

Demolition Permit Information



The City of Knoxville requires a demolition permit whenever a structure is to be demolished within the corporate limits of the City of Knoxville.

When a property owner, or person representing a property owner, applies for a demolition permit, he/she is informed of all necessary work that must occur prior to demolition. This work includes –

- ensuring utility disconnects are performed;
- providing information to the City of Knoxville regarding insurance and licenses; and
- performing all aspects of demolition in accordance with *SUDAS Division 11: Demolition*

Demolition permits are required for all structures that are to be demolished. Information can be submitted to Knoxville City Hall, 305 S. Third Street, Knoxville, Iowa 50138.

- 1) All demolition projects require a completed, signed “Demolition Permit Application,” which must be submitted to the City of Knoxville. The City does not require a deposit.
- 2) It is the applicant’s responsibility to notify the various utilities of the planned demolitions and perform Iowa One Call by dialing 1-800-292-8989 to schedule any and all disconnects of service.
- 3) The owner of the structure shall designate a contractor bonded and insured to perform the demolition work. The permit fee shall be paid and the contractor shall provide the City with a copy of the Certificate of Insurance.
- 4) All demolition work must be in accordance with SUDAS Division 11: Demolition, including full removal of concrete basements, reseeding, etc.
- 5) Any demolition or utility work that requires street closures requires approval of the Public Works Department which includes a minimum 24-hr notification. The owner or contractor shall provide all signage and barricades in accordance with the Manual of Uniform Traffic Control Devices (MUTCD).
- 6) Water service shall be physically disconnected in accordance with Knoxville Water Works requirements.
- 7) Sanitary sewer lines shall be capped with a sewer cap or plug at Right of Way (ROW) line or brought above surface level and capped if approval is given by the City of Knoxville. The Wastewater Superintendent shall verify the sewer line has been capped correctly. The sewer line must be bedded with clean rock – 4” below sewer line and 6” above - and then covered with earthen material. The covering shall be inspected and approved by the Wastewater Superintendent.
- 8) Arrangements with each electric, natural gas and other utilities shall be made and documentation of service disconnects shall be submitted with the demolition application.
- 9) Any pavement replacement associated with utility disconnects and/or curb replacements will be at the contractors or owners expense. The Public Works Department will inspect all pavement replacements.
- 10) Excavations within the right of way shall be subject to City specifications (i.e. compaction, method of pavement removal and replacement, proper signage and barricades, restoration of landscaping) and require a ROW permit.
- 11) Foundations, driveways, or other structures shall be fully removed and disposed of properly including basement walls and floors. Upon removal of the foundation, the existing excavated hole shall be promptly back filled with clean dirt,

compacted, graded to provide adequate drainage and seeded. Street curb and gutter required to fill the void of a removed driveway shall be correctly placed.

12) The owner or contractor will pay any additional fees or expenses incurred to terminate utilities to the structure.

13) *Hauler's License: Per Title 4, Chapter 3 of the Knoxville Municipal Code, It shall be unlawful to commercially collect and haul garbage, refuse, and trash within the city, without first securing a license issued by the city council. The annual license and fees shall be as set by resolution by the City Council.*

UTILITY NOTICE & DISCONNECTION VERIFICATION

As part of the permit process, the property owner – either by the owner or through an agent – bears the responsibility to contact each utility company and obtain documentation of the disconnect and/or other activity that has been completed and verified.

Address of structure to be demolished: _____

Utility/Office	Date of Disconnect	Name (Print) and Signature of person verifying disconnect
City of Knoxville – Sewer 1-641-828-0587	Date:	Print:
	Comments	Signature:
Knoxville Water Works – Water 1-641-828-0557	Date:	Print:
	Comments	Signature:
MidAmerican Energy – Electric 1-888-427-5632	Date:	Print:
	Comments	Signature:
Alliant Energy – Gas 1- 1-800-255-4268	Date:	Print:
	Comments	Signature:
Windstream – Phone 1-877-901-4692	Date:	Print:
	Comments	Signature:
Mediacom – Cable 1-855-633-4226	Date:	Print:
	Comments	Signature:
OTHER (if needed)		
City of Knoxville 1-641-828-0550, ext. 240	Road/Lane Closures Needed? YES <input type="checkbox"/> NO <input type="checkbox"/> Curb Replacement? YES <input type="checkbox"/> NO <input type="checkbox"/> R.O.W. Work Permit Necessary? YES <input type="checkbox"/> NO <input type="checkbox"/> Was storm sewer disconnected? YES <input type="checkbox"/> NO <input type="checkbox"/>	

