

Demolition Permit

Permit To Demolish An Entire Building

This checklist provides steps and minimum requirements for a complete demolition permit submission. Each project is unique and additional requirements may be needed. Please note this is not an exhaustive list. And this is not plan review correction list. All applications, plans and supporting documents shall be submitted through our Electronic Online Portal through <https://acpermit.acgov.org/Portal/#/>

APPLICABLE CODES: California Building Standards Codes (currently 2022) as adopted by Alameda County Municipal Code, [Ordinance No. 2022-58](#), Chapters 15.08, 15.12, 15.16 & 15.20.

Step 1. PORTAL REGISTRATION / SIGN IN

NEW USER:

- See instructional videos “Portal Overview”, “User Registration”, and “Submitting Application”.
- Create new user account at [Electronic Online Portal](#). Follow instructions on portal.
- For assistance, please contact (510) 670-5440 or permitbid@acpwa.org

EXISTING USER:

- Sign in at [Electronic Online Portal](#)

Step 2. PLANNING/ZONING VERIFICATION

OBTAIN PLANNING DEPARTMENT APPROVAL:

- Submit electronically at [Electronic Online Portal](#)
- Select “Create New Application”.
- Apply for “*Building Applications Requiring Plan Review*”.
- Find address or parcel. Follow instructions on portal.
- Check your email notifications for Planning Dept. corrections or instructions (as applicable).

Step 3. BUILDING PERMIT APPLICATION

COMPLETED APPLICATIONS:

- In permit “Description”, please indicate which building will be demolished.
- Include BLE#/COD# (as applicable) for the demolition of work performed without building permit.
- See sample of completed application by owner/builder, by contractor.

PLANS:

- Submit one complete PDF file (not separate files for each trade). Plans must be electronically-drawn, or hand-drawn and scanned.
- Electronic or hand-drawn plans must be to scale. 24”x36” sheet size or larger (11”x17” ok for small projects).

- Cover sheet / title page
 - Project address & parcel #
 - Scope of work & square footage of proposed demolition.
 - Reference applicable Calif. Building Standards codes.
 - Occupancy classification, construction type, fire sprinkler (if info available).
- Site Plan
 - Scale: 1/8" = 1'-0" plans (typical site plans)
 - Show all property lines, all structures and distances from all structures to property lines.
 - Clearly identify the structure to be demolished.

OTHER REQUIRED DOCUMENTS:

- BAAQMD permit (J#) for demolition of existing structure prior to permit issuance. You may contact BAAQMD at 939 Ellis St., San Francisco CA 94109. Tel. (415) 749-4762 or visit their website.
- Construction and Debris Management Plan (C&D) - This demolition project is subject to the Alameda County Construction and Debris Ordinance. The applicant or designee shall complete the C&D form on the portal, <https://acpermit.acgov.org/Portal/>. Alternatively, it can be downloaded at <https://www.acpwa.org/permits/forms-and-handouts.page>
- PCB (for commercial building demolition only) - For the structure proposed for demolition, please provide the year of original construction and building material type (steel frame, concrete, wood frame, etc). Please note that demolition permits are subject to PCB Screening Assessment. This shall address the requirements of Provision C.12.f of the Bay Area Municipal Regional Stormwater Permit (MRP) to manage PCB-containing building materials during demolition. Please see PCBs Screening Assessment Form: <https://basmaa.org/wp-content/uploads/2021/01/applicant-pkg-pcbs-demo-revised-11-72019.pdf>

Step 4. PLAN REVIEW

INITIAL INTAKE:

- Initial intake: 5 business days
- Permit technician review plans and supporting documents for completeness

DEPARTMENT PLAN REVIEW:

- Building Department
- Fire Department (*For commercial building demolition*)
- Development Engineering – right-of-way encroachment or stormwater review (as applicable)

TIMELINES FOR BUILDING DEPARTMENT PLAN REVIEW:

- First review: 5 business days
- Subsequent reviews: 5 business days

¹ **Note:** Plans are routed electronically to each department for review. See plan review comments on portal and/or follow up with respective departments.

² **Note:** Plan review corrections must also be resolved with other departments (as applicable)

Step 5. PERMIT ISSUANCE

MEET ADMINISTRATIVE CONDITIONS:

- Meet all administrative conditions prior-to-issuance (PTI) of building permit. E.g. C&D form, BAAQMD J#, PCB form)
 - Internal staff will review PTI conditions and check “met” when satisfactorily completed.
 - Other departments will check off PTI conditions for their department.

