

Ashe County

Planning Department

Staff Report

5/5/2017

RE: Abandon Mobile Home Planning Grant

Summary: Back in September of 2015, the Planning Department applied for a Planning Grant with the NC Department of Environmental Quality to identify abandon mobile homes in the county that might be eligible for their clean up grant. A \$2,500 grant was received and a survey of the County was performed which identified 70 homes that could possibly be eligible for the grant and be demolished.

Now working with NCDEQ and the Abandon Manufactured Home Grant, they have offered the County \$9,000 to demolish 6 homes. In addition to the grant money, we would also like to include a \$250.00 per unit match plus at a minimum of \$250.00 per unit from the property owner to cover the cost of the demolition. Any cost over and above the grant and the County's contribution will be made up by the property owner.

The total budget for the grant is \$13,050.00 and includes the grant, county match, county administrative cost and funds from the property owner. The entire budget is included in the attached grant application

Program Expenses	Per unit Cost (\$)	Projected @ 6 units (\$)
Contractor Demolition	\$1,500.00	\$ 9,000.00
Disposal Fees	\$500.00	\$ 3,000.00
* County Administrative Costs	\$175.00	\$1,050.00
Total Projected Expenditures:	\$2,175.00	\$13,050.00

Program Revenues	Per Unit Cost (\$)	Projected @ 6 units (\$)
Revenue Collected from Property Owner	\$250.00	\$1,500.00
Projected AMH Grant Revenue	\$1,500.00	\$9,000.00
County Contribution (AMH Deconstruction)	\$250.00	\$1,500.00
* County Administrative Costs	\$175.00	\$1,050.00
Total Projected Revenues:	\$2,175.00	\$13,050.00

Attachments:

Ashe County Abandon Manufactured Home (AMH) Grant



Ashe County Planning Department
150 Government Cir, Suite 2400
Jefferson, NC 28640

Ashe County Abandoned Manufactured Home (AMH) Grant

1. Contact information:

Adam Stumb, AICP, CZO, CFM

Ashe County, Director of Planning

150 Government Circle, Suite 2400

Jefferson, NC 28640

Office - 336-846-5528; Cell - 336-977-3074; Email: adam.stumb@ashecountygov.com

Website: www.ashecountygov.com

Federal Tax ID: xx-xxxx274

2. AMH Program Application Requirements:

- **An estimate or a project of the number of AMH units intended to be managed during the grant term and the length of the grant term:** Work done under the county's previous AMH Planning Grant identified sixty (60) potential homes that would be eligible for the program. Of those we have identified ten (10) of the property owners (12 units) are both interested and willing to share in the cost of the grant. The final group of properties supported by grant funds will be determined by the final cost and willingness to share in the cost of demolition. The county intends to complete six (6) AMH units under this grant with a grant term of two (2) years to complete this work.
- **A description of the program approach to sharing the cost of deconstruction with responsible parties and a description of the process for recovery of funds from responsible parties:** Ashe County will recover the additional cost over and above the grant amount through billing the participating property owners. The full fee to participate in this program is \$ 500.00. The fees required by the county are to offset costs related to disposal fees and tipping fees. For this first demolition and cleanup grant, Ashe County will provide support up to \$ 250.00 to owner with need for financial support. It is anticipated that all the homes under this grant will get 50 percent assistance from the county. In the future, the county envisions setting up program that will make available funds to assistance with participants that may not be able to afford the additional cost. With respect to this grant application, most persons who have expressed an interest in AMH demolitions want to take advantage of this as voluntary participants. They have been briefed by the staff and have been provided information about AMH cleanup. Ashe County is a Tier 1 county (most distressed) in accordance with the NC Department of Commerce database and under the application guidelines for this grants, is eligible for up to \$ 1,500.00 of reimbursement per unit demolished.
- **A description of the approach to deconstruction operations:** All abandoned manufactured homes (AMHs) will be demolished on-site and the material sent to either a recycler or a

construction and demolition landfill. The demolition operations will be performed by a private contractor supervised by county staff. The final homes to be demolished will be awarded to one single contractor for the grant period. The contractor selected by Ashe County to conduct work under this AMH grant is Blevins Construction, 8460 Highway 194 North, Lansing, NC 28643 (336-877-6176). The county requires contractors willing to participate in this program to submit insurance for review and a competitive price for the work on an AMH. If the contractor passes these requirements, they are notified in writing by a Scope of Work Agreement and required to sign a service agreement. Ashe County requires that, at a minimum, its AMH contractors be insured at \$ 1,000,000 to cover liability and workman's compensation. The county will conduct pre-demolition inspections and post-demolition inspections of the property to determine that the contractors work plans for that unit follow the North Carolina Building Code. The county may also inspect the site to make sure all debris has been removed and that it has been properly graded. If asbestos is encountered prior to demolition, the North Carolina Health Hazards Control Unit in the Division of Public Health will be consulted where this material is found. The demolition contractor will be required to take all metals to the Ashe County Landfill and separate mercury thermostats, fluorescent lights and any other mercury containing products. Metals recyclers that may receive materials from an AMH demolition under this grant include but are not limited to the following:

