

Demolition Permit Application



*"Building A Stronger Community
TOGETHER"*



Community & Economic Development

Permit # _____ Date _____



CITY OF SHELTON
DEMOLITION PERMIT APPLICATION
525 West Cota Street, Shelton, WA 98584
(360) 426-9731 (360) 426-7746

A demolition permit is required to ensure that your structure is removed from the Assessor's tax rolls and that the site is left in a safe, sanitary condition. Under Chapter 33 of the International Building Code, the Building Official may require submittal of plans and a schedule for demolition. When such plans are required, no work shall be done until the plans or schedule, or both, are approved by the Building Official. When plans or other data are required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review.

SITE INFORMATION

Site Address _____

Parcel No. _____ Legal Description _____

Type of Building _____ Zoning _____ Historic Register Property _____

OWNER INFORMATION

Owner _____ Phone # _____

Owner Address _____ City _____ St. _____ Zip _____

CONTRACTOR INFORMATION

Contractor Name _____ Phone # _____

Address _____ City _____ St. _____ Zip _____

Contractor Reg.# _____ Exp. Date _____ City Business License _____

PROJECT INFORMATION

Work to begin/end: _____ Estimated cost of demolition \$ _____

Describe work to be done _____

Materials from the demolished site will be transported to _____
and used for _____

Do you wish to abandon any existing utility services? YES NO

If yes, please indicate disconnect date: _____ (Services must be disconnected and capped at the property line).

*Note: Monthly utility charges will remain in effect unless service is abandoned. If either water or sewer, or both are to be abandoned, you must submit a written request, prior to demolition, for City approval. You will continue to be charged your current stormwater rate unless you notify the Billing office of a change.

I certify that all information given above, on the reverse side, and on accompanying plans is complete and accurate to the best of my knowledge; that all information given above, on the reverse side, and on accompanying plans will be relied upon in granting permits and that if such information is later found to be inaccurate any permits may be withdrawn.

The undersigned hereby saves and holds the City of Shelton harmless from any and all causes of action, judgments, claims, or demands, or from any liability of any nature arising from any non-compliance with restrictions, which may have been established by parties other than the City of Shelton.

Signature of Applicant or Authorized Representative

Date

SITE PLAN REQUIREMENTS: To help ensure timely review of your application, please submit five (5) copies of an accurate site plan drawn to scale which include the following information:

1. Scale used and a marker showing the direction of North;
2. Location and dimensions of all property lines;
3. Location and dimensions of all existing and proposed buildings and structures on the site, showing distances from property lines;
4. Location and name or number of all streets and alleys adjacent to the site;
5. Existing buildings scheduled for demolitions or removal must be indicated.

Each plan shall be dated, shall clearly indicate the nature, extent and purpose of the work and shall list the location of the work, the name of the owner and the name of the person who prepared the plan.

After you have obtained your permit, and prior to beginning demolition, you must meet the following requirements:

● **You must locate any existing water, sewer and stormwater services at the edge of the right-of-way and properly disconnect and cap them. The disconnections must be inspected by the Water and Sewer Departments prior to covering. To schedule an inspection contact the Public Works Department at 426-9731.**

- Property owner responsible for establishment of property lines.
- Other utilities that need to be notified are: Cascade Natural Gas, P.U.D., Qwest Communications and Comcast (cable TV).
- **Any work that is done in the right-of-way will require a Right-of-Way Access Permit.**
- Whenever demolition interferes with pedestrian travel, demolition work may not begin until the required pedestrian protection structures are in place;
- Remove all floors, foundations, footings and basement and retaining walls down to 18 inches below grade. Basement sections below this must be broken into pieces not more than 8 inches in any dimension;
- Fill excavations and other cavities with noncombustible, inorganic material smaller than 8 inches and cover with dirt or gravel so that broken concrete is not exposed;
- Grade site so that surface is smooth and water will run off. Be sure grading conforms to existing neighboring grades of all sides of lot;
- During demolition, use water to control and reduce dust and its impact on neighboring properties;
- Leave the site clean and in a safe condition.

