



Application Fee: \$150

## Demolition Permit Application



- ✓ **A Demolition Permit is required to demolish any structure over 200 square feet.**
- ✓ It is the responsibility of the property owner to submit a complete application for review. Incomplete applications will be denied.
- ✓ All applicants must schedule a meeting with Staff to submit an application. Please contact Community Development Staff to make an appointment.

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### General Requirements

- A **Utility Protection Plan** and **Demolition Waste Management Plan** are required for demolition of any structure. The associated forms are included.
- A **Site Plan** is required. Please see “Helpful Tips” for an example.
- If the structure is served by utilities, you must disconnect and protect these utilities before beginning demolition. Please file a **Water Turn On/Off Request (\$20 fee)** and coordinate this request with the Public Works Department.

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### Case-Specific Requirements

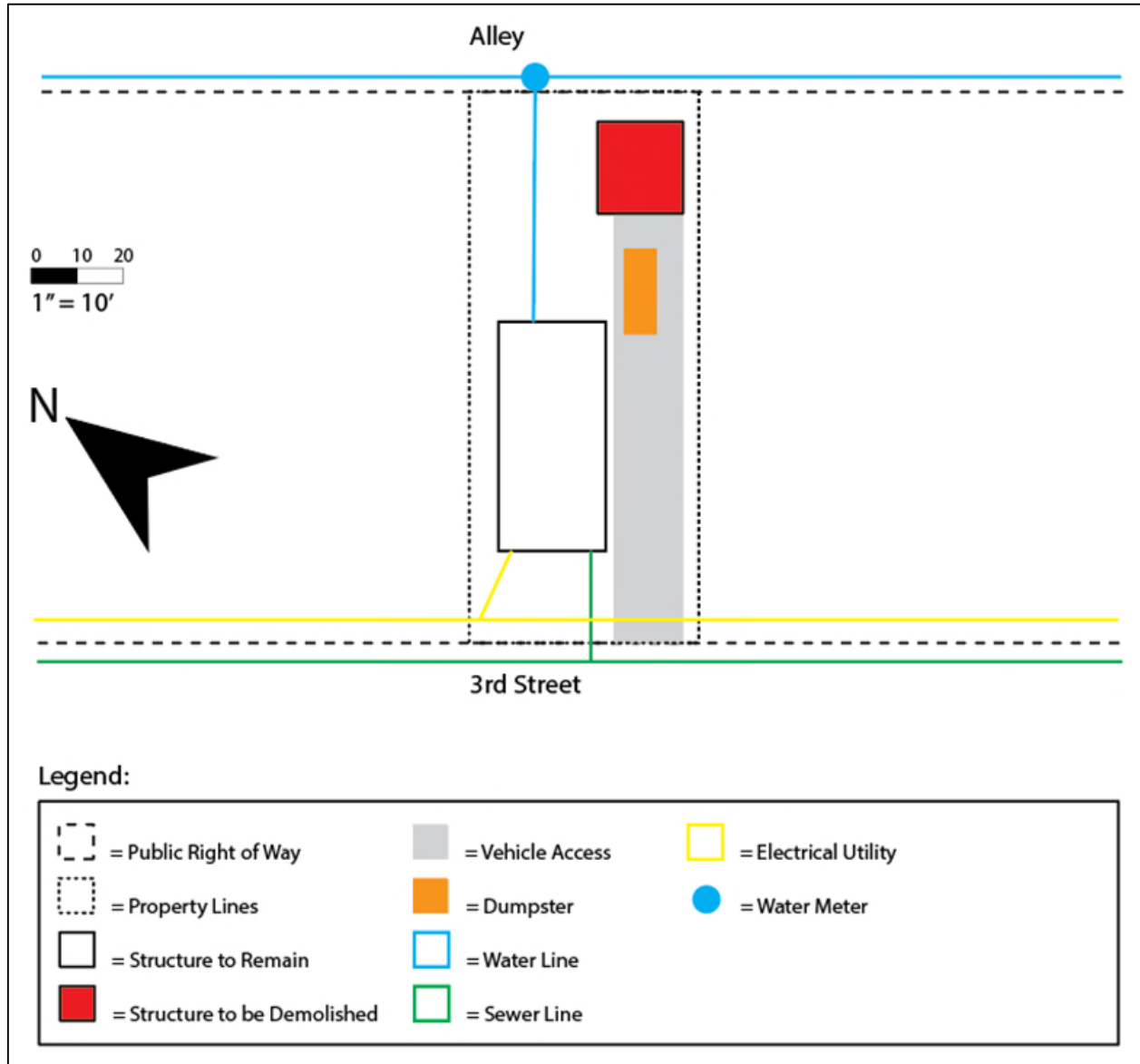
- **Carefully consider whether to demolish a structure built before 1941**, as it may have historic value. Staff recommends finding a way to rehabilitate the structure or reuse its historic materials.
- **Demolition of any structure within the B, LB/R, LI/B, LI, or T zoning districts will require Design Review Approval.** Please contact Staff for more information.
- **Any demolition occurring within the 1% Floodplain requires a Floodplain Development Permit.** Please contact Staff for more information.

