



CITY OF TOLEDO Building Inspection

One Government Center, Suite 1600 • Toledo, OH 43604 • Phone (419) 245-1220 • Fax (419) 245-1329 • www.toledo.oh.gov

DEMOLITION PERMIT REQUIREMENTS

A permit is not required if the structure is under 6000 cu. ft., is not in an historic district and there is no water or sewer service.

Before you apply for a demolition permit:

1. Call Dept. of Public Utilities Customer Service (419) 245-1800 for a "Turn Off and Remove".
2. Call (419) 936-2273 for water taps greater than 2" which require an estimate and payment of larger fees.
3. If the property is in a designated Historic District (Vistula, Old West End, Toledo Olde Town and Westmoreland) a Certificate of Appropriateness is required. The Downtown Overlay District (DOD) also requires review. Contact the Plan Commission (419) 245-1200 with questions pertaining to Certificates of Appropriateness.
4. Contact Health Dept./Environmental (419) 23-4100 that rodent inspection has been completed. Health Dept. will provide you with an approved form to be brought into this office when your permit is ready for pick up.
5. Property owner must contact Columbia Gas 1(800) 344-4077 for verification that the gas service has been abandoned. If gas service has not been de-activated, the owner must request this of Columbia Gas prior to contractor requesting the abandonment. Ask them to email the kill information to Toledo Resources.
6. Call Toledo Edison Customer Service 1(800) 633-4766 for verification that service has been abandoned. Fax your written request for cut and removal of service to 1 (877) 289-6374. Include the date, address of service cut and contractor/contact information.
7. Secure an Over the Curb Bond (OTCB) in the amount of \$3,000 for every demolition. Your insurance agent or bonding company will complete the form along with a power of attorney. Forms are available at One Stop Shop. Include at least 2 photos showing the present condition of the front and side views of the existing right-of-way involved in the project.
8. Call Environmental Services (419) 936-3015 for verification of asbestos review requirements or you may download the Environmental Services Demolition and Renovation Fact Sheet and the required Notification of Demolition and Renovation form found under the City's Environmental Services web page.
9. Call City of Toledo Division of Taxation (419) 245-1662 for your Toledo Tax ID number.
10. Call the Dept. of Transportation (419) 245-1300, if you interfere with the public Right-of-Way
11. Contact your cable television or telephone company if applicable.
12. Notify adjoining neighbors.

Applying for your demolition permit: *

1. Provide the legal description, length, width & height of building.
2. Provide documented verification of items listed above.
3. Demolition permit application fees:
 - \$60 for structures under 6,000 cubic feet (c.f.)
 - \$100 for structures 6,000 to 50,000 c.f.
 - \$100 plus \$3 per 1,000 c.f. for structures over 50,001 c.f.
4. Water and Sewer Termination (Kills) Application
 - **\$820** for each water kill if 2" tap or less
 - \$215 for each sewer kill
 - \$325 for water inspection fee
5. All application fees.

* Your permit will be issued only after all verifications have been received and kills completed. You may monitor your pending Permit Application by visiting our online permit web site at: www.velocityhall.com/toledo

- Click on Check/Research Permits on the right side of screen
- Under Look up Permits/Projects, click on either By Address or Permit Number and fill in information.
- Click on Status under the Detail bar. Look for the required agencies (approved/not approved). After all agencies appear as Approved, you may pick up your permit. It can also be faxed to you.

See the attached sheet for Additional Requirements of the demolition process.

Additional Requirements (After the Structure is Demolished)

1. After demolition is completed, per TMC 911.14 you must remove all drive approaches and curb cuts and restore per City of Toledo Standards. Direct any questions to the City of Toledo Engineering Services Div. at (419) 245-1315 for any questions.
2. Concrete or masonry floors located below the existing grade shall be broken up sufficiently to allow drainage of ground water.
3. All walks, drives, slabs, fences and terraces not within the public right-of-way shall be entirely removed at the demolition site unless non-removal does not create a public nuisance as determined by the building official.
4. All entrance steps and outside stairways shall be removed.
5. Walls or footers shall be removed to a depth of 18" below existing grade. Walls below grade, composed of organic material, shall be completely removed.
6. When demolition operations generate dust or other air-borne material, water shall be used to minimize these conditions. The City of Toledo, Division of Water, shall be contacted to make the necessary arrangements if fire hydrants are to be used for this purpose.
7. Every demolition site shall be left in a clean, graded condition. The grade shall be consistent with the grade that was present prior to the demolition so that the surface drainage from the abutting property is not adversely affected. If there is to be grade change at the demolition site as a result of demolition operations, the building official must be notified and his approval must be granted prior to the grade change.
8. The demolition site shall be seeded with sufficient grass seed to ensure that a stand of grass will grow.
9. Any cavity caused by or resulting from demolition shall be filled with clean sand or dirt fill to a depth of 18" below finished grade. The cavity shall be secured to prevent public access. On-site, inorganic fill may be used below 18".
10. All demolition material shall be disposed of in a licensed landfill.
11. The demolition site shall be secured to prevent unauthorized access to the site and to warn the public of the dangerous condition. All debris and demolition activity shall be kept in the secured area.
12. On-Site salvage material must be stored in a manner so as not to create a public nuisance and for a period not to exceed the life of the demolition permit.
13. Any underground storage tanks must be completely removed under separate permit.