



**CITY OF EASTON**  
**BUREAU OF CODES AND INSPECTIONS**  
 123 SOUTH 3<sup>RD</sup> STREET, EASTON PA 18042  
 610-250-6724 FAX 610-250-6607

**APPLICATION FOR DEMOLITION**

1. LOCATION OF PROPERTY \_\_\_\_\_

2. NAME OF OWNER \_\_\_\_\_

ADDRESS OF OWNER \_\_\_\_\_ PHONE \_\_\_\_\_

3. NUMBER OF STORIES: \_\_\_\_\_ TYPE OF CONSTRUCTION \_\_\_\_\_

4. DIMENSIONS OF BUILDING: \_\_\_\_\_ TOTAL SQUARE FEET: \_\_\_\_\_

5. DATE ACTUAL DEMOLITION TO BEGIN: \_\_\_\_\_

6. TOTAL ESTIMATED COST OF DEMOLITION \$ \_\_\_\_\_

7. CONTRACTOR \_\_\_\_\_ BUSINESS LICENSE NO. \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE \_\_\_\_\_

8. INSURANCE COMPANY NAME: \_\_\_\_\_

9. POLICY NO. \_\_\_\_\_

NOTE: CERTIFICATE OF INSURANCE NAMING THE "CITY OF EASTON" AS A HOLDER MUST BE ATTACHED TO THIS APPLICATION.

10. UTILITY RELEASES

GPU	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	Date Notified : _____
UGI	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	Date Notified: _____
PHONE	Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	Date Notified: _____
ADJOINING PROPERTY OWNERS:			
	Yes: <input type="checkbox"/>	No : <input type="checkbox"/>	Date Notified: _____

NOTIFICATION OF INTENT TO RAZE AND STATEMENT OF AGREEMENT OF PROPOSED RESTORATION PLANS.  
 (SEE "D" – GENERAL REQUIREMENTS)

11. SEWER DISCONNECT Yes:  No:  Date Notified: \_\_\_\_\_

VISUAL INSPECTION OF CAPPED SEWER LINE IS REQUIRED. CONTACT ENGINEERING DEPARTMENT  
 AT 610-250-6771 TO SCHEDULE INSPECTION (24 HOURS NOTICE REQUIRED)

12. BUREAU OF WATER

Yes: <input type="checkbox"/>	No: <input type="checkbox"/>	Date: _____
Disconnect: _____	Date: _____	
Water Meter Removed: _____	Date: _____	
Fire Hydrant Connection for Wetting Down: _____	Date: _____	

13. EXTERMINATION REPORT RECEIVED \_\_\_\_\_

\_\_\_\_\_  
 Signature of Demolition Contractor/Authorized Agent Date

**BELOW TO BE FILLED OUT BY BUILDING OFFICAL:**

APPROVED DATE \_\_\_\_\_ BUILDING INSPECTOR: \_\_\_\_\_

APPROVED DATE \_\_\_\_\_ HEALTH OFFICIAL: \_\_\_\_\_

c: EASTON POLICE DEPT.  
 EASTON FIRE DEPT.  
 CITY ENGINEER  
 HEALTH BUREAU

TOTAL FEE \$ \_\_\_\_\_

PERMIT NO. \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_

# APPLICATION FOR DEMOLITION

## GUIDE FOR SUBMISSION AND REGULATIONS

## FOR: DEMOLITION OF STRUCTURES

- 1.) APPLICATION – Form must be completed in its entirety. All applicants must comply with all Federal, State and Local Codes as it applies to the Demolition of Structure. Before proceeding with this work, the Contractor shall secure all necessary permits. Evidence of compliance and payment of any fees shall be presented to the City as may be requested.
- 2.) REQUIRED INSPECTIONS – Sections “J”, “K”, “S” and “T”. Twenty-four (24) hour notice is required.
- 3.) DEMOLITION PERMIT FEE – The fee for a permit for the demolition of structure shall be sixty-five (\$65.00) Dollars for the first 1,000 square feet, plus forty (\$40.00) Dollars for each additional 1,000 square feet or fraction thereof. In computing fees, a story higher than 18 feet and not more than 30 feet shall be considered two (2) stories; a story higher than 30 feet and not more than 40 feet shall be considered three (3) stories except for one- (1) story industrial uses (Use Group D). The square feet area shall be based on outside dimensions of the structure. All floor areas shall be calculated on the square foot basis, except those areas with ceiling heights under five (5) feet or crawl spaces.

