



Buildings, Safety Engineering
& Environmental Department



CITY OF DETROIT WRECKING LICENSE APPLICATION

2021

Buildings, Safety
Engineering and
Environmental
Department (BSEED)

Hours of Operation
8:00 a.m. – 4:30 p.m.,
Monday – Friday

Coleman A. Young
Municipal Center
4th Floor



City of Detroit **Wrecking License Information**

Only properly completed applications will be accepted for processing. All required **application forms** and **supporting documentation** must be submitted **14 days** prior to any scheduled Board meeting. You will be advised, by email, of your application status/acceptance and the time, date and location of the scheduled Wrecking Board hearing. The Qualifying Officer shall be required to appear before the Board in person or virtually. The following list is provided to help you complete your application correctly.

1. Be sure to have your application **SIGNED** and **NOTARIZED**.
2. If operating as a partnership, you will be required to provide a certified copy of the **Co-partnership Certificate** you registered at the Wayne County Clerk's office. The Qualifying Officer/Applicant is required to be a partner/officer of the corporation.
3. If you will be operating as a corporation, you must provide us with a copy of your **Articles of Incorporation** and your most recent annual report. The Qualifying Officer/Applicant is required to be a partner/officer of the corporation.
4. A Minimum of three (3) years supervisory experience (**Foreman-Superintendent-Supervisor**) is mandatory to qualify for a wrecking license in the City of Detroit unless the application is for a Class C License. **NOTE:** All employers listed on your application are required to provide us with an **Employment Affidavit**. We recommend that you mail or deliver copies of the sample affidavit to each of your former employers.
5. If you were **self-employed** and operating your own company, you shall provide evidence of experience by submitting the following:
 - a) Copies of **issued wrecking permits** and **pictures** listing your company as the prime contractor.
 - b) Affidavits from clients or customers whose building you have demolished. We will not accept testimonial letters of character.
 - c) Copies of **Workman's Compensation** audits submitted by your firm.
6. Any questions or concerns, please contact
 - Mr. Glenn Davis at (313) 224-9102 (DavisGL@detroitmi.gov);
 - Mr. Robert DeBerardino at (313) 628-2457 (DeberardinoR@detroitmi.gov);
 - Ms. Deidranai Williams at (313) 224-3201 (williamsdei@detroitmi.gov)



Instructions for Submitting the Wrecking License Application

- I. Submit a *Certificate of Liability and Surety Bond* to the **Law Department, Room 500** for review using the following link: <https://bit.ly/2AOmQY0>

- II. Submit a completed Wrecking Contractor License/Registration package to the **Construction Inspection Division, Room 408**. The package shall include:
 - State of Michigan *Builders' License* or *Residential Maintenance & Alterations License* with “**House Wrecking**” Classification.
 - Wrecking License application (available online).
 - Bond approval letter from the **Business License Center Division**
 - A front and back copy of the driver’s license of the state license holder.
 - A recent passport type photograph of the applicant.
 - Permits with photos as evidence of experience in demolition

- III. The Qualifying Officer/Applicant for a new Wrecking License, who is required to be a partner/officer of the corporation, must first submit a complete Wrecking License package (*including the bond approval letter*) to the Construction Division for processing. The completed Wrecking License package will then be forwarded to the Board of Wrecking Contractors Examiners for an oral interview. The fee for the initial review before the Wrecking Board of Examiners is \$329.00. Upon approval by the Board of Wrecking Contractors Examiners, the applicant will be required to pay a fee of \$86.00 for a written exam. After payment an examination date shall be scheduled. A passing grade of 75% on the written exam will award the applicant with a City of Detroit Wrecking License. The fee to obtain the Wrecking License is \$302.00. You can pay online using the following link: <https://detroitmi.gov/webapp/bseed-fee-payments>

- IV. The Qualifying Officer/Applicant renewing a Wrecking License will submit a completed registration form requesting renewal of an existing license to the Construction Inspection Division for review. All applicants once approved and after processing must pay a renewal fee of \$302.00 to the License & Permits Division.

