

**Applicant
information:**

Person's Name(s): _____

Firm Name (if any): _____

Relationship (check one): ☐ Current Owner ☐ Prospective Owner ☐ Tenant ☐ Representing: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Office/Home Phone #: _____ Mobile Phone #: _____

Email Address: _____

**Property owner
information:**

Person's Name(s): _____

Ownership (check one): ☐ Individual ☐ Trust ☐ Partnership ☐ Corporation/LLC ☐ Other: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Office/Home Phone #: _____ Mobile Phone #: _____

Email Address: _____

**Subject property
identification:**

Street Address: _____

Parcel Number: _____

**What type of
demolition,
relocation, or
removal project
is proposed?**

- ☐ Demolition of all of the existing home or other principal building
- ☐ Demolition of at least 200 square feet of home or other principal building, but not all of it
- ☐ Demolition of accessory building (e.g., detached garage) of greater than 200 sq. ft. in area
- ☐ Relocation of home or other principal building. Where?
 - ☐ To another location on the same parcel
 - ☐ To another location in the Village (If so, where precisely? _____)
 - ☐ To another location outside of the Village
- ☐ Relocation of accessory building (e.g., detached garage) of greater than 200 sq. ft. in area
 - ☐ To another location on the same parcel
 - ☐ To another location in the Village (If so, where precisely? _____)
 - ☐ To another location outside of the Village

**Qualifications of
ALL firms or
agents involved
in the
demolition,
movement, or
removal**

Name of firm or agent #1: _____

Applicable license type and number: _____

Experience (years, type): _____

Similar prior work in the Village? Where? When?: _____

Name of firm or agent #2 (if applicable): _____

Applicable license type and number: _____

Experience (years, type): _____

Similar prior work in the Village? Where? When?: _____

Parcel Address or ID #: _____

Submittal and Response Requirements

- ☐ Complete General Building Permit Application (final page) and submit permit fee of \$125.
- ☐ Attach photos from all sides of the building(s) proposed for removal/relocation, including its nearby site context.
- ☐ Attach overhead site plan map(s), drawn to a recognized scale and including the following:
 - ☐ A title block that indicates the name, address, and phone number(s) of the current property owner and professionals involved in the project.
 - ☐ The date of the original plan and the latest date of revision to the plan.
 - ☐ A north arrow and a graphic scale.
 - ☐ All parcel lines and adjacent streets.
 - ☐ All applicable easement locations, explained as to ownership and purpose.
 - ☐ All existing buildings, other structures, and hard surfaced areas, labeling buildings proposed for demolition, removal, or relocation.
 - ☐ Location of snow fence, lighted barricade, or such other barrier around the demolition site.
 - ☐ If buildings are to be relocated on site, the proposed location of the building including setbacks from all parcel lines.
 - ☐ Location and dimension of all driveways that will be used to access the site and remove buildings or materials from the site, including (where necessary) temporary driveways.
 - ☐ Delineation and labeling of slopes of 10% or greater and mature trees, including preservation methods where within or adjacent to demolition site or movement areas.
 - ☐ Proposed location for temporary dumpsters, equipment storage, vehicle parking, and similar. (Should generally be on the parcel and not in the public street, except by approval of the Public Works Director.)
 - ☐ Existing and proposed sanitary sewer, water, electrical, and communication pole and line locations, connections, and relocations.
- ☐ Attach restoration plan, titled and dated, and meeting the requirements of § 225-8-6 E of the zoning ordinance.
- ☐ Attach executed certificates of insurance for each firm or agent involved in demolishing, relocation, moving, or removing the building(s), listing the Village as an additional insured, with the following minimum coverages and amounts:
 - ☐ General Aggregate (except Products/Completed Operations): \$2,000,000
 - ☐ Products/Completed Operations: \$2,000,000
 - ☐ Personal and Advertising Injury: \$1,000,000
 - ☐ Each Occurrence (Bodily Injury and Property Damage): \$1,000,000. Property damage insurance shall provide Explosion, Collapse, and Underground Coverages where applicable.
 - ☐ Automobile Liability; Combined Single Limit (Bodily Injury and Property Damage)—Each Accident: \$1,000,000
 - ☐ Umbrella policy (pay on behalf form), with limits of \$5,000,000 for bodily injury, personal injury, and property damage on a combined basis in excess of the Commercial General Liability, Automobile Liability, and Employer Liability coverages

Parcel Address or ID #: _____

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- ☐ Anticipated start date for demolition/removal project: _____
 - ☐ Anticipated duration of project once started: _____
 - ☐ Proposed days of week and hours work will be completed: _____
(Note: All construction related noise must comply with § 225-4-8 of the zoning ordinance.)
 - ☐ Anticipated demolition techniques, including measures for safety and minimizing neighbor impact:
 - ☐ Manual demolition: _____
 - ☐ Wrecking ball: _____
 - ☐ Pusher arm: _____
 - ☐ Thermic lance: _____
 - ☐ Concrete sawing: _____
 - ☐ Deliberate collapse: _____
 - ☐ Pressure jetting: _____
 - ☐ Bursting: _____
 - ☐ Implosion: _____
 - ☐ Jackhammer: _____
 - ☐ Other: _____
 - ☐ Proposed methods to minimize dust, mud, and materials from migrating from the site onto nearby properties, public streets, and water bodies, including daily road clean-up:

 - ☐ Attach evidence that notice was provided to all public and private utilities with services to the building of the proposed demolition or relocation, requesting instructions for the discontinuance of such services.
 - ☐ Based on above requests, indicate proposed methods for discontinuance of following utilities, consistent with § 225-8-6 D (2) of the Village's zoning ordinance:
 - ☐ Natural gas: _____
 - ☐ Electrical: _____
 - ☐ Sanitary sewer: _____
 - ☐ Water: _____
 - ☐ Communications: _____
 - ☐ If building is proposed to be moved, indicate the place to which such building is intended to be moved and the names and segments of streets along which the building is proposed to be moved, which shall be subject to Village Director of Public Works approval:

Parcel Address or ID #: _____

Reimbursement for Development Review Services

Village consultants may expend time in the administration, investigation, and processing of development review applications, at the Zoning Administrator's discretion. This signed application serves as an agreement to reimburse the Village for its professional consulting service costs associated with this application. The applicant shall pay such costs upon receipt of invoice from the Village, following the execution of consultant services associated with this application. If the applicant fails to pay such costs, the responsibility shall pass to the property owner, if different. Any unpaid costs may be imposed by the Village as a special charge on the affected property.

Acknowledgements and Signatures

By signing and dating below, I/We:

1. Reviewed and understand the Village of Maple Bluff zoning ordinance and its standards of approval related to this application;
2. Read, understand, and accept my/our responsibilities under the reimbursement section;
3. Submitted an application that is true, correct, and complete;
4. Acknowledge that Village officials and/or employees may, in the performance of their functions, enter the subject property to gather information to process this application;
5. If this application is approved, agree to abide by this application, approved plans, and required conditions associated with plan approval; and
6. Understand that the Village's zoning ordinance and/or the conditions of development approval may specify timeframes within which I/we must take certain actions related to the development of the subject property, or risk having the approval being nullified.

Signature of Applicant_____
Date_____
Signature of Property Owner (if different)_____
Date

Please also complete the highlighted information on the attached "General Building Permit Application" associated with the proposed demolition project. Completion of a second "General Building Permit Application" will be required for building construction on the parcel.