**Department of Permitting and Inspections**

Reviewed for Code Compliance
Inspections Division
Approved with Conditions
Date: 10/31/16

# Demolition of a Structure
# Permit Application Checklist

All of the following information is required and must be submitted. Checking off each item as you prepare your application package will ensure your package is complete and will help to expedite the permitting process.

**One (1) complete application must include:**

- [x] Completion of the Demolition Call List
- [x] Written notice to adjoining owners (copy of each)
- [ ] A photo(s) of the structure to be demolished
- [ ] A plot plan or site plan of the property
- [ ] Certification from an asbestos abatement company (if required)
- [ ] Electronic files in PDF format are also required (separate PDFs-per document-and named appropriately)

**Please submit all of the information outlined in this application checklist. If the application is incomplete, the application will be refused.**

In order to be sure the City fully understands the full scope of the project, the Planning and Development Department may request additional information prior to the issuance of a permit. For further information or to download copies of this form and other applications visit the Inspections Division on-line at www.portlandmaine.gov, or stop by the Inspections Division office, room 315 City Hall or call 874-8703.

Permit Fee: $25.00 for the first $1000.00 construction cost, $15.00 per additional $1000.00 cost

**This is not a Permit; you may not commence any work until the Permit is issued.**

$ 34,000.00

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