



DEMOLITION CHECKLIST

Planning & Development – Construction Services

City Hall: 301 E. Huron St. Ann Arbor, MI 48107-6120

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# _____
DATE STAMP	

AMOUNT DUE: \$ _____

You need a demolition permit to remove a building **no matter** the size of the building.

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).
- 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.

If the building will **NOT** be replaced immediately:

- Submit a Completed **GRADING APPLICATION** for approval

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

- Submit an **APPLICATION FOR DETERMINATION OF APPROPRIATENESS** for approval
The Historic District Commission must grant approval before any demolition permit can be issued. A special public hearing is held for every demolition request.

Submit the completed package with **ALL** documentation to the Construction and Building Services for review

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.

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.

ALTERNATIVES TO LANDFILL

REUSE CENTER	DROP-OFF STATION
<ul style="list-style-type: none"> ➤ Located at 2420 South Industrial. ➤ Builders, deconstructors and individuals can donate good condition building materials, appliances, tools and household items. ➤ This prevents waste by putting materials into the hands of those who can use them. 	<ul style="list-style-type: none"> ➤ 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. .



DEMOLITION PERMIT

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? <input type="checkbox"/> OWNER <input type="checkbox"/> CONTRACTOR		NAME AND / OR COMPANY		
PHONE / CELL # (AREA CODE)		EMAIL		
ADDRESS		CITY	STATE	ZIPCODE
FEDERAL EMPLOYER I.D. # (OR REASON FOR EXEMPTION)		CONTRACTOR LICENSE #		EXPIRATION DATE
WORKERS COMPENSATION INSURANCE CARRIER (OR REASON FOR EXEMPTION)		MESC EMPLOYEE #		

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.)*



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):

Signed:
Print Name:
Address:
Date:



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

p 734.794.6263 f 734.994.8460 building@a2gov.org

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.

Alternatives to Landfills

THE REUSE CENTER: Opened in 1996 as an alternative to throwing away used, but still usable goods. At its location, 2420 South Industrial, builders, deconstructors, and individuals can donate good condition building materials, appliances, tools and household items. This prevents waste by putting materials into the hands of those who can use them.

THE DROP-OFF STATION: Located at 2950 East Ellsworth, this station operated by Recycle Ann Arbor is a drop off point for a wide variety of industrial waste. This location accepts virtually all sorted deconstruction waste for recycling including metal, wood, concrete, cardboard, glass and plastic. Drop off fees vary for different materials. This station regularly diverts many tons of material from landfills.