



County of Lassen
Department of Planning and Building Services

• Planning • Building • Environmental Health • Code Enforcement • Surveyor • Surface Mining

January 3, 2022

Maurice L. Anderson, Director
707 Nevada Street, Suite 5
Susanville, CA 96130-3912
Phone: 530 251-8269
Fax: 530 251-8373
email: landuse@co.lassen.ca.us
website: www.co.lassen.ca.us

TO: Planning and Building Services Department staff

FROM: Gaylon F. Norwood, Assistant Director

SUBJECT: Demolition Permit Policy

Zoning & Building
Inspection Requests
Phone: 530 257-5263

Environmental Health
Messages: 530 251-8528
email: EHE@co.lassen.ca.us

As of March 20, 2019, demolition permits have not been issued over the counter and have required plan checking. This memorandum provides direction on the intake, processing and issuance of demolition permits.

Please note that there may be additional requirements for any demolition permit involving more than four (4) residences. Additionally, this process may not be applicable if the demolition is related to a natural disaster (e.g. a demolition related to a forest fire for which a disaster has been declared). Any such demolition will be evaluated independently based on the situation.

Application Submittal:

Provided the requirements detailed herein are met, a demolition permit application can be submitted by the following:

- An owner/builder can submit a demolition permit application only if:
 - The demolition is residential (an owner/builder cannot apply for commercial demolitions).
 - The maximum spans do not exceed 25 feet.
 - It must be noted that if the owner/builder does secure a contractor they are required to hire a demolition contractor (C-21), or, under very specific circumstances, as detailed below, they may hire an "A" (General Engineering Contractor) or a "B" (General Building Contractor).
- A demolition contractor (C-21) can submit a demolition permit application.
- An "A" (General Engineering Contractor) can submit a demolition permit only if the overall project requires "*specialized engineering and is in connection to fixed works.*" Intake of a demolition permit from a General Engineering Contractor requires approval from Building Division staff. In the unlikely event that no Building Division staff are available, you are directed to NOT take in a demolition permit from a General Engineering Contractor (see Business and Professions Code section 7056). Instead, the applicant should be directed to return when appropriate staff are available.

- A “B” (General Building Contractor) can submit a demolition permit application only if he/she is the contractor for a new building on the same site and plans have been filed for the new building. There is no requirement that the new building be the same occupancy as the building that is being removed. For example, replacing a commercial occupancy with a residential occupancy would allow a “B” to perform the demolition of the commercial structure. This is in regard to the authority to perform the demolition only, and all the other requirements, such as zoning, would apply.

Submittal Requirements:

The following is required at the time an application is submitted (again the application will be issued at a future date once all of the submittals have been determined adequate):

- A plot plan is required to submit an application (see attached example). The plot plan must show the dimensions of the building to be demolished, distance between the building and property lines and distance between the building to be demolished and all structures. It will be determined during the plan check process if special precautions will be required because of the proximity of adjoining buildings or uses.
- The application must indicate the demolition procedure to be utilized (e.g. hand wrecking, dozer/loader wrecking, clam shell wrecking, cable wrecking, ball wrecking, etc.). The applicant should be informed that more detailed plans and specifications may be required prior to issuance of the permit for certain conditions (e.g. walls more than 20 feet in height from story to story, a basement within six feet of another building, when only a portion of the structure is to be demolished, adjacent property must be protected, etc.). Once the application is submitted, Building Division staff will determine if more detailed plans and procedures are required before the permit can be issued.
- The applicant must submit the “*Asbestos Notification Statement*” (attached), When handing out this form to the public, be sure said Statement includes the attachments from the Air Resources Board. A Planner or Building Inspector/Technician must discuss this form with the applicant. As detailed on the *Asbestos Notification Statement*, the applicant must submit a copy of the *Asbestos NESAHHP Notification of Demolition and Renovation* to this Department. However, in the notice attached to the *Asbestos Notification Statement*, the Air Resources Board states residential demolitions having four or fewer dwelling units are generally not subject to the NESAHHP notification. If the applicant concludes that notification is not required for their demolition, they must sign the declaration stating such on the bottom of the *Asbestos Notification Statement*. Again, the demolition permit cannot be submitted until the completed *Asbestos Notification Statement* and a copy of the *Asbestos NESAHHP Notification of Demolition and Renovation* are submitted to this Department with documentation

showing submittal to the Air Resources Board and the U.S. Environmental Protection Agency of California.

