

Village of Monroeville
2 South Main St
P O Box 156
Monroeville, OH 44847
(419) 465-2922 (Phone)
(419) 465-2259 (Fax)
www.monroevilleohio.com

DEMOLITION PERMIT APPLICATION

COMMERCIAL / RESIDENTIAL

App. Number _____



Property Information

Address _____ Subdivision _____

Parcel ID _____ Lot/Unit/Suite No. _____ Zoning _____

No permit to raze a building or structure shall be granted until notice of the application therefore has been given to the owners of lots adjoining the lot upon which the building or structure is to be moved nor until the applicant shall give a surety bond to the Village in the sum of Ten Thousand (\$10,000) and evidence of Personal Injury and Property Liability Insurance in the amount of One Million (\$1,000,000) as fixed by Ordinance 2004-24 and has been filed with this permit application to indemnify the Village for damages.

Owner Information

Name _____

Address _____

City _____

State _____ Zip _____

Phone _____

Project Information

Project Name/Tenant _____ Description _____

Number of Structures _____ Number of Units _____ Acreage _____ Food Zone _____

Total Construction Square Feet _____ Ownership Type: Private ☐ Public ☐

Heating Fuel Gas ☐ Electric ☐ Other ☐

Sewage Disposal Private ☐ Public ☐ Sewer Contractor _____

Principal Construction Type:

Masonry/Wall-Bearing ☐ Reinforced Concrete ☐ Structural Steel ☐ Wood Frame ☐

EPA approved landfill

Name: _____

Location: _____

Office Use

Receipt/Trans. No. _____

Check No. _____

Date Entered _____

Date Issued _____

FEES

Garage or other outbuilding
having area of not more than
400 sq. ft. = \$50.00

Single dwelling, duplex or
triplex. = \$75.00

Four-unit or greater residential
structure and any commercial or
industrial structure = \$125.00

Submission Checklist

Owner's Statement ☐

Utilities Statement ☐

Contractor Information

Name _____ DBA _____ Registration No. _____

Address _____ City _____ State _____ Zip _____

Phone _____ Fax _____ E-mail _____

Signature _____ Owner ☐ Authorized Agent ☐

APPROVALS

Approving Authority _____

Date _____

Worksheet Adequacy _____

Date _____

All demolition shall proceed only on weekdays, Monday through Friday, between 7:30am and 6pm, unless specifically extended or altered by the Administrator.

The Administrator may order an inspection at any time during the demolition to assure that all procedures are being followed.

Asbestos report required. Asbestos will be handled and removed prior to any demolition in accordance with the Ohio Administrative Code Ordinance #3745-20, under penalty of law. For more information, contact the Ohio Environmental Protection Agency, Division of Air Pollution Control, (614) 728-3816.

The debris from any building shall be thoroughly dampened to prevent circulation of dust.

The demolition contractor shall call for a final inspection upon completion of the demolition.

THIS PERMIT IS VALID FOR THIRTY (30) CONSECUTIVE DAYS UNLESS AN EXTENSION IS REQUESTED IN WRITING AND APPROVED BY THE ADMINISTRATOR.

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DEMOLITION APPLICATION

OWNER'S STATEMENT



I (We), _____, state that I (we) own the property at _____
NAME(S) ADDRESS
for which a demolition permit application is being made to the Village of Monroeville.

_____ is acting as my (our) agent and will demolish the structure on the property
NAME OF DEMOLITION CONTRACTOR

with my (our) approval and permission after the Village of Monroeville issues a demolition permit. I (we) understand that this contractor must be registered with the Village of Monroeville.

Falsification of a public document is a violation of the Ohio Revised Code, Section 2921.13(a)(5), a misdemeanor of the first degree, punishable by up to six months imprisonment and a fine of \$1,000, or both.

NOTARY

Date _____

Signature of property owner _____ Signature of property owner _____

Sworn to before me and subscribed in my presence this _____ day of _____, in the year _____

Notary Public _____ My commission expires _____

NOTARY SEAL HERE

Sewer/Septic/Well Cap Information

Is the structure habitable? YES ☐ NO ☐

Does it have sewer/water service? YES ☐ NO ☐

Utility Disconnection

To be done by Village Utility Departments

The utilities at the above property have been or will be disconnected prior to demolition.

Gas _____ Electric _____ Water _____
INITIAL TO INDICATE EACH DISCONNECTION

Submit original notarized statement.

If you have any questions regarding this form,
please call (419) 465-2922.

Incomplete information may result in rejection
of this submittal.

VILLAGE OF MONROEVILLE

DEMOLITION UTILITY DISCONNECTION

ELECTRIC: The electric utility for the demolition at _____
was disconnected on _____ by _____.

No other action is required from the Electric Department; yes____no____

If further action is required please indicate what that action is:

WATER/SEWER: The water and/or sewer utility for the demolition at _____
_____ was disconnected on _____
by_____.

*Pursuant to Ordinance 04-24, after the sewer lateral was exposed and capped, it was properly inspected and approved before any backfill took place.

Confirmed by_____ Date:_____

STORM SEWER; The Street Department has inspected the storm sewer laterals for the demolition at _____ and has determined they will____will not____be effected by this demolition.