



2241 221<sup>st</sup> Ave. NE • East Bethel, MN 55011  
Phone: (763) 367-7844 • Fax: (763) 434-9578  
[Building@ci.east-bethel.mn.us](mailto:Building@ci.east-bethel.mn.us)

### DEMOLITION PERMIT APPLICATION

JOB ADDRESS: \_\_\_\_\_ PID: \_\_\_\_\_  
Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

Contractor (If being used): \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Contractors Lic. #: \_\_\_\_\_

Contractor's lead certification number for pre 1978 structures: \_\_\_\_\_

Property Type:  Commercial  Residential: Number of Units to be demolished: \_\_\_\_\_

What is being demolished:  Primary Structure  Accessory structure  Other: \_\_\_\_\_

Type of demo:  Complete  Partial  Moving building  Gut Re-Hab  Fuel Tank Removal

Reason for Demo: \_\_\_\_\_

Year the building was constructed: \_\_\_\_\_ Present Zoning: \_\_\_\_\_

Is the WELL to be reused:  YES  NO Is the SEPTIC system to be reused:  YES  NO

Is there LEAD in the building:  YES  NO Is there ASBESTOS in the building:  YES  NO

Estimated demo start date: \_\_\_\_\_ Estimated demo end date: \_\_\_\_\_

Total square footage of structure being demolished: \_\_\_\_\_

Does the structure have a basement:  YES  NO

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Residential Permit Fee: \$101.00  
Commercial Permit Fee: Based on valuation

Signature of Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner (If Owner Doing Work): \_\_\_\_\_ Date: \_\_\_\_\_

Building Inspector: \_\_\_\_\_ Date: \_\_\_\_\_

Building Inspector only: Is an Engineering Survey Report required:  YES  NO

## Demo Worksheet: Must be completed and submitted with the permit application

Permit application	Each building must have a separate permit, unless approved by the Building Official. The demo application must be completed in full, this worksheet must be completed, and all supporting documentation must be attached. If this information is not provided than the demo permit will not be issued.	
Site Plan	Two sets of site plans verifying the location and size of structure being demolished must be submitted with the permit application. Include what will stay and what will be removed, including trees, retaining walls, grading, etc.	
Soil Erosion/ Site Safety	Site safety plan/written explanation indicating 4' safety fencing will be installed to enclose existing basement perimeter and excavations with steep slopes immediately following demolition. *If no new construction permit has been applied for at the same address, a written statement detailing that the site will be filled to grade and turf will be established on all exposed soils immediately following the house demolition is required.	
Well	Is the well going to be reused? If so, than this must be noted on the permit application and the location of the well must be protected with a post with a flag tied to the top.	
	If the well is not being reused, than you must submit a well abandonment form. This must be submitted by a well contractor to both the City of East Bethel and the Minnesota Department of Health. This must be submitted before the final inspection.	
Septic	If the septic system or septic tank is to be reused, this must be noted on the permit application. Also, (a) the septic system and tank must be protected by staking and roping off the system, and (b) the septic tank and drain field must be in compliance and be sized correctly for its intended use.	
	If the septic is not being reused, submit verification of the septic tank being pumped and abandoned. This must be completed by a licensed septic contractor and they are required to submit the septic tank abandonment form. This must be submitted before the final inspection.	
City sewer and water	If the property is on city sewer and water, than the Public Works Dept must be contacted for water meter removal and water shut off at curb stop. Please allow a minimum of 48 hour notice. They can be contacted at 763-367-7876.	
Asbestos	Submit certificate of removal of any asbestos – must be submitted by a person certified in the removal of asbestos. Asbestos survey, survey report, abatement receipts, and disposal manifests are accepted.	
Lead	Submit certificate of removal of any lead paint – must be submitted by a person certified in lead abatement. Under the Lead Renovation, Repair, and Painting Rule, contractors who renovate or partially demolish pre-1978 residential buildings must be lead-safe certified by EPA and use lead-safe practices. This rule does not apply to total demolition of a structure. Lead-safe work practices minimize lead-	

