



Village of Grass Lake
119 N. Lake Street
Grass Lake, MI 49240
(517) 522-4550

Demolition Permit Application

Job Location Address:

City: _____ Zip: _____

Permit to Demolish: _____

(Enter structure type to be demolished: House, Garage, Accessory Structure, ect.)

Identification Owner or Lessee:

Name: _____

Address: _____

City: _____ Zip: _____

Telephone Number: _____

Contractor: (if Homeowner is doing the construction, enter "Homeowner" in the contractor information space)

Name: _____

Address: _____

City: _____ Zip: _____

Telephone Number: _____

Contractor License Number: _____ Expiration Date: _____

Cell Phone Number: _____

Email Address: _____

Applicant Signature:

"Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this sTate relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

Signature of Licensee or Homeowner

Date



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Demolition Permit Requirements

General Information:

- A) An owner or agent must secure a Building Permit Application from the Village of Grass Lake for a Demolition Permit. Proof of ownership of the property must be provided; if acting as an agent, a letter of approval for the owner to demolish must be provided.
- B) The contractor applying for the Demolition Permit must be a licensed builder or Maintenance Alteration Contractor, in accordance with the State of Michigan Public Act 299.
 - 1) A certificate of insurance is required.
- C) Michigan Building Code 2006, Section 3307: "Protection required" Adjoining public and private property shall be protected from damage during construction, remodeling, and demolition work. Protections must be provided for footings, foundations, party walls, chimneys, skylights, and roofs. Provisions shall be made to control water runoff and erosion during construction or demolition activities. The person making or causing an excavation to be made shall provide written notice to the owners of adjoining buildings advising them that the excavation is to be made and that the adjoining buildings should be protected. Said notification shall be delivered not less than 10 days prior to the scheduled starting date of the excavation.
- D) Application shall submit one set of the plot plan showing location of all buildings to be demolished and all structures that are to remain.
- E) All underground flammable liquid storage tanks shall be removed and properly disposed of.
- F) All debris must be removed from the site. The burning of material is not permitted.
(Garbage or Plastic)
- G) Where a structure has been removed or demolished and a Building Permit has not been approved for a new structure, the vacant lot shall be filled, graded, and maintained to prevent the accumulation of water or damage to any foundation adjoining the property. The soil must also be stabilized.

Prior to Demolition Permit Being Issued:

- A) Before a building can be demolished or removed, the owner or agent shall notify all utilities having service connection within the building, such as water, electric, gas, sewer, and other connections. A permit to demolished or remove a building shall not be issued until a release is obtained from the utilities stating that their service connections and appurtenant equipment, such as meters and regulators have been removed or sealed and plugged in a safe manner or do not exist.

*** Inspection by the Village of Grass Lake Department of Public Works for sewer cut off or capping and termination of water service.

- B) An asbestos survey (and abatement if necessary) must be obtained and submitted with the application, before any demolition of the structure.
- C) PLEASE NOTE- A soil erosion permit must be obtained if there are any earth changes within five hundred (500) feet of a lake or stream. Contact the Jackson County Health Department.

Prior to the Final Inspection:

- A) Any footings, foundation walls and concrete must be removed to 12" below grade and have the building inspector verify prior to backfill.
- B) Final inspection by the building inspector is required upon completion of all work on site.

Failure to secure a Demolition Permit prior to a structure being removed or demolished will result in double the permit fee plus Administrative cost and the structure will remain on the assessment roll until the above steps are properly satisfied.

Demolition of structures.

The purpose of this section is to provide a clean, level, seeded, buildable site at the conclusion of the demolition process by or on behalf of a private or public interest. Whenever a structure is demolished or removed, the person, firm, or corporation commencing such demolition or removal must do all of the following:

(1) Prior to commencing demolition.

- a. Submit a completed demolition permit application and pay appropriate fees for all activity related to the demolition process including, but not limited to, hazardous material assessment, hazardous material abatement, and demolition.
- b. Arrange for proper abandonment of all utility services.
- c. Conduct a hazardous material assessment and provide a report in accordance with state and federal regulations to the Village of Grass Lake.
- d. Abate hazardous materials in accordance with local, state, and federal regulations and the hazardous material assessment report.
- e. Provide a bill of lading for disposal of hazardous material in an approved landfill.
- f. Request and confirm a site evaluation by Miss Dig. Provide a copy of the Miss Dig report number and site evaluation to the Village of Grass Lake before mobilizing equipment on site.
- g. Coordinate the closure of any public street with the Department of Public Works.
- h. Verify existing condition of streets, sidewalks, curbs, fences, and other infrastructure and site improvements with the Village of Grass Lake. Note any existing damage prior to mobilizing equipment on site.
- i. Install safety measures to limit access to the demolition site if required by Village of Grass Lake.
- j. Install soil erosion control measures as site conditions warrant when directed by the Village of Grass Lake.

