

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
4. UCC Inspection Requirements/Procedures Statement.
5. Complete and sign Kennett Township Liability Statement.

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)

All Demolition permits are subject to review to determine any Historic Value. If assessed as Historic, a further review may be required.

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

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 2015, 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.

Building Permit Application



Kennett
TOWNSHIP

Date submitted _____

Final approval date _____

Building fee	
Zoning fee	
Occupancy fee	
Driveway fee	
ACT 45 Fee	\$4.50
Contractor Registration Fee	
Engineer Review fee	
TOTAL	

Tax Parcel _____

Zoning District _____

IMPORTANT-Applicant to complete all items in sections: I, II, III, and IV

I. LOCATION OF BUILDING

At Location _____
(No.) (Street)
 Between _____ and _____
(Cross street) (Cross street)
 Subdivision _____ Lot _____ Block _____ Lot Size _____

Is your property a corner lot? Yes No

II. IDENTIFICATION – To be completed by applicant legibly

Name	Mailing Address	E-Mail	Phone/Cell
Owner or Lessee			
Contractor			PA License # _____
Architect or Engineer			

III. Type and Cost of Building – All applicants complete Parts A-D

A. Type of Improvement 1 New Building 2 Addition (If residential, enter number of all new housing units added, if any, in Part D, 13) 3 Alteration (See 2 above) 4 Repair, Replacement 5 Wrecking (if multifamily residential, enter number of units in building part D, 13) 6 Moving (relocation) 7 Foundation only		D. Proposed Use – For “Wrecking” most recent use <table border="0"> <tr> <td>Residential</td> <td>Nonresidential</td> </tr> <tr> <td>12 One Family</td> <td>18 Amusement, recreational</td> </tr> <tr> <td>13 Two or more – Enter number of units _____</td> <td>19 Church, other religious</td> </tr> <tr> <td>14 Transient hotel, motel, or dormitory – enter number of units _____</td> <td>20 Industrial</td> </tr> <tr> <td>15 Garage</td> <td>21 Parking Garage</td> </tr> <tr> <td>16 Carport</td> <td>22 Service station, repair garage</td> </tr> <tr> <td>17 Other-specify _____</td> <td>23 Hospital, institutional</td> </tr> <tr> <td></td> <td>24 Office, bank, professional</td> </tr> <tr> <td></td> <td>25 Public utility</td> </tr> <tr> <td></td> <td>26 School, library, other educational</td> </tr> <tr> <td></td> <td>27 Stores, mercantile</td> </tr> <tr> <td></td> <td>28 Tanks, towers</td> </tr> <tr> <td></td> <td>29 Other-specify _____</td> </tr> </table>		Residential	Nonresidential	12 One Family	18 Amusement, recreational	13 Two or more – Enter number of units _____	19 Church, other religious	14 Transient hotel, motel, or dormitory – enter number of units _____	20 Industrial	15 Garage	21 Parking Garage	16 Carport	22 Service station, repair garage	17 Other-specify _____	23 Hospital, institutional		24 Office, bank, professional		25 Public utility		26 School, library, other educational		27 Stores, mercantile		28 Tanks, towers		29 Other-specify _____
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B. Ownership 8 Private (individual, corporation, nonprofit institution, etc.) 9 Public (federal, state, or local government)		Nonresidential-Describe in detail proposed use of buildings, e.g., food processing plant, machine shop, laundry building at hospital, elementary school, secondary school, college, parochial school, parking garage for department store, rental office building, office building at industrial plant. Use of existing building is being changed, enter proposed use.																											
C. Cost 10. Cost of improvement <i>To be installed but not included in the above cost</i> a. Electrical b. Plumbing c. Heating, air conditioning d. Other (elevator, etc.) 11. TOTAL COST of Improvement	(Omit cents) _____ _____ _____ _____																												

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.

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: _____

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)

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

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 # _____

**UCC Inspection Requirements/Procedures
Kennett Township Code Enforcement Department**

A minimum of 48 hours' notice shall be provided to the Code Enforcement Officer for the purpose of scheduling inspections.

