

Listed below is the information that needs to be provided in order to submit a complete application for a *demolition* permit. Staff will not process incomplete applications. Please see the website for details on the application process.

### SUBMITTAL REQUIREMENTS

- Completed and signed application form, including proof of a valid State Contractor's License and a City of Lynnwood Business License.
- Sewer capping permit and inspection completed by Public Works. Permit applications are available online or at the Permit Center.  
<https://www.lynnwoodwa.gov/files/sharedassets/public/development-and-business-services/public-works/public-works-permit-application.pdf>
- A copy of the demolition application to Puget Sound Clean Air Agency. Information can be obtained online at <http://pscleanair.org/188/Contractor-Demolition>.
- Record of Cash Deposit form completed for "Building Demolition/Removal Deposit." A \$2,000 deposit is required; this is returned when the demolition is complete and inspected.
- A completed SEPA application, unless the project is categorically exempt from SEPA review.
- A completed Spill Prevention, Control and Countermeasures Plan (SPCC Plan). SPCC Plan can be obtained online at <https://www.lynnwoodwa.gov/Government/Departments/Public-Works/Environmental-and-Surface-Water-Education-and-Outreach/National-Pollution-Discharge-Elimination-System-NPDES>

### ADDITIONAL REQUIREMENTS

- Plans may be required if the structure is 4,000 sq. ft. or greater, or if the demolition is subject to SEPA review.
- A Stormwater Pollution Prevention Plan (SWPPP) may be required. Please verify with our Environmental, Surface Water, and Storm Water Department at 425-670-5200.

### NOTE

**Full fees are due upon submittal. Please see the fee schedule for current charges.**