****FOR OFFICE USE ONLY****

Building Department Approval

Date

Historic Preservation Review

Date

Demolition Permit Fee \$ 26.00

Plan Check Fee \$

Date Issued: _____

State Surcharge \$ 4.50

Receipt #: _____

Total Fees \$ **30.50**

Received By: _____

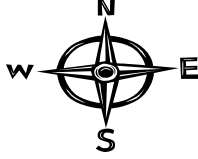
*Calculation based on the handout titled "Infiltration Trenches/Roof Drywell Sizes by Soil Hydrologic Group"

PLOT PLAN

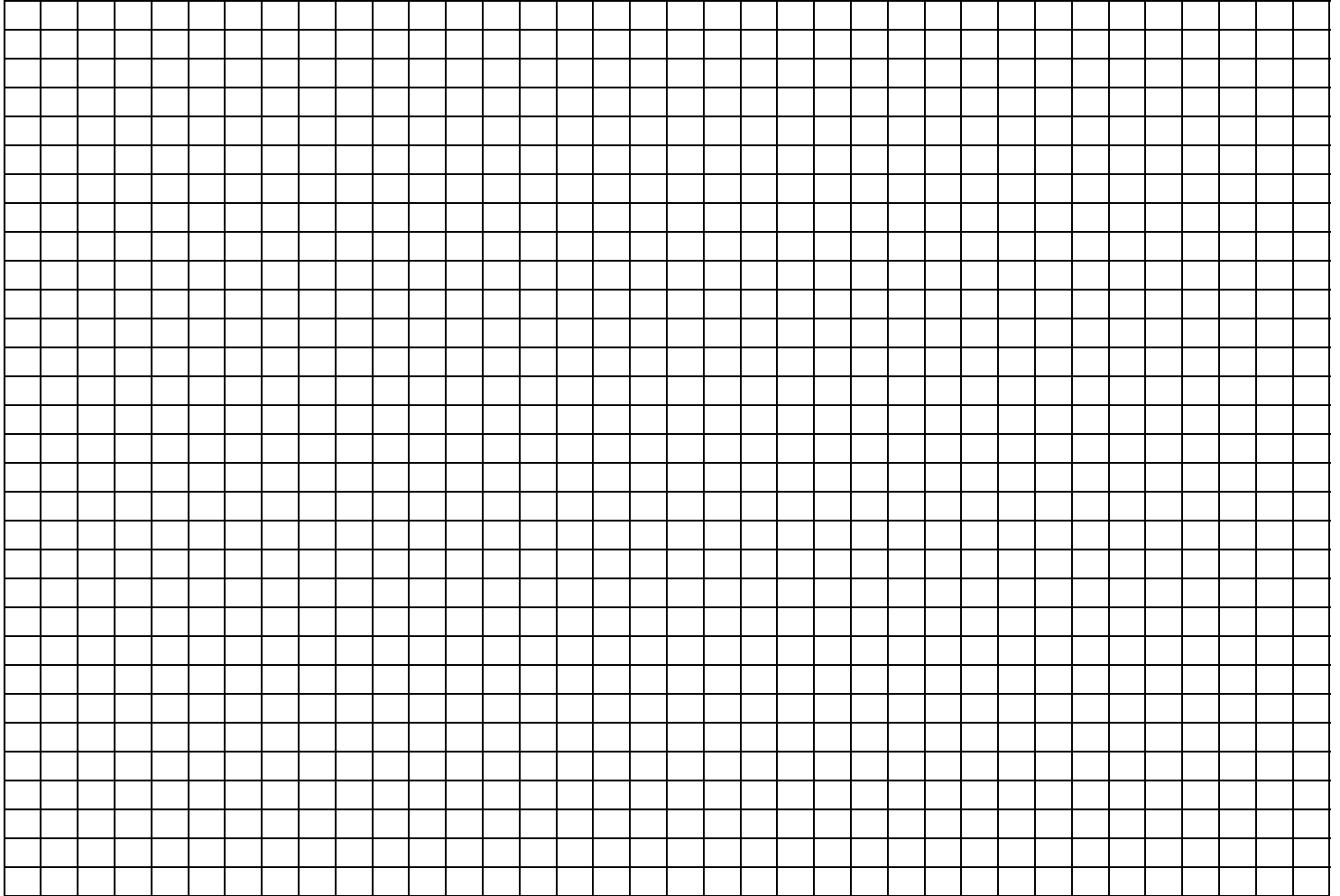
ADDRESS:

LEGAL DESCRIPTION:

This form need not be used if plot plans drawn to scale of not less than 1"=20' are filed on a separate sheet with the permit application. (Each building site must have a separate plot plan.)



Graph squares are 5'x 5' or 1"=20'



CHAPTER 33

SAFEGUARDS DURING CONSTRUCTION

SECTION 3301 GENERAL

3301.1 Scope. The provisions of this chapter shall govern safety during construction and the protection of adjacent public and private properties.

3301.2 Storage and placement. Construction equipment and materials shall be stored and placed so as not to endanger the public, the workers or adjoining property for the duration of the construction project.

