



City of Cumberland

Department of Community Development ▪ 57 N. Liberty Street ▪ Cumberland, MD 21502 ▪ www.cumberlandmd.gov
301-722-2000, ext. 5600 ▪ Fax 301-759-6432 ▪ complaints@cumberlandmd.gov

DP # _____

DEMOLITION - PERMIT APPLICATION

- SFD/SFD-A (or Other)** **Accessory Structure** **Interior Commercial Demolition (Gutting)**

Accessory structures including but not limited to sheds, small garages, carports, small additions, porches, greenhouses, etc. (Interior Commercial Demolitions are also required if commercial alteration permits have not been received by this office prior to interior demolition taking place)

Project Location _____ **Property ID #** _____ - _____

found on deed or view: www.dat.state.md.us, Real Property Search

Applicant's Name _____ **Phone** _____

Address _____ **Email** _____

Contractor Name _____ **Phone** _____

Address _____ **Email** _____

Brief description of structure to be demolished, including dimensions _____

Brief description of interior gutting _____

Reason for demolition _____

Last use of the structure _____ **Estimated Cost \$** _____

Proposed finished grade/contours _____

Proposed finished ground surface _____

- Provide a **Pest Control Invoice** copy showing the property has been inspected and treated if necessary. Waived if government determined hazardous or blight.
- Contact **Md. Dept. of the Environment**, 160 S. Water St., Frostburg, MD 21532, regarding abatement of asbestos, lead paint, etc. prior to demolition. *(see reverse)* Waived if Government determined hazardous or blight.
- Project must follow **Cumberland Ordinance No. 2544 and International Building Code 2018, Chapter 33 on Safeguards During Construction**. Contractor must direct/supervise all work as described.
- Contact **Water Dept. 301-759-6625** and **Sewer Dept. 240-580-0762**, 24-48 hours prior to sewer capping. *They ask you please provide a BEFORE and AFTER photo and place PVC from capping to surface.*
- Apply for a **Certificate of Appropriateness** if property is located in the City's locally zoned Historic District? *(\$30 fee)*
- A required **Performance Bond(s)** payment may be in the form of cash or insurance coverage "bound unto Cumberland Mayor and City Council". **Residential** - \$1,500.00 per SFD dwelling unit; \$3,000.00 for a duplex
 Commercial – amount of contract or bid for demolition.
- Schedule for an **Inspection of the Final Grade** with a City Code Compliance Officer, 301-759-6442 or 301-759-6659.
- Apply as a Vendor** with the City to receive payment and release of the above bond. *(instructions on reverse)*
- Notify adjoining property owners** PRIOR to the demolition.
- No permit fee is required.

The City reserves the right to revoke any permit to resolve an emergency or public health hazard.

A demolition permit will expire 30 days from the date of issuance.

Do not begin work until an approval is received from the City of Cumberland. A signed and stamped application is required for a permit application to be considered complete. This will be sent to you upon decision of the department manager or designated representative.

Applicant's Signature: _____ Date: _____

To apply online go to citizenserve.com/Cumberland

SAMPLE MDE LETTER

[Contractor]
[Address]
[City, State Zip]
[Date]

Maryland Department of the Environment
Air and Radiation Management Main Field Office
Attn: Tamara Davis, Manager
160 South Water Street
Frostburg, MD 21532
Phone: 301-689-5756
Fax: 301-689-6544
frostburg@hereintown.net

Re: Demolition of [address of property to be demolished]

To: Tamara Davis

This letter is to give notification to Maryland Department of the Environment (MDE) regarding the abatement of asbestos, lead paint, etc. from above mentioned property in preparation for demolition. This property is located in the City of Cumberland.

The premises have been inspected and no asbestos nor lead paint were found on said property.

If asbestos is found during the course of the demolition project, all work will cease. The asbestos will then be removed by a licensed contractor.

If the property is fire damaged, include this paragraph...

The structure is a fire damaged residential structure exempt from the National Emission Standards for Hazardous Air Pollutants (NESAP) regulations. The interior is not safe to enter, however should friable Assessment of Corrective Measures (ACM) be encountered; it will be handled appropriately by a licensed contractor.

