



**City of White Bear Lake
Building Department
4701 Highway 61 N.
White Bear Lake, Minnesota 55110
651-429-8518 | www.whitebearlake.org
buildingdepartment@whitebearlake.org**

DEMOLITION INFORMATION

Information in this handout pertains to structure demolition only. If the demolition is *interior only*, a permit is required only if the demolition is taking place prior to the issuance of a building permit for a renovation project.

This handout is a summary of the permit & inspection process as well as standard requirements based on State Building Code regarding Structure Demolition. Information contained herein does not contain all of the specific codes for construction, and shall only be used as a guide.

Permit Submission Requirements:

- Completed permit application.
- For structure demolition, provide a site plan labeling the structure(s) being demolished.

Demolition Permit Fees: See the White Bear Lake Fee Schedule at www.whitebearlake.org

Licensing Requirements:

- Contractors must be licensed in the State of Minnesota if performing more than one single skill (*this does not apply to roofing*). Minnesota State license number must be provided on permit application. (See skill categories attached).
- Contractors working on a structure built prior to 1978 are required to provide their Lead Certification Number (see permit application for exceptions.)
- Property owners may perform building related trades on property they own. Property owners may perform mechanical trades, such as plumbing, heating & electrical on property they own and occupy, otherwise a licensed contractor is required. Property owners doing their own work will be required to sign the Property Owner Waiver acknowledging their responsibilities to the Minnesota State Building Code, to Zoning Ordinances and to other applicable rules and regulation when they are acting as general contractor. All sub-contractors hired must be licensed and disclosed on the application.
- Rental property owners may perform building trade work. However, all plumbing, HVAC and electrical work on rental property shall be performed by a licensed contractor.
- Property owners renovating dwellings with the intent to sell must be state licensed if performing work on more than one property in a two-year period.

Inspection Requirements: The inspection card must be on site upon the start of work until the final inspection has been performed and passed. All construction work shall remain accessible and exposed for inspection purposes until approved by the Building Inspections Department.

A final inspection is required upon completion; please call 651-429-8518 to schedule an inspection. A 24-hour notice is required for all inspections (period is subject to change during busy times).

Information and Guidelines:

- Obtain demolition permits for the home and utilities.
- Complete Minnesota Pollution Control Agency forms (MPCA):
<http://www.pca.state.mn.us/index.php/waste/waste-and-cleanup/waste-management/asbestos/index.html>
- Review Ramsey County Pre-Demolition documentation:
<https://www.ramseycounty.us/residents/recycling-waste/construction-demolition-waste>
- Install and maintain erosion control measures at the site.
- Remove abandoned septic tanks, cesspools and drain fields.
- Demolish and remove structure and foundation.
- All materials must be transported off site and properly disposed of, including all hazardous materials.
- Disconnect and properly abate all utilities connected to property, obtaining appropriate permits where necessary (electrical, sewer, water, gas, communication, cap any existing wells and have it recorded with the proper authority).
- Discuss and/or disclose location of the utility disconnect with City of White Bear staff.
- Obtain fill and compact into existing basement excavation site to bring the grade up to existing grade.
- Grade site to provide proper drainage and prevent the accumulation of standing water.
- Seed the site with grass mixture suitable for this purpose

PRE-DEMOLITION CHECKLIST

REQUIREMENT	DATE:	SIGNED:
Xcel Gas Capped		
Xcel Electric Disconnected		
Water Disconnect (city permit required)		
Sewer Disconnect (city permit required)		
Telephone Disconnect		
Septic System Filled or Removed (city permit req.)		
Cable Disconnect		
Well Capped		
Above Ground Storage Tanks		
Below Ground Storage Tanks		
Basement Storage Tanks		
Traffic Control		
Road Closure (city authorization required for city rd.)		
Erosion Control & Site Restoration		

FRIENDLY REMINDERS:

- City construction hours are 7 a.m. – 10 p.m. M-F / 9 a.m. – 9 p.m. Sat., Sun. & Holidays.
- Be sure to check road restrictions in the spring.
- Call Gopher State One Call before digging (48 hr. notice, fee service) 651-454-0002.
- Have all permits in place prior to work beginning (Demolition permit, Sewer & Water disconnects)

This document is for informational purposes only and not intended to address every situation for the permitting and plan review process.

2022



SAFE Demolitions!

You're getting your demo permit
What you need to do **NEXT.**

- 1** CALL Ramsey County at 651-266-1199.
We need to inspect!
- 2** You need an asbestos survey done before the inspection - Over 80% of all demo'd buildings contain asbestos.
- 3** Remember to disconnect the electricity, gas and water lines.

