

DEMOLITION PERMIT APPLICATION CHECKLIST

To help ensure timely review of your application, please provide the following required submittals:

- ☐ Site plan showing:
 - ☐ Scale used and an arrow pointing North.
 - ☐ Location and dimensions of all property lines.
 - ☐ Location and dimension of all existing building and structures on the site, showing distances from property lines.
 - ☐ Location and name of all streets and alleys adjacent to the site.
 - ☐ Existing buildings scheduled for demolition.
 - ☐ Date, owner name, person who prepared the plan (if different), nature and extent of the work.
 - ☐ Topography of the site. The City can provide a map with topography lines that can be integrated into the site plan drawing.
 - ☐ Temporary erosion and sediment control, as needed (silt fence, straw, etc.) to prevent soil from traveling onto the adjacent right-of-ways.
- ☐ Copy of approved ORCAA Demolition Notification required for all demolition projects
Contact The Olympic Region Clean Air Agency's (ORCAA) in Olympia at 800-422-5623 or visit their website at: www.orcaa.org for additional information and licensed asbestos contractors.

Prior to Demolition

- All utilities must be disconnected/protected: side sewer, cable, electric, telephone, water.
- Wells may not be abandoned, must be sealed in accordance with state regulations.
- Fencing/signage as required.

After Demolition

- If there is a basement it has to be filled in or fenced off.
- All debris must be taken to a certified landfill or dump.

Note: If the proposal is to remove a single family residence and if any accessory structures are proposed to be left on-site, a plan must be in place to build another residence. *If this is the case, contact the planning staff prior to filling out this application.*