



CITY OF EL MONTE

Economic Development Department Building Division

Demolitions

1. Permits

Demolition work could be involved with alterations or removal of a building. A Demolition permit is required for any portion of a building removed. When multiple buildings on the same lot are to be removed, a separate Demolition Permit shall be issued for each building. When demolition work is associated with an addition or a remodel, the demolition work is covered under the Building Permit for the addition or remodel.

2. Vacant Lot Restrictions

When the removal of a Building or multiple buildings on the same lot results in establishment of a vacant lot, approval from the Planning Division is required prior to the issuance of a demolition permit.

3. AQMD Notification

When more than 100 square feet of building material are to be removed, State Laws require that the contractor must notify AQMD at least 10 days before removal work takes place, and a copy of the notification shall be given to the building department when obtaining a Permit for the renovation or demolition. Please note that enforcement of AQMD regulations is not within the Building Divisions jurisdiction. Issuing a permit or approving an inspection by Building Division does not wave the permittee's responsibilities for complying with AQMD requirements.

4. Construction Debris

For all project sites, refuse dumpsters and roll of boxes must be rented from Valley Vista Services. The Bin form shall be completed and returned to the Building Division prior to issuance of a Demolition or Building. Additionally, depending on the scope of work, a bond may be required as well. Obtain C&D questionnaire & forms from the Building Department.

5. Cal OSHA Permit

When a building to be demolished is higher than three stories or 36 feet, or the demolition work would require 5 feet or deeper excavation into which a person needs to descend, the contractor must first obtain an Industrial Permit from Cal OSHA before the Demolition Permits can be issued. Please contact their district office 626-472-0046.

6. Temporary Use of Public Right-of-Way

No building material or dumpsters should be placed within the right-of-way. Where special conditions warrant temporary use of the public right-of-way, approval must be first obtained from the Public Works Department, Engineering Division. To request temporary use of the public right-of-way, please submit an Encroachment Permit application to the Engineering Division for review and consideration.

7. Pedestrian Protection

An Encroachment Permit is required from the Engineering Division if railing, fence, or canopy for pedestrian protection is installed within the public right-of-way. The requirements for railing, fence or canopy shall be per Table 33-A of the Building Code and shall be provided before commencement of any work. Requirements for protecting the adjoin properties before an excavation for demolition or construction are defined in California Civil Code, Section 832.

8. Storm Water Pollution Prevention Plan (SWPPP) or Standard Urban Stormwater Mitigation Plan (SUSMP)

A SWPPP is required for sites disturbing 1 acre or more, or a SUSMP is required for sites disturbing less than 1 acre. Two (2) sets of complete plans and reports must be submitted to and approved by the City Engineer prior to issuance of Building Permits for demolition. If a SWPPP is required, please also submit the plans, and reports directly to the State Water Resources Control Board (SWRCB) via the online Stormwater Multiple Application and Report Tracking System (SMARTS) platform to obtain a Wastewater Discharge Identification (WDID) number. Approval must be obtained from the SWRCB prior to approval by the City Engineer.

9. Southern California Edison

For any demolition project, Southern California Edison needs to be notified and a confirmation of service removal needs to be provided to the Building Department. Please contact Customer Support at 1(800) 655-4555.

10. Southern California Gas Company

For any demolition project, contact Southern California Gas Co in order to schedule a technician to remove the meter and cap the gas service line to within 5 feet of the property line.

11. Water and Sewer Caps

Water and Sewer lines shall be capped off at a point within 5 feet of the property line and extend vertically 12-18 inches above grade.

12. Inspections

Call for inspections before the demolition of the building is started. The inspector will verify that the electrical service, gas service, water, and sewer system have all been removed and/ or capped off according to the directions above.

13. Swimming Pool Demolition

The top two feet of the pool structure shall be demolished and removed. Where the proposed finish grade of backfill is lower than the existing grade, the two feet shall be measured from the proposed finish grade. The lower portion of the pool may remain if adequate drainage from the pool is provided. See the pool demolition handout for more details.

14. Compaction Certification

Backfill to excavation of footings, basements, swimming pools, etc., and the fill to elevate the existing grade, shall be done under the supervision of a Geotechnical Engineer, and be certified by the engineer. A compaction certification, wet stamped and signed by a qualified engineer, shall be submitted to the Building Division before final approval of a Demolition Permit. Absent of a demolition Permit, it shall be submitted before excavation of new foundation.