



DEMOLITION PERMIT APPLICATION

COMMUNITY DEVELOPMENT DEPARTMENT • BUILDING
 DIVISION 10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
 (408) 777-3228 • permitcenter@cupertino.gov

D

PERMIT #BLD _____ - _____

BUILDING/STRUCTURE SWIMMING POOL/SPA

PROJECT ADDRESS	APN #
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OWNER NAME	PHONE	E-MAIL
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STREET ADDRESS	CITY	STATE	ZIP
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<input type="checkbox"/> CONTRACTOR NAME	<input type="checkbox"/> OWNER-BUILDER	COMPANY NAME	LICENSE NUMBER	LICENSE TYPE
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STREET ADDRESS	CITY, STATE, ZIP
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E-MAIL	PHONE	BUS. LIC #
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ARCHITECT OWNER OWNER AGENT CONTRACTOR AGENT ENGINEER DEVELOPER TENANT

CONTACT NAME	E-MAIL
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STREET ADDRESS	CITY, STATE, ZIP	PHONE
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DESCRIPTION

<input type="checkbox"/> SINGLE-FAMILY/DUPLEX <input type="checkbox"/> MULTI-FAMILY <input type="checkbox"/> INDUSTRIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> SWIMMING POOL <input type="checkbox"/> ATTACHED SPA <input type="checkbox"/> DETACHED SPA <input type="checkbox"/> LANDSCAPE PURPOSE ONLY <input type="checkbox"/> STRUCTURE TO BE BUILT	USE	TYPE	SQ.FT.	VALUATION (\$)
<i>No structural or floor slab support shall be built unless the pool shell is removed in its entirety. Backfill must be certified by a licensed Geotechnical or Civil Engineer to verify backfill materials, soil type and compaction percentage of 90% maximum density prior to inspection.</i>	RECEIVED BY			TOTAL

# DWELLING UNITS	ASB#	OTHER:
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By my signature below I certify to each of the following: I am the property owner or authorized agent to act on the property owner's behalf. I have read this application and the information I have provided is correct. I have read the Description of Work and verify it is accurate. I agree to comply with all applicable local ordinances and state laws relating to building construction. I authorize representatives of Cupertino to enter the above-identified property for inspection purposes.
 I acknowledge and authorize all information contained on this application form to be made available for public record.

Signature of Applicant/Agent: _____ Date: _____

NOTES:



PROCEDURE CHECKLIST FOR DEMOLITION PERMITS

COMMUNITY DEVELOPMENT DEPARTMENT • BUILDING DIVISION
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Demolition permits are required for all sites where a demolition of any building, structure, and/or pool is proposed. An application for a Demolition Permit may be submitted concurrently with a Building Permit. A Building Permit will not be issued until the Demolition Permit is approved. Plan check fees are due at the time of the application submittal.

All items listed below are to be complete prior to the issuance of a Demolition Permit:

1. Complete a Demolition Permit Application (D). *(A Demo Permit application can be submitted concurrently with the Building Permit submittal.)*
2. One (1) scaled digital copy of a Demolition Site Plan. (Refer to the Demolition Site Plan Requirements).
3. Show all on-site trees and indicate species and diameter at 4.5 feet above grade. Specify whether trees will be removed or retained. Illustrate the tree protection measures that will remain in place during construction. Per City of Cupertino Municipal code 14.18.200 and 14.18.210. Planning Department - planning@cupertino.org
4. Verify if the building(s) and/or structure(s) are historical landmark(s). Obtain clearance from the Planning Department. - planning@cupertino.org
5. Show all street trees adjacent to property. Illustrate the tree protection measures that will remain in place during construction. (Note: No street trees shall be removed unless approved by the City Arborist). - Department of Public Works - 408.777.3354
6. Provide a Termination/Disconnect letter from the Utility Suppliers confirming that the gas and electrical services have been terminated at the main/street.
Contact PG&E IMMEDIATELY @ 408-725-3325 to schedule a disconnect.
7. Provide a letter of Notification from Bay Area Air Quality Management District, (BAAQMD - www.baaqmd.gov @ 415-749-4762) providing an ASB Number.
8. The demolition of a pool will require a Cupertino Sewer District permit to drain the pool. Contact Frank Quach at fquach@markthomas.com
9. Provide a letter of clearance of all vermin from a licensed pest control contractor.
10. Submit a Debris Management Plan (DMP) through Green Halo. cupertino.gov/greendev
11. Permittee shall install tree protection measures (if applicable) consistent with City Standard Detail 6-4 (attached hereto), and contact the Public Works Department at 408-777-3354, for inspection and approval of the facilities. **OBTAIN SIGN-OFF OF TREE PROTECTION MEASURES PRIOR TO THE DEMOLITION PERMIT ISSUANCE.**

