

## DEMOLITION PERMIT INSTRUCTION SHEET

Please complete the following forms:

1. Building Permit Application  
(portion pertaining to work being done as wrecking)
2. Workers Compensations Insurance Coverage Information
  - a. Provide Certificate of Liability insurance naming as Certificate Holder:

**KENNETT TOWNSHIP  
801 BURROWS RUN ROAD  
CHADDS FORD, PA 19317**

3. "Required Inspections During the Stages of Demolition" Form

Also required:

- A detailed description of the work being performed.
- Notification that all utilities have been shut off.
- Information regarding possible historic resource (if applicable)
- PA Contractor's Registration number.

***NOTE: All Pennsylvania DEP requirements for Asbestos Abatement and Demolition/Renovation must be complied with prior to the issuance of a permit.  
(See Demolition of Structures)***

## DEMOLITION OF STRUCTURES

THE CONTRACTOR OR OWNER IS RESPONSIBLE TO COMPLY WITH THE DEP ASBESTOS REMOVAL PROGRAM. THE FORMS AND INSTRUCTIONS ARE LOCATED AT [http://www.dep.state.pa.us/dep/deputate/AIRWASTE/AQ/asbestos/docs/2700\\_fm\\_aq0021\\_inst.doc](http://www.dep.state.pa.us/dep/deputate/AIRWASTE/AQ/asbestos/docs/2700_fm_aq0021_inst.doc)

An extermination letter must accompany any application for demolition as well as a site plan showing the properties to be demolished. All Demolition work must comply with Chapter 33 of the IBC 2009, including but not limited to:

### **3303.1 Construction documents.**

Construction documents and a schedule for demolition must be submitted. No work shall be done until such construction documents or schedule, or both, are approved.

### **3303.2 Pedestrian protection.**

The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by this chapter.

### **3303.4 Vacant Lot.**

Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinances of the jurisdiction having authority.

### **3303.5 Water accumulation.**

Provisions shall be made to prevent the accumulation of water or damage to any foundation on the premises or the adjoining property.

### **3303.6 Utility connections:**

Before a structure is demolished or removed, the owner or agent shall notify all utilities having service connections within the structure such as water, electric, gas, sewer and other connections. A permit to demolish or remove a structure shall not be issued until a release is obtained from the utilities, stating that their respective service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed and plugged in a safe manner.

### **3306.9 Adjacent to excavations**

Every demolition and/or excavation shall be enclosed with a barrier not less than 6 feet high. Barriers shall be of adequate strength to resist wind pressure as specified in Chapter 16.

## **PROTECTION OF ADJOINING PROPERTY**

### **3307.1 Protection required.**

Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work. Protection must be provided for footings, foundations, party walls, chimneys, skylights and roofs. Provisions shall be made to control water runoff and erosion during construction or demolition activities.

**Pedestrian protection must be inspected before demolition commences.**

**All construction debris is to be removed from the site in accordance with PA DEP and Kennett Township requirements.**



**IV. IDENTIFICATION - To be completed by all applicants**

Name		Mailing address-number, street, city, and state	ZIP Code	Tel No.
Owner or Lessee	.....	.....		.....
Contractor	.....	.....	Builder's License #	.....
Architect or engineer	.....	.....		.....

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. All information on this application will be completed in accordance with the "approved" construction documents and PA Act 45 (Uniformed Construction Code) and any additional applicable codes, ordinances and regulations of Kennett Township. I understand issuance of a permit and approval of construction documents shall not be construed as authority to violate, cancel or set aside any provisions of the codes or ordinances of Kennett Township or any other governing body. I understand that calls for inspections in accordance with UCC procedures are the responsibility of the Applicant, as well as all fees associated with the permit. I/We understand that no one may occupy the structure (or portion thereof) until a UCC Certificate of Occupancy has been issued. I certify that the code administrator or the code administrator's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Applicant	Address	Application Date
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**DO NOT WRITE BELOW THIS LINE**

**V. PLAN REVIEW RECORD – FOR OFFICE USE ONLY**

Plans Review Required	Check	Plan Review Fee	Date Plans Started	By	Date Plans Approved	By	Notes
BUILDING		\$					
PLUMBING		\$					
MECHANICAL		\$					
ELECTRICAL		\$					
OTHER		\$					

**VI. ADDITIONAL PERMITS REQUIRED OR OTHER JURISDICTIONAL APPROVALS**

Permit or Approval	Check	Date Obtained	Number	By	Permit or Approval	Check	Date Obtained	Number	By
BOILER					PLUMBING				
CURB OR SIDEWALK CUT					ROOFING				
ELEVATOR					SEWER				
ELECTRICAL					SIGN OR BILLBOARD				
FURNACE					STREET GRADES				
GRADING					USE OF PUBLIC AREAS				
OIL BURNER					WRECKING/DEMO				
OTHER					OTHER				

**VII. VALIDATION**

<b>Permit Denied on Date:</b> <b>Reason for Denial:</b> _____ _____ _____	<b>Approval:</b>
	_____ (Signature)
	_____ (Print Name)
<b>Kennett Township Code Enforcement Officer</b>	

# WORKERS' COMPENSATION INSURANCE COVERAGE INFORMATION

(attach to building permit application)

## A. The Applicant is

A contractor within the meaning of the Pennsylvania Workers' Compensation Law.

