

CITY OF BUCYRUS
500 SOUTH SANDUSKY AVENUE
BUCYRUS, OH 44820
419-562-6767

DEMOLITION PERMIT APPLICATION

This is to certify that the owner of the structure listed below has made application to demolish said structure in accordance with the rules and regulations listed herein. The owner is also required to post a bond or provide a refundable certified check in the amount of \$2500.00 to the City of Bucyrus.

The conditions of this permit are that _____, _____
Contractor Address

Successor or assigns will save the City of Bucyrus, Ohio harmless and provide to the Zoning Inspector of said City a certificate evidencing liability insurance coverage, insuring from any injury or damage caused to any person and property either private or public in an amount of \$100,000 minimum.

Site Address _____ In/Out Lot # _____

Owner _____ Address _____

Owner's Telephone Number _____ Mobile Number _____

Contractor _____ Address _____

Contractor Telephone Number _____ Mobile Number _____

Estimated Cost of Work _____

Estimated Value of Demolished Structure _____

\$25.00 Permit Fee _____ Receipt Number _____ Date _____

Requirements:

Need proof of ownership with a copy of the tax duplicate or copy of deed.

By accepting a permit, the person to whom the permit is issued agrees to the following requirements in connection with the demolition work.

1. All debris shall be removed from the site and deposited at a location approved by the City of Bucyrus.
2. All excavations shall be backfilled within 30 days.
3. Foundation block or brick may be placed in the basement hole once the floor is broken.
4. Backfill shall be well compacted/crushed to eliminate any voids and must be free of debris.
5. ALL SANITARY AND STORM LINES SHALL BE PLUGGED AND INSPECTED.
6. ALL WATER CONNECTIONS SHALL BE DISCONNECTED AND APPROVED.

7. ELECTRIC AND GAS MUST BE DISCONNECTED AND APPROVED BY THE UTILITY REP.
8. Columbia Gas can be contacted at 800-344-4077.
9. AEP can be contacted at 800-672-2231
10. All areas of the project will be covered with topsoil and seeded.
11. Any sidewalks damaged will be replaced.
12. Driveways, cisterns, underground tanks, and other structures will be removed.
13. Call the Zoning Department when complete for final inspection 419-562-6767 Ext. 226
14. Abide by the technical specifications provided by the City Engineer.

NOTIFICATION OF UTILITIES: Before any structure may be demolished or removed, the owner or owner's agent shall notify all utilities having service connection within that structure. An Ohio Underground Protection Service reference number is acceptable for electric and gas service. The City of Bucyrus is not registered with OUPS, you must call **1-419-562-6767 Ext. 239**. The OUPS number is **1-800-362-2764**.

WATER: _____ ELECTRIC: _____
 SEWER: _____ GAS: _____

The above utilities have been removed, sealed, or plugged in a safe and proper manner. All structures have been removed in accordance with the procedures listed on the back of this permit.

Date: _____

 Owner/Owner's Agent

Date: _____

 Fire Department Official

Date: _____

 City Service Department Official

Date: _____

 Zoning Department Official

I certify to the City of Bucyrus, Ohio that I have read all the requirements of this permit, and I agree, to all the conditions set forth. In addition to these requirements, I agree, to follow all federal, state, and local laws.

 Owner's Signature

 Date

APPLICANT'S AFFIDAVIT

State of Ohio
County of Crawford ss:

I/We

Being duly sworn, depose and state that I am / we are the owner (s) of land included in the application and that the foregoing statement herein contained and attached, and information or attached exhibits thoroughly to the best of my / our ability present the arguments in behalf of the application and that same is true and correct in all respects to the best of my / our knowledge and belief.

(Signature and Title)

(Signature and Title)

PRINT (Name and Title)

PRINT (Name and Title)

(Mailing Address)

(Mailing Address)

(City, State & Zip Code)

(City, State & Zip Code)

(Telephone Number)

(Telephone Number)

Sworn to and subscribed before me this _____ day of _____, 20_____

Notary Public

(SEAL)

Commission Expires

Person to be contacted for details, if other than above signature:

(Address) (Phone Number) (Name)

REQUEST FOR DEPOSIT REFUND

TODAY'S DATE _____

NAME OF DEPOSITOR _____

ADDRESS _____

PHONE NUMBER _____

DATE OF DEPOSIT _____

DEPOSIT AMOUNT _____

DEPOSIT RECEIPT NUMBER _____

TYPE OF DEPOSIT _____
(DEMO, STREET-EXCAVATION, etc.)

