



# INSPECTIONS AND PERMITS DIVISION

City of Huntington  
**Inspections and Permits**  
P.O. Box 1659 | Huntington, WV 25717  
(304) 696-5540, ext. 2003

## Demolition Permit Information

*Reference: IBC Section 3303*

### Pre-Demolition

- **Documentation:** Provide a copy of the contract and an asbestos report, along with other required documents for your permit application to the Permit Technician for review and approval.
- **Utilities:** Ensure all utilities are disconnected, including the gas service line from the curb stop. It is the property owner's responsibility to request disconnection.
- **Call WV 811:** Before digging or disturbing the earth. State law requires that they be notified at least two business days in advance of excavation.  
**Notify WV DEP:** Notice must be submitted online to WV Division of Air Quality and WV Dept. of Health at least 10 working days prior to project startup. Go to [dep.wv.gov](http://dep.wv.gov) for more information.
- **Erosion Control:** Install sediment and erosion controls. Questions? Contact the Huntington Stormwater Utility at 304-781-1948.
- **Site Protection:** Protect neighbors and the City's Right of Way, including sidewalks. If damaged, the City's Right of Way must be replaced within 5 days (with the proper permits).
- **Dust Control:** Have a water source ready (hydrant connection or water truck).
- **Inspection:** Site placement of temporary fencing and temporary tree protection with the Plumbing Inspector.
- **Accessory Structure:** Must have a primary structure per code. Questions? Email [planningdept@huntingtonwv.gov](mailto:planningdept@huntingtonwv.gov).

### During the Demolition

- **Dust Control:** Wet down the structure and debris during demolition to minimize airborne dust.
- **Debris Removal:** Removal of all building materials and footers.
- **Sewer Line:** Sewer has to be stubbed above ground and capped (24" above ground) and inspected before being covered.
- **Lot grading:** Fill the lot with rock-free dirt and ensure it is level.

### Post-Demolition

- **Final Inspection:** Lot must be inspected no later than 5 days after completion of the job.
- **Protection Removals:** Debris, equipment, and temporary protections from the site. Debris may not remain on the site longer than 7 days after the structure has been demolished.
- **Public Right-of-Way:** Restore to original condition upon completion of the work, including restoration of openings, broom sweeping walks and streets, and raking of grassy areas.
- **Seed and Mulch:** Apply immediately or within 7 days after demolition.
- **Silt Fence:** Keep in place until grass is fully established. Refer to Huntington Stormwater Utility guidelines for proper installation.



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## Asbestos Testing, Asbestos Abatement, and Demolition Contractors

<b>Asbestos Testing</b>			
<b>Name</b>	<b>Address</b>	<b>Phone</b>	<b>Email</b>
Astar Abatement, Inc	P.O. Box 13533, Sissonville, WV 25360	304-984-4030	
Custom Services Industries	1608 Virginia Avenue West, Huntington, WV 25704	681-204-5366	mike@csiww.net
Diamond Environmental Consulting	2968 Rice Avenue, Huntington, WV 25703	304-523-2400	diamondenvironmental@frontier.com
Triad	2788 1st Avenue, Huntington, WV 25702	304-523-2195	
Woolum Asbestos Services	808 Howard Hollow, Williamson, WV 25661	304-785-4735	charliewoolum72@gmail.com
<b>Asbestos Abatement</b>			
Astar Abatement, Inc.	P.O. Box 13533, Sissonville, WV 25360	304-984-4030	
Brock Industrial Services, LLC	528 29th Street, Huntington, WV 25705	304-522-6160	mike.plants@brockgroup.com
Custom Services Industries	1608 Virginia Avenue West, Huntington, WV 25704	681-204-5366	mike@csiww.net
Diamond Environmental	2968 Rice Avenue, Huntington, WV 25703	304-523-2400	diamondenvironmental@frontier.com
Woolum Asbestos Services	808 Howard Hollow, Williamson, WV 25661	304-785-4735	charliewoolum72@gmail.com
<b>Demolition</b>			
Danny C. Sullivan	801 Lane Street, Coalgrove, OH 45638	304-534-8482	
Custom Services Industries	1608 Virginia Avenue West, Huntington, WV 25704	681-204-5366	mike@csiww.net
Earp Construction & Excavating Co., Inc.	5298 Rt 152, Lavalette, WV 25535	304-529-6451	earpconstruction@aol.com
R & B Tassen	1235 Norway Avenue, Huntington, WV 25705	304-638-5179	
Woolum Asbestos Services	808 Howard Hollow, Williamson, WV 25661	304-785-4735	charliewoolum72@gmail.com

This list is for information purposes only, and contact Finance to identify if a business is in good standing at [finance@huntingtonwv.gov](mailto:finance@huntingtonwv.gov).

