



DEMOLITION PERMITS

THESE REQUIREMENTS APPLY TO BUILDING PERMITS SUBMITTED ON OR AFTER JANUARY 1, 2014

BUILDING DIVISION REQUIREMENTS

A demolition permit is required for the removal of an entire building or structure and shall be obtained prior to the start of any demolition activities.

Following is a listing of the general requirements for permit applications based on the 2013 California Plumbing Code, 2013 California Green Building Code and the Sunnyvale Municipal Code. Also provided is information about recycling of construction materials/debris. This brochure is intended to provide general information, contact the Building Safety Division for any questions or additional information.

- The sewer line shall be securely capped off with an approved fitting. (CPC 722)
- Contact the City of Sunnyvale Finance Department - Utility Billing Division at (408) 730-7400 to request the water meter be removed or to update the billing account with the permittee billing information. If the City is not notified any damages, meter service charges, all water use, and associated penalties after demolition permit issuance will be charged to the permittee.

On-Site Debris Boxes and Disposal of Material

Mixed debris of any type must be disposed of in containers provided and serviced by the City's franchised hauler, Specialty Solid Waste & Recycling (unless removed and transported by the contracted company providing the demolition/construction service, utilizing that company's own vehicles, containers and equipment). (SMC 8.16)

Recyclable material that is separated from mixed debris on the job site may be hauled by an independent recycling company holding a current Sunnyvale Business License, provided the conditions below are met:

- The recyclable material is separated on-site from non-recyclable material
- On-site containers for mixed debris disposal are provided for all non-recycled material
- The material actually recycled or re-used, and not used as 'alternative daily cover' at a landfill

To order a container for mixed debris, call Specialty Solid Waste & Recycling at (408) 565-9900. For additional information regarding collection and disposal requirements, please contact the Solid Waste Division of Public Works at (408) 730-7469.

Fluorescent Light/Ballast Disposal

Fluorescent light tubes and/or polychlorinated biphenyls (PCB) light ballasts are Universal Waste and need to be recycled properly. As of February 6, 2006, all fluorescent lamps shall be recycled or taken to a household hazardous waste disposal facility, a universal waste handler, or an authorized recycling facility. Receipts for recycling/disposal of PCB ballasts and fluorescent light tubes shall be made available upon request of City Inspector.

Fluorescent light ballasts manufactured before 1978 or which are not stamped: "NO PCBs" shall be considered PCB fluorescent light ballasts (unless proven otherwise) and shall be disposed of as hazardous waste. Ballasts not containing PCB's can be disposed of as solid waste.

A list of hazardous waste companies is at www.unidocs.org. Below are a few local companies (provided for informational purposes only, no endorsement of these companies is intended, nor is absence from the list intended to discredit companies).

- Advanced Chemical Transport, 1210 Elko Drive, Sunnyvale, CA, (408) 548-5050
- All Chemical Disposal, 21 Great Oaks Blvd., San Jose, CA , (408)363-1660
- Clean Harbors of San Jose, LLC, 1021 Berryessa Road San Jose, CA, (408)441-0962

Contact the Hazardous Materials Inspection Unit at (408) 730-7212 for any questions or additional information.

Deconstruction and Salvaging Building Materials

Prior to or in place of demolition, consider deconstruction (i.e. building dismantling) and/or salvage of reusable building materials to minimize the amount of demolition materials disposed of as well as the associated disposal fees. Fixtures, doors, lumber, bricks, mechanical units, and a variety of other materials may be removed for reuse.

Some local deconstruction and salvage service companies are listed on Sunnyvale’s Deconstruction and Salvaging Materials in Existing Buildings flyer* available at the One-Stop Permit Center, at www.SunnyvaleBuilding.com under “Green Building”, or you may contact the Sunnyvale Commercial Recycling Program at (408) 730-7484 to receive a copy.

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Recycling Demolition and Construction Materials

Recyclable materials can be separated from mixed debris/refuse and collected by independent recycling companies holding a current Sunnyvale Business License (see requirements under “On-Site Debris Boxes and Disposal of Material”). Recyclable materials may include wood, asphalt, concrete, brick, drywall, landscaping debris and metal. For a list of recycling service providers for recyclable materials, use the Builder’s Reuse and Recycling Guide* available at One-Stop or online at www.sunnyvalerecycles.org (click on “How Do I Recycle”, then “Construction & Demolition Debris”). You may also contact the Sunnyvale Commercial Recycling Program at (408) 730-7484 for additional information.

PERMIT PROCESS

1. Prior to submittal for a building permit, contact the Planning Division to determine if a separate permit is required.

Building Permit Review

2. Building permits are reviewed at the One-Stop Permit Center between the hours of 8:00 a.m. and 12:00 noon, Monday through Friday.

Inspections

3. One final inspection is typically required after all the demolition work is complete. The capped off utilities shall be visible at the time of the final inspection.

Building Permit Application Requirements (3 copies of each item)

- A completed Building Permit Worksheet application(available at the One-Stop Permit Center or on-line at www.SunnyvaleBuilding.com) (*Only one copy is needed*)
- Storm Water Pollution Prevention Plan and Notice of Intent (if disturbing ≥ 1 acre)
- Site plan showing the location of the building/structure to be demolished
- Tree protection plan (as required by the Planning Division)
- Utility release from PG&E (they can be contacted at 800-743-5000)
- Approval from the Bay Area Air Quality Management District (they can be contacted at 415-749-4762)
- Fee _____