



DEMOLITION/MOVE PERMIT  
 Demolition  
 Move

125 S Broadway, Wells, MN 56097 :: Office 507-553-6371 :: Fax 507-553-5126 :: Email [cityhall@cityofwells.net](mailto:cityhall@cityofwells.net)

Project address \_\_\_\_\_ Property owner name \_\_\_\_\_

Property owner address \_\_\_\_\_ Owner phone # \_\_\_\_\_

Contractor name & address \_\_\_\_\_

Contractor phone # \_\_\_\_\_ State license # \_\_\_\_\_

Description of building(s) to be demolished or moved:

Type of structure(s), and whether commercial/residential/industrial: \_\_\_\_\_

State the length, width, height, and square footage of all buildings to be demolished or moved \_\_\_\_\_

Approximate date to begin \_\_\_\_\_ Estimated completion date \_\_\_\_\_

Moving route \_\_\_\_\_

NOTE: If water and sewer services are never to be reused, the property owner is responsible for abandoning services according to MN State Plumbing Code and must be inspected by the Wells Public Utilities Department.

Is there a water well on site? \_\_\_\_\_ Is there an underground fuel tank? \_\_\_\_\_

Utilities to be notified for disconnection/removal of meter:

- Gopher State One Call 811
- Wells Public Utilities (507) 553-3119
- Minnesota Energy Resources (800) 889-9508
- Bevcomm (507) 553-3144

**\*\*You must also verify if you need a demolition permit from MPCA by calling (800) 657-3864\*\***

*The undersigned hereby makes application for a permit to demolish/move the building(s) described above, agreeing to do all work in strict accordance with City ordinances, Minnesota Building Code, and state codes which require any water well on the property to be sealed by a state licensed water well driller; states that all applicable utility cutoffs have been completed; agrees to provide City with all fill tickets within 30 days of issuance of building permit to ensure proper disposal of materials; understands that work cannot start without a permit; and hereby declares that all facts and representations stated in this application are true and correct.*

The applicant is  owner  contractor  other (describe) \_\_\_\_\_

Applicant signature \_\_\_\_\_ Date \_\_\_\_\_

Fee: \$0 City Fee for Demolition of Structures  
\_\_\_\_\_ City Fee for Moving of Structures-dependent upon what, if any, City resources are used  
Verify with individual utilities if there is a fee for demolition or moving of structures

Office use: Water/sewer service:  disconnected;  abandoned;  sealed

Approved by \_\_\_\_\_ Date \_\_\_\_\_



# Notification of Intent to Perform a Demolition

## Asbestos Program

Doc Type: Asbestos & Demolition/Amendments

Type of notification:  Original  Amended  Project cancellation

Notification must be postmarked or received ten (10) working days before demolition begins. See Item 5 for emergency demolitions. Both start and end dates should be amended in writing as necessary to reflect current project dates.

### Demolition Contractor

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone number: \_\_\_\_\_  
 Contact name: \_\_\_\_\_  
 Phone number: \_\_\_\_\_

### Building Information

Building name: \_\_\_\_\_  
 Address/Location: \_\_\_\_\_  
 \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 County: \_\_\_\_\_  
 Phone number: \_\_\_\_\_  
 Age of bldg (yrs): \_\_\_\_\_ Size of bldg (sq ft): \_\_\_\_\_  
 Number of floors, including basement level(s): \_\_\_\_\_  
 Present use of bldg: \_\_\_\_\_  
 Prior use of bldg: \_\_\_\_\_

### Building Owner

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone number: \_\_\_\_\_  
 Contact name: \_\_\_\_\_  
 Phone number: \_\_\_\_\_

### Dates of demolition or intentional burning:

Start date: \_\_\_\_\_ End date: \_\_\_\_\_  
*mm/dd/yy mm/dd/yy*

**Note:** If there is >260 linear feet or >160 square feet of Regulated Asbestos-Containing Material (RACM) in the building to be demolished, it must be removed by a licensed asbestos contractor prior to demolition. The State of MN-Notice of Intent to Perform an Asbestos Abatement Project <http://www.pca.state.mn.us/publications/w-sw4-06.doc> must be used to notify for the asbestos removal.

Is nonfriable ACM present in the structure to be demolished?  Yes  No

Will nonfriable ACM be present in the structure at the time of demolition?  Yes  No

If **Yes** to both questions above, complete Items 1-9. If **No** to either question, complete Items 3-9.