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### Helpful Tips

- A **Site Plan** is required as part of your Demolition Permit application (please see example on the next page). Your Site Plan should show:
  - ☐ All existing structures
  - ☐ Structure(s) to be demolished
  - ☐ Property lines
  - ☐ Dumpsters/waste locations
  - ☐ Any utilities on site
  - ☐ Public rights of way with names
  - ☐ Access points for the property
  - ☐ Scale & North Arrow

*Site Plan Example:*



**Note:** This site plan is illustrative only, and shows an example which may be simpler than your particular project. Please consult with Staff to make sure you're showing all information needed.

- **There are many resources available to assist you with creating a Site Plan.**
  - You can use Blaine County GIS, Google Earth, or other aerial mapping tools to locate your approximate property boundaries and ensure your Site Plan is to scale.
  - You can use graph paper to draw a Site Plan to scale.
  - **Staff is available to assist you with any questions or problems.**

## Contacts

<b>Brian Parker</b>	<b>Community Development Director</b>	<a href="mailto:bparker@bellevueidaho.us">bparker@bellevueidaho.us</a>	<b>(208) 913-0187</b>
<b>Carter Bullock</b>	<b>Planner</b>	<a href="mailto:cbullock@bellevueidaho.us">cbullock@bellevueidaho.us</a>	<b>(208) 309-6110</b>

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## Expiration

- Once issued, your demolition permit will be valid for 90 days. All work must be completed within this time.
- You do NOT need to have an inspection once work is completed.

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## CITY OF BELLEVUE Demolition Permit Application



<b>PROPERTY OWNER</b>	<input type="checkbox"/> <b>BILLING CONTACT</b> <input type="checkbox"/> <b>PERMITTING REP.</b>	
Name:	Name:	
Mailing Address:	Mailing Address:	
Phone Number:	Phone Number:	
Email:	Email:	
<b>CONTRACTOR</b>	<b>SITE INFORMATION</b>	
Name:	Structure to be Demolished:	
Mailing Address:	Site Address:	
Phone:		
Email:	Lot:	Block:
Registration Number:	Subdivision:	

Applicant Check	Required Documents	Staff Check
<input type="checkbox"/>	Completed Demolition Permit Application (This Page)	<input type="checkbox"/>
<input type="checkbox"/>	Completed Utility Protection Plan (Second Page)	<input type="checkbox"/>
<input type="checkbox"/>	Demolition Waste Management Plan (Third Page)	<input type="checkbox"/>
<input type="checkbox"/>	Demolition Site Plan	<input type="checkbox"/>
<input type="checkbox"/>	Water Turn On/Off Request Filed (If Necessary)	<input type="checkbox"/>
<input type="checkbox"/>	Application Fee: \$150	<input type="checkbox"/>

- ☐ I acknowledge that a complete application is required for review and the failure to submit all required documentation may result in the denial of the permit.
- ☐ I acknowledge that application fees are non-refundable,
- ☐ I acknowledge that the permit must be reviewed and approved by the City of Bellevue prior to the start of demolition.
- ☐ I acknowledge that Bellevue staff and/or contracted inspectors may need to access the property.
- ☐ I acknowledge that it is the responsibility of the property owner to locate all utilities prior to the start of demolition.

Property Owner Signature

Date

PAGE 1/3



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## CITY OF BELLEVUE Utility Protection Plan

Utility	Present?	How will the Utility be Protected? (DESCRIBE)
Water	<input type="checkbox"/>	
Water Meter	<input type="checkbox"/>	
Sewer	<input type="checkbox"/>	
Power	<input type="checkbox"/>	
Internet	<input type="checkbox"/>	
Other: _____	<input type="checkbox"/>	

Contractor Signature

Date

PAGE 2/3



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## CITY OF BELLEVUE Demolition Waste Management Plan

Material	Present?	Storage Method	Hauling Method	Destination
Wood Waste	<input type="checkbox"/>			
Metals	<input type="checkbox"/>			
Concrete	<input type="checkbox"/>			
Roofing Materials	<input type="checkbox"/>			
Plastic/Vinyl	<input type="checkbox"/>			
Drywall	<input type="checkbox"/>			
Other: _____	<input type="checkbox"/>			

Contractor Signature

Date

PAGE 3/3