- V. All Wrecking Licenses expires December 31st of each year without exceptions.



Wrecking License Requirements **Information Details**

1. Wrecking operations are governed by Michigan Building Code Chapter 33, Section 3303, and City of Detroit Code of Ordinances, Article II Building Code, sections 8-2-1, 8-8-2-12, & 8-2-19. BOCA Chapter 33, Section 3304.0, 3310.0, Ordinance 290-H, Sections 12-11-19 through 12-11-20.10., 15-98, & 17-98.
2. The Qualifying Officer/Applicant for a Wrecking License must be approved by the Board of Wrecking Contractors Examiners and have a minimum experience of three (3) years as a Supervisor engaged in demolition. The Qualifying Officer/Applicant who possesses a degree or registration as an architect or civil engineer who has proven experience of up to two (2) years may be extended to anyone.
3. The Board of Examiners for Wrecking Contractors usually meets on the third Wednesday of alternate months beginning in February. However, a special session can be called when necessary.

Wrecking License Class Divisions

The City of Detroit has three types wrecking licenses available

Class A Restricted – Contractor permitted to wreck only commercial structures.

****Class A Unrestricted** – Contractor permitted to wreck commercial and residential structures above 35ft in height.

Class B Restricted – Contractor permitted to wreck commercial structures not exceeding 3 stories or 35ft in height.

****Class B Unrestricted** – Contractor permitted to wreck commercial and residential structures not exceeding 3 stories or 35ft in height. Must possess a valid residential buildings state license.

****Class C** – Contractor permitted to wreck residential structures only. It allows the potential licensee to apply for the license after showing experience in wrecking of (5) five residential structures. The (3) three-year requirement has been removed, providing a shorter window for getting into the wrecking business in the City of Detroit.

****Michigan Residential Builders or Maintenance and Alteration Contractors License is required.**

*If you hold a current Michigan Builders or Alterations Contractors' License (Wrecking). Please submit a copy of the wall certificate or degree with this application. **A POCKET CERTIFICATE IS NOT ACCEPTABLE.***



Company Information

Date: _____

Name of Business: _____

Email: _____

Business Address: _____

Phone No: _____

If assumed name, give names of owners of business _____

If partners, names of partners _____

If corporation, officers _____

Is the applicant(s) familiar with all ordinances and regulations controlling the activity covered by this application? _____

Number of years engaged in this business _____

Notary Public

I hereby certify that the above statements are correct and true:

State of Michigan
County of Wayne

Applicant _____

By _____ Position _____

Subscribed and sworn to before me this _____ day of _____ 20____

My commission expires _____ 20____

(Notary public)



(Notary Stamp)



Application For Wrecking Contractor's License
City of Detroit

BUILDINGS, SAFETY ENGINEERING & ENVIRONMENTAL DEPARTMENT
 COLEMAN A. YOUNG MUNICIPAL CENTER, ROOM 408 CONSTRUCTION INSPECTION DIVISION
 2 WOODWARD, DETROIT, MICHIGAN 48226 (313) 224-3202

| | |
|---|-------------------------|
| Applicant: | Date: |
| Address: | City: |
| State: | Zip Code: |
| Primary Phone: | Alternate Phone: |
| Class of License Applied for (Class A*, Class B* or Class C) *Unrestricted / Restricted: | |

| Employment History – List Present or Most Recent Employer First | | |
|---|--------|--------|
| Employer 1: | Phone: | |
| Address: | | |
| Position: | From: | To: |
| Immediate Supervisor: | | Email: |
| Employer 2: | Phone: | |
| Address: | | |
| Position: | From: | To: |
| Immediate Supervisor: | | Email: |
| | | |



| | | | |
|-----------------------|-------|--------|--|
| Employer 3: | | Phone: | |
| Address: | | | |
| Position: | From: | To: | |
| Immediate Supervisor: | | Email: | |
| Employer 4: | | Phone: | |
| Address: | | | |
| Position: | From: | To: | |
| Immediate Supervisor: | | Email: | |

Please attach additional sheets if necessary

*If you hold a current Michigan Builders or Alterations Contractors' License (Wrecking). Please submit a copy of the wall certificate or degree with this application. **A POCKET CERTIFICATE IS NOT ACCEPTABLE.***



City of Detroit Wrecking License Application Affidavit
MUST BE NOTARIZED

I (print), _____ hereby swear
(Applicant)

that I have read the foregoing application submitted and that all statements, documentation and information therein contained are true to the best of my knowledge and belief.

