

## Checklist/Instructions for Demolitions - Commercial

Please note the following information regarding demolitions:

- Demolition of any structure that is 120 sq.ft. or less does **NOT** require a demolition permit. However, a permit is required for demolition of in-ground pools of any size.
- The entire structure, including the foundation, must be demolished and removed.
- A clean-hole inspection must be done by a City Inspector prior to filling the hole.
- **A licensed Demolition Contractor must obtain the permit.**
  
- Required Application(s):
  - Building Permit: Demolitions – Commercial**
  
- Required Document(s):
  - Copy of the Excavation Permit:** first obtain an Excavation Permit from Public Works & Utilities and then submit a copy of it with the Building Permit application.
  - A Notarized Applicant Liability & Release Form:** submit a completed form with the Building Permit application. The following form must be notarized in order for it to be valid:  
<https://elkhartindiana.org/wp-content/uploads/Applicant-Liability-and-Release-Form-for-Demolition-Permits.pdf>
  - Proof of Disconnects for Utilities (gas, water, and electric):** please submit proof of disconnects for electric, gas, and water (an email from the utility company will suffice) and submit them with the Building Permit application.