

Crook County Community Development



300 NE 3rd Street, Room 12 Prineville, OR 97754
Phone: 541.447.3211 Fax: 541-416-2139

DEMO / REMOVAL PERMIT

Residential: \$85.00 Commercial: \$220.00

Please read the following information:

Contact the local "LOCATE" service by calling 811 **PRIOR** to digging or removing any structures

1. The "Owners" signature is required on the application or a signed "Authorization Form" that allows your agent to submit this application on your behalf.
2. Please make sure you are aware of the location of any well, septic, utilities and lines.
3. A "Demo" permit does **NOT** authorize the re-construction of any structure.
4. If re-construction is a part of your project, **DO NOT** begin demolition until you have received approval from the City or County jurisdiction. Once you've received your "approval" from the appropriate jurisdiction, you are ready to submit your Demo Permit to the **Crook County Community Development Department**.

If the property is located **within** the City limits of Prineville, contact: **City of Prineville Planning Department: 387 NE 3rd Street, Prineville OR 97754, Phone (541)447-2367**

If the property is located **outside** the city limits of Prineville, contact: **Crook County Community Development Department: 300 NE 3rd Street, Room 12 Prineville, OR 97754, Phone (541)447-3211**

IMPORTANT: You'll need to contact the Crook County **Assessor's Office** to obtain the necessary forms and/or trip permits. This assists the Assessor's Office with removing the improvement from your property tax rolls. Phone: 541.447.4133

IMPORTANT: Per CCC 18.132 – Manufactured & Mobile Homes - the manufactured dwelling shall be used solely for the purpose of a residential dwelling. Use of a manufactured dwelling for storage is **PROHIBITED**. _____ **Initial**

PROPERTY LOCATION

Map/Tax Lot # (13 digits): _____ Zone: _____
Physical Address: _____

PROPERTY OWNER

Name: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
Phone: (____) _____ - _____ Email: _____

AGENT / REPRESENTATIVE - (Will need to fill out Authorization Form – See attached form)

Name: _____
Phone: (____) _____ - _____ Email: _____

Crook County Community Development

CONTRACTOR:

Name: _____ Business Name: _____
CCB License #: _____ Phone Number: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____

STRUCTURE TO BE DEMOLISHED / REMOVED

Description of structure to be demolished: _____
Scheduled Demolition Start date: _____
Schedule Demolition Completion Date: _____
Are there underground flammable liquid storage tanks present? _____
How do you plan to demolish the structure? _____
Method of transportation for the demolished material: _____
Name of disposal site: _____ or Sold: _____
if moving it: Within County Out of County

Utilities:

Water: <input type="checkbox"/> City <input type="checkbox"/> Well <input type="checkbox"/> City Water/Well <input type="checkbox"/> No Connection
Sanitary System: <input type="checkbox"/> City Sewer <input type="checkbox"/> Septic <input type="checkbox"/> No Connection
Power: <input type="checkbox"/> Electricity <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane <input type="checkbox"/> Other <input type="checkbox"/> No Connection

The above items **MUST** be capped off if they are present.

INSPECTION DETAILS

IMPORTANT INFORMATION: There is only one inspection allowed to verify the structure has been removed from the property, and that all safety guidelines have been followed. If your inspection is denied, another inspection is required and you will be charged another fee. So please before calling in for the **FINAL DEMOLITION** inspection ensure you are ready.

1. Once removed or demolished, the following must be completed:
 - a. **Sewer, water, natural gas, propane lines:**
 - i. All lines need to be capped off
 - b. **Electrical Safe:** The electrical service panel can remain, but no wires can be exposed from the bottom of the service panel.
 - c. **Debris at Site:**
 - i. All debris from the demo/removal area must be cleaned up.

SIGNATURE

By signing below, I/We understand the above statement. As owner(s) of the subject property, I understand I can authorize my Agent to act on my behalf. If my Agent acts on my behalf, I understand that an "Authorization" form must be submitted with this application. No Exceptions.

Owner/Agent Signature: _____
Print Name Clearly: _____
Email: _____ **Date:** _____

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Community Development Department

Phone: 541-447-3211 Fax: 541-416-2139

AUTHORIZATION FORM

Let it be known that _____
(Print name clearly)

has been retained to act as my authorized agent to perform all acts for development on my property noted below: These acts include: Pre- application conference, filing applications and/or other required documents relative to all Permit applications.