- OmniSource Southeast, 1426 West Mountain Street, Kernersville, NC 27284 (336-996-2350). *{This is the place where most metals go when taken to the county landfill}*
- Rainbow Recycling, 106 Long Street, West Jefferson, NC, 28694, (336-846-2267); and
- High Country Recycling, 8468 US Highway 421 North, Vilas, 28692, (828-406-4061).

The timetable for completing an AMH demolition will be worked out between Ashe County staff and the contractor in the county's written agreement between them. If extraordinary circumstances arise during a demolition, the contractor may contact the county and request additional time in writing. Ashe County shall not allow a demolition under the county's AMH program to exceed 90 days.

- **A plan for meeting basic recycling requirements when managing AMH Units, at a minimum including the recycling of metals, including siding, roofing, chassis, and window frames:** It is anticipated that most materials will go to the county landfill, while metals and other recyclable metals will be diverted to a recycler. Recyclable materials diverted include at a minimum, siding, roofing, chassis, white goods, window frames and any other specific materials encountered during the demolition. Recycled metals will first go to the Ashe County Landfill and then on to the metals recycler used by the county or the alternative recycler. All disposable debris materials from the AMH demolition will be managed at the Ashe County Landfill (Permit # 05-01). The Ashe County Landfill is located at 739 Fred Pugh, Road, Crumpler, NC 28617 (336-982-2527).

- **A plan for removal and management of mercury thermostats:** Ashe County has a hazardous materials facility that will catalog, store and transport items like this to a processor (*See Page # 7 in the Written Plan for this application for more details*). Because of an anticipated limited number of these items, mercury thermostats will be managed by county staff and properly disposed of at the Ashe County Landfill. The vendor used by the county to accept and process mercury containing products is CleanLites Recycling as shown in the Written Plan on Page # 6 of this grant application.
- **A plan for the removal and proper management of fluorescent lights:** Where these products are encountered at an abandoned manufactured home (AMH) demolition, these will be managed by county staff and delivered to the Ashe County Landfill. These materials will then go to the vendor the county uses for mercury containing products.
- **A plan for the removal of white goods, tires, and other materials banned from disposal in North Carolina:** White goods and tires will be removed by the contractor and taken to the Ashe County Landfill for proper disposal/recycling. This will be included in the county's contract agreement with the AMH demolition contractor. Per the annual solid waste report dated 2016, the landfill sends tires to US Tire and Recycling.
- **A plan for gathering and tracking program data:** Ashe County staff will collect from the contractor data pertaining to each unit demolished, cost, landfill tickets, invoices, recycled tonnage, disposed tons, mercury thermostats collected, and recycling payments. The county will prepare a report on each unit. A stipulation of the contract will be that all paperwork must be produced by the contractor prior to payment from the county. This information will be kept in a Microsoft Excel database or equivalent database. Records of materials managed from each unit will be provided to NCDEACS with each request for payment of grant funds and will be summarized in fiscal year and final grant reports. "Before and After" photos will be taken to illustrate the demolition when each project is completed and these will be provided to the NC DEQ DEACs Abandoned Manufactured Homes (AMH) staff upon request to the county.

3. Implementation Timeline for AMH Program (Two-year (2) grant time frame):

- **Grant Project Timeline:** May 30, 2017 to May 29, 2019. Work on identified units may begin as soon as the grant contract is approved. Ashe County requests a two-year of 24-month grant term for the AMH program. Below are the key dates associated with this grant:
 - June 1, 2017: Initiate new AMH Grant Operations and Deconstruction Activities.
 - May 29, 2019: Final Report and Final Reimbursement Completion Approved by NC DEQ - DEACS.

4. Grant Program Budget

- Expenses: The average demolition cost will be from \$1,500 depending on each home. Ashe County will incur the administrative cost of the grant (such as, reports, inspections, recordkeeping, etc.).
- Revenue: Ashe County will recover any additional cost to demolish the home from the property owner and will make available limited County funds to cover some additional cost for those that may not be able to afford the program.