What pre-demo inspectors look for:



ASBESTOS CONTAINING MATERIALS



APPLIANCES



ELECTRONICS



FLUORESCENT LAMPS



HAZARDOUS MATERIALS



MERCURY CONTAINING DEVICES



PCB CONTAINING DEVICES



You'll get an inspection report from us with orders to remove and properly manage these items.

After the inspection:

Keep and submit forms, records and receipts to Ramsey County.

- Asbestos survey/asbestos disposal manifests
- MPCA 10-day notification form
- Disposal or recycling receipts for all items removed

Keep the dust down.

- Check on state and city fugitive dust regulations.

Secure the site.

- Limit site access.

Resources

Your pre-demo inspector can help you:

- Recycle and reuse items, and salvage usable building materials.
- Dispose of residential hazardous materials for free at the county's HHW site.
- Dispose of hazardous waste from a commercial demo through the Very Small Quantity Generator (VSQG) collection program.

Ramsey County:

651-266-1199 | ramseycounty.us

Minnesota Dept. Of Health:

health.state.mn.us

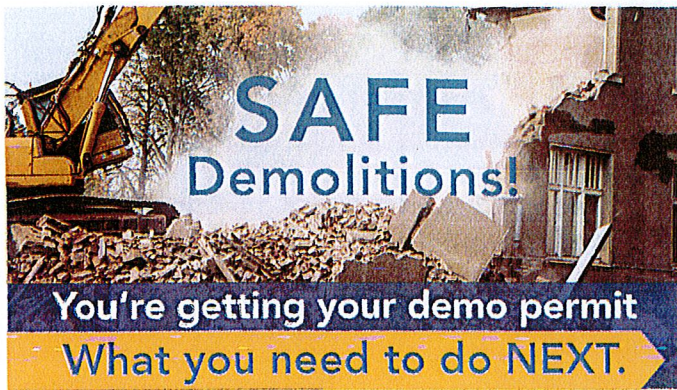
Minnesota Pollution Control Agency:

pca.state.mn.us










RAMSEY COUNTY


Saint Paul – Ramsey County Public Health






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What pre-demo inspectors look for:

-  ASBESTOS CONTAINING MATERIALS
-  APPLIANCES
-  ELECTRONICS
-  FLUORESCENT LAMPS
-  HAZARDOUS MATERIALS
-  MERCURY CONTAINING DEVICES
-  PCB CONTAINING DEVICES

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Ramsey County:
651-266-1199 | ramseycounty.us

Minnesota Dept. Of Health:
health.state.mn.us

Minnesota Pollution Control Agency:
pca.state.mn.us



Notification of Intent to Perform a Demolition

Asbestos Program

Doc Type: Asbestos & Demolition/Amendments

Type of notification: [] Original [] Amended [] Project cancellation

Notification must be postmarked or received ten (10) working days before demolition begins. See Item 5 for emergency demolitions. Both start and end dates should be amended in writing as necessary to reflect current project dates.

Demolition Contractor

Name: _____

Address: _____

City, State, Zip: _____

Phone number: _____

Contact name: _____

Phone number: _____

Building Information

Building name: _____

Address/Location: _____

City, State, Zip: _____

County: _____

Phone number: _____

Age of bldg (yrs): _____ Size of bldg (sq ft): _____

Number of floors, including basement level(s): _____

Present use of bldg: _____

Prior use of bldg: _____

Building Owner

Name: _____

Address: _____

City, State, Zip: _____

Phone number: _____

Contact name: _____

Phone number: _____

Dates of demolition or intentional burning:

Start date: _____ End date: _____

mm/dd/yy

mm/dd/yy

Note: If there is >260 linear feet or >160 square feet of Regulated Asbestos-Containing Material (RACM) in the building to be demolished, it must be removed by a licensed asbestos contractor prior to demolition. The State of MN-Notice of Intent to Perform an Asbestos Abatement Project http://www.pca.state.mn.us/publications/w-sw4-06.doc must be used to notify for the asbestos removal.

Is nonfriable ACM present in the structure to be demolished? [] Yes [] No

Will nonfriable ACM be present in the structure at the time of demolition? [] Yes [] No

If Yes to both questions above, complete Items 1-9. If No to either question, complete Items 3-9.

1. If ACM will be left in place for the demolition indicate the amount of Category I and/or Category II nonfriable ACM left in place.

Category I: _____ Linear feet
_____ Square feet
_____ Cubic feet

Category II: _____ Linear feet
_____ Square feet
_____ Cubic feet

Category I nonfriable ACM means asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than one percent asbestos.

Category I nonfriable ACM is not allowed to remain in place for demolition if it is in poor condition.

Category II nonfriable ACM means any material, excluding Category I nonfriable ACM, containing more than one percent Asbestos that, when dry, cannot be crumbled, pulverized, or reduced to a powder by hand pressure.