### GENERAL REQUIREMENTS

- A.) The contractor shall prevent or control to the satisfaction of the City any dust, which may result from any demolition operations, especially, that which might result from the use of chutes.
- B.) Before commencing demolition operations, the Contractor shall pump out and clean, in a sanitary manner, all wells and cesspools within the areas to be cleared and after disinfecting them as may be required by the Bureau of Health, shall fill them in a manner hereinafter prescribed for backfilling.
- C.) The contractor shall, before starting demolition operations, arrange for the disconnection of or if permitted disconnect, all utility services including water, gas, steam, electricity, telephone and sewers. All disconnection shall be in accordance with the regulations of the utility concerns. The City shall not be liable for any expense whatsoever for utility service disconnections, nor for the expense involved in resurfacing streets, sidewalks, etc., damaged or removed as a result of utility severance made or utility services are required to be made in public thoroughfares, the Contractor shall comply with all local requirements and regulations respecting the barricading of streets, the remove and restoration of pavement and other pertinent matters.
- D.) The contractor shall avoid damaging sidewalks, streets, curbs, pavements, utilities, structures or any other property (except that which is to be replaced or removed) either on or adjacent to the site. He shall repair, at his own expense and in a manner satisfactory to the Building Inspector, any damage thereto caused by his operations. Pre-arrangements with adjoining property owners shall be made to restore any exposed surfaces of adjoining properties affected by the removal of any party walls or commonly shared parts of the structures. This shall include the matching of materials in order to create the continuity of structure(s) as well as any other design consideration important to arresting visible blight, which is sometimes caused by demolition.
- E.) The contractor shall shore, brace, underpin, secure and protect as may be necessary all foundations and other parts of structures to remain on the project site or which are adjacent to or in the vicinity of the site and which may be in any way affected by this excavations or other operations and to enclose, face, reface, resurface any exposed during the removal of any work. This to be accomplished to the satisfaction of the Building Inspector. The contractor shall exercise proper precaution at all times for the protection of persons and property and shall be responsible for all damages to persons or property, either on or off the site, which occur as a result of his fault or negligence in connection with the prosecution of the work. The safety provisions of applicable laws and BOCA building and construction codes shall be observed and the contractor shall take or cause to be taken such additional safety and health measures as the Building Inspector may determine to be reasonably necessary. Machinery, equipment and all hazards shall be guarded in accordance with good safety practice.
- F.) The contractor shall provide sufficient competent day and night watchman every day, including Saturdays, Sundays and Holidays as may be required in order to insure safety.
- G.) Sidewalk bridge, if required, or any other special protection to be provided, will be at the direction of the Building Inspector.
- H.) The contractor shall confine his equipment, storage of materials and demolition and site clearance operations to the limit prescribed by ordinances or permits, or as may be directed by the Building Inspector and shall not reasonably encumber the premises with his salvaged material.
- I.) The contractor shall comply with the applicable laws and ordinances governing the disposal of materials, debris, rubbish and trash on or off the project area and shall commit no trespass on any public or private property in any operation due to or connected with the demolition and site clearance. Attention is called that disposal or demolition material will only be allowed where approved by the Department of Environmental Resources (DER) and approved by the City of Easton. **NO EXCEPTIONS.**

