



Asbestos Permit Application User Guide

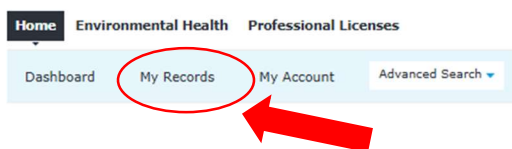
Thank you for reviewing ACHD's Asbestos Permit Application User Guide. This guide will walk through the steps required to complete the submission of an asbestos permit application for a project completed in Allegheny County.

Submitting an Asbestos Permit Application

1. Login to Accela using your credentials. If you are having issues with your account, please email achdasbestos@alleghenycounty.us.
2. Start at your **Home Page**. The **Home Page** is your "Front Page" containing a view of your Dashboard, Collections, and Records in addition to other options.



3. Click **My Records** on your **Home Page**.



4. Click on the record number applicable to review the application.



5. Review the record to the best of your ability. You will need to expand the application by clicking on the **More Details** triangle.



ALLEGHENY COUNTY HEALTH DEPARTMENT AIR QUALITY PROGRAM

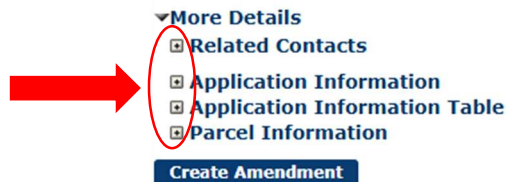
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6. You will have to expand the application again by clicking the + symbol next to each section.



7. You may complete the owner attestation 2 ways.

- a. You may click **Create Amendment** from the review page.



- b. You may click **Amendment** from **My Records** page.

▼ Environmental Health

Showing 1-1 of 1 | [Download results](#) | [Add to collection](#)

<input type="checkbox"/>	Record Number	Record Type	Facility Name	Address	Expiration Date	Status	Action
<input type="checkbox"/>	PAA2540012	Asbestos Abatement Notification / Permit Application		4366 COLONIAL PARK DR PITTSBURGH PA 15227		In Progress	Amendment

8. Select the **Asbestos Owner Attestation** option then click **Continue Application**.

Home **Environmental Health** Professional Licenses

Create a Permit Application Search Permitted Facilities Schedule an Inspection

Select an Amendment Type

Choose one of the following available amendment types. For assistance or to apply for an amendment type not listed below please contact us.

Search

☐ Asbestos Owner Attestation

☐ Memo Amendment / Secondary Permit

Continue Application »



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9. Complete the questionnaire and add any additional contacts you would like to add, then click **Continue Application**.

Asbestos Owner Attestation

1 Owner Approval	2 Review	3 Record Issuance
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Step 1: Owner Approval > Property Owner Information

As a property owner, it is very important that you are aware of and in compliance with the asbestos notification requirements. Allegheny County Health Department's rules require an asbestos survey for all renovation and demolition projects, and depending on the quantity of asbestos identified, proper notification, specific work practices, and proper disposal of asbestos containing material (ACM) are required. Non-compliance may mean violations and a penalty for your municipality, business, and customers.

* indicates a required field.

Owner Attestation

Owner Attestation

* Are you the legally responsible person for this property, or do you have the delegated authority to sign on their behalf?:

☐ Yes ☐ No

* Do you hereby certify that the foregoing statements and the information contained in the associated Notification Form are true. This certification is made subject to the penalties set forth in 18 PA C.S. §4904 relating to unsworn falsification to authorities?:

☐ Yes ☐ No

Property Owner

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

Select from Account

Add New

Save and resume later

Continue Application »



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10. Review your submission then click **Continue Application**.

Step 2: Review

Save and resume later

Continue Application »

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Record Type

Asbestos Owner Attestation

Owner Attestation

Owner Attestation

Edit

Are you the legally responsible person for this property, or do you have the delegated authority to sign on their behalf? No

Do you hereby certify that the foregoing statements and the information contained in the associated Notification Form are true. This certification is made subject to the penalties set forth in 18 PA C.S. §4904 relating to unsworn falsification to authorities? No

Property Owner

Edit

Bruce Dixon
3333 Forbes Inc

Home Phone:4125788122
Work Phone:4125788122
E-mail:aholt@achd.net

Save and resume later

Continue Application »

11. If you see a green message, you have successfully completed your owner attestation and will see your record number.

Asbestos Owner Attestation

1 Owner Approval

2 Review

3 Record Issuance

Step 3: Record Issuance



Your application has been successfully submitted.
Please print your record and retain a copy for your records.

Thank you for using our online services.

Your Record Number is ASB-OWN-25-410.



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