The *Asbestos NESAHF Notification of Demolition and Renovation* form submitted to the Air Resources Board and the U.S. Environmental Protection Agency of California requires a specific inspection to certify that there is no asbestos. If there is asbestos, it will be documented on the *Notification* and will likely have to be removed by a qualified contractor before the demolition can be executed.

- The applicant must be informed that a pre-inspection is required before issuance of the permit, unless specifically waived by the Department. Staff will contact the applicant to arrange the pre-inspection if it is required.
- The applicant must be informed that they are responsible for demonstrating that utilities are appropriately disconnected before the permit can be issued. This may include a letter from the appropriate utility district and/or from Environmental Health. The permit can be taken in without this documentation, but the applicant is to be informed that the permit will not be issued until it is demonstrated that all utilities have been appropriately disconnected.
- The applicant must be informed that they are required to provide appropriate documentation to the Department that the debris resulting from the demolition have been appropriately disposed of (see the attached memorandum titled “California Green Building Code – Waste Management Plan Approval” for further information).
- The applicant must be informed that wet suppression is required unless specifically waived by the Department at the time the permit is issued.

Requirements for Issuance:

Prior to issuance of the permit, Building Division staff will ensure the following:

- All the above requirements have been satisfactorily met.
- A pre-inspection is conducted unless waived for specific reasons. At the inspection, at a minimum, the inspector will verify the following:
 - Any utilities that serve the building to be demolished.
 - Distance of the building to be demolished from the property line.
 - Approximate height of the structure.
 - Whether there is a basement.

- If there are any footings adjacent to or extending below the footings of another building.
 - Proximity of any nearby structures that may need protection.
 - Any unusual circumstances.
- It must be determined that the proposed demolition procedure is appropriate, and that all nearby structures will be adequately protected. If demolition debris may extend onto adjoining property, the applicant must provide appropriate authorities (which will be determined on a case by case basis).

Once the Department is satisfied that all of the requirements detailed herein have been met, the demolition permit may be issued.

:gfn

Enclosures: Lassen Asbestos Notification Statement
Air Resources Board, National Emission Standards for Hazardous Air Pollutants
California Environmental Protection Agency, Asbestos Regulations
Example plot plan for a demolition permit
Memorandum from the Planning and Building Services Department titled:
California Green Building Code – Waste Management Plan Approval

cc: Maurice L. Anderson, Director

s/pla/admin/file/139.03.02/Building Division Current/Interim demolition policy



ASBESTOS NOTIFICATION STATEMENT

DEPARTMENT OF PLANNING AND BUILDING SERVICES

707 Nevada Street, Suite 5 · Susanville, CA 96130-3912

(530) 251-8269 · (530) 251-8373 (fax)

www.co.lassen.ca.us

Property Owner: _____ Building Permit # _____

Demolition Project Address: _____

Assessor's Parcel Number of Demolition Project: _____

Mailing Address: _____

Pursuant to section 19827.5 of the California Health and Safety Code, all demolition permit applicants are required to fill out this form.

"19827.5 A demolition permit shall not be issued by any city, county, city and county, or state or local agency which is authorized to issue demolition permits as to any building or other structure except upon the receipt from the permit applicant of a copy of each written asbestos notification regarding the building that has been required to be submitted to the United States Environmental Protection Agency or to a designated state agency, or both, pursuant to Part 61 of Title 40 of the Code of Federal Regulations, or the successor to that part. The permit may be issued without the applicant submitting a copy of the written notification if the applicant declares that the notification is not applicable to the scheduled demolition project. The permitting agency may require the applicant to make the declaration in writing, or it may incorporate the applicant's response on the demolition permit application. Compliance with this section shall not be deemed to supersede any requirement of federal law."

Attached is a copy of the *Asbestos NESAHF Notification of Demolition and Renovation* which I have sent both to the US Environmental Protection Agency of California and the California Air Resources Board.

Signature: _____ Date: _____
Property Owner or Contractor

Print Name: _____

OR

I hereby declare that a written asbestos notification to the US Environmental Protection Agency is not applicable to this demolition project.