- **FOOTING:** to be performed after footing is dug with chairs and rods in place and before concrete is poured.
- **FOUNDATION:** to be performed for all poured concrete work; steel rebar shall be installed at time of inspection. This is to be performed before framing work begins, backfill is installed, or concrete is poured. Grease traps (if applicable) cleanouts, foundation and building drains must be in place; foundation coating must be applied, anchor bolts and top plate shall be installed. All underground plumbing, mechanical, and electrical trenching must remain open. All piping, sleeves and/or conduit required for underground utilities shall be in place and provided with rodent-proofing.
- **PLUMBING, INCLUDING SPRINKLERS:** (All underground) - encased or otherwise concealed systems, shall be inspected including: Sanitary system, domestic water service or line, sprinkler service or system, alteration/additions to any existing sanitary system, service, drain or any other sanitary drain or line, any domestic water service or line. (Aboveground sanitary or water systems, including sprinklers) – All items listed above shall be inspected prior to any encasement. Pressure tests shall be as follows: Sanitary systems at 5 p.s.i. for 15 minutes, water system per code (or twice the static pressure of a well or public water system) for 15 minutes. Pressure tests for Business, Commercial, Industrial; or other non-residential underground sprinkler system(s) shall be per NFPA requirements as applicable.
- **MECHANICAL:** Any underground or aboveground rough mechanical systems of any type shall be inspected prior to encasement. Business, Commercial, Industrial; or other non-residential mechanical systems shall have: balance reports, PA steam boiler license, system operator license, special inspection reports, or other as may be required for compliance with the applicable codes.
- **ELECTRICAL:** Any electrical work, including low voltage or specialty, applicant shall submit two (2) sets of "Third Party Reviewed and Approved" plans. At a minimum, there shall be a "Service" when applicable, "Rough" and "Final" inspection approval by a qualified third party inspection agency. Final inspection approvals shall be placed on the electrical panel(s), and a "cut card" indicating final approval shall be sent to the Township for their permanent record.
- **PRE-SLAB:** to be performed before concrete is poured. This shall be required for all basements, crawl spaces, slabs on grade and attached garages. At time of inspection, a 6 mm vapor retarder, with joints taped a minimum of 6 inches, and all joints must be taped with an approved tape product.
- **FRAMING:** to be performed before insulation is installed and after all rough-in work is complete on plumbing, electrical and mechanical systems. Framing inspections will not be done until all mechanical, electrical, plumbing and fire protection material is installed.
- **INSULATION:** to be performed before wallboard is installed.
- **DRYWALL:** to be performed prior to taping and spackling.
- **FIRE PROTECTION SYSTEMS:** to be performed after fire alarm systems and/or fire suppression systems are installed and functioning. Kennett Township has the option to accept signed and sealed installation and testing certification(s) from a qualified Hydraulic Engineer registered in Pennsylvania. Please note that, if they were not submitted with the initial application, shop drawings must be submitted for Kennett Township review and approval at least thirty days before the projected installation date.
- **DEMOLITION:** Contractors responsible for demolition work where an entire structure is razed will be required to submit signed documentation that certifies that the vacant lot is filled to existing grade and that all service connections have been discontinued and lines have been capped. Demolition work being performed on existing buildings as part of renovation work or the erection of an addition may be subject to inspection by the Department. Contractors must insure that pedestrian protection measures have been installed prior to commencing demolition. Contractors may not negatively impact existing means of egress until alternate egress routes have been provided. No on-site burning or burial of debris. All debris must be removed and legally disposed of. The permit applicant is required to call requesting an inspection when demolition work has been concluded and the lot has been restored to existing grade.
- Projects that have applied for a permit based on accelerated construction may only proceed with construction up to but not including the erection of foundation walls. Projects reviewed as "accelerated construction" are subject to inspection of the footing environment, foundation, underground plumbing, underground electrical (if applicable) and underground mechanical (if applicable) before any additional work is performed.

- **FINAL BUILDING:** to be performed after all items pertaining to the issued building permit have been completed. Items include:
 - Electrical
 - Plumbing
 - Mechanical (HVAC)
 - Emergency lighting system
 - Fire Extinguishers
 - Egress
 - Fire Protection Systems (including required fire-rated construction components)
 - Grading
 - Site plan compliance
 - Accessibility
 - Energy conservation

Contact the Code Enforcement Officer for clarification on any inspection questions prior to the work being started at 610-388-1300.

Accessibility provisions and Energy Conservation Code compliance inspection(s) shall be inspected as part of other identified inspections, as they apply to the work being performed. All Accessibility elements shall comply with current A.N.S.I. A-117.1. All Energy Conservation requirements shall comply with the latest edition of the ICC Energy Conservation Code.

Accessibility inspections must be conducted at the time the building is ready to have a framing inspection performed and continue until all provisions governing accessibility are met. Accessibility inspections shall include all exterior accessibility elements, including accessible concrete and wood ramps prior to and after concrete pour for compliance determination. The municipality may not issue the certificate of occupancy until Kennett Township approves the building's accessible elements and features.

- **SIGNS:** are required to be inspected regarding their location, design and construction and must meet all applicable UCC requirements. The permit applicant is required to call requesting an inspection prior to installation. A final inspection of the sign is also required. If the sign erected is a ground sign, the permit holder must provide an engineered design that conforms to all UCC requirements.
- **SPECIAL INSPECTIONS:** When required these shall be conducted by a certified inspection agency for the following items:
 - Soils
 - Concrete Construction, including footings and slab placement, mix and proper strength
 - Masonry
 - Steel
 - Welding
 - E.I.F.S. (if applicable)

Special inspectors shall keep records of all inspections. The special inspector shall furnish inspection reports to the code official on a weekly basis, and to the registered design professional in responsible charge. All discrepancies shall be brought to the immediate attention of the contractor for correction and noted on the daily report. If the discrepancies are not corrected, the discrepancies shall be brought to the attention of the code official and to the registered design professional in responsible charge prior to the completion of that phase of the work.

A final report of inspections documenting completion of all required special inspections and correction of any discrepancies noted in the inspections shall be submitted prior to the issuance of a certificate of occupancy. Interim reports shall be submitted periodically at a frequency agreed upon by the permit applicant and the code official prior to the start of work.

All work shall be conducted in a professional and workmanlike manner consistent with all Kennett Township Codes, as well as Pennsylvania and Federal Regulations.

No work may be concealed from view, until Kennett Township has approved it.

I fully understand that it is my responsibility or the person that I have listed below as my designee to call for inspections and that, if inspections are not made according to this procedure, I or my designee may be in violation of the UCC and may be subject to prosecution. I/we also understand that no one may occupy the structure (or portion thereof) until a UCC Certificate of Occupancy is obtained.

Name of permit applicant: _____ Permit # _____

Address: _____

Signature: _____ Date: _____