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DEMOLITION PERMIT

Handout #11

The information in this handout provides general guidelines for the City of Covina Demolition permitting process. To obtain complete information for your project, please contact our friendly staff in person or over the phone at **Planning (626) 384-5450 or Building and Safety (626) 384-5460, during our normal business hours (Monday through Thursday from 7:00 a.m. to 6:00 p.m.).**

When do I need a demolition permit?

Demolition of **any building, structure, or portion thereof** shall not commence until a valid demolition permit is obtained. **Each demolition application must be accompanied by a comprehensive asbestos survey and valid South Coast Air Quality Management District (SCAQMD) demolition permit per SCAQMD rule 1403.** For additional information on obtaining a SCAQMD demolition permit, you may contact them by telephone at **909-396-2336** or visit their website at **<http://www.aqmd.gov>**.

What must I submit to obtain a demolition permit?

- Asbestos Survey and SCAQMD demolition permit.
- Fully dimensioned site plan drawn to scale (4 plan sets of professional quality and sufficient size to clearly indicate the scope of work and specifications).
- Show on plans north arrow, property lines, setbacks, easements, basements, septic tanks, and other buried features, including underground storage tanks.
- Drainage courses, trees, walls, centerlines of streets and alleys, and the location of all utilities.
- Existing and proposed building(s) to be demolished, including address.
- The gross floor area of each structure to be demolished.
- Indicate on the plans the name of the legal property owner and name of the person responsible for preparation of the plans.
- Identify the location of all building sewers at the point of connection to the sewer lateral.
- Proposed recycling program details, including materials, percentages and/or weight, and destination reclamation facility.

Note: Additional documentation may be required for larger demolition projects.

Who can apply for and obtain a demolition permit?

Under the California Business and Professions Code section 7044, only the current property owner, or a licensed contractor, may apply for and obtain a demolition permit, unless otherwise approved.

Is an inspection required?

YES. Inspections are required before you start your demolition project to ensure that all utilities (electrical, gas, water, and sewer) are safely and properly disconnected and capped. Final inspection is required once you finish your demolition work and the job site is clean of any construction debris.