Grant Budget Tables: Ashe County AMH Cost Estimate (Tier 1 County):

Program Expenses	Per unit Cost (\$)	Projected @ 6 units (\$)
Contractor Demolition	\$1,500.00	\$ 9,000.00
Disposal Fees	\$500.00	\$ 3,000.00
* County Administrative Costs	\$175.00	\$1,050.00
Total Projected Expenditures:	\$2,175.00	\$13,050.00

Program Revenues	Per Unit Cost (\$)	Projected @ 6 units (\$)
Revenue Collected from Property Owner	\$250.00	\$1,500.00
Projected AMH Grant Revenue	\$1,500.00	\$9,000.00
County Contribution (AMH Deconstruction)	\$250.00	\$1,500.00
* County Administrative Costs	\$175.00	\$1,050.00
Total Projected Revenues:	\$2,175.00	\$13,050.00

* County Administrative Costs are based on a figure of \$ 21.00 per hour for a total of 50 hours of work for six projected units.

5. Written Plan for the Management of Abandon Manufactured Homes:

- | |
|---|
| <ul style="list-style-type: none"> • <u>A method by which the county proposes to identify abandoned manufactured homes in the county:</u> |
|---|

In 2015, Ashe County applied for and received a six-month planning grant from NC DEQ which enabled them to identify sixty (60) manufactured homes that could fall into the AMH grants program. This grant enabled the county to ascertain the extent of abandoned manufactured home (AMH) problems within its jurisdiction.

In 2011, Ashe County adopted the North Carolina State Building Code Administration and Enforcement Requirements and the *"...General Statutes pertaining to the enforcement of the North Carolina State Building Code"* in the county code under Chapter 150B.40. The county may identify Abandoned Manufactured Homes (AMHs) through its county code in Chapter 150 Building Regulations (See pages in Attachment # 1). Under the Condemnation of Unsafe Buildings (Chapter 150.40 through 150.61), the county addresses substandard housing, including abandoned manufactured homes (AMH). Chapter

150.41 states that the building inspector can declare a building to be unsafe if it is in “...***such a dilapidated state of disrepair or other substandard condition as to be dangerous to life, health, or other property, or to constitute a fire or safety hazard or public nuisance shall be declared by the Building Inspector to be unsafe***”. Furthermore, Ashe County may apply this ruling to any building or structure regardless if it is intact or partially destroyed. The county may begin condemnation proceedings of the abandoned manufactured home (AMH) with the homeowner if the building is confirmed unsafe based on the process found in the county ordinance, including public notice and hearing as necessary. The county staff believes that it has enough enforcement ability through its ordinance to address involuntary AMH demolitions.

With respect to voluntary demolitions that may be initiated by the homeowner, a representative of Ashe County Planning may inspect manufactured homes where the owners apply for assistance to voluntarily remove an abandoned manufactured homes (AMHs) and to determine if that home falls under the county definition of an AMH. In addition, the county does regular outreach and may develop publications to get information out to AMH owners and other persons interested in this program and grant assistance. They intend to use the county’s webpage as a marketing too as they get units into the program accomplish work required under the contract with the state.

- **A plan for the deconstruction of these abandoned manufactured homes.**

The Ashe County Solid Waste Management Plan Update (June 30, 2006) is the basis for the Ashe County to address construction and demolition wastes from abandoned manufactured home demolitions. The county has incorporated the Chapter 50 of if Code of Ordinances into this solid waste plan. Further, the county has in Chapter 50.05 of the code, adopted the State Solid Waste Management Rules into its ordinance. (See 10 NC Administrative Code, Subchapter 10G). It is important to note that Chapter 50.05 states that: “***A violation of the State Solid Waste Management Rules shall also be a violation of this chapter***” in Ashe County. Under County Code of Ordinances 50.75, 50.76, and 50.99, the Environmental Services Director in Ashe County has the authority of oversee that administration and enforcement of the county solid waste ordinance.

To ensure proper work is done on abandoned manufactured homes (AMHs) cleanup in Ashe County, the county will use only licensed demolition contractors to provide demolition services, remove/dispose of debris, and recycle materials from demolitions. If a contractor has bonding and/or insurance the county staff will review the coverage prior to approval to conduct this work. The minimum requirement that Ashe County has established for contractors is \$ 1,000,000 of liability and workman’s compensation. AMH contractors hired by the county will be required to conduct work under a Scope of Services Agreement. If a contractor wants to participate in the AMH Grant Program, they must satisfy the county insurance requirements and submit a competitive bid for the services. If awarded the work, the county will enter a services agreement with the contractor signed by both entities. Once awarded a demolition job, the contractor will be responsible for notifying the homeowner of the demolition work, removal of demolished materials to the landfill, and recycling salvageable items. He is also responsible for the site

survey to identify the location of utility connections including marking the placement of septic tank/drainfield. The contractor may not access the property through an adjoining property without proper consent from that property owner. The contractor is responsible to make sure that the work causes minimal disturbance to other areas of the property and is responsible for any damage that may occur to the property outside the area of demolition.

