



INSPECTIONS AND PERMITS DIVISION

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

Demolition Permit Instructions

To obtain a Demolition Permit please complete the following:

1. Complete and submit Building Permit Application.
2. Submit public liability policy of insurance -- minimum \$200,000/\$500,000, with application
3. All structures must be tested for asbestos prior to demolition.
 - a. If asbestos materials are NOT found, you must provide written documentation from the asbestos testing company verifying asbestos was not found.
 - b. If asbestos materials are found, they must be removed in accordance with the Asbestos Abatement Licensing Rule West Virginia Legislative Rules Division of Health Title 64 Series 63 1998.
 - c. Additional information about asbestos testing and removal can be found by calling WVDHHR Bureau for Public Health Office of Environmental Health Services at: (304) 558-2981.
 - d. Written documentation regarding the removal and disposal of the material will need to be submitted to the Inspections and Permits Division.
4. Additional permits/documentation may be required.
 - a. Removal of asbestos material requires a permit from the City of Huntington Inspections and Permits Division.
 - b. Road closure permit
 - c. Traffic Study
5. Contact the Plumbing Inspector for inspection of the property. The inspection will determine the necessary requirements to complete the demolition.
 - a. Division: Inspections and Permits
 - b. Plumbing Inspector, Chris Johnson
 - i. Phone: (304) 696-5540 ext. 2209
 - ii. Email: johnsonc@huntingtonwv.gov
6. Verification that all utilities have been disconnected.
7. Verification of insurance.
8. Cost of the Demolition Permit:
 - a. Single Family Residential Demolition Permit is \$150.00
 - b. Commercial, Industrial, Multi-Family Residential Demolition Permit is \$150.00 plus 5 cents per square foot.
 - c. Re-Inspection Fee is \$100.00
9. Complete and submit the necessary documentation to:
 - a. Permit Technician, Melissa Kilgore
 - b. Division: Inspections and Permits
 - c. Phone: (304) 696-5540 ext. 2003
 - d. Email: kilgorem@huntingtonwv.gov
 - e. Location: City Hall, Room 1



INSPECTIONS AND PERMITS DIVISION

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

Demolition Requirements

IBC Code Section	Demolition Requirements
Section 3303 Demolition Demolition Requirements: Demolition Requirements are set forth by the Building Official. Where such information is required, no work shall be done until such construction documents or schedule, or both are approved	All footers must be removed.
Section 3303.2 Pedestrian protection The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by this chapter	All building materials must be removed.
Section 3303.4 Vacant Lot Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinance of the jurisdiction having authority	Must protect City Right of Way including sidewalks.
Section 3303.6 Utility Connection Utility connection shall be discontinued and capped in accordance and requirements.	If damaged, City Right of Way must be replaced within 5 days (with the proper permits).
Demolition Permit, City License and Insurance Required	Protect neighbors on all sides.
	Utilities need to be disconnected before work can start.
	Lot must be filled with rock free dirt and needs to be level.
	Sewer has to be stubbed above ground and capped (24" above ground) and inspected before covered over.
	Lot must be inspected no later than 5 days after completion of the job.
	Copy of contract is required.
	Asbestos report required.

Conditions of Permit

- Demolition work shall not begin until site has been inspected by the Plumbing Inspector for placement of temporary fencing and temporary tree protection.
- The contractor shall wet down the structure to be demolished as well as the resulting debris as required to minimize the creation of air-borne dust and debris. Demolition work shall not begin until the contractor has established either by way of a hose connected to the public water hydrant or by the use of a water truck on site, a source for wetting down the structure and resulting debris during the demolition process.
- All foundations and footings associated with the structure to be demolished shall be removed as part of the work.
- All demolition debris, equipment and temporary protections shall be removed from the site upon completion of the demolition. In no case shall demolition debris be allowed to remain on the site longer than 7 days after the structure has been demolished.
- Contractor shall immediately restore the public right-of-way to its original condition upon completion of the work, including restoration of openings, broom sweeping walks and streets and raking of grassy areas.
- In the event that construction of a new structure on the site is not commenced within 30 days of issuance of the Demolition Permit, the site shall be leveled and turned to grass (through sod or seed) by the end of that 30 day period. The temporary construction and silt fence shall be removed within 30 days thereafter.
- A parcel with an accessory structure must have a primary structure.



