



## Department of Building Safety

101 4<sup>th</sup> St E, Hastings, MN 55033

Phone: 651-480-2342

Email: [Building@Hastingsmn.gov](mailto:Building@Hastingsmn.gov)

[www.hastingsmn.gov](http://www.hastingsmn.gov)

## Demolition Handout

*This handout is a compilation of some of the standard requirements based on the State Building Code and City Ordinance for projects of this type. This information packet does not contain all the specific codes for construction and should only be used as a guide. The permittee is responsible for meeting all code requirements applicable to each project.*

**Note:** If home is a Heritage Preservation Site prior approval from City Planner and/or HPC is required before issuance of permit.

### **Submittals:**

- Demolition Permit Application
- Copy of submitted [MPCA Demolition/Renovation Notification form \(w-sw4-21\)](#)
- MPCA inspection report
- Erosion control plan
- Access Control Procedure (fencing, security, etc.)
- SAC determination (commercial properties only)

### **Required inspections:**

- Pre-demolition inspection: Before structure is demolished, verify all personal property and hazardous materials have been removed and utilities have been disconnected. See attached Environmental Checklist.
- Open hole inspection: Verify all materials have been removed from the site.
- Sewer/water capped at property line.
- Final: grade and groundcover established.

### **Typical Requirements for Demolition:**

- Permit applicant must obtain a city license which requires proof of liability policy or bond in an amount of at least \$10,000 and certificate of insurance covering worker's compensation and public liability insurance policy in the amount of at least \$250,000.
- Contact Gopher State One Call (811) before you begin excavation and demolition.
- Disconnect and properly abate all utilities connected to the property. Obtain disconnection verification from each utility:
  - **Electrical** (*Xcel or Dakota Electric*): Electrical contractor required to complete the disconnect.
  - **Water & Sewer** (*Building Safety Department*): Contractor with pipelayers bond or plumbing license is required. Lines to be cut and capped at the property line. (651)480-2342
  - **Water Meter** (*Public Works Department*): Final meter reading and collection of meter. (651)480-6185
  - **Gas** (*CenterPoint*)
  - **Communications** (*CenturyLink, Comcast, etc.*)
- Install and maintain erosion control measures for the site.
- No obstruction of sidewalks or streets is allowed unless prior written approval from the City Director of Public Works is received.
- Remove all debris including foundation walls, footings, and basement floor.
- Review MCPA's handout for additional demolition requirements:  
<https://www.pca.state.mn.us/sites/default/files/w-sw4-07.pdf>
- No demolition refuse shall fall more than 15 feet unless in an enclosed chute.
- Removal of all debris and reclamation of the property must be completed within approved time frame
- Fill in and level site, restore grade, and seed to match adjoining contours.

Page intentionally left blank



# Pre-Renovation/Demolition Environmental Checklist

## Asbestos Program

Doc Type: Compliance/Enforcement Correspondence

**Minn. R. 7035.0805 requires that you remove the items below before starting a renovation or demolition project, and then manage and recycle or dispose of them correctly. This checklist is provided to help you manage the project and does not need to be submitted to the Minnesota Pollution Control Agency unless requested.**

### Project Information

#### Structure owner

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

#### Structure information

Building name: \_\_\_\_\_  
 Address/Location: \_\_\_\_\_  
 \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Age of bldg (yrs): \_\_\_\_\_ Size of bldg (sq ft): \_\_\_\_\_  
 Present use of bldg: \_\_\_\_\_

#### Demolition contractor

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

Prior use of bldg: \_\_\_\_\_

#### Dates of renovation, demolition, or fire training burn:

Start date: \_\_\_\_\_ End date: \_\_\_\_\_  
 (mm/dd/yy) (mm/dd/yy)

Mercury	Qty		Qty		Qty
<b>Batteries</b>		Firestats:		Boiler insulation:	
Smoke detectors:		Manometers:		HVAC duct insulation:	
Emergency lighting systems:		Thermometers:		Ductwork flexible fabric connections:	
Elevator control panels:		<b>Boilers, furnaces, heaters, and tanks</b>		Fireproofing materials:	
Exit signs:		Mercury flame sensors by pilot lights:		Fire doors:	
Security systems and alarms:		Manometers, thermometers, gauges:		<b>Flooring:</b>	
<b>Lighting</b>		Pressure-trol:		Vinyl floor tile:	
Fluorescent lights:		Float or level controls:		Vinyl sheet flooring:	
<b>High intensity discharge</b>		Space heater controls:		Asphalt tile:	
Metal halide:		<b>Electrical systems</b>		Linoleum paper backing:	
High pressure sodium:		Load meters & supply relays:		Mastic/glue (floor tile, carpet, etc.)	
Mercury vapor:		Phase splitters:		<b>Electrical</b>	
Neon:		Micro relays:		Electrical panels:	
Switches for lighting using mercury relays (look for any control associated with exterior or automated lighting systems):		Mercury displacement relays:		Electrical wiring insulation:	
"Silent" wall switches:		<b>Asbestos</b>		Heating and electrical ducts/conduit:	
<b>Heating, ventilating, and air conditioning systems</b>		<b>Boiler rooms</b>		<b>Pipe and other insulation</b>	
Thermostats:		Boilers, furnaces, fireplaces, and their components:		Aircell (corrugated cardboard):	
Aquastats:		Cement sheets near heating equipment:		Millboard:	
Pressurestats:				Preform:	
				Joint compound:	

