



## Environmental Health Division

County of Ventura • Resource Management Agency • [vcrma.org/divisions/environmental-health](http://vcrma.org/divisions/environmental-health)  
800 S. Victoria Avenue, Ventura, CA 93009-1730 • (805) 654-2813 • (805) 477-1595

### VENTURA COUNTY CLEANUP PROGRAM

#### Description and Process

The Ventura County Environmental Health Division (EHD) has established the Ventura County Cleanup Program (VCCP) to assist responsible parties (RP) in obtaining regulatory oversight and eventual "closure" on environmentally-impacted sites that do not qualify for oversight by the Leaking Underground Fuel Tanks (LUFT) Program. The Ventura County Board of Supervisors approved the VCCP, authorized under Health and Safety Code Section 101480, on November 12, 1996.

The general process is as follows:

1. The Responsible Party (RP) informs EHD of their interest in entering the VCCP, submits an application, and provides information necessary to adequately identify the site (correct address and assessor's parcel number), the contaminants involved, the magnitude of the problem, and a likely remediation scenario.
2. Copies of all documents describing assessment and/or remediation already completed at the site, including analytical results, must be included with the application.
3. Upon receipt of the application and acceptance of the case, EHD informs the Regional Water Quality Control Board (RWQCB) and the Department of Toxic Substances Control (DTSC) that the VCCP plans to oversee the project. If either the RWQCB or DTSC considers the project within their area of responsibility, they inform EHD that the project is not eligible for the VCCP. To date, this has not occurred.
4. EHD prepares a Remedial Action Agreement (RAA) which is sent to the RP for signature. The RAA is the contract that allows the RP to perform the required work with EHD oversight. The wording of the RAA was reviewed and approved by County Counsel and approved by the Ventura County Board of Supervisors. Therefore, other than site-specific variables, e.g., names, addresses, contaminants of concern, etc., this wording cannot be changed by either EHD or the RP.
5. The RAA must be signed and returned to EHD. No extraneous marks or comments may be added to the RAA or it cannot be accepted.
6. A minimum deposit based on the current contract hourly rate for the fiscal year must be submitted with the signed RAA. For more complex projects, a larger deposit may be submitted to reduce the need for additional billing and time delays. EHD oversight time will be billed against the deposit until the deposit is expended.

or the project has been completed. If the deposit has been expended and the project has not yet been completed, no additional oversight can be conducted by EHD until additional funds have been deposited.

7. EHD highly recommends that workplans and remedial action plans be submitted for approval prior to conducting site work to allow communication of EHD site requirements and cleanup goals. All site assessment and remedial action reports must be submitted electronically for review.
8. Either the RP or EHD may cancel the RAA and discontinue work at any time. However, upon cancellation of the RAA, EHD will report the unfinished project and scope of work to the appropriate State agencies.
9. When site conditions meet State and local guidelines and no longer pose a threat to human health or the environment, EHD will notify the RP and their agent that additional work is not required.
10. If charges for EHD time do not exceed the deposit, a check for the unexpended funds and a *Completion of Cleanup Program Requirements* letter will be issued. If charges for EHD time exceed the deposit, an invoice will be mailed to the RP on a quarterly basis or near the end of the project. Upon receipt of full payment, EHD will issue the *Completion of Cleanup Program Requirements* letter.

If you have any questions, please contact Gina Teresa at (805) 662-6511 or [Gina.Teresa@ventura.org](mailto:Gina.Teresa@ventura.org).