1. If ACM will be left in place for the demolition indicate the amount of Category I and/or Category II nonfriable ACM left in place.

Category I: \_\_\_\_\_ Linear feet  
 \_\_\_\_\_ Square feet  
 \_\_\_\_\_ Cubic feet

**Category I nonfriable ACM** means asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than one percent asbestos.

**Category I nonfriable ACM is not allowed to remain in place for demolition if it is in poor condition.**

Category II: \_\_\_\_\_ Linear feet  
 \_\_\_\_\_ Square feet  
 \_\_\_\_\_ Cubic feet

**Category II nonfriable ACM** means any material, excluding Category I nonfriable ACM, containing more than one percent Asbestos that, when dry, cannot be crumbled, pulverized, or reduced to a powder by hand pressure.

**Category II nonfriable ACM is not allowed to remain in place for demolition if it has a high probability of becoming crumbled, pulverized, or reduced to a powder during demolition, transport, or disposal (e.g., transite, cement, slate roofing).**

2. Description and location of ACM remaining in place (including number of floors and rooms):

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

3. Company and/or individual that conducted the building inspection and the procedure used to determine the presence or absence of ACM (including analytic method): (Note: Prior to demolition all structures must be inspected by a licensed asbestos inspector who has been certified through the Minnesota Department of Health.)

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

4. Description of planned demolition and the specific method(s) that will be used:

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

5. If the demolition was ordered by a government agency, please identify the agency and attach a copy of the order:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authority: \_\_\_\_\_

Date of order (mm/dd/yy): \_\_\_\_\_ Start date (mm/dd/yy): \_\_\_\_\_

Notification for an emergency demolition must be submitted as early as possible before demolition begins, but not later than the following working day. A demolition is considered an emergency **only** when the facility has been deemed structurally unsound and in danger of imminent collapse. If the structurally unsound building is known to contain any regulated ACM or is suspected to contain any regulated ACM, special procedures **must** be followed. If you are unaware of the special procedures, instructions/ regulations can be obtained by contacting the Minnesota Pollution Control Agency (MPCA) at the address or phone number listed below.

6. Description of procedure to be followed in the event that unexpected RACM is found or Category II nonfriable ACM becomes crumbled, pulverized or reduced to powder:

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

7. Demolition waste transporter(s) information:

Transporter name: \_\_\_\_\_

Contact name: \_\_\_\_\_

Tranporter address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

8. Demolition waste disposal information: \*see below for more information

Landfill name: \_\_\_\_\_

Owner/Operator: \_\_\_\_\_

Address/Location: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

9. I certify that the above information is correct and I am a bonafide representative of the demolition contractor or building owner and have authority to enter into agreements for my employer.

Print name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Important Note:**

**Ensure you are in compliance with Minn. R. 7035.0805 prior to the commencement of renovation/demolition.**

This rule requires that the following items be removed two days prior to demolition: mixed municipal solid waste; household hazardous waste; industrial or hazardous waste; waste tires; major appliances; items containing elemental mercury, Poly-Chlorinated BiPhenyls (PCBs), and chlorofluorocarbons (CFCs); oil; lead; electronics; and other prohibited items. See MPCA website at <http://www.pca.state.mn.us/publications/w-sw4-20.pdf> for a *Pre-Renovation/Demolition Environmental Checklist Guidance Document* to assist with completion of this rule.

\*Demolition waste must be disposed of at a permitted solid waste facility. For other disposal option please contact the regional MPCA solid waste compliance/enforcement staff with any questions.

**Submit to:** Minnesota Pollution Control Agency  
Industrial Division – Asbestos Program  
520 Lafayette Road North  
St. Paul, MN 55155-4194

**Questions call:** 651-296-6300 or 1-800-657-3864  
**Fax:** 651-297-1438

**E-mail:** [asbestos.demolition.pca@state.mn.us](mailto:asbestos.demolition.pca@state.mn.us)



## **CITY OF WELLS DEMOLITION POLICY**

### **PART 1 - GENERAL**

All persons/contractors demolishing structures within the city of Wells shall be licensed contractors and be bonded, at minimum, in the amount recommended by the City of Wells insurer.

