



DEMOLITION of Residential/Commercial/Industrial

Instructions for Building Permit Application & Inspections

TO OBTAIN A PERMIT:

1. Application filled out completely.
2. All water service must be terminated. (To be inspected by city prior to permit approval)
3. Sewer service must be terminated. (To be inspected by city prior to permit approval)
5. Permit fee paid: \$125 for Residential or Commercial / Industrial.

IMPORTANT INFORMATION:

• **Note:** *Your Permit will only be issued once it has been reviewed and approved. Typically allow 7 to 10 business days for review (depending on work load), which begins only after all the information is 100% complete and received by the Building Inspector.*

• Check with WVDEP for required asbestos inspection & asbestos removal requirements.

INSPECTIONS REQUIRED:

1. Pre-Demolition (after protective barriers are in place & prior to beginning demo work).
2. Prior to backfill of basement foundation (if applicable).
3. Final (upon completion of all work).

SCHEDULING AN INSPECTION:

Schedule an inspection by calling 304-273-2621; from 9:00 am–4:00 pm, Monday–Friday.

Have the following information available prior to calling to schedule an inspection:

1. Permit Number. (INSPECTION WILL NOT BE SCHEDULED WITHOUT PERMIT #, No Exceptions)
2. Owner Name and/or Subdivision & Lot Number.
3. Type of Inspection requested (see “Inspections Required” above).
4. Name & phone number of person scheduling the inspection.

Inspections scheduled by 3:00 pm will usually be performed within 48 hours of that business day. No appointments or times are set for inspections.

I have read and understand these instructions & requirements:

_____ Date: _____
Property Owner’s (Original No Copies) Signature

City of Ravenswood, West Virginia
Building Inspector
1 Wall Street
Ravenswood, WV 26164
304-273-2621
Email: tim@cityofravenswood.com

Permit Fee: \$ _____
Please make checks payable to: City of Ravenswood
Date: ____/____/____
Rec'd By: _____
Permit No. _____

1. TYPE OF DEMOLITION:

____ Single Family Residential ____ Multi-Family Residential
____ Commercial/Industrial ____ Other: _____

2. PROPERTY OWNER(S) INFORMATION:

First Name(s): _____ Last Name: _____
Company Name (if applicable) _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
Phone: _____ Cell Phone: _____ Email: _____

3. PROPERTY INFORMATION:

Physical Address: _____ Zip: _____
Subdivision: _____ Lot No. _____ Section: _____

List all existing structures on property:

4. CONTRACTOR: (A copy of the current West Virginia Contractor's License must be submitted with application)

Company Name: _____ Contact Person: _____
Street Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Cell Phone: _____ Fax: _____
Email: _____

5. DEMOLITION PROPOSED FOR:

- _____ Total Removal & New Construction/Replacement
- _____ Total Removal & No New Construction
- _____ Partial Removal & New Construction/Replacement
- _____ Partial Removal & No New Construction

6. DISPOSAL OF DEMOLITION MATERIALS:

- 1. Name of Landfill/Disposal Facility to be Used: _____
Address: _____ City: _____
State: _____ Zip: _____
- 2. Name of Landfill/Disposal Facility to be Used: _____
Address: _____ City: _____
State: _____ Zip: _____

THE APPLICANT SHALL SUBMIT TO THE BUILDING INSPECTOR WITHIN FIFTEEN (15) DAYS OF THE COMPLETION OF THE DEMOLITION WRITTEN PROOF THAT THE DEMOLITION MATERIALS WERE DISPOSED OF IN A FACILITY APPROVED BY THE WEST VIRGINIA BUREAU FOR PUBLIC HEALTH AND/OR THE WEST VIRGINIA DIVISION OF ENVIRONMENTAL PROTECTION. FAILURE TO DO SO IS A VIOLATION OF RMC §4.12.050(L) AND MAY RESULT IN A MONETARY PENALTY.

BUILDING INSPECTOR NOTES:

**OWNER/APPLICANT'S CERTIFICATION OF INTENT
AND
ACKNOWLEDGMENT OF RESPONSIBILITY**

I, (We) the Owner(s) of the property on which the intended demolition is located, hereby certify and ensure that the demolition complies with all restrictive covenants of this property/real estate, and I, (We) agree, understand and acknowledge that I, (We) assume full responsibility for compliance with any such private land use, covenants and restrictions, and that a violation thereof may result in legal sanctions by court injunction, fines, and civil damages, irrespective of the issuance of this permit by the City of Ravenswood.