Category II nonfriable ACM is not allowed to remain in place for demolition if it has a high probability of becoming crumbled, pulverized, or reduced to a powder during demolition, transport, or disposal (e.g., transite, cement, slate roofing).

2. Description and location of ACM remaining in place (including number of floors and rooms):

3. Company and/or individual that conducted the building inspection and the procedure used to determine the presence or absence of ACM (including analytic method): (Note: Prior to demolition all structures must be inspected by a licensed asbestos inspector who has been certified through the Minnesota Department of Health.)

4. Description of planned demolition and the specific method(s) that will be used:

5. If the demolition was ordered by a government agency, please identify the agency and attach a copy of the order:

Name: _____ Title: _____

Authority: _____

Date of order (mm/dd/yy): _____ Start date (mm/dd/yy): _____

*Notification for an emergency demolition must be submitted as early as possible before demolition begins, but not later than the following working day. A demolition is considered an emergency **only** when the facility has been deemed structurally unsound and in danger of imminent collapse. If the structurally unsound building is known to contain any regulated ACM or is suspected to contain any regulated ACM, special procedures **must** be followed. If you are unaware of the special procedures, instructions/regulations can be obtained by contacting the Minnesota Pollution Control Agency (MPCA) at the address or phone number listed below.*

6. Description of procedure to be followed in the event that unexpected RACM is found or Category II nonfriable ACM becomes crumbled, pulverized or reduced to powder:

7. Demolition waste transporter(s) information:

Transporter name: _____

Contact name: _____

Transporter address: _____

City, State, Zip: _____

Phone number: _____

8. Demolition waste disposal information: *see below for more information

Landfill name: _____

Owner/Operator: _____

Address/Location: _____

City, State, Zip: _____

Phone number: _____

9. I certify that the above information is correct and I am a bonafide representative of the demolition contractor or building owner and have authority to enter into agreements for my employer.

Print name: _____ Title: _____

Signature: _____ Date: _____

Important Note:

Ensure you are in compliance with Minn. R. 7035.0805 prior to the commencement of renovation/demolition.

This rule requires that the following items be removed two days prior to demolition: mixed municipal solid waste; household hazardous waste; industrial or hazardous waste; waste tires; major appliances; items containing elemental mercury, Poly-Chlorinated BiPhenyls (PCBs), and chlorofluorocarbons (CFCs); oil; lead; electronics; and other prohibited items. See MPCA website at <http://www.pca.state.mn.us/publications/w-sw4-20.pdf> for a Pre-Renovation/Demolition Environmental Checklist Guidance Document to assist with completion of this rule.

*Demolition waste must be disposed of at a permitted solid waste facility. For other disposal option please contact the regional MPCA solid waste compliance/enforcement staff with any questions.

Submit to: Minnesota Pollution Control Agency
Industrial Division – Asbestos Program
520 Lafayette Road North
St. Paul, MN 55155-4194

Questions call: 651-296-6300 or 1-800-657-3864

Fax: 651-297-1438

E-mail: asbestos.demolition.pca@state.mn.us

Guidelines for notification: limited to **total** residential demolition only and **all** commercial demolition projects.

You are required to provide:

- A copy of a completed MPCA 10-day notification of intent to perform a demolition form must be received by Ramsey County (or postmarked) no less than 10 business days prior to demolition activity. A copy of this form is enclosed and additional copies are available at the MPCA website:
<https://www.pca.state.mn.us/sites/default/files/w-sw4-21.pdf>
This is in addition to the copy that you are required to send to the MPCA.
- A copy of the issued demolition permit application granted by the City immediately upon receipt.
- A copy of asbestos abatement surveys and analysis results received immediately upon receipt.
- Disposal and/or recycling receipts for any items including those identified on the pre-demolition inspection report within 10 business days of completion.

Schedule a time with this office to conduct a joint pre-demolition inspection of the property no less than five business days prior to demolition.

Documentation requirements outlined above can be submitted to Ramsey County via:

- Fax 651-266-1177
- Email to Greg.Lamere@co.ramsey.mn.us / Michael.reed@co.ramsey.mn.us
- Hand deliver or mail to our office using address on letterhead. Office hours: 8 am – 4:30 pm, Monday through Friday or mail to the address on this letterhead.

It is important to note that these added requirements have a significant environmental benefit as well as establishes and sets fair operating standards for all demolition contractors doing business in Ramsey County. It is also important to note that failure to meet the requirements as identified in this letter may result in referral of this matter to the County Attorney's Office for enforcement action.

We appreciate the cooperation we have received in the implementation of this new program. If you have any questions regarding this added contractor responsibility, please call Greg LaMere at 651-266-1184 or Michael Reed at 651-266-1181.

Respectfully,

Greg LaMere, Environmental Health Specialist II

Michael Reed, Environmental Health Specialist II