

DEMOLITION SUBMITTAL REQUIREMENTS

FOR ONE-TO-TWO FAMILY DWELLINGS

(Applicable for rebuild projects of single-family or duplex only)

This handout describes the necessary documents and requirements to obtain a demolition permit for one-to-two family dwellings (e.g. single-family homes and duplexes). The complete submittal package shall be submitted to the Building Division. **Note: Plans for construction of a new single family home, duo development, or duplex must be submitted for building plan check prior to, or at the same time of, obtaining a demolition permit.**

1. **Site plan** (*one electronic plan - minimum size 18'x24'*)
2. **Plans must show the following:**
 - a) Showing parcel(s) with parcel number(s).
 - b) Indicate building location(s) with building address(es).
 - c) Indicate building type (i.e.: house, garage, shed, etc.).
 - d) Building square footage(s).
 - e) Heritage tree requirements:
 - Show heritage trees to be protected prior to demolition on site plan.
 - Provide detail of method of tree protection.
 - Provide two (2) copies of arborist reports, if available.
 - For information regarding Heritage Tree Removal Permits contact the *Parks Division at (650) 903-6326.*
 - For information regarding site development issues contact the *Planning Division at (650) 903-6306.*
3. **BAAQMD acknowledgement letter.**

You can contact BAAQMD (Bay Area Air Quality Management District) at (415) 771-6000.
4. **PG&E letter indicating gas and electric utilities have been disconnected.**

You can contact PG&E at (408) 725-3325.
5. **Traffic control plan.**

If working in the Public-Right-of-Way, provide copy of approved Encroachment Permit and Traffic Control Plan.
6. **Truck route plan and/or map, starting from job site and ending at dump location.**
7. **Letter from the demolition company on their letter head explaining:**
 - Demolition timeline
 - Work hours
 - Dust and noise control measure
 - Method of demolition
 - Site security measures during and after work hours

PLAN CHECK: Five (5) business days

Do Note: If rental of a debris box is needed, please contact Recology Mountain View at (650) 967-3034 or City of Mountain View Public Works Department at (650) 903-6311 or public.works@mountainview.gov.

Please contact one of following departments about donating your building for training: Fire Department at (650) 903-6803 or Police Department at (650) 903-6728.