Commercial Demolition Permits

Purpose:
This document is to explain what a Commercial Demolition Permit is and what is the difference between a partial and complete demolition permit and how they are obtained.

Background:
Demolition documents: Sacramento County Building Permits and Inspection requires that construction documents be submitted and a permit issued before any demolition work commences per currently adopted California Building Code.

Pedestrian protection: Pedestrian protection must be provided before demolishing of any building per currently adopted California Building Code.

Means of egress: In a partial demolition or where there are adjoining structures, a party wall balcony or horizontal exit shall not be destroyed unless and until a substitute means of egress has been provided and approved per currently adopted California Building Code.

Vacant lot: Where a structure has been demolished or removed, the vacant lot shall be filled and maintained to the existing (natural) grade per currently adopted California Building Code.

Water accumulation: Provision shall be made to prevent the accumulation of water or damage to any foundations on the premises or the adjoining property per currently adopted California Building Code.

Policy:
There are two types of Commercial Demolition Permits (which do not include any new construction) and they each have specific requirements. Partial Demolition Permits are generally issued over-the-counter when complete plans have been submitted and before the issuance of a full building permit. Complete Demolition Permits usually require approximately fifteen (15) days due to processing and clearance from SMAQMD (Sacramento Metropolitan Air Quality Management District.)

Procedure:
Partial Demolition Permit – applicant to provide the following:

1. Completed Commercial Building Permit Application – Note that removal of 160 square feet or more of drywall will require SMAQMD approval.

2. Signed contract to verify the cost of the partial demolition work.

3. Three copies of an 18” X 24” Floor Plan Drawing to scale and dimensioned.
   A. Show which non-bearing or non-shear walls are being altered or removed.
   B. Show all electric, mechanical or plumbing which is being altered or removed.

4. Completed Authorization of Agent to Act on Property Owner’s Behalf, unless the applicant is a licensed contractor or lessee.

5. Completed Notice to Property Owner as Owner Builder, unless an applicant is a licensed contractor.

6. Partial Demolition Permits do not allow occupancy. An Alteration Building Permit (CBAC) is required for occupy of a structure for which a Partial Demolition Permit has been issued.
Complete Demolition Permit – applicant to provide the following:

1. Completed Commercial Building Permit Application.

2. Signed contract to verify the cost of the complete demolition work.

3. Three copies of an 18” X 24” Site Plan Drawing to scale and dimensioned.
   A. Location of structures located on parcel.
   B. Clearly identify which structure is being demolished on the plan.
   C. Show and label all wells, septic tanks and protected trees.

4. Completed Authorization of Agent to Act on Property Owner’s Behalf, unless an applicant is a licensed contractor or lessee.

5. Completed Notice to Property Owner as Owner Builder, unless an applicant is a licensed contractor.

6. Documentation of size of structure being demolished. This documentation can be a copy of the BUILDING RECORD obtained from the Sacramento County Assessor Office located at 3701 Power Inn Road, Suite 3000 (phone number (916) 875-0700) or a signed demolition contract listing square footage of the structure to be demolished. All square footage will be subject to verification.

7. Applicant to return completed and approved Pacific Gas and Electric Company Request for Removal of Facilities Letter. This form is available from any one of our Building Permits and Inspection locations or on the web at www.building.saccounty.net. Gas service shall be disconnected and capped in accordance with the approved rules and requirements of Pacific Gas & Electric Company.

8. Applicant to return completed and approved Asbestos Survey and Demolition Notification Form which has been submitted to SMAQMD (Sacramento Metropolitan Air Quality Management District) prior to permit issuance. There is a fifteen (15) day waiting period once the form is submitted to SMAQMD (This form is available from any of our office locations.)