiles (which may or may not be asbestos; also, asbestos debris from pipe insulation may be laying on top of tiles), tile adhesives, textured paint, wall plaster, joint compound, patches, other spray-applied materials and transite wallboard. Spaces above ceilings should also be checked.

**Plumbing:** Pipe wrap, pipe joints, transite counter tops in bathroom, faucets/ packing gaskets and adhesives.

**Flooring:** All sizes of vinyl floor tile, sheet flooring, linoleum.

**Insulation** (ceiling/wall): Blown-in, spray-applied and block.

**Miscellaneous:** Fire curtains and blankets, laboratory tabletops, fume hood lining, blackboards and fire-resistant clothing (gloves, hoods, aprons, etc.).

## CFCs, Halons, and other refrigerants

Hydrochlorofluorocarbons (HCFCs) and halons are manmade substances that damage the earth's protective ozone layer high in the atmosphere, allowing greater exposure to the sun's dangerous ultraviolet rays. They are known as *ozone-depleting refrigerants*. Increased skin cancer, eye cataracts, immune system deficiencies and crop damage are some of their harmful effects. CFCs and HCFCs are commonly found in refrigeration and air conditioning equipment. Halons are used in portable and installed fire control equipment.

### REFRIGERATION AND AIR-CONDITIONING EQUIPMENT

Under chapter NR 488, Wisconsin Administrative Code, ozone-depleting refrigerants may not be released to the environment during salvaging or dismantling activities. Federal laws also prohibit releases and also require recovery of these substances, as well as other refrigerants that are

global warming gases or pose other health or environmental problems. They must be properly recovered, using approved equipment operated by qualified technicians. The entity recovering these refrigerants must be registered with the DNR and supply documentation to whomever receives the scrapped equipment that the refrigerants were properly removed.

**Air Conditioners** (rooftop, room, and central)

**Vending Machines/Food Display Cases**

**Dehumidifiers**

**Refrigerators/Freezers/Chillers**

**Heat Pumps**

**Water Fountains/Coolers**

**Walk-in Coolers** (refrigeration or cold storage areas)

### **FIRE EXTINGUISHERS**

Check both portable and installed fire suppression systems. Look for those containing halons. Do not discharge halon fire extinguishers; intentionally releasing these substances is prohibited under federal regulations. Halons and halon-containing equipment must be recycled or disposed of in accordance with EPA standards. If you send halon-containing equipment offsite for disposal, it must be sent to a manufacturer, fire equipment dealer or recycler operating in accordance with National Fire Protection Association standards (NFPA10 and NFPA12A). Halons must be recovered by trained technicians. Contact the Halon Recovery Corporation for more information. (See page 6.)

## **Lead**

Inhaling or swallowing lead can cause serious acute or chronic health effects to the brain and endocrine, reproductive, and immune systems. Lead plumbing and lead-based paint are commonly found in many older buildings. Although lead paint use was discontinued in 1978, many buildings have multiple layers of paint and should be examined carefully. When recycling demolition debris, dispose of painted wood in a landfill. Do not burn or chip wood containing lead paint or use it for landscaping.

State law prohibits the sale or transfer of any fixture or other object containing lead-bearing paint that

might be placed upon any surface of a dwelling ordinarily accessible to children.

**Lead Based Paint:** Woodwork, metal equipment, interior/exterior uses

**Lead flashing molds and roof vents**

**Lead pipes and solder**

**Lead-Acid Batteries:** Lighting, exit signs, security systems

## **Mercury**

Mercury is a heavy, shiny, silvery-white poisonous metal that is a liquid at room temperature. Mercury can be found in thermometers, barometers, thermostats, dental offices, blood-pressure devices, and fluorescent and other types of light bulbs. Liquid mercury evaporates at room temperature and gives off harmful, invisible, odorless vapors. Breathing these vapors causes the most harm to people, but mercury can also be harmful when swallowed or when it contacts broken skin. Mercury is quite toxic: it causes birth defects and works its way into the food chain. Women and children are most at risk from mercury poisoning, which can cause brain and nerve damage resulting in impaired coordination, blurred vision, tremors, irritability and memory loss.

Mercury is a fast-moving liquid that spreads quickly. Prompt containment and control of both the liquid and its vapors is very important. If any mercury is spilled or released, you must report the spill immediately by calling the DNR 24-hour Spills Hotline. (See pages 6 and 7.)

