Upper Dublin Township
801 Loch Alsh Avenue
Fort Washington, PA 19034
Phone: 215-643-1600
Fax: 215-643-8843
www.upperdublin.net

Demolition Permit Application

PLEASE PRINT OR TYPE ALL INFORMATION - IF NOT APPLICABLE, WRITE "N/A" - INCOMPLETE INFORMATION WILL DELAY PERMIT APPROVAL

PERMIT #	APPLICATION DATE:

PROPERTY LOCATION

Address:		Zoning:
Subdivision & Lot #:	Parcel #54-00-	Block/Unit #

PROPERTY OWNER | **BUILDING MANAGEMENT COMPANY INFORMATION**

Owner/Company:		Contact:
Street Address:		
City:	State:	Zip:
Phone:	Cell:	E-mail:

LESSEE / TENANT INFORMATION

Company:		Contact:
Street Address:		
City:	State:	Zip:
Phone:	Cell:	E-mail:

ARCHITECT / ENGINEER INFORMATION

Company:		Contact:
Phone:	Cell:	E-mail:

CONTRACTOR INFORMATION

No Contractor - Homeowner will be performing all work - MUST SIGN CERTIFICATION ON PAGE 4

Company:		Contact:
Street Address:		
City:	State:	Zip:
Phone:	Cell:	E-mail:

Contractor Registration Form Attached:	Already on File:	Will Provide:
Certificate of Insurance Attached:	Already on File:	Will Provide:

PROPOSED WORK

USE OF PROPERTY:

☐ Residential ☐ Commercial

TYPE OF PROPERTY (Note: Separate permit applications for each building to be demolished):

☐ Main Building (specify):

☐ Accessory Structure (specify):

TYPE OF DEMOLITION:

☐ Raze / Total Demolition of Building

☐ Partial Structure - Any portion of building/structure being demolished, exterior walls, etc.

☐ Interior Demolition - Interior only - no exterior walls being removed

RAZING / TOTAL DEMOLITION OF BUILDING/STRUCTURE

ITEMS REQUIRED	SUBMITTED	TO BE SUBMITTED	NOT APPLICABLE
Color Photos of existing building - 8 1/2" x 11" or larger - front, rear, and both sides			
Completed form for "capping off" any Well in accordance with Montgomery County Health Department (proof of same must be submitted to Upper Dublin Township)			
State Department of Environmental Protection submittals for any asbestos removal as required by Code			
Are there any tanks on the property (oil, etc.): _____ If yes, Fire Protection Permit required for tank removal			
Is there a septic tank to be decommissioned: _____ If yes, a Sewer Lateral Inspection Permit Application is required.			
Extermination Report			
PA One call (800-242-1776 or 811) is required prior to any excavation			
Letters of Disconnect from all proper agencies / utilities			
Will a dumpster be placed in the street? If yes, Highway Opening Permit (HOP) required. Contact Public Workers Department at 215-643-1600 x3233			
Copy of plot plan indicating placement for any items left in the ground for future use			
Other (specify):			

AFTER PERMIT ISSUANCE:

- The property in its entirety will be inspected prior to the start of any demolition by both the Building Inspector and Fire Marshal. At that time, all Erosion & Sediment Controls must be in place.
- Any material considered to be a HAZARDOUS material/substance must be handled in accordance with all state, federal and local regulations. Non-friable asbestos must be addressed with the landfill. Manifests MUST BE submitted to the Code Enforcement Department.
- The Public Works Department (215-643-1600 x3233) and the Fire Marshal (215-643-1600 x3928) must be notified in advance of any necessary traffic disruption or street closures (this will include notifying all adjacent neighbors in writing and posting the neighborhood).
- The entire work area must be secured per code during demolition, protecting the public and private property.
- This project must have minimal impact on the surrounding environment. Public right-of-ways will be kept clean of debris at all times.

INTERIOR DEMO OR PARTIAL DEMO OF STRUCTURE

ITEMS REQUIRED	SUBMITTED	TO BE SUBMITTED	NOT APPLICABLE
Provide photos of what is existing in the area(s) of construction. **If photos are not provided, the Building Inspector will take photos at the required Pre-Demo Site Inspection**			
Plan showing all areas of proposed demolition			
Plan must clearly show all demolition to be done - i.e., drywall, cabinets, walls*, countertops, backsplash, flooring, ceilings etc. and plumbing including but not limited to: sinks, showers, tubs, fixtures, piping.			
Are bearing or exterior walls to be removed: _____ If yes, a signed and sealed plan by a design professional is required to be submitted with permit application.			
If upgrades are proposed to an area where there is no change in the layout of the existing room, a detailed Scope of Work must be provided stating all items that are being demolished - i.e.: drywall, cabinets, countertops, backsplash, flooring, ceilings, etc. and plumbing, including but not limited to: sinks, showers, tubs, fixtures, piping.			
All demolished materials must be PROMPTLY disposed of in an approved dumpster and hauled to a regulated site. Any material considered to be a HAZARDOUS material/substance, must be handled in accordance with all state, federal and local regulations. Non-friable asbestos must be addressed with the trash hauler and landfill.			
Is any TEMPORARY bracing required: _____ If yes, a plan must be submitted.			
Other (specify):			

BEFORE PERMIT ISSUANCE:

- The building must be inspected by the Upper Dublin Township Inspector prior to the start of any demolition or issuance of the demolition permit. Photos will be taken of the areas of proposed demolition.

