



# Community & Economic Development Department

## Building Division

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## DEMOLITION PERMIT REQUIREMENTS

The California Building Code (CBC 105.1 & CRC R105.1) does not differentiate between a demolition permit and a permit for new construction. The requirements are the same whether constructing a structure or removing it.

You will need to fill out a Demolition Permit Application Form available on our website @ <http://www.madera-county.com>. On this form please include the Assessors Parcel Number and location of structure to be demolished. After you complete this form, you will need to submit it to the San Joaquin Valley Air Pollution Control District for approval of your project. San Joaquin Valley Air Pollution Control District Information available @ <http://www.valleyair.org>.

You will also need to fill out a Madera County Plot Plan Application Form as per the written directions. Directions will be supplied to you, along with an example, when obtaining the form from the building department. Include the square footage of structure being demolished clearly on plot plan form. Give the reason for the demolition to be performed clearly on the plot plan, for example; fire damage, dilapidation, Code Enforcement, or other as indicated by the applicant. If a contractor will be performing the demolition, provide the contractor information also on the form or if Owner-Builder it must be indicated on the form. Document accurately on the plot plan form where the terminated utilities are located, so they may be located easily when a new structure is constructed in the future.

When the forms are properly completed and signed, return them to the building department for permit issuance. These are legal forms and must be clear and legible, in black ink. (No felt tipped pens or markers.)

After the permit is issued, it will have a life of 90 days between passed inspections, or it will expire without notice due to SJVAPCD regulations, which will require a new permit to be applied for with additional costs.

Before demolition commences contact the building department for a pre-inspection to confirm the proper termination of all utilities to the structure. It is important to obtain this inspection in order to document the correct square footage of the structure being demolished, since the footage may be used to offset mitigation fees if applicable. The inspection will normally be done the next business day after calling for the inspection.

A final inspection is required to close out the permit. Items to be inspected would include the proper disconnection of any utilities, the termination of water lines, sewer lines, gas or propane service and site cleanup. The streets and demolition site shall be left free of organic, inorganic, combustible and non-combustible waste materials. Failure to obtain a final on the permit may result in the structure not being removed from the Assessor's roll.