(2) During demolition.

- a. Terminate existing sanitary and storm sewer lateral(s) at the property line closest to the connection to the sewer main. Ensure a watertight termination(s) and record the location(s) with triangulation measurements on the demolition permit checklist.
- b. Terminate existing water line(s) at the curb stop(s). Ensure a watertight termination and record the location(s) with triangulation measurements on the demolition permit checklist.
- c. Remove and replace sidewalk section(s) required to terminate waterlines at the curb stop. All backfill material must be granular, class 2 sand, compacted to 95% density. Contractor must request and verify inspection by the Village of Grass Lake Building Inspector prior to backfilling.
- d. Water down all structures during demolition and demolition debris during loading into trucks for removal from site to the satisfaction of the Village of Grass Lake using a minimum three (3) inch hose.

Provide a water truck or contact the Water Department for a metered connection to a Village fire hydrant.

- e. Demolish the entire structure including all appurtenances attached thereto.
- f. Remove all footings, foundations, basement walls, and basement floors.
- g. Remove all debris from basements, partial basements, and foundation excavations.
- h. Demolish or remove all garages, sheds, and accessory or temporary structures including, but not limited to, poles, decks, fences, retaining walls, carports, pools, and play structures as directed by the Village of Grass Lake.
- i. Remove all trees and shrubs if required and directed by the Village of Grass Lake.
- j. Remove all hard surfaces including, but not limited to, concrete, masonry, asphalt, and hard packed stone or gravel, but excluding public sidewalks. Public sidewalks may be required to be replaced if hazardous conditions exist prior to demolition.

(3) After demolition.

- a. Request and verify inspection by the Village of Grass Lake Building Inspector of all basement and foundation excavations prior to backfilling.
- b. Excavations shall be backfilled with clean fill acceptable to the Village of Grass Lake.
- c. Water down sidewalks and streets adjacent to the demolition site at the end of each day of demolition and after loading demolition debris for removal from the site.
- d. Grade the site to blend smoothly with surrounding properties, public sidewalks, driveways, and curbs. Final grade shall be executed in a manner that provides a continuous smooth grade free of voids, pockets, and debris including, but not limited to, rocks, roots, plastic, wood, cement, block, brick, and steel or other construction material. Grade shall be completed to eliminate pooling or draining of water onto neighboring properties. Final site restoration may include, but not be limited to, application of slow growing, climate appropriate grass seed, hydro-seed, straw, or sod, as directed by the Village of Grass Lake.
- e. Repair and reseed landscape areas on adjoining properties and the area between the curb and sidewalk damaged during demolition.
- g. Replace all public sidewalks, curbs, driveway approaches, and driveways on the demolition site and adjoining properties damaged during demolition or removal activities in accordance with Village of Grass Lake standards.
- h. Remove all paper, wood, rubbish, and debris from the site before final inspection.
- i. Provide a bill of lading for disposal of demolition debris in an approved landfill.
- j. Submit a completed demolition permit checklist to the Village of Grass Lake.

DEMOLITION AND SITE RESTORATION ACTIVITIES

Pre-Demolition

- ☐ Miss Dig investigation number and site flagged.
- ☐ Utilities removed.
- ☐ Copy of landfill manifest for disposal of hazardous material
- ☐ Water line or water tanker on site for demolition
- ☐ Proper MIOSHA equipment – hats, boots, regulators
- ☐ Proper site protection including but not limited to barricades, rope, tape, etc.
- ☐ take photos of condition of all sidewalks, curbs, streets, fences, etc.

Initial Phase of Demolition

- ☐ Removal of all foundations, footings, floors, etc.
- ☐ Sewer plugged at property line.
- ☐ Water line capped at curb stop.
- ☐ Excavation inspection (open hole)
- ☐ Backfill and compaction inspection.

Final Phase of Demolition

- ☐ Removal of hard surfaces including but not limited to concrete, asphalt, gravel, pavers.
- ☐ Final grade before seed
- ☐ Seed
- ☐ Straw
- ☐ Hydro-seed or sod (if applicable)
- ☐ Concrete repair
- ☐ Curb replacement
- ☐ Final site

DEMOLITION CHECKLIST

ADDRESS: _____

PERMIT NUMBER _____ ISSUED TO _____

DATE ISSUED _____ FINALED _____

TYPE BUILDING _____

NUMBER OF UNITS _____

GAS SERVICE DISCONNECTED _____

WATER METER REMOVED _____

ELECTRIC SERVICE DISCONNECTED _____

SEWER LINE PLUGGED _____

WATER SERVICE DISCONNECTED _____

SKETCH RETURNED _____

Contractor is responsible for confirming all utilities are disconnected before demolition.

MEASURED DRAWING OF SEWER LINE PLUG AND WATER LINE TERMINATION LOCATIONS

