

DEMOLITION



PO Box 1995 * Vancouver, WA 98668-1995 * www.cityofvancouver.us * Phone: (360) 487-7802 Fax: (360) 487-7808

Applicant: _____

Mailing Address: _____

Phone: _____ ext. _____ Fax: _____

Property Owner: _____

Mailing Address: _____

Phone: _____ ext. _____ Fax: _____

Contractor: _____

Mailing Address: _____

Phone: _____ ext. _____ Fax: _____

Contact Name: _____ **Company:** _____

Contact E-mail Address: _____

Property Address: *(tax assessor serial number or nearest intersection if no address)*

Commercial **Residential** **Interior Demo** **Underground Tank** = **PUMP/FILL** **REMOVE**

Number of buildings/structures to be removed: _____ **Value of Demolition: \$** _____

Types of buildings/structures to be removed: _____
(Please be aware that a site plan may be required.)

Size/Capacity of Tank: _____ **Type of Liquid Stored in Tank:** _____

Description of interior demolition to be done: _____

*If it is determined that the application is not complete, the City shall immediately reject and return the application and identify in writing what is needed to make the application counter complete. It is the responsibility of the applicant/owner to comply with all private conditions, covenants and restrictions (CC&R's) associated with this property.
I/we agree that City of Vancouver staff may enter upon the subject property at any reasonable time to consider the merits of the application, to take photographs and to post public notices.*

Signature of Applicant: _____ Date: _____

Signature of Property Owner: _____ Date: _____
(REQUIRED)

CITY OF VANCOUVER DEVELOPMENT REVIEW SERVICES
Policies & Procedures

Subject: Demolition of Structures

Authority: International Building Code Chapter 33
Vancouver Administration Code
VMC 17.08.090 Permits
VMC 17.08.140 Inspections
Uniform Plumbing Code Chapter 6 and Section 722
VMC 22 Uniform Enforcement Code

Effective Date: April 15, 1998
Revised July 28, 2000
Revised October 12, 2004

Process or Policy: Demolition of Structures - Requirements

Written By: Cindy Peterson, Building Official

The following policy is established for the Permit Issuance and Inspection of Demolition of Structures located within the City of Vancouver.

1. A demolition permit must be obtained prior to commencing demolition or removal of any structure and/or portion of a structure.
2. If the demolition will occur over a period exceeding one work day, the site must be provided with a temporary fence, adjacent to the public way, prior to commencing demolition. The temporary fence must be a minimum of 6 feet in height above grade, and shall be placed on the side of the walkway(s) nearest the structure and shall extend the entire length of the building site and each end shall be returned to the building line. Openings in fences shall be provided with a gate, which are normally kept closed. The fence shall not be removed until the demolition is completed, all debris has been removed from the site and all excavations have been filled. The fence must be removed within 30 days of completion of the demolition project.
3. By law, you are required to call 48 hours in advance the Utility Locate Service at 1-800-553-4344 for utility locates prior to any excavation.
4. Electrical service to the structure is to be terminated at the serving utilities pole or underground vault. Call Clark Public Utilities at 699-3000 for assistance in terminating the electrical service.
5. If the structure is connected to the sewer, the sewer line must be exposed and capped at the property line adjacent to the public way. The sewer cap must be inspected prior to covering.

If there is a septic system on the site, the septic tank must be pumped by a licensed pumping contractor and filled with inert material and must be inspected prior to concealing the tank.

6. The water service to the structure must be capped at the water meter vault location and inspected and approved prior to covering. If there is a water well located on the site, the well must be properly abandoned in compliance with Clark County Health District requirements and documentation of abandonment provided to Development Review Services for inclusion into the permit record.