	<p>based paint dust and debris generated during demolition activities. These practices include:</p> <ul style="list-style-type: none"> <li>• Containing dust inside the work area</li> <li>• Using dust-minimizing work methods</li> <li>• Conducting a careful cleanup during the demolition</li> <li>• At a minimum, we suggest that surfaces should be wetted when possible to control the spread of leaded dust into the air</li> </ul>	
Under-ground utilities	All underground utilities should be marked. Please call Gopher State One at least 48 hours in advance. They can be reached at 651-454-0002.	
Gas	Submit verification of the gas being disconnected.	
Electric	Submit verification of the electric being disconnected.	
Trees	Will you be cutting or removing any trees on the property? If so, what type of trees will be cut or removed? How many trees will remain on the lot and what is their type and size? Pruning or removal of oak trees shall not take place from April 1 through July 15 unless an approved tree management plan is submitted by a certified forester or landscape architect. If wounding of oak trees occurs, a nontoxic tree wound dressing must be applied immediately. Excavators shall have a nontoxic tree wound dressing with them on the site.	
Commercial or Industrial	Commercial or Industrial properties will require disposal receipts including manifests for all commercial or industrial hazardous wastes. This must be submitted before the final inspection.	
Gut Re-Hab	<p>Projects that do not disturb exterior walls, roof or foundation, but instead include the removal of ceilings and interior non-load bearing walls and partitions are still required to meet demolition regulations. Subpart T applies not only to dismantling, razing, or wrecking activities, but to activities involving rehabilitation, repair, or remodeling including those where no removal of load supporting structural members takes place.</p> <p>With regard to whether an engineering survey must be made prior to starting a rehab project as required by 1926.850(a), please be advised that the scope of the engineering survey depends on the nature of the work to be performed (e.g. whether load bearing structural members are removed and the condition of the existing structure.) If a rehab project does not affect the load bearing structural components of the structure and is performed within an environment known to be free from structural hazards, then a violation of 1926.850(a) would be considered to be de minimis and an engineering survey would not be necessary.</p>	



Date: \_\_\_\_\_

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

## Electrical Disconnection Affidavit

Electrical service provided by [company name]: \_\_\_\_\_

Was the electrical services disconnected from the above address: \_\_\_\_\_

Electrical service disconnected on [date]: \_\_\_\_\_

Did overhead electrical lines need to be rolled back: \_\_\_\_\_

Electrical company staff (listed above) direct phone number: \_\_\_\_\_

Electrical company staff (listed above) direct email: \_\_\_\_\_

## Gas Disconnection Affidavit

Gas service provided by [company name]: \_\_\_\_\_

Was the gas service disconnected from the above address: \_\_\_\_\_

Gas service disconnected on [date]: \_\_\_\_\_

Do any gas lines need to be removed before demolition: \_\_\_\_\_

Gas company staff (listed above) direct phone number: \_\_\_\_\_

Gas company staff (listed above) direct email: \_\_\_\_\_



# Pre-Renovation/Demolition Environmental Checklist

Asbestos Program

Doc Type: Compliance/Enforcement Correspondence

**Minn. R. 7035.0805 requires that you remove the items below before starting a renovation or demolition project, and then manage and recycle or dispose of them correctly. This checklist is provided to help you manage the project and does not need to be submitted to the Minnesota Pollution Control Agency unless requested.**

## Project Information

### Structure owner

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Contact name: \_\_\_\_\_  
 Phone number: \_\_\_\_\_

### Demolition contractor

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Contact name: \_\_\_\_\_  
 Phone number: \_\_\_\_\_

### Structure information

Building name: \_\_\_\_\_  
 Address/Location: \_\_\_\_\_  
 \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Age of bldg (yrs): \_\_\_\_\_ Size of bldg (sq ft): \_\_\_\_\_  
 Present use of bldg: \_\_\_\_\_  
 \_\_\_\_\_  
 Prior use of bldg: \_\_\_\_\_

### Dates of renovation, demolition, or fire training burn:

Start date: \_\_\_\_\_ End date: \_\_\_\_\_  
 (mm/dd/yy) (mm/dd/yy)