# APPLICATION FOR DEMOLITION

- J.) The demolition of any structure shall be complete and its cellar areas, as well as all other subsurface areas within the limits of the permit, shall be completely cleared of all unstable or combustible material before any backfilling operations may be started. The contractor shall, if necessary, pump out all cellars of all buildings and shall remove all trash, furniture, equipment, tanks, pumping and heating equipment, boilers, piping, machinery and all other items not suitable for backfilling. All basement floors shall be broken up into small sections with heavy hammer or maul. The Building Inspector shall approve this work. NOTE: **INSPECTION REQUIRED.**
- K.) Sewer line shall be capped and inspected by the Bureau of Engineering. Twenty-four (24) hour notice required. To schedule inspection please call 610-250-6771. NOTE: **INSPECTION REQUIRED.**
- L.) All structures, including building, sheds, platforms, steps, stoops and all other accessory and incidental structures shall be demolished down to a distance of one foot (1'0") below the existing adjacent ground level. All retaining walls shall be demolished and removed in their entirety, except as directed by the Building Inspector. Party between structures to be demolished shall be removed to the level of adjacent walls. All masonry walls shall be demolished into small pieces. No piece larger than six (6) inches through its smallest diameter or more than twelve (12) inches long shall be permitted in material used for backfilling subsurface areas.
- M.) No portions of walls above the elevation of the first floor and located immediately adjacent and parallel to any street shall be "thrown", but shall be barred loose and demolished piecemeal.
- N.) All floor construction shall be removed regardless of the elevation of the location.
- O.) All trees and stumps shall be removed from the site at the direction of the Building Inspector. Trees to be preserved shall be protected against damage and shall be marked by a conspicuous sign or mark. All bushes and shrubs shall be removed with major portion of the root intact.
- P.) All paving including patios, concrete slabs, driveways and walks and all interior street, except as directed by the Building Inspector, shall be removed to subgrade and the material shall be disposed of off-site, except where the Building Inspector permits use of acceptable masonry material for filling cellars and other subsurface areas. Curbs, public sidewalks and street paving not scheduled for demolition area NOT to be disturbed. All such curbs, walks, street paving not scheduled for demolition, which are damaged or disturbed by the contractor shall be restored by him, at his own expense, to a satisfactory and safe condition, at least equal to that at the start of the work.
- Q.) All rubbish, debris, unstable and combustible material of every kind, including asphalt, wood, paper, rags and plaster, as well as incombustible material, including metal, abandoned automobiles and machinery and large pieces of masonry will be removed from the area during the process of the work. Upon completion of the work, the site will be free of all debris except material used for backfilling.
- R.) The contractor shall allow only authorized persons on the site of the work.
- S.) No burning will be permitted on the site. The contractor shall dispose of all combustible materials.
- T.) The contractor shall furnish all additional materials required for filling subsurface areas, including basement cavities and any other holes, to within a minimum of 4" of the existing level and grade of the adjacent ground surfaces. Said materials shall be of a quality acceptable to the City and a sufficient quantity shall be on hand to ensure uninterrupted progress in completing the backfilling: NOTE: **INSPECTION REQUIRED.** No unstable or combustible materials, such as wire, roots, plaster, wood or other material and debris that would prevent property consolidation or cause subsequent settlement, will be permitted in the fill and any material encountered in the demolition process which the contractor proposed to use as fill shall be stored on the ground until the walls are down. No piece of masonry larger than six (6) inches through its smallest diameter or more than twelve (12) inches long will be permitted in the backfill. All fills shall be compacted. The method of compaction shall be as to achieve no less than eighty-five (85) percent of standard dry density.
- U.) Upon completion of the backfill, the entire surface area of the demolition site shall be filled and graded with a minimum of four (4) inches of top soil and seeded with a suitable grass seed mixture. NOTE: **INSPECTION REQUIRED.**
- V.) HEALTH CODE: 1112.08 ERADICATION REQUIRED PRIOR TO DEMOLITION – No demolition permit shall be issued and no building shall be demolished until the Public Officer certifies to the Building Inspector that the building and premises are free from the infestation of rodents, insects or other vermin. (Ord. 2144) A licensed professional exterminator must perform the extermination with a report submitted to this office upon completion **PRIOR** to approval of any demolition permit.

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SIGNATURE OF DEMOLITION CONTRACTOR

DATE

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SIGNATURE OF LEGAL OWNER (S)

DATE

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LOCATION OF DEMOLITION SITE