



# Demolition Permit Application

Application Fee \$1,000

*The Village of Friendliness—Since 1870*

A Demolition Permit will **NOT** be issued until the information submitted on this application has been reviewed by the City of Douglas Planning and Zoning Administrator AND gas, electric, and water utilities have provided verification of shut-off/disconnect.

### Building Information:

Address or Location: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

Number of Buildings to be Demolished: \_\_\_\_\_

Will any buildings or structures remain?  Yes  No If yes, explain: \_\_\_\_\_

Residential Structure or  Nonresidential Structure (Commercial, Industrial, Institutional, etc.)

Vacant or  Occupied

Main Building Size: \_\_\_\_\_ x \_\_\_\_\_ Number of Stories: \_\_\_\_\_

Accessory Building Size: \_\_\_\_\_ x \_\_\_\_\_ Number of Stories: \_\_\_\_\_

Distance of the Building(s) to be demolished from a water body (lake, river, stream, drainage ditch)? \_\_\_\_\_ feet

Total area of grading required to restore the site:  Less than 1 acre  More than 1 acre

Distance of building(s) to be demolished from the street right-of-way (ROW)? \_\_\_\_\_ feet

Will the demolition work require barricading of the sidewalk or street?  Yes  No

Is a site plan attached, showing all structures and site dimensions?  Yes  No

### Property History and Use Information:

Previous/Current Use of Property: \_\_\_\_\_ Future Use of Property: \_\_\_\_\_

Reason for Demolition:

City Demolition Orders

Is this a City Contract?

Yes  No

Are fire escrow funds involved?

Yes  No

Other Reason. Explain: \_\_\_\_\_

Has the demolition been reviewed and approved by the Planning Commission?  Yes  No

Demolition Contract Cost: \_\_\_\_\_

### Property Owner Information

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address / PO Box \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Applicant/Contractor Information (if different than owner)**

Name: \_\_\_\_\_ Company: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Address / PO Box \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Building License No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Federal Employer ID Number: \_\_\_\_\_

**Application Requirements**

**Insurance:** A copy of an insurance certificate naming the City as additional insured and indicating the location of the project i.e., street address, must be attached to this application. The limits of the policy are to be \$1 million general liability and \$1 million auto. Statutory workers compensation must also be included.

**Surety:** Prior to the issuance of a demolition permit, surety (i.e., performance bond, letter of credit, cashier's check) must be provided equal to the contract cost of the demolition.

**Demolition Conditions:** The following standard conditions apply

1. No structures shall be removed from the premises in a whole or substantially whole condition. All buildings shall be demolished on the premises.
2. Water services shall be capped and staked at the lot line or at a location designated by the Inspector. An exception to this procedure may be considered if the service from the main to the curb box is a 1" or larger copper line, and a new structure is for the same or similar use and will be constructed on the site within six (6) months of the date of approval of the Demolition Permit.
3. The sewer and storm lateral, if one exists, shall be exposed and properly capped at the lot line or at a location designated by the Inspector. Backfilling is to be done only after inspected and approved by the City. Call 269-857-1438 to arrange an inspection from the Inspector.
4. All structures and their foundations shall be completely razed to the level of two (2) feet below the ground surface or grade line and removed from the site.
5. Concrete floors shall be broken to allow water to drain from the site.
6. All basements and cellars or other areas below grade shall be filled and compacted to grade only with sound approved solid fill.
7. All masonry, such as private sidewalks, driveways, driveway aprons, or retaining walls, shall be removed unless such removal will create a hazardous condition or unless the owner has requested otherwise in writing.
8. Wood partitions, stairways, furnaces, piping and other equipment, rubbish and debris located in basements or elsewhere on the property shall be removed from the site.
9. Any damage to public sidewalks or any part of the street right-of-way shall be repaired or replaced to meet City standards.
10. The lot shall be filled, compacted, and graded to blend with surrounding property and sidewalk grades.
11. Final fill shall be at least two inches of sandy loam, dirt or topsoil containing no brick, mortar, or concrete pieces larger than two (2) inches.

**Yes, I have read the City of Douglas Zoning Ordinance Article 23 Administration and Enforcement**

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**FOR INTERNAL USE ONLY**

**CITY OF DOUGLAS ZONING REVIEW**

Approved  Conditional Approval  Denied  Permit Number \_\_\_\_\_

Rationale \_\_\_\_\_

Fee Paid  Insurance Certificate  Surety  Demolition Conditions Met

Plans reviewed by Planning Commission on: \_\_\_\_\_ Approved on: \_\_\_\_\_ (Attach Minutes)

\_\_\_\_\_  
Signature of Planning & Zoning Administrator

\_\_\_\_\_  
Date

P04032022PZ