

**TRUMBULL BUILDING
DEPARTMENT**

buildinginfo@trumbull-ct.gov

Phone: 203.452.5020

Fax: 203.452.5093

**Town of Trumbull
Connecticut**



Town Hall
5866 Main Street
Trumbull, Connecticut 06611

Office Hours 7:30 AM – 4:00 PM

Permit Hours 7:30 - 10:00 AM

Please fill out in ink

APPLICATION FOR DEMOLITION PERMIT

Date: _____

House Number: _____ Lot Number: _____ Street: _____

Owner: _____ Phone: _____

Owner's Address: _____

Owner's signature: _____ Email address: _____

Construction: Residential: ____ Commercial: ____ Square Footage _____ Number of Floors _____

Description: _____

I estimate the value of this work will be: \$ _____ Permit Fee \$ _____

Demolition Contractor: _____ License #: _____

Address: _____ Email: _____

Phone: _____ Cell Phone: _____ Fax: _____

Signature: _____

Hard Copies Required Before Permit Is Issued:

Copy of tax assessor's field card _____

C.G.S. 29-406 Certificate of insurance-specifying demolition purposes. Bodily injury liability- 100,000/ person
300,000/ aggregate property damage 50,000 accident/ 100,000 aggregate. _____

C.G.S. 29-406: Certificate of notice by all public utilities. _____

C.G.S. 29-406 Current valid certificate of registration: (Type-A or Type-B) _____

C.G.S. 29-406: 90 day waiting period – historic building _____

C.G.S. 29-407 Notice to adjoining property owners. By registered or certified mail received. (green cards) _____

C.G.S. 8-3: Zoning Dept. _____ **C.G.S. 29-263:** Fire Marshal _____

C.G.S. 29-408: Fencing Required. _____ **C.G.S. 29-413:** Fill to grade _____

C.G.S. 29-412: Disposal of debris _____ **C.G.S. 29-409** Sidewalk shed? _____

2015 IBC/IRC 106.2 Site plan required _____ **PA 95-277** Workman's Compensation _____

Notification of intent to file for demolition permit (For Historic Buildings):

I HEREBY MAKE APPLICATION FOR A PERMIT TO DO WORK IN ACCORDANCE WITH THE CONNECTICUT STATE BUILDING CODE
IN EFFECT AT THE TIME OF APPLICATION AND WITH ANY AND ALL REGULATIONS OF THE TOWN OF TRUMBULL.

Applicant's Signature: _____ Applicant's Printed Name: _____

Address: _____ Phone: _____

PERMIT: _____
DATE: _____

Address: _____

Description of Work: _____

Reviewed By: _____

A CERTIFICATE OF INSURANCE IS REQUIRED FOR ALL CONTRACTORS

Note on insurance: Certificate must state Trumbull & agent shall be held harmless from any claim arising out of negligence in course of demolition operations.

Departmental Approval for Demolition Permit

Required

() Planning & Zoning _____ Date: _____

() Town Commission _____ Date: _____

() Historic Committee Release: _____ Date: _____

() Engineering Release Form: _____

() Inland Wetlands _____ Date: _____

Flood Plain? Yes: _____

() W.P.C.A. _____ Date: _____

City Water: _____ Sewer: _____

() Health Department _____ Date: _____

Well: _____ Septic: _____

() Fire Marshal _____ Date: _____

() Tax Collector Release Form _____

Building Official Approval: _____ Date: _____



STATE OF CONNECTICUT
DEPARTMENT OF PUBLIC HEALTH
DEMOLITION NOTIFICATION FORM

STATE USE ONLY

Postmark Date
Check #
Trans. No
Amount Paid
Record No.

This form is to be completed and postmarked or hand delivered to the Connecticut Department of Public Health (DPH) at least ten days prior to the start of demolition as required by the Regulations of CT State Agencies (RCSA), Section 19a-332a-3. Each demolition notification must be accompanied by a fee of fifty (\$50) dollars, payable by check or money order to "Treasurer, State of CT". For facilities that are regulated by the US EPA under the authority of the federal asbestos National Emissions Standard for Hazardous Air Pollutants (NESHAP), please review the guidance document issued by EPA Region 1, regarding emergency renovations and demolitions. Additional instructions are found on the back page of this form.

