



City of Battle Ground
Community Development Department
 Building Division
 109 SW 1st Street, Suite 123, Battle Ground, WA 98604
 Phone # (360) 342-5046, Fax # (360) 342-5049

For Office Use Only:
 Date Received: _____
 Permit Number: _____
DEMO: _____

DEMOLITION PERMIT APPLICATION

NOTE: Demolition Permits for five or more residential units and/or Commercial Projects of 4001Sq.Ft. or more need SEPA Review.

APPLICANT: _____ Phone: () _____ Fax: () _____
 Mailing Address: _____
 _____ State: _____ Zip Code: _____

PROPERTY OWNER: _____ Phone: () _____ Fax: () _____
 Mailing Address: _____
 _____ State: _____ Zip Code: _____

CONTRACTOR: _____ Phone: () _____ Fax: () _____
 Contractor's License # _____ City Business License # (Required) _____
 Mailing Address: _____
 _____ State: _____ Zip Code: _____

Project Name: _____ Tax Lot # _____
 Site Address: _____ Lot #: _____ Zoning: _____
 Building Area (Sq. Ft.): _____ No. of Floors: _____ No. of Buildings: _____
 Please check one: Residential () Commercial ()

Scope of Work:

(Please include an area map and a detailed site clean-up plan with application, ALONG WITH YOUR APPROVED SW CLEAN AIR AGENCY DEMOLITION PERMIT)

I hereby certify that the above information is correct and that the demolition performed on, and the occupancy and use of, the above-described property will be in accordance with the laws, rules and regulations of the State of Washington and City of Battle Ground.

Signature of Applicant: _____ Date: _____
 Signature of Property Owner/Representative: _____ Date: _____

For official use only:
 Entered by: _____ Fees Due: \$ _____ Receipt # _____ Received by: _____



Administrative Policy

Policy Title: Demolition of Structures

Code Section: IBC Chapter 33

By: Terre Gift, Building Official

Effective Date: March 1, 2005

Background:

The following policy is established for the permit issuance and inspection of the demolition of structures located within the City of Battle Ground.

Effected Code Sections:

IBC 105.1 & 3303, and IRC 105.1

Policy:

- A demolition permit must be obtained prior to commencing demolition of any structures located within the City of Battle Ground.
- If the demolition will occur over a period exceeding one workday, 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, shall be placed on the side of the walkway(s) nearest the structure, 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.
- By law, the person responsible for the project is required to call Utility Locate Service at 699-3000 for utility locates prior to any excavation.
- 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.
- 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 sewage disposal contractor and filled with inert material and must be inspected prior to concealing the tank.
- The water service to the structure must be capped at the water meter box location, 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 Department requirements and documentation of the abandonment provided to the City of Battle Ground for inclusion into the property record.

(‘Demolition of Structures’ Administrative Policy continued.)

- 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 is not placed as structural fill and tested by independent testing agency, a letter needs to be recorded with the Clark County Auditor on the title of the property that states 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 the City of Battle Ground for inclusion into the property record.
- If the property owner has their structure demolished by a Fire Department as a fire training exercise, the property owner must first 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 previously, arrange for an inspection and provide proof of inspection from the appropriate agencies to the Fire Department before the training exercise can commence. At the conclusion of the training exercise and release of the site from the Fire Department back to the property owner or agent, 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.
- The demolition permit is valid for thirty days from the date of issuance. The demolition process must be completed within thirty days of the date of demolition commences. The Building Official is authorized to grant, in writing, one extension of the permit. The extension request must be in writing and justifiable cause demonstrated. Failure to complete the demolition in conformance with this policy may result in the issuance of a Citation of Code Violation with a \$100.00 (one hundred dollars) per day per violation penalty assessed or abatement under the Battle Ground Dangerous Building Code, Title 15, Section 15.113, where the City of Battle Ground will have the demolition completed by a licensed contractor and the charges 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 \$500.00 (five hundred dollars) per day of violation. If the building is being demolished under a Notice and Order to Abate issued by the City of Battle Ground, the timelines noted in that Order supersede this policy.
- Applicants are advised that a “Notification of Demolition and Renovation” is required to be filed with Southwest Washington Clean Air Agency, 1308 NE 134th Street, Vancouver, WA, **(360) 574-3058**. Applications 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 are on site.
- An on-site erosion control inspection by the City of Battle Ground is required for an approval prior to commencement of work. **Call 342-5085** to request the inspection.