AFTER PERMIT ISSUANCE:

- No demolition work may commence before the issuance of the Demolition Permit. The building must be inspected by the Upper Dublin Township Inspector after the demolition is finished to finalize the Demolition Permit.
- No construction work is permitted under a Demolition Permit. Permits for the reconstruction MUST be issued and received by the property owner and contractor prior to start of construction.

PERMIT FEES

COST OF DEMOLITION (fair market value) - **Contract must be attached**:

DESCRIPTION	FEE CALCULATION	FEE CHARGED
Residential Razing of Building	$400	
Residential Interior Demo Only	$100	
Residential Interior & Partial Exterior Demo	$400	
Non-Residential Demolition of Building	$100/$1,000 of cost of construction of fraction thereof	
Non-Residential Interior Demo Only	$100/$1,000 of cost of construction or fraction thereof	
	UCC FEE	$ 4.50
	TOTAL FEE	

APPLICANT INFORMATION & CERTIFICATION

HOMEOWNER CERTIFICATION: As the Property Owner, I certify that I will be performing all work and accepting full responsibility for all inspections and workmanship.

Signature:

- I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent. I also certify that all information on this application is correct and will be completed in accordance with the approved construction documents and PA Act 45 (Uniform Construction Code) and any additional approved building code requirements adopted by Upper Dublin Township.
- No demolition work may commence before the issuance of the Demolition Permit. The building must be inspected by the Upper Dublin Township Inspector after the demolition is finished to finalize the Demolition Permit.
- No construction work is permitted under a Demolition Permit. Permits for the reconstruction MUST be issued and received by the property owner and contractor prior to start of construction.
- **ANY WORK COMMENCING PRIOR TO PERMIT ISSUANCE IS SUBJECT TO LATE FEES PER TOWNSHIP CODE SECTION 73-10. THE LATE FEE SHALL BE PAID IN ADDITION TO THE REQUIRED PERMIT FEE AND SHALL BE PAID IN AN AMOUNT EQUAL TO THE REQUIRED PERMIT FEE UP TO A MAXIMUM OF $1,000.**

Finally, I understand that a submission of a Demolition Permit Application and payment of the permit fee does not constitute issuance of a permit and permission to start the job. No work may start until the permit application has been reviewed, approved, and processed, and the Demolition Permit is issued.

Applicant's Name:	
Applicant's Signature:	Date:

OFFICE USE ONLY - PERMIT REVIEW & APPROVAL

FLOODPLAIN

Is the site located within an identified flood hazard area? No ☐ Yes ☐

Will any portion of the flood hazard area be developed? No ☐ Yes ☐ Lowest Floor Level:

HISTORIC RESOURCE

Is the site a Historic Resource? No ☐ Yes ☐ If yes, Class I ☐ Class II ☐

PLAN REVIEW RECORD

Plan Review Required	Inspector's Signature	Date Approved	Notes
ZONING			
BUILDING			
FIRE MARSHAL			

Upper Dublin Township
801 Loch Alsh Avenue
Fort Washington, PA 19034
215-643-1600 (phone)
215-643-8843 (fax)
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PERMIT REQUIREMENTS

PROPERTY LOCATION: _____

- A copy of the Permit MUST BE KEPT ON SITE at all times.
- A copy of the approved set of Plans MUST BE KEPT ON SITE at all times.
- Inspections require AT LEAST 24 hours' notice. For job flow, inspections should be scheduled several days in advance.
- All inspections indicated on the Building Inspection Checklist are required, as well as any additional inspections called for by the Building Inspector on site.
- Please call 215-643-1600 x3205, 3305, 3405, or 3505 for inspections.
- Any CHANGES FROM THE APPROVED PLANS MUST BE AUTHORIZED by the Code Enforcement Department. Approval of the revised plans is subject to the same review process as the original plans. An additional fee may be charged depending on the extent of the variation from the original plans.
- All work must conform to the IBC / IRC which has been adopted by Upper Dublin Township under the Pennsylvania Uniform Construction Code administered and enforced by Upper Dublin Township Section 73-6, A.

As the Property Owner or the Property Owner's Representative, I agree to the above conditions of the permit as well as any additional notations made on the approved plans.

If the above requirements are not adhered to, a STOP WORK ORDER will be issued until the job is brought into compliance.

_____
Printed Name & Position

_____ _____
Signature Date