



*Leo S. Lutz, Mayor*  
*Sandra L. Duncan, Borough Council President*

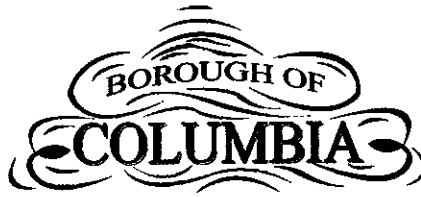
*Robert L. Pfannebecker, Solicitor*  
*Norman B. Meiskey, III, Borough Manager*

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## **CODE COMPLIANCE DEPARTMENT**

### **Demolition Permit Checklist and Construction Guidelines**

- Notify PA One Call at 800-242-1776 or at [www.paonecall.org](http://www.paonecall.org) at least 3 days prior to start of any demolition or excavation.
- Identify the type and location of site utilities such as gas, electric, water service lateral, public sewer lateral, on-lot well or on-lot sewer system on the site plan.
- Utility Disconnections: Service utility connections shall be disconnected and capped in accordance with the approved rules and requirements of the authority having jurisdiction. 2006 International Building Code Section 3303.6
- Identify on the site plan if any existing underground or aboveground storage tanks (combustible and flammable liquids) are present on the property. A separate permit shall be applied for and obtained prior to removal of any storage tanks.
- Asbestos shall be removed in accordance with PA Department of Environmental Protection Air Quality's regulations. View the department's website at <http://www.depweb.state.pa.us/dep/site/default.asp>. Asbestos removal is regulated by the Department of Labor and Industry. Call PA Department of Labor and Industry at 717-772-3396 for more information.
- Pedestrian Protection: The work of demolishing and building shall not commence until pedestrian protection is in place. Refer to Section 3306 of the 2006 IBC for specific protection requirements. IBC Section 3303.2
- Site Maintenance: Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinances of the jurisdiction having authority. Only clean fill is to be used in backfilling of demolished structures. Existing concrete floors below grade are to be removed or broken sufficiently to prevent potential below grade water accumulation. IBC 3303.4
- Water accumulation: Provisions shall be made to prevent the accumulation of water or damage to any foundations on the premises or the adjoining property.
- Future construction (if applicable) requires backfilling with approved engineered fill or excavation to virgin soil.
- Provide confirmation that the structure to be demolished is not classified as a historic resource. Complete and submit an Application for HARB Review for all projects located in the Borough's designated historic district. For any structure classified as a historic resource, the Borough Historic Preservation Specialist shall be afforded the opportunity to document the historic resource and/or make recommendations on the demolition depending on the classification of the structure. The time frame for review and comment by the Borough' Historic Preservation Specialist is dependent on the classification of the historic resource.



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**DEMOLITION PERMIT CHECKLIST AND CONSTRUCTION GUIDELINES**

Complete the following checklist for the proposed building demolition. Items that require an acknowledgement only mark with your initials. Items which do not apply, mark with "N/A" or not applicable.

\_\_\_\_\_ Completed permit application form with the required permit fee. The fee is based on the number of buildings (\$25 each for residential and \$100 each for non-residential) plus \$4 Uniform Construction Code Fee per permit.

\_\_\_\_\_ Four (4) site plans clearly identifying the location and footprint square footage of the structure(s) being demolished.

\_\_\_\_\_ Acknowledge that the electrical service has been disconnected by PPL.

\_\_\_\_\_ Acknowledge that the gas service has been disconnected by UGI. (If applicable)

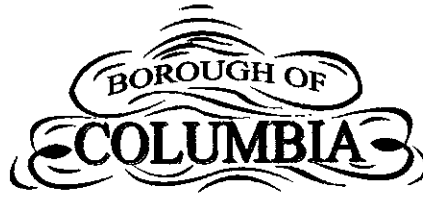
\_\_\_\_\_ When on-lot septic systems are present: (1) Tanks must be pumped, (2) any associated piping must be removed and properly disposed of, and (3) tanks must be removed and properly disposed of or abandoned in-place with holes punched in the tank bottom and filled with clean fill.

\_\_\_\_\_ When public sewer is present and the lateral is being abandoned: Laterals for Columbia Sewer Authority customers must be capped at the public main as directed and inspected prior to backfilling by your contractor. Call 684-2070 for information and inspection scheduling.

\_\_\_\_\_ On-lot wells to be abandoned shall have the pump removed; the shaft shall be filled with clean stone and permanently capped 12" below finished grade.

\_\_\_\_\_ Columbia Water company must be contacted prior to terminating any fire or domestic connection to the public water system. Phone number is (717) 684-2188. The water service curb stop valve which is closest to the public main must be turned off by a Columbia Water Company representative prior to demolition.

\_\_\_\_\_ Indicate whether demolition waste materials will be disposed of onsite or offsite. Only uncontaminated soil, rock, stone, gavel, concrete, brick, concrete block debris may remain onsite. All demolition materials removed from the site must be disposed of at a Lancaster county Solid Waste Management Authority facility.



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\_\_\_\_\_ All excavations outside the street right-of-way must be filled with suitable uncontaminated material and installed to meet structural fill requirements if the area will be a bearing surface for below or above ground structures or buildings. Stone backfill material must be used for backfill when working within a street right-of-way.

\_\_\_\_\_ Identify the square footage of all impervious areas being removed.

\_\_\_\_\_ For any work within a right-of-way the applicable street opening permit shall be obtained from the Borough or in the case of work within a state roadway the applicable state permit shall be obtained.

Authorized Agent/Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_