

## REMOVAL START INFORMATION DOCUMENT

Removal Start is applicable to commercial and residential projects involving fire damage, vehicle damage, weather damage and commercial interior alteration or tenant improvement projects or other minor work as approved by the Chief Building Official. A removal start can be issued for investigative purposes.

A Removal Start is **NOT** applicable to new building construction or change of use. Projects involving **FIRE, VEHICLE OR WEATHER DAMAGE**, the purpose of a Removal Start is to get the project rebuilt as soon as possible by allowing the owner to remove damaged construction.

- It is not the intent of a removal start to replace a secure permit.
- The removal start shall be identified as a **Fire, Vehicle or Weather Damage** removal start in Accela.
- Fee is \$75.00 per trade.
- The purpose of the removal start is to allow for the clean up and removal of damaged building components and their removal from the site.
- New construction shall be permitted to secure it from vandalism and or weather in the building to prevent further damage **ONLY**.
- A Removal Start is valid for only 45 days, unless otherwise noted
- If construction drawings have not been submitted and the owner requires additional time to prepare construction documents, a second removal start may be authorized by the CBO.
- If construction drawings have not been submitted, BCS will conduct an on-site inspection. If the work has progressed past the initial inspection, the inspector shall issue a stop work order with a WWO permit fee. In addition, the owner will be assessed \$150.00 for the inspection trip.
- If construction drawings have not been submitted, and the on-site inspection shows the building has been cleaned up and enclosed as needed to prevent further damage, an order will be issued to the owner to notify him that a secure permit is required to be obtained until permit(s) has been issued for the repair work. In addition, the owner will be assessed \$150.00 for the inspection trip.

### Removal start issued for **INTERIOR ALTERATIONS**.

- A Removal Start can be obtained at the time of application for an interior alteration or after the application for an interior alteration has been submitted
- The removal start shall be identified as an **Interior Alterations** removal start in Accela.
- Fee is \$75.00 per trade.
- When construction documents have been submitted for plan review and permits, the owner may be issued a removal start to remove non-load bearing interior partitions, non-rated wall and/or floor/ceiling or roof/ceiling assemblies, plumbing, HVAC and electrical items necessary for the new construction.
- Demolition work shall be **in accordance with the drawings** submitted for the tenant alteration.
- All demolition work is required to be preformed by licensed contractors registered with the city AND is trade specific.
- Each trade must obtain his/her own Removal Start. • New construction may proceed in accordance with the drawings submitted up to the point of the first required inspection.
- Removal Start is valid for only 45 days, unless noted otherwise, where in a building permit must be obtained.

- An extension (issue new removal start) maybe granted if the plans are still in review.
- At the end of the designated period, BCS will verify the status of the plan review and permit. If the permit has not been issued, an on-site investigation shall be conducted to determine if the work has progressed beyond the initial inspection stage. If the work has progressed passed the initial inspection, the inspector shall issue a stop work order with a WWO permit fee. In addition, the owner will be assessed \$150.00 for the inspection trip.
- If the work has progressed to the initial inspection and has stopped, the owner shall be notified that the Removal Start has expired and permits have not been issued. BCS will issue a stop work order to the owner and in accordance with the Columbus Building Code the building is declared “Unsafe”. A secure permit is required to be obtained until such time that the permit has been issued and work may proceed. In addition, the owner will be assessed \$150.00 for the inspection trip.

A removal start issued for **INVESTIGATIVE PURPOSES** in preparation of construction drawings.

- The removal start shall be identified as **Investigative** removal start in Accela.
- Fee is \$75.00 per trade. Plus \$150.00 for inspection.
- **A removal start issued for investigative purposes requires the owner (contractor) to purchase a non-permit inspection for each removal start obtained.** Fee is \$75.00 per trade. The owner/contractor must call for an inspection before the expiration of the removal start.
- The owner may be issued a removal start to remove non-load bearing interior partitions, non-rated wall and/or floor/ceiling or roof/ceiling assemblies, plumbing, HVAC and electrical items necessary to investigate the existing building.
- The applicant **must provide** specific information on the application to describe the scope of work • Clean building out of all debris and remove from site.
- All demolition work is required to be preformed by licensed contractors registered with the city AND is trade specific. Each trade must obtain his/her own Removal Start.
- No **new construction** is permitted on this removal start
- The owner must specify the length of time required for the removal start.
- When the requested demolition is complete the owner shall call for an inspection or at the end of the time specified, an on-site inspection shall be conducted.
- The inspection shall determine if the building is being left in a condition that would require an order issued to the building owner and require a secure permit be obtained.
- If the building is in a secure state and no additional work is required, the inspector shall place a notice in Accela that the building is in an unoccupiable condition, no occupancy is permitted until permits have been obtained to restore the space or building to an occupiable condition.