



**BUILDING INSPECTIONS DIVISION  
DEMOLITION APPLICATION AND SUBMITTAL CHECKLIST  
(Demolition Permits)**

**PROPERTY INFORMATION:** *(Please PRINT or TYPE)*

Project Address \_\_\_\_\_ Zoning Designation \_\_\_\_\_

Subdivision Name \_\_\_\_\_ Block \_\_\_\_\_ Lot \_\_\_\_\_

Description of Structure \_\_\_\_\_

(i.e. New one-story frame home, block home, commercial frame, commercial block, etc.)

**Total Square Footage** \_\_\_\_\_

**Is the project within the Downtown Overlay District?**  Yes  No

**OWNER/CONTRACTOR INFORMATION:** *(Please PRINT or TYPE)*

General Contractor \_\_\_\_\_ Phone \_\_\_\_\_ FAX \_\_\_\_\_

**Email Address** (for project correspondence only): \_\_\_\_\_

Contact Name \_\_\_\_\_

Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Address: \_\_\_\_\_

**SUBMITTAL CHECKLIST**

*Please submit the following items along with the completed application above. The project cannot be reviewed for compliance unless all applicable items have been submitted and are complete.*

**Complete**

- Applications for a demolition permit (see above).
- Provide proof of property ownership (current tax statement and warranty deed)
- If structure's prior use was commercial, an asbestos report from a licensed environmental company must be submitted
- Asbestos report for residential structures required as follows:
  - o When two (2) or more single family residences to be demolished on the same block
  - o Multifamily buildings with three (3) or more dwelling units.
- Demolition Application Cost: **Residential**=base fee of \$25.00  
**Commercial**=base fee of \$25.00 +.05 per sq ft

**Authorized Agent/Owner** \_\_\_\_\_ **Date** \_\_\_\_\_