



**Town of Apex Building Inspections and Permitting**  
Phone: 919-249-3418 Email: ePermit.Notify@ApexNC.org

**Prior to demolishing any structure, an inspection will be required for verification that ALL utilities have been properly terminated.**

Application Date \_\_\_\_\_  
Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_  
Project Address \_\_\_\_\_ Suite \_\_\_\_\_ Apex, NC ZIP \_\_\_\_\_  
Subdivision or Project Name \_\_\_\_\_ Lot Number \_\_\_\_\_  
Project Contact Person \_\_\_\_\_ Phone \_\_\_\_\_  
Email \_\_\_\_\_ Contact preference: \_\_\_ Phone \_\_\_ Email  
Property Owner \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Description of Work \_\_\_\_\_  
Building Use: \_\_\_ Residential \_\_\_ Commercial Total Demolition Cost\* \$ \_\_\_\_\_  
\*Cost over \$40,000 requires lien form, workers comp affidavit and certificate of insurance showing workers comp policy  
# of bldgs being demolished: \_\_\_\_\_ Asbestos Abatement letter has been provided with this application: \_\_\_Yes \_\_\_No

**Planning Department Approval Phone: 919-249-3426 Email:PlanningInfo@ApexNC.org**

Planning Dept. approval date: \_\_\_\_\_ Approval Type:  Construction Dwgs  CZC  Administrative Approval  
Site listed on a historic registry?  Yes  No Name of registry \_\_\_\_\_  
The site is located in the Small Town Character Overlay District?  Yes  No Zoning Dist \_\_\_\_\_  
Planning Department Conditions: \_\_\_\_\_

Approved by (print name) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Water Resources Department Approval**

Water Resources Department, Storm-water Engineering Division must provide approval of soil erosion measures prior to the issuance of the demolition permit and prior to any site work beginning. Please call 919-362-8166, select option 4.

Approved by (print name) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Existing Utilities Associated with the Structure**

**Water**  Apex°  Private (well) \*Wake CO must be contacted for abandonment. **Electric**  Apex°  Duke Energy  
**Sewer**  Public  Private (septic) \*See abandonment procedure on page 2.

**Applicant Statement**

I hereby certify that I have the authority to make the necessary application; that all information in this application is correct and all work will comply with the State Building Code and all other applicable State and local laws and ordinances and regulations or private building restrictions, if any, which may be imposed by deed. The Inspection Department will be notified of any changes in the approved plans and specifications for the project herein.

Applicant Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**General Construction (Building) \*\*An asbestos abatement report is required with this application\*\***

Contractor Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
License Number \_\_\_\_\_ Classification:  Residential  Building  Limited  Intermediate  Unlimited  
Email \_\_\_\_\_  
Authorized Agent (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

The utilities will be disconnected by the following utility supplier (checked below) or the contractor listed below:

**Electrical Service**

- Town of Apex Electrical Division  
 Duke Energy

**Gas Service**

- PSNC

**Water Service**

- Town of Apex

**Sewer Service**

- Town of Apex

**Electrical**  Check here if this trade is not required

Contractor Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 License Number \_\_\_\_\_ Classification:  Limited  Intermediate  Unlimited  Owner  Other  
 Voltage:  50 or less  600 or less  600 or more  
 Email \_\_\_\_\_ Electrical Cost \$ \_\_\_\_\_  
 Authorized Agent (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Mechanical (Gas)**  Check here if this trade is not required

Contractor Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 License Number \_\_\_\_\_ Classification:  H-1  H-2  H-3  Owner  Class I  Class II  N/A  
 Email \_\_\_\_\_ Construction Cost \$ \_\_\_\_\_  
 Authorized Agent (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Plumbing**  Check here if this trade is not required

Contractor Name \_\_\_\_\_ Phone \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
 License Number \_\_\_\_\_ Classification:  Class I  Class II  Owner  N/A  
 Email \_\_\_\_\_ Construction Cost \$ \_\_\_\_\_  
 Authorized Agent (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

**Abandonment Procedures for On-site Septic Systems**

1. Have an approved hauler pump the liquid, sludge, and scum from all tanks in the system.
2. Remove the tanks or crush them in place if concrete.
3. Backfill the excavation to natural grade and establish a vegetative cover.
4. Disconnect power at the source to all electrical controls and remove all controls and panels.
5. Remove all parts of the drain field that are above ground such as valves, boxes, and risers.
6. Coat all surface areas exposed to effluent with hydrated lime and establish a vegetative cover.
7. Wait at least 18 months before using the disposal area for gardening or construction.

Although no specific rules govern the abandonment of subsurface wastewater systems, these recommendations will ensure that sites formerly used for subsurface treatment and disposal are safe. They should be included in any sewer use ordinance when public wastewater service will be extended to facilities with existing on-site wastewater systems.