Signature: _____ Date: _____
Property Owner or Contractor

Print Name: _____

Enclosure: March 1, 2006, letter and advisory from the Air Resources Board.



Alan C. Lloyd, Ph.D.
Agency Secretary

Air Resources Board

Robert F. Sawyer, Ph.D., Chair
1001 I Street • P.O. Box 2815
Sacramento, California 95812 • www.arb.ca.gov



Arnold Schwarzenegger
Governor

RECEIVED

MAR 18 2006

March 1, 2006

Dear Building Departments:

*Lassen County Department of
Planning and Building Services*

The enclosed advisory for the Asbestos National Emission Standards for Hazardous Air Pollutants (NESHAP) is being sent to you for your information and to provide you with a document for posting in your office and distributing to persons seeking demolition renovation permits.

Under State law, Assembly Bill 2791 (Demolition Permits), local agencies may not issue permits to demolish until the applicant has demonstrated exemption or compliance with the notification requirements of the Asbestos NESHAP, Part 61 of Title 40 of the Code of Federal Regulations.

The Asbestos NESHAP Notification of Demolition and Renovation Form is generally not applicable to a demolition project if the structure is a single-family dwelling (e.g. a single-family private residence or mobile home used as a single-family dwelling), or a residential structure having four or fewer dwelling units (e.g. an apartment building with 4 units or less).

However, notification is required even if no asbestos is present, if:

- the structure is to be utilized for fire training purposes
- the structure is a former residence currently being used for commercial purposes and not as a dwelling
- the structure is being demolished as part of a commercial or public project (e.g., as part of an urban renewal project, a highway construction project, a shopping mall project, an industrial facility project, or a private development project).

If you have any questions about this advisory, please contact Mr. Ahmad Najjar at 916-322-6036.

Sincerely,

James R. Ryden, Chief
Enforcement Division
California Air Resources Board

Enclosure

The energy challenge facing California is real. Every Californian needs to take immediate action to reduce energy consumption. For a list of simple ways you can reduce demand and cut your energy costs, see our website: <http://www.arb.ca.gov>.

California Environmental Protection Agency



Enforcement Division

Advisory

ASBESTOS NESHAP REGULATION

RECEIVED
Number 344

March 2006

MAR 18 2006

Lassen County Department of Planning and Building Services Asbestos NESHAP Advisory for Demolitions and Renovations

The California Air Resources Board's (CARB) Enforcement Division is responsible for enforcing the Asbestos National Emission Standards for Hazardous Air Pollutants (NESHAP) regulation under Title 40 CFR Part 61, Subpart M, implemented by the Health and Safety Code Section 39658(b)(1) for the 16 California non-delegated air districts. A copy of the regulation can be downloaded at <http://www.arb.ca.gov/enf/asbcfr.htm>

CARB assists the United States Environmental Protection Agency (USEPA) in enforcing the Asbestos NESHAP. CARB staff conducts inspections, investigates complaints, collects asbestos samples, issues notice of violations and collects demolition/renovation data from the non-delegated air districts. See map at <http://www.arb.ca.gov/enf/asbestos/asbmap.htm>

The Asbestos NESHAP requires that a thorough inspection of the facility, by an accredited inspector, be conducted for all renovations and all demolitions.

The Asbestos NESHAP regulations must be followed, in the non-delegated air districts, for all demolition/renovation of facilities with at least: 260 linear feet of regulated asbestos-containing materials (RACM) on pipes, or at least 160 square feet of RACM on other facility components, or 35 cubic feet on facility components where the amount of RACM previously removed from pipes and other facility components could not be measured before stripping.

A written notification is required to USEPA and CARB at least 10 working days prior to demolition/renovation activities that are located in non-delegated air districts. Instructions and notification forms can be downloaded at <http://www.arb.ca.gov/enf/asbestos/asbestosform.htm>

