CITY OF MOUNTAIN VIEW

Fire Department • Fire and Environmental Protection Division
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HAZARDOUS MATERIALS FACILITY CLOSURE PLAN

The Closure Plan shall be developed by highly qualified personnel experienced in addressing issues related to hazardous materials and hazardous waste management. A preliminary proposal addressing Items I, II, III and IV below should be submitted to and approved by the Environmental Safety Division prior to performing any on-site remediation. The proposal shall also address items discussed during the Fire and Environmental Protection Division's walk-through inspection.

I. Background

A. Location of facility;

B. Business activity description and duration of activity; and

C. Known soil or groundwater contamination areas on or adjacent to the site.

II. Site Assessment

A. Describe the current conditions of the facility:

1. Name of each room, including structures outside the main building;

2. Processes employed in or principal uses of each room or outside structure;

3. Regulated hazardous materials used or stored in each room, including structures outside the main building;

4. Physical appearance of each room and structure outside the main building (including staining, corrosion, etching, etc.);

5. All sumps, pits, underground tanks or other underground structures.

B. Analysis of any remaining liquids, sludges, baths, sumps or any other free-standing liquids or solids.

III. Remediation Proposal

A. For each interior room, list all associated equipment in tabular form and a brief description of the proposed remediation (decontamination, neutralization, removal, etc.):

1. Chemical exhaust hoods;
2. Duct work through the roof flashing;
3. Flooring and floor tiles;
4. Walls;
5. Ceiling tiles;
6. Drain (sewer) lines;
7. Plumbing (gas, water) lines;
8. Process equipment and associated piping (compressed gas lines, etc.); and
9. Electrical utilities.

B. List all roof-mounted equipment in tabular form and a brief description of the proposed remediation (decontamination, neutralization, removal, etc.):

1. Air handlers;
2. Duct work;
3. Exhaust and duct work flashings;
4. Plumbing and electrical support; and
5. Scrubbers, burners or other hazardous material processing equipment.

C. List all equipment exterior to the building in tabular form and a brief description of the proposed remediation (decontamination, neutralization, removal, etc.), including:

1. Air compressors;
2. DI systems;
3. Air conditioning;
4. Plumbing and electrical support; and
5. Aboveground tanks.

D. Describe the fill-in procedures for all trenches or pits not previously used for hazardous materials storage or processing.

E. State that a tank removal application will be requested from the Hazardous Materials Division for removing all underground tanks, sumps, pits, etc., which currently or may previously have stored or contained hazardous materials.

F. Describe the removal of all free liquid from sumps, pits, tanks, etc., and disposal facility.

G. Describe and show on the map the location for any proposed soil excavation or groundwater removal from the property.

H. Include any other items discussed by the Hazardous Materials Division during their walk-through inspection.

IV. Contaminant Removal Verification

A. Any items not removed from the site must be sampled and analyzed to determine the effectiveness of the decontamination process. In the tables under Items IIIA, IIIB and IIIC above, add columns which describe how you will sample each item (wipe sample, material sample, borings, etc.) and which constituents you will sample for (metals, grease and oil, etc.).

B. In the tables under Items IIIA, IIIB and IIIC, add columns which list the final destination (name and address) for all items removed from the site.

C. For all hazardous materials and hazardous waste removed from the site, attach hazardous waste manifests or bills of lading showing proof of transport.

D For any asbestos removal, include the name of the licensed asbestos removal company that will be used and their license number.

V. Sampling/Analysis Protocol

A. Sampling must be performed by an independent third party;

B. Analysis must be performed by a DOHS-certified hazardous waste laboratory;

C. Samples shall be preserved using EPA guidelines and analyzed within the time allowed by EPA guidelines; and

D. A chain of custody shall be completed for all samples.

VI. Analysis Results

A. The raw data must be included and specify:

1. Date of sampling;
2. Date of analysis;
3. EPA analysis method employed;
4. Analysis results and units;
5. Detection limits;
6. Spike and blank tests; and
7. Completed chain of custody.

B. A summary of the sample analysis shall be included in tabular form describing:

1. Sample location description;
2. Analysis results and units; and
3. State or Federal action level.

VII. Conclusions

A. The table of analysis results must show contaminant levels at or below State or Federal action levels;

B. The following conclusion must be stated and signed by a certified industrial hygienist if any poisons or acutely hazardous materials were stored, handled or dispensed on the site:

"This facility has been adequately closed and decontaminated using currently acceptable practices and is in compliance with local, State and Federal guidelines. In my professional opinion, remaining contamination (if any) poses an insignificant health risk based on the quantity, toxicity and location of the contamination, as well as the proposed use and potential activities of persons on the site"; or

"In my professional opinion, contamination has been found which may pose a significant health risk, based on the quantity, toxicity and location of the contamination, as well as the proposed use of the site and potential activities of persons on the site. Further remedial action is warranted to reduce this risk to acceptable levels and to comply with local, State and Federal guidelines, regulations and laws."

C. The property owner must sign the completed closure.

VIII. Closure Fee

A. First two (2) hours are free. Each additional hour will be billed at $92 per hour, one-hour minimum. Time will be charged for all facility inspections, review of submitted information, conference meetings, etc.

B. The Closure Plan is not considered complete until all documentation, including appropriate fees, if any, are submitted.