



**COMMUNITY DEVELOPMENT DEPARTMENT**

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*Code Administration Division*

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# **DEMOLITION PERMIT APPLICATION PACKET**

### **Demolition Permit Process:**

This handout describes the process for the demolition of a structure(s). The work of demolishing a building is subject to many variations and different hazards. The code authorizes the Building Official to require the submission of plans and a complete schedule of the demolition. For some multi-level buildings and for certain types of demolition operations, it may be necessary to temporarily close the street, which is subject to the requirements of the International Building Code (2018 Edition) Chapter 33 and Yakima Municipal Code Chapter 8.20. For proposals to close or occupy the right-of-way for less than 30 days, a Short-Term Right-of-Way Use Permit is required and is available here:

<https://www.yakimawa.gov/services/planning/land-use-application-forms/>

### ***WHEN IS A PERMIT REQUIRED?***

- All structures which have been designated to be demolished require a permit.
- Any structure which was subject to the requirements of a building permit must also obtain a demolition permit in order to demolish it.
- Some structures may require SEPA Review and approval, in addition to compliance with this process. Contact the Planning Division for more information – (509) 575-6183 or [ask.planning@yakimawa.gov](mailto:ask.planning@yakimawa.gov).

**NOTE:** The construction of a building which required SEPA prior to construction also requires SEPA prior to its demolition. See Yakima Municipal Code 6.88.070 for a list of City of Yakima’s SEPA flexible thresholds for minor new construction.

### **Submittal Requirements:**

- 1) A completed demo permit application
- 2) Proof of Yakima Regional Clean Air Agency approval to demolish the structure
- 3) A General Site Plan that includes the following:
  - a) Structure(s) to be demolished locations;
  - b) Structure(s) to remain;
  - c) Property lines;
  - d) Tank/dispenser locations;
  - e) Underground utilities;
  - f) Street names; and
  - g) Identification of all structures, tanks, conduit, pipe, and other subsurface items such as basement walls and floors; petroleum tanks; septic tanks; sewer/waste pipe; electrical underground conduit/wire and footing, foundation and walls.

**NOTE:** At time of application, staff will verify if the structure is/is not on the Historical Register, or you may contact City Planning to confirm.

### **Required Inspections:**

To verify the site subterranean area has been clean of all construction debris, supportive equipment and other similar items progressive inspections shall be required as follows: 1) Site cleanup; 2) Subterranean debris has been removed (inspections to occur before any fill or cover and 3) Type of fill material used.

Every abandoned building sewer, or part thereof, shall be plugged or capped in an approved manner within 5 feet of the property line, and an inspection to verify this shall be scheduled with the Code Administration. If the sewer line will be reused in the near future for a future building, please indicate this on the application.

Any existing City of Yakima water service that will not be reused in the near future may be abandoned by the City of Yakima at the property owner’s expense.

**Demolition Permit Fee:** \$79.44 plus \$6.50 Building Code Surcharge (for Residential)  
\$79.44 plus \$25.00 Building Code Surcharge (for Commercial)

**Plumbing Permit Fee:** \$31.82 (required for capping sewer line, if applicable)



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 Phone: (509) 575-6126 \* Fax: (509) 576-6576  
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# Demo Permit Application

Permit # \_\_\_\_\_

Site Address: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_ Phone#: \_\_\_\_\_ Email \_\_\_\_\_

1. Will 1 acre or more be cleared or graded as part of the work being done at this site?  Yes  No
2. Will temporary construction trailers be utilized?  Yes  No
3. Is the property within the flood area?  Yes  No
4. Is the structure(s) to be demolished currently served by City of Yakima sewer?  Yes  No
5. Is the structure(s) to be demolished currently served by City of Yakima water?  Yes  No
6. If the property is served by City of Yakima sewer and/or water, is a new development anticipated to be constructed in the near future that will reuse these existing services?  Yes  No  N/A  
 NOTE: If you answered yes, please include in the "description of work" area below information related to what will be built and what utilities will be reused.
7. Does the structure proposed to be demolished have a basement?  Yes  No  
 NOTE: If so, the area cannot be built on in the future unless it is filled with compacted structural fill in an approved manner.
8. Is the structure being demolished because of recent damage (from vehicle or tree, fire, flood, etc.)?  Yes  No  
 NOTE: If so, a pre-inspection is required; contact the Code Administration to schedule.
9. A site plan is required to be submitted. Have you attached a site plan?  Yes  No
10. Proof of Yakima Regional Clean Air Agency approval to demolish the structure is required to be submitted.  
 Have you attached proof of approval?  Yes  No
11. What is the estimated cost of doing this work? \$ \_\_\_\_\_

**Description of Work (number, type, and size of structures to be demolished; utilities to be reused if any; etc.)**

\_\_\_\_\_  
 \_\_\_\_\_

**Contact Information**

Applicant Name: \_\_\_\_\_ Applicant Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

Contractor Name: \_\_\_\_\_ Contractor Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_ Contractor License #: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_ Owner Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_ Alt. Phone: \_\_\_\_\_

**DECLARATION**

I hereby certify that **(please select one)**:

- I am a CONTRACTOR or SPECIALTY CONTRACTOR currently registered and properly licensed as defined under RCW 18.27.010 and 18.27.110 and am legally qualified to perform the work sought by this permit.
- I am an AUTHORIZED AGENT of the property owner and all work will be done by the property owner or a properly licensed contractor or specialty contractor as defined under RCW 18.27.010 and 18.27.110 and is legally qualified to perform the work sought by this permit.
- I am EXEMPT from the requirements of the Contractor Registration laws, per RCW 18.27.090, and will abide by all provisions and conditions of the exemption as stated. I will do all of my own work or use all registered and licensed contractors and/or specialized contractors in connection with the work to be performed under the permit applied for herein.

*I hereby certify under penalty of perjury of the Laws of the State of Washington that I have read and examined this application and know that the information contained herein is true and correct. I understand that the granting of a permit does not authorize me in any way to violate or cancel any of the provisions of state, federal or local laws regulating the construction or performance of construction sought under this permit.*

Signature

Print Name

Date