



**TOWN OF PRESTON**  
**Building Department**  
389 Route 2  
Preston, Connecticut 06365

## Demolition

### Minimum Permit Application Requirements

*Note: Please keep in mind that a complete application with all required information will help expedite the application process. An incomplete application will not be dated as accepted or circulated until all of the information is received. The following information is provided to assist in preparing a complete application package but in no way guarantees application approval or compliance with all applicable code requirements. It is the responsibility of the applicant to provide a complete and code compliant building permit application with supporting documentation.*

#### General Requirements

- COPY OF TAX ASSESSOR'S FIELD CARD (for sq. ft., year built & owner verification)
- COPY OF NOTIFICATION LETTER TO ADJOINING PROPERTY OWNERS –
- COPY OF CERTIFIED MAIL RECEIPT AND LETTERS (ABUTTING AND DIRECTLY ACROSS THE STREET)
- COPY OF ASBESTOS CERTIFICATION & HEALTH DEPARTMENT APPROVAL
- LIABILITY/WORKERS COMP INSURANCE CERTIFICATE FROM OWNER OR CONTRACTOR  
*As per Section 29-406 of the Connecticut General Statutes applicants filing for a demolition permit shall submit a certificate of insurance specifying demolition purposes and providing liability coverage for bodily injury of at least \$100,000 per person with an aggregate of at least \$300,000, and for property damage of a least \$50,000 per accident with an aggregate of at least \$100,000; each such certificate shall provide that the town or city and its agents shall be saved harmless from any claim or claims arising out of the negligence of the applicant or his agents or employees in the course of the demolition operations.*
- HOLD HARMLESS STATEMENT (**MUST BE ON COMPANY LETTERHEAD**)
- COPY OF CONTRACTOR'S DEMOLITION LICENSE
- COPIES OF DISCONNECT LETTERS FROM UTILITIES
- CHECK FOR THE NOTED FEE
- For any Public, Commercial or Residential over 5 Units and any Single family with a change of use there must be notification of the inspection survey to the EPA.
- When the demolition takes place all requirements of the State Statues, Building Codes and Town Ordinances must be followed. Once demolition is completed and an inspection of the site is completed verifying removal of all materials a letter to the Tax Assessor will be issued describing the structure and the date of removal.
- Zoning ordinances and any special considerations for location within an historic district must be taken into account and may have additional requirements not identified by the Building Department. Therefore, the Town Planner and ZEO must also review a demolition application to review the appropriateness of the application.

Affidavit: I hereby certify that I have read and understand the requirements as stated above for a permit and further understand that unless all required items are submitted with the permit application, my application will be IMMEDIATELY placed on HOLD until all required items are submitted.

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_