1. NOTIFICATION TYPE

NEW EMERGENCY REVISED, ITEMS REVISED:

2. FACILITY OWNER:

NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NO.: _____

3. LOCATION OF FACILITY TO BE DEMOLISHED:

NAME: _____

ADDRESS: _____

CITY: _____ CT ZIP: _____

PHONE/CONTACT: _____

HAS AN ASBESTOS INSPECTION BEEN CONDUCTED? YES NO

4. INSPECTION INFORMATION:

INSPECTOR NAME : _____ LICENSE #: _____

DATE OF INSPECTION: _____

ADDRESS: _____ CITY: _____

STATE: _____ ZIP: _____ PHONE NO.: _____

5(A.) DEMOLITION START DATE:

REVISED START

5(B.) COMPLETION DATE

REVISED END

6. USE OF FACILITY:

A. SCHOOL (K-12) B. PUBLIC BUILDING C. MANUFACTURING D. OFFICE E. COLLEGE

F. COMMERCIAL G. RELIGIOUS INSTITUTION H. RESIDENTIAL # OF DWELLINGS _____

I. OTHER (I. SPECIFY) _____



Phone: (860) 509-7367/ Fax (860) 509-7378
 Telephone Device for the Deaf: (860) 509- 7191
 410 Capitol Avenue, MS# 12AIR
 P.O. Box 340308
 Hartford, CT 06134-0308
 Affirmative Action / An Equal Opportunity Employer



ANY OUTBUILDINGS?	DESCRIBE

CONTACT

ZIP:

ZIP:

ZIP:

ZIP:

DATE:

Revised Demo Form 04/24/19

Whereas, Connecticut General Statute Section 29-406(a) provides that certain criteria be met prior to the issuance of a demolition permit; and

Whereas Connecticut General Statute Section 29-406(b) authorizes municipalities to impose a waiting period before granting a demolition permit; and

Whereas the Town of Trumbull finds that the public health, safety and welfare will be served by imposing a demolition waiting period for buildings which may have historic, cultural or architectural significance to the town

NOW, THEREFORE, BE IT RESOLVED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF TRUMBULL THAT:

1. No permit for the demolition of any building, structure or part thereof which is 500 square feet or larger and constructed prior to 1940 shall be issued until an application for a demolition permit has been filed with the Building Department to include the following information:

Name, address, description, previous use, age and square footage of the structure for which demolition is being applied for

Name and address of owner and firm undertaking demolition

Reason for demolition and date upon which demolition is proposed to begin

Names and addresses of all property owners abutting the property on which the structure(s) to be demolished is located in accordance with an attached copy of a current Town of Trumbull Assessor's Map

2. The Building Department shall publish a notice of the demolition permit application in the Connecticut Post. The notice shall be published within seven days following the filing of the demolition permit application

3. The applicant shall provide proof of notification of the planned demolition by certified or registered mail, within seven days following the filing of the demolition permit application, to the owners of all properties abutting or across a public right of way from the property on which the structure(s) to be demolished is located.

4. Within seven days following the filing of the demolition permit application, the demolition applicant shall post a sign at least 24" by 36" which shall be provided by the Building Department in a conspicuous location visible from the nearest public street or access way adjoining the property. If the property is bounded by

more than one road, the sign shall be placed on the more heavily traveled road. Such sign shall include a copy of the legal notice and shall contain the word "DEMOLITION" in capital letters no less than 3" in height. This sign shall remain on site until the demolition has taken place or the application for demolition has been withdrawn.

5. Within 7 days of receipt of an application for demolition, the Building Department shall alert the Planning and Zoning Department, the Trumbull Historical Society, the Wetlands Commission and a list of interested parties compiled by the Planning and Zoning Department of the application.

6. A Demolition Review Committee shall be created composed of three members, including a Planning and Zoning Department staff member and two officials recommended by the Trumbull Historical Society and appointed by the First Selectman.

The two officials appointed by the First Selectman to this committee shall not include more than one member of any particular party and shall have demonstrated knowledge of historic preservation, architecture and Trumbull history. They should serve staggered two year terms.

7. The Demolition Review Committee shall make a determination within 30 days after an application has been filed for a demolition regarding whether that property may have historic, architectural or cultural significance to the Town of Trumbull. In making this determination, they should follow well established standards for historic significance used by the National Trust for Historic Preservation and Connecticut Trust for Historic Preservation. If the committee determines that a property for which demolition has been requested does not have historic, architectural or cultural significance to the Town of Trumbull, demolition may proceed after 30 days from the date on which the application for a demolition permit was filed.

8. If a determination is made by the Demolition Review Committee that a property for which demolition has been requested may have historic, architectural or cultural significance to the Town of Trumbull, demolition shall not proceed until 90 days after a determination by the Demolition Review Committee of potential significance. This 90 day period shall be called the Demolition Delay review period.

