



# City of Roberts, Idaho

## Permanent Structure Demolition Application

208-228-3220

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

Application Received Date: \_\_\_\_\_

To Be Completed By (City Use Only): \_\_\_\_\_

### **APPLICANT INFORMATION**

Authorized Applicant Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Property Owner     Contractor

Company Name (if applicable): \_\_\_\_\_

Contractor License #: \_\_\_\_\_

### **PROPERTY INFORMATION**

Property Owner Name: \_\_\_\_\_

Site Address: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Existing Structure Description:    Approximate Year Built (if known): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

### **DEMOLITION INFORMATION**

Structure Type:

Residential Structure     Commercial Structure     Accessory Structure (non-exempt)

Other: \_\_\_\_\_

Reason for Demolition:

\_\_\_\_\_  
\_\_\_\_\_

**PROJECT SCHEDULE**

Estimated Start Date: \_\_\_\_\_ Estimated Completion Date: \_\_\_\_\_

**REQUIRED WRITTEN PLAN (ATTACHMENT REQUIRED)**

Attachment: Demolition Plan (Exhibit A)

A written demolition plan must be attached and include:

- Demolition method and sequence
- Hazard mitigation plan
- Utility disconnection plan
- Debris removal and disposal plan
- Site safety measures

**UTILITY COORDINATION**

- Water
- Sewer
- Electricity
- Telecommunications /Fiber Optic
- Other: \_\_\_\_\_

**HAZARD MITIGATION**

Describe hazard mitigation measures:

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**DEBRIS REMOVAL**

Debris Disposal Location: \_\_\_\_\_

Method of Removal:

- Contractor haul-off
- Licensed disposal facility
- Other: \_\_\_\_\_

**ACKNOWLEDGEMENT**

Applicant Signature: \_\_\_\_\_

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

Property Owner Signature (if different): \_\_\_\_\_

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

**FOR OFFICE USE ONLY**

**INITIAL REVIEW / APPROVAL**

Application Received By: \_\_\_\_\_

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

Reviewed By (City Designee): \_\_\_\_\_

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

Application Completeness Check:  Complete  Incomplete – Returned for Corrections

Final Determination:

Approved  Denied  Approved with Conditions  Requires Additional Information

Conditions / Notes:

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Approval Authorized By: \_\_\_\_\_

Title: \_\_\_\_\_

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

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**PROJECT CLOSEOUT / FINAL INSPECTION**

Demolition Completion Reported Date: \_\_\_\_\_

Final Site Inspection Completed By: \_\_\_\_\_

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

Final Compliance Status:

Compliant – Site Approved  Non-Compliant – Corrections Required

Notes:

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Final City Sign-Off: \_\_\_\_\_

Title: \_\_\_\_\_

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

# **PERMANENT STRUCTURE DEMOLITION COMPANION SHEET**

## **PURPOSE OF APPLICATION**

This application is required for the demolition of any permanent structure within the City of Roberts. The purpose of this process is to protect public health, safety, and general welfare by ensuring demolition activities are properly reviewed, coordinated, and inspected. **Demolition may not begin until written approval is issued by the City of Roberts.**

## **DEFINITIONS**

- **Demolition:** The act of deconstructing, tearing down, or removing a permanent structure.
- **Mobile Home:** Any structure defined as a mobile home under Idaho Statute.
- **Permanent Structure:** Any building or structure affixed to land or a foundation intended for long-term use and not designed for regular relocation.

## **WHEN THIS APPLICATION IS REQUIRED**

A demolition application is required prior to the removal of any permanent structure, including residential, commercial, or other non-exempt structures.

Exempt structures include small sheds and similar minor accessory structures as determined by the City.

## **PROJECT SCHEDULE**

Provide estimated start and completion dates for the demolition work.

These dates are used for planning, inspection scheduling, and compliance tracking. Any changes to the schedule should be reported to the City if approval conditions require it.

## **WRITTEN PLAN REQUIREMENTS**

A written demolition plan must be submitted with the application.

The plan must include:

- Method of demolition
- Hazard mitigation measures
- Utility coordination plan
- Debris removal and disposal plan
- Site safety measures

This information allows the City to evaluate how the demolition will be carried out safely and in compliance with ordinance requirements.

## **UTILITY COORDINATION**

Applicants must coordinate with all applicable utility providers prior to demolition.

This includes water, sewer, electricity, and telecommunications. Utilities must be properly addressed before demolition begins to ensure public safety and prevent damage or service disruptions.

## **HAZARD MITIGATION**

Describe how hazards will be managed during demolition.

This may include dust control, site security, protection of adjacent properties, and handling of any known or suspected hazardous materials.

## **DEBRIS REMOVAL**

Identify where debris will be taken and how it will be removed from the site.

All demolition debris must be transported to an approved disposal or recycling facility in accordance with applicable regulations.

## **CITY REVIEW AND APPROVAL**

- Applications are reviewed and approved by an authorized agent of the City of Roberts.
- Approval may include conditions or required modifications prior to issuance.
- No demolition may proceed without written authorization.

## **COMPLETION OF PROJECT**

A demolition project is not considered complete until:

- All debris has been removed
- Site has been inspected by City maintenance personnel
- Final approval has been issued by the City