

Demolition Permit Process and Requirements

Minnesota rules state:

1300.0120 PERMITS

Subpart 1. Required.

An owner or authorized agent who intends to construct, enlarge, alter, repair, move, **demolish**, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert, or replace any gas, mechanical, electrical, plumbing system, or other equipment, the installation of which is regulated by the code; or cause any such work to be done, shall first make application to the Building Official and obtain the required permit.

Demolition of a structure requires a permit. The City of Winona requires a sign off sheet from various utility companies and different departments within City Government (see below).

The purpose for the sign-offs is to verify that all utilities, electrical and communications wire have been disabled.

Police and fire also need to sign off so they are aware in case there is an emergency in the demolition process.

The building and zoning departments sign off to verify all procedures are in accordance with codes.



CITY OF WINONA – PROTECTIVE INSPECTION DEPARTMENT BUILDING WRECKING REVIEW FORM

PRIOR TO ISSUANCE OF ANY PERMITS TO WRECK A BUILDING, PLEASE HAVE THE FOLLOWING AGENCIES MAKE COMMENTS.

THE BUILDING TO BE WRECKED IS LOCATED AT _____ AND WILL BE WRECKED ON _____

<u>ORGANIZATION</u>	<u>SIGNATURE</u>	<u>DATE</u>	<u>COMMENTS</u>
Inspection Division	457-8231		
Planning Division	457-8250		
Engineering (Sewer needs to be cut off at property line.)	457-8269		
Public Works	457-8274		
Water Department (Needs shut off at the main)	457-8272		
Erosion Control?	457-8272		
Police Department	457-6302		
Fire Department	457-8266		
Winona County Environmental Health (Wells) (Ross)	457-6402		
Xcel Energy (Nat. Gas) (Chris Rolbiecki)	1-800-895-4999 507-457-1255 Fax: 457-1203		
Xcel Energy (Electricity) Ty Erickson	(800) 895-4999 Fax: 457-1203		
Century Link	1-800-526-3557		
Charter Communications	1-800-581-0081		
HBC	474-4000		

No building shall be wrecked prior to the issuance of any necessary Zoning permits and the completion of this form and filing with the City Of Winona Inspection Division at 270 Lafayette Street, Winona, MN 55987 PHONE (507) 457-8231 & FAX (507) 457-8212.

Once the required form is complete, a demolition permit must be applied for and approved. If the application is complete, the Building Official **must issue** the demolition permit.