

**DEMOLITION PERMIT REQUIREMENTS**  
**SUMMIT TOWNSHIP**  
**BUILDING DEPARTMENT**  
**(517) 788-4113**

1. Owner or Agent must secure a Building Permit Application from the Township Building Department for a Demolition permit Proof of ownership of property must be provided. If acting as an agent, a letter of approval from owner to demolish (signed contract is acceptable).
2. The contractor applying for the permit must be licensed builder or Maintenance Alteration Contractor, in accordance with Public Act 299 State of Michigan.
3. Certificate of insurance required.
4. Before a building can be demolished or removed, the owner or agent shall notify all utilities having service connection within the building such as water, electric, gas, sewer, and other connections. **A permit to demolish or remove a building shall not be issued until a release is obtained from the utilities, stating that their respective service connections and appurtenant equipment, such as meters and regulators, have been removed or sealed and plugged in a safe manner or do not exist.**
5. Michigan Building Code 2015, Section 3307.1 “Protection required” – Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work. Protection must be provided for footings, foundations, party walls, chimneys, skylights and roofs. Provisions shall be made to control water runoff and erosion during construction or demolition activities. The person making or causing an excavation to be made shall provide written notice to the owners of adjoining buildings advising them that the excavation is to be made and that the adjoining buildings should be protected. Said notification shall be delivered not less than 10 days prior to the scheduled starting date of the excavation.
6. Applicant shall submit two (2) sets of the plot plan showing the location of all buildings to be demolished and all structures that are to remain. Show approximate location of wells, septic tanks, and drain fields
7. All septic tanks must be broken open pumped out and then filled with sand with inspector’s approval.

8. Well Abandonment Permit is required from Jackson County Health Department **PRIOR TO ISSUANCE OF THE DEMOLITION PERMIT.** Final Inspection and Approval of the well abandonment is required from the Health Department prior to Final Demolition Inspection.
9. Inspection required by the Townships Public Works (DPW) department for sewer cut off and capping and termination of water service.
  - A. Sanitary Sewer leads shall be capped at the property line by an approved material under section 705 of the State Plumbing Code and method approved by the DPW department.
  - B. Domestic water service will be retired by shutting off the corporation stop at the water main, physically disconnecting the service line from the corporation stop, and also, remove curb stop box.

(An exception to this procedure may be considered if a new structure of same or similar use will be constructed on the site within six (6) months of the date of approval of the Demolition Permit.
10. All underground flammable liquid storage tanks shall be removed and disposed of.
11. Any footings, foundation walls, and concrete must be removed and clean fill placed to fill void. Building Inspector to verify prior to backfill.
12. All debris must be removed from the site, Burning of material is not permitted. (Township Ord. # 94.04)
13. Final Inspection by the Building Department is required upon completion of all work on site.
14. Where a structure has been removed or demolished and a building permit has not been approved for a new structure, the vacant lot shall be filled, graded and maintained to prevent the accumulation of water or damage to any foundation on the premises or the adjoining property. Soil must be stabilized.

\* Please note – A soil erosion permit must be obtained if there are any earth changes within five hundred (500) feet of a lake or stream. Contact the Jackson County Health Department