



Town of Hamilton
Building Department
584 Maple Street,
Hamilton, WA 98255
Email: townofhamilton.2010@gmail.com
Phone: 360-826-3027
Tony -Inspector

DEMOLITION PERMIT APPLICATION

APPLICATION No. _____

All Demolition Permit applications must be accompanied by two (2) copies of the documents listed below. Failure to attach all required submittal documents will result in an incomplete application and will not be accepted by town staff.
Permit fees are **\$100 for single family residences** and **\$125 for commercial structures**.

*****All debris from demolition must be disposed of Call**

THIS PAGE TO BE COMPLETED BY Town STAFF AT THE TIME OF APPLICATION

Required Submittals

- 1 ☐ Completed Application Signed by Applicant
 - 2 ☐ Two (2): **Scaled** site plans showing the following elements:
 - ☐ (a) Building(s) to be demolished
 - ☐ (b) Existing structures, utilities, easements and rights-of-way
 - ☐ (c) Street access
 - ☐ (d) Nearest fire hydrant
- IMPORTANT!** Items (a) – (d) above must be **clearly marked** or the application cannot be accepted.
- 3 ☐ Provide a Demolition Plan and Schedule. See General Information and Submittal Requirements on page 4 of this application. A Town Street Excavation Permit will be necessary if any work will be done on or near the Town right-of-way.
ALL UTILITIES MUST BE PROPERLY ABANDONED
 - 4 ☐ Utility cut-off date and a description of how each utility will be abandoned.
 - 5 ☐ An **Asbestos Survey** is required if the structure was built before 1980. If non-exempt quantities of asbestos are identified, please submit a copy of the Northwest Clean Air Agency approval and a Waste Shipment Record for disposable at a disposal site approved by Northwest Clean Air Agency (refer to attached Northwest Clean Air Agency forms).
 - 6 ☐ Payment of application fee.

Application accepted by: _____ Date: _____



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SECTION I – PROPERTY AND BUILDING INFORMATION

Fill out completely. Attach legal descriptions and supporting documents as necessary. Please be sure to complete Sections I-III. Failure to complete all sections will result in an incomplete application and may not be accepted by Town staff.

Who should we contact with any questions about this application? ☐ Applicant ☐ Owner ☐ Contractor

APPLICANT	OWNER	CONTRACTOR
Name: _____	Name: _____	Company: _____
Address: _____	Address: _____	Contact: _____
City: _____	City: _____	Address: _____
Zip Code: _____	Zip Code: _____	City: _____ Zip: _____
Day Phone: _____	Day Phone: _____	Day Phone: _____
Cell Phone: _____	Cell Phone: _____	Cell: _____
email: _____	email: _____	WA St. Registration Expiration: _____
		Registration#: _____
		Town Business License: Yes No

PROJECT SITE IDENTIFICATION

Site Address: _____ Parcel I.D. #: _____ (Refer to Skagit County Assessor website)

Date structure was built: _____

Size of structure to be demolished: _____ square feet

Current and historical use of structure: _____

Attach required demolition schedule

Attach Asbestos Survey

Asbestos present? Yes No – If yes, attach Northwest Clean Air Agency approval and waste shipment record.

Will any grading take place? Yes No – If yes, how many cubic yards (CV) are being moved? _____ cubic yards

Are there any other existing structures on the property that will not be demolished? Yes No

Utilities cut off and capped? Yes No – Provide utility cut off date information – REQUIRED

SECTION II – DEMOLITION SCHEDULE AND UTILITIES DECOMMISSIONING

DEMOLITION PLAN AND SCHEDULE

Please describe the plan for how the structure(s) will be demolished. Include the equipment that will be used and the timing (and duration) of the planned demolition work. The demolition plan and proposed schedule must be approved prior to demolition.

UTILITIES DECOMMISSIONING

All utilities must be properly abandoned. Please provide the utility cut-off date and a description off how each utility will be abandoned. The Town must inspect any capped-off connections to the Septic. A Street Excavation Permit will be required if any work is done on or near the Town right-of-way.

SECTION III - SIGNATURE

Complete for this application. Failure to sign the permit application will result in an incomplete application.

Application is hereby DEMOLITION PERMIT. I certify that I am familiar with the information contained in this application and that to the best of my knowledge and belief such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the officials of the Town of Hamilton the right to enter the above-described property to inspect the property as part of the permit application review and approval process and/or the proposed or completed work.

Signature (Required): _____ **Date:** _____



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GENERAL INFORMATION AND SUBMITTAL REQUIREMENTS

DEMOLITION PLAN & SCHEDULE: A Demolition plan and schedule, describing how the structure(s) will be demolished, equipment that will be used to do the work, the timing of the work and duration of the work shall be submitted for review. **All debris from demolition must be disposed.**

SITE PLAN: All demolition permits must be accompanied by a site plan identifying all structures to be demolished and the location and size of existing structures and construction that are to remain on the site in relation to the property boundaries. Additionally, the site plan must identify the utilities serving the structure to be demolished. These utilities include: water supply, sewage disposal, electrical service, and gas supply (natural or propane).

UTILITIES: All utilities **MUST BE PROPERLY ABANDONED.** You will need to provide utility cut off date and a description on how each utility was abandoned. **A Town inspection is required for capping off connections to Septic. If working on or near the Town Right-of-Way a Street Excavation Permit is required to be obtained.**

ASBESTOS: It is presumed that all buildings within the Town of Lyman built before 1980 have "friable asbestos." Prior to issuance of a Demolition Permit for buildings built before 1980 the Building Department requires an asbestos survey to be completed pursuant to the Northwest Clean Air Agency (360-428-1617) and the results attached to the demolition permit application form. If non-exempt quantities of asbestos are identified in the structure you will be required to abate and properly dispose the asbestos prior to issuance of a Town Demolition Permit. If abatement is required a copy of the Northwest Clean Air Agency Approval along with the waste shipment record shall be attached to the application form along with the asbestos survey.

ACCESS: Access for Fire Department apparatus shall be provided and maintained. If working in or near the Town Right-of-Way (ROW) a Town Street Excavation permit is required. All Fire Hydrants are required to be kept clear at all times.

PEDESTRIAN PROTECTION: Pedestrian protection **MAY** be required for the protection of pedestrians when in the opinion of the Building Official the location and/or demolition schedule exposes the public to risk during the demolition process.

WATER SUPPLY: The property must have a working water supply made available to it prior to the start of demolition work. Water may be supplied via a portable water tank, Town water connection, or a fire hydrant. Access to fire hydrants shall not be obstructed.

CUTTING AND WELDING OPERATIONS: A suitable, approved type of fire extinguisher shall be kept at the location where welding or cutting is being done. A fire watch shall be on hand to make use of the fire extinguisher if welding or cutting is done above or within 10 feet of combustible construction or material, and a fire watch shall be maintained for at least 1-hour after completion of cutting or welding operations.