



**Date:** February 1, 2013

**To:** All Demolition Contractors

**From:** Dwayne A. Cooper, P.E. City Engineer

**Engineering Services Manager**

**Subject:** Demolition Permits –

**Memorandum**  
**Public Works Department**  
**Engineering Division**

### **Erosion Prevention and Sediment Control Requirements**

Demolition Permits are limited in scope to the demolition of the structure itself and capping of the utility service lines associated with the structure. Demolition of the foundation slab, footing removal, disturbing the surface of the ground in any fashion including stump removal are prohibited unless a Stormwater and Grading Permit are issued or the project is exempt as described below.

In every case, regardless of what Permit is required, no demolition activity is exempt from the floodplain, floodway, wetland, riparian environment, depressional storage and soil erosion and sediment control provisions of the Stormwater Ordinance (§19-7).

#### Examples of Projects Requiring Permitting Beyond a Demolition Permit

- A. If a building is to be demolished with the slab and footing to remain and no other demolition is to occur, then the disturbed area would be zero and no additional permitting is required.
- B. If a building is to be demolished with the slab and footing to be removed and no other demolition is to occur, then the disturbed area would be equal to the area of the building.
- C. If a building is to be demolished with the slab and footing to be removed and additional site features (e.g. parking surfaces, landscaping, grading) to be removed, then the disturbed area would be equal to the area of the building plus all other areas where the surface of the land has been altered (temporarily or permanently).
- D. If a building is to remain but other exterior demolition is to occur, then the disturbed area would be the delineated area where the surface of the land will be altered (temporarily or permanently).

For scenarios B, C and D above, if the disturbed area is less than 10,000 square feet or a single-family residence, no additional permitting is required. If this area is greater than 10,000 square feet, the following two additional permits are required prior to beginning any activity on the site:

1. Stormwater Permit – reviewed by the City and issued to the Owner prior to any activity occurring
2. Grading Permit – issued to the Contractor after a Stormwater Permit is granted

The type of Stormwater Permit required mainly depends on the total disturbed area and whether or not there are any Environmental Special Management Areas adjacent to the demolition site. Environmental Special Management Areas include development within or adjacent to the Regulatory Floodplain, Wetlands, and Buffer Areas adjacent to impoundments, streams, and wetlands. There are three classifications of Stormwater Permits:

Application must be completed prior to requesting a permit.



1. Soil Erosion and Sediment Control Permit (land disturbance of 10,000 square feet but less than 1 acre)
2. Minor Permit (land disturbance of 1 acre but less than 2 acres)
3. Major Permit (land disturbance of 2 acres or more or adjacent to an Environmental Special Management Area)

More information regarding submittal requirements can be found on the Environmental Bureau website: <http://www.greenvillesc.gov/PublicWorks/Stormwater.aspx>

The type of Grading Permit required depends on the total disturbed area. There are two classifications of Grading Permits:

1. Type II (land disturbance less than ½ acre)
2. Type I (land disturbance greater than ½ acre)

The following are the minimum Erosion Prevention and Sediment Control Requirements for the City of Greenville applicable for every demolition project regardless of scope:

1. Sediment and erosion control devices shall be installed and functioning prior to beginning any project earth disturbing activities.
2. All sediment and erosion controls shall be inspected until construction is complete, the site is permanently stabilized.
3. All erosion control devices shall be properly maintained during all phases of construction until the completion of all construction activities and all disturbed areas have been permanently stabilized. Additional control devices may be required during construction in order to control erosion and/or offsite sedimentation. All temporary control devices shall be removed once construction is complete and the site is permanently stabilized.
4. All sediment and erosion control devices shall be inspected once every seven (7) calendar days. Damaged, ineffective, or incorrectly installed devices shall be repaired or replaced, as necessary, within 48 hours of identification.
5. If existing BMPs need to be modified or if additional BMPs are necessary to comply with the requirements of the Ordinance and/or SC's Water Quality Standards, implementation must be completed before the next storm event whenever practicable.
6. Stabilization measures shall be initiated as soon as practicable in portions of the site where construction activities have temporarily or permanently ceased, but in no case more than fourteen (14) days after work has ceased, except as stated below:
  - a. Where stabilization by the 14th day is precluded by snow cover or frozen ground conditions stabilization measures must be initiated as soon as practicable.
  - b. Where construction activity on a portion of the site is temporarily ceased and earth disturbing activities will be resumed within 14 days, temporary stabilization measures do not have to be initiated on that portion of the site.
7. The site shall be considered permanently stabilized when all surface disturbing activities are complete and either of the two following criteria is met:

Application must be completed prior to requesting a permit.