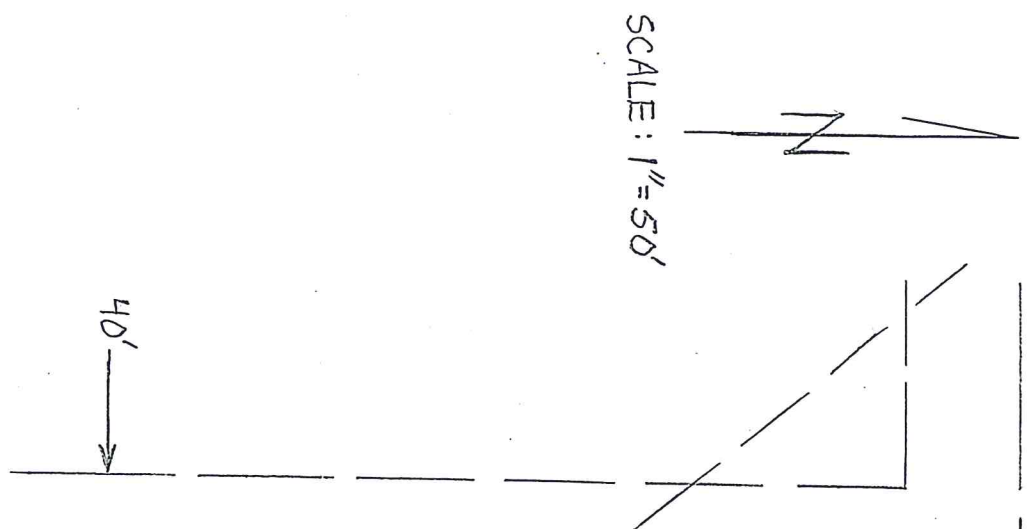
Failure to meet these requirements by the owner or operator will result in the issuance of a Notice of Violation to owner or operator that may result in monetary penalties, or in serious cases, in civil or criminal prosecution. The maximum penalty is \$50,000 per day per violation.

For questions regarding this advisory, please contact Ahmad Najjar at 916-322-6036. You may also view this advisory and all other Enforcement Advisories at <http://www.arb.ca.gov/enf/advs/advlist.htm>

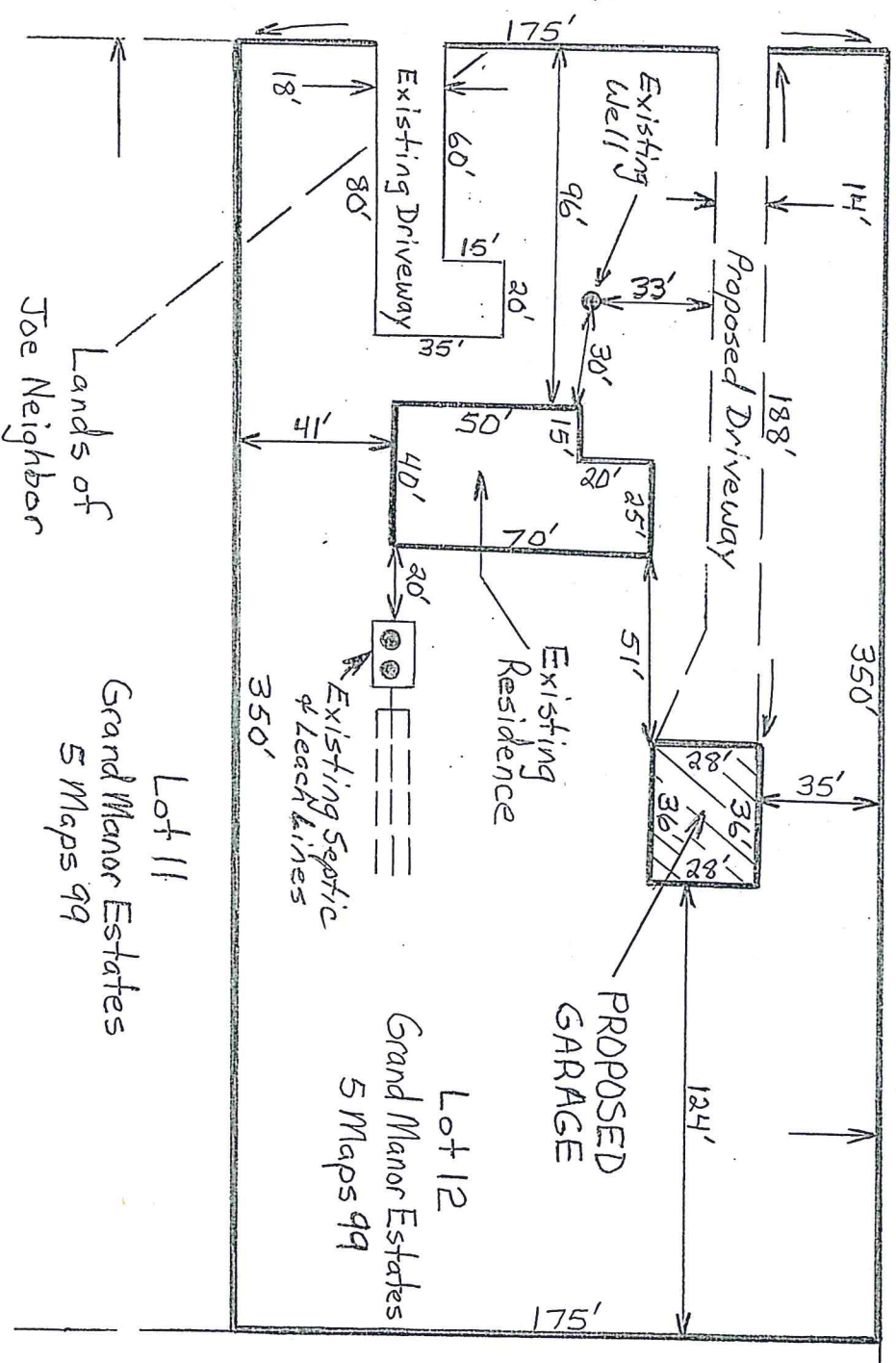
James R. Ryden, Chief
Enforcement Division
PO Box 2815
Sacramento, CA 95812