Do not remove mercury from a device such as a switch or thermostat. Keep the product intact as you remove it and store it in a covered container in a manner that will prevent breakage, spillage, or release. Label the container to assist proper handling and disposal. Most such devices can be shipped off to recycle the mercury.

### **HEATING, VENTILATING AND AIR-CONDITIONING SYSTEMS AND APPLIANCES**

Devices in this category control a variety of switch functions such as temperature, water pressure, air pressure, on/off, and flow control. Check thermostats

and any control associated with air handling units for switches containing mercury.

**Thermostats**

**Aquastats**

**Pressurestats**

**Firestats**

**Manometers**

**Thermometers**

**Boilers, Furnaces, Heaters & Tanks**

**Mercury Flame Sensors by pilot lights**

**Thermometers, Gauges**

**Pressure-trol**

**Float or Level Controls**

**Space Heater Controls**

**Sump Pump Limit Switches**

**Electrical Systems**

**Load Meters and Supply Relays**

**Phase Splitters**

**Microwave Relays**

**Mercury Displacement Relays**

**Other Industrial Equipment and Areas of Mercury**

**Concern:** Any control used for measurement of vacuum, pressure, fluid level, temperature, or flow rate could contain mercury. Included are thermostats, thermometers, manometers, pressurestats, etc. Other switches may have been used in sump pumps, water cleaning systems, pneumatic control switches, old clocks and other areas.

**Switches for lighting may use mercury relays:**

Look for any control associated with exterior or automated lighting systems, such as "silent" wall switches.

**Specialty Buildings and Locations:** Dairy barns, hospitals, clinics, laboratories, dental offices and schools. Mercury may be found in sink traps and many other pieces of equipment and devices.

**LIGHTING**

Several types of lights can contain mercury and must be properly processed for disposal. These include:

**Fluorescent Lights**

**High Intensity Discharge:** Metal Halide, High Pressure Sodium, Mercury Vapor

**Neon**

## PCBs (polychlorinated biphenyls)

PCBs are a family of chemicals manufactured and used in the United States until the late 1970's, which were mostly used in electrical devices like capacitors, transformers and lighting ballasts to protect their oils from breaking down at high temperatures. These substances are strictly regulated because of their toxicity and persistence in the environment. PCBs continue to be a major source of fish contamination, leading to fish consumption advisories for people.

Management of PCBs is based on their concentration in an item. Materials with PCB concentrations of 50 parts per million (ppm) or greater are regulated by the U.S. EPA under the Toxic Substances Control Act.

Materials with PCB concentrations less than 50 ppm are regulated by the State of Wisconsin under Chapter NR 157, Wis. Adm. Code.

For electrical devices manufactured prior to 1978, it is safe to assume that they contain PCBs and should be managed accordingly. Most equipment manufactured after this time will say "PCB FREE." The following is a list of areas in buildings where PCBs may be found:

**Transformers**

**Capacitors** (appliances, electronic equipment)

**Heat Transfer Equipment**

**Light Ballasts**

**Specialty Paints,** such as for swimming pools or other industrial applications

**Sumps or oil traps in maintenance and industrial facilities**

## Other Environmental Issues

The following is a list of other environmental and regulatory issues that should be considered prior to demolition. Check with DNR websites under "Publications" for additional information.

**Appliances:** May contain ozone-depleting or other regulated refrigerants; PCB-containing capacitors or ballasts; or mercury; and must be processed by a DNR-registered appliance demanufacturer.

**Batteries (non-lead-containing):** May be found in smoke detectors, emergency lighting systems, elevator control panels, exit signs, security systems and alarms. Batteries may be managed as universal wastes as allowed by chapter NR 690, Wisconsin Administrative Code.

**Computers:** May contain hazardous materials such as lead, cadmium, chromium, and mercury and may be regulated as hazardous wastes if not recycled.

**Demolition Waste:** Many materials, fixtures and components can be donated, sold or recycled prior to demolition. Clean brick, building stone, concrete and asphalt may be stockpiled for crushing and reusing in future building projects. Clean drywall waste can be returned to manufacturers to make into new sheetrock, and some farmers are land-spreading clean, crushed drywall waste to enrich soil. It's illegal to burn demolition wastes. See further details under "Open Burning."