LIVE FIRE TRAINING DRILLS

Municipal fire departments frequently use residential structures scheduled for demolition to provide realistic, yet controlled scenarios for training exercises. If you are interested in providing a Permitted Structure for a fire training exercise, please contact:
Santa Clara County Fire Training Division @ 408-378-4010



SWIMMING POOL REMOVAL REQUIREMENTS

COMMUNITY DEVELOPMENT DEPARTMENT • BUILDING DIVISION

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(408) 777-3228 • permitcenter@cupertino.gov

PURPOSE

The purpose of this guideline is to clarify the minimum requirements to allow for the removal of an existing swimming pool. A building permit is required for the removal of all swimming pools.

PLAN REQUIREMENTS

1. Provide a completed construction permit application.
2. Provide an electronic copy of a completely dimensioned site plan showing all property lines, all existing structures, location of existing swimming pool and setback dimensions from the pool to the existing structures and property lines. **Specify which of the options will be used below.**
 - Drawing and document files shall be saved as .pdf files. Drawing sheet file names should be as follows: SHEET NUMBER – SHEET TITLE. Save each drawing sheet as a single file.
3. [Owner-Builder Disclosure Form](#) (for property owners applying for their own building permit)
4. All existing gas and electrical lines will be verified to be properly terminated.

OPTION A – POOL SHELL TO REMAIN

1. Drill a minimum of three (3) - 12” diameter holes evenly spaced along the center line of the pool bottom. Call for initial inspection to verify size and spacing of required drain holes.
2. Backfill the remaining pool shell with ¾” maximum size crushed rock for a minimum of 8” deep at the bottom of the pool. Gravel shall be packed into place. Clean fill may be added beyond the initial crushed rock backfill.
3. Line the top of gravel with a nonwoven geotextile filter fabric and wrap the fabric up the pool walls at least 1 foot. The filter fabric should be at least 6-ounce per square foot weight, such as Mirafi 160N, Amoco 4551, Contech 6-60NW, TNS R060, or other equivalent manufacturer's product.
4. Backfill with clean dirt. Backfill shall be moistened and tractor rolled or tamped with a wacker compacting plate into place. No fill dirt shall be stored on the street or public right-of-way without an encroachment permit issued by the Department of Public Works.
5. Call for final inspection after all the work is complete.
6. NOTE: Backfill over the existing swimming pool shell may have differential settlement. Owner agrees to use the area for landscape purposes only and not for any structural or floor slab support.
7. The demolition of a pool will require a Cupertino Sewer District permit to drain the pool. Contact Frank Quach at fquach@markthomas.com

OPTION B – POOL SHELL TO BE REMOVED

Pool backfill area can be used to support a building or structure if the pool shell is removed in its entirety and the backfill is certified by a licensed Geotechnical or Civil Engineer to verify backfill materials, soil type, percentage of compaction, etc. Compaction report is required for Final Inspection, and the compaction report must state that backfill area is suitable for a future structure.

If a compaction report is not provided, the pool backfill area will allowed to be used for landscape purposes only and not for any structural or floor slab support.

