



City of Williamsport

245 West 4th Street · Williamsport, PA 17701
(570) 327-7500

Bureau of Codes

(570) 327-7517

Demolition Permit Application

Date: _____

Applicant Information

Applicant First Name:		Applicant Last Name:	
Address:			
City:	State:	Zip:	
Phone:	Email:		

Owner Information

Owner First Name:		Owner Last Name:	
Address:			
City:	State:	Zip:	
Phone:			

Property Information

Address:		
City:	State:	Zip:
Date of Acquisition:		
Description of current use or most recent use of property, (structure):		
Reason for demolition:		
Explanation of why rehabilitation, reuses, plan alteration or stabilization with the intent to market or sell the property is not feasible or not desirable:		

If applicable, what is the proposed future use of the lot or part thereof occupied by the building or structure proposed for demolition:

Submittal Requirements

1. Complete a Demolition Permit Application.
2. Complete the PA DEP Asbestos Abatement and [Demolition/Renovation Notification Form](https://www.dep.pa.gov/Business/Air/BAQ/BusinessTopics/Pages/Asbestos.aspx) (<https://www.dep.pa.gov/Business/Air/BAQ/BusinessTopics/Pages/Asbestos.aspx>) and submit it to PA DEP 10 days prior to demolition. This applies to all work other than 1 & 2 Family Dwellings.
3. Construction documents, prepared by a Pennsylvania Registered Design Professional shall be submitted to include, but not limited to:
 - a. Limits of demolition
 - b. Sequence of demolition
 - c. Description of the method of demolition
 - d. Required shoring/bracing/structural protection
 - e. Description of the means and methods of protecting adjacent structures and portions of the structure to remain.
4. A site plan shall be submitted to include, but not limited to:
 - a. Identify the property lines, adjacent walkways, streets and easements, all existing buildings (including building height, number of stories and type of construction), neighboring structures on adjacent lots (including building height, number of stories and type of construction). Include the distance between each element and the structure(s) to be demolished.
 - b. Clearly indicate the extent of demolition, including underground removal.
 - c. Clearly indicate the pedestrian protections. All proposed protections within the Right-of-Way must be approved by Public Works.
5. Demolition Schedule, to include, but not limited to:
 - a. The start date in accordance with any requirements with required public notice.
 - b. Identification of demolition milestones and projected dates of completion.
 - c. Proposed start and stop times for daily activities.
 - d. Statement confirming the demolition will not begin until all site safety measures are in place.
6. Indicate all utilities to be terminated and the method of termination.
7. Fire safety during demolition shall include, but not limited to:
 - a. Smoking shall be prohibited except in approved locations.
 - b. Combustible debris, rubbish and waste material shall not be accumulated within buildings.
 - c. Combustible debris, rubbish and waste material shall be removed from buildings at the end of each shift of work.
 - d. Materials susceptible to spontaneous ignition, such as oily rags, shall be stored in listed disposal containers.
 - e. Combustible debris, rubbish and waste material shall not be disposed of by burning on the site.
 - f. A fire watch may be required for operations that are hazardous in nature or include cutting torches or welding equipment.

Compliance Information

- Applicant shall if applicable, attach a preliminary design and or plans for reconstruction.
- A time line of construction and occupancy for the proposed future use must also be attached.
- Applicant, owner or, authorized agent MUST attend the predetermined City Council meeting.

Applicant Signature:

Official Use Only

Verification and appropriateness of reuse with zoning:

Yes No

Date reviewed by Zoning Official:

Date reviewed by Building Official:

Date of City Council Approval:

Please note that upon approval a [Building/Zoning Permit Application](#) will need to be completed and fee depends on total cost of job.