**Exit Signs:** Many self-luminous exit signs contain significant amounts of radioactive tritium. All self-luminous exit signs are required to have a permanent label affixed to the sign that identifies it as containing radioactive material. In addition, the label will include the name of the manufacturer, the product model number, the serial number, and the quantity of tritium contained. It is illegal to abandon or dispose of these signs except by transferring them to the manufacturer or others licensed by the U.S. Nuclear Regulatory Commission to accept them.

**Hazardous Waste (HW):** All HW, including household HW, must be properly handled and

disposed of prior to demolition. Hazardous wastes can include ignitable, corrosive, reactive or toxic liquid, solid or contained gaseous wastes.

**Oil:** Used oil in containers or tanks, hydraulic oils in door-closers, elevator shafts, etc. must be collected and properly recycled or disposed of prior to demolition.

**Open Burning:** It is illegal to burn unwanted buildings in Wisconsin. State laws prohibit the burning of painted, treated or unclean wood, asphalt, plastics of any kind, oily substances, tires and other rubber products, wet rubbish and other materials. In the case of building demolition, that would include roofing materials, all kinds of flooring materials, insulation, plywood and other composition board, electrical wiring, cabinetry and countertops, and plastic plumbing.

The only exception is for a fire department practice burn of a standing building from which the materials that are illegal to burn have already been removed.

One-time burning of clean, unpainted, untreated wood is allowed with approved methods and prior notification of the DNR. However, in the case of demolition waste, it would be necessary to separate out all the illegal materials and painted or treated wood before any burning could be allowed.

Burning permits are often required by local regulations and state law. Many communities have local ordinances about open burning that are even stricter than the statewide requirements. Check with the local municipality and DNR officials to see if you must obtain a permit to burn these materials at your location.

**Solid Waste:** Recycle and reuse as much as possible. For example, paper (cardboard, files, magazines, etc.), steel and tires should be recycled. All non-building components such as files, books, trash, desks, and chairs must be removed prior to demolition, unless the building materials are being taken to a solid waste landfill. Landfills that are licensed to accept only construction and demolition wastes cannot take non-building materials, so check with any landfill prior to your demolition project to be certain they can manage your wastes.

**Smoke detectors:** Smoke detectors that contain a small amount of radioactive material will be labeled and should be returned to the manufacturer for

disposal. Otherwise dispose of smoke detectors in the trash.

**Soil Contamination:** A qualified environmental consultant can conduct environmental property assessments.

**Spills:** In Wisconsin, all discharges of hazardous substances that adversely impact, or threaten to adversely impact public health, welfare or the environment must be immediately reported to the DNR via the Spills Hotline.

**Storage tanks:** Storage tanks store material such as oil, solvents and other petroleums, or other dangerous (toxic or flammable) materials. The tanks may be indoors or outdoors, buried or above ground. The DNR does not require removal except for leaking underground storage tanks. Determination of responsibility for potential liability lies with the property owner and buyer.

**Well Abandonment:** Unused and improperly abandoned wells are a significant threat to groundwater quality. If not properly filled, abandoned wells can directly channel contaminated surface or soil water into groundwater. Chapter NR 812, Wis. Adm. Code, requires that any wells or drillholes be properly filled prior to any demolition or construction work on the property.

**Wood Waste:** Clean, untreated wood can be recycled or chipped for ground cover. Treated or painted can go to a licensed construction/demolition landfill. Burning painted or treated wood waste is prohibited. See Open Burning, above.



## Additional Resources

### WEBSITES

#### Publications, contact names, and state regulations

The DNR Waste Management, Remediation and Redevelopment, and Air Management program websites provide access to publications, a list of DNR contacts, and electronic versions of administrative codes and state statutes. A special website is devoted to open burning as well.

