



DEMOLITION CHECKLIST/APPLICATION

Planning & Development – Construction Services

City Hall: 301 E. Huron St. Ann Arbor, MI 48104

Mailing: P.O. Box 8647, Ann Arbor, MI 48107-8647

Phone: 734.794.6263 ext. 0 building@a2gov.org

Fax: 734.994.8460

OFFICE USE ONLY	
Permit Number	DEMO# _____
	AMOUNT DUE: \$ _____
DATE STAMP	

You need a demolition permit to remove a building **no matter** the size of the building and no accessory structure can remain without a primary structure.

The following documentation is **REQUIRED** to issue a demolition permit:

- Completed **Demolition Permit Application**
- Completed **Application for Disconnection of Water and / or Sewer Service.**
This form must be signed off by the Field Services Personnel and the City Treasurer or designee (who certifies that taxes have been paid).
- Completed **Grading/Soil Erosion Application**
- Notice for Utilities Disconnection
- Written proof from DTE that both local electric and gas utilities have been disconnected.
Telephone, Internet and Cable TV should also be disconnected by no written proof is required.
- Completed **Affidavit of Investigation into House Relocation and Reclamation of Usable Materials** form.
- Signed and sealed Plans for Pedestrian protection if required per section 3306 of the 2015 Michigan Building Code.
- Site plan showing buildings on the property and indicating building to be demolished.

If the building / property is in a designated historic district:

- Submit a Certificate of Appropriateness or Notice to Proceed approved by the Historic Commission. Go to www.a2gov.org/hdc for information on submitting an **APPLICATION FOR DETERMINATION OF APPROPRIATENESS.**

Submit the completed package with **ALL** documentation to the Construction and Building Services for review to building@a2gov.org

If the site will not be used for another building, Code requires that the foundation be removed at least three (3) feet below grade and any slabs or other flatwork be broken up to ensure proper water drainage on the site. No organic material may be left in the hole. An inspection must be scheduled, made and passed before the former basement maybe filled in and again after the site is graded.

Commercial Renovation and Demolition:

Require the State of Michigan be notified with regards to asbestos click on this link for more information

https://www.michigan.gov/egle/0,9429,7-135-3310_4106-11856--,00.html.

- EAGLE/DEQ 10 day right to inspect requirements have been met.
- Per section 3307 of the 2015 Michigan building code the person making or causing an evacuation to be made shall provide written notice to the owners of adjoining buildings 10 day prior to the scheduled date of the evacuation.

ALTERNATIVES TO DEMOLITION

- Recycling of materials and structures allows for the “reuse” of still usable goods that would otherwise find their way into landfills. When “deconstructing” old buildings instead of demolishing them, materials are pulled out and separated so that valuable items can be used again. This process can significantly reduce waste tipping fees after the deconstruction, depending on the level of waste separation and recycle ability.
- Relocating old homes that are in the path of development provides the option of reusing structurally sound buildings. Relocation also serves the function of preserving historically significant architecture.

ALTERNATIVE TO LANDFILL

DROP-OFF STATION

- Located at 2950 East Ellsworth, operated by Recycle Ann Arbor
- This location accepts virtually all sorts of deconstruction waste for recycling including metal, wood, concrete, cardboard, glass and plastic.
- Drop off fees vary for different materials.

G:\Community Services\CSA Shared\Planning & Development\Permit Application Forms



DEMOLITION PERMIT APPLICATION

YOU MUST SUBMIT A COMPLETED APPLICATION

PROPERTY LOCATION/OWNER INFORMATION			
PROPERTY ADDRESS (Street No. and Name)			APT/SUITE #
CITY	ZIPCODE	Is this a Rental Property? <input type="checkbox"/> No <input type="checkbox"/> Yes, # of Units: _____	
NAME OF OWNER		PHONE/CELL # (AREA CODE)	

APPLICANT INFORMATION			
WHO IS APPLYING FOR PERMIT? OWNER CONTRACTOR ARCHITECT		NAME AND/OR COMPANY	
PHONE / CELL # (AREA CODE)		EMAIL	
ADDRESS		CITY	STATE
FEDERAL EMPLOYER I.D. # (OR REASON FOR EXEMPTION)		CONTRACTOR LICENSE #	EXPIRATION DATE
WORKERS COMPENSATION INSURANCE CARRIER (OR REASON FOR EXEMPTION)		MESC EMPLOYEE #	

HOMEOWNER AFFIDAVIT

I hereby certify that I am the bona fide homeowner of the above property which is a single residence and **NOT** for rent. I am familiar with the provisions of the applicable ordinances and rules and hereby agree to make this installation or construction in conformance with the ordinance. I realize that in making this application, I assume the responsibility of a licensed contractor for the work mentioned in this permit. I agree to notify the Building Division within 72 hours after the work is completed so that he required inspection (s) can be made. I further agree to keep all parts of this work exposed until accepted by the inspector. Violation Penalties: Any person who shall violate any provision of the Ordinance or shall fail to comply with any of the requirements thereof, shall, upon conviction thereof, be punished by a fine not to exceed \$500.00, or by imprisonment for not to exceed 90 days or both such fine and imprisonment, in the discretion of the Court.

Section 23A of the State Construction Code Act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23A are subjected to civil fines.

APPLICANT / HOMEOWNER / CONTRACTOR SIGNATURE		
I, owner, or person(s) acting as owner's agent, agree to require Contractor to comply with all terms and conditions of permit as it may be issued, and agree to pay all fees and costs that may come due as a result of any activity under the permit.		
SIGN HERE X	PRINT NAME X	DATE

ARCHITECT INFORMATION (if applicable)			
NAME		PHONE/CELL # (AREA CODE)	
COMPANY NAME		FAX No.	
ADDRESS		CITY	STATE
ARCHITECT LICENSE NUMBER		EXPIRATION DATE	
EMAIL ADDRESS			

WORK DESCRIPTION: (Provide a description of the work to be covered by the permit. As an example: demo a single family home, removal of pool, demo of shed, etc.)

COST OF DEMOLITION

ACCESSORY STRUCTURE (please complete this area if demolishing an accessory structure)		
TYPE OF STRUCTURE		
GARAGE	SHED	OTHER (Describe)
UTILITIES RUNNING TO ACCESSORY STRUCTURE		
ELECTRICAL	PLUMBING	GAS

APPLICABLE TRADE PERMITS MUST BE PULLED FOR DISCONNECTION OF UTILITY SERVICES TO ACCESSORY STRUCTURE



City of Ann Arbor
PLANNING & DEVELOPMENT SERVICES - CONSTRUCTION SERVICES

Mailing: 100 North Fifth Avenue P.O. Box 8647 Ann Arbor, Michigan 48107-8647

Location: 2000 South Industrial Highway Ann Arbor, Michigan 48104-6120

☎ 734.794.6263 ☎ 734.994.8460 ✉ building@a2gov.org

**AFFIDAVIT OF INVESTIGATION INTO HOUSE RELOCATION
AND RECLAMATION OF USEABLE MATERIALS**

House Location:



- I certify that I have received the information from the City of Ann Arbor regarding persons or organizations interested in relocating or acquiring houses otherwise proposed for demolition.
- I have investigated the possibility of relocation of this house and reclamation of materials contained therein.
- I have contacted the following (No minimum number of contacted required):

Name	Organization/Address	Contact Date

The following is a result of the contact(s):

- Decision is to relocate the house.
- Decision is to reclaim a portion of the materials prior to demolition.
- Decision is to demolish the house because (for information only):



<i>Signed:</i>
<i>Print Name:</i>
<i>Address:</i>
<i>Date:</i>