SECTION 3302 CONSTRUCTION SAFEGUARDS

3302.1 Remodeling and additions. Required exits, existing structural elements, fire protection devices and sanitary safeguards shall be maintained at all times during remodeling, alterations, repairs or additions to any building or structure.

Exceptions:

1. When such required elements or devices are being remodeled, altered or repaired, adequate substitute provisions shall be made.
2. When the existing building is not occupied.

3302.2 Manner of removal. Waste materials shall be removed in a manner which prevents injury or damage to persons, adjoining properties and public rights-of-way.

SECTION 3303 DEMOLITION

3303.1 Construction documents. Construction documents and a schedule for demolition must be submitted when required by the building official. Where such information is required, no work shall be done until such construction documents or schedule, or both, are approved.

3303.2 Pedestrian protection. The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by this chapter.

3303.3 Means of egress. A party wall balcony or horizontal exit shall not be destroyed unless and until a substitute means of egress has been provided and approved.

3303.4 Vacant lot. Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinances of the jurisdiction having authority.

3303.5 Water accumulation. Provision shall be made to prevent the accumulation of water or damage to any foundations on the premises or the adjoining property.

3303.6 Utility connections. Service utility connections shall be discontinued and capped in accordance with the approved rules and the requirements of the authority having jurisdiction.

SECTION 3304 SITE WORK

3304.1 Excavation and fill. Excavation and fill for buildings and structures shall be constructed or protected so as not to endanger life or property. Stumps and roots shall be removed from the soil to a depth of at least 12 inches (305 mm) below the surface of the ground in the area to be occupied by the building. Wood forms which have been used in placing concrete, if within the ground or between foundation sills and the ground, shall be removed before a building is occupied or used for any purpose. Before completion, loose or casual wood shall be removed from direct contact with the ground under the building.

3304.1.1 Slope limits. Slopes for permanent fill shall not be steeper than one unit vertical in two units horizontal (50-percent slope). Cut slopes for permanent excavations shall not be steeper than one unit vertical in two units horizontal (50-percent slope). Deviation from the foregoing limitations for cut slopes shall be permitted only upon the presentation of a soil investigation report acceptable to the building official.

3304.1.2 Surcharge. No fill or other surcharge loads shall be placed adjacent to any building or structure unless such building or structure is capable of withstanding the additional loads caused by the fill or surcharge. Existing footings or foundations which can be affected by any excavation shall be underpinned adequately or otherwise protected against settlement and shall be protected against later movement.

3304.1.3 Footings on adjacent slopes. For footings on adjacent slopes, see Chapter 18.

3304.1.4 Fill supporting foundations. Fill to be used to support the foundations of any building or structure shall comply with Section 1803.5. Special inspections of compacted fill shall be in accordance with Section 1704.7.

SECTION 3305 SANITARY

3305.1 Facilities required. Sanitary facilities shall be provided during construction, remodeling or demolition activities in accordance with the *International Plumbing Code*.





Olympic Region Clean Air Agency
2940-B Limited Lane NW
Olympia, WA 98502
(360) 586-1044 or 1-800-422-5623
Fax: (360) 491-6308 www.ORCAA.org

Notification of Demolition Permit

It is unlawful for any person to cause or allow the demolition (or major renovation) of any structure unless all asbestos-containing materials have been removed from the area to be demolished. Work shall not commence on an asbestos project or demolition unless the owner or operator has obtained written approval from ORCAA. A written application for a demolition shall include a certification that there is no known asbestos-containing material remaining in the area of the structure.

Project Site Address: _____ County: _____

City: _____ State: _____ Zip: _____

Starting Date: _____ Completion Date: _____

*(There is a 10 working day advance notification period from receipt of permit application)

Property Owner: _____ Telephone: _____ Fax: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Demolition Contractor: _____ State License #: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Contact Person: _____ Telephone: _____ Fax: _____

YES NO

_____ Demolition by Wrecking or Dismantling? (\$25.00 fee) check # _____ **nonrefundable**

_____ Training Fire Demolition? (If yes, attach fire department request for training fire)

_____ Renovation, Alteration, Remodeling, Maintenance, or other Construction?

_____ Asbestos found or suspected*

*An ORCAA "Notice of Intent to Remove or Encapsulate Asbestos" form and appropriate fee must be submitted prior to any asbestos removal work. Asbestos removal projects involving demolition must be performed by a Certified Asbestos Contractor and all friable or potentially friable asbestos must be removed before any demolition begins. Refer to ORCAA Regulation 1 Article 14 for additional requirements that may apply.

Asbestos Survey Completed by

AHERA Certified Inspector: _____

Certification # _____

This approved permit must
be available at the job site

Enclose \$25
Processing Fee

Certification of the Asbestos Survey must
accompany this form