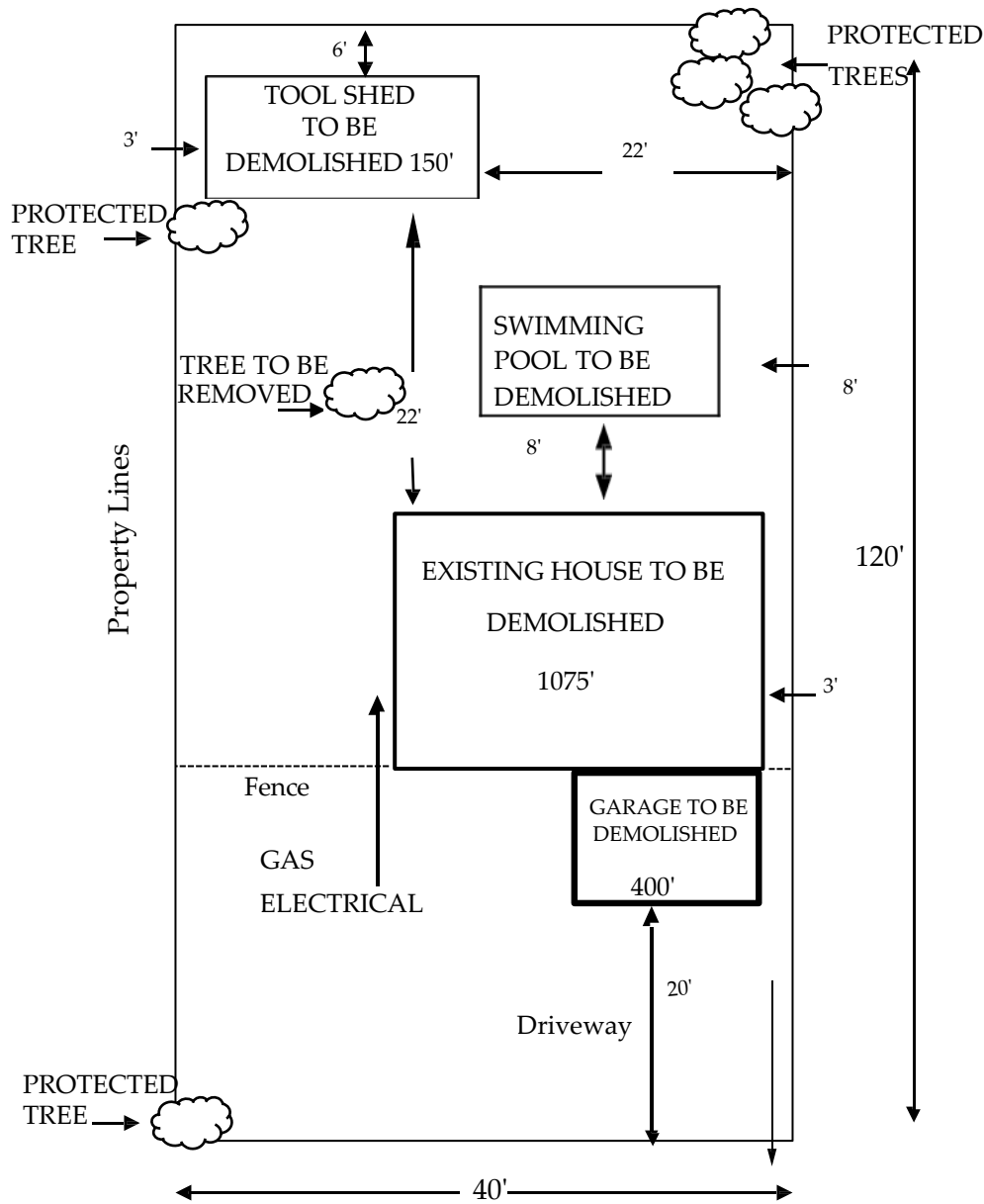


Demolition Site Plan Requirements

COMMUNITY DEVELOPMENT DEPARTMENT •
 BUILDING DIVISION
 10300 TORRE AVENUE • CUPERTINO, CA 95014-3255
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The required site plan shall consist of all the details of the proposed development submitted for review. All plans shall be accurately drawn on a sheet size not less than 8 1/2" X 11". All proposals are to clearly illustrate:

1. Property line location, dimensions, street(s), alley, affected easements, and right-of-ways.
2. Lot square footage.
3. Location of utilities.
4. Existing structures including: garages, carports, sheds, and pools/spas.
5. On site trees & street trees: Refer to #3 & #4 of the *Procedure Checklist for Demolition Permits*
6. Front, side and rear yard setback dimensions from property line to all existing structures.
7. Structures, buildings, features, etc. that are to remain identify as **TO REMAIN**. Structures, buildings, features, etc. that are to be demolished identify as **TO BE DEMOLISHED**.