YES       NO

If the answer is "yes", complete Sections B and C below as appropriate.

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## B. Insurance Information

Name of Applicant: \_\_\_\_\_

Federal or State Employer Identification No.: \_\_\_\_\_

Applicant is a qualified self-insurer for workers compensation.

Certificate attached

Name of Workers' Compensation Insurer: \_\_\_\_\_

Workers' Compensation Insurance Policy No.: \_\_\_\_\_

Certification attached

Policy Expiration Date: \_\_\_\_\_

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## C. Exemption

*Complete Section C if the applicant is a contractor claiming exemption from providing workers' compensation insurance.*

The undersigned swears or affirms that he/she is not required to provide workers compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated.

Contractor with no employees. Contractor prohibited by law from employing any individual to perform work pursuant to this building permit unless contractor provides proof of insurance to the township.

Religious exemption under the Workers' Compensation Law.

Subscribed and sworn to before me this

\_\_\_\_\_ day of 20\_\_\_\_\_

\_\_\_\_\_  
(Signature of Notary Public)

My commission expires: \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Address \_\_\_\_\_

County of \_\_\_\_\_

Municipality of \_\_\_\_\_

(Seal)

# DEMOLITION PERMIT DATA FORM

for Class 1 and Class 2 historic structures in Kennett Township

1. Owner of record: \_\_\_\_\_

2. Address: \_\_\_\_\_

Tax parcel #: \_\_\_\_\_

3. Historic Resource Survey Classification: \_\_\_\_\_

4. Recent photographs of structure proposed for demolition - *please attach*

5. Site plan showing all buildings and structures on property - *please attach*

6. Reasons for demolition: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** If your plan is to demolish only an accessory structure such as a shed or out-building, or a modern-day addition, having no historical significance, you should make that clear here.

7. Method of demolition: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

8. Proposed use for site and timeline for implementation of proposed use:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Proposed disposition of materials from the demolition site: \_\_\_\_\_

\_\_\_\_\_

10. Alternatives that the applicant has considered prior to demolition:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Kennett Township Historic Property Demolition Notice

Regarding the demolition permit application for this address \_\_\_\_\_  
and tax parcel # \_\_\_\_\_: This property is classified in the Kennett Township Historic  
Resource Survey as a Class \_\_\_\_\_ property and requires additional information for the permit process.

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The 2011 Kennett Township Historic Resource Survey created an inventory of Township properties 50 years and older. Each identified property is classified Class 1 (listed on the National Register), Class 2 (potentially eligible for the National Register or locally significant -- which could mean, for example, an old school house or unusual architectural design), or Class 3 (no historical significance). The Classification applies to the entire property identified by the tax parcel number, not just to a single structure.

When an application for change to such a property is submitted to the Township, the classification is checked. Class 3 properties receive no special review. For Class 1 and Class 2 properties, the permit application request is reviewed by the Historical Commission.

In addition, if the permit application is for the **demolition** of a structure on a Class 1 or Class 2 property, section 2019 of the Township Zoning Ordinance requires that the application be reviewed by the Planning Commission. The Ordinance requires the following additional information for that review:

- (a) **Owner of record**
- (b) **Classification on the historic resource inventory and map.**
- (c) **Recent photographs of the structure proposed for demolition.**
- (d) **A site plan showing all buildings and structures on the property.**
- (e) **Reasons for demolition.**
- (f) **Method of demolition.**
- (g) **Proposed use for the site, timeline for implementation of proposed use for the site, and proposed disposition of materials from the demolition site.**
- (h) **Alternatives that the applicant has considered prior to demolition.**

For assistance in providing this information, please contact the Township Historical Commission through the Township office.

You can reach Sara Meadows, Commission chair, at the Township office 610-388-1300.

**Important Note: If your plan is to demolish only an accessory structure such as a shed or out-building, or a modern-day addition, having no historical significance, you should make that clear.**

## Kennett Township Historic Demolition Class 3 Release

Regarding the demolition permit application for tax parcel # \_\_\_\_\_

located at \_\_\_\_\_:

This property is classified as a **Class 3** historic resource in the Kennett Township Historic Resource Survey. No additional information beyond that required on a standard Township demolition application is needed.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature of KTHC member

January 2013



**KENNETT TOWNSHIP  
REQUIRED INSPECTIONS DURING THE STAGES OF DEMOLITION**

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The issuance of the Demolition Permit requires you to comply with all provisions set forth in the International Building Code and Fire Code pertaining to both demolition and demolition inspections. Listed below are the stages when the Kennett Township Code Administrator must be notified. Inspections must be scheduled 24 hours in advance, unless otherwise specified in the Inspection Instructions, and before proceeding to the next stage.

1. SITE INSPECTION PRIOR TO START OF DEMOLITION (UTILITY DISCONNECT).
2. SITE INSPECTION PRIOR TO BACKFILLING EXCAVATION – ALL DEBRIS AND CONCRETE FLOORS TO BE REMOVED.
3. FINAL INSPECTION - UPON COMPLETION OF GRADING, SEEDING, & MULCHING.

Any deviation from the approved plans must be approved by Kennett Township before proceeding with the work.

I have received a copy of the required inspection instructions and I am fully aware of the requirements.

\_\_\_\_\_  
Kennett Township  
Code Administrator

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Building Permit # \_\_\_\_\_