

# West Virginia Department of Environmental Protection

## Division of Air Quality

### *Submittal Instructions—Notification of Abatement, Demolition or Renovation*

After completion of the Notification of Abatement, Demolition or Renovation Form, either the owner of the Facility or operator of the project must sign the original form in [blue](#) ink.

#### **Contact For Asbestos Questions & Emergency Notifications:**

Jeff Hedgecock, Asbestos Program Coordinator—304-926-0499 ext. 1252

E-mail: [jeffrey.w.hedgecock@wv.gov](mailto:jeffrey.w.hedgecock@wv.gov)

Fax: 304-926-0479

#### **Contact For Asbestos Notification Forms & General Questions:**

Meg Porter, Secretary, 304-926-0499, ext. 1698

E-mail: [margaret.a.porter@wv.gov](mailto:margaret.a.porter@wv.gov)

Fax: 304-926-0479

This notice must be received at least **10 working days (Monday through Friday) prior to project startup**. Failure to do so may result in your Notification being rejected or placed on hold until the deficiencies are corrected.

Copies of the completed Notification Form and any attachments if necessary are to be submitted to the following 4 agencies, with the original form being sent to the DAQ:

#### **Jeff Hedgecock**

#### **Meg Porter**

WVDEP-DAQ  
601 57<sup>th</sup> Street, S.E.  
Charleston, WV 25304  
304 926 0475  
Fax: 304-926-0479

#### **Dawn Jones**

WVDEP-DWWM  
601 57<sup>th</sup> Street, SE  
Charleston, WV 25304  
Telephone: 304-926-0499, ext. 1356  
304-926-0477  
E-mail: [dawn.y.jones@wv.gov](mailto:dawn.y.jones@wv.gov)

#### **Herb Hilleary**

Asbestos Compliance Program  
WVDHHR-BPH-OEHS-RTIA  
350 Capitol Street, Room 313  
Charleston, WV 25301  
Telephone: 304-356-4267  
Fax: 304-558-0524  
E-mail: [Herb.J.Hilleary@wv.gov](mailto:Herb.J.Hilleary@wv.gov)

#### **Rich Ponak**

Asbestos Program Coordinator  
Pesticides/Asbestos Program & Enforcement Branch 3LC62  
US EPA Region 3  
1650 Arch St  
Philadelphia, PA 19103-2029  
Telephone: 215-814-2044  
Fax: 215-814-3114  
E-mail: [ponack.rich@epa.gov](mailto:ponack.rich@epa.gov)

Asbestos notifications can now be accepted at [DEP.DAQAsbestos@wv.gov](mailto:DEP.DAQAsbestos@wv.gov). Before this can happen, we must have a letter on file with the names of individuals who have signature authority, and this must be updated if there are any changes. Please direct these letters to Ms. Porter at the above e-mail address, or via regular mail.

If you have any questions about the Notification Form or the regulations associated with the Asbestos NESHAP, please do not hesitate to contact the Division of Air Quality.