



Department of Codes Compliance  
2400 Washington Avenue  
Newport News, VA 23607  
757-926-8861/757-926-8311(fax)

## **DEMOLITION PERMIT REQUIREMENTS**

Demolition means, “the removal of the complete structure, from roof to, and including, the foundation.” If a portion of a building is to be removed and part of the structure is to remain, this is considered a building alteration. In such cases, a building permit would be issued. The Demolition Process requires the disconnection of all utilities prior to having a permit issued.

### **General Requirements**

- Contractors applying for a demolition permit must have a current state contractor’s license with a BLD or H/H specialty. Registration with our Department is required. Payment of a local BPOL tax may also apply and can be verified by contacting the Commissioner of the Revenue @ 757-926-8752.
- Request service disconnection and/or inspection for:
  - A. Electric- from Dominion Virginia Power @ 1-888-667-3000
  - B. Gas- from Virginia Natural Gas @ 1-866-229-3578
  - C. Water- from Waterworks @ 757-926-1000
- A sewer cap off and cleanout verification inspection is required. Contact the Plumbing Section @ 757-926-8865 to schedule the inspection. Complete Plumbing Permit Application if a sewer cleanout does not exist. (a licensed plumber is required to obtain a plumbing permit to install a sewer cleanout)
- Request a demolition measurement inspection from Codes Compliance Building Inspector @ 757-926-8863
- Obtain Right-of Way and/or Land Disturbance permit(s) if necessary, from Engineering Department @ 757-926-8611
- Commercial Buildings require a fire inspection from the Newport News Fire Department @ 757-247-8873
- Complete Building Permit application, including an asbestos certification form, and provide service disconnection letters.

### **Fees**

- The demolition permit fee for a structure having a floor area greater than two hundred fifty (250) square feet shall be one hundred and two dollars (\$102.00). Structures with floor areas of two hundred fifty (250) square feet or less shall be charged the fee of forty dollars and eighty cents (\$40.80). The minimum plumbing permit fee shall be fifty-six dollars and ten cents (\$56.10) and is required when cleanout is installed.