Mercury	Qty		Qty		Qty
<b>Batteries</b>		Firestats:		Boiler insulation:	
Smoke detectors:		Manometers:		HVAC duct insulation:	
Emergency lighting systems:		Thermometers:		Ductwork flexible fabric connections:	
Elevator control panels:		<b>Boilers, furnaces, heaters, and tanks</b>		Fireproofing materials:	
Exit signs:		Mercury flame sensors by pilot lights:		Fire doors:	
Security systems and alarms:		Manometers, thermometers, gauges:		<b>Flooring:</b>	
<b>Lighting</b>		Pressure-trol:		Vinyl floor tile:	
Fluorescent lights:		Float or level controls:		Vinyl sheet flooring:	
<b>High intensity discharge</b>		Space heater controls:		Asphalt tile:	
Metal halide:		<b>Electrical systems</b>		Linoleum paper backing:	
High pressure sodium:		Load meters & supply relays:		Mastic/glue (floor tile, carpet, etc.)	
Mercury vapor:		Phase splitters:		<b>Electrical</b>	
Neon:		Micro relays:		Electrical panels:	
Switches for lighting using mercury relays (look for any control associated with exterior or automated lighting systems):		Mercury displacement relays:		Electrical wiring insulation:	
"Silent" wall switches:		Asbestos		Heating and electrical ducts/conduit:	
<b>Heating, ventilating, and air conditioning systems</b>		<b>Boiler rooms</b>		<b>Pipe and other insulation</b>	
Thermostats:		Boilers, furnaces, fireplaces, and their components:		Aircell (corrugated cardboard):	
Aquastats:		Cement sheets near heating equipment:		Millboard:	
Pressurestats:				Preform:	
				Joint compound:	

Asbestos (continued)	Qty		Qty		Qty
Spray applied insulation:		ChloroFluoroCarbons		Lead-acid batteries (lighting, exit signs, security systems):	
Blown-in insulation:		Fire extinguishers (both portable and installed halon suppression systems):		Lead flashing molds and roof vents:	
Block:		Air conditioners (rooftop, room, and central):		Lead pipes and solder:	
<b>Surfacing materials</b>		Walk in coolers (refrigeration or cold storage areas):		Lead-lined X-ray rooms:	
Acoustical plaster:		Water fountains and dehumidifiers:		Other	
Decorative plaster:		Refrigerators/freezers chillers:		Solid waste (all non-building components such as unattached carpet, files, books, trash, desks, chairs, etc.) must be removed prior to demolition:	
Textured paints & coatings:		Heat pumps:		Hazardous waste (including household) must be properly handled and disposed of prior to demolition:	
Spray-applied materials (acoustical, decorative, or insulative):		Vending machines/food display cases:		Oil (used oil, hydraulic oils in door closers, elevator shafts, etc.) must be collected and properly disposed of prior to demolition:	
<b>Roofing</b>				Tanks (no evidence of former heating tanks or storage tanks exist):	
Roofing shingles:		Poly-Chlorinated BiPhenyls (PCBs)		Appliances must be recycled by an appliance recycler:	
Roofing felt:		Transformers:		Electronics:	
Base flashing:		Transistors:			
<b>Cement materials (Transite)</b>		Capacitors:			
Cement pipes (flues & vents):		Heat transfer equipment:			
Cement wallboard:		Light ballasts:			
Cement siding:					
Pegboard:		Lead			
<b>Ceiling materials</b>		Lead-based paint (woodwork, metal equipment, interior/ exterior uses):			
Ceiling tiles:					
Ceiling tile adhesives (pucks):					
Lay-in ceiling panels:					
Acoustical tiles:					
<b>Miscellaneous</b>					
Taping, joint, and spackling compound:					
Caulking/putties:					
Fire curtains and blankets:					
Laboratory hoods, table tops, gloves, etc.:					
Gaskets:					

If you have questions or comments about this checklist, identify any additional items not found in this list, or would like to discuss an individual project, contact the Minnesota Pollution Control Agency at 651-296-6300 or 1-800-657-3864.

Affiliation with project: \_\_\_\_\_ Title: \_\_\_\_\_

Printed name: \_\_\_\_\_ Date: \_\_\_\_\_

### Important Note:

**This guidance document is not intended as a substitute for reading Minnesota Rules and Statutes and making your own independent determination of their applicability to your renovation/demolition project. Examples in this guidance document do not represent an exhaustive listing of type of materials that may be required to be removed from a building prior to renovation/demolition.**

***My building is new and I do not believe it contains asbestos. Do I still need to have it inspected?***

Some asbestos materials have been banned from use and installation, whereas other asbestos materials are still used. A letter from the building architect or contractor stating that asbestos was not used in the construction can be submitted in lieu of an inspection if the building was constructed after October 1988.