# city of greenville

- a. A uniform (e.g., evenly disturbed, without large bare areas) perennial vegetative cover with a density of 70% of the native background vegetative cover for the area has been established on all unpaved areas and areas not covered by permanent structures, or
  - b. Equivalent permanent stabilization measures (such as riprap, gabions, or geotextiles) have been employed.
8. A stabilized construction entrance shall be installed and maintained on the project site. Storm water inlet protection shall be provided for all inlets (upstream and downstream) within 50 ft. of the construction entrance or disturbance (on both sides of the public roadway).
9. All existing and new storm water structures, affected by this project, shall be inspected and maintained clean of accumulated demolition debris or sediments.
10. Disposal of all recovered sediments and construction debris shall be in accordance with all applicable City, State and Federal Regulations. No sediment or construction debris shall be flushed down the storm water system.
11. During the course of construction activities, erosion and sediment controls shall be used to prevent tracking of mud and/or sediment accumulation on public roadways (including street gutters), sediment laden runoff from entering into existing storm water system inlets or depositing on adjacent properties, and airborne dust migration off-site. The contractor shall daily remove mud/soil from pavement, by sweeping or vacuuming, as may be required.
12. To secure the project site, locate limits of construction, protect areas that are to remain undisturbed, and prevent migration of construction debris, orange construction fencing shall be installed around areas not requiring silt fencing. Any accumulation of construction debris on public roadways or adjacent properties shall be removed within 24 hours. Care shall be taken when installing construction fencing to not obscure oncoming traffic at intersections, adjacent driveways and the project construction entrance.
13. Provide silt fence and/or other control devices, as may be required, to control soil erosion during utility construction. All disturbed areas shall be cleaned, graded, and stabilized immediately after the utility installation.
14. Silt fence shall be installed along lines of equal elevation. Silt fencing shall be installed no closer than 5 feet downhill from the toe of any slope.
15. All Waters of the State (WoS), including wetlands, are to be flagged or otherwise clearly marked in the field prior to beginning any activity.
16. Project setback buffers shall be located a minimum of 30 ft. measured from the top of stream bank or edge of wetland, unless otherwise approved by the City Engineer. All setbacks shall be clearly delineated on the erosion prevention and sediment control plans.
17. A single row of silt fencing shall be installed along all setback buffers that meet the minimum requirements.
18. A double row of silt fencing shall be installed in all areas where a minimum setback buffer cannot be maintained between the disturbed area and the water body or wetland. Double row of silt fencing shall be placed no closer than 5 ft. downhill from the toe of any fill area and a minimum of 5 ft. spacing shall be maintained between silt fence rows. A minimum 5 ft. buffer should be maintained between the last row of silt fence and all water bodies and wetlands.

Application must be completed prior to requesting a permit.



