

**TOWN OF BEDFORD BYLAW
CONTROL AND MANAGEMENT OF HAZARDOUS MATERIALS**

**CONTINGENCY PLAN
REVIEW AND APPROVAL PROCESS**

- **SUBMIT 2 CD COPIES OF PRELIMINARY DRAFTS TO DAVID BLACK AT BEDFORD BOARD OF HEALTH.**
- **PRELIMINARY DRAFTS WILL BE REVIEWED BY A SUBCOMMITTEE CONSISTING OF DAVID BLACK - BOARD OF HEALTH DIRECTOR (781-275-6507) AND LT. DAVID GRUNES OF THE FIRE DEPARTMENT FIRE PREVENTION OFFICE (781-275-5266).**
- **THERE WILL BE A WRITTEN RESPONSE PROVIDED REGARDING QUALITY & DETAIL OF THE PRELIMINARY PLAN.**
- **A DECISION WILL BE MADE REGARDING WHETHER OR NOT THE APLLICANT WILL BE REQUIRED TO MAKE FORMAL PRESENTATION BEFORE THE BOARD OF HEALTH IN REGULAR (EVENING) SESSION. THE DECISION WHETHER OR NOT AN APPLICANT IS REQUESTED TO PRESENT THE CONTINGENCY PLAN BEFORE THE BOARD OF HEALTH WILL BE DETERMINED BASED ON, BUT NOT LIMITED TO, CONSIDERATION OF TYPE AND SCALE OF OPERATIONS, TOXICITY OF HAZARDOUS MATERIAL(S), VOLUME OF HAZARDOUS MATERIAL(S), ETCETERA.**
- **FINAL CONTINGENCY PLANS - SUBMIT 2 CD FINAL COPIES (using .pdf or MSword format and specifically organized into 8 folders as follows).**
 - Ch. 1 - Environmental Policy
 - Ch. 2 - Emergency Coordinators
 - Ch. 3 - Hazardous Materials
 - Ch. 4 - Emergency Equipment/Systems
 - Ch. 5 - Maps
 - Ch. 6 - Planning/Response Notifications and Procedures
 - Ch. 7 - Training
 - Ch. 8 - Bylaw and “Bedford Experience”
- **FINAL PLANS, IF REQUIRED TO BE PRESENTED BEFORE THE BOARD OF HEALTH, WILL ALSO BE REVIEWED BY THE 4 TOWN DEPARTMENTS REFERENCED IN BYLAW SECTION 4.2. IN THIS INSTANCE, 5 CD COPIES OF THE FINAL PLAN WILL BE REQUESTED - THE 5TH REQUESTED COPY IS KEPT IN THE BOARD OF HEALTH OFFICE. WHEN INTERDEPARTMENTAL REVIEW IS COMPLETED, MR. BLACK WILL SUMMARIZE THE COMMENTS AND WORK WITH THE APPLICANT TO COMPLETE ANY NECESSARY REVISIONS.**
- **FEES AND CERTIFICATES-OF-COMPLIANCE - SEE MR. BLACK.**