

# Checklist for Demolitions

Demo Permit # \_\_\_\_\_

File # \_\_\_\_\_

<b>Owner</b>	
<b>Address</b>	
<b>Contractor</b>	

Perf. Bond paid	Permit Fee Paid
Residence	\$ 50.00
Multiple family	\$ 20.00
Commercial	\$ 100.00
Res Accessory	\$ 20.00
Industrial buildings	\$ 750.00
Comm & Indust Storage	\$ 250.00

Performance bonds per value

Pre demo pictures	
Asbestos Notification	
Electric Cut off	
Gas Cut off	
Water tap removal	
Water dist. Signature	
Wastewater Signature	
Road cut Signature	

Cavity Inspected	
Sanitary Cap Inspected	
Final Grad Inspected	
Proper Disposal	
Road Damage Inspected	
Sidewalk Inspected	
Dust Control	

# City of Conneaut

## Department of Planning & Zoning

Melanie Shubitowskif  
Zoning Inspector  
(440) 593-7406

### CHECKLIST FOR ALL DEMOLITIONS

The Department of Planning & Zoning

1. Determine size of building to be demolished. Height, Width & Length = CU FT.
2. Complete APPLICATION FOR DEMOLITION PERMIT.
3. Obtain signature of property owner/manager on application form.
4. Complete UTILITY CUT OFF FORM: All utility cut offs must be signed by a representative of said utility.

**NOTE: YOU MUST NOTIFY WATER AND SEWER BEFORE YOU BEGIN DEMOLITION. IF YOU FAIL TO NOTIFY WATER AND SEWER, YOU WILL BE RESPONSIBLE FOR ANY DAMAGE TO TAPS OR METERS.**

5. Complete DEMOLITION DEBRIS DISPOSAL FORM

Ohio EPA now requires all demolition debris to be placed in a Licensed EPA approved site.

**NOTE: NO SITE WITHIN THE CITY OF CONNEAUT IS APPROVED FOR DISPOSAL OF DEMOLITION DEBRIS.**

6. Show proof of DEMOLITION INSURANCE BOND
7. Inspection of (1) cavity, (2) sanitary cap or septic and (3) final after grading, must be completed before bond will be released. Please call Department of Planning & Zoning to schedule inspections.

### DEMOLITIONS ORDERED BY THE CITY

If demolition is by order of the City and the City enters into contract with the contractor, the contractor must first sign the contract with the City in the City Manager's office. Steps 1 thru 7 must then be completed.

294 Main St. Conneaut, Ohio 44030 / Telephone: (440)593-7406 / Fax: (440)593-6908

E-mail: [conneauthz@conneautoh.org](mailto:conneauthz@conneautoh.org)

Conneaut-HP/C:/Mydocuments/Demolitions/Applications/Application for demo.doc

**\*EPA ASBESTOS REGULATIONS:**

EVERY demolition of a **FACILITY** requires notification regardless of whether asbestos is involved. Please be sure to read the attached information to determine whether your structure(s) is considered a facility.

**\*\*In 2003, a contractor in Northeast Ohio was fined \$7,000 for failing to complete an asbestos notification with the Ohio EPA.**

If you have any questions regarding The EPA asbestos regulations please contact:

**Ms. Misty Koletich**

Ohio EPA / DAPC - Northeast District Office Representative  
(330) 963-1260

[Misty.Koletich@epa.ohio.gov](mailto:Misty.Koletich@epa.ohio.gov)

or

**Mr. Frederick Jones**

Ohio EPA /DAPC – Central Office  
(614) 644-3591

[Frederick.Jones@epa.ohio.gov](mailto:Frederick.Jones@epa.ohio.gov)

**Enclosed, Please Find Copies of:**

1. Application for Demolition Permit.
2. Utility Cut-Off Sheet.
3. Demolition Debris Disposal Form.
4. Instructions for Notification of Asbestos and Notification Form.

**DEMOLITION OF SEPTIC SYSTEMS FORMS ARE TO BE OBTAINED AT THE CITY OF CONNEAUT HEALTH DEPARTMENT.**

**\*All Fees and Bonds must be paid prior to demolition.**

**Performance Bond:**

**Value of Demo – must be insurance bond**

**Permit Fee(s):**

<b>Residential buildings:</b>	<b>\$50</b>
<b>Accessory Structure</b>	<b>\$20</b>
<b>Commercial Building</b>	<b>\$100</b>
<b>Industrial Building less than 75,000 sq ft</b>	<b>\$500</b>
<b>Industrial Building 75,000 sq ft or more</b>	<b>\$750</b>
<b>Commercial &amp; Industrial Storage Buildings</b>	<b>\$250</b>

**APPLICATION FOR DEMOLITION PERMIT  
CITY OF CONNEAUT PLANNING/ZONING DEPARTMENT**

DATE \_\_\_\_\_ Parcel # \_\_\_\_\_

Location of structure(s) to be demolished \_\_\_\_\_

Name of owner of structure(s) to be demolished \_\_\_\_\_

Type of demolition: (check type(s))

\_\_\_\_\_dwelling\_\_\_\_\_garage\_\_\_\_\_misc.\_\_\_\_\_commercial bldg.\_\_\_\_\_industrial bldg.

