Use this checklist to ensure that all necessary information is provided for review of your project.

**Pre-Application Process**

_____ Provide notification to remove water meter by city staff prior to demolition of structure. The property owner/contractor is required to expose the water service line and disconnect from meter to building.

_____ Provide notification to cut and cap sewer line at property line. A marker needs to be placed at 2 feet above grade level and painted green prior to demolition and before construction to mark sewer location.

_____ Asbuilts drawing are required showing the location of the disconnections of both water and sewer locations. Required at time of submittal of demolition permit.

_____ Provide an Asbestos Abatement report and documentation of hazardous disposal at final site inspection.

_____ Construction debris is required to be disposed of at the Island County Landfill site.

**Requirements for Submittal:**

_____ A completed Permit Application (Sheet # 02)

_____ Three (3) sets of accurate fully dimensioned plot plans showing the asbuilts locations of disconnected water lines and sewer lines.

_____ Three (3) sets of asbestos abatement reports

**Required Inspections**

_____ Termination and location of Utilities

_____ Documentation of hazard disposal at final inspection

_____ Final site inspection when demolition is completed

**24-hour Notice of Request for Inspection**

Call the 24-hour inspection line (360) 279-4569

APPLICATION ARE OMNLY CONSIDERED COMPLETE IF ALL INFORMATION REQUESTED ON FORMS IS FILLED IN.