PAY BUILDING PERMIT FEES AND PERMIT ISSUANCE:

- Building Department [fee schedule](#)
- Pay building permit fee on [portal](#)
- See email notification for instructions to download building permit, approved plans & documents.
- Print one hard copy of building permit and approved plans for use during building inspections.

Step 6. INSPECTIONS

SCHEDULE THE REQUIRED INSPECTIONS:

- See the permit card and schedule required inspections through the online [portal](#).
- Complete all required inspections (incl. final inspection) prior to permit expiration date.



BUILDING PERMIT APPLICATION

Application Date: 02-23-2023

Application/Permit Number: BLD2023-00513

Project Address: 21195 CENTER ST

Locality/City: CASTRO VALLEY CA

Zip: 94546

Assessor's Parcel Number: 084C065000103

Tract/PM:

Lot #:

APPLICANT Name: D.L. Falk Construction, Inc.

Phone: 510-887-6500 Cell: 510-566-8530

Address: 3526 Investment Blvd.

City: HAYWARD

State: CA

Zip: 94545

Email/Fax: araines@dfalk.com

MAIN CONTACT: Applicant Owner/Tenant Arch/Eng Contractor

OWNER Tenant (owner's written approval required)

PROFESSIONAL Architect Engineer Designer Other

Name: [Redacted]

Company Name:

Address: [Redacted]

Name: _

CA Reg. #:

City/State/Zip: _

Address:

Phone:

Email/Fax: [Redacted]

City/State/Zip: _

Tenant Company:

Phone:

Email/Fax:

CONTRACTOR Name: Angela Raines

Phone: 510-887-6500

Cell: 4155590504

Company Name: D.L. Falk Construction, Inc.

Email/Fax: araines@dfalk.com

Address: 3526 Investment Blvd.

City: HAYWARD

State: CA

Zip: 94545

PROJECT INFO Type: b67 Demolition Commercial

Permit For: BuildingElectricalPlumbing

Description of Work: Demolition of six existing structures (total 7930 sf) and remove associated utilities. Location of new CV San headquarters (reference building permit BLD2022-01792). PCBs not detected.

Proposed Use: Office

Existing Use: Other

Floor Area Habitable (sq.ft.) Non-Habitable (sq.ft.) Est. Const. Val. : \$ 156330.00

New:

Occupancy Class:

Existing:

Type of Const:

No. of Stories:

Remodel:

Note: You have completed information for permit submittal; continue to the back page for Permittee Declaration at permit issuance.

PLANNING APPROVAL Zoning: PE

For Plan Check Only:

Date:

Park Dedication Fees: @ Utility Rls - Amt \$ N/A

For Permit Issuance: Rodrigo Orduna

Date:

*Bldg Pad Cert. @ FDN N/A *Bldg Ht. Cert.: @ Framing N/A *PLN Insp. Req'd.: @ Utility Release N/A

Planning Notes: Approved as to Zoning per Historical Assessment PLN2016-00054.

Grading N/A Route: Date:

Road/Flood N/A Route: Date:

Fire N/A Route: Date:

Comments



PERMITTEE DECLARATION *California Health & Safety Code 19825*

Project Address: 21195 CENTER ST

Case Number: BLD2023-00513

A. LICENSED CONTRACTOR'S DECLARATION

I hereby affirm under penalty of perjury that I am licensed under provisions of Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code, and my license is in full force and effect.

License Class: _____ **Lic. No.:** 683837

Signature of Contractor: Angela Raines **Print Name:** Angela Raines **Date:** 02-23-2023

B. OWNER - BUILDER DECLARATION

I hereby affirm under penalty of perjury that I am exempt from the Contractors' State License Law for the reason(s) indicated below by the checkmark(s) I have placed next to the applicable item(s) (Section 7031.5, Business and Professions Code: Any city or county that requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for the permit to file a signed statement that he or she is licensed pursuant to the provisions of the Contractors' State License Law (Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code) or that he or she is exempt from licensure and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars (\$500).):

I, as owner of the property, or my employees with wages as their sole compensation, will do **all of** or **portions** of the work, and the structure is not intended or offered for sale (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who, through employees' or personal effort, builds or improves the property, provided that the improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the Owner-Builder will have the burden of proving that it was not built or improved for the purpose of sale.)

