

ELIZABETHTOWN BOROUGH DEMOLITION PERMIT APPLICATION

PART 1

REQUIREMENTS FOR STRUCTURE DEMOLITION

The following regulations shall apply to the demolition of any existing structure:

Demolition Safety Requirements

1. **Environmental Permit** - *All commercial structures must obtain a permit or waiver from the Department of Environmental Protection. A copy of the DEP Permit or waiver must be attached to the permit application.*
2. **Sidewalk Access** - Public sidewalks must be reopened to normal pedestrian traffic at the end of each workday. If sidewalks are closed during working hours, appropriate signage must be placed at crosswalks preceding the closure.
3. **Street and Alley Access** - Streets and alleys must remain open to normal vehicular traffic unless otherwise specified in the permit. If traffic is restricted to a single lane, the contractor must provide personnel to safely direct traffic around the site.
4. **Debris Loading** - All debris must be loaded from within the property unless otherwise authorized in the permit.
5. **Protection of Adjacent Properties** - Safety measures must be implemented to protect neighboring properties, as well as Borough streets and alleys, from damage or hazards.
6. **Temporary Fencing** - Temporary fencing is required around the demolition area until all debris is removed, and the site is either properly backfilled and graded or construction of a new structure has progressed above ground level.
7. **Hazardous Materials** - Any hazardous materials must be removed in accordance with all applicable State and Federal regulations.
8. **Notification of Demolition** - The Borough Building Code Official must be notified at least 48 hours prior to the start of demolition. A work schedule and estimated completion date must also be provided.
9. **Emergency Services Notification** - The contractor is responsible for notifying Lancaster County Communications (911) of any road closures or restrictions. Any closure or partial closure of a state highway must be approved by the Pennsylvania Department of Transportation.
10. **Sanitary Sewer Laterals** - All sanitary sewer laterals must be located, capped, cemented, and inspected by the Borough Wastewater personnel or their designee before being covered.
11. **Water Supply Lines** - Water lines must be located, and the contractor must contact the Elizabethtown Area Water Authority at (717) 367-7448 for further instructions.
12. **Work Hours** - No demolition work may begin before 7:00 a.m.
13. **Dust Control** - Building debris must be wet down during demolition to minimize dust.

INSPECTIONS MAY BE REQUIRED

For questions regarding this application, please contact the Building Code Official at (717) 367-1700.

PLEASE PRINT ALL INFORMATION CLEARLY

PART 2

PROJECT INFORMATION

Location (Street Address): _____

Property Owner: _____

Owner's Address: _____

Owner's Phone Number: _____

Owner's Email: _____

APPLICANT'S INFORMATION Property Owner is the applicant: ☐ YES ☐ NO

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone Number: _____

Applicant's Email: _____

BUILDING INFORMATION

Please provide a clear and comprehensive description of the proposed project. Include the following information:

- Former use of the structure (e.g., residential, commercial, industrial, in-ground pool)
- Type(s) of construction materials used (e.g., wood framing, brick, concrete block, steel, vinyl siding, asphalt shingles)
- Whether any hazardous materials (e.g., asbestos, lead paint, fuel tanks) were stored on-site or will be removed
- The purpose and scope of the demolition or construction
- Any relevant construction or installation details

Detailed Project Description *(Please print clearly)*

PART 3

CONTRACTOR'S INFORMATION AND PROJECT COST

The **Principal Contractor** is responsible for ensuring that all subcontractors involved in this project comply with Pennsylvania's requirements for **Workers' Compensation Insurance Coverage**.

Principal Contractor Name: _____

Mailing Address: _____

Phone Number: _____ **Email:** _____

PA Contractor Registration Number: _____

Subcontractor Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Architect/Engineer Name: _____

Mailing Address: _____

Phone Number: _____ Email: _____

Proof of Insurance:

All contractors and subcontractors are required to submit current proof of insurance with their application. Self-employed individuals must also complete the Workers' Compensation Affidavit included with the application package.

