

If you have any question or want to learn more about how your Building Department can serve you, please call 431-3346 or come by and visit us at the Healdsburg Community Development Center, 435 Allan Court, weekdays between 8:00 a.m. and 5:00 p.m.



DEMOLITION PERMIT SUBMITTAL REQUIREMENTS

City of Healdsburg

401 Grove Street
Healdsburg, CA 95448

Phone: 707.431.3346
Fax: 707.431.2710
www.ci.healdsburg.ca.us

TOTAL BUILDING DEMOLITION

This requires a building permit, permit fee and five (5) copies of a site plan and shall be routed to the City Departments. The site plan containing the following information:

- Site Plan – Submit a fully-dimensioned site plan drawn to scale to include:
 - a. North direction arrow and scale.
 - b. Location, size and use of all structures on the lot.
 - c. Property lines and lot dimensions.
 - d. Structures to be demolished on the lot.
 - e. Dimensions and square footages of structures to be demolished.
 - f. Street address, Assessor's Parcel Number, owner's name and mailing address.
 - g. Location, trunk size, species and outline of the dripline of all trees on the site or adjoining sites with a dripline projecting into the proposed site. **(A separate Tree Removal Permit may be required.)**
 - h. Location of all above- and below-ground utilities, including meters, utility boxes, sewer, water, electricity and natural gas.
 - i. Location of any underground tanks. **(Underground fuel tanks require a separate Closure Permit from the Fire Department prior to removal of tanks.)**
 - j. Existing driveway of approaches, parking areas and the number of parking spaces. **(Permits for the removal of covered parking may be withheld until a replacement structure is permitted.)**



- Stormwater and Erosion Control Plan – If demolition will result in bare earth, include a storm water drainage and erosion control plan.
- Tree Protection Plan – If trees are located on the site, include tree protection measures.
- Air Pollution Control District Clearance – Obtain a “J Number” by contacting:
Northern Sonoma County
Air Pollution Control District
150 Matheson Street
Healdsburg, CA 95448
Phone: (707) 433-5911

The “J Number” process is used to ensure that asbestos and lead is not released into the air during demolition. **(A “J Number” may not be required for some residential projects, such as single-family residences.)**
- Historic/Cultural Significance Clearance – Structures at least 50 years and older shall be reviewed by the Planning and Building Department for their potential historic architecture or cultural significance. Structures determined to be potentially significant may be required to provide a Historic Resource Report and Evaluation prepared by a qualified professional prior to authorizing the building permit. **(A demolition permit may be withheld until a replacement structure is approved.)**

INTERIOR / PARTIAL DEMOLITION

This requires a building permit, permit fee and five (5) sets of plans showing existing floor plan and area of demolition, but **may be issued over the counter** upon Building Official approval.

- Site Plan – Provide an existing and post demolition site plan drawn to scale showing the perimeter of existing or portions of structures on the site to remain and existing and portions of existing structures on the site to be demolished.
- Floor Plan – Provide an existing and post demolition floor plan drawn to scale. Clearly identify all walls and other items to be demolished and all walls to remain.
- Air Pollution Control District Clearance – Obtain a “J Number” by contacting:
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Air Pollution Control District
150 Matheson Street
Healdsburg, CA 95448
Phone: (707) 433-5911

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