

Town of Marlborough

*Land Use
&
Building Department*

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DEMOLITION PERMIT CHECKLIST

The following items are needed with every demolition permit application

1. Permit application signed by property owner AND contractor.
2. Copy of demolition contractor's license.
3. \$30.00 fee due to the Town of Marlborough.
4. List of abutting property owners.
5. Copy of each letter sent to abutting property owners.
6. Copy of certified or registered mail receipts.
7. Copy of a disconnect notice from each utility supplying building.
8. Copy of insurance policy specifying demolition purposes.
9. Hold Harmless Letter.
10. Water & Sewer disconnects, please see the water & sewer requirement sheet.
11. Fence and/or Sidewalk Shed per CGS Sec 29-408 & 29-409 (if applicable).
12. Verification in the form of a letter from an approved testing agency that no materials within the building contain asbestos or lead paint.

HOLD HARMLESS LETTER EXAMPLE

DATE _____

In accordance with Connecticut General Statute Sec. 29-406,

_____ (company name), hereby agrees to save the Town of Marlborough and its agents, harmless from any claim or claims arising out of the negligence of the applicant or his agents or employees in the course of the demolition operation at _____ (address).

COMPANY NAME, _____

SIGNATURE AND TITLE _____