Sincerely,
[contractor]

cc: City of Cumberland – Department of Community Development

Re: Performance Bond

INSTRUCTION TO APPLY AS A VENDOR WITH THE CITY -

You must complete both the New Vendor Information Form and the IRS Form W-9, found on City website, in order to be added to the City's accounts payable system. We cannot process a check to you without these two forms. Please fill out those forms and return to us. You may also choose to submit both forms online at [www.cumberlandmd.gov/Services/New Vendor Information Form](http://www.cumberlandmd.gov/Services/New_Vendor_Information_Form). Once you are in the system as a vendor, there is no need to repeat this step.

CHAPTER 33

SAFEGUARDS DURING CONSTRUCTION

User notes:

About this chapter: While the balance of the chapters in this code specify how a building is to be designed and constructed in order to be in compliance with the code, Chapter 33 looks to the actual construction process. Parameters are provided for demolition and for protecting adjacent property during demolition and construction. Issues such as how to provide egress while the building is growing, the timing of stand-pipe and sprinkler installation, and protection of pedestrians are addressed.

Code development reminder: Code change proposals to sections preceded by the designation [BS] will be considered by the IBC—Structural Code Development Committee during the 2019 (Group B) Code Development Cycle. See explanation on page iv.

SECTION 3301 GENERAL

3301.1 Scope. The provisions of this chapter shall govern safety during construction and the protection of adjacent public and private properties.

3301.2 Storage and placement. Construction equipment and materials shall be stored and placed so as not to endanger the public, the workers or adjoining property for the duration of the construction project.

SECTION 3302 CONSTRUCTION SAFEGUARDS

3302.1 Alterations, repairs and additions. Required exits, existing structural elements, fire protection devices and sanitary safeguards shall be maintained at all times during alterations, repairs or additions to any building or structure.

Exceptions:

1. Where such required elements or devices are being altered or repaired, adequate substitute provisions shall be made.
2. Maintenance of such elements and devices is not required where the existing building is not occupied.

3302.2 Manner of removal. Waste materials shall be removed in a manner that prevents injury or damage to persons, adjoining properties and public rights-of-way.

3302.3 Fire safety during construction. Fire safety during construction shall comply with the applicable requirements of this code and the applicable provisions of Chapter 33 of the *International Fire Code*.

SECTION 3303 DEMOLITION

3303.1 Construction documents. Construction documents and a schedule for demolition shall be submitted where required by the *building official*. Where such information is required, work shall not be done until such construction documents or schedule, or both, are approved.

3303.2 Pedestrian protection. The work of demolishing any building shall not be commenced until pedestrian protection is in place as required by this chapter.

3303.3 Means of egress. A horizontal exit shall not be destroyed unless and until a substitute means of egress has been provided and approved.

3303.4 Vacant lot. Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing grade or in accordance with the ordinances of the jurisdiction having authority.

3303.5 Water accumulation. Provision shall be made to prevent the accumulation of water or damage to any foundations on the premises or the adjoining property.

3303.6 Utility connections. Service utility connections shall be discontinued and capped in accordance with the approved rules and the requirements of the applicable governing authority.

3303.7 Fire safety during demolition. Fire safety during demolition shall comply with the applicable requirements of this code and the applicable provisions of Chapter 33 of the *International Fire Code*.

SECTION 3304 SITE WORK

3304.1 Excavation and fill. Excavation and fill for buildings and structures shall be constructed or protected so as not to endanger life or property. Stumps and roots shall be removed from the soil to a depth of not less than 12 inches (305 mm) below the surface of the ground in the area to be occupied by the building. Wood forms that have been used in placing concrete, if within the ground or between foundation sills and the ground, shall be removed before a building is occupied or used for any purpose. Before completion, loose or casual wood shall be removed from direct contact with the ground under the building.