9. During the 90 day Demolition Delay review period, the Planning and Zoning Department and other Town Departments, Town Officials and/or members of the Trumbull Historical Society shall meet with the applicant for demolition to determine whether there is potential to prevent the demolition by allowing a new use for the structure, move the structure, save and preserve portions of the structure or save and preserve objects in the structure that may be of significance to the Town of Trumbull.

10. An administrative fee of \$250 shall be charged to cover costs for noticing and providing a demolition sign.

11. Demolition of a structure without a permit shall subject the violator to all applicable penalties under the law, including a fine of the greater of \$1000 or 1% of assessed value of the structure demolished.

12. Any demolition permit shall be valid for a period of six months.

13. The provisions of this ordinance shall not apply to orders issued by the Health Department or Building Department for emergency demolition due to threat to public health or safety.

14. This ordinance shall take effect 15 days after its publication in accordance with the Charter of the Town of Trumbull.

Introduced by	Ciucci
Committee Referral	6-29-09
Committee	L&A
Council	7-6-09
Referred to Selectman	7-8-09
Published	7-13-09
Effective	7-21-09

Certified by Clerk


Clerk of the Council

Approved


First Selectman

Date



Town of Trumbull
Demolition application requirements

EXHIBIT A

LETTER ON DEMOLITION CONTRACTOR'S LETTERHEAD

HOLD HARMLESS LETTER

Owner's name and address

Date: _____

Address to Town of Trumbull, Building Department

Reference the demolition permit application

Reference the address of the building to be demolished

Same language:

To whom it may concern:

In accordance with Connecticut General Statute 29-406, I, _____, the owner and _____ demolition contractor hereby agree and attest that the Town of Trumbull and its agents shall be saved harmless from any claim or claims arising out of the negligence of the applicant or the applicant's agents or employees in the course of the demolition operations.

Owner signature: _____

Demolition contractor signature: _____

Subscribed and sworn to before me this _____ day of _____, 20__.

Signature of Notary Public / Commissioner of the Superior Court _____

All requirements shall be provided, or application will be rejected as incomplete.



Town of Trumbull
Demolition application requirements

EXHIBIT B

LETTER ON DEMOLITION CONTRACTOR'S LETTERHEAD

Date: _____

Address to Town of Trumbull Building Department

Reference the demolition permit application

Reference the address of the building to be demolished

Same language:

To whom it may concern:

I, _____, the owner and _____ demolition contractor hereby attest and certify that we will comply with all provisions of The Connecticut State Demolition Code (29-401 to 29-415).

Name of demolition contractor

License number

License type

expiration date

Should you have any questions, please contact

Individual's name from demolition contractor: _____

Phone: _____

Email: _____

Owner signature: _____ Demolition contractor signature: _____

Subscribed and sworn to before me this _____ day of _____, 20____.

Signature of Notary Public / Commissioner of the Superior Court _____

All requirements shall be provided, or application will be rejected as incomplete.



Town of Trumbull

Demolition application requirements

Copy of tax assessor's field card	Y__N__
Copy of notification letter to property owners within 100 ft., either by registered or certified mail with return receipts (green cards)	Y__N__
Hazardous materials survey including but not limited to lead and asbestos.	Y__N__
Proof of abatement / removal and disposal of hazardous materials including but not limited to lead and asbestos by a licensed contractor.	Y__N__
Copy of receipted notification to D.P.H. (see attached form)	Y__N__
Copy of contractor's demolition license	Y__N__
Insurance certificate* from demolition contractor showing liability and workmen's compensation *Sec. 29-406 certificate of insurance specifying demolition purposes and providing liability coverage for bodily injury of at least one hundred thousand dollars per person with an aggregate of at least three hundred thousand dollars, and for property damage of at least fifty thousand dollars per accident with an aggregate of at least one hundred thousand dollars.	Y__N__
Copies of disconnect letters from utilities (Electric, Gas, Phone, Sewer, Water, Cable & others)	Y__N__
Letter from owner certifying disconnect of private utilities (Septic, well, or that no private utilities serve the structure)	Y__N__
Letter from carting company for debris removal	Y__N__
Tax Clearance	Y__N__
Historic building 90 day waiting period	Y__N__
The owner AND the demolition contractor must sign a hold harmless letter. (see attached Exhibit A)	Y__N__
The owner AND the demolition contractor must sign a state of compliance with the Demolition Code. (see attached Exhibit B)	Y__N__

All requirements shall be provided, or application will be rejected as incomplete.