

# Affidavit for Demolition of a Structure

City of Salem, Virginia  
Community Development  
Building Inspections

This form must be completed and signed by the property owner or owner's agent prior to the issuance of a demolition permit for a structure.

The applicant is required to provide a completed Demolition Utility Release section from the utility company(s) that the electric, gas, sewer or water has been properly disconnected. Otherwise, the applicant shall certify that no utilities have ever served the structure. By signing this affidavit, you are affirming that either the attached written utility disconnection verification is accurate, or that the structure has not ever been served by electricity, gas, water, or sewer to the best of your knowledge.

I, \_\_\_\_\_, am the property owner/owner's agent and I understand this affidavit is signed and submitted as a true and accurate verification that no utilities are connected to the structure located at the address below. This structure is to be demolished and I accept full responsibility of the work performed at the following address:

\_\_\_\_\_  
Signature of Owner/Owner's agent:

\_\_\_\_\_ Date: \_\_\_\_\_

## Submittal Documents

- A signed and completed building permit application.
- This completed form, signed and dated.
- A copy of the site plan or physical survey of the property.
- If the building was built prior to 1985, a letter of asbestos inspection conducted by a certified asbestos abatement company is required. This does not apply to single family dwellings or residential housing with four or fewer units unless the demolition of such buildings is for commercial or public development purposes.

## Demolition and Site Requirements:

- Residential: Removal of all above-ground structure, foundations, footings, sidewalks
- Commercial (Check one):
  - Removal of all above and below-ground structure, foundations, footings, sidewalks
  - Removal of all above-ground structure with no land disturbance (commercial only).
- If sidewalks to be reused, this must be indicated on site plans.
- Sewer line must be sealed. The end must have a post at the location with "sewer" written on it. Post must be installed so that it cannot be readily removed.
- All debris must be hauled off-site.
- Dust control must be implemented to avoid disturbing nearby properties.
- Disturbed area must be stabilized, i.e. seed and straw, or hydro-seeding, etc.
- Any grading outside the footprint of the building may require additional permitting. Please contact City of Salem Engineering for further info.

If you have questions, please call the Community Development Office at 540.375.3036.

# Demolition Utility Release

**Notice to Applicant:**

***This form must be completed and submitted with the building permit application for demolition or moving a structure. All utility companies having service connections and/or equipment relating to this structure must issue a release stating that their respective service connections and appurtenant equipment have been removed, or sealed and plugged in a safe manner.***

<b>1.</b>	<b>LOCATION &amp; APPLICANT INFORMATION</b>	
Address: _____		Parcel number: _____
Owner Name: _____		Contact Number: _____
Address: _____		_____
(If different from owner) Contractor Name: _____		Contact Number: _____

<b>2.</b>	<b>UTILITY RELEASE</b>	<p><i>All utilities are listed, only those pertaining to the job above, need signatures. The signatures from the following utility agencies certify that <u>notification</u> or <u>authorization</u> for the removal of utility services and/or related equipment have been provided for:</i></p>	
<b>Services</b>			
Roanoke Gas Company Phone: 540.777.4427 Fax: 540.777.7952 <input type="checkbox"/> Not Applicable  _____ Authorized Signature  _____ Date	Salem Electric Department Phone: 540-375-3030 Fax: 540-387-4584 Email: electric@salemva.gov <input type="checkbox"/> Not Applicable  _____ Authorized Signature  _____ Date	Salem Water Department Phone: 540.375.3029 Email: water@salemva.gov <input type="checkbox"/> Not Applicable  _____ Authorized Signature  _____ Date	Other: _____ Phone: _____ Email: _____ <input type="checkbox"/> Not Applicable  _____ Authorized Signature  _____ Date

<b>3.</b>	<b>CERTIFICATION</b> (Please read before signing)	
<p>The owner/contractor is required to give written notice to any adjoining property owners that may be affected by the temporary removal of utilities caused by the demolition.</p> <p>To comply with the provisions of the Virginia Statewide Building Code, all utility companies have been advised of the proposed demolition and have removed their meters and/or other service equipment prior to issuance of this permit. The undersigned hereby certifies that he/she has read and examined this application and that the statements made herein are accurate and true to the best of his/her knowledge and belief.</p>		
_____ Applicant/ Contractors Name (please print)		
_____ Applicant/ Contractors Signature		_____ Date