Signed: _____
(Applicant)

Notary Public

Subscribed and sworn to before me this _____ day of _____, 20____,
_____ County, Michigan.

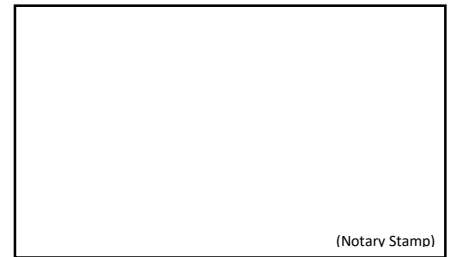
Signed: _____

My commission expires _____

Date: _____

Individual Name: _____
Corp. /Co. Name: _____
Address: _____
City/State: _____
Phone No: _____
Email Address: _____

Upon completion return to applicant





City of Detroit
Board of Wrecking Examiners
Supervisory Experience

Please Print or Type Entries: *Notice to Employer* – Under the Building Code, unless the applicant is applying for a Class C license, an applicant for a Class A or B Wrecking License must have at least 3 years of supervisory experience in the wrecking business. Such experience must be full time, active experience or the equivalent thereof.

A copy of this form is to be completed by each employer. **NO PORTION OF THIS FORM IS TO BE COMPLETED BY THE APPLICANT.**

Name of Applicant for License _____

Class License applying for _____

The above applicant was employed by me as a Supervisor or Foreman

Employer: _____ **Phone:** _____ **Email:** _____

From: (MM/DD/YYYY) _____ **TO:** (MM/DD/YYYY) _____

Approximate number of wrecking jobs in which the applicant was a foreman or supervisor _____

Types of Buildings wrecked: **Commercial** _____ **Residential** _____

Please attach additional sheets if necessary

***** MISREPRESENTATION ON THIS FORM IS BASIS FOR SUSPENSION OR REVOCATION OF A LICENSE UNDER THE LAW. *****



Verification of Supervisory Experience Affidavit
MUST BE NOTARIZED

Employer's Name (please print)

_____ State of _____,
Address

County of _____

I, _____, being duly sworn, state that I have read the foregoing and have made the foregoing answers, statements and representations therein contained, and that each and all such answers and representations are true.

(Signature of Employer)

Notary Public

Subscribed and sworn to before me this _____ day of _____, 20____,
_____ County, Michigan.

My commission expires _____

Signed: _____

Date: _____

(Notary Stamp)



Application For Wrecking Contractor's License

City Of Detroit

BUILDINGS, SAFETY ENGINEERING & ENVIRONMENTAL DEPARTMENT
 COLEMAN A. YOUNG MUNICIPAL CENTER, ROOM 408 (CONSTRUCTION DIVISION)
 2 WOODWARD, DETROIT, MICHIGAN 48226 (313) 224-3202

DOCUMENTATION STATUS REPORT

(OFFICE USE ONLY)

| | |
|-----------------------------------|---------------|
| Applicant: | Phone: |
| Type of License Requested: | Email: |

| ITEM | | STATUS | |
|---------------------------|--------|--------|--|
| Application | | | |
| Photos | | | |
| Co-Partnership Affidavit | | | |
| Articles of Incorporation | | | |
| Experience Affidavits | | | |
| Examination | | | |
| Approved for Exam: | Class: | By: | |
| Approved for License: | Class: | By: | |
| Reviewed By: | Date: | | |