Demolition Permit Application



Address of Structure to Be Demolished:

Type of structure to be demolished:

- Single Family • Two Family • Accessory Structure
- Multi-Family • Commercial • Industrial

Date of Proposed Demolition: _____

***Demolition may not commence until an approved permit is posted on site. Permits will not be approved until documentation of all disconnects has been received and approved by the City of Knoxville.**

Property Owner: _____

Phone _____

E-mail _____

Address _____ City _____ State _____

Zip Code _____

E-mail _____

Contractor: _____

Address _____

City _____

Contact Name (Print): _____

Cell: _____

Office Phone: _____ Fax _____

E-mail _____

I, as the demolition contractor, in making application with the Building Official of the City of Knoxville, Iowa, for a Demolition Permit, shall comply with the requirements of all utility companies and pay the required fee(s) and provide a Certificate of Insurance to the City of Knoxville. I also understand that my signature acknowledges my responsibility for this project until final approval by the City.

Signature: _____ Date: _____

CITY OF KNOXVILLE OFFICE USE ONLY:

Demolition Permit Number: _____

Date Permit Received/Scanned: _____

Permit Amount Paid (\$50.00): _____

Permit: • Approved • Denied

Building Official: _____ Date: _____

Demo Completion Date: _____

DEMOLITION PLANNING SHEET
Must be completed and submitted with your permit.

The following items are the property owner or their agent's responsibility:

- Notify the various utilities and City offices of the planned demolition
- Call Iowa One Call 1-800-292-8989
- Schedule any and all disconnects of service
- Provide written documentation of verification of disconnects.

The following contractor will complete the water and sewer disconnects:	The following contractor will perform street, sidewalk and other concrete demolition/repair:
Name:	Name:
Address:	Address:
Phone:	Phone:
The following contractor will perform the site restoration and reseeded:	The following City of Knoxville, licensed waste hauler will haul debris:
Name:	Name:
Address:	Address:
Phone:	Phone:

CHECK ALL THAT APPLY FOR YOUR DEMOLITION

<input type="checkbox"/> Water disconnect – meter disconnection <input type="checkbox"/> Sanitary Sewer disconnect, abandonment, inspection <input type="checkbox"/> Electric disconnect, abandonment, inspection <input type="checkbox"/> Storm Sewer disconnect, abandonment, inspection <input type="checkbox"/> Telephone disconnect, abandonment, inspection <input type="checkbox"/> Cable Television disconnect, abandonment, inspection <input type="checkbox"/> Debris control, removal <input type="checkbox"/> Traffic Control & Signage <input type="checkbox"/> Septic tank removal, backfill and compaction <input type="checkbox"/> Basement/cellar foundation removal <input type="checkbox"/> Sidewalk removal or restoration <input type="checkbox"/> Other: _____	<input type="checkbox"/> Driveway removal <input type="checkbox"/> Street repairs – curb replacement for removed driveway(s), inspection <input type="checkbox"/> Street repairs – curb replacement for removed sidewalk(s), inspection <input type="checkbox"/> Street repairs – sidewalk letdown repair if damaged, inspection <input type="checkbox"/> Street repairs – panel removal and replacement for abandonment activities, inspection <input type="checkbox"/> Right of Way excavations shall comply with SUDAS requirements <input type="checkbox"/> Grading and site preparation <input type="checkbox"/> Placement of tillable top soil, compacted, grading and seeding <input type="checkbox"/> Restore, repair, replace or provide restitution to adjacent property owners if applicable
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