PERMIT NUMBER _____

The above referenced request for deposit refund meets the requirements of the Codified Ordinances of the City of Bucyrus. This document shall serve as notice to the City Auditor to refund \$_____ of said deposit. A portion of the deposit consisting of \$_____ shall be retained until the conditions listed below are completed to the approval of the Service-Safety Director for the City of Bucyrus or designee.

APPROVED **APPROVED WITH CONDITIONS**

Activity needing further completion:

SIGNATURE OF APPROVAL - TITLE

Application for Valuation Deduction for Destroyed or Damaged Real Property

Answer all questions and type or print all information.
Read instructions on back before completing form.
TURN IN OR MAIL TO AUDITOR'S OFFICE WHEN COMPLETED

Joan M. Wolfe
Crawford County Auditor
112 E Mansfield St Suite 105
Bucyrus, OH 44820
(419) 562-7941 – Fax: (419) 562-2139

1. Owner's Name: _____
2. Owner's Address: _____
3. Owner's Telephone Number: (____) _____
4. Parcel Number of Damage or Demo: _____
5. Address of Damaged or Demo Property: _____
6. County Where Located: _____
7. Date Damage or Demo Occurred: _____
8. Cause of Damage: _____
9. Describe Structure Damaged or Demo: _____
10. Is the Structure Totally Down: _____
11. What Percentage of Structure Remains: _____

I declare under penalties of perjury that this application has been examined by me and, to the best of my knowledge and belief; it is true, correct and complete.

Owner _____

Date: _____

Signature

INSTRUCTIONS FOR COMPLETING FORM

FILING DEADLINES AND SCHEDULE OF DEDUCTIONS:

An application for a deduction from the current year's value must be filed by December 31 for property that is destroyed or damaged in the first nine months of the year. For property damaged in the last three months of the year, the filing deadline is January 31 of the following year. Any deductions from value approved will affect the tax bills due the following year. The amount of the deduction equals a percentage of the reduction in value caused by the damage or destruction. That percentage is determined by the calendar quarter in which the damage occurred. The filing deadline and percentage deduction allowed for each.

<u>Damage Occurred</u>	<u>Application Deadline</u>	<u>% Deduction Allowed</u>
January - March	December 31	100%
April - June	December 31	75%
July - September	December 31	50%
October - December	January 31	25%

LINE INSTRUCTIONS:

Lines 1,2 & 3: Enter owner's full name, mailing address, and daytime phone number.

Line 4: Enter parcel number(s) of damaged property. This number is shown on your tax bill.

Line 5: Enter the full address of the damaged property.

Line 6: Enter name of county where damaged property is located

Line 7: Enter date the damage or destruction occurred.

Line 8: Explain cause of damage: fire, flood, wind, intentional demolition, etc.

Line 9: Describe the damage to the property, attach additional pages if necessary.

Application No. _____

DATE RECEIVED

APPLICATION FOR TAX REFUND OR WAIVER FOR DESTROYED OR DAMAGED MANUFACTURED HOMES

ANSWER ALL QUESTIONS AND TYPE OR PRINT ALL INFORMATION
READ INSTRUCTIONS ON BACK BEFORE COMPLETING FORM

ONCE COMPLETED, MAIL TO:
CRAWFORD COUNTY AUDITOR
112 E. MANSFIELD ST.
SUITE 105
BUCYRUS, OH 44820

1. OWNER'S NAME	_____
2. OWNER'S ADDRESS	_____ _____
	CITY/STATE ZIP
3. OWNER'S TELEPHONE NUMBER	() _____

4. REGISTRATION NUMBER OF DAMAGED HOME	_____
5. ADDRESS OF DAMAGED HOME	_____ _____
	CITY/STATE ZIP
6. COUNTY WHERE LOCATED	_____
7. DATE DAMAGE OCCURRED	_____
8. CAUSE OF DAMAGE	_____
9. DESCRIPTION OF DAMAGE	_____ _____ _____
10. ESTIMATED DOLLAR AMOUNT OF DAMAGE \$	_____
11. IF PROPERTY INSURED, AMOUNT OF INSURANCE RECEIVED \$	_____

I declare under penalties of perjury that this application has been examined by me and, to the best of my knowledge and belief, it is true, correct and complete.

OWNER _____ DATE _____
Signature

INSTRUCTIONS FOR COMPLETING FORM

FILING DEADLINES AND SCHEDULE OF DEDUCTIONS:

An application for refund or waiver of the current year's taxes must be filed no later than the 31st day of January following the year in which the destruction or damage occurred. Any tax refund or waiver approved will affect the tax bills for the year in which the damage or destruction occurred. The amount of the tax refund or waiver equals a percentage of the tax on the reduction in the value of the home caused by the damage or destruction. That percentage is determined by the calendar half in which the damage occurred. The filing deadline and percentage deduction in taxes allowed for each calendar half are shown below.

