



DEMOLITION PROCEDURES

1. Contact the local EPA office to give ten day notice of demolition. Forms are available online at:

www.epa.ohio.gov/portals/27/atu/asbestos/asbestos_inst_form.pdf.

2. Contact the Ashtabula County Health Department at 440-576-6010 (Option/Extension #5), to obtain a Construction and Demolition Debris Disposal application. An approval must be granted prior to issuance of a demolition permit by the Ashtabula County Building Department.
3. Contact Ohio Utilities Protection Service (O.U.P.S.) at 800-362-2764 with a completed Locate Work Order Form.

www.oups.org - You will be given a list of member utility owners that O.U.P.S. notifies. You will be given the names and phone numbers of the Limited Basis Participants (LBPs) that you must notify yourself.

For commercial contractors or excavators, you may use the i-dig Newtin Remote Ticket Entry (RTE) available at www.oups.org.

4. Contact the zoning department having jurisdiction at the location of the project for site specific demolition procedures. If a zoning permit is not required, submit in writing a letter from zoning stating this permit is not required.
5. Contact the local Sewer & Water Authority prior to terminating the buildings systems from the public sewer & water system. (Refer to the attached Water & Sanitary Sewer Service by Municipality Chart)
6. Go to the Ashtabula County Building Department to obtain the demolition permit. You will need to bring:
 - a. A copy of the Ohio EPA Notification of Demolition and Renovation
 - b. A copy of the notarized Ashtabula County Health Department Application for Construction and Demolition Debris Disposal.
 - c. A signed copy of the Construction & Debris (C&DD) Disposal Approval/Disapproval Form from the Ashtabula County Health Department.
 - d. A site plan or an aerial image (i.e. Google Maps, Bing Maps, Etc.) of the property that illustrates the construction to be demolished and the location and size of existing structures and construction that is to remain on the site or plot.