7. The demolition debris must be removed from the site and disposed of at an approved disposal location. Foundations, including basement walls and slabs need to be collapsed and the concrete or masonry units broken into pieces 12 inches in diameter or smaller. The excavation must be filled and the site graded to a natural grade. If the fill material will not be placed as structural fill and tested by an independent testing agency, a letter needs to be recorded with the Clark County Auditor on the title of the property that states that there is fill present on the site and that a soils analysis prepared by a licensed engineer will be required to be submitted with all future applications for a building permit for the site. A copy of the recorded letter is to be provided to Development Review Services for inclusion into the permit record.

8. If the property owner has demolition done by the Vancouver Fire Department as a fire training exercise, the property owner must obtain the required permit(s), terminate the electrical service, abandoned the septic system or sewer connection, the water connection and abandonment of any well located on the site, as noted above, arrange for an inspection and provide proof of inspection acceptance to the Fire Department before the training exercise may commence. At the conclusion of the training exercise and release of the site by the Fire Department, work as described in item 2 and 7 must be completed and the site must be attended until such time as all danger of re-ignition of the fire has been eliminated.

9. The demolition permit is valid for thirty days from the date of issuance. Extension of the permit will be allowed under the provisions of the VMC 17.08.110(g). The demolition process must be completed within thirty days of the date the demolition commences. Failure to complete the demolition in conformance with this policy may result in the issuance of a Notice of Civil Violation with a \$250.00 per day per violation penalty assessed, or abatement under the Uniform Code For Abatement of Dangerous Buildings were the City will have the demolition completed by a licensed contractor and the charges therefore placed as a lien on the property and/or filing of a misdemeanor action in District Court, which upon conviction is punishable by a fine of up to \$500 per day per violation. (Note: if the building is being demolished under a Notice and Order to Abate issued by the City, the timelines noted in that order supersede this policy.)

10. Applicants are advised to file a "Notification of Demolition and Renovation" at the Southwest Clean Air Agency, 11815 NE 99th St Suite 1294 Vancouver, Washington (360) 574-3058. Applicants are also advised that a Notice of Intent to remove or Encapsulate Asbestos is required to be filed if there is any asbestos or asbestos containing materials on site.

11. An on-site erosion control inspection is required by the Erosion Control Specialist for an approval prior to commencement of work (VMC 14.24) (360) 619-1200.

Underground Tank Decommissioning Certification

City of Vancouver Fire Marshal's Office

www.vanfire.org

Vancouver Development Review Services

www.cityofvancouver.us

Separate form required to be filled out for each tank

Permit #: **DMO** _____ Decommission date: _____ Fire inspector initials _____

Tank located at: _____

Address

Describe the tank's location on the property (Example: 6 feet west of SW corner of house):

This is a _____ tank with a capacity of _____ gallons
Type of combustible liquid

Check each section below

Report:	YES	NO	N/A
There is more than one underground tank being decommissioned on this site. (If yes, how many?)			
VFD confirms all residue was removed from the tank.			
VFD confirms tank was removed from the ground for disposal off site.			
VFD confirms tank was filled with an inert material.			
VFD confirms the fill port and piping have been disconnected or removed.			
There were indications of potential soil contamination.			
The applicant/contractor will provide a soils analysis report to the County Health Department and to the property owner.*			
The homeowner has been advised to contact the County Health Department regarding a potential soil contamination.*			

* Current Clark County Health Department contact for soil contamination is Environmental Health Specialist Bryan Dedoncker - PHONE (360) 397-8153; FAX: (360) 759-7336; or email bryan.dedoncker@clark.wa.gov

If the work was completed by someone other than an experienced contractor, the responsible person shall fill out the report

I, _____, hereby affirm that the information contained in this report is

Print name

true and accurate _____

Signature

date

Contractor's company name: _____

Company's mailing address: _____

Phone _____ Fax _____ Email _____

A copy of this report shall be provided to the City inspector.

A copy of this report shall be provided to the property owner.

Note to property owner: Insurance companies and/or mortgage companies usually require inspection and/or testing documentation where a site has had an underground storage tank. You should permanently retain this document and any soils analysis reports with the property.