

DEMOLITION PERMIT APPLICATION – COMMERCIAL

0 – 100,000 cubic feet - \$50 100,001 cubic feet and over - \$0.50 per 1000 cu. ft.

Commercial plan review may take up to 10 business days. Requests for commercial demolition are typically reviewed by the Building Official, Infrastructure Division, Zoning Division and Utilities. Please see the attached checklist for a list of items that need to be submitted with your application.

Project Name: _____

Project Location: _____ **Parcel ID #:** _____

Project Details:

Gross Square Footage of Building: _____ Cubic Footage of Area to be Demolished: _____

Description of work: _____

Date Demolition is to Commence: _____ Date Estimated for Completion: _____

Disturbed Acreage: _____

Valuation of Work (Total cost of demolition project including site development, professional design, and all subcontractors.) \$ _____

Is Property Located in Historic District? Yes No If Yes, please complete a Certificate of Appropriateness (<http://www.cityofrockhill.com/Home/ShowDocument?id=2058>) application. The Board of Historic Review must approve demolition of an historic structure.

Property Owner:

Contact Name: _____ Company Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail Address: _____

Demolition Contractor:

Contact Name: _____ Company Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail Address: _____

City Business License #: _____ SC State License #: _____

Primary Contact:

Contact Name: _____

Company Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail Address: _____

Design Professional:

Contact Name: _____

Company Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail Address: _____

I certify that to the best of my knowledge all information provided is true and correct and all work performed under this permit shall conform to the plans and specifications submitted and shall conform to the City Building Code and all Laws and Ordinances pertaining thereto.

Applicant Signature: _____ **Applicant Title:** _____

(Contractor, Owner, Agent, etc.)

Applicant Printed Name: _____

Sworn to and subscribed before me on
this _____ day of _____, 20 _____

Signature of Notary: _____

(Place Notarial Seal Here)

Notary Public for: _____

My commission expires: _____

X:\PLNDCC\Planpdf\DEMOLITION_COMMERCIAL_PlanDev_20140827.doc

DEMOLITION CHECKLIST

Submittals for demolition of structures

Demolition plan should include the following:

- A **site plan** drawn to scale showing the building/structure to be demolished and distances to adjacent structures, property lines and streets. A site plan is required for all permit applications where a structure is demolished. Denote area of land disturbance with proposed grading and site restoration, if applicable (see requirements below).
 - I. **Land disturbance less than 0.05 acre**, no erosion control or grading permit is necessary.
 - II. **Land disturbance 0.05 to 0.9 acres:**
 - Complete the **SCHEC Notice of Intent (N.O.I.) Application Less than One (1) Acre** (<http://www.cityofrockhill.com/Home/ShowDocument?id=2387>).
 - Submit a site plan showing area of disturbance and proposed erosion control measures and site restoration. Include the **City of Rock Hill/SCDHEC Required Notes** on your plan (<http://www.cityofrockhill.com/Home/ShowDocument?id=2385>).
 - Submit \$250 for an erosion control/grading permit.
 - III. **Land disturbance 1.0 acre or more:**
 - Complete the **SCHEC Notice of Intent (N.O.I.) Application**, signed by a licensed SC engineer or landscape architect (<http://www.cityofrockhill.com/Home/ShowDocument?id=2391>).
 - Submit the **Stormwater Management and Erosion Control Checklist** (<http://www.cityofrockhill.com/Home/ShowDocument?id=2365>).
 - Submit the **Stormwater Sediment Control Certification form** (<http://www.cityofrockhill.com/Home/ShowDocument?id=2359>).
 - Submit a site plan showing area of disturbance and proposed erosion control measures and site restoration. Include the **City of Rock Hill/SCDHEC Required Notes** on your plan (<http://www.cityofrockhill.com/Home/ShowDocument?id=2385>). The plan must be drawn by a licensed SC engineer or landscape architect.
 - Submit \$250 for an erosion control/grading permit
- Traffic control plan** if traffic is to be affected. Copies will be provided to Police, Public Works, Fire, E911 or other emergency personnel. A letter from the South Carolina D.O.T. approving all street closings is to be submitted.
- An **access plan** for providing access to neighboring structures if a street is required to be closed.
- Dust control measures** detailed. The contractor must take necessary action to minimize the tracking of mud onto paved roadway from construction areas and the generation of dust. The contractor shall daily remove mud/soil from pavement, as may be required.
- Date demolition is to commence.**
- Date estimated for completion.** This date is subject to review and approval by the City. The permit issued will expire on the estimated date of completion. Penalties under the City's general penalty provisions as set forth in the City Code of Ordinances may be incurred if the demolition does not comply with the requirements imposed by the City as set forth herein or by any applicable Ordinance, or demolition is not completed by the completion date unless non-preventable reasons for the delay can be demonstrated to the City and an extension of the permit is granted. If not, a new permit will be required to complete the remaining structure and the usual fee charged. Failure to complete the demolition will result in penalties assigned under Section 10-66 of the Municipal Code of the City of Rock Hill.