3304.1.1 Slope limits. Slopes for permanent fill shall be not steeper than one unit vertical in two units horizontal (50-percent slope). Cut slopes for permanent excavations shall be not steeper than one unit vertical in two units horizontal (50-percent slope). Deviation from the foregoing limitations for cut slopes shall be permitted only upon the presentation of a soil investigation report acceptable to the *building official*.

SAFEGUARDS DURING CONSTRUCTION

3304.1.2 Surcharge. Fill or other surcharge loads shall not be placed adjacent to any building or structure unless such building or structure is capable of withstanding the additional loads caused by the fill or surcharge. Existing footings or foundations that can be affected by any excavation shall be underpinned adequately or otherwise protected against settlement and shall be protected against lateral movement.

3304.1.3 Footings on adjacent slopes. For footings on adjacent slopes, see Chapter 18.

3304.1.4 Fill supporting foundations. Fill to be used to support the foundations of any building or structure shall comply with Section 1804.6. *Special inspections* of compacted fill shall be in accordance with Section 1705.6.

SECTION 3305 SANITARY

3305.1 Facilities required. Sanitary facilities shall be provided during construction, remodeling or demolition activities in accordance with the *International Plumbing Code*.

SECTION 3306 PROTECTION OF PEDESTRIANS

[BS] 3306.1 Protection required. Pedestrians shall be protected during construction, remodeling and demolition activities as required by this chapter and Table 3306.1. Signs shall be provided to direct pedestrian traffic.

[BS] 3306.2 Walkways. A walkway shall be provided for pedestrian travel in front of every construction and demolition site unless the applicable governing authority authorizes the sidewalk to be fenced or closed. A walkway shall be provided for pedestrian travel that leads from a *building* entrance or exit of an occupied structure to a public way. Walkways shall be of sufficient width to accommodate the pedestrian traffic, but shall be not less than 4 feet (1219 mm) in width. Walkways shall be provided with a durable walking surface. Walkways shall be *accessible* in accordance with Chapter 11 and shall be designed to support all imposed loads, and the design live load shall be not less than 150 pounds per square foot (psf) (7.2 kN/m²).

[BS] 3306.3 Directional barricades. Pedestrian traffic shall be protected by a directional barricade where the walkway extends into the street. The directional barricade shall be of

sufficient size and construction to direct vehicular traffic away from the pedestrian path.

[BS] 3306.4 Construction railings. Construction railings shall be not less than 42 inches (1067 mm) in height and shall be sufficient to direct pedestrians around construction areas.

[BS] 3306.5 Barriers. Barriers shall be not less than 8 feet (2438 mm) in height and shall be placed on the side of the walkway nearest the construction. Barriers shall extend the entire length of the construction site. Openings in such barriers shall be protected by doors that are normally kept closed.

[BS] 3306.6 Barrier design. Barriers shall be designed to resist loads required in Chapter 16 unless constructed as follows:

1. Barriers shall be provided with 2-inch by 4-inch (51 mm by 102 mm) top and bottom plates.
2. The barrier material shall be boards not less than $\frac{3}{4}$ -inch (19.1 mm) thick or wood structural panels not less than $\frac{1}{2}$ -inch (6.4 mm) thick.
3. Wood structural use panels shall be bonded with an adhesive identical to that for exterior wood structural use panels.
4. Wood structural use panels $\frac{1}{4}$ -inch (6.4 mm) or $\frac{3}{16}$ -inch (23.8 mm) in thickness shall have studs spaced not more than 2 feet (610 mm) on center.
5. Wood structural use panels $\frac{3}{8}$ -inch (9.5 mm) or $\frac{1}{2}$ -inch (12.7 mm) in thickness shall have studs spaced not more than 4 feet (1219 mm) on center provided that a 2-inch by 4-inch (51 mm by 102 mm) stiffener is placed horizontally at mid-height where the stud spacing is greater than 2 feet (610 mm) on center.
6. Wood structural use panels $\frac{3}{8}$ -inch (15.9 mm) or thicker shall not span over 8 feet (2438 mm).

[BS] 3306.7 Covered walkways. Covered walkways shall have a clear height of not less than 8 feet (2438 mm) as measured from the floor surface to the canopy overhead. Adequate lighting shall be provided at all times. Covered walkways shall be designed to support all imposed loads. The design live load shall be not less than 150 psf (7.2 kN/m²) for the entire structure.