PROJECT COST

Fair Market Value of Completed Project: \$ _____

This amount must reflect the total cost of all materials, supplies, equipment, and labor required to complete the project. Please attach written estimates or contractor quotes to support the stated project value.

PART 4

PROOF OF INSURANCE

Any contractor that has employees working for them must provide a "Certificate of Insurance". The contractor's insurance agent can provide this information. Please attach it to the application or email it to: BORO@ETOWNONLINE.COM. If the contractor is self-employed, please complete the Workers Compensation affidavit.

WORKERS COMPENSATION AFFIDAVIT

I, _____ (Contractor Name), hereby affirm that I am self-employed and will personally perform all work associated with the project described in the attached permit application. I will not hire or employ any other individuals for this project.

I may utilize subcontractors, provided that each subcontractor supplies both myself and the Borough of Elizabethtown with either:

- A valid Certificate of Workers' Compensation Insurance, or
- A completed Workers' Compensation Affidavit.

If, after receiving zoning permits, I employ any additional individuals, I am required to notify the **Building Codes Official** at Elizabethtown Borough and submit the appropriate proof of coverage or affidavit **within three (3) business days**.

I understand that failure to comply will result in a **Stop Work Order**, which will remain in effect until proper coverage is provided, in accordance with §302(e)(4) of the **Pennsylvania Workers' Compensation Act** (Act of June 2, 1915, P.L. 736), as reenacted and amended on June 21, 1939; December 5, 1947; and July 2, 1993.

Contractor's Signature: _____ **Date:** _____

Clearly Print Contractor's Name: _____

PART 5

SIGNATURE AND ACKNOWLEDGMENT

By signing below, I certify that the project described in this application and any attached plot plans will be completed and the property used as stated. I acknowledge that it is my responsibility to identify the location of any drainage, stormwater, utility, or other easement restrictions affecting the property. I will not disturb, construct, erect, plant, assemble, or store any structure or materials within an easement. The Borough of Elizabethtown is not responsible for locating rights-of-way, property lines, or recorded restrictions.

I authorize designated Borough officials and their inspectors to enter the property to investigate, inspect, and examine the land and structures described in this application to verify compliance with the Construction Code and the accuracy of the information provided.

I understand that no excavation or construction may begin until the Borough issues a Construction Code Permit. By signing this application, I certify that all statements and supporting documentation are true and correct, and I acknowledge that this application is made to induce official action by the Borough. I understand that false statements may subject me to the penalties of 18 Pa. C.S. §4904 (unsworn falsification to authorities).

I acknowledge that issuance of a Borough Permit or Construction Code Permit is based on the representations in this application and that the Borough may revoke any permit if the use or structure violates applicable Borough, County, State, or Federal laws or regulations, or if the permit was issued in error or based on misrepresentations.

I accept responsibility for ensuring compliance with all applicable Borough ordinances during and upon completion of the permitted work. I understand that if applicable, that a final inspection by the Construction Code Official and issuance of a Certificate of Occupancy are required before the permitted structure may be occupied, and that it is my responsibility to schedule the final inspection and obtain the Certificate of Occupancy prior to occupancy.

I understand that occupying or permitting occupancy before a Certificate of Occupancy is issued violates the Uniform Construction Code and may result in penalties, removal or rework of completed work to allow proper inspection, and fees for delinquent inspections if the Building Code Official or the Construction Code Official must inspect after occupancy.

Nothing in this application relieves me of the obligation to comply with the Zoning Ordinance or other Borough ordinances, nor does it prevent the Borough from enforcing those ordinances. I acknowledge that additional permits or certificates of use and occupancy may be required under the Zoning Ordinance and that it is my responsibility to obtain all required approvals before the structure authorized by this Construction Code Permit may be occupied.

Signature of Owner, Applicant, or Authorized Agent:

Print name clearly

Date

The applicant or contractor must provide two copies of the application and all related attachments. If additional copies are required to be made by our office, the applicant or contractor will be invoiced at a rate of \$0.50 per page for standard-size prints, \$2.00 per page for black-and-white prints sized 11" × 17" and larger, and \$4.00 per page for color prints sized 11" × 17" and larger.