The property owner is responsible for assuring that all utility connections are disconnected and notifying the contractor of that these measures have been taken. The owner is also responsible for notifying the contractor of any hazards at the property. The contractor and any of that firm or person's employees act as agents for the company and are not agents of the county. Ashe County shall not be held liable for any actions or damage that may occur because of a demolition or removal of an abandoned manufactured home (AMH).

- **A plan for the removal of the deconstructed components, including mercury switches from thermostats, for reuse or recycling as appropriate.**

All materials from abandoned manufactured home (AMH) demolitions will be handled pursuant to the requirements contained in the last 10 Year update of the Ashe County Solid Waste Management Plan Update (June 30, 2006). With respect to deconstruction of abandoned manufactured homes (AMHs), the following shall apply to abandoned manufactured homes whether completely intact or partially deconstructed. The contractor shall attempt to remove any recyclable materials from the abandoned manufactured home prior to demolition. Recyclable materials may include but are not limited to: metal, glass, wood, plastics, white goods, and thermostats containing mercury switches. The contractor shall deconstruct the home in a manner to minimize airborne debris. The demolition debris shall be contained on-site in a manner that would not cause any adverse effects to adjoining properties. All materials must be delivered to the Ashe County Landfill (Permit # 05-01) or a recycling center as applicable. Metals such as steel, aluminum and others are sent from there to OmniSource Southeast, 1426 West Mountain Street, Kernersville, NC 27284 (336-996-2350) or to an alternate recycler shown in the application based on pricing and transportation costs. The contractor will be allowed to keep any money from recycled materials to differ his operating costs. The deconstruction process shall be carried out in a manner as to cause the least amount of disturbance or damage to the subject property.

Removal of all demolition debris from the site shall be performed by a vehicle capable of safely transporting materials from the demolition site to a certified landfill or recycling center. During transportation, all debris must remain covered with a tarp or fabric and shall be properly secured, so as not to allow any debris to fall from the vehicle. All debris from any of the deconstructed components must be removed from the property. Contractors must supply the Ashe County Planning Department with a record verifying the removed materials illustrating the amount, type, and destination of all items generated from the site. The demolition contractors are required to level, compact, or fill any portion of the property that is affected by the deconstruction and removal of debris. The contractor shall take all measures possible to minimize any unnecessary disturbance of soil or vegetation on the property. The

contractor is required to remove and replace any contaminated soil that results from the spillage of any fluids or hazardous materials from equipment associated with performing the demolition or removal of debris. A site inspection shall be conducted by county representative to verify deconstruction of the AMH and that the current lot conditions meet the expectations of Ashe County, including 'before and after' photograph.

All hazardous materials must be removed from the structure prior to deconstruction, including mercury. Any such materials must be properly removed from the demolition site and transported to a center licensed to receive such materials. Mercury and any other hazardous materials that may be encountered at a demolition will be sent to the Ashe County Hazardous Waste Facility at 311 Dogget Road, West Jefferson, NC (336-846-7198). All hazardous must be removed from the site and documented to verify proper removal, packaging, and transportation of such materials. Mercury switches, thermostats and other mercury containing products discovered at abandoned manufactured homes (AMHs) demolitions are sent from the Ashe County Landfill (Permit # 05-01) and are then shipped to the processor at CleanLites Recycling, 195 Ben Abi Road, Spartanburg, SC 29307 (864-579-4800).

- **A plan for the proper disposal of abandoned manufactured homes not deconstructed.**

A manufactured home deemed abandoned by Ashe County and not deconstructed may be subject to actions specified in county ordinances and state law. All homes deconstructed in Ashe County must conform to the requirements of county ordinances and state rules with respect to compliance with solid waste and code enforcement requirements. This is regardless of whether the county or the owner of the abandoned manufactured home (AMH) managed or initiated the demolition project. Work performed with respect to AMH demolitions must be consistent with the guidance contained in the Ashe County Solid Waste Management Plan Update (June 30, 2006) in addition to compliance with applicable county ordinances. Any actions taken by persons to cause or contribute to a violation may be addressed by the county via legal actions.

Associated Records and attachments: Documents supporting the above Ashe County Written Plan for the Management of Abandoned Manufactured Homes have been provided to the state with this application for grant funding.

Attachment 1: Relevant Pages of Ashe County Chapter 150 Building Regulations.

Attachment 2: Relevant Pages of the Ashe County Solid Waste Management Plan Update (June 30, 2006)