



Town of Woodside, Building Division
2955 Woodside Rd.
Woodside, Ca. 94062
(650) 851-6796 · Fax: (650) 851-2195
www.woodsidetown.org

SUBMITTAL REQUIREMENTS: DEMOLITION

Minor demolition, which may be required for re-roofing or room remodels, is usually considered a part of the project covered by a Building Permit Application. However, such work must be shown on submitted plans. Significant demolition of structures or portions of structures requires a separate demolition permit.

Bay Area Air Quality Management District (BAAQMD)

The demolition permit fee is \$200 plus a recycling fee (\$195) & deposit. The permit may be issued upon receipt of an acknowledgment form from the Bay Area Air Quality Management District (BAAQMD) 415-771-6000 or www.baaqmd.gov, which will assign a “J” number to the project. The purpose of B.A.A.Q.M.D. review is to protect against unsafe removal/disposal of asbestos.

Historic Significance

All projects including the demolition of a residence, cottage, barn, etc. also require review by the Planning Department Staff prior to permit issuance. If the structure is greater than 50 years in age, the California Environmental Quality Act regulations on historic structures could be relevant to the demolition proposal. If the structure is greater than 50 years in age, prior to a demolition permit being granted, a historical analysis report must be completed by the applicant and approved by the Town. If the structure is determined to be historically significant, an environmental impact report would be required. The Planning Director may also refer a demolition application to the Town’s History Committee.

Plan Submittal

1. Property address, owner’s name, and contact information of the plan preparer
2. All structures (decks, walls, buildings, etc.), utility connections and trees within the area of work
3. Topographic contours
4. Structures to be demolished clearly identified
5. Area of work clearly delineated and distance to property boundaries

If the area of demolition is not being re-built, please submit a site restoration plan.

In-ground pools/spas and buildings with basements

The following additional information is required:

1. **Site Development Permit Application** (please refer to the handout at: http://www.woodsidetown.org/sites/default/files/fileattachments/site_development_submittal_requirements_1-3-2012.pdf) **if any of the following apply:**
 - a. Excavations, fills, stockpiling, or any combination thereof exceeding 100 cubic yards;
 - b. Fills exceeding three feet in vertical depth at their deepest point, measured from the natural ground surface;
 - c. Excavations exceeding four feet in vertical depth at their deepest point; or,
 - d. Excavations, fills, stockpiling, vegetation removal, or any combination thereof exceeding an area of 10,000 sq. ft. or 25% of the site area, whichever is less.
2. Soils report specific to the project prepared by a geotechnical engineer. The plans should reference the report and incorporate any specific geotechnical requirements.

Septic Systems

If all fixtures connected to the sewer system are to be removed with the demolition then the septic tank and leach fields are to be abandoned. The plan should include the statement "A written certification of abandonment is required from the San Mateo County Health Department prior to final inspection." The San Mateo County Health may be reached at (650) 372-6200.