



## DEMOLITION PERMIT APPLICATION

**DOUGLAS COUNTY ZONING AND CODES DEPARTMENT**  
**2108 WEST 27<sup>TH</sup> STREET, SUITE I, LAWRENCE, KANSAS 66047**  
**TELEPHONE: (785) 331-1343 FAX: 785-331-1347**

No building or structure (excluding signs and fences) shall be demolished or removed from the property without first applying for and obtaining a demolition permit.\*

Demolition permits need to specify the type of waste that will be generated; verify where the demolition waste will be hauled or whether it will be recycled; whether the structure or site contains hazardous material; and, how the site will be restored following demolition.

### SUBMITTAL REQUIREMENTS

- Plans and a complete schedule for demolition work to include the length of time required to complete the proposed work.
- If applicable, approval for the abandonment of the sewage disposal system by the Douglas County Health Department.
- Location of the building(s) or structure(s) to be wrecked on a site plan. Demolitions where a portion of the building will remain may require submittal of structural documents by an architect/structural engineer for analysis of the structure. A separate permit will also be required for the completion or finishing work of such a project where portions of a building remain.
- Location and name of licensed landfill where materials will be deposited
- Length, width and height of the building or structure
- Name and address of the owner of the building or structure
- Type of equipment used for wrecking
- The permit holder is responsible for notifying each utility company of the demolition. All utility lines must be identified and flagged. [Kansas One Call](#) is a free service paid for by the agencies which have facilities registered with Kansas One Call. Kansas One Call can be reached by phone or internet. The phone number is 811 or [www.kansasonecall.com](http://www.kansasonecall.com) or 1-800-DIG-SAFE (1-800-344-7233)



Be prepared to have the following information:

- caller name and telephone number
- excavator name
- address of demolition site
- county, town/city
- address of work site
- nearest intersection/highway
- type of work and depth
- type of equipment used: explosives, tunneling, horizontal boring
- work location: street, sidewalk, private property, front, rear, side
- start date and time of excavation

\*For the purpose of zoning, any pre-existing non-conforming use status that the property may have been entitled to, shall terminate with demolition of the structure. Any subsequent use of the property must comply with current zoning regulations. Applicants are advised that demolition of structures may seriously prejudice any application for a use variance, as economic hardship incurred shall be self-created.

- A Stormwater Pollution Prevention Plan **may be** required. Pursuant to the Provisions of Kansas Statutes Annotated 65-164 and 65-165; the Federal Water Pollution Control Act as amended (33 U.S.C. 1251 et seq.; the “Clean Water Act”); and the Kansas Surface Water Quality Standards (K.A.R. 28-16-18 et seq.), owners or operators of any project or combination of projects who engage in construction activities which will disturb **one (1) or more acres** must have authorization to discharge stormwater runoff under the construction stormwater general permit S-MCST-0701-1. The purpose of the construction stormwater program is to protect the waters of the State from contamination. This project is designed to minimize off-site effect of soil erosion and resulting sediment loss through the use of property construction techniques, including installing both temporary and permanent erosion prevention measures. Please visit or contact the Kansas Department of Health and Environment (KDHE) at 785-296-1500 or visit their website: <http://www.kdheks.gov/stormwater/>.
- If a building or structure is to be relocated to a new site, the applicant will also be required to obtain a building permit.
- Permit Application.
- Demolition permit fee is \$100.00.

## **ADDITIONAL REQUIREMENTS FOR DEMOLITION**

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Additional requirements for demolition activities include the following:

- Remove all floors, foundations, footing, basement, and retaining walls down to 18 inches below grade. Demolition debris must be removed from the site and delivered to a licensed landfill or recycling facility.
- Fill excavations and other cavities with clean fill material that is smaller than eight inches in dimension, and cover so that no broken concrete is exposed.
- Grade the site so the surface is smooth and water will run off. Be sure grading conforms to existing neighboring grades on all sides of the lot or site.
- When demolition activities are complete, leave the site clean, in safe condition, and protected from erosion and drainage problems.

## **INSPECTION REQUIREMENTS**

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- An initial site inspection will need to be scheduled 24 hours in advance. All utility lines must be flagged prior to the initial site inspection. The inspector will verify if any additional documents will need to be submitted to our office, ie: stormwater management plan, engineers report, etc.
- Open basement/foundation inspection when the structure is removed and only the foundation or basement remains.
- Final inspection is called for when all debris has been removed or when the foundation/basement has been filled in and graded. (Note: Only brick, stone, rock or similar material may be buried, NO organic material like wood, sheetrock, shingles, hazardous materials, etc. may be buried.) Douglas County does not allow the burning of construction or waste debris.
- Before a permit can be finally approved, the property owner must provide the inspector with disposal receipts verifying that all demolition debris has been disposed of properly.
- All permanent site stabilization, erosion, and drainage controls must be in place before final approval may be granted.



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**Note: Douglas County Follows the 1999 National Electrical Code, the 1997 Uniform Building Codes (VOL 1, 2, 3), the 1997 Uniform Plumbing Code, and the 1997 Mechanical Code adopted June 9, 1999, per Home Rule Resolution No. #99-6-5.**

## COMPLETE THE FOLLOWING INFORMATION

### APPLICANT INFORMATION

Owner(s) Name:		Home Phone:	
Address:	City/State/Zip:	Cell Phone:	
Contractors Name:		Business Phone:	
Address:	City/State/Zip:	Cell Phone:	

### PROPERTY INFORMATION

Property Address:	City, State/Zip:		
Acreage:	Subdivision:	Lot:	Block:
Estimated Completion Date:	Dimensions:	Square Footage:	
Structure to be Demolished:			

### PROVIDE WASTE INFORMATION

How is the site to be restored following demolition?	
Where will demolition waste be hauled? Provide name, address and phone number. <b>(Keep landfill receipt for verification.)</b>	
List content of demolition waste.	
Was or will any explosives be used in the demolition? Yes <input type="checkbox"/> No <input type="checkbox"/>	If Yes, what type?
Does this structure contain Hazardous Waste Contamination? Yes <input type="checkbox"/> No <input type="checkbox"/>	If Yes, please list all hazardous materials and disposal method.

Attach additional information on separate sheet.

I (we) the undersigned property owner(s) of record hereby authorize the filing of this application and declare that all required materials are submitted along with this application and that the information and materials submitted are complete and accurate. I (We) hereby acknowledge that this application will be processed in sequence with respect to other submittals.

Signature of Owner or Applicant: \_\_\_\_\_ Date: \_\_\_\_\_