



4901 Manitou Road
 Tonka Bay MN 55331
 952-474-7994
www.cityoftonkabay.net

DEMOLITION PERMIT

APPLICATION DATE: _____ PERMIT NO. _____
 SITE ADDRESS: _____ PID NO. _____
 BUILDER LICENSE NO. _____

OWNER:

 (Name) (Address) (Zip Code) (Telephone)

CONTRACTOR:

 (Name) (Address) (Zip Code) (Telephone)

Who to call with questions or when permit is ready: _____

IMPORTANT PREREQUISITE TO NOTIFY UTILITIES:

Structure demolition cannot begin until permits have been issued and disconnects have been verified by the proper authority. The demolition checklist page contains a signature portion for utilities. This list must be signed and dated by the representative of the regulating authority to indicate that they have been notified and the utilities properly disconnected. By signing the application, you hereby verify that all representative signatures are from authorized representatives of their applicable agencies. This form must be available on site for City staff to sign. The Sewer and Water Disconnect permit must be obtained by a Master Plumber.

BRING THE FOLLOWING MATERIALS TO COMPLETE YOUR APPLICATION:

- _____ 1) Completed application form
- _____ 2) \$200 permit fee plus \$1.00 surcharge AND \$500 escrow or surety bond
- _____ 3) Average ground level calculation must be provided by certified surveyor
- _____ 4) Backfill plan describing type of equipment and backfill material
- _____ 5) Dust control plan
- _____ 6) Completed Demolition checklist

CONSTRUCTION INFORMATION: Permit is valid for thirty days from issue date.

Starting date: _____ Completion date: _____

FEES		APPROVALS	
Permit Fee		Public Works	Date:
State Surcharge		Bldg. Official	Date:
Escrow		Sewer Disc.	Date:
TOTAL		Water Disc.	Date:

I acknowledge that by signing this application I understand there is **no promise of future permission to build following the demolition**, and I agree to follow the construction and demolition requirements provided to me.

 Signature of Applicant

**CITY OF TONKA BAY
DEMOLITION CHECKLIST**

4901 Manitou Road
Tonka Bay MN 55331
Phone: 952-474-7994 Fax: 952-474-6538
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SITE ADDRESS: _____
CONTRACTOR: _____

Structure demolition cannot begin until disconnects have been verified by the proper authority and a permit has been obtained.

The following list must be signed and dated by the contractor or their representative to indicate that the regulating authorities have been notified. This form must be available on site for city staff to sign.

Gopher State One Call: 1-800-252-1166 or local 651-454-0002 Ticket No. _____

Qwest Telephone: 612-381-5056 Representative _____ Date _____
Xcel Energy: 1-800-628-2121 Representative _____ Date _____
CenterPoint Energy: 612-321-5123 Representative _____ Date _____
Mediacom Cable: 1-800-332-0245 Representative _____ Date _____
Health Department: 651-201-4600 Well Abandonment Log _____ Date _____
Silt Fence Insp: Public Works Dept _____ Date _____

DEMOLITION REQUIREMENTS

Have the following been provided or completed?

PLEASE NOTE: Escrow funds will not be released until all demolition requirements are complete.

Y E S	N O	N/ A	
			Has the water and sewer line been disconnected at the property line and inspected by City prior to demolition? (Master plumber must apply for Water and Sewer disconnect permit).
			Has the water meter and reader been removed by Public Works? Provide two day's notice.
			Have all utilities been properly terminated and signed off on by the proper authority?
			Silt fence must be in place and inspected before demolition begins.
			Safety fencing must be provided around excavations that are not backfilled the same day.
			Have all wells been properly abandoned in accordance with the State Health Dept regulations and a copy of the Well abandonment form filed with the City.
			Abandoned fuel oil and gas tanks must be removed by a state licensed contractor. Call Excelsior Fire District (952-960-1691) for a separate tank removal permit.
			Has an inspection report been submitted by a certified inspection company certifying that all hazardous materials have been removed? (Asbestos removal questions, please call MPCA asbestos team at 651-296-6300 or 1-800-657-3864).
			Has a dust control plan been submitted to the City. (Must be submitted prior to demolition)
			Has a backfill plan been submitted to the City which describes type of equipment and backfill material to be used. (Demo site inspection to be done by City before and after backfilling). Metro West (763-479-1720) requires an inspection prior to backfilling.
			Completed permit application submitted to the City.
			Has escrow or securities been provided in accordance with Municipal policy.



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CONSTRUCTION PROJECT REQUIREMENTS

The following conditions shall be met throughout the building project. **It will be the responsibility of the project manager, building superintendent and/or property owner to inform all parties involved of the following requirements:**

1. Construction hours are as follows (with no exceptions):
Monday through Friday 7:00 a.m. – 8:00 p.m.
Saturday and Sunday 10:00 a.m. – 5:00 p.m.
2. Parking shall be restricted to one side of the street. If the street width is such that parking on one side still restricts traffic, contact City Hall at (952) 474-7994 for alternate parking sites.
3. Dumpsters, building materials, rock, etc. shall be located on the building site. All other locations involving placement of these materials within City right-of-way requires prior approval from the Public Works Superintendent (952) 474-2947.
4. Adequate toilet facilities must be on site. See City Code Section 300.04 for standards.
5. The city street shall be cleared at the end of each workday or sooner if so needed. If the street is not cleaned within a 24-hour period, the City will authorize Public Works to clean the street. All related costs will be billed to the property owner.
6. Any excavation within the city right-of-way requires a street excavation permit.
7. Load Restrictions: Woodpecker Ridge Road has a 4-ton per axle weight restriction at all times. Contact the Public Work Superintendent at 952-474-2947 to discuss your options if you are working on Woodpecker Ridge Road or Willow Woods Drive.
8. Seasonal Load Restrictions: Load limits for all streets in Tonka Bay are 4-ton per axle weight once posted. The City of Tonka Bay follows the Mn/DOT's schedule for posting and removal of load restriction limits. Tonka Bay does not issue overweight permits during this period. It is the responsibility of the contractor to monitor the load restriction limits as posted by Mn/DOT. The Mn/DOT load restriction 24-hour telephone hotline is 1-800-723-6543 or (651) 406-4701 in the Minneapolis/St. Paul Metro area.

If you have any questions regarding these requirements, please contact Robin Bowman at (952) 474-2947.

Date: _____

Signature: _____