CALENDAR HALF IN WHICH HOME WAS DAMAGED	APPLICATION DEADLINE	PERCENTAGE DEDUCTION ALLOWED
JANUARY - JUNE	JANUARY 31	100%
JULY - DECEMBER	JANUARY 31	50%

LINE INSTRUCTIONS:

LINES 1,

2 and 3: Enter owner's full name, mailing address, and daytime phone number.

LINE 4: Enter registration number(s) of damaged home. This number is shown on your tax bill.

LINE 5: Enter the full address of the damaged home.

LINE 6: Enter name of county where damaged home is or was located.

LINE 7: Enter date the damage or destruction occurred.

LINE 8: Explain cause of damage: fire, flood, intentional demolition, etc.

LINE 9: Describe the damage to the home, attach additional pages if necessary.

LINE 10: Enter your best estimate of the reduction in the home's value caused by the damage.

LINE 11: If home is insured, show the amount the insurance company paid or will pay, if available.

ANY PHOTOS AND DOCUMENTATION TO SUPPORT THE CLAIM FOR DAMAGES SHOULD BE SUBMITTED
WITH THIS APPLICATION.

OWNER'S SIGNATURE: Sign and date the application at the bottom.

TECHNICAL SPECIFICATIONS

Demolition of Structures at Specified Site(s)

I. SCOPE

Work involves all Labor, materials, and equipment necessary for demolition and removal of structures and any debris from the sites designated in accompanying documents. Work includes backfilling of basements/foundations, and also shall include plugging securely all sewer laterals at the property line or if appropriate outside of building wall if connected to a septic system. The Contractor shall be responsible for notifying all utility companies prior to disconnection water, electric, gas, telephone, or TV cable and to comply with all requirements of governmental or private companies.

II. DEMOLITION

- A. Demolition shall be done in strict compliance with all applicable federal, state and local laws, including regulation of the following agencies: Health Department, EPA, OSHA, PUCO, Local Subdivisions
- B. Special attention is directed to applicable State, Municipal, or Local Fire Prevention Codes. Where acetylene torches are used, special precautions shall be used. If an adequate supply or pressure of water is not available at the site, other provisions shall be made and approved by the local fire department.
- C. Demolition work shall include the demolition and removal of building(s) and structures(s), including all trash and debris in or around the structure. Basement walls, tanks, pit wells, and cisterns shall be removed. Slab basement floors must be broken up in pieces to promote drainage. In the event that a foundation wall contributes support to an adjacent structure or street, it shall be retained. In case of doubt, the Contractor shall contact the Contracting Agency before removal. For Slab structures on grade, the slab shall be removed and the foundation removed to a depth of 18 inches below grade.
- D. There shall be no backfilling on the site of combustible or organic material such as wood, trash or paper. No glass, furniture or appliances shall be used as backfill.
- E. Backfill material shall consist of clear dirt or aggregate material (rock, stone, or slag). Large stones or pieces of concrete may be used as backfill, provided the stone or concrete are placed such that no voids exist under or around the pieces. Brick or block may be used as backfill. Hollow concrete blocks shall be broken and/or crushed to eliminate air voids.
- F. The Contractor shall use care in placing the backfill to reduce settlement. Loose dirt shall be evenly distributed and compacted during the filling process.

- G. The top 18 inches of backfill shall be comprised of topsoil free of debris. The side shall be mulched and seeded after final grading with a seed mixture approved by the engineer.
- H. The final grade of the parcel shall be of uniform slope so that the site will drain properly.
- I. Extreme caution is to be exercised in demolition and removal in order to prevent damage to adjoining properties. Protective measures shall be provided to insure the safety of persons and property in the proximity to the demolition area.
- J. Sufficient barricades, fences, signs and warning lights shall be erected to effectively warn and protect the public from the existing danger of the demolition site. The barricades shall be of sufficient height, distance and strength to insure that demolition debris does not spill upon private property or public roads and walks.
- K. If and whenever the work under this contract requires the excavation, use or occupancy of any public road, public area or public building, the Contractor shall obtain approval of the public agency having jurisdiction of the site.
- L. The contractor shall restore and make good any public or private facility the contractor damaged or destroyed during the demolition project.
- M. Areas upon which demolition is occurring shall be kept as dust free as possible. Daily clean-up shall be performed to maintain a safe work site.
- N. All debris hauled from the site must be disposed of at an approved landfill. The contractor shall notify the County Health Department when debris is to be removed and identify the destination.
- O. All trucks hauling debris must obey all relevant traffic laws. The load must be secured with tailgates and bed tarps.