For Waste Management, see [www.dnr.state.wi.us/org/aw/wm/](http://www.dnr.state.wi.us/org/aw/wm/)

For Remediation and Redevelopment, see [www.dnr.state.wi.us/org/aw/lrr/](http://www.dnr.state.wi.us/org/aw/lrr/)

For Air Management, see [www.dnr.state.wi.us/org/aw/air/index.htm](http://www.dnr.state.wi.us/org/aw/air/index.htm)

For Open Burning, see [www.dnr.state.wi.us/org/caer/ce/ob/index.htm](http://www.dnr.state.wi.us/org/caer/ce/ob/index.htm)

### INFORMATION ABOUT SPECIFIC DEMOLITION MATERIALS AND REMOVAL PROCEDURES

#### Wisconsin Laws and Regulations

For copies of Wisconsin statutes and administrative codes, contact the Revisor of Statutes at 608/266-3358 or [www.legis.state.wi.us/rsb/code/](http://www.legis.state.wi.us/rsb/code/)

#### Asbestos

Asbestos and Lead Section, Dept. of Health and Family Services: 608/261-6876.

Asbestos Coordinator, Dept. of Natural Resources: 608/266-3658.

#### CFCs, halons, and other refrigerants

DNR Requirements for Refrigerant Recovery During Salvage:

<http://www.dnr.state.wi.us/org/aw/air/reg/refrig/AM10193.pdf>

Halon Recovery Corporation: 1/800/258-1283;  
[www.halon.org](http://www.halon.org)

**Lead**

EPA Lead Hotline: 1/800/LEAD-FYI.

**Mercury**

DNR Spills Hotline: 1/800/943-0003.

- Northern Region, Rhinelander  
715/365-8900
- Northern Region, Spooner  
715/635-2101
- Southcentral Region, Fitchburg  
608/275-3266
- Southeast Region, Milwaukee  
414/263-8500
- West Central Region, Eau Claire  
715/839-3700

**ORGANIZATIONS TO CALL FOR FURTHER INFORMATION**

**Business Material Exchange of Wisconsin (BMEX)** is a Material Listing Service designed as a clearinghouse to match manufacturers and other businesses that need materials with companies that have reusable, surplus or by-product materials available. Call 800-364-3233 or see [www.bmex.org](http://www.bmex.org)

**UW-Extension Solid and Hazardous Waste Education Center (SHWEC)** provides education and technical assistance programs to businesses and communities on source reduction, recycling, solid waste management, and pollution prevention. For practical tools to reduce, reuse and recycle wastes generated during construction and demolition projects, with checklists, how-to steps, on-site worksheets and markets for reusable materials, order *Construction Resources: A Waste Reduction and Recycling Guide for Wisconsin Builders and Contractors*, SHWEC Pub#605.SG.9710. Call 608-262-0385 or see [www1.uwex.edu/ces/shwec/](http://www1.uwex.edu/ces/shwec/)

**WasteCap Wisconsin** A public/private partnership that offers site visits, workshops, fact sheets, peer-to-peer exchanges and internet resources to provide solid waste reduction and recycling assistance for Wisconsin's business community. All services are free. Wastecap is located at 2647 N. Stowell Ave, Milwaukee, WI 53211-4299. Call 414-961-1100, or see [www.wastecapwi.org](http://www.wastecapwi.org)

For additional information on waste management requirements and recycling options, contact the waste management staff at these DNR regional offices:

- Northeast Region, Green Bay  
920/492-5800

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Wisconsin Department of Natural Resources  
PO Box 7921  
Madison, WI 53707-7921



# What You Need to Know About Asbestos

## A Regulatory Summary for Contractors and Building Owners

### Bureau of Air Management February 2006

This document contains general requirements for inspection and handling of asbestos during the **demolition and renovation of buildings** in Wisconsin. This document should be used only as an interpretation guide and not as a substitute for the rule itself. The Wisconsin DNR is delegated authority to enforce the asbestos National Emission Standards for Hazardous Air Pollutants (NESHAP), which has been in place since 1973, by the U.S. Environmental Protection Agency. See Chapter NR 447 of the Wisconsin Administrative Code and Notification Form 4500-113 on the DNR Asbestos Program website; <http://www.dnr.state.wi.us/org/aw/air/reg/asbestos/>  
For additional information on hazards present in buildings see the Pre-Demolition Environmental Checklist at: <http://www.dnr.state.wi.us/org/aw/wm/publications/demolition/predemo.pdf>

