



Neighborhood Resource Center

Unified Government of Wyandotte County / Kansas City, Kansas

Building Inspections

4601 State Avenue, Suite 88
Indian Springs Marketplace
Kansas City, Kansas 66101

Phone (913) 573-8620
FAX (913) 573-8622

TO: DEMOLITION CONTRACTORS / PROPERTY OWNERS

RE: REQUIREMENTS FOR ISSUANCE OF PERMITS FOR PRIVATE DEMOLITIONS

HAULING PERMIT

1. A hauling permit must be obtained and paid for from the Engineering Department, City Building, 701 N. 7TH St., 7TH floor, 573-5700.
2. A copy of this permit must be submitted at the time of the demolition permit request.
3. If a dumpster is being used, no hauling permit is needed. If the dumpster will be located on the street or in the right-of-way, a permit must be obtained and paid for from the Engineering Dept. and submitted at the time of the demolition permit request.

WATER SERVICE DISCONNECTS

1. A plumber, licensed and bonded with the Unified Government of Wyandotte County/Kansas City, Kansas, must be used to physically disconnect the water service from the service connection.
2. The plumber must obtain a maintenance permit from the Board of Public Utilities, 300 N. 65th St., to abandon the water service. A copy of this must be submitted with the permit request.
3. Once the service has been disconnected, the plumber will notify the Board of Public Utilities (573-9843) to request an inspection. A copy of the inspection permit will be given to the plumber and must be submitted with the permit request.
4. If water service is not connected to the structure to be razed, a memorandum from the Board of Public Utilities confirming such fact must be submitted with the permit request.

(OVER)

ELECTRICAL SERVICE DISCONNECT

1. Written request must be made to Kansas City Board of Public Utilities (Stephanie 573-9190) for the electrical service to be disconnected. A copy of the letter with BPU cut-off date notated and initialed by Stephanie must be submitted to Building Inspections with the permit request.

SEWER SERVICE DISCONNECTS

1. A plumber, licensed and bonded with the Unified Government of Wyandotte County/Kansas City, Kansas, must be obtained to physically disconnect the sewer from the service connection.
2. The plumber must obtain a sewer abandonment permit from Water Pollution Control, 701 N. 7th St., 7th Floor, 573-5400).
3. Once the sewer has been disconnected, the plumber must notify Water Pollution Control at 573-5535 to request an inspection, at which time a copy of the inspection ticket will be given to the plumber. This must be submitted with the permit request.
4. If sewers are not servicing the structure to be razed, a memorandum from Water Pollution Control confirming that fact must be submitted with the permit request. If the property contains a septic tank, it must be crushed.

NATURAL GAS SERVICE DISCONNECT – KANSAS GAS SERVICE

1. The owner of the property or the demolition contractor must contact the gas supplier and request termination of the service.
2. If Kansas Gas Service services the property, documentation from Kansas Gas Service indicating the gas service has been terminated must be submitted with the permit request.

If any of the above utilities have never been in service at the structure to be demolished, a letter stating that fact on the specific utility company's letterhead must be submitted with the permit request.

The demolition contractor must contact Building Inspections, 573-8620, for the two required inspections:

1. **Open Basement/Foundation Inspection:** This is requested when the structure is removed and only the foundation or basement remains.
2. **Final Inspection:** This is requested when the foundation/basement has been filled in and graded, seed or sod in place. (NOTE: Only brick, stone, rock or similar material may be buried: no organic material such as wood, sheetrock, shingles, etc. may be buried.)