***Whom do I have to notify when I renovate a building that contains asbestos?***

For commercial properties where the ACM to be disturbed is expected to exceed the regulated amounts, the licensed abatement contractor must submit a Notification of Intent to Perform Asbestos Removal to MDH at least five (5) calendar days in advance. In addition, a Notification of Demolition or Renovation form must be submitted to the MPCA at least ten (10) working days in advance of the project start date.

For residential properties, single family homes or multi-family residences properties where the ACM to be disturbed is expected to exceed the regulated amounts, a Notification of Intent to Perform Asbestos Removal must be submitted to MDH at least five (5) calendar days in advance.

***My building does not contain asbestos and will be demolished. Do I still need to notify the state?***

The MPCA must be notified of all building demolitions at least ten (10) days in advance, even if asbestos is not present. In addition, local municipalities may require a permit to conduct the demolition.

***What will happen if I fail to comply with these regulations?***

Failure to comply with these requirements may result in enforcement, including corrective actions and penalties. Both the building owner and the contractor share the responsibility of making sure these requirements are met.



***Where can I get a list of inspectors, licensed contractors and necessary forms?***

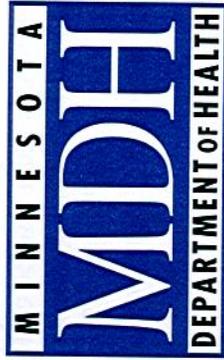
All the information can be obtained by calling MDH at 651-201-4620 or by visiting our website at:

<http://www.health.state.mn.us/divs/eh/asbestos/>

# Before you renovate or demolish...



For more information please contact:



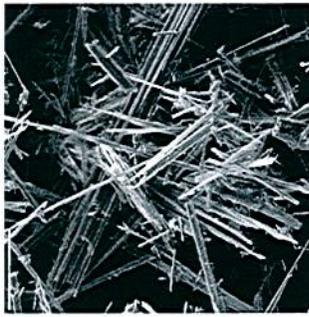
Minnesota Department of Health  
Environmental Health  
Indoor Environments & Radiation Section  
Asbestos & Lead Compliance Unit  
Freeman Building  
625 Robert Street North  
P.O. Box 64975  
St. Paul, MN 55164-0975  
Phone: 651-201-4620  
Toll Free: 888-345-0823  
Fax: 651-201-4606

**Information you must know about state and federal requirements regarding asbestos.**



### **What is asbestos?**

Asbestos is a group of naturally occurring minerals whose crystals form into long, thin fibers. It has been used in thousands of products because of its unique properties. Such as high tensile strength, flexibility, acoustical qualities, and resistance to thermal, chemical, and electrical conditions. If inhaled, asbestos can cause diseases such as lung cancer, mesothelioma and asbestosis.



### **What common products contain asbestos?**

Asbestos has been used in more than 3,600 different products, including, but not limited to, spray-on ceiling and wall texture, fireproofing, plaster, pipe coverings, floor tile, linoleum, duct wrap, boiler insulation, attic insulation, ceiling tile, sheetrock and sheetrock compounds, floor and wall mastics, roofing felt, concrete pipes and exterior siding.

Asbestos products are still being manufactured and imported into the United States. All suspect materials regardless of age must be assumed to be asbestos-containing until they are tested.

### **How do I know if I have asbestos?**

The only way to determine if you have asbestos is to have samples of suspect building materials collected and submitted for analysis. Asbestos inspections must be performed by an asbestos inspector certified by the Minnesota Department of Health (MDH). The inspection should be conducted prior to beginning any renovation or demolition activity. Bulk samples of suspect materials must also be collected in accordance with the Environmental Protection Agency (EPA) sampling protocol. This can be found in 40 CFR 763.86

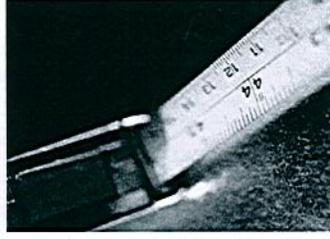
Asbestos in materials can be identified only by using a microscope. The laboratory conducting the analysis must be accredited by the National Institute of Science and Technology (NIST) through the National Voluntary Laboratory Accreditation Program (NVLAP) or participate in the asbestos bulk analysis program of the American Industrial Hygiene Association (AIHA).

