

**Permit Application
 Commercial Demolition**

Project Name:		CityWorks Case #:	
Address:		Date:	
Owner Name:		Phone:	
		Address:	
		City, State, Zip:	
		Email Address:	
Contractor Name:		Phone:	
		Address:	
		City, State, Zip:	
		Email Address:	

Structure Information	
Type of Construction	
Number of Floors	
Basement	
Gross Square Feet	
Square Feet to be Demolished	

Fees		
	Unit Cost	Total
Application Fee	\$30.00	\$30.00
Demolition Fee		
Total Square Feet Demolished _____	\$15.00 (per 1,000 sq ft or fraction thereof)	
Sub Total		
OBBS fee (3%)		
Total Fees Due		

Brief Description of Work

Estimated Start Date:

Demolition Permit will not be issued until the following information is submitted and approved (as applicable)
<p>A. Site plan showing all structures on the property and within fifteen (15) feet of the property line. Indicate all buildings to be demolished and those to remain.</p> <p>B. Detailed drawings of the proposed work, drawn to scale to include Location of all buildings, structures and parts thereof, including: Foundation walls, columns, piers, partitions, garage foundations, concrete slabs, and retaining walls Indicate means and methods of demolition and/or removal of elements, including those below grade Separate approval shall be obtained from the Police and Fire Divisions and the Community Development Department prior to the use of explosives.</p> <p>C. Location(s) of utilities to be disconnected, or that have been disconnected. Certification of disconnect from utility companies and the City of Springfield Utility Division shall be required prior to the Permit being issued.</p> <p>D. Location of sewer line(s) to be capped and description of capping method.</p> <p>E. Location of resulting excavations and depressions, and description of backfill material and method of placement.</p> <p>F. Final Grade Plan</p> <p>G. Type of and location of barricades around demolition site.</p> <p>H. Description of disposal method(s) and location of disposal facilities to be used.</p> <p>I. Two (2) sets of Traffic Control plan</p> <p>J. Two (2) copies of the Storm Water Pollution Prevention Plan, along with a copy of the application and check submitted with the plan to OEPA Storm Water Pollution Prevention Plans are required for projects disturbing more than one acre of land</p> <p>K. Two (2) copies of the Notification of Demolition and Renovation submitted to the Regional Air Pollution Control Agency (RAPCA)</p>

1311.17 Demolition Requirements

- (a) Permits shall be obtained when any portion of a structure is removed, except for porches whose removal will have no effect on the structural integrity of the main structure. Notwithstanding any provision in Section 1311.14, a demolition permit shall become invalid ninety (90) days after its issuance, and special permits issued pursuant to section 1323.08(a) which become invalid upon the expiration of the time stated on such special permit. However, upon presentation of substantial reasons for incompletion, the Chief Building Official or the Code Enforcement Manager may give extensions.
- (b) Permits for the demolition of commercial or substantial buildings do not relieve the owner or contractor of the requirement to submit a "Notification of Demolition and Renovation" to the Regional Air Pollution control Agency (RAPCA).
- (c) Utility companies and the City shall be notified for shut-off of services.
- (d) Barricades shall be erected around the demolition site when required by the Chief Building Official or the Code Enforcement Manager.
- (e) A traffic plan shall be submitted prior to demolition for approval by the Engineering, Police, and Fire Divisions.
- (f) All sewer lines shall be capped with at least six (6) inches of concrete and approved by a City inspector before backfill can proceed.
- (g) All necessary precautions shall be taken to comply with the following:
1. No person may cause or permit the handling, transporting, or storage of any material in a manner which allows or may allow particulate matter to become airborne in such quantities and concentrations that it remains visible in the ambient air beyond the premises where it originates.
 2. No person shall cause or permit a building or its appurtenances or a road, or a driveway, or an open area to be constructed, used, repaired or demolished without applying all such reasonable measures as may be required to prevent particulate matter from becoming airborne.
 3. The City Engineer may require such reasonable measures as may be necessary to prevent particulate matter from becoming airborne including but not limited to paving or frequent cleaning of roads, driveways and parking lots; application of dust-free surfaces; application of water; and the planting and maintenance of vegetative ground cover.
 4. When dust, fumes, gases, mist, odorous matter, vapors or any combination thereof escape from a building or equipment in such manner and amount as to cause a nuisance or to violate any provision of this section, the Chief Building Official or the Code Enforcement Manager may order that the building or equipment be tightly closed and ventilated, in such a way that all air and gases and air or gas borne material leaving the building or equipment are treated by removal or destruction of air contaminants before discharge to the open air.
- (h) Approval shall be obtained from the Police and Fire Divisions and Community development Department prior to the use of explosives.
- (i) All buildings, structures and parts thereof, including foundation walls, columns, piers, partitions and retaining walls shall be removed to a level at least twenty-four (24) inches below finish grade unless otherwise approved by the Chief Building Official or the Code Enforcement Manager.
- (j) Garage foundations and concrete slabs found in good condition may remain if approved by the Chief Building Official or the Code Enforcement Manager provided all anchor bolts and protrusions above grade level are removed.
- (k) Basement floors and in ground concrete slabs shall be broken-up. All Ohio Basic building Code demolition regulations shall be applied where warranted.
- (l) Inspection of the excavation shall be made by a City Inspector prior to backfill.
- (m) All demolition debris shall be quickly removed from the site. All lumber or materials kept for re-use shall be neatly stacked twelve (12) inches aboveground.
- (n) On site burning of materials shall not be permitted.
- (o) All excavations and depressions shall be filled with inorganic material not exceeding sixteen (16) inches by sixteen (16) inches by sixteen (16) inches in size. Backfill material and method of placement shall be approved and inspected by the City Engineer and Chief Building Official and/or the Code Enforcement Manager.
- (p) The Chief Building Official or the Code Enforcement Manager and City Engineer shall approve the final grading plan. Finished grade shall consist of a four (4) inch surface layer of soil, seeded and mulched to reduce the germination and propagation of weeds or noxious vegetation, and to prevent fugitive dust conditions and soil erosion, unless otherwise approved by the Chief Building Official.
- (q) All applicable State and City laws and ordinances shall be complied with in order to protect property and public health and safety.

1311.18 Stop Work Order

- (a) Whenever, in the opinion of the Chief Building Official, by reason of directive or illegal work in violation of a provision or requirement of this building Code, or the continuance of a building operation is contrary to public safety and welfare, he shall order, in writing, all further work to be stopped and may require suspension of all work until the condition in violation has been corrected.

Commercial Demolition Permit Acknowledgement of Chapter SCO Chapter 1311
The City of Springfield Codified Ordinances Chapter 1311 section 1311.17 details Demolition Requirements
in the City of Springfield, Ohio.

OBC Section 3307 It is advised, via the Ohio Building Code, that notification to contiguous properties surrounding the project area be notified of the commencement of demolition 10 days prior to the estimated start date indicated on the application for demolition permit.

Date: _____

Owner: _____

Address: _____

Phone Number: _____

Project Address: _____

I acknowledge receipt of the above information as outlined in chapter 1311 of the Springfield Codified Ordinances.

Signature

Date _____

Title

All permit applications must be submitted thru the CityWorks portal
Once the application is processed thru the building department, you will be emailed the fees due and ways to pay.