Application #: _____

Town of Ferdinand

2065 Main Street
FERDINAND, IN 47532-0007
Phone 812-367-2280
Fax 812-367-1303
E-mail: twnofferdinand@psci.net
www.ferdinandindiana.org

RESIDENTIAL DEMOLITION OR REMOVAL PERMIT

Location of Construction Activity

Address _____

Lot and subdivision _____

Owner of the Premises (where work is to be carried out)

Name _____

Address _____

Phone # _____

Optional Contact information _____

Category of Demolition

(Circle One)

Demolition of a structure / Moving of structure

Height of structure _____ Number of Stories _____

Square feet of building/structure to be demolished _____ Cubic feet _____

Type of bearing wall: (circle one)

Masonry / Pole / Wood frame / Reinforced Concrete / Structural Steel / Other _____

Type of Structure: (circle one)

Principal structure / Accessory structure/ Addition to structure / Other, specify _____

Prior use of Structure: _____

Water : Well or Public

Sanitary Sewer: Septic or Public

Heat: Fuel Oil or Natural Gas or Other _____

Exhibit A to Attachment 1 of Ordinance 14-_____

Date work is set to begin: _____

NOTE: All work must begin within 30 days of issuance of permit and completed within 45 days of the start date.

Contractor/Applicant responsible for this permit

Contact Name _____ Contractor _____
Address _____
Phone number/email _____

6.) Applicant/Contractor shall provide a bond to the Town in the amount of not less than $25,000 as security to protect Town owned property during demolition; pay for damages to other property; or finish uncompleted work.

7.) Applicant/Contractor shall provide a Certificate of Insurance to the Town showing liability limits of not less than $1,000,000/$2,000,000 aggregate.

8.) Applicant/Contractor shall provide a certificate or report before demolition begins stating that remediation of hazardous conditions such as asbestos removal, open wells, etc. has been completed.

NOTE: FAILURE TO COMPLY WITH THE FOREGOING WILL RESULT IN THE APPLICATION BEING DENIED OR AN EXISTING PERMIT BEING REVOKED.

Special conditions

(Please note the presence of any hazardous materials, asbestos, wells, underground tanks, etc. if applicable.)

IF MOVING A STRUCTURE PLEASE COMPLETE THE FOLLOWING ADDITIONAL INFORMATION:

1.) Location to which building is being moved:
_____

2.) Route over which the building will be moved:
_____

3.) Gross estimated weight of building to be moved: _____

Permission must be given by the Street Department Supervisor for routes only using Town streets. If State Roads are being used, INDOT must give written permission.

I certify that the information on this form is complete and accurate and activity undertaken pursuant to this permit will comply with all applicable laws, regulations and ordinances.

_____ _____

Signature of property owner **(Signature of Applicant if other than owner)**

Relationship to Owner:_____

NOTE: A DEMOLITION PERMIT MAY ONLY BE ISSUED UPON APPROVAL OF THE FERDINAND TOWN COUNCIL. MEETINGS ARE HELD THE SECOND TUESDAY OF EACH MONTH AT 7:30 P.M. EASTERN TIME. FERDINAND TOWN HALL LOCATED AT 2065 MAIN STREET.

For office use ONLY:

Application approved by _____

Date _____

_____ President/Ferdinand Town Council

Permit Fee $25.00 payable with application

Payment received by: _____

Date_____ Check # _____

SEE "DEMOLITION PERMIT REQUIREMENTS FORM" FOR DETAILED INFORMATION REGARDING THIS PERMIT.

FOR INTERAL USE ONLY

Permit approval signatures:

Wastewater Supervisor _____

Street Department Supervisor _____

Electric/Water Supervisor _____

Certificate of Insurance received _____ Clerk/Treasurer

Application and fee received _____ Clerk/Treasurer

Bond received in the amount of $25,000 _____ Clerk/Treasurer

Hazardous Conditions Certificate/Report _____

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DEMOLITION/REMOVAL PERMIT REQUIREMENTS

Applicants wishing to move or remove all or part of a building or structure from a property must first obtain a demolition (demo) permit. A demo permit is required for the demolition or moving of any structure which exceeds the lesser of 1,000 square feet or 10,000 cubic feet, regardless of whether it is a commercial or a residential property. The Permittee must remove all construction materials from the jobsite including the building slab (with certain exceptions if approved by the Street Department supervisor) and must leave the site free of debris and level within the boundaries of the property. A demolition permit does not authorize work located in the right-of-way including, but not limited to, sidewalks, driveways, curbs, and accessibility ramps.

