

## **Demolition Requirements Checklist**

Please print and retain for your records.

In accordance with Section 29-402-4-14 of the Connecticut General Statutes, no person shall demolish a building or structure without a permit from the Building Department.

- ☐ **Demolition Notice to Adjoining Property Owners**: The applicant must provide **proof of notice by certified or registered mail** to all adjoining property owners notifying them of the intent to demolish the structure.
- ☐ **Utility Contacts to be Notified Before Demolition**: The applicants must provide **written confirmation from all utilities** serving the structure that all utilities have been properly disconnected in accordance with their requirements. This requirement may be waived in the case of small outbuildings. Contact the building official regarding this condition.
- ☐ **State of Connecticut Department of Public Health Asbestos Abatement Notification Form**: The applicant shall provide **notice of inspection and removal of asbestos** containing materials from the structure. The Building Department requires a copy of this completed form.
- ☐ **State of Connecticut Department of Public Health Demolition Notification Form**: The applicant shall complete a **demolition notification form** and send to the state. The building department requires a copy of this form.
- ☐ **Ordinance Regarding Demolition Delay**: The applicant shall comply with the ordinance regarding demolition delay **if the property is 75 years or older**.
- ☐ The permit applicant must hold a **demolition license** issued by the Connecticut Department of Public Safety, or be the owner of the property in the case of a single-family dwelling or outbuildings. The owner of the single family dwelling may only be the applicant when the structure being demolished does not exceed thirty feet in height, and the owner must be present on the site while demolition work is in progress.
- ☐ The applicant must provide a **Certificate of Insurance** specifying demolition coverage and providing liability coverages for bodily injury of at least one hundred thousand dollars per person with an aggregate of at least three hundred thousand dollars, and property damage of fifty thousand dollars per accident with an aggregate of one hundred thousand dollars. This certificate shall provide that the town and its agents shall be saved harmless from any claim or claims arising out of negligence of the applicant or his agents during the course of demolition operations.

The building official may require a pre-demolition inspection of the structure and site prior to the commencement of demolition.

Basements, cellars or other holes must be immediately filled to grade. All debris or demolished materials must be removed from the site immediately.

Any person who violates any provision of the State Demolition Code shall be fined not more than \$500 or imprisoned not more than one year or both.

**Please Note: A demolition permit application will not be accepted unless all items above are provided along with all applicable fees.**