I, (We) further acknowledge and understand that:

- Any demolition prior to the issuance of this permit is in violation of the Ravenswood Municipal Code and is subject to prosecution to the fullest extent of the law. This includes site work, barricade construction, building construction, etc.
- Demolition shall not begin until the demolition plan is approved.
- By signing this application, it is understood that employees, representatives and or agents of the City of Ravenswood, are authorized to enter in and/or upon the property for the purposes of performing site plan and building code compliance inspections and to check for code violations related to the property, site work and/or building activities identified on this application.
- The property owner(s) is/are responsible for providing employees, representatives, and/or agents of the City of Ravenswood, safe and open access to the site and all building components when conducting inspections.
- All roadways and properties shall be protected from damage and the deposit of mud, dirt, silt, trash and debris, etc., resulting from work covered by this permit application.
- The Property owner(s) shall be responsible for any resulting damage and clean-up costs.

I/We acknowledge that this application is true and accurate to the best of my/our knowledge.

Property Owner: _____ Property Owner: _____
(Original/no copies) (Original/no copies)

Print Name: _____ Print Name: _____

Title: _____ Title: _____

Date: _____ Date: _____

ASBESTOS FACT SHEET

BEFORE YOU DO ANY RENOVATION OR DEMOLITION YOU MUST HAVE YOUR BUILDING OR HOME INSPECTED FOR THE PRESENCE OF "ASBESTOS"

WHAT DOES THE LAW STATE ABOUT RENOVATION AND DEMOLITION ACTIVITIES?

ASBESTOS ABATEMENT LICENSING RULE WEST VIRGINIA LEGISLATIVE RULES DIVISION OF HEALTH TITLE 64 SERIES 63 1998

This rule established procedures and standards for the training and licensure of persons engaging in activities relating to asbestos abatement activities. This rule also identified the responsibilities of owners of building or other man-made structures where asbestos activities are being conducted.

Responsibilities of Owners

The owner must ensure that each building or other man-made structure he or she owns is inspected for the presence of asbestos by a licensed asbestos inspector prior to any renovation or demolition activities;

64-63-2. Definitions

2.14. Building or Other Man-Made Structure. A building or a part of a building, or a group of buildings on the same premises, or any other type of man-made construction, such as a pipeline, barn, shed, trailer, or any appurtenance to a building or other man-made structure.

2.3. Asbestos Abatement: Procedures to control fiber release from asbestos-containing materials.

2.4. Asbestos Abatement Project: An activity involving the repair, removal, enclosure, or encapsulation of asbestos-containing material: Provided, That the removal of less than three (3) square feet or three (3) linear feet of asbestos containing materials required in the performance of a maintenance activity not intended solely as asbestos abatement is not considered to be an asbestos abatement project.

WHERE CAN ASBESTOS BE FOUND?

- Exterior Surfaces: window putty, roof felt, shingles, mastics and cement asbestos board siding.
- Interior Surfaces: sprayed on popcorn acoustical ceilings, wall and ceiling plasters, heat reflectors (woodstoves) and acoustical tiles.
- Heating and Ventilation: heat source covering, door and cover gaskets, pipe insulation, and air duct covering.
- Flooring: sheet vinyl's, tiles and mastics.

This does not include every product or material that may contain asbestos, but is intended as a general guide to show various types of materials that may contain asbestos.

HERE ARE THE STEPS YOU NEED TO TAKE AS THE OWNER



Retain a West Virginia licensed asbestos inspector to conduct an inspection of areas affected by the renovation and/or demolition activity.



If no asbestos-containing materials (ACM) are identified, you may proceed with renovation or demolition activities. Provided that you have also complied with the applicable requirements of WV Code of State Rule 45 CSR 15 - EMISSION STANDARDS FOR HAZARDOUS AIR POLLUTANTS PURSUANT TO 40 CFR PART 61, administered by the WV Department of Environmental Protection – Division of Air Quality. For information call (304) 926-0499.



If ACM are present, those materials may only be abated by a West Virginia licensed asbestos abatement contractor.

WHERE DO I GET A LIST OF ASBESTOS INSPECTORS AND CONTRACTORS?

From the WVDHHR BPH Asbestos Compliance Program web site at:

www.wvdhhr.org/rtia/licensing.asp

If you do not have access to the website, you may call (304) 356-4276 to obtain a written list of licensed Inspectors and Contractors.

TO GET ANSWERS ABOUT ASBESTOS RELATED QUESTIONS AND CONCERNS?

You may contact the WVDHHR BUREAU FOR PUBLIC HEALTH Office Of Environmental Health Services at: (304) 558-2981