All persons/contractors demolishing structures within the city of Wells shall apply for a Demolition Permit from the City of Wells and pay any applicable fees.

All persons/contractors demolishing structures within the city of Wells shall be responsible for all other permits required (e.g. MPCA Intent to Perform Demolition, etc.).

All persons/contractors demolishing structures within the city of Wells shall hold the City of Wells harmless for any defects related to the demolition of structures in the city of Wells.

### **PART 2 - EXECUTION**

#### **2.1 CONSTRUCTION REQUIREMENTS**

##### **A. ASBESTOS AND RESTRICTED PRODUCTS**

1. Abatement of asbestos containing building materials (ACBMs) and asbestos contaminated furnishings and debris found.
  - (a) Work includes but is not limited to removal of all ACBMs as provided in the asbestos survey for the subject site that is attached.
  - (b) Quantities stated in the report are approximate and are provided for information purposes only. CONTRACTOR shall verify quantities with ENGINEER.
  - (c) Removal of all ACBM that would become friable during demolition.
  - (d) Removal and disposal of polychlorinated byphenols (PCBs) and Mercury containing equipment found within the facility.

Inspections performed by the Owner do not relieve the Contractor from the responsibility to scan materials encountered during the demolition process for the presence of asbestos and to initiate the appropriate

procedures and notifications, if encountered.

The Contractor shall inspect the site to determine the presence of asbestos. Should asbestos be present, the Contractor shall implement an approved asbestos abatement plan for the successful removal and disposal of the asbestos material. The Contractor shall employ an approved asbestos abatement contractor to complete any asbestos abatement work. Cost to accomplish asbestos abatement shall be included in the lump sum cost to demolish the building structure. No direct compensation will be paid therefore.

2. Contractor inspections shall include tracing all piping, before and/or during the demolition process, throughout the structure to determine the presence of asbestos.
3. The existing paint systems and water service lines may contain lead products so no grinding or sand blasting will be permitted.

#### **B. RODENTS**

1. Prior to the demolition, the Contractor shall exterminate all noxious rodents from the demolition site by baiting. Baits used shall be placed, maintained and if necessary, removed by personnel licensed to perform such work.
2. Materials used shall not be toxic to domestic pets, birds or squirrels. Baits shall not be placed in areas that are attractive to domestic pets, birds or squirrels.
3. The Contractor shall allow adequate time between the placement of the baits and the initial steps of demolition for the elimination of the rodent population.
4. Extending the delay may result in the requirement of re-baiting the area. This requirement is subject to the discretion of the Owner.

#### **C. BARRICADES**

1. Furnish and install any necessary barricades to protect the public or workmen during demolition of each building or structure. Barricades to keep public out of demolition areas shall be left in place until removed by Contractor after they are no longer required for protection. The Contractor is responsible to secure the site at all times during the demolition.

#### **D. PROTECTION OF ADJACENT AREAS**

1. In addition to the provisions for temporary erosion control of these Specifications, the Contractor shall use water sprinkling, temporary enclosures and other suitable methods for dust control during active demolition of the structural portion of the structures or during which materials are permitted to drop more than 10 vertical feet. The intention is to limit the amount of dust and dirt rising and scattering in the air, to the lowest level of air pollution practical for the condition of work. The Contractor shall comply with all governing regulations.
2. The use of explosives will not be permitted.
3. Conduct demolition operations and the removal of debris to ensure minimum interference with road, and other adjacent occupied or used facilities. Do not close or obstruct streets, walks, or other occupied or used facilities without permission from the Owner. Provide alternate routes around closed or obstructed traffic ways as required.
4. Promptly repair damages caused to adjacent facilities by demolition operations, as directed by the Engineer at no cost to the Owner.
5. Any tree removal operations shall be conducted in such a way to minimize damage to the surrounding area.
6. Use water sprinkling, temporary enclosures and other suitable methods for pollution control as necessary to limit the amount of dust and dirt rising and scattering in the air, to the lowest level of air pollution practical for the condition of work. Comply with the governing regulations.

#### **E. TEMPORARY SERVICE INTERRUPTIONS**

1. It will be necessary to coordinate utility service interruptions during the demolition period. Before proceeding with the project, the Contractor shall establish a work plan and submit the plan to the City Staff, the Engineer, and the utility companies operating in the area for review and comment. The plan shall outline the method to be used to maintain service to affected consumers. Failure to maintain utility services could result in direct damage claims as well as consequential damage claims against the Contractor. The Contractor is the sole party responsible to notify the Owner, the utility companies, and the consumers who may be affected by an interruption in utility services.

