



# Inspectional Services Department

Anthony Ciccariello, Commissioner  
1000 Commonwealth Avenue  
Newton, MA 02459  
www.newtonma.gov

Telephone  
(617) 796-1060  
Fax  
(617) 796-1086  
Email  
ISD@newtonma.gov

## DEMOLITION REQUIREMENTS (COMPLETE STRUCTURE)

Address: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

- | Yes                      | No                       | N/A                      |  |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Erosion Control has to be in place prior to issuance of demolition permit. Protection of adjoining property: If afforded the necessary license to enter the adjoining lot, building or structure, the person causing the demolition shall at all times and at his or her own expense preserve and protect the adjacent lot(s), buildings or structure and trees from damage or injury. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Construction fence: 6' high fence must be installed around the perimeter of the lot  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Dust Control: Water Truck or Hydrant meter requested through the Engineering Department (Hydrant Meters not available November 15 <sup>th</sup> to April 15 <sup>th</sup> )  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <b>Rodent Control: A written report from a certified pest control company that: either</b><br>1. That a site survey has been done within 14 days of application and that there are no signs of any rodent infestation or presence.<br>or<br>2. That the site has been surveyed, rodent activity observed, and the site has been baited for a minimum of 14 days                        |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Building Permit Application form, filled out completely  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Contractor's signature and homeowner's signature   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Photocopies of all pertinent licensing   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Workers' Compensation Insurance Affidavit and Certificate  |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Tree Permit<br>Contact Tree Warden, Marc Welch; Parks and Rec. Department (617) 796-1500   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Official notice of disconnection of all utilities (as applicable)<br>(Electric, gas, telephone, cable, etc.)   |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Notice from Fire Department of oil tank removal (as applicable)  |

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sign-off from Engineering Department; cut and cap of water and sewer. This also includes sign-off from Utilities Department of removal of water meter
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Trash/Recycling carts must be returned to Department of Public Works. Contact customer service (617) 796-1000 for details. Must submit email confirmation.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sign-off from Health Department; proof of removal or absence of hazardous materials and dust/particulate matter abatement (as applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sign-off from Historic Commission (as applicable) A building older than 50 years or located within a Historic District
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sign-off from Historic Commission for a property that received a “preferably preserved” decision; needs to provide proof of ownership. Contact, Mollie Hutchings (617) 796-1143
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sign-off from Conservation Commission (as applicable)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Notice of intent: The person intending to cause a demolition shall notify all owners within 300 feet of the property lines of their intention to do so. The notice must be sent by certified mail. A copy of the notice and certified mail receipts, which must include owner name and address, are required to be submitted to ISD. Notice must include contractor contact information; contact name, address, phone number, and email.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stamped plot plan of land with existing structures, showing existing grades (topography)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Copy of recorded special permit or variance (as applicable)

### **ADDITIONAL REQUIREMENTS**

- A sign off from district inspector that work is complete and site safe within 72 hours post demolition and before any building permit is issued for the new structure is required
- Movement of equipment across City property - Sidewalk Bond (Public Works Dept.)
- Safeguards to site access during demolition (may include but is not limited to fencing and erosion control)
- Noise abatement measures (as applicable)
- Hours of operation (as applicable) Weekdays (7:00am-7:00pm) - Saturdays (8:00am-7:00pm)
- Traffic Consideration- Any construction or demolition activity that may create a hazard or disruption to either vehicular or pedestrian traffic in the area shall contact Newton Police Detail Office at (617) 796-2115 to determine whether a detail Officer will be required