Include these attachments:

- Asbestos Inspection Report and SCDHEC Approval Letter** - Prior to demolition or renovation, interior or exterior, an **asbestos inspection** must be completed and SCDHEC must be notified of the findings. Submit a copy of the asbestos inspection report. This requirement applies to all structures, regardless of the age of the structure, unless it is residential with four or fewer units. SCDHEC will issue an approval letter and a copy of their approval letter must be kept on the job site. The contractor is responsible for obtaining approval from SCDHEC. Visit <http://www.scdhec.gov/environment/bag/Asbestos/index.asp> for more information or contact SCDHEC at 803-898-4123.
- Encroachment Permit Application (if applicable)** - Encroachment permits are required for all utility, sprinkler systems, signs, driveways, etc. for construction within a street or utility right-of-way. When encroaching into a SCDOT right-of-way, a SCDOT encroachment permit is also required. The SCDOT encroachment application and plans must be approved by the Development Service's Engineer prior to submittal to SCDOT office. It is the responsibility of the contractor to make sure these permits are obtained.

- Structures which at the beginning of demolition exceed 5,000 square feet** shall have a permit issued by the city council or its designee. Requirements may include, but are not limited to:
 - IV. a bond or insurance in amounts reasonably determined by the city in the city's sole discretion;
 - V. fencing, curtains or barricades around the construction area;
 - VI. monitoring and reporting of any hazardous materials;
 - VII. satisfactory evidence to the city that all environmental issues and conditions related to the demolition have been addressed and properly permitted, (including proper permits from the Environmental Protection Agency and the South Carolina Department of Health and Environmental Control);
 - VIII. a time frame for completion with monetary penalties for overruns;
 - IX. mutual agreement as to finish and final landscape; and
 - X. any other requirement city council deems necessary to ensure and maintain the integrity of the neighborhood and community.

A **surety bond** may be required in the amount of the contract, assigned to the City of Rock Hill. A copy of the contract and copy of the scope of work is required. Please contact the Building Official at 803-329-5598 to verify if bond will be required.

- Phase I Environmental Assessment** prepared by a licensed consultant is required for all industrial sites and may be required for some commercial sites, i.e. service stations - applicant should contact the Building Official for additional information at (803) 329-5598.
- Phase II Environmental Assessment** if recommended by consultant. The results of the assessment will be forwarded to the local district office of DHEC for their review and abatement requirements. A letter from SCDHEC approving the commencement of demolition will then be required prior to issuing the permit.

Submittals for Interior Demolition and Building Renovations

Demolition plan should include the following:

- Demolition plan** drawn to scale showing the existing floor plan, the areas to be demolished and building elements to be removed.
- Date demolition is to commence** and **estimated date of completion**.

Include these attachments:

- Asbestos Inspection Report and SCDHEC Approval Letter** - Prior to demolition or renovation, interior or exterior, an **asbestos inspection** must be completed and SCDHEC must be notified of the findings. Submit a copy of the asbestos inspection report. This requirement applies to all structures, regardless of the age of the structure, unless it is residential with four or fewer units. SCDHEC will issue an approval letter and a copy of their approval letter must be kept on the job site. The contractor is responsible for obtaining approval from SCDHEC. Visit <http://www.scdhec.gov/environment/bag/Asbestos/index.asp> for more information or contact SCDHEC at 803-898-4123.
- Please note that exterior walls damaged in the process of interior demolition shall be restored to match the damaged walls as nearly as practicable and shall comply with applicable codes.

The City offers several options for construction waste disposal. See the Construction Dumpster brochure for more information at <http://www.cityofrockhill.com/Home/ShowDocument?id=5455>. You can also visit the Public Works webpage at www.cityofrockhill.com/publicworks.