I, as owner of the property, am exclusively contracting with licensed Contractors to construct the project (Section 7044, Business and Professions Code: The Contractors' State License Law does not apply to an owner of property who builds or improves thereon, and who contracts for the projects with a licensed Contractor pursuant to the Contractors' State License Law.)

I am exempt from licensure under the Contractors' State License Law for the following reason:

By my signature below I acknowledge that, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, I cannot legally sell a structure that I have built as an owner-builder if it has not been constructed in its entirety by licensed contractors. I understand that a copy of the applicable law, Section 7044 of the Business and Professions Code, is available upon request when this application is submitted or at the following Web site: <http://www.leginfo.ca.gov/calaw.html>.

Signature of Property Owner or Authorized Agent: Roland Williams **Print Name:** Roland Williams **Date:** 02-23-2023

C. WORKERS' COMPENSATION DECLARATION

WARNING: FAILURE TO SECURE WORKERS' COMPENSATION COVERAGE IS UNLAWFUL, AND SHALL SUBJECT AN EMPLOYER TO CRIMINAL PENALTIES AND CIVIL FINES UP TO ONE HUNDRED THOUSAND DOLLARS (\$100,000), IN ADDITION TO THE COST OF COMPENSATION, DAMAGES AS PROVIDED FOR IN SECTION 3706 OF THE LABOR CODE, INTEREST, AND ATTORNEY'S FEES.

I hereby affirm under penalty of perjury one of the following declarations:

I have and will maintain a certificate of consent to self-insure for workers' compensation, issued by the Director of Industrial Relations as provided for by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. Policy No. _____

I have and will maintain workers' compensation insurance, as required by Section 3700 of the Labor Code, for the performance of the work for which this permit is issued. My workers' compensation insurance carrier and policy number are:

Carrier: State Compensation **Policy Number:** 9247908-22 **Expiration Date:** 04/01/2023

Name of Agent: Lisa Malvido **Phone:** (408) 680-0228

I certify that, in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to the workers' compensation laws of California, and agree that, if I should become subject to the workers' compensation provisions of Section 3700 of the Labor Code, I shall forthwith comply with those provisions.

Signature of Contractor: Angela Raines **Print Name:** Angela Raines **Date:** 02-23-2023

D. DECLARATION REGARDING CONSTRUCTION LENDING AGENCY

I hereby affirm under penalty of perjury that there is a construction lending agency for the performance of the work for which this permit is issued (Section 3097, Civil Code).

Lender's Name: _____ **Lender's Address:** _____

By my signature below, I certify to each of the following: I am the property owner or authorized to act on the property owner's behalf. I have read this application and the information I have provided is correct. I agree to comply with all applicable city and county ordinances and state laws relating to building construction. I authorize representatives of this city or county to enter the above-identified property for inspection purposes

Signature of Property Owner or Authorized Agent: Roland Williams **Print Name:** Roland Williams **Date:** 02-23-2023



This Permit is for: Building Electrical Plumbing

Address: **21195 CENTER ST, CASTRO VALLEY, CA 94546**

Project Information

APN: **084C-0650-001-03**

Project Name:

Valuation: \$156,330.00

Type of Work: Demolition Commercial

Thomas Guide:

Existing Use: Other

Issued To:

D.L. Falk Construction, Inc.
 3526 INVESTMENT BLVD
 HAYWARD, CA 94545

Primary: 510-887-6500
 Cellular: 510-566-8530
 E-mail: araines@dlfalk.com

Proposed Use: Office

Owner:



Owner:



Description of work: Demolition of six existing structures (total 7930 sf) and remove associated utilities. Location of new CV San headquarters (reference building permit BLD2022-01792). PCBs not detected.

Additional permits are required for any work not described on this permit

Smoke & Carbon Monoxide Alarms are required for all dwelling units where permitted work exceeds \$1,000. Permittee is responsible for the installation of Smoke & Carbon Monoxide Alarms according to the manufacturer's specifications and comply with current CBC & CRC.

Per the County Ord., construction hours allowed are Mon - Fri: 7am to 7pm, Sat. & Sun: 8am to 5pm, or restricted by other special conditions.

