



# CITY OF RICHMOND

Department of Codes, Planning, Safety & Risk Management

239 West Main Street, Richmond, KY 40475

Telephone: (859) 625-6404 Fax: (859) 625-6401

[www.buildrichmondky.com](http://www.buildrichmondky.com)

Internal Use Only:

Finance Code: Permit

**Fee: \$150**

Approval: \_\_\_\_\_

## Demolition Permit Application

THIS APPLICATION IS FOR A **DEMOLITION PERMIT ONLY**. SEPARATE PERMITS ARE REQUIRED FOR ANY OTHER WORK TO BE COMPLETED. THE FOLLOWING DOCUMENTS ARE REQUIRED WITH THE SUBMISSION OF THIS APPLICATION: COPY OF LIABILITY INSURANCE, OWNER APPROVAL OF DEMOLITION, AND AN ASBESTOS REPORT (WHERE APPLICABLE).

### Site/Building Information

Address of project:		H1 District: <input type="checkbox"/>
Scope of Work:		
Property Valuation:	Please check one: <input type="checkbox"/> Commercial <input type="checkbox"/> Residential	
Square Footage of Structure:	Structure Use:	

### Applicant Information

Name:	
Address:	
Phone Number (required):	Email (required):
Applicant is: <input type="checkbox"/> Owner <input type="checkbox"/> Contractor	Preferred Contact Method: <input type="checkbox"/> Email <input type="checkbox"/> Phone

### Owner Information

Name:	Check if same as applicant: <input type="checkbox"/>
Address:	
Phone Number:	Email:

### Contractor Information (Required)

Business Name:	
Address:	
Phone Number:	Email:
City of Richmond Business License Number (required):	

**CONTINUED ON NEXT PAGE**

**Subcontractor List**

**\*\* Please complete the Subcontractor list below, if any jobs will be contracted out; all contractors require a City of Richmond Business License.**

Trade:	Name:	Phone Number:	City of Richmond Business License No.	State License No. (if required)

**Applicant Signature**

I hereby apply for a Demolition Permit and acknowledge that the information above is complete and accurate; **I understand that that this is not a permit, and that the submission of this application does not constitute approval of any work.** I further state that all work herein will be done in accordance with the ordinances of the City of Richmond and the Kentucky Building Code. I accept that all inspection reports, notices of violation and enforcement related to site inspections are my responsibility. I understand that false statements, errors, and/or omissions may be sufficient cause for denial or revocation of the permit. Issued permits become void if work does not begin within 180 days or is suspended at any time for over 180 days. ***Application is not valid unless signed.***

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Applicant Printed Name:** \_\_\_\_\_

\*\*Payment is required at the time of submission; please allow five (5) business days for processing, once all required documents are received. Online submission is also possible through our website, [www.builddrichmondky.com](http://www.builddrichmondky.com).

By signing the above, you (the applicant), acknowledge the following:

- If the proposed demolition is located within the H1 District (Historic District), the Architectural Review Board must be contacted **before any work can proceed.**
- There are State and Federal asbestos regulations governing the demolition of any public, commercial, or group of two or more residential buildings. Please contact the KY Division of Air Quality before beginning your demolition if any of these instances apply.
- It is the responsibility of the Contractor/Owner to have all utilities located, marked, and disconnected.
- It is the responsibility of the Contractor/Owner to remove all demolition debris from the site; it will not be removed by the City of Richmond.