



OREGON CITY

695 Warner Parrott Road
Oregon City, OR 97045
Phone: 503-722-3789 - Fax: 503-722-3880

Commercial Structural Demolition Application

Permit #: _____
Date Received: _____
Date Issued: _____ By _____

**** A separate permit is required for each structure ****

JOB SITE INFORMATION		DEMOLITION CHECKLIST	YES/NO	DATE
SITE INFORMATION		WATER SUPPLY		
Address:		A. Meter to be removed		
Legal Description:		B. Meter to remain and be protected		
Existing Use:		C. Private well to be filled and capped		
Approx. date of demo:		D. Private well to be used for other purposes		
Valuation:		ENVIRONMENTAL		
Building Sf:		A. Heating oil tank		
CONTACT INFORMATION		B. Asbestos present		
Contact person:		C. Lead paint		
Firm/Company Name:		SANITARY SEWER		
Address:		A. Sewer to be capped		
City, State, Zip:		B. Existing line to be re-used by new structure		
Phone:		SEPTIC SYSTEM		
Email:		A. Tank to be removed		
CONTRACTOR INFORMATION		B. Tank to be drained and filled		
Contractor:		ELECTRICAL SUPPLY		
Firm/Company Name:		A. Electricity to be shut-off and meter removed		
Address:		GAS		
City, State, Zip:		A. Gas to be shut-off and meter to be removed		
Phone:		EXISTING FOUNDATION		
Email:		A. Foundations destroyed and removed		
CCB#: _____ Exp. Date: _____		B. Basement - Destroyed and/or filled		
OWNER INFORMATION		C. All debris removed from site; lot to be restored to original condition		
Property Owner:		Square footage of structure: _____ s.f.		
Address:		DEMOLITION FEES (To be completed by O.C. staff)		
City, State, Zip:		Commercial demo fee (first 1,000 sf)	\$278.00	
Phone:		Each additional 1,000 s.f. (or fraction thereof)	\$46.27	
Email:		State Surcharge (12% of permit fee)		
Owner Signature:		Building plan review fee (65% of permit fee)		
		GRAND TOTAL:		
ADDITIONAL COMMENTS OR INFORMATION:				

I hereby certify that, to my knowledge, the above information is true and correct. All work performed shall be in accordance with all governing laws and rules. IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO REQUEST EXTENSIONS AND INSPECTIONS. PERMIT EXPIRES IF WORK IS NOT COMPLETED WITHIN 180 DAYS OF ISSUANCE OR IF WORK IS SUSPENDED FOR 180 DAYS.

Contractor Signature: _____ Date: _____



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NOTICE TO ALL DEMOLITION PERMIT HOLDERS

All structures in the City of Oregon City are charged a monthly Road Maintenance Utility Fee and a monthly Storm Drain Fee, in addition to any water and/or sanitary sewer service they may be receiving.

It is your responsibility to terminate these charges once the structure is removed or demolished. All structures will continue to be billed monthly until advised otherwise.

Contact the Utility Billing Department at (503) 657-8151 to terminate utility services.



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DEMOLITION PERMIT REQUIREMENTS & CONDITIONS OF APPROVAL

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Permit Number: _____

Date Received: _____

Site Address: _____

Subdivision: _____

Tax lot: _____ Lot No: _____

Conditions of Demolition Permit:

1. As soon as demolition has commenced, including importation of demolition equipment to the property, the demolition work shall continue uninterrupted during permitted work hours until all approved demolition work is completed. Demolition work is limited to the hours of 7:00 a.m. to 6:00 p.m. Monday through Friday, and 9:00 a.m. to 6:00 p.m. Saturday and Sunday [OCMC 9.12.023 (e) Noises prohibited].
2. All debris shall be promptly removed from the site and disposed of in a proper manner. This includes the removal of all foundation structures.
3. All wells, sanitary and storm sewer lines, septic tanks, cisterns, vaults, open pits, or similar items shall be capped, removed, or filled in an approved manner and inspected by the City.
 - a. Abandonment of a well – District 20 Watermaster (503) 312-1743
 - b. Removal of water meter – Oregon City Water Department (971)204-4600
 - c. Electrical, gas, telephone, cable – Contact the appropriate utility provider
4. Products containing lead paint – Contact the Oregon Health Authority at (971) 673-0440 and follow all procedures set forth on the OHA Lead Poisoning and Exposure to Lead page, which can be found [here](#). *Additional information can be found at Oregon.gov/oha*
5. Heating oil tanks – Contact the Heating Oil Tanks Helpline at (503) 229-6170 or find more information [here](#). *Additional information can be found at Oregon.gov/deq*
6. Products containing asbestos must be disposed of in an approved manner. Contact the Department of Environmental Quality at (503) 229-5696 for rules and regulations pertaining to asbestos abatement. Further information regarding proper asbestos procedures can be found at the Department of Environmental Quality Hazards and Cleanup page, found [here](#). *Additional information can be found at Oregon.gov/deq*. A copy of the DEQ asbestos abatement report will be required prior to issuance of a demolition permit.
7. Streets shall be kept clear of dirt and debris at all times. This includes:
 - a. Removing dirt and debris by use of shovel, scoop, or similar mechanical means immediately
 - b. Sweeping the streets as required to keep them clean
 - c. Washing the streets shall not be permitted unless the storm drain inlets are protected with a filter system
8. Gravel ramps in the public right-of-way to “jump curbs” are not allowed. An alternate, temporary-type ramp is allowed; however, a detail showing the type and location of the ramp is required. Contact the Oregon City Engineering Group at (971) 204-4601 if a permanent-type ramp is required, and for permits to create a new access.
9. Dust control shall be provided as required by OCMC 8.08.020 (o).

Issuance of a demolition permit to demolish a building is limited to the demolition and removal of the existing structure only. Other work may require additional permits. For example, the following work is not covered by this demolition permit and requires a separate permit:

- 1. Planning Division** at (503) 722-3789 – Additional permits may be required for commercial properties, or properties located within overlay districts, please follow [this link](#) for more information regarding the Type 1 Minor Site Plan and Design Review page.
- 2. Public Works Department** at (971) 204-4601 – Erosion Control
 - a. Demolition of site improvements such as pavement, asphalt, sidewalks, curbs, lighting, underground utilities, etc.
 - b. Clearing, stripping or removal of vegetation, ground cover or topsoil in an area that is more than (5) feet outside the footprints of existing buildings that are being demolished and in excess of 1,000 square feet of area on a site.
 - c. Grading, excavation, importing, depositing, placement, filling, or the stockpiling of soil, sand, gravel, crushed rock, demolition materials, recycled concrete, asphalt or other materials, or a combination thereof, in excess of 10 cubic yards in volume or over an area that exceeds 1,000 square feet.
 - d. The temporary stockpiling of demolition material from the existing buildings that are being demolished, to be recycled and re-used on the demolition property, and in excess of 10 cubic yards in volume, or occupy an area that exceeds 1,000 square feet in area on a site.
- 3. Engineering Group** at (971) 204-4601 – Any work within the public right-of-way.

This form serves as an affidavit that all hazardous materials have been properly disposed of per local, state and federal guidelines. By signing this form, I am certifying that I have read and understand the above requirements and conditions of the demolition permit:

Signed: _____ Date: _____

Print: _____