SALMON STREET (CO. MAINT.)

SCALE: 1"=50'



BASS BOULEVARD (PRIVATELY-MAINT.)



SAMPLE SITE PLAN

Lands of: Joe Homeowner
Address: 450-123 Salmon Street
Fishville, CA 96999

A.P.N.: 101-350-99

A.P.N. 101-350-87

Lands of
Joe Neighbor

Lot 11
Grand Manor Estates
5 Maps 99

Lot 12
Grand Manor Estates
5 Maps 99



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Department of Planning and Building Services

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January 27, 2020

Maurice L. Anderson, Director
707 Nevada Street, Suite 5
Susanville, CA 96130-3912
Phone: 530 251-8269
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email: landuse@co.lassen.ca.us
website: www.co.lassen.ca.us

TO: Contractors, Engineers, Landowners, Agents,
and other Interested Parties

Zoning & Building
Inspection Requests
Phone: 530 257-5263

FROM: Maurice L. Anderson, Director, Acting Building Official

SUBJECT: California Green Building Code - Waste Management Plan Approval

The purpose of this notice is to inform contractors, engineers, landowners, agents and other interested parties who work in the unincorporated areas of Lassen County (everything outside of the City of Susanville) of the requirements for submittal and approval of waste management plans in accordance with the 2019, California Green Building Standards Code. As you likely know, approval of a waste management plan is required for certain construction projects. When applicable in accordance with the Green Building Standards Code, submittal and approval of said waste management plan is part of the plan check approval process.

That said, the Department recognizes that recycling opportunities are limited in Lassen County. While you are expected (and required) to submit a waste management plan for certain projects, you cannot be required to recycle building materials when there is no opportunity to recycle. When submitting your waste management plan you are advised to take advantage of all available recycling opportunities, and provide the required details with said plan. If you are unable to meet California Green Building Standards Code requirements for some (or all) of the requirements due to the lack of recycling opportunities, you will be expected to provide an explanation. This explanation regarding your inability to comply will be a component of your waste management plan and should be labeled accordingly. The explanation need not be overly detailed, but the facts will be verified during the plan check process.

Sections 4.408.1 (Construction waste management) and 4.408.2 (Construction waste management plan) of the Green Building Code authorize Lassen County to approve exceptions to some of the requirements of the waste management plan. If appropriate, we will approve the justification provided in a waste management plan, detailing why you are unable to meet the requirements of the California Green Building Code.

Questions regarding any of the above should be directed to Assistant Director Gaylon F. Norwood by phone at (530) 251-8269; by email at landuse@co.lassen.ca.us or by appointment at 707 Nevada Street, Suite 5, Susanville, CA 96130.

MLA:gfn

cc: ✓Board of Supervisors
✓Planning and Building Services Department staff
✓Willdan Engineering
Posted on the Planning and Building Services web site