Note to Contractors: If you would like to be added or removed from this list, please notify [permits@huntingtonwv.gov](mailto:permits@huntingtonwv.gov).



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## Demolition Permit Instructions

### 1. Prepare Documentation

Before applying, you must have the following ready:

- Proof of Insurance & Huntington Contractor's License**
- Asbestos Report:** The site must be tested for asbestos and report provided to Permit Technician.
- Contract for Project**
- Additional Permits/Documents:**
  - Plan of Demolition
  - Asbestos Removal Permit (City of Huntington)
  - Road Closure Permit
  - Traffic Study (WV Dept of Transportation)
  - Sediment and Erosion Control Plan (Huntington Stormwater Utility)

### 2. Submit Application and Pay Fee

- Apply online by scanning the QR code below or email your application and documents to [permits@huntingtonwv.gov](mailto:permits@huntingtonwv.gov).
- **Payment Options:**
  - **Online:** Pay via the QR code once your permit is approved.
  - **In-Person:** Pay at City Hall in Room 103, 800 5th Avenue, Huntington, WV 25701, and pay via cash, check, Visa, Discover, or MasterCard. Please note that an additional 3.75% service fee (min \$2.50) will be applied to all credit card transactions, and a \$1.95 fee for eCheck transactions.
  - **By Mail:** Mail a check payable to "City of Huntington" to PO Box 1659, Huntington, WV 25717.

Type	Fee
Single-Family Residential	\$150
Commercial/Industrial/Multi-Family	\$150 + \$0.05 per sq. ft.
Re-Inspection	\$100



SCAN TO PAY

### 3. Verification and Inspection

The Demolition Permit will not be issued until:

- All utilities have been disconnected.
- Contact the Plumbing Inspector for a property inspection. This inspection will determine the requirements to complete the demolition.

**Schedule with:** Plumbing Inspection, Chris Johnson | 304-696-5540 ext. 2209 | [johnsong@huntingtonwv.gov](mailto:johnsong@huntingtonwv.gov)

### 4. Permit Issuance

Once all required documentation is approved and your inspection of the site is complete:

- The Permit Technician will issue your Demolition Permit.
- Permit is valid for 30 days.

**Questions? Contact:** Permit Technician, Kim Estep | 304-696-5540 ext. 2003 | [permits@huntingtonwv.gov](mailto:permits@huntingtonwv.gov)



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## Demolition Permit Application

### Contact Information

Property Owner: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Address: \_\_\_\_\_

Contactor Name: \_\_\_\_\_  
Huntington Contractor License #: \_\_\_\_\_  
Phone/Email: \_\_\_\_\_

### Project Details & Permit Fee

Address for Demolition: \_\_\_\_\_

Type of Structure:  Single Family Dwelling     Commercial/Industrial/Multi-Family

Structure Details:  Main Building     Accessory    Total Sq. Ft.: \_\_\_\_\_

Scope of Work: \_\_\_\_\_

Cost of Demolition: (Labor & Materials): \_\_\_\_\_

Permit Fee:  Single Family Dwelling | \$150

Commercial/Industrial/Multi-Family | \$150 + (\$0.05 x Total Sq. Ft.)

Total Due: \$ \_\_\_\_\_

*According to the West Virginia Legislative Rules, Division of Health, Title 64, Series 63, Article 10.1.a., it is the responsibility of the Owner to ensure that "Each building or other man-made structure he or she owns is inspected for the presence of asbestos by a licensed asbestos inspector before any renovation or demolition activities".*

*The owner of this building and undersigned, do hereby covenant and agree to comply with all the laws of the State of West Virginia and the ordinances of the City of Huntington on the building, and to construct proposed renovations, repairs, remodeling or demolition in accordance with the plans and specifications submitted herewith, and in accordance with building codes, and certify that the information and statements given on the application, drawings, and specification are to the best of the knowledge true and correct. Failure to comply with applicable laws may result in a fine.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

### OFFICE USE ONLY

Permit Number: \_\_\_\_\_

Date Received: \_\_\_\_\_

Approved By: \_\_\_\_\_