### **When are inspections required?**

All public and commercial buildings, regardless of age or construction type, must be inspected for asbestos before any renovation or demolition activity begins. This is a requirement under the Minnesota Department of Labor and Industry (DLI) and the Minnesota Pollution Control Agency (MPCA).

### **What if the inspector finds asbestos in an area that will be renovated or demolished?**

The response action depends upon the type and amount of asbestos found, whether the material will be disturbed and whether or not the asbestos-containing material (ACM) is friable or nonfriable. MDH defines friable as material that contains more than one percent (1%) asbestos and, when dry, can be crumbled, pulverized or reduced to powder by hand pressure or mechanical forces.



- In a commercial property, if more than 160 square feet, 260 linear feet, or 35 cubic feet of ACM is disturbed, the project is regulated.

- In a residential property (single family or less than five units), if more than 6 square feet, 10 linear feet or 1 cubic foot of ACM is disturbed, it is also regulated.

If the amount of material impacted is expected to exceed these amounts, a licensed asbestos contractor is required.

### **Can I remove asbestos myself?**

Due to the multi-agency involvement with asbestos abatement regulation, specific questions about removal projects should be directed to the Asbestos and Lead Compliance Unit of MDH.



### **Are all commercial and public buildings covered by the MDH asbestos regulations? What about residential buildings?**

All buildings within the state of Minnesota where material contains more than 1% asbestos and exceeds the regulated amounts are covered by the regulations. This also includes exterior work.

The only differences would be in the work practices that must be followed.



# Notification of Intent to Perform a Demolition

Asbestos Program

Doc Type: Asbestos & Demolition/Amendments

**Type of notification:**  Original  Amended  Project cancellation

**Notification must be postmarked or received ten (10) working days before demolition begins. See Item 5 for emergency demolitions. Both start and end dates should be amended in writing as necessary to reflect current project dates.**

## Demolition Contractor

Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

Contact name: \_\_\_\_\_

Phone number: \_\_\_\_\_

## Building Information

Building name: \_\_\_\_\_

Address/Location: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

County: \_\_\_\_\_

Phone number: \_\_\_\_\_

Age of bldg (yrs): \_\_\_\_\_ Size of bldg (sq ft): \_\_\_\_\_

Number of floors, including basement level(s): \_\_\_\_\_

Present use of bldg: \_\_\_\_\_

Prior use of bldg: \_\_\_\_\_

## Building Owner

Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

Contact name: \_\_\_\_\_

Phone number: \_\_\_\_\_

## Dates of demolition or intentional burning:

Start date: \_\_\_\_\_ End date: \_\_\_\_\_  
mm/dd/yy mm/dd/yy

**Note:** If there is >260 linear feet or >160 square feet of Regulated Asbestos-Containing Material (RACM) in the building to be demolished, it must be removed by a licensed asbestos contractor prior to demolition. The State of MN-Notice of Intent to Perform an Asbestos Abatement Project <http://www.pca.state.mn.us/publications/w-sw4-06.doc> must be used to notify for the asbestos removal.

**Is nonfriable ACM present in the structure to be demolished?**  Yes  No

**Will nonfriable ACM be present in the structure at the time of demolition?**  Yes  No

If **Yes** to both questions above, complete Items 1-9. If **No** to either question, complete Items 3-9.

**1. If ACM will be left in place for the demolition indicate the amount of Category I and/or Category II nonfriable ACM left in place.**

Category I: \_\_\_\_\_ Linear feet  
 \_\_\_\_\_ Square feet  
 \_\_\_\_\_ Cubic feet

**Category I nonfriable ACM** means asbestos-containing packings, gaskets, resilient floor covering, and asphalt roofing products containing more than one percent asbestos.