Note: A separate permit is required for EACH separate building or structure being moved or removed, in whole or in part.

DEFINITIONS

Demolition: any act which destroys in part or in whole a structure or a group of structures; and/or the destruction or replacement or removal of any hard surface area not otherwise exempt by the terms of this ordinance including but not limited to parking lots, concrete surfaces, asphalt pavements and block pavers, etc.. Exceptions: public utility, communication and electrical transmission lines and equipment and facilities supporting the same and/or incidental thereto.

Structure: For purposes of this permit a structure is defined as: Anything constructed or erected that requires location on or in the ground or attachments to something having allocation on or in the ground which includes but is not limited to,

a) anything with a roof constructed, erected, or placed, the use of which requires permanent location on the ground or attached to something having a permanent location on the ground;
b) an inground or above ground swimming pool permanently installed;
c) fences, buildings and walls.

MOVING OF STRUCTURES The following conditions apply to a proposal to move structures:

1. The Town reserves the right to determine on the basis of information forwarded by the applicant the suitability of locations to which such buildings are to be moved and direct the route required to be used, taking into consideration possible interference with traffic movement, and inconvenience to the general public resulting from the use of public highways.
2. Submit the following information for each structure:
   a) Location to which building is to be moved.
   b) Route over which the building is proposed to be moved.
   c) Overall length, width, height, and estimated gross weight of structure.
3. The route to be used, the methods employed in moving, and the time of moving shall be subject to the approval of the Town.
4. All moving proposals require approval of the Street Department Supervisor.
5. Permittee is responsible for all costs associated with moving a structure including, but not limited to the use of town employees for moving of utilities, management of traffic, relocation of meters or other infrastructure, etc.

DEMOLITION PERMIT REQUIREMENTS:

1. Owner or agent must apply for a Demolition Permit at town hall located at 2065 Main Street in Ferdinand, a minimum of 30 days prior to date of demolition or moving. Proof of ownership of the property to be demolished or moved must be provided. If acting as an agent, a signed letter of approval from the owner to demolish is required. A signed contract is also acceptable.
2. The Contractor applying for the permit must be a builder or contractor licensed with the State of Indiana. This includes proper licensure for asbestos/hazardous substances removal, if applicable. Such proof must be provided at the time of application.
3. The Contractor shall not assign the work or any part thereof, without the previous written consent of the Town.
4. The Contractor is required to perform all demolition work in a good, workmanlike, manner according to accepted standards and practices in the trade including control of all dust and airborne particles during the demolition.
5. Unless otherwise specifically authorized by the Town of Ferdinand, the use of explosives **WILL NOT** be permitted.
6. Open burning of combustible materials is prohibited.
7. If any Town Street closings are necessary, prior approval of the Town Council is necessary before a permit will be issued (Additionally, the approval of INDOT is required if State Road 162 must be temporarily closed). The Town Council meets the second Tuesday of each month.
8. Holey Moley must be contacted before underground work begins.
9. The Applicant/Contractor must provide to the Town of Ferdinand a certificate of insurance showing limits of liability of at least $1,000,000/2,000,000 aggregate. Such certificate must be provided with the permit application.
10. In addition to the Certificate of Insurance, the Applicant/Contractor must provide to the Town, a bond of not less than $25,000 to be held as security against damage to Town owned property during demolition, failure to adequately complete the project or other damages resulting from the work for which the permit was issued. The bond must be filed with the permit application.

11. It is the responsibility of the Applicant/Contractor to make necessary arrangements regarding applicable utilities. Before commencing the work, the Applicant/Contractor shall assure that all utility service connections, such as water, gas, electricity and telephone to each of the buildings have been disconnected. **A permit to demolish or remove a building shall NOT be issued until a release is obtained from the utilities stating that their respective service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed and plugged in a safe manner or do not exist.**

12. The Applicant/Contractor shall take necessary precautions to provide adjoining public and private property is protected from damage during construction, remodeling and demolition work. Protection must be provided for footings, foundations, shared walls, chimneys, skylights and roofs. Foundation walls supporting adjacent right of way or other property shall be preserved in a structurally sufficient condition.