<b>bestos (continued)</b>	<b>Qty</b>		<b>Qty</b>		<b>Qty</b>
Applied insulation:		<b>ChloroFluoroCarbons</b>		Lead-acid batteries (lighting, exit signs, security systems):	
Blown-in insulation:		Fire extinguishers (both portable and installed halon suppression systems):		Lead flashing molds and roof vents:	
Block:		Air conditioners (rooftop, room, and central):		Lead pipes and solder:	
<b>Surfacing materials</b>		Walk in coolers (refrigeration or cold storage areas):		Lead-lined X-ray rooms:	
Acoustical plaster:		Water fountains and dehumidifiers:		<b>Other</b>	
Decorative plaster:		Refrigerators/freezers/chillers:		Solid waste (all non-building components such as unattached carpet, files, books, trash, desks, chairs, etc.) must be removed prior to demolition:	
Textured paints & coatings:		Heat pumps:		Hazardous waste (including household) must be properly handled and disposed of prior to demolition:	
Spray-applied materials (acoustical, decorative, or insulative):		Vending machines/food display cases:		Oil (used oil, hydraulic oils in door closers, elevator shafts, etc.) must be collected and properly disposed of prior to demolition:	
<b>Roofing</b>				Tanks (no evidence of former heating tanks or storage tanks exist):	
Roofing shingles:		<b>Poly-Chlorinated BiPhenyls (PCBs)</b>		Appliances must be recycled by an appliance recycler:	
Roofing felt:		Transformers:		Electronics:	
Base flashing:		Transistors:			
<b>Cement materials (Transite)</b>		Capacitors:			
Cement pipes (flues & vents):		Heat transfer equipment:			
Cement wallboard:		Light ballasts:			
Cement siding:					
Pegboard:		<b>Lead</b>			
<b>Ceiling materials</b>		Lead-based paint (woodwork, metal equipment, interior/exterior uses):			
Ceiling tiles:					
Ceiling tile adhesives (pucks):					
Lay-in ceiling panels:					
Acoustical tiles:					
<b>Miscellaneous</b>					
Taping, joint, and spackling compound:					
Caulking/putties:					
Fire curtains and blankets:					
Laboratory hoods, table tops, gloves, etc.:					
Gaskets:					

If you have questions or comments about this checklist, identify any additional items not found in this list, or would like to discuss an individual project, contact the Minnesota Pollution Control Agency at 651-296-6300 or 1-800-657-3864.

Affiliation with project: \_\_\_\_\_ Title: \_\_\_\_\_

Printed name: \_\_\_\_\_ Date: \_\_\_\_\_

**Important Note:**

This guidance document is not intended as a substitute for reading Minnesota Rules and Statutes and making your own independent determination of their applicability to your renovation/demolition project. Examples in this guidance document do not represent an exhaustive listing of type of materials that may be required to be removed from a building prior to renovation/demolition.



**Department of Building Safety**

101 4<sup>th</sup> St E, Hastings, MN 55033

Phone: 651-480-2342

Email: [Building@Hastingsmn.gov](mailto:Building@Hastingsmn.gov)

[www.hastingsmn.gov](http://www.hastingsmn.gov)

**Demolition Permit Application**

SITE ADDRESS: \_\_\_\_\_

PID#: \_\_\_\_\_

Owner Name: \_\_\_\_\_

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

Street Address: \_\_\_\_\_

Email: \_\_\_\_\_

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

**Description of Project:** \_\_\_\_\_ **Valuation:** \$ \_\_\_\_\_

**Disposal Site:** \_\_\_\_\_

**Type:**

- Commercial
- Residential

<p><b>Demolition Contractor</b></p> <p><input type="checkbox"/> Owner Performed (Owner Waiver Required)</p>	<p>Company/Name: _____ Phone: _____</p> <p>License # _____ Exp Date: _____</p> <p>Street Address: _____</p> <p>City: _____ State: _____ Zip: _____</p> <p>Email: _____</p>
---	--

*The undersigned acknowledges that he/she has read this application, and the above information is correct and accurate. Applicant also understands by signing this application that he/she could be held responsible as representative of this project for any violation of compliance with all applicable laws and ordinances of the City of Hastings.*

\_\_\_\_\_  
**Signature of Applicant or Authorized Agent**

\_\_\_\_\_  
**Date**

**NOTICE:** This is an application only. Permit will be issued after City approval and payment of fees. Permit shall be null and void if authorized work is not started within 180 days or work is suspended for 180 days or more.

**Commercial Demolition: \$201.00**  
**Residential Demolition: \$151.00**



**Department of Building Safety**

101 4<sup>th</sup> St E, Hastings, MN 55033

Phone: 651-480-2342

Email: [Building@Hastingsmn.gov](mailto:Building@Hastingsmn.gov)

[www.hastingsmn.gov](http://www.hastingsmn.gov)

**Demolition Permit Application**

**OFFICE USE ONLY**

Bld Type	<input type="checkbox"/> SFD	<input type="checkbox"/> Muti-Family	<input type="checkbox"/> Commercial	
Work Type	<input type="checkbox"/> Full Demo	<input type="checkbox"/> Partial Demo		
Required Inspections	<input type="checkbox"/> Final			
Fee Notes	<input type="checkbox"/> SAC Credits: _____	<input type="checkbox"/> Other _____ _____ _____		

Building Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Planning Approval: \_\_\_\_\_ Date: \_\_\_\_\_