



Town of Townsend

Demolition Permit Application

Town Hall Use Only

Parcel No. _____ Permit No. _____ Date Issued: _____

Section One - Terms & Expectations

- All contractors named on a Demolition Permit Application must have a valid Contractor's License with the Town of Townsend. It is the responsibility of the contractor to ensure this is done before or at the time of submitting a Demolition Permit Application.
- A Safety Plan must be provided alongside this application, including any plans for necessary sidewalk and/or road closures.
- Written confirmation from utility provider(s) that all utilities at the site have been disconnected must be provided; written confirmation from a licensed exterminator stating there are no rodent infestations at the site must also be provided.
- The Town of Townsend reserves the right to refuse acceptance of a Demolition Permit Application if the above required supporting documents are not included. Should the Town refuse to accept an application for this reason, the applicant will be notified as to what documents are needed for application acceptance.
- Payment of the \$600 demolition fee is due upon the submission of this application or the receipt of an invoice from Town Hall. Any payments made are non-refundable.
- No demolition may occur until this application has been approved and a permit issued by the Town of Townsend.
- A Porta-Potty is required to be onsite at the time of demolition.
- All debris must be removed from the site and any affected surrounding areas in accordance with Delaware and DNREC laws and regulations.
- The sewer lateral must be capped at the property line. An inspection is required before backfilling.
- The structure must be removed to one foot (1') below grade, any remaining basement floor must be broken up to allow drainage, and clean fill must be used to fill the foundation to be level with or higher than the surrounding grade. No debris shall be used as fill.
- Upon completion of demolition, the site shall be seeded and covered with straw.
- It is the responsibility of the applicant to ensure that all required inspections are completed.
 - All required inspections will be listed on the finalized permit and the required inspections checklist, both of which will be provided upon the final approval of the permit application.

By signing below, I certify that I have read and understand the above terms.

Applicant's Name

Applicant's Signature

Date



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Section Two - Site Information

Property Owner(s): _____

Email: _____ | Phone No. _____

Project Location: _____ Townsend, DE 19734

Is the Owner's mailing address different from the project location? **Yes** ☐ **No** ☐

Mailing Address (if applicable): _____

Description of Structure to be Demolished: _____

Section Three - Contractor Information

Contractor Name: _____

Email: _____ | Phone No. _____

Address: _____ City: _____ State: _____

Section Four - Method of Demolition

Describe the proposed demolition process with as much relevant detail as possible.

By signing below, I certify that the information given on this application is true and correct to the best of my knowledge and re-affirm my understanding of the terms outlined on page one of this application.

Property Owner Name

Contractor Name

Property Owner Signature & Date

Contractor Signature & Date