**Category I nonfriable ACM is not allowed to remain in place for demolition if it is in poor condition.**

Category II: \_\_\_\_\_ Linear feet  
 \_\_\_\_\_ Square feet  
 \_\_\_\_\_ Cubic feet

**Category II nonfriable ACM** means any material, excluding Category I nonfriable ACM, containing more than one percent Asbestos that, when dry, cannot be crumbled, pulverized, or reduced to a powder by hand pressure.

**Category II nonfriable ACM is not allowed to remain in place for demolition if it has a high probability of becoming crumbled, pulverized, or reduced to a powder during demolition, transport, or disposal (e.g., transite, cement, slate roofing).**

2. Description and location of ACM remaining in place (including number of floors and rooms):

\_\_\_\_\_  
\_\_\_\_\_

3. Company and/or individual that conducted the building inspection and the procedure used to determine the presence or absence of ACM (including analytic method): (Note: Prior to demolition all structures must be inspected by a licensed asbestos inspector who has been certified through the Minnesota Department of Health.)

\_\_\_\_\_  
\_\_\_\_\_

4. Description of planned demolition and the specific method(s) that will be used:

\_\_\_\_\_  
\_\_\_\_\_

5. If the demolition was ordered by a government agency, please identify the agency and attach a copy of the order:

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Authority: \_\_\_\_\_

Date of order (mm/dd/yy): \_\_\_\_\_ Start date (mm/dd/yy): \_\_\_\_\_

Notification for an emergency demolition must be submitted as early as possible before demolition begins, but not later than the following working day. A demolition is considered an emergency **only** when the facility has been deemed structurally unsound and in danger of imminent collapse. If the structurally unsound building is known to contain any regulated ACM or is suspected to contain any regulated ACM, special procedures **must** be followed. If you are unaware of the special procedures, instructions/ regulations can be obtained by contacting the Minnesota Pollution Control Agency (MPCA) at the address or phone number listed below.

6. Description of procedure to be followed in the event that unexpected RACM is found or Category II nonfriable ACM becomes crumbled, pulverized or reduced to powder:

\_\_\_\_\_  
\_\_\_\_\_

7. Demolition waste transporter(s) information:

Transporter name: \_\_\_\_\_

Contact name: \_\_\_\_\_

Tranporter address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

8. Demolition waste disposal information: \*see below for more information

Landfill name: \_\_\_\_\_

Owner/Operator: \_\_\_\_\_

Address/Location: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone number: \_\_\_\_\_

9. I certify that the above information is correct and I am a bonafide representative of the demolition contractor or building owner and have authority to enter into agreements for my employer.

Print name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Important Note:

**Ensure you are in compliance with Minn. R. 7035.0805 prior to the commencement of renovation/demolition.**

This rule requires that the following items be removed two days prior to demolition: mixed municipal solid waste; household hazardous waste; industrial or hazardous waste; waste tires; major appliances; items containing elemental mercury, Poly-Chlorinated BiPhenyls (PCBs), and chlorofluorocarbons (CFCs); oil; lead; electronics; and other prohibited items. See MPCA website at <http://www.pca.state.mn.us/publications/w-sw4-20.pdf> for a Pre-Renovation/Demolition Environmental Checklist Guidance Document to assist with completion of this rule.

\*Demolition waste must be disposed of at a permitted solid waste facility. For other disposal option please contact the regional MPCA solid waste compliance/enforcement staff with any questions.

**Submit to:** Minnesota Pollution Control Agency  
Industrial Division – Asbestos Program  
520 Lafayette Road North  
St. Paul, MN 55155-4194

**Questions call:** 651-296-6300 or 1-800-657-3864  
**Fax:** 651-297-1438

**E-mail:** [asbestos.demolition.pca@state.mn.us](mailto:asbestos.demolition.pca@state.mn.us)

# Wells & Water information

## Online

For information on **wells or private drinking water**, visit the Minnesota Department of Health (MDH) Well Management Section website at: [www.health.state.mn.us/divs/eh/wells](http://www.health.state.mn.us/divs/eh/wells)

For resources or questions specific to **well sealing**, visit: [www.health.state.mn.us/divs/eh/wells/sealing](http://www.health.state.mn.us/divs/eh/wells/sealing)

## Email

Email the section directly at: [health.wells@state.mn.us](mailto:health.wells@state.mn.us)

## Who to Call

For an **area well specialist**, contact the MDH office nearest you.

