

**APPLICATION FOR BUILDING DEMOLITION – RESIDENTIAL OR COMMERCIAL**

CPA # \_\_\_\_\_

**Perkins Township Building Department**

*For office use only*

**2610 Columbus Avenue, Sandusky, Ohio 44870.**

A separate application shall be submitted for each building/structure. All sections must be completed or the application will be returned to you.

<b>1 Building Owners verification:</b>			
a.	Have you obtained zoning approval for this building demolition?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
b.	Have you contacted local utilities to terminate the water, sewer, electrical, and gas services at the street?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
c.	Have you notified the Ohio EPA and submitted their Notification of Demolition (attached)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
d.	Have you notified the Ohio Dept. of Health and submitted their Notification of Abatement (attached)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
e.	Does this building demolition include removal of building footing and foundation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
f.	Do you have a pedestrian protection plan for this building demolition?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
g.	The finished site shall be shovel ready for new construction and seeded with grass?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
h.	Has the Owner affidavit authorizing the demolition been provided with this submittal?	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
<b>2 Exact address of building:</b>			
<b>3 Owner of project:</b>			<b>Attention:</b>
Owner address:		City:	State: Zip:
Owner Phone:		Fax/Cell:	E-Mail:
<b>4 Name of Submitter:</b>			<b>Attention:</b>
Address:		City:	State: Zip:
Submitter Phone:		Fax/Cell:	E-Mail:
<b>5 Construction type:</b>	<b>Use group:</b>	<b>6 Description of Occupancy:</b>	
<b>7 Cost of work covered by this application:</b>		<b>8 If plans are submitted as the result of an Adjudication order, enter order number here:</b>	
<b>9a. Residential fees: 200 – 399 sq. ft.....\$ 25.00 400 sq. ft. or more.....\$150.00</b>			
			<b>\$</b>
Above fees include 3 inspections – each additional inspection.....\$ 75.00			<b>\$</b>
<b>9b. Commercial/Industrial Fees: Structural..... \$225.00 Electrical..... \$225.00</b>			
Above fees include 3 structural and 3 electrical inspections. Additional inspections may be required for phased demolition. Each additional inspection .....\$150.00			<b>\$</b>
Add 1% Board of Building Standards fee for Residential Projects Add 3% Board of Building Standards fee for Commercial/Industrial Projects			<b>\$</b>
<b>Total Fees to be paid:</b>			<b>\$</b>
<b>10. Fees paid by:</b> <input type="checkbox"/> Cash <input type="checkbox"/> Check # _____ Make checks payable to: <i>Perkins Township</i> <input type="checkbox"/> Credit Card <i>Transactions paid using a credit or debit card shall be subject to a non-refundable convenience fee equal to five percent (5%) of the amount of the transaction to be added to the total amount otherwise to be paid.</i>			
<b>11. I hereby certify that I am the (select one) <input type="checkbox"/> Owner <input type="checkbox"/> Agent for the Owner</b> and all information contained in this application is true, accurate and complete to the best of my knowledge. All official correspondence in connection with this application should be sent to my attention at the address shown above.			
Signature _____		Date _____	
Print name _____		*Must download and save application before the signature or submittal options are available.	
<b>12 THE AREA BELOW IS FOR OFFICIAL USE ONLY</b>			
Date recd:	Processed by:	<input type="checkbox"/> Mail-In <input type="checkbox"/> Walk-In	CPA#
Approved by:	Date:	<input type="checkbox"/> OBC 104.2.1.1.1 Plan examination by the building official	

## **BUILDING DEMOLITION INFORMATION AND REQUIREMENTS**

This policy is generated to provide general policies and procedures for the approval of entire building demolition when no new construction is part of the scope of work. Partial building demolition is considered a building alteration project, which is reviewed under the regular application for building plan approval.

### **Other Agencies' Requirements:**

- Building demolition shall comply with provisions for pedestrian protection, adjoining property protection, vacant lot conditions, water accumulation, and utility disconnections in accordance with the current Ohio Building Code.
- **The Ohio EPA Division of Air Pollution should be notified for commercial demolitions** even if no asbestos or other hazardous materials are present. Contact Ohio EPA at 419-373-3058. Notification forms can be obtained at [www.epa.ohio.gov](http://www.epa.ohio.gov).
- **The Ohio Department of Health should be notified** if more than 50 lineal feet of 50 square feet of asbestos is present. Contact the Ohio Department of Health at 614-466-0016. Notification of abatement forms can be obtained at [www.odh.ohio.gov](http://www.odh.ohio.gov).
- **Always contact the Perkins Township Fire Department prior to demolition.** Contact the Perkins Township Fire Marshall at 419-626-1334.

### **Building Demolition Requirements:**

- **Application form:** Complete and submit one copy of the "Application for Building Demolition," as well as appropriate fees for each building.
- **Obtain zoning approval** for building demolition.
- **Indicate** the plan for finished site grading shall be shovel-ready for new construction and seeded with grass or paved, hard, surface (i.e., asphalt or concrete).
- **Fees:** Building demolition approval fees are as listed on application.
- **Plan requirements:** Submit **one (1) paper copy and an electronic file** of construction plans and documents (**plans are NOT necessarily required to be sealed by an Ohio-registered design professional**), at a minimum, shall include the following:
  1. **Site details:** Construction documents shall show the location of the building to be demolished, location of adjacent buildings and their means of egress, details of pedestrian protection/barriers, as well as dimensions to the interior property lines and/or streets. Fire Department access shall be maintained.
  2. **Building details:** The plans shall indicate the extent of the removal of the building footings/foundations, specifications on back-fill materials, ground elevations/topography after completion, means of preventing water accumulation, adjacent property protection, utility capping/disconnection information, etc.
  3. **Owner affidavit:** An affidavit signed by the building owner shall be provided stating that they are aware of and are authorizing the submission of this demolition application.

**Once documentation has been reviewed and approved, you will receive notification regarding the procedure to schedule inspections.**