



Full & Partial Demolition Filing Process

SEoNY – 2/24/10

Summary of Code Changes to Demolition

Partial demolition defined:

“The dismantling, razing, or removal of structural members, floors, interior bearing walls, and/or exterior walls or portions thereof, including all operations incidental thereto.”

- Full and Partial demolition submittal requirements prior to permit
- Demolition submittal preparer qualifications
- Demolition notification requirements
- All changes went into effect on December 2, 2009

Full & Partial Demolition Submittal Requirements

What are the submission requirements?

- Notes and drawings showing:
 1. *Extent, sequence, and means and methods of demolition from commencement to completion*
 2. *Bracing and shoring*
 3. *Non hand-held mechanical demolition equipment details*
- A Demolition Certification Form (DS1) completed by the preparer
- A completed TR1 form for mechanical demolition special inspection when mechanical equipment is used

Demo Submittal Preparer Qualifications



Demolition Equipment	Full Demolition	Partial Demolition
Mechanical Other than Hand-Held From Within	P.E.	P.E.
Mechanical Handheld From Within	P.E. or R.A.	P.E. or R.A.
Non- Mechanical	P.E. or R.A. <i>(unless exception 1 applies)</i>	P.E. or R.A.
Mechanical Other than Hand-Held From Outside	P.E.	P.E.
Mechanical Hand-Held From Outside	P.E. or R.A.	P.E. or R.A.

Exception 1: Submittal documents waived if not utilizing mechanical demolition equipment for Full Demolition of:

- A) 1-2-3 family dwellings that are three stories or less; or
- B) buildings that are three stories or less and with a floor area of 5000 sq. ft or less per story

Filing and Submission

Where & When to Submit:

For Full Demolition applications (DM):

1. File applications in borough office
2. File demolition submittals to BEST Unit

For alterations with Partial Demolition work (ALT):

1. File applications in borough office
2. If applicant of record, submit with plans for construction document review
3. If not applicant of record, submit to borough permit window when requesting permit



Demolition Notification Requirements

Notification of adjoining property owners 10 days prior to permit request

- All full demolitions and alterations with partial demolition
 - Exemption – Alterations with interior only partial demolition that don't not involve the use of non-hand held mechanical equipment

Department notification 24-48 hours prior to initiation of demolition work

- All full demolitions and alterations with partial demolition
- As of December 2, 2009, demolition contractors must call the DOB Call Center 212-227-4416 instead of BEST for the pre-commencement notification

Other Requirements



Document Scanning:

Follow the Department's plan scanning requirements and use the proper discipline designator (DMO). Subsequent plan revisions must be submitted along with an AI1 form, indicating the plan pages that are being revised, added, or deleted

Mechanical Demolition:

All mechanical demolition equipment details must be included as part of the demo submittal document package

Follow the demolition guidance document instructions to fully comply with the requirements