19. Stockpiles of useable or waste materials shall be surrounded by a row of silt fence at all times. Stockpiles that are undisturbed for more than fourteen (14) days shall have appropriate stabilization measures installed. Stockpiles shall be placed a minimum of 50 feet away from stormwater flows, stormwater inlet structures, drainage courses, adjacent property and public roadways.
20. Litter, construction debris, oils, fuels, building products with significant potential for impact (such as stockpiles of freshly treated lumber), and construction chemicals that could be exposed to storm water must be prevented from becoming a pollutant source in stormwater discharges.
21. Temporary diversion berms, ditches, or slope drains shall be provided for all slopes 3:1 or steeper and as otherwise needed during construction to protect areas from upslope runoff and/or to divert sediment laden water to appropriate traps or stable outlets.
22. Slopes 3:1 or steeper and/or exceeding eight (8) vertical feet shall be stabilized with staked in place sod or synthetic/vegetative mats in addition to hydro seeding as soon as practical but no more than 7 calendar days after land disturbing activities on the slope have permanently or temporarily ceased
23. Cat track or surface roughening is required for all slopes 3:1 or steeper prior to seeding and laying of synthetic or vegetative mats. Cat tracking or surface roughening shall produce a surface with furrows running cross slope, parallel with slope contours, and perpendicular to surface runoff.
24. Portable toilet facilities shall not be located within 20 feet of any storm water structure and/or 50 feet of any water course, wetland area, stream, floodplain, or lake.
25. The following discharges are prohibited:
  - a. Wastewater from washout of concrete, unless managed by an appropriate control
  - b. Wastewater from washout and cleanout of stucco, paint, form release oils, curing compounds and other construction materials
  - c. Fuels, oils, or other pollutants used in vehicle and equipment operation and maintenance
  - d. Soaps or solvents used in vehicle and equipment washing during construction.
26. Minimize the discharge of pollutants from equipment and vehicle washing, wheel wash water, and other wash waters. Wash waters must be treated in a sediment basin or alternative control that provides equivalent treatment prior to discharge.
27. Minimize the discharge of pollutants from dewatering of trenches and excavated areas. These discharges are to be routed through appropriate BMPs (sediment basin, filter bag, etc.).

In addition, all performance, inspection, and record keeping requirements in conformance with SCDHEC NPDES Construction General Permit SCR100000 and SC Standards for Storm Water Management and Sediment Reduction Regulation R72-300 thru R72-316 shall be met.

Application must be completed prior to requesting a permit.



## Demolition Application

For Office Use Only:

Tax Map # \_\_\_\_\_

Permit # \_\_\_\_\_ Clerk \_\_\_\_\_

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

Street Address: \_\_\_\_\_ Suite/Unit/Space# \_\_\_\_\_

Owner \_\_\_\_\_ Tax Map # \_\_\_\_\_

Use:

Single Family

Multi Family

Duplex

All other commercial buildings

Number of units \_\_\_\_\_ Square Feet \_\_\_\_\_ Baths \_\_\_\_\_ Bedrooms \_\_\_\_\_ Stories \_\_\_\_\_

Total square feet of area to be disturbed by grading or demolition \_\_\_\_\_

Cost of job (Contract Amount): \$ \_\_\_\_\_

### Required Inspections

Please call 467-4559 or 467-4560 for inspection. Sewer must be capped and visually inspected. All debris must be removed from site. Call for inspection 24 hours in advance. Failure to obtain the required inspections shall deem the permit holder to be in violation of The City Code of Ordinances. Contractor is responsible for DHEC requirements including asbestos survey and notification. Contact DHEC directly for more information.

### Demolitions

Section 6-63 Penalty: Any person who shall violate any provision of the code adopted by the provisions of this article shall be deemed guilty of a misdemeanor and shall be punished as provided in Section 1-5; Each day such violation continues shall be deemed a separate offense. Current fine is \$1205.00, per day for continuing violations.

Application must be completed prior to requesting a permit.



## Demolition Application

### Contractor

Name \_\_\_\_\_ Office Phone \_\_\_\_\_ Mobile Phone \_\_\_\_\_

Address: \_\_\_\_\_

Email \_\_\_\_\_

State License Agency (Choose One):                      South Carolina Contractors' Licensing Board

South Carolina Residential Builders Commission

State License Classification: \_\_\_\_\_ State License Number: \_\_\_\_\_

State License Limitation: \_\_\_\_\_

By signing this application, I certify that I am an authorized agent for the company performing the work stated above and that all information provided is true. I further understand that if any information provided is found to be incorrect or falsely stated that this permit will be null and void and that I may be responsible for violation of other related state laws and local ordinances.

Please Print Name \_\_\_\_\_

Signed \_\_\_\_\_ Date \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

### Property Owners Doing Own Work:

This is to certify that I am the owner and resident of the property for which this permit application is being made. I will be performing this work myself and agree to be on the job site at any time that work is being performed and understand that all inspections will have to be made before any work is covered. All subcontractors used on this project must obtain necessary permits and/or business license.

### **VIOLATION OF ANY PART OF THIS AGREEMENT SHALL VOID ALL PERMITS.**

Signed:              Property Owner (Print): \_\_\_\_\_

Property Owner (Signature) \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Application must be completed prior to requesting a permit.