Physical address of property:

and described in the records of CROOK COUNTY as:

Township _____ South, Range _____ East, Section _____, Tax lot _____

The costs of the above actions, which are not satisfied by the agent, are the responsibility of the undersigned property owner.

PROPERTY OWNER (Please Print Clearly)

Signature: _____ Date: _____

Print Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Home Phone: (____) _____ - _____ / Cell Phone: (____) _____ - _____

Email: _____

AGENT

Signature: _____ Date: _____

Print Name: _____

Mailing address: _____

City: _____ State: _____ Zip: _____

Home Phone: (____) _____ - _____ / Cell Phone: (____) _____ - _____

Email: _____

NOTICE OF DECOMMISSIONING OF ON-SITE SEPTIC SYSTEM

NAME: _____

ADDRESS: _____

PHONE NUMBER: _____ Secondary Number: _____

LEGAL DESCRIPTION: _____

PROCEDURES OF DECOMMISSIONING: Please check the one that applies

The tank will be pumped by a licensed sewage disposal service to remove all septage; and the tank will be:

Filled with reject sand, bar run gravel, or other material;
If other please list what: _____

Removed and properly disposed of;
Please list where: _____

Signature: _____ Date: _____

Asbestos Information

What homeowners need to know about asbestos before starting renovation or demolition

The Oregon Department of Environmental Quality regulates the handling, removal and disposal of asbestos-containing material to protect public health and the environment.

Asbestos is a naturally occurring mineral that has been used extensively in a variety of construction materials in the U.S. When asbestos-containing material is disturbed, tiny hazardous asbestos fibers are released into the air and may cause lung cancer and other illnesses. There's no known safe level of exposure to asbestos.

Asbestos in your home may be a hazard unless the asbestos-containing material is stable, undamaged and well-sealed. Asbestos abatement includes handling, removing, disposing, repairing, salvaging, enclosing or encapsulating any asbestos-containing materials.

There are two options for asbestos abatement in an owner-occupied single unit private residence. The owner-occupant of a home may: 1) hire a DEQ-licensed asbestos abatement contractor, or 2) remove the asbestos themselves. Homeowners choosing to remove the asbestos themselves must follow Oregon's requirements for asbestos waste packaging and disposal.



How to prepare for renovation or demolition

Asbestos survey

All residential buildings constructed before Jan. 1, 2004 must have an asbestos survey conducted by an accredited inspector prior to any demolition or renovation activities, with one main exception. Owner-occupants doing their own renovation work inside of their home are exempt from this rule. An owner-occupant is a person who owns and lives in a single unit, private residence.

However, DEQ recommends owner-occupants have an asbestos survey performed or take samples of suspect materials and send the samples to a lab for analysis prior to renovation projects. Disposal facilities generally require a copy of the survey report/lab results for the disposal of renovation waste.

The owner-occupant exemption does not apply when the residence is going to be demolished. If an asbestos survey is required, a copy of the asbestos survey report must be on-site during all renovation or demolition activities, and must be provided to DEQ upon request.

Demolition and renovation

Demolition is defined as wrecking or removing a load-supporting structural feature of a facility together with related handling operations or the intentional burning of a facility.

Renovation is defined as altering one or more facility components that does not involve removing a load-supporting structural features. Renovation includes the replacing, stripping or repairing of facility components, such as mechanical ventilation systems, pipes, ceilings, walls, flooring and insulating materials.

Types of asbestos materials

There are two general types of asbestos-containing materials, friable and nonfriable, which have different abatement requirements.



State of Oregon
Department of
Environmental
Quality

Asbestos Program

700 NE Multnomah St.,
Suite 600
Portland, OR 97232
Phone: 503-229-5696
800-452-4011
Fax: 503-229-6124
www.oregon.gov/DEQ

Friable asbestos-containing materials are easily crushed, crumbled or pulverized. Examples of friable materials include sheet vinyl flooring, insulation on pipes, ductwork and boilers, fireproofing, ceiling and wall texture, ceiling panels and soundproofing materials.