Exception: Roofs and supporting structures of covered walkways for new, light-frame construction not exceeding two *stories* above *grade plane* are permitted to be designed for a live load of 75 psf (3.6kN/m²) or the loads imposed on them, whichever is greater. In lieu of such

TABLE 3306.1
PROTECTION OF PEDESTRIANS

HEIGHT OF CONSTRUCTION	DISTANCE FROM CONSTRUCTION TO LOT LINE	TYPE OF PROTECTION REQUIRED
8 feet or less	Less than 5 feet	Construction railings
	5 feet or more	None
More than 8 feet	Less than 5 feet	Barrier and covered walkway
	5 feet or more, but not more than one-fourth the height of construction	Barrier and covered walkway
	5 feet or more, but between one-fourth and one-half the height of construction	Barrier
	5 feet or more, but exceeding one-half the height of construction	None

For SI: 1 foot = 304.8 mm.

designs, the roof and supporting structure of a covered walkway are permitted to be constructed as follows:

1. Footings shall be continuous 2-inch by 6-inch (51 mm by 152 mm) members.
2. Posts not less than 4 inches by 6 inches (102 mm by 152 mm) shall be provided on both sides of the roof and spaced not more than 12 feet (3658 mm) on center.
3. Stringers not less than 4 inches by 12 inches (102 mm by 305 mm) shall be placed on edge upon the posts.
4. Joists resting on the stringers shall be not less than 2 inches by 8 inches (51 mm by 203 mm) and shall be spaced not more than 2 feet (610 mm) on center.
5. The deck shall be planks not less than 2 inches (51 mm) thick or wood structural panels with an exterior exposure durability classification not less than $2\frac{3}{32}$ inch (18.3 mm) thick nailed to the joists.
6. Each post shall be knee braced to joists and stringers by members not less than 2 inches by 4 inches (51 mm by 102 mm); 4 feet (1219 mm) in length.
7. A curb that is not less than 2 inches by 4 inches (51 mm by 102 mm) shall be set on edge along the outside edge of the deck.

[BS] 3306.8 Repair, maintenance and removal. Pedestrian protection required by this chapter shall be maintained in place and kept in good order for the entire length of time pedestrians are subject to being endangered. The *owner* or the *owner's* authorized agent, on completion of the construction activity, shall immediately remove walkways, debris and other obstructions and leave such public property in as good a condition as it was before such work was commenced.

[BS] 3306.9 Adjacent to excavations. Every excavation on a site located 5 feet (1524 mm) or less from the *street lot line* shall be enclosed with a barrier not less than 6 feet (1829 mm) in height. Where located more than 5 feet (1524 mm) from the *street lot line*, a barrier shall be erected where required by the *building official*. Barriers shall be of adequate strength to resist wind pressure as specified in Chapter 16.

SECTION 3307 PROTECTION OF ADJOINING PROPERTY

[BS] 3307.1 Protection required. Adjoining public and private property shall be protected from damage during construction, remodeling and demolition work. Protection shall be provided for footings, foundations, party walls, chimneys, skylights and roofs. Provisions shall be made to control water runoff and erosion during construction or demolition activities. The person making or causing an excavation to be made shall provide written notice to the *owners* of adjoining buildings advising them that the excavation is to be made and that the adjoining buildings should be protected. Said notification shall be delivered not less than 10 days prior to the scheduled starting date of the excavation.

SECTION 3308 TEMPORARY USE OF STREETS, ALLEYS AND PUBLIC PROPERTY

3308.1 Storage and handling of materials. The temporary use of streets or public property for the storage or handling of materials or of equipment required for construction or demolition, and the protection provided to the public shall comply with the provisions of the applicable governing authority and this chapter.

3308.1.1 Obstructions. Construction materials and equipment shall not be placed or stored so as to obstruct access to fire hydrants, standpipes, fire or police alarm boxes, catch basins or manholes, nor shall such material or equipment be located within 20 feet (6096 mm) of a street intersection, or placed so as to obstruct normal observations of traffic signals or to hinder the use of public transit loading platforms.

