



DEMOLITION ePLANS CHECKLIST Version 2023-0213

Staff Use Only BLD20 -

Project Name and Address: Printed Name/Signature: Date: [ ] By checking this box, I agree to digitally signing this form. Phone: Email: Other Contacts: To ensure the customer's project team (i.e., tenant, building owner; contractor) receives automated email notices, please complete and submit the Contact Information Form which can be found at www.pwcgov.org/BDForms

This Checklist provides the minimum essential building code information required on plans prior to submission of the Building Permit Application. Providing all the information listed will support positive communication between the designers and plan reviewers, which will expedite the overall review process.

SUBMISSION REQUIREMENTS:

- [ ] File names meet the File Naming Convention found in the Customer ePlans Guide. [ ] Plans and other required documents meet the credentialing requirements in the Customer ePlans Guide. [ ] Plan set including all trades is in a single PDF file. [ ] Files are not locked, or password protected. [ ] PDF files do not contain layers or comments. [ ] Plan sheets are bookmarked which include the sheet number and page title. [ ] Plan set is landscape and pages are aligned. [ ] An open 3"x3" space for the County Reviewed stamp is provided in the same location on each sheet. [ ] Plans are monochrome, not in color.

(1) For Structural Demolition: Submit for review plans along with all calculations for shoring and/or bracing. The plans shall be prepared by a Virginia licensed professional engineer and bear the original wet seal, signature, and date. All building plans are required to be submitted via Prince William County's ePortal system. Consult the customer electronic plan review (ePlans) guide for information on how to prepare and submit documents for electronic plan review and the electronic plan review guide for building ePlan submission guidelines.

(2) Asbestos Inspection Certification: For buildings permitted before January 1, 1985

As per Virginia Uniform Statewide Building Code (VUSBC) Application for Permit, When Required, a permit shall not be issued until the code official receives certification that the affected portions of the building have been inspected for the presence of asbestos by an individual licensed to perform such inspections pursuant to 54.1-503 of the Code of Virginia and that no asbestos containing materials were found or that appropriate action will be undertaken.

(Per the Clean Air Act & OSHA requirements).

Exception: Single Family Dwellings not being demolished for commercial purposes.

(3) Service/Utility Connections: per VUSBC Demolition of Buildings and Structures

A Building Permit Application for demolition of a structure shall be accompanied by written release from each utility, stating that their respective service connections and appurtenant equipment have been removed or sealed and plugged in a safe manner.

(4) Certification of Notification: If the demolition requires temporary removal of utility wires or other facilities shared by adjoining lots, the applicant must provide certification that the adjoining lot owners have received written notice.



**(5) Scope of Work:** (List below or attach)

The applicant shall provide a copy of a detailed "scope of work" specifying all work to be performed. If the demolition affects a Use Group requiring a Virginia architect's or engineer's credentials, the scope of work must also be credentialed.

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If the Building Permit is approved and issued, the scope of work is limited to Demolition Only. No construction of any kind is permitted. The Undersigned will be subject to fine for any violation. This is strictly enforced.

Print Name/Signature: \_\_\_\_\_

By checking this box, I agree to digitally signing this form.

Company Name: \_\_\_\_\_ Date: \_\_\_\_\_