#### **F. DEMOLITION OF STRUCTURES**

1. No burning shall be permitted.

2. **Concrete, Brick, and Masonry Material Removal:**

(a) All excess concrete, rubble and debris shall be promptly removed from the project site.

3. **Wood and Non-masonry Material Removal:**

(a) All wood and all non-masonry materials shall be completely removed from the site. This shall also include but not limited to, all furnace hardware, ductwork, non-encased piping and all wood products.

**G. REMOVING PAVEMENT AND MISCELLANEOUS STRUCTURES**

1. Bituminous pavement, concrete curb or retaining wall, concrete sidewalk and driveway, gravel driveway, timber curbing and clothesline posts and all other miscellaneous yard improvements shall be removed from the site and disposed of in accordance with the provisions of MnDOT Specification 2104.

2. Bituminous Pavement

(a) Bituminous driveway pavement shall be removed to the limits as marked by the Engineer. The bituminous shall be cut and scored to straight lines either by sawing or by the use of pneumatic cutting tools. Disposal of the bituminous material shall be of "off-site."

3. Concrete Curbing, Driveway Pavement, Sidewalk and Gravel Materials:

(a) All site concrete curbing, driveway pavement, and sidewalk materials shall be removed and debris shall be removed from the project.

**H. UTILITY CONNECTIONS**

1. Water Service Disconnection:

(a) Water services shall be shut off at the curb stops. The Contractor shall excavate down to the curb stop, remove the outgoing pipe from the curb stop and provide a threaded cap or plug on the outgoing side of the curb stop. The Contractor shall then backfill the excavation in accordance with the Quality Compaction Method per MnDOT Specification.

2. Sewer Service Disconnection:

- (a) Sewer services shall be disconnected at the right-of-way. The Contractor shall excavate down to the sewer service, sawcut and cap or plug the end. The Contractor shall backfill the excavation in accordance with the Quality Compaction Method per MnDOT Specification.

3. Well Sealing

- (a) The contractor shall seal all wells found on the sites in conformance with the well sealing procedures in the State of Minnesota Guide to Water Wells & Borings, Chapter 4725. The requirements are identified in Section 4725.3850 including filling the unused hole or well and, if possible, removing the casing. Salvaged materials shall remain the property of the Contractor. Work shall only be performed by a contractor licensed or registered in accordance with part 4725.0475.

**I. TREE REMOVAL / CLEARING & GRUBBING**

1. Removal of trees, as indicated on the plans, shall include removal of the tree together with the stump.
2. It remains the Contractor's responsibility to verify the size, location, etc. of all trees so indicated prior to bidding and include the cost in the lump sum bid for each individual property.
3. Trees shall be removed in such a way to minimize damage to surrounding trees.
4. Trees less than 4" are considered incidental to the clearing of the properties and no attempt was made to itemize or identify them.

**J. REGRADING THE SITES**

1. The work required under this Section consists of all subgrade preparation, as required on all areas shown on the plans.
2. The subgrade shall be shaped to approximate the contour of the finished surface. All construction debris shall be removed from the area.
3. The Contractor shall grade the site to establish a continuously sloped lot to the roadway.
4. Yard areas with normal grass shall be left in their existing condition.
5. Yard areas with heavy brush shall be cleared of vegetation.

**K. CLEAN-UP**

1. Remove from the project site all rubbish and debris found thereon and all materials and debris resulting from demolition; leave site in a safe and clean condition.

**L. FILL MATERIAL & SITE RESTORATION**

1. Basement fill material shall be granular in nature, and shall meet the requirements for Granular Backfill as specified under MnDOT Specification 3149. Density required shall be in accordance with the Quality Compaction Method per MnDOT Specification.
2. The site will be left with a minimum of six (6) inches of topsoil, sloped to drain and matching the adjacent land elevations, with lawn seed and mulch.

Policy effective and approved this 26<sup>th</sup> day of January, 2015.

By:   
\_\_\_\_\_  
Ronald Gaines, Mayor

Attest:  
  
\_\_\_\_\_  
Robin Leslie, City Administrator

SEAL