INSPECTIONS AND PERMITS DIVISION

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

Demolition Contractors, Asbestos Testing, and Asbestos Abatement Contractors

Demolition Contractors						
Name	Address	City	State	Zip	Phone	Email
Danny C. Sullivan	801 Lane Street	Coalgrove	OH	45638	304-534-8482	
Earp Construction & Excavating Co., Inc.-Chuck Earp	5298 Rt 152	Lavalette	WV	25535	304-529-6451	earpconctruction@aol.com
Hatfield Excavating - John Hatfield					304-784-5014	johnhatfieldsales@gmail.com
JLB Construction - Jackie Black	1915 Beech Fork Rd	Lavalette	WV	25535	304-523-6612	
Plybons Excavating - Dirk Plybon, Jeffrey Eastham - Contact	PO Box 544	Chesapeake	OH	45619	304-634-2142	plybonexcavating@hotmail.com
R & B Tassen	1235 Norway Avenue	Huntington	WV	25705	304-638-5179	
Reclaim Co-R.J. Williams	P.O. Box 2162	Fairmont	WV	26555	304-366-7070	info@ReclaimCo.com
Asbestos Testing						
Astar Abatement, Inc.-Roger Pritt, President	P.O. Box 13533	Sissonville	WV	25360	304-984-4030	
Custom Services Industries-Mike McCallister	1608 Virginia Avenue West	Huntington	WV	25704	681-204-5366	mike@csiwv.net
Diamond Environmental Consulting-Andre Motley	2968 Rice Avenue	Huntington	WV	25703	304-523-2400	diamondenvironmental@frontier.com
Hatfield Excavating - John Hatfield					304-784-5014	johnhatfieldsales@gmail.com
National Abatement Cleaning, Inc.-Andre Motley	P.O. Box 573	Huntington	WV	25710	304-962-7389	amotleynac@aol.com
Reclaim Co-R.J. Williams	P.O. Box 2162	Fairmont	WV	26555	304-366-7070	info@ReclaimCo.com
Triad	2788 1st Avenue	Huntington	WV	25702	304-523-2195	
Asbestos Abatement Contractors						
Justice Business Service-Gary Justice	P.O. Box 33	Marietta	OH	45750	740-236-6129	
Astar Abatement, Inc.-Roger Pritt, President	P.O. Box 13533	Sissonville	WV	25360	304-984-4030	
Brock Industrial Services, LLC- Michael Plants, Project Manager	528 29th Street	Huntington	WV	25705	304-522-6160	Mike.plants@brockgroup.com
Custom Services Industries-Mike McCallister	1608 Virginia Avenue West	Huntington	WV	25704	681-204-5366	mike@csiwv.net
Diamond Environmental-Andre Motley	2968 Rice Avenue	Huntington	WV	25703	304-523-2400	diamondenvironmental@frontier.com
Jants Contracting, Inc.-Terry Houck	1650 8th Avenue Suite 13	Huntington	WV	25703	304-751-0487	thouck1213@gmail.com
National Abatement Cleaning, Inc.-Andre Motley	P.O. Box 573	Huntington	WV	25710	304-962-7389	amotleynac@aol.com
Reclaim Co-R.J. Williams	P.O. Box 2162	Fairmont	WV	26555	304-366-7070	info@ReclaimCo.com
Thermal Solutions-Mark Artrip	P.O. Box 661	Proctorville	OH	45669	740-886-2861	



INSPECTIONS AND PERMITS DIVISION

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

Building Permit Application

Instructions: Please complete the application and include the total cost of labor and materials. A \$20 application fee is included for all building permits. *Permits are valid for six (6) months.*

APPLICANT INFORMATION

☐ General ☐ Property Owner ☐ Lessee ☐ Agent

Contractor Applicant Name: _____ Phone: _____

Email: _____

CONTRACTOR INFORMATION

Business Name: _____ Phone: _____

COH Contractor License #: _____ Email: _____

Are subcontractors working on this project: ☐ Yes ☐ No If yes, complete Subcontractor List document

PROPERTY INFORMATION

Property Owner: _____ Phone: _____

Property Address: _____ Email: _____

Rental Property: ☐ Yes ☐ No COH Rental General Business License #: _____

PERMIT INFORMATION

<input type="checkbox"/> New Construction	<input type="checkbox"/> Demolition	Residential: <input type="checkbox"/> Single Family <input type="checkbox"/> Multi-family	<input type="checkbox"/> Commercial
<input type="checkbox"/> Renovation	<input type="checkbox"/> Excavation		<input type="checkbox"/> Industrial
<input type="checkbox"/> Addition / Alteration	<input type="checkbox"/> Repair		

Total Cost of Labor and Materials: \$ _____

DESCRIPTION OF WORK

☐ Electric ☐ Plumbing ☐ HVAC ☐ Framing ☐ Roofing ☐ Other

Description of Work: _____

Square footage of structure: _____ Square footage of site: _____

OTHER PERMITS

☐ Certificate of Occ ☐ Sign ☐ Right-of-way ☐ Special privilege ☐ Floodplain

**Article 1705.99 Providing false, incomplete,
or misleading information on this
application is subject to a \$500 fine.**

Building Permit Fee: \$ _____

Application Fee: \$ 20.00

Total: \$ _____

I acknowledge that the above information is true and correct to the best of my knowledge, and I agree to comply with all state, county, and city codes and ordinances.

Applicant Signature: _____ Date: _____