



City of Keene, NH

Application To Demolish Structure

If you have questions on completing this form, call (603) 352-5440 or email permittech@keenenh.gov

For Office Use Only:

Permit # _____
Rec'd By _____
Zoning _____
Fee _____

NOTE

This is an application for a **permit** and **not a permit** to perform work. A permit may be issued only after the application, including required signatures and any applicable plans, is reviewed and approved. If the structure to be demolished is a commercial or industrial building or an apartment building with five or more dwelling units, the U.S. Environmental Protection Agency **must** be notified. **The required notifications forms are available at the NH Department of Environmental Services website: <http://www.des.nh.gov/waste/asbestos>.**

**** DEMOLITION REVIEW COMMITTEE:** Any demolition project greater than 500 square feet of gross floor area and the construction is more than 50 years old before the date of the application, or is listed or is eligible for the National Register of Historic Places, will require a review by the Demolition Review Committee. ***If the structure is located in the Historic District, the applicant will not need approval from the Demolition Review Committee, but will need approval from the Historic District Commission.***

SECTION 1: PROPERTY INFORMATION

PROJECT ADDRESS:

DESCRIBE THE TYPE OF STRUCTURE TO BE DEMOLISHED. (ie: single family dwelling, apartment building, office building, garage, shed)

TOTAL ESTIMATED COST:

SECTION 2: CONTACT INFORMATION

OWNER

PRINTED NAME:

COMPANY NAME:

MAILING ADDRESS:

PHONE:

EMAIL:

APPLICANT

PRINTED NAME:

COMPANY:

MAILING ADDRESS:

PHONE:

EMAIL:

CONTRACTOR

PRINTED NAME:

COMPANY:

MAILING ADDRESS:

PHONE:

EMAIL:

I hereby certify that I am the owner in fee or the authorized agent of the owner in fee of the property upon which the demolition work authorized by the permit sought will be performed. All work will be performed in accordance with the applicable laws of the State of New Hampshire and the City of Keene. It shall be the Applicants responsibility to notify all utilities noted on the reverse side and receive approval. Any damage to utilities shall be the Applicants responsibility.

SIGNATURE:

PRINT NAME:

DATE:

SECTION 3: REQUIRED SIGNATURES

THE FOLLOWING UTILITIES SIGNATURES ARE *REQUIRED* INDICATING THAT SERVICE HAS BEEN DISCONNECTED, IS SCHEDULED TO BE DISCONNECTED, OR THAT SERVICE NEVER EXISTED.

ELECTRIC COMPANY:

GAS COMPANY:

TELEPHONE COMPANY:

CABLE TELEVISION COMPANY:

WATER (City of Keene Public Works Dept):

SEWER (City of Keene Public Works Dept):

FIRE: (City of Keene Fire Prevention Officer):

***IT IS THE OWNERS RESPONSIBILITY TO NOTIFY THE EPA & NHDES IF ASBESTOS IS PRESENT
LEARN MORE AT: <https://www.epa.gov/asbestos> & <https://www.des.nh.gov/waste/asbestos>***

SECTION 4: CODE REQUIREMENTS FOR DEMOLITION

2021 INTERNATIONAL BUILDING CODE

Section 3303 Demolition and Section 3307 Protection of Adjoining Property

3303.1 Construction Documents: Construction documents and a schedule for demolition must be submitted when required by the building official. Where such information is required, no work shall be done until such construction documents or scheduled, or both are approved.

3303.2 Pedestrian Protection: The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by this chapter.

3303.4 Vacant lot: Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinances of the jurisdiction having authority.

3303.5 Water accumulation: Provision shall be made to prevent the accumulation of water or damage to any foundations on the premises or the adjoining property.

3303.6 Utility connections: Service utility connections shall be discontinued and capped in accordance with the approved rules and the requirements of the authority having jurisdiction.

3307.1 Protection required: Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work. Protection must be provided for footings, foundations, party wall, chimneys, skylights and roofs. Provisions shall be made to control water run-off and erosion during construction or demolition activities.

SECTION 5: CONTACT INFORMATION FOR PERMIT SIGN OFF

ELECTRIC: Eversource, 19 Production Ave., Keene, NH 1-800-362-7764

GAS COMPANY: Liberty Utilities, 80 Pearl St., Keene, NH (603) 352-1230

TELEPHONE COMPANY: Consolidated Communications, 15 Bradco St., Keene, NH 1-844-968-7224

CABLE TELEVISION COMPANY: Spectrum, 11 Eagle Ct., Keene, NH 1-866-874-2389

WATER / SEWER: Keene Public Works Department, 350 Marlboro St., Keene, NH (603) 352-6550

FIRE: Keene Fire Prevention Officer, 31 Vernon St., Keene, NH (603) 757-1863

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***** Demolition Review Committee***

***** Historic District Commission***