



CITY OF RICHMOND

DEPARTMENT OF METROPOLITAN DEVELOPMENT
PERMITS AND INSPECTIONS
50 NORTH FIFTH STREET – RICHMOND, IN 47374
PHONE (765) 983-7236 – FAX (765) 962-7024
www.richmondindiana.gov

SALLY L. HUTTON
Mayor

WAYNE JACKSON
Building Commissioner

CHERYL L. SPENCE
Administrative Assistant

DEMOLITION PERMITS

NOTICE: Wrecking permits will be issued only after the owner or contractor provides a letter from all the following utilities verifying that their service installation has been disconnected. This applies to all properties that have one or more utility connections.

Also, please remember to bring a Certificate of Insurance, indicating the appropriate endorsement, when you apply for a wrecking or demolition permit. A copy of the Certificate of Insurance is required for each demolition permit. (This does not apply when the homeowner is performing the demolition)

Utility contacts are as follows:

1. Vectren Energy (gas co.)
3421 Chester Blvd
(800)227-1376 Select 1 – 2 – 1 – 2 – 3
Email: newbusinessservicecenter@vectren.com
 1. Jim Frasier
 2. Jeff Guinn
2. Richmond Power & Light
2000 US 27 S
(765)973-7203
 1. Mike Elstro
Email: mikee@rp-l.com
 2. Mary Stephens
Email: marys@rp-l.com
3. Indiana-American Water Co
1730 Sylvan Nook Dr.
(765)962-0470
 1. Jackie Winget – Ext 222
Email: jacqueline.winget@amwater.com
 2. John Barr – Ext 226
Email: john.barr@amwater.com
4. Richmond Sanitary District
2380 Liberty Ave
(765)983-7465
 1. Larry Short
Email: lshort@richmondindiana.gov
 2. Tami Pugh
Email: tpugh@richmondindiana.gov

150.16 WRECKING BUILDINGS AND STRUCTURES

(A) Wrecking Permits

Before proceeding with the wrecking or tearing down of any building or structure, in whole or part, a permit therefore shall first be obtained by the owner or his agent from the City Enforcement Authority, upon a form prescribed by said Department. It shall be unlawful to proceed with such work unless such permit shall have been first obtained.

(b) Liability for Property Damage and Bodily Injury

All persons engaged in the demolition of a building or structure, including the property owner and his agent, shall be liable for any bodily injury or damage to public or private property occurring as a result of the demolition work. Said persons shall indemnify and save harmless the City of Richmond against any loss, damage, expense, claim, demand, action, judgment or liability of any kind whatsoever which may arise or result from the demolition work. Before any Demolition Permit is issued to any person, firm or corporation who offers to demolish a

building or structure for another person and/or who engages in the business of demolition contracting, said person, firm or corporation shall furnish to the City Enforcement Authority a Certificate of Insurance, indicating the appropriate endorsement for wrecking or demolition work. The minimums of such insurance shall be as follows:

Each Occurrence Aggregate

Liability for Bodily Injury \$100,000.00 \$300,000.00

Liability for Property Damage \$100,000.00 \$300,000.00

OR COMBINED SINGLE LIMIT COVERAGE AS FOLLOWS:

Liability for Bodily Injury and Property Damage \$300,000.00 \$300,000.00

All persons engaged in the demolition of a building or structure shall comply with the following minimum standards:

- (1) Control shall be maintained over the site and operation to eliminate hazards to the public. Nails or other tire puncturing items shall not be dropped on streets, alleys and adjacent property. Public streets, curbs and sidewalks shall be protected from damage. The person engaged in the demolition work shall be liable for any and all damage to curbs, streets, sidewalks and other public or private property and for any bodily injury occurring as a result of the demolition work.
- (2) Basement walls and all other concrete slabs and footings not intended or not able to be reused shall be removed two (2) feet below finished grade. Material used for backfill shall be free of wood and compacted thoroughly.
- (3) All sewer and drain lines shall be removed for a distance of two (2) feet outside of the basement wall and shall be thoroughly plugged and sealed with cement. All water service shall be turned off at the service valve and water lines shall be removed for a distance of two (2) feet outside of the basement wall and shall be thoroughly plugged and sealed to prevent leakage.
- (4) Basement floors shall be broken to provide positive drainage for a minimum of twenty percent (20%) of the floor area uniformly distributed.
- (5) All underground tanks present on the site shall be removed. Cisterns present on the site shall be filled in accordance with the requirements for basements.
- (6) All debris resulting from the demolition work shall be properly disposed of.
- (7) The demolition site shall be left with a uniform grade and shall be free of debris.
- (8) The person engaged in the demolition work shall be responsible for requesting two (2) inspections during the course of the work. The first inspection shall be made after the basement floor is broken and the water and sewer services are sealed. The second inspection shall be made after the backfill is completed, the site is uniformly graded and all debris has been removed.