3308.2 Utility fixtures. Building materials, fences, sheds or any obstruction of any kind shall not be placed so as to obstruct free approach to any fire hydrant, fire department connection, utility pole, manhole, fire alarm box or catch basin, or so as to interfere with the passage of water in the gutter. Protection against damage shall be provided to such utility fixtures during the progress of the work, but sight of them shall not be obstructed.

SECTION 3309 FIRE EXTINGUISHERS

[F] 3309.1 Where required. Structures under construction, *alteration* or demolition shall be provided with not fewer than one *approved* portable fire extinguisher in accordance with Section 906 and sized for not less than ordinary hazard as follows:

1. At each *stairway* on all floor levels where combustible materials have accumulated.
2. In every storage and construction shed.
3. Additional portable fire extinguishers shall be provided where special hazards exist, such as the storage and use of flammable and combustible liquids.

[F] 3309.2 Fire hazards. The provisions of this code and the *International Fire Code* shall be strictly observed to safeguard against all fire hazards attendant upon construction operations.

SECTION 3310 MEANS OF EGRESS

3310.1 Stairways required. Where building construction exceeds 40 feet (12 192 mm) in height above the lowest level of fire department vehicle access, a temporary or permanent stairway shall be provided. As construction progresses, such stairway shall be extended to within one floor of the highest point of construction having secured decking or flooring.

[F] 3310.2 Maintenance of means of egress. *Means of egress* and required *accessible means of egress* shall be main-

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tained at all times during construction, demolition, remodeling or *alterations and additions* to any building.

Exception: Existing means of egress need not be maintained where *approved temporary means of egress systems* and facilities are provided.

SECTION 3311 STANDPIPES

[F] 3311.1 **Where required.** In buildings required to have standpipes by Section 905.3.1, not fewer than one standpipe shall be provided for use during construction. Such standpipes shall be installed prior to construction exceeding 40 feet (12 192 mm) in height above the lowest level of fire department vehicle access. Such standpipes shall be provided with fire department hose connections at locations adjacent to *stairways* complying with Section 3310.1. As construction progresses, such standpipes shall be extended to within one floor of the highest point of construction having secured decking or flooring.

[F] 3311.2 **Buildings being demolished.** Where a building is being demolished and a standpipe exists within such a building, such standpipe shall be maintained in an operable condition so as to be available for use by the fire department. Such standpipe shall be demolished with the building but shall not be demolished more than one floor below the floor being demolished.

[F] 3311.3 **Detailed requirements.** Standpipes shall be installed in accordance with the provisions of Chapter 9.

Exception: Standpipes shall be either temporary or permanent in nature, and with or without a water supply, provided that such standpipes conform to the requirements of Section 905 as to capacity, outlets and materials.

SECTION 3312 AUTOMATIC SPRINKLER SYSTEM

[F] 3312.1 **Completion before occupancy.** In buildings where an *automatic sprinkler system* is required by this code, it shall be unlawful to occupy any portion of a building or structure until the *automatic sprinkler system* installation has been tested and *approved*, except as provided in Section 111.3.

[F] 3312.2 **Operation of valves.** Operation of sprinkler control valves shall be permitted only by properly authorized personnel and shall be accompanied by notification of duly designated parties. When the sprinkler protection is being regularly turned off and on to facilitate connection of newly completed segments, the sprinkler control valves shall be checked at the end of each work period to ascertain that protection is in service.

SECTION 3313 WATER SUPPLY FOR FIRE PROTECTION

[F] 3313.1 **Where required.** An *approved water supply* for fire protection, either temporary or permanent, shall be made available as soon as combustible material arrives on the site.

SECTION 3314 FIRE WATCH DURING CONSTRUCTION

[F] 3314.1 **Fire watch during combustible construction.** Where required by the *fire code official*, a fire watch shall be provided during nonworking hours for construction that exceeds 40 feet (12 192 mm) in height above the lowest adjacent grade.