Number of structures to be demolished \_\_\_\_\_

Total Square Feet: \_\_\_\_\_ Number of Stories: \_\_\_\_\_

\*\*\*\*\*

I certify that \_\_\_\_\_ is authorized to demolish the above listed  
Name of contractor  
structure(s) on property owned or managed by myself.

\_\_\_\_\_  
Signature of owner/manager

(If City has hired contractor, the signature of the City Manager is required)

\*\*\*\*\*

- 1) Type of performance bond received (check 1 below)  
\_\_\_\_\_Cash \_\_\_\_\_Demolition insurance bond
- 2) Obtain signature of owner/manager of structure
- 3) Complete utility cut-off sheet and return with application
- 4) Complete debris disposal form and return with application
- 5) All biodegradable debris, must be removed from basement and premises.  
Excavation must be filled three (3) feet to grade level with clean fill. Project must  
be graded for final inspection.
- 6) If sidewalk is broken up due to demolition work, it must be replaced.

\_\_\_\_\_  
Approved by

\_\_\_\_\_  
Date

**UTILITY CUT-OFF SHEET**  
**CITY OF CONNEAUT PLANNING/ZONING DEPARTMENT**

DEMO. PERMIT NO. \_\_\_\_\_ DATE \_\_\_\_\_

Owner of structure(s) to be demolished  
\_\_\_\_\_

Location of structure  
\_\_\_\_\_

Contractor for demolition  
\_\_\_\_\_

Address of Contractor  
\_\_\_\_\_

Type of demolition (check type(s))  
\_\_\_\_\_dwelling\_\_\_\_\_garage\_\_\_\_\_misc\_\_\_\_\_commercial bldg.\_\_\_\_\_industrial

Number of structures \_\_\_\_\_

\*\*\*\*\*

We/I certify that the utilities and regulations as listed below have been cut-Off, disconnected and/or capped (as applicable) and asbestos regulations have been complied with regarding demolition of structure(s) on above listed property.

EPA asbestos notification \_\_\_\_\_  
Contractor/owner signature \_\_\_\_\_ Date \_\_\_\_\_

Electric \_\_\_\_\_  
Contractor/owner signature \_\_\_\_\_ Date \_\_\_\_\_

Gas \_\_\_\_\_  
Contractor/owner signature \_\_\_\_\_ Date \_\_\_\_\_

Water Tap Removal Paid \_\_\_\_\_  
Date \_\_\_\_\_

Water Distribution Supervisor signature \_\_\_\_\_  
Date \_\_\_\_\_

Sewer/Septic \_\_\_\_\_  
Wastewater Treatment Supervisor signature \_\_\_\_\_ Date \_\_\_\_\_

Road Cut permit \_\_\_\_\_  
Director of Public Services \_\_\_\_\_ Date \_\_\_\_\_

DEMOLITION DEBRIS DISPOSAL FORM  
CITY OF CONNEAUT PLANNING/ZONING DEPARTMENT

DEMO PERMIT NUMBER \_\_\_\_\_

I, \_\_\_\_\_ shall dispose of all demolition debris from  
**property owner/contractor**

\_\_\_\_\_ at \_\_\_\_\_  
**demolition site\*** **name of approved site**

\_\_\_\_\_  
**address of approved site**

\_\_\_\_\_ **signature** **date**

\*Copies of receipts from landfill or company providing dumpster(s) must be submitted prior to final inspection to confirm proper disposal of all demolition debris.

# APPLICATION PACKET FOR DEMOLITIONS

## Department of Planning & Zoning City of Conneaut

For Office Use Only

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

Location of Demolition: \_\_\_\_\_

Phone #: \_\_\_\_\_

Date Application Picked Up: \_\_\_\_\_

Date Application Returned: \_\_\_\_\_

Date Performance Bond issued: \_\_\_\_\_

Date Demolition started: \_\_\_\_\_

Date Demolition complete: \_\_\_\_\_

Date Cavity Inspected: \_\_\_\_\_

Date Sanitary cap/septic Inspected: \_\_\_\_\_

Date Final Grade inspected: \_\_\_\_\_

Proper Disposal of Debris: \_\_\_\_\_

\*Receipts submitted

Lot Graded & Seeded \_\_\_\_\_

Date Performance Bond Released: \_\_\_\_\_

Demolition Complete and approved:

\_\_\_\_\_  
Melanie Shubitowski  
Acting Planning & Zoning Manager

\_\_\_\_\_  
Date