Eligible to perform friable abatement:

- DEQ licensed asbestos abatement contractors.
- Owner-occupants of a single unit private residence (for projects in the interior of the house only)

Nonfriable asbestos-containing materials have a binder that holds the asbestos fibers within a solid matrix so asbestos fibers will not easily release unless mishandled or damaged. Examples of nonfriable materials include vinyl floor tile, black mastic, cement water pipe, and cement siding, roofing or paneling.

Eligible to perform nonfriable abatement:

- DEQ licensed asbestos abatement contractors
- Home, business, and property owners
- Construction Contractors Board licensed contractors

Hiring a contractor

If a homeowner decides to hire a contractor, it is important to ensure the contractor has the required credentials.

Only a DEQ-licensed asbestos abatement contractor may perform projects with friable materials. A list of DEQ licensed asbestos abatement contractors is available at:

<https://go.usa.gov/xdFHB>

Project notification requirements

Those conducting nonfriable asbestos abatement are required to submit a nonfriable (ASN-6) notification form and fee to DEQ five days prior to beginning work.

Asbestos abatement contractors conducting friable asbestos abatement are required to submit a friable (ASN-1) notification form and fee to DEQ 10 days prior to beginning work. DEQ can waive the waiting period on a case-by-case basis in emergency situations.

Owner-occupants of a single unit private residence conducting their own abatement are exempt from the notification requirements.

Find more information about required notifications at <https://go.usa.gov/xdFAv>

Waste handling and disposal

Oregon's requirements for waste handling and disposal apply to all asbestos abatement projects, even if the homeowner chooses to remove the asbestos themselves. Open accumulation and storage of friable asbestos-containing material and asbestos-containing waste material is prohibited. Asbestos-containing waste material, both friable and nonfriable, must be packaged in a minimum of two 6-mil thick plastic bags or similar leak-tight packaging with an asbestos hazard warning label, and must be disposed of at a disposal facility permitted by DEQ to accept asbestos waste.

Prior to transport, asbestos waste containers must have a label attached with the name of the generator (person doing the removal) and the address from where the waste was removed. A completed Asbestos Waste Shipment Report Form (ASN-4) must be provided to the permitted disposal facility at the time of disposal.

Contact the permitted disposal facility prior to delivering asbestos waste. Disposal facilities may have additional requirements and may only accept asbestos waste by appointment.

Additional information

Visit <https://go.usa.gov/xdfHR>

Find all DEQ's asbestos requirements in [Oregon Administrative Rules 340, Division 248](#). People handling asbestos must also follow other state and local government requirements, include requirements of [Oregon OSHA](#) and [Construction Contractors Board](#).

If you have questions or need technical assistance, contact DEQ asbestos program staff listed below.

Alternative formats

DEQ can provide documents in an alternate format or in a language other than English upon request. Call DEQ at 800-452-4011 or email deqinfo@deq.state.or.us.

Asbestos Program Contacts

Office	Address	Phone	Counties
Portland	700 NE Multnomah St. Suite 600 Portland, OR 97232	503-229-5982 or 800-452-4011	Clackamas, Clatsop, Columbia, Multnomah, Tillamook, Washington
Salem	4026 Fairview Industrial Dr. Salem, OR 97801	503-378-5086 or 800-349-7677	Benton, Lincoln, Linn, Marion, Polk, Yamhill
Medford	221 Steward Ave. Ste. 201 Medford, OR 97501	541-776-6107 or 877-823-3216	Jackson, Josephine, Eastern Douglas County
Coos Bay	381 N Second St. Coos Bay, OR 97420	541-269-2721, ext. 222	Coos, Curry, Western Douglas County
Bend	475 NE Bellevue Dr. Suite 110 Bend, OR 97701	541-633-2019 or 866-863-6668	Crook, Deschutes, Harney, Hood River, Jefferson, Klamath, Lake, Sherman, Wasco
Pendleton	800 SE Emigrant Ave. Suite 330 Pendleton, OR 97801	541-278-4626 or 800-304-3513	Baker, Gilliam, Grant, Malheur, Morrow, Umatilla, Union, Wallowa, Wheeler
Lane Regional Air Protection Agency (LRAPA)	1010 Main St. Springfield, OR 97477	541-736-1056	Lane