



## CITY OF BLACK DIAMOND

Community Development Dept.

24301 Roberts Drive / PO Box 599  
Black Diamond, WA 98010  
(360) 851-4447

# DEMOLITION CHECKLIST

## ABOUT DEMOLITION PERMITS:

This submittal checklist identifies minimum application elements for the City to accept an application. If any of the required items are not provided, the application will not be accepted at the counter.

All of the utilities will need to be contacted by the responsible parties. Each service shall be disconnected before starting the demolition.

Decommissioning wells shall be done in accordance with the Washington State Department of Ecology.

Note: The asbestos survey and asbestos/demolition notification must be on site during the project. Per Puget Sound Clean Air Agency (PSCAA) you must wait 10 days after submitting an Asbestos/Demolition Notification to demolish your house, whether or not there is an asbestos project involved.

If the roof area is greater than 120 square feet, a notice is required even if no asbestos is present. The Agency will not accept a demolition notification after the demolition has occurred. You may receive a Notice of Violation from the Agency for failure to notify. Before further disturbing the debris, you must determine whether it contains asbestos material. Obtain the services of an AHERA Building Inspector (look in the yellow pages under "Asbestos") to survey the demolition debris for the presence of asbestos.

## SUBMITTAL REQUIREMENTS

1. ☐ Completed, signed Building Division Master Application form
2. ☐ Property address and/or legal description of the site – include parcel #
3. ☐ A permit from the Puget Sound Clean Air Agency is required for Asbestos removal. Contact PSCAA at 1-800-552-3565 or online:  
[www.pscleanair.org/business/Asbestos/Pages/default.aspx](http://www.pscleanair.org/business/Asbestos/Pages/default.aspx)
4. ☐ A copy of the Asbestos Project Notification must be submitted prior to permit issuance
5. ☐ SEPA Checklist, if more than 4000 sq ft of commercial space will be demolished.
6. ☐ Department of Ecology permit, if proposed area of demolition is more than 1 acre.
7. ☐ King County Health Department Report, if applicable (septic system)
8. ☐ Site Plan.
  - a. Title block indicating applicant and owner name, address, phone number and property site address and parcel number

## Code References

Black Diamond Municipal Code

## Resources

Building Division  
Permit Center  
Permit Status

## Questions?

Permit Technician:  
360-851-4447

## Submittal

Email to:  
[permits@blackdiamondwa.gov](mailto:permits@blackdiamondwa.gov)

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24031 Roberts Drive  
PO Box 599  
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[www.ci.blackdiamond.wa.us](http://www.ci.blackdiamond.wa.us)



**Demolition Checklist**

- b. North arrow, bar scale, property lines, site acreage, present structures (including freestanding or monument signs on or within 15' of site), location of water and sewer lines, location of water meter, drainage facilities and, location of easements (including native growth protection easements).
  - c. Vicinity/Area map locating project area within a one-mile radius including collector arterials. Show existing public and private streets surrounding and within property.
  - d. When present, critical areas on site, adjacent to, or within 200 feet of property (such as wetlands, steep slopes, top and toe of slope, rivers, streams, etc.).
  - e. When present, any surface waters (e.g. streams, ponds, ditches, etc.) within 200' of property.
  - f. Square footage of structure to be demolished.
  - g. Construction type of structure to be demolished.
  - h. Location of dumpster for demolition debris.
  - i. Grading Quantities: total volume of cut; total volume of fill. A separate Grading Permit is required if total volume exceeds 100 cubic yards.
  - j. Use or former use of structure to be demolished.
  - k. Age/year built of structure to be demolished.
  - l. Method of disposal of demolition debris.
  - m. Haul route and debris disposal location.
9. ☐ Application fee