



# CITY OF PORT ORCHARD

## Permit Center

Office located at 720 Prospect Street

Mailing address: 216 Prospect Street

Port Orchard, WA 98366

(360) 874-5533 • [permitcenter@cityofportorchard.us](mailto:permitcenter@cityofportorchard.us)

### DEMOLITION PERMIT APPLICATION

Incomplete application will not be accepted.

<b>TYPE OF DEMOLITION:</b>	<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> COMMERCIAL or INDUSTRIAL	<input type="checkbox"/> MOBILE HOME	<input type="checkbox"/> GARAGE or OUTBUILDING	<input type="checkbox"/> INTERIOR ONLY
	Sq. ft.:	Sq. ft.:	Sq. ft.:	Sq. ft.:	Sq. ft.:

COMPLETE ALL INFORMATION BELOW
<b>Water Supply:</b> The meter is to be removed. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The meter is to remain and to be protected. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Sanitary Sewer:</b> Sewer is to be capped. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
The existing sewer line is to remain and to be used for a new structure. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Septic System:</b> Tank is to be decommissioned. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <i>If yes, contact Kitsap Public Health District.</i>
<b>Electrical:</b> Electricity is to be shut off and meter removed. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Gas:</b> Gas is to be shut off and meter removed. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
<b>Foundations and Other Hard Surfaces:</b> All structures and hard surfaces will be removed; Site to be restored to its condition prior to development. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If yes, will you be doing any grading, cut and fill, and/or adding fill? <input type="checkbox"/> Yes <input type="checkbox"/> No If grading, how many cubic yards? _____ cu. yds. If adding fill, how many cubic yards? _____ cu. yds. If cut and fill, how many cubic yards? _____ cu. yds. <i>Grading, adding fill and/or cut and fill may require a Land Disturbing Activity Permit, Stormwater Drainage Permit, and/or SEPA Review. Contact Public Works Department prior to submittal for requirements.</i>
<b>Underground Fuel Tank:</b> An underground fuel storage tank will be removed or filled in place. <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <i>If yes, apply for Fuel Tank Decommission Permit.</i>
<b>List dump site used:</b>

SUBMITTAL REQUIREMENTS:
<b>1 Master Permit Application Form</b> with original signatures.
<b>2 copies of the completed Demolition Permit Application</b> (this form).
<b>1 Asbestos Acknowledgement and Agreement</b> with original signature. (attached to this form)
<b>For demolishing structures: (partial or entire)</b>
<b>2 copies of a Site Plan.</b> Site plan must show:
<input type="checkbox"/> Property boundary lines.
<input type="checkbox"/> Location of all existing structures including underground tanks.
<input type="checkbox"/> Identification of structures to be demolished.
<input type="checkbox"/> North arrow.
<input type="checkbox"/> Street name.
<input type="checkbox"/> Location of existing on-site utility structures and lines, such as septic tank, drain field, water and sewer lines.
<input type="checkbox"/> Location of critical areas and buffers affecting the site.
<input type="checkbox"/> Storm drainage systems, infiltration pits.
<input type="checkbox"/> erosion control methods.
<b>For Interior Only demolition:</b>
<b>2 copies of a Floor Plan.</b> Floor plan must show:
<input type="checkbox"/> Existing layout
<input type="checkbox"/> Balloon call-outs for all interior structure to be demolished.
<b>For demolition of a mobile home:</b>
<b>1 copy of the Treasurer's Tax Certification</b> issued from Kitsap County Treasurer. <a href="https://www.kitsapgov.com/treas/Pages/TreasTaxCert.aspx">https://www.kitsapgov.com/treas/Pages/TreasTaxCert.aspx</a>

**STAFF USE ONLY BELOW THIS LINE**

BUILDING DEPARTMENT APPROVAL (sign and date): \_\_\_\_\_



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**ASBESTOS ACKNOWLEDGEMENT AND AGREEMENT**

**PLEASE PRINT. INFORMATION MUST BE LEGIBLE**

<b>1. PROJECT INFORMATION:</b>	
Site Address/ Location:	
Tax Parcel Number(s):	
<b>5. CONTACT INFORMATION.</b>	
Owner / Applicant Name:	
Mailing Address:	
Phone:	Email:

Before you can start any demolition project you must meet the requirements of the Puget Sound Clean Air Agency (PSCAA). This may include conducting an asbestos survey and may mean filing a demolition notification with PSCAA. For more information, contact the Agency through their website at: <http://www.pscleanair.org/asbestos>, or by calling 206-343-8800.

The purpose of this acknowledgement and agreement is to inform the owner / representative of the Air Pollution Control Agency's mandates under RCW 49.26, and to ensure that the property owner, applicant, and/or representative is aware of and acknowledges compliance with all applicable regulations governing asbestos. The City of Port Orchard will hereby issue demolition and remodeling permits to applicants who agree to handle, remove, and dispose of asbestos by taking the maximum precautions as specified by all applicable federal and state requirements.

RCW Title 49 Chapter 49.26 Health and Safety - Asbestos provides guidelines for asbestos handling. Specifically, RCW 49.26.013 states, "an inspection under this section is not required if the owner or owner's agent is reasonably certain that asbestos will not be disturbed or assumes that asbestos will be disturbed by a project which involves construction, renovation, remodeling, maintenance, repair or demolition and takes the maximum precautions as specified by all applicable federal and state requirements." (A copy of 43.26.013 is attached.)

This agreement neither waives nor supersedes any permits which may be required from the Puget Sound Clean Air Agency.

I, the owner, applicant, or representative have read this agreement and the attached RCW 49.26.013 and agree to remove, handle, and dispose of all asbestos material by observing the maximum precautions detailed in all applicable codes and regulations. I acknowledge that I know of and am complying with the Puget Sound Clean Air Agency's requirements regarding asbestos abatement and demolition notification.

\_\_\_\_\_  
Property Owner or Authorized Agent Signature

\_\_\_\_\_  
Date

RCW 49.26.013

Inspection of construction projects required.

(1) Any owner or owner's agent who allows or authorizes any construction, renovation, remodeling, maintenance, repair, or demolition project which has a reasonable possibility, as defined by the department, of disturbing or releasing asbestos into the air, shall perform or cause to be performed, using practices approved by the department, a good faith inspection to determine whether the proposed project will disturb or release any material containing asbestos into the air.

Such inspections shall be conducted by persons meeting the accreditation requirements of the federal toxics substances control act, section 206(a) (1) and (3) (15 U.S.C. 2646(a) (1) and (3)).

An inspection under this section is not required if the owner or owner's agent is reasonably certain that asbestos will not be disturbed or assumes that asbestos will be disturbed by a project which involves construction, renovation, remodeling, maintenance, repair, or demolition and takes the maximum precautions as specified by all applicable federal and state requirements.

(2) Except as provided in RCW 49.26.125, the owner or owner's agent shall prepare and maintain a written report describing each inspection, or a statement of assumption of the presence or reasonable certainty of the absence of asbestos, and shall provide a copy of the written report or statement to all contractors before they apply or bid on work. In addition, upon written or oral request, the owner or owner's agent shall make a copy of the written report available to: (1) The department of labor and industries; (2) contractors; and (3) the collective bargaining representatives or employee representatives, if any, of employees who may be exposed to any asbestos or material containing asbestos. A copy shall be posted as prescribed by the department in a place that is easily accessible to such employees.

[ 1995 c 218 § 1; 1989 c 154 § 2. Prior: 1988 c 271 § 7.]