13. The Applicant/Contractor must control water runoff and erosion during construction or demolition activities.

14. The person making or causing a demolition to be made shall provide written notice to the owners of adjoining buildings advising the date and approximate time of the demolition so that the adjoining buildings can be protected. Said notification shall be sent via certified mail not less than 7 days prior to the scheduled starting date of the demolition. A notice shall also be hand delivered and affixed to each building situated on such adjacent property to inform occupants or residents of the proposed demolition.

15. Applicant shall submit two (2) sets of the plot plan showing the location of all structures to be demolished and all structures that are to remain. The plot plan must show approximate location of wells, septic tanks and drain fields.

16. All septic tanks must be broken open, pumped out and then filled with sand. It is the responsibility of the Applicant/Contractor to notify the Ferdinand Wastewater supervisor immediately after work is complete and obtain his inspection and approval.

17. No well shall be abandoned, but must be filled in to the approval of the Electric/Water department supervisor. It is the responsibility of the Applicant/Contractor to obtain that approval.

18. Inspection is required by Wastewater supervisor for sewer cut off and capping and termination of water service in compliance with all applicable regulations.

a. Sanitary sewer leads shall be capped at the property line by an approved material as per State plumbing code and method approved by Wastewater superintendant.

b. Domestic water service will be retired by shutting off the corporation stop at the water main, physically disconnecting the service line from the corporation stop, and also, remove curb stop box. An exception to this procedure may be considered if a new structure of same or similar use will be constructed on the site within six (6) months of the date of approval of the Demolition permit.

c. No water meters are to be removed by the Applicant/Contractor. Applicant/Contractor must notify the Water department supervisor if meter is ready to be removed.

19. The presence of any underground flammable liquid storage tanks must be noted on the special conditions portion of the permit application and must be removed and disposed in accordance with any applicable laws of regulations.

20. Any footings, foundation walls, and concrete must be removed to a minimum of 12" below grade. This to be verified by Street Department supervisor prior to backfill.

21. The presence of any asbestos or hazardous materials must be noted in the Special Conditions section of the permit application. The Applicant/Contractor must provide proof of qualification to handle such substances. Before demolition can begin, all structures require proof of an asbestos inspection. If asbestos is found to be present the permit will not be issued until an Independent Applicant/Contractor certifies that the asbestos and/or other hazardous materials have been properly removed. All demolition work involving asbestos containing materials shall be accomplished in accordance with federal, state and local laws and regulations. All debris must be removed from the site.

22. Where a structure has been removed or demolished and a building permit has not been approved for a new structure, the vacant lot shall be filled, graded and maintained to prevent the accumulation of water or damage to any foundation on the premises or the adjoining property. The soil must be stabilized.

23. All work necessary to be performed under a demo permit must be completed within 45 days of the begin date stated on the demolition permit application. If additional time is necessary to complete the demolition a written request showing the reasons for delay, must be made with the Ferdinand Town Council. The Council will determine if an extension will be granted.

24. No demolition work may be performed on legal holidays, Saturdays or Sundays without receiving advance written permission from the Town Council. This written permission must be displayed at the jobsite at all times for inspection by police or other authorized personnel.

25. Demolition is permitted on private property ONLY. This permit does not grant authority for work in the Town's right-of-way (which may include unpaved areas). Do NOT remove sidewalks, driveways, curbs, ramps, or trees from within the street right-of-way. Applicant/Contractor is responsible for restoration of any damage caused by operations undertaken under the permit including, but not limited to, streets, curbs, or sidewalks, retaining walls, or other existing soil retention facilities on public or private properties.

26. It shall be unlawful for any person, firm or corporation to demolish or move a structure or cause a structure to be demolished or moved contrary to or in violation with any provision of this code.

27. Upon completion of demolition/removal work all Contractor signs shall be removed from the premises.

28. The Applicant/Contractor at all times shall observe and comply with all Federal and State Laws, and the Ferdinand Municipal Code Ordinances and regulations in any manner affecting the work. The Contractor shall not proceed with or finish any work, even though same is called for in the plans and specifications, if it is contrary to any of the laws aforementioned, but shall notify the Town's Street Superintendent of such conflict. If the Contractor performs any work knowing it to be contrary to such law, ordinances and regulations, and without such notice to the Town's representative it shall assume full responsibility therefore and shall bear all costs.

