



Permit Submittal Requirements

Demolition of Buildings and Structures

Chapter 505 Article VI

- Applications for demolition building permits shall be filed with the Community Development Department upon forms prescribed by the Building Official.
- The application may be found on the city website as follows:
The demolition permit application may be obtained online:
Website:
"missionks.org"
Choose:
"Services";
"Licenses and Permits";
"Building Permits & Codes";
Scroll down to "Multiple trade & single trade permits":
Choose:
"Demolition Permit Application"
- List all contractors on the application. Note: Contractors must possess a current license through the Johnson County Contractor's Licensing Department.
- Obtain and provide verification of a land disturbance permit from the Public Works Department and KDHE.
- Provide the erosion and sediment control plan.
- Any applicant who intends to **remove a structure** presently located within the City within the City shall be required to post a performance bond by cash or security in the amount of thirty-five thousand dollars (\$35,000.00) to ensure that the applicant performs all requirements within the allowed time under a demolition permit or building permit issued for such structure.

Demolition- Commercial

- Provide verification that all utilities have been properly disconnected:
KCPL- 816-471- 5275
Water One- 913-895-1850
Johnson County Wastewater- 913-432-3820
Kansas Gas- 800-794-4780
- Provide confirmation from KDHE that the NOI & supporting documents has been received and approved when applicable. (www.kdheks.gov/stormwater)

- Contact Public Works Department for obtaining a Right-of-Way permit and a Land Disturbance Permit. (Celia Duran- Public Works Director; cduran@missionks.org; 913-676-8375) or Brent Morton, bmorton@missionks.org; 913-676-8375)
- Remove all foundation walls, footings, slabs, debris, construction materials, etc., in their entirety.
- Restore the lot to its original condition to include, backfilling the excavation/basement site with approved material in lifts not to exceed 12 inches. Compact each lift with approved methods.
- Install & maintain erosion control measures until which time suitable ground cover has re-established. Re-seed the lot to establish ground cover. Provide suitable protection for the seed (e.g., grass mats, straw, etc.) or install sod.
- Note: If construction of a new structure is to occur within 90 days after demolition of the existing structure the following apply:
 - a. Provide and maintain erosion control measures throughout the construction and until which time suitable ground cover is established.
 - b. Provide construction fencing around the excavation and construction site.
- Identify any salvageable materials to be included for LEED Certification purposes. Provide methods and means of controlled and monitored isolation (separate dumpsters, security measures, etc.) for materials designated for recycling/repurposing.
- See checklist below.

The plan review process typically takes 10-14 days after submittal for a commercial demolition project. The building official will notify you when the building permit is ready to pick up or if there are any outstanding items which need to be addressed, or issues delaying permit approval.

Please direct questions regarding permit applications to the
Community Development Department at 913-676-8363 or
jbrown@missionks.org



**City of Mission
Demolition Checklist**

Building address:

Contractor:

Contractor phone #:

Contractor email address:

Johnson County Contractor License #: _____

Utility disconnects information

KCPL- DATE: _____

CONTACT :

KANSAS GAS- DATE: _____

CONTACT:

JOCO WASTEWATER- DATE: _____

CONTACT:

WATER ONE- DATE: _____

CONTACT:

- Site plan __
- Construction fencing plan _
- Erosion and sediment control plan _
- Haul route _
- Performance bond _
- KDHE Land Disturbance Permit/NOI _
- City of Mission Land Disturbance Permit _ (contact Public Works Department)
- Right-of-Way Permit _ (contact Public Works Department)
- HAZ-Mat documents- KDHE Form ET-ASB-10 (and other forms as applicable) _

ASBESTOS AND LEAD REMOVAL:

The Contractor shall be responsible for the proper removal, handling, and disposal of all friable and non-friable asbestos containing materials (ACM) associated with the structures included in this demolition project. The ACM shall be removed in a proper manner by a licensed abatement contractor in compliance with all Environmental Protection Agency (EPA) and National Emission Standards for Hazardous Air Pollutants (NESHAP) regulations. All demolition and asbestos removal shall also comply with Kansas Department of Health and Environment (KDHE) Regulations.

All friable asbestos material shall be removed prior to any demolition. Structures that contain non-friable asbestos materials shall be demolished in a manner that will prevent any airborne asbestos fibers. The demolition project must stop at the point of recognition of any ACM and a licensed asbestos abatement contractor shall be notified for proper removal prior to resuming demolition.

The disposal of ACM shall be in accordance with EPA and KDHE regulations in a licensed landfill facility. The Contractor shall provide the Community Development Department, Attn: Building Official with a copy of the landfill facility license prior to any disposal.

The Contractor shall also provide copies of landfill scale tickets for the material disposed of from this project.

The Contractor shall provide the necessary notice to KDHE and the City before any demolition may begin on structures with ACM. The Contractor shall be responsible for all necessary documentation related to asbestos abatement required by KDHE and the EPA. The Contractor shall provide copies of all such documentation to the City.

The Contractor shall provide the necessary notice to KDHE and the City before any demolition may begin on structures containing lead-based materials. The contractor shall be responsible for all necessary documentation related to lead abatement required by KDHE and the EPA. The Contractor shall provide copies of all such documentation to the City.

