



## Town of Wilton

### Building Department

42 Main Street • P.O. Box 83 • Wilton, NH 03086

Phone: (603) 654-3960 • Fax: (603) 654-6663

## DEMOLITION PERMIT

Application must be accompanied by certified assessment  
and NHDES Asbestos Demolition/Renovation Notification Form (where appropriate)

### PROPERTY INFORMATION:

Location: \_\_\_\_\_

Property Owner name: \_\_\_\_\_

Property Owner address: \_\_\_\_\_

Map: \_\_\_\_\_ Lot: \_\_\_\_\_ Zone: \_\_\_\_\_ Year Structure built: \_\_\_\_\_

**Is this structure over 100 years old? If YES, you must contact Wilton Heritage Commission prior to any Demolition.**

Yes: \_\_\_\_\_

Contact Info: [Heritage@wiltonnh.gov](mailto:Heritage@wiltonnh.gov)

No: \_\_\_\_\_

Wilton Town Hall  
42 Main Street, PO Box 83  
Wilton, NH 03086

Heritage Commission Notified: \_\_\_\_\_  
(Date)

### APPLICANT INFORMATION:

Name: \_\_\_\_\_ Daytime phone #: \_\_\_\_\_

Home mailing address: \_\_\_\_\_

Email address: \_\_\_\_\_

Applicant's signature: \_\_\_\_\_

### PROJECT CONTRACTOR (if different from applicant):

Name: \_\_\_\_\_ Daytime phone #: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

**More on reverse side →**

DEMO PERMIT 11/2022

<p><b>SCOPE OF WORK:</b> (See required submittal information below)</p> <p>Minor (Interior walls, floors or ceilings):</p> <p>Major (Exterior walls of structure or complete demolition):</p> <p>Where is all material being disposed of?</p>	
<p>OFFICE USE:</p> <p>Permit Fee: \$ 50.00</p> <p>Paid by: _____</p> <p>Date: _____</p>	<p>Department approval: _____</p> <p>Date: _____</p> <p>Additional comments:</p>

## REQUIRED SUBMITTAL DOCUMENTS AND INFORMATION

(Where Applicable)

### MINOR

- Lead Paint Assessment for buildings constructed prior to 1978
- Certified Asbestos Assessment and NHDES Asbestos Demolition/Renovation Notification Form

### MAJOR

- Certified Asbestos Assessment and NHDES Asbestos Demolition/Renovation Notification Form
- Lead Paint Assessment for buildings constructed prior to 1978
- Current property taxes
- Dust control plan
- Traffic control plan approved by Police Chief
- Temporary barrier plan (site fencing)
- Site stabilization plan



## **Demolition Amendment to the Building Code**

**Approved June 18, 2018**

This amendment is designed to ensure that potentially significant buildings or structures are not demolished without review by the Wilton Heritage Commission, a town body charged with preserving and safeguarding Wilton's historical and cultural assets.

This amendment applies to buildings and structures over 100 years old with a gross floor area of 300 square feet or more.

When an application for a demolition permit, or a building permit involving demolition, or a site plan review involving demolition is made, or a formal written application is submitted to the Building Inspector for a determination under this amendment, the Wilton Heritage Commission will take up to five days to determine whether to approve the demolition permit. Within those five days, we'll inform the applicant whether Commission members will want to meet with them at a time and place of mutual convenience to discuss alternatives to demolition. All meetings will occur during the existing 15 day interval already required to elapse between the issuing of the permit and the date of its execution.

If no alternatives to demolition have been identified and agreed to by the applicant after meeting with the Wilton Heritage Commission, the applicant is free to proceed with demolition. Prior to demolition, the Wilton Heritage Commission will ask for permission to document the building with photographs, sketches, and plans. The Wilton Heritage Commission will also encourage the applicant to salvage significant architectural features.

Nothing in this amendment shall be construed to prevent immediate demolition where public safety is at stake and a building has been determined by the Building Inspector to be a public hazard and demolition is the only viable recourse.

Dear Applicant,

The Wilton Heritage Commission is a town body charged with preserving and safeguarding the town's historical and cultural assets and, to that end, we have established a Demolition Review process to ensure that significant buildings or structures are not demolished without review by Wilton Heritage Commission members. The purpose of this letter is to let you know what to expect if the building you plan to tear down falls within our purview.

Commission members are to be informed when a permit is issued for the demolition of a building 100 years old, or older, and with a gross floor area of 300 square feet or more. We will let you know within five days whether or not we want to request a meeting with you to discuss the demolition. The entire process will take place within the 15 day interval that must elapse between the issuing of the permit and the date of its execution.

Your participation in the process is voluntary but it may be to your benefit to gain an understanding and appreciation of the significance of the building and its value to the community. The Wilton Heritage Commission will provide you with information regarding historical preservation and renovation resources, including state and federal programs that may apply. The Heritage Commission will give the applicant a written report on our findings.

If you decide to proceed with your demolition, we will then ask for permission to document the building's exterior and interior with photographs, sketches, and plans. We shall also point out any significant architectural features and elements that are worth salvaging.

The Wilton Heritage Commission thanks you for your cooperation.

Sincerely,

The Wilton Heritage Commission