29. **Penalties for violation of any provision of this ordinance**: $100 per day for residential and $500 per day for commercial and/or industrial. Every day a violation or non-compliance exists shall constitute a separate offense. The Town may also seek mandatory and injunctive relief in the enforcement of and to secure compliance with this ordinance and any such action may be joined with an action to recover penalties. Nothing contained herein shall prevent the Town from taking such other action to prevent or remedy any violation or noncompliance. In addition to any monetary penalties, the Town shall also be entitled to recover any and all costs connected with the enforcement of this ordinance, including the Town's reasonable attorney fees, from the persons or entities responsible for the violation or noncompliance.

If demolition or moving begins prior to a demolition permit being issued or if any work is being performed in a manner which violates or does not comply with this ordinance, the Town of Ferdinand reserves the right to demand that such demolition or moving immediately cease until such a time as the permit is issued or compliance is accomplished; and may assess a penalty of not less than $500 per day for each day that demolition or moving is undertaken without a permit. Both the owner and/or Contractor performing the demolition or moving shall be responsible for and pay the penalty and any and all costs connected with the enforcement of this ordinance, including the Town's reasonable attorney fees. Any such stop order shall be in writing from the Street Superintendent and shall be served up the owners of any person doing the work at the site.

When demolition is complete notification must be given to the Street Department Supervisor to schedule a final inspection of the property where demolition was conducted. The inspection will be completed by the Town's Property/Street Department Supervisor and/or his delegate.

PERMIT FEES ARE PAYABLE TO THE TOWN OF FERDINAND AT THE TIME OF APPLICATION.

See Attached page for Contacts regarding this permit.

Town of Ferdinand
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twnofferdinand@nsci.net

BUILDING CONTACTS

FERDINAND TOWN HALL

Clerk-Treasurer
P.O. Box 7; 2065 Main Street
Ferdinand, IN 47532

Phone: (812) 367-2280
Fax: (812) 367-1303

WATER & ELECTRIC DEPARTMENTS

Electric & Water Superintendent
P.O. Box 7; 2065 Main Street
Ferdinand, IN 47532

Phone: (812) 367-2281

Fax: (812) 367-1303

STREET DEPARTMENT

Street Superintendent
P.O. Box 7; 2065 Main Street
Ferdinand, IN 47532

Phone: (812) 367-2282

Fax: (812) 367-1303

Dubois REC

1408 Energy Drive
Jasper, IN 47546
Phone: (812) 482-5454

STORM WATER MANAGER

Town Hall/2065 Main St.
Ferdinand, IN 47532
Phone: (812) 367-2280

WASTEWATER DEPARTMENT

Wastewater Superintendent
P.O. Box 7; 2065 Main Street
Ferdinand, IN 47532
Phone: (812) 367-2283
Fax: (812)367-1303

PLAN COMMISSION AND BOARD OF ZONING APPEALS

P.O. Box 7, 2065 Main Street
Ferdinand, IN 47532
Phone 812-367-2280
Fax: (812) 367-1303

Town of Ferdinand
2065 Main Street
FERDINAND, IN 47532-0007
Phone 812-367-2280
Fax 812-367-1303
E-mail:
twnofferdinand@nsci.net

OHIO VALLEY GAS

701 7th Street
Tell City, IN 47586

Phone: (812) 547-2396

HOLEY MOLEY

Phone: 811

You will need this information when calling:
1. Address of Digging Location
2. Contractor Doing the Digging
3. Township of Digging Location
4. Timing of Dig

Dubois County Health Department

1187 S Saint Charles St.
Jasper, IN 48546

Phone: (812) 481-7050

PSC (Internet/phone/wifi)

P.O. Box 126; 11877 E. St. Rd. 62
St. Meinrad, IN 47577

Phone: (812) 357-2123

New Wave Communications

2603 Hart St.
Vincennes, IN 47591

Phone: (800) 882-7185

Frontier

Phone: (877) 462-8188

Indiana Dept of Environmental Management

Phone 888-672 8323
For a list of hazardous waste remediation Companies

Town ordinances are accessible on the Town's website, www.ferdinandindiana.org.

For any other inquiries, call the Ferdinand Town Hall at (812) 367-2280 and a representative will direct your call or visit the Town of Ferdinand's website, www.ferdinandindiana.org.