### MDH offices

 **MAIN OFFICE**  
651-201-4600  
800-383-9808  
625 North Robert Street  
P.O. Box 64975  
St. Paul, MN 55164-0975



### 1 BEMIDJI

218-308-2100  
705 Fifth Street Northwest  
Bemidji, MN 56601

### 2 DULUTH

218-302-6166  
Duluth Technology Village  
11 East Superior Street  
Duluth, MN 55802

### 3 FERGUS FALLS

218-332-5150  
1505 Pebble Lake Road  
Fergus Falls, MN 56537

### 4 ST. CLOUD

320-223-7300  
3333 West Division Street  
St. Cloud, MN 56301

### 5 MARSHALL

507-476-4220  
1400 East Lyon Street  
Marshall, MN 56258

### 6 ROCHESTER

507-206-2700  
18 Wood Lake Drive Southeast  
Rochester, MN 55904

# Sealing Unused Wells



Wherever you live in Minnesota – northwoods, farm country, small town, or big city – you could have one or more wells on your property. A well may have been your home’s main water source before city water became available, or it was installed to serve secondary buildings and barns, or used to water lawns or gardens.

## The reality is... wells do not last forever.

Wells are no longer used for a variety of reasons:

- Not enough water.
- Needed repairs.
- Became contaminated.
- Simply “lost” or abandoned when property changed hands.
- Land use changed.
- Connected to a community water system.

# Minnesota homeowners guide to sealing Unused WELLS



## Physical Safety

Children and small animals can easily fall into an unprotected, open well. Also, accidents can occur when equipment is unsuspectingly driven over a crumbling well or well pit.

**Every unused well that is not properly sealed poses a safety, health, and environmental threat to your family and community as well as a potential legal risk to the homeowner.**



## Health & Environment

An unused well can act like a drain, allowing surface water runoff, contaminated water, or improperly disposed waste a direct pathway into drinking water sources. When this occurs, the quality of everyone’s water is threatened – city water wells, neighbors’ wells, even your current well. Therefore, it is recommended that homeowners test their water annually. For more information, visit: [www.health.state.mn.us/divs/eh/wells/waterquality/test.html](http://www.health.state.mn.us/divs/eh/wells/waterquality/test.html).



## Legal Responsibilities

Consider the responsibility and liability issues if an old well on your property is proved to be a conduit for contaminants that reach a drinking water source for neighbors or your city. Selling your property? You are required to provide a well disclosure statement to the buyer before a purchase agreement is signed. The statement indicates the location, number of wells, and if the well is being used or not. For additional information relating to disclosing wells, visit: [www.health.state.mn.us/divs/eh/wells/disclosures/wellsatpropertytransfer.html](http://www.health.state.mn.us/divs/eh/wells/disclosures/wellsatpropertytransfer.html).

# How to find a WELL

# After locating the well, determine the WELL use

## INDOORS look for:

### Inspect Your Property

If your house was built before public water was available, the property may have one or more wells. Wells can be located either inside or outside a building.



Glass block or concrete patch in an exterior step



Wells are often housed in a small room in the basement, many times under exterior concrete steps



Pipe sticking up out of the floor in your basement, or a concrete patch in the floor where the well was located



Low spot or sunken area in the ground



Metal, wood, or concrete cover or manhole



Areas that stay wet can be caused by an unsealed flowing well



Windmill, an old shed or well house, or an old pump



Dug wells typically appear as a ring anywhere from 1 foot or several feet in diameter, made of concrete, tile, bricks, or rocks



Pipes 1 to 8 inches wide above, at, or below the surface may indicate a well (sewer lines or septic systems may also have similar pipes, investigate further if unsure)

## OUTDOORS look for:

### Well in Use

Minnesota laws do not require a well that is in use to be sealed unless the well is contaminating the groundwater or has the potential to cause health problems.



### Unused Well

If the well is not in use and does not have a

### Water Well Maintenance Permit (www.health.state.mn.us/divs/eh/wells/disclosures/welldisclosure.htm#mp), or the well poses a threat to health or safety, Minnesota law requires that you must have the well sealed.



