



Demolition Permits
CITY OF HIGHLAND BUILDING DIVISION
27215 BASELINE, HIGHLAND, CA 92346
(909) 864-8732



Policy No. 305

PURPOSE: To establish a policy for issuing permits to demolish structures.

POLICY: Sections 101, 104 and 105 of the California Building Code requires the Building Division to enforce provisions for demolition and a permit be issued. Prior to the issuance of this permit, the applicant must comply with the following listed items:

1. Submit approved information to verify property ownership or authority to obtain permits on behalf of the owner.
2. Provide a hazardous materials survey (asbestos and lead) for each structure.
 - A. If hazardous materials are present, contract with an approved abatement contractor to remove all materials to an approved landfill or disposal site.
 - B. Provide landfill or disposal site receipts to the City Building Division prior to obtaining permits.
 - C. Provide a hazardous material clearance certification from the abatement contractor or industrial hygienist.
3. Submit to AQMD, a notification application (with fees) a minimum of 10 days prior to start of the demolition work (per AQMD rule 1403). Provide a copy of the AQMD application to the Building Division at time of permit application.
4. Prior to issuance of a demo permit a C&D waste plan must be submitted and approved by the Public Services Division.
5. Contact the approved City waste hauler for disposal of the demolition materials. All recyclable materials must be weighed and reported.
6. Then obtain demolition permits from the Building Division.
7. Completely demolish each structure, removing all materials, foundations, slabs, trash and debris.
8. Cap utility connections within 5 feet of the property line. Call for City Building Inspection of the terminations prior to backfill or covering.
9. Obligation and responsibility for determining the location of any or all wells, shafts, openings, septic tanks, cesspools, basements, pits or other like hazards lies with the property owner and contractor, All such hazards shall be abated as per the California Plumbing Code or by methods approved by the Building Official. (Septic systems shall be pumped, cleaned, filled with sand or p-gravel and lids shall be crushed).
10. Burying, covering or otherwise discarding of debris on the demolition site is prohibited.
11. In cases regarding excavation and removal of fuel storage tanks, or other excavations involving substantial backfill, a compaction report by an approved agency shall be filed with the Building Division.

12. All Best Management Practices set by NPDES shall be implemented and complied with.
13. When demolition is a consequent of a condemnation or abatement proceeding, a shorter time period as determined by the Code Enforcement Division for the completion of work shall prevail and supersede the active permit time allowed by provisions in the Building Code.
14. All dead trees shall be removed and other vegetation shall be trimmed to comply with weed abatement procedures.

ANALYSIS: This policy is established to ensure that all structures being demolished comply with State and local agency requirements, and are consistent with other City's within the County.

Effective Date: January 1, 2011	Revision Date: April 2019	Reference Code & Section:
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