Permit Services Fees

Plan Check/Other Services Fees:

Minimum Plan Review Fee \$140.00

Building:

Pmt Proc Fee (\$20/s)	\$20.00
Business License Fee(0.125% of val)	\$0.00
Document Imaging Fee (1%)	\$15.01
Stormwater poltn prevent (4%)	\$60.03
Commercial SMIP(0.028% of val)	\$43.77
Pmt Proc Fee (\$30/c)	\$30.00
Building Permit Fee	\$1,500.63

Plumbing:

Plumbing Permit Fee-17% Bldg \$255.11

Electrical:

Electrical Permit Fee-20% Bld \$300.13

Total Services Fees to Date : \$2,364.68



Special Condition #0202: INSP - Contractor shall comply with Construction & Demo Debris (C&D) Management Program Required and provide a copy of this form to the Building Inspector. A copy of the C&D Form can be found here:

<https://www.acpwa.org/permits/forms-and-handouts.page?>

"Construction and Debris Management Plan"

Special Condition #0726: At Final - Contractor shall properly remove and cap off all existing utilities (gas, electric, water, and sewer lines and meters) associated with the demolition work.



Public Works Agency
 Alameda County



INSPECTION REQUESTS MUST BE RECEIVED BEFORE 12A.M. ON THE DAY OF INSPECTION
 24 Hour Inspection Request: (510) 670-5434 or Online Inspection Request at <https://acpermit.acgov.org/Portal>
 Daily Inspection Schedule will be posted at <https://www.acpwa.org/building-inspection> after 9:00 am on the day of inspection

JOB ADDRESS: 21195 CENTER ST, CASTRO VALLEY **PERMIT NUMBER:** BLD2023-00513

	INSPECTION TYPE	INSPECTOR	DATE	NOTES
100	INVESTIGATION/SITE VISIT			
101	PIERS			
102	UNDERGROUND PLUMBING			
103	UNDERGROUND ELECTRIC			
104	UFER GROUND			
105	UNDERGROUND HVAC			
106	FOUNDATION			
107	RETAINING WALL FOOTING			
108	RETAINING WALL			

DO NOT POUR CONCRETE UNTIL ABOVE ARE SIGNED

109	DRAIN ROCK			
110	DRAIN TILE			
111	DAMPROOFING			

DO NOT BACKFILL UNTIL ABOVE ARE SIGNED

201	UNDERFLOOR PLUMBING			
202	UNDERFLOOR ELECTRIC			
203	UNDERFLOOR HVAC			
204	UNDERFLOOR FRAMING			

DO NOT INSULATE UNDERFLOOR UNTIL ABOVE ARE SIGNED

205	UNDERFLOOR INSULATION			
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DO NOT SHEAT FLOOR UNTIL ABOVE ARE SIGNED

300	ROUGH ALL TRADES			
301	MASONRY - STEEL			
302	SHEAR WALLS			
303	FLOOR DIAPHRAGM			
304	ROOF SHEATING			
305	ROUGH PLUMBING			
307	ROUGH ELECTRIC			
308	ROUGH HVAC			
309	FRAME			
310	EXTERIOR LATH			

DO NOT PLASTER OR INSULATE UNTIL ABOVE ARE SIGNED

401	WALL INSULATION			
402	ATTIC/CEILING INSULATION			
403	T-BAR CEILING			

DO NOT COVER UNTIL ABOVE ARE SIGNED

501	DRYWALL/TILE BACKING			
502	INTERIOR LATH			
503	SHOWER PAN TEST			

DO NOT TAPE UNTIL ABOVE ARE SIGNED

				OTHER AGENCY SIGN-OFFS	
				DEPARTMENT	INSPECTOR & DATE
600	RE-ROOF DECKING/TEAR OFF				
601	RE-ROOF FINAL			FIRE DEPT. - FRAME	
602	GAS TEST			FIRE DEPT. - FINAL	
603	WATER HEATER			PLANNING DEPARTMENT	
604	FINAL PLUMBING			GRADING DEPARTMENT	
605	FINAL ELECTRIC			ENCROACHMENT	
606	FINAL HVAC			ENVIROMENTAL HEALTH	
607	FINAL BUILDING			CONDITIONS MET	
608	PG&E ELECTRIC RELEASE			OTHER	
609	PG&E GAS RELEASE				
610	FINAL ALL TRADES				

SWIMMING POOL **APPROVAL TO OCCUPY**

700	PRE-GUNITE			DATE:	INSPECTOR:
701	PRE-DECK			NOTES:	
702	PRE-PLASTER & FENCE				
703	FINAL/SWIMMING POOL				