If your well appears to be filled or capped, but you learn it was improperly sealed, the homeowner is responsible to have the well properly sealed by an MDH licensed well contractor.

## Resources Online



The **County Well Index (CWI)** contains various information for many wells in Minnesota. To see what information is available for your well, visit: [www.health.state.mn.us/divs/eh/cwi](http://www.health.state.mn.us/divs/eh/cwi).



A **Well Disclosure Certificate** contains information such as the location, number, and status of wells on the property. To see what information is available for your well, visit: [www.health.state.mn.us/wdlookup](http://www.health.state.mn.us/wdlookup).



**Old photos, former owners, or long-time area residents** may know about windmills, houses, or buildings no longer present



City, township, county, and state **property records**



Area **well drillers**



Old fire insurance drawings at your local **historical society**

### Contracting

The most important thing to know about sealing a well is that you cannot do it yourself. Minnesota law mandates that a well only be sealed by an MDH licensed well contractor.

For a list of licensed contractors in your area, visit: [www.health.state.mn.us/divs/eh/wells/lwc](http://www.health.state.mn.us/divs/eh/wells/lwc) or see the back page and call your nearest MDH office.

### Costs

The cost to seal a well can vary considerably. Access to the well, special geological conditions, debris in the well, depth and diameter of the well are all factors that can affect the cost of well sealing. Therefore, it is important to get several estimates to compare costs.

If a contractor is already on the site drilling a new well, the cost of sealing an old well can often be less. The same is true if a group of homeowners or a community get together and contract to have a number of wells sealed at the same time.

### Funding Assistance

Various grants and/or cost-share programs may be available through local or state government agencies. Low interest loans for well construction, repair, and sealing are also often offered through local lenders to homeowners that meet income and location requirements. Preapproval is often required to qualify for these grants or loans, so arrangements should be made before you contract to have the well sealed.

For more information, visit: [www.health.state.mn.us/divs/eh/wells/sealing](http://www.health.state.mn.us/divs/eh/wells/sealing).

### Recordkeeping

Once fully sealed, the contractor is required to submit a **Well and Boring Sealing Record**

to MDH. You receive a copy of this record as well. Keep this record with your other property records. It documents the well is properly sealed.





## East Bethel Community Development

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Phone: (763) 367-7844 | Fax: (763) 434-9578

# SOIL EROSION POLICIES:

### Silt Fence Requirements:

The required areas of silt fencing will be indicated on the Certificate of Survey that is returned to the general contractor with the New Home Permit packet.

Silt fencing must be maintained throughout construction and any sagging or tears must be repaired.

Silt fencing is required around

- dirt driveways
- disturbed earth (20 ft from a newly dug foundation)
- front lot lines
- Side and rear lot lines if there is a house or property owned by a different property owner
- between lower elevations on a lot such as drainage ditches
- culverts
- sidewalks



Soil taken out of the ground and placed on the lot (or adjacent lots) must be trucked off site.

### Wetlands or wet areas:

Silt fencing is required 20 feet from wet areas.

### Driveways:

Aggregate ½ inch to 3 inches in diameter must be placed between a dirt driveway and an improved road before construction begins. This area should be maintained until a bituminous surfaced driveway is installed. If dirt is brought onto the improved road than it must be cleaned off that same day.



The driveway must be bituminous if it connects to an improved road, but if that work will be completed after the Certificate of Occupancy (CO) is issued than escrow can be placed in order to gain a Temp CO. In order to issue Temp CO with driveway escrow than aggregate ½ inch to 3 inches in diameter is required around culverts and the driveway entry.



### Storm Drains Located in Curbs / Culverts:

Silt fence should be placed over storm drains located in the curbs. If culverts are required additional erosion techniques are needed so the stones in the driveway do not wash over the culvert.

### Silt fence vs. logs:

Traditional silt fencing is what is generally approved.

If you wish to use logs, than you must get prior approval from the Community Development Department first.

### Sidewalks:

Silt fence is required between the lot line and all sidewalks. If the sidewalk around the property is damaged, the contractor is to take pictures and discuss this with the building inspector before work begins. Otherwise, the contractor will be required to repair the damaged sidewalk before a CO will be issued. If any dirt goes onto the sidewalk, it must be cleaned up that same day.

