

**A PERMIT APPLICATION FOR THE COMPLETE DEMOLITION OF ANY BUILDING MUST INCLUDE ALL INFORMATION CONTAINED HEREIN.**

**THE REMOVAL OF 2/3 OR MORE OF STRUCTURAL FRAMING MEMBERS, COUPLED WITH THE MODIFICATION OF THE EXTERIOR ENVELOPE, SHALL CONSTITUTE COMPLETE DEMOLITION.**

## COMPLETED DEMOLITION PERMIT APPLICATION

- The licensed demolition contractor, site safety manager, and demolition supervisor for subject demolition must be identified on the demolition permit application.
- The application must be signed by the owner or accompanied by a letter of authorization from the owner.
- A copy of the demolition contractor's insurance certificate confirming compliance with all minimum insurance levels is required.

## SITE SAFETY DEMOLITION PLAN (3 COPIES REQUIRED)

A **site safety demolition plan** developed by the demolition supervisor shall be submitted. At a minimum, the plan shall include the following:

- Details on the type of construction and condition of the structure(s) to be demolished, **including photographs of the structure and site depicting present conditions.**
- Inspection details on the structural conditions of the adjoining properties.
- Description of the means and methods for protection of the adjacent structures, in accordance with Chapter 33 of the Philadelphia Building Code.
- Description of the method of demolition to be applied. *Where an occupied structure is located within the safety zone, as defined in Section 3303.8.1 of the Philadelphia Building Code, or the structure to be demolished is connected to another building to remain, mechanical demolition equipment may only be utilized if recommended and endorsed by a professional structural engineer licensed by the Commonwealth of Pennsylvania.*
- Details on potential hazard (i.e. collapse, structural failure).
- Underground utility confirmation number.
- Description of any safety exposures and environmental issues.

## SITE PLAN (3 COPIES REQUIRED)

A fully dimensioned site plan (minimum 11" X 17") which includes the following information:

- Identification of elements listed below with the distance between each element and the structure(s) to be demolished:
  - Property lines.
  - Adjacent walkways, streets, and easements.
  - All existing buildings, including height, number of stories, and construction type.
  - Neighboring structures on adjacent lots, including height, number of stories, and construction type.
- The extent of demolition, including underground removal.
- Pedestrian protections. All proposed protections within the ROW must be approved by the Streets Department through the issuance of a street closure permit prior to the start of work.

## ZONING PERMIT

- A copy of approved zoning permit *or*
- A completed zoning/ use permit application for the complete demolition of the building.

## DEMOLITION SCHEDULE (3 COPIES REQUIRED)

The contractor shall submit a schedule of the proposed demolition which shall include the following:

- The start date shall be consistent with code requirements for public notice and unsafe/imminent danger conditions set forth under Section A-303 of the Philadelphia Administrative Code.
- Identification of demolition milestones and projected dates of completion.
- The proposed start and stop times for daily activity.
- Confirmation that the work will not begin before site safety measures are in place and those measures are inspected and approved by the building inspector.

## ASBESTOS INSPECTION REPORT

An asbestos inspection report, **including all laboratory sample reports and analyses**, furnished by a certified asbestos investigator is required with all demolition permit applications with the following exceptions:

- The building permit for the erection was issued after December 30, 1980.
- The last legal use was a one, two, or three family dwelling.

## SPECIAL INSPECTIONS

An approved 3<sup>rd</sup> party inspector, contracted by the owner or his agent, must provide for inspections as outlined in Chapter 17 of the Philadelphia Building Code. The following demolition operations shall be subject to special inspections:

- Complete demolition of a building more than 3 stories or 40' in height.
- Completed demolition utilizing mechanical means where there is an occupied structure within the safety zone or the structure undergoing demolition is physically connected to a structure to remain.
- Where mechanical demolition equipment, other than handheld devices, is to be used in the full or partial demolition of a building from within the building, or is to be used within the building to remove debris or move material.

Applications involving operations which require special inspections must include the following information:

- Statement of Special Inspections
- Duties and Responsibilities Agreement
- Identification of special inspectors and submission of associated credentials, demonstrating compliance with Section 9-1306(7) (c) of the Philadelphia Code.

Please visit our website, [www.phila.gov/li](http://www.phila.gov/li), for more information on special inspections and required forms.

## DISCONTINUANCE OF UTILITY SERVICE

- A plumbing permit for the sealing of the existing sewer lateral must be submitted with permit application
- The back of the permit application must be signed by a representative of the Philadelphia Water Department Permits Unit (Municipal Services Building, Concourse) confirming that a permit for water service discontinuance has been obtained or there is no active service to building undergoing demolition.
- All other utility services must be discontinued and service connections removed or sealed prior to demolition. Confirmation is not required prior to permit issuance.

## STORMWATER MANAGEMENT

All applications involving more than 15,000 square feet of earth disturbance must be approved by the Philadelphia Water Department Stormwater Plan Review Planning & Environmental Services Division (1101 Market Street).

## HISTORIC COMMISSION APPROVAL

The demolition of a building contained on the Philadelphia Register of Historic Places must be approved by the Philadelphia Historic Commission (City Hall, Room 576).

## DUST CONTROL PLAN

A dust control plan approved by the Department of Public Health, Air Management Services Division (321 University Avenue) is required for the demolition of buildings in excess of 6 stories.