#### General Requirements:

*Note: All underlined terms are defined on the back of this document.*

#### INSPECT

- All affected parts of a facility being *renovated* or *demolished* must be inspected for the presence of asbestos-containing materials (ACM) prior to beginning the renovation or demolition project.
- The inspector must be asbestos-inspector certified through the Wisconsin Department of Health and Family Services (DHFS). For more information on the Certification Program see: [http://dhfs.wisconsin.gov/dph\\_boh/Asbestos/Cert/Index.htm](http://dhfs.wisconsin.gov/dph_boh/Asbestos/Cert/Index.htm)

#### NOTIFY THE STATE

- A "Notification of Demolition and/or Renovation" form (Form 4500-113) must be submitted in accordance with the following:
  - In a facility being *demolished*, a "Notification of Demolition and/or Renovation" form must be submitted to the Department ten working days prior to beginning any demolition activity. A Notification is required regardless of whether or not asbestos is present.
  - In a facility being *renovated*, where more than 160 square feet of regulated asbestos-containing material (RACM) or more than 260 linear feet of RACM will be disturbed, a Notification must be submitted to the Department ten (10) working days prior to beginning the renovation.
  - A Notification must also be submitted to DHFS for all projects involving the removal of ACM, regardless of category and quantity.

The "Notification of Demolition and/or Renovation" form (Form 4500-113) can be found at: <http://www.dnr.state.wi.us/org/aw/air/reg/asbestos/asbes8a.htm>

#### REMOVAL

- All RACM that would be disturbed as part of a *renovation* or *demolition* must be properly removed before beginning the project. RACM includes all friable ACM and nonfriable ACM that will be crumbled, pulverized or reduced to powder during the project.
- The individuals removing ACM must be certified through the Wisconsin DHFS.

#### DISPOSAL

- All asbestos-containing waste material must be properly disposed of in leak-tight containers at a landfill approved to accept asbestos.
- All asbestos-containing waste containers must be labeled with the name of the waste generator and location at which the waste was generated, in addition to OSHA labeling standards.

# What You Need to Know About Asbestos

## A Regulatory Summary for Contractors and Building Owners

Bureau of Air Management February 2006

Several definitions from the National Emission Standards for Hazardous Air Pollutants (NESHAP) are provided to assist in determining applicability of the regulation.

### Definitions:

Facility: Means any institutional, commercial, public, industrial, or residential structure, installation, or building, including any structure, installation, or building containing condominiums or individual dwelling units operated as a residential cooperative, *but excluding a single, isolated residential building having four or fewer dwelling units.* (All structures demolished by fire training are regulated.)

Demolition: Means the wrecking or taking out of any load-supporting structural member of a facility together with any related handling operations or the intentional burning of any facility.

Renovation: Means altering a facility or one or more facility components in any way, including the stripping or removal of RACM from a facility component.

Category I Nonfriable Asbestos-Containing Material: Means asbestos containing packings, gaskets, resilient floor covering and asphalt roofing products containing more than 1% asbestos...

Category II Nonfriable Asbestos-Containing Material: Means any material, excluding Category I nonfriable material, containing more than 1% asbestos ... that when dry cannot be crumbled, pulverized, or reduced to powder by hand pressure or by mechanical forces expected to act on the material.

Friable Asbestos Material: Means any material containing more than 1% asbestos... that, when dry, can be crumbled, pulverized, or reduced to powder by hand pressure.

Regulated Asbestos-Containing Material: Means (a) friable asbestos material, (b) Category I nonfriable asbestos-containing material that has become friable, or has been subjected to sanding, grinding, cutting or abrading, (c) Category II nonfriable asbestos-containing material that has a high probability of becoming or has become crumbled, pulverized, or reduced to powder by the forces expected to act on the material in the course of demolition or renovation operations...

The above identified requirements are contained in Chapter NR 447 of the Wisconsin Administrative Code. Failure to comply with these requirements may result in enforcement action up to and including fines and penalties.

For questions, please contact the DNR's Asbestos Coordinator at (608) 266-3658.

**DISCLAIMER** —This document is intended solely as guidance and does not contain any mandatory requirements except where requirements found in statute or administrative rule are referenced. This guidance does not establish or affect legal rights or obligations and is not finally determinative of any of the issues addressed. This guidance does not create any rights enforceable by any party in litigation with the State of Wisconsin or the Department of Natural Resources. Any regulatory decisions made by the Department of Natural Resources in any matter addressed by this guidance will be made by applying the governing statutes and administrative rules to the relevant facts.



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