



Deconstruction

Full Structure

Application and Requirements Checklist for Full Structure Deconstruction

REFERENCES: [Boulder Revised Code, 1981 \(B.R.C.\) - Title 10 Structures](#)
 [Boulder Revised Code, 1981 - Title 9 Land Use Code](#)

SCOPE:

This checklist outlines the minimum documentation necessary to allow a permit application for **full structure** deconstruction to be taken in for review. If you wish to request an interior non-structural permit application, please refer to the [Deconstruction - Interior Non-Structural Requirements Checklist](#). Applicants may be required to submit additional information as necessary to clearly demonstrate compliance with all applicable codes. Please be advised that incomplete applications, or plans that do not meet the submittal requirements will not be accepted for review.

For information on how to prepare an application for submittal, refer to the [Permit Application Guide](#). Use this checklist for applying on-line through the [Customer Self-Service Portal \(CSS\)](#) or to apply through email.

► PROJECT INFORMATION

Project Address

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► CONTACT INFORMATION

Applicant

Name	Company Name
Email Address	Phone Number

Owner / Authorized Agent for Owner

Name	Company Name
Email Address	Phone Number

Demolition Contractor

Company Name	License Number
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► **PERMIT DETAILS**

Description of Scope of Work (*Identify scope of deconstruction and square footage of associated area, e.g., Full structure deconstruction of a multi-family building, including 3 units and 5,000 sq. ft.*)

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All Buildings

Area of Deconstruction (sq. ft.)	Construction Date of Existing Building
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Residential Buildings

Type of Dwelling Unit (check one) <input type="checkbox"/> Single Family Dwelling <input type="checkbox"/> Duplex, Triplex, Townhome <input type="checkbox"/> Multi-Family	Number of Dwelling Units to be Removed _____
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Non-Residential Buildings

Existing use of Space (check one) <input type="checkbox"/> Commercial/Retail <input type="checkbox"/> Office <input type="checkbox"/> Restaurant	<input type="checkbox"/> Other _____
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REQUIRED DOCUMENTATION (minimum requirements for submittal):

- Deconstruction Site Plan (identifying structure to be removed)
- [Sustainable Deconstruction Plan](#)
- Deconstruction Approval Signatures (See next page)
 - o CenturyLink
 - o Comcast
 - o City of Boulder Department of Climate Initiatives
- Colorado Department of Public Health and the Environment Demolition (CDPHE) Approval (application form stamped "Approved" or Approval Notice)
- Xcel Energy (a statement will be provided on Xcel Energy letterhead)

MAY BE REQUIRED (based on the location and scope of the project):

- [Historic Approval \(Demolition Review\)](#) for structures more than 50 years of age or [Landmark Alteration Certificate](#) for structures located in a [Historic Preservation District or for Individual Landmarks](#))
- [Erosion Control Permit](#) (required for projects disturbing more than one acre of land)

Please note: The City of Boulder will periodically adopt and amend updated versions of all Model Codes and the B.R.C. through public process. When this occurs, some of the items in this checklist may be changed or updated, and a new checklist should be obtained from the [Planning and Development Services Applications and Forms Database](#). This checklist is not a complete or exhaustive list of the requirements of any adopted Code, or of all elements which should be included in a plan set, nor does it contain complete information describing what your permit application must contain to demonstrate compliance with the IBC, IRC, or the B.R.C. Please contact the [Planning and Development Services Center](#) for more information.

	AGENCY NAME AND CONTACT	SIGNATURE	DATE
	Xcel Energy Contact Dorothy Terranova at Dorothy.Terranova@xcelenergy.com or 303-245-2248	A statement will be provided on Xcel Energy letterhead in lieu of a signature	
	CenturyLink Contact Renee Hester at Renee.Hester@lumen.com or 720-738-2778		
	Comcast Contact Kevin Young at Kevin.Young@cable.comcast.com or 720-281-8666		
	Colorado Department of Public Health and Environment Asbestos Contact cdphe.asbestos@state.co.us or 303-692-3100	A Demolition Approval Notice must be provided in lieu of a signature	
	City of Boulder Planning & Development Services Historic Preservation Required for buildings that are 50 years old or older See Historic Preservation Demolition Review Application for requirements	A Historic Preservation Demolition Approval letter will be provided in lieu of a signature provide the approval number HIS _____	
	City of Boulder Department of <i>Climate Initiatives</i> Required for residential and commercial projects Contact CDWastePermits@bouldercolorado.gov		
	City of Boulder Planning & Development Services Erosion Control Required for projects disturbing more than an acre See Erosion Control Permit Application for requirements	Provide Erosion Control permit number ECP _____	

KEEP IN MIND:

- The contractor is responsible for ensuring that all utilities and fire protection systems are properly disconnected prior to demolition.
 - If you need to have your water service turned off or your water meter removed, please contact Utility Billing at 303-441-3260.
- Be cautious of hazardous materials such as asbestos and lead-based paint. Contact the [State of Colorado Air Pollution Control Division](#) at 303-692-3100 for more information.
- Inclusionary Housing, the required provision of affordable housing, may be waived if a building permit application to replace the demolished unit is applied for within three years of demolition permit approval. Any waiver granted would not apply to additional residential units added to the site. The home to be demolished must be habitable to be considered for a waiver. To request a waiver, please contact a housing planner by visiting [Division of Housing](#) and selecting "Inclusionary Housing."