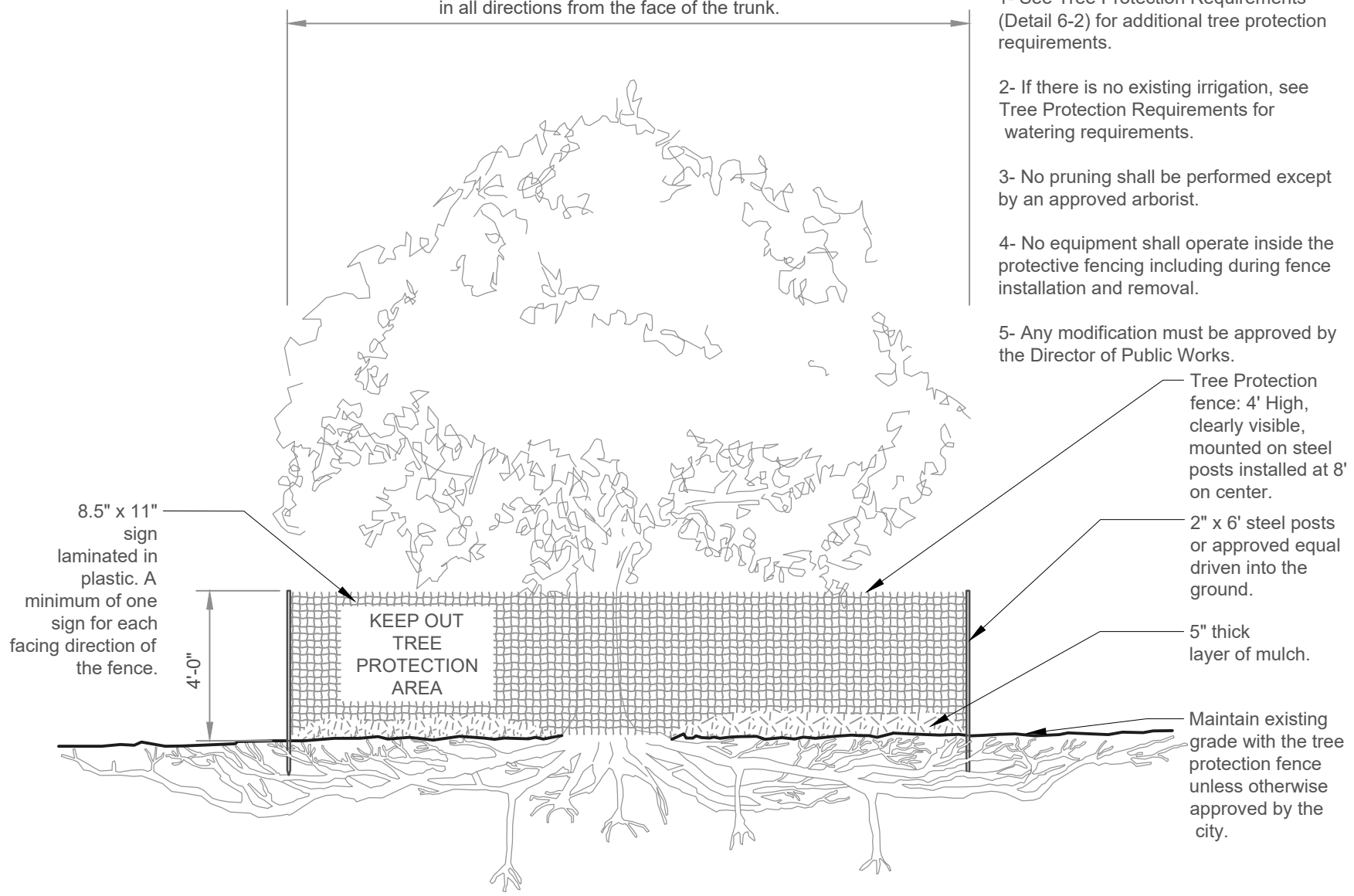
DEMO PLAN

OWNERS NAME
 SITE ADDRESS
 SCOPE OF WORK:

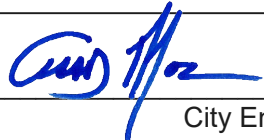
(Indicate Street Name)

Tree Protection Area shall be 6 times the DBH of the tree in all directions from the face of the trunk.

- Notes:
- 1- See Tree Protection Requirements (Detail 6-2) for additional tree protection requirements.
 - 2- If there is no existing irrigation, see Tree Protection Requirements for watering requirements.
 - 3- No pruning shall be performed except by an approved arborist.
 - 4- No equipment shall operate inside the protective fencing including during fence installation and removal.
 - 5- Any modification must be approved by the Director of Public Works.



City of Cupertino
Standard Detail

Approved By  City Engineer

Date 5/27/2020

6-4



PUBLIC WORKS DEPARTMENT

10300 TORRE AVENUE • CUPERTINO, CA 95014
(408) 777-3223
CUPERTINO.GOV

NOTICE TO ALL BUILDING PERMIT APPLICANTS

As of July 1, 2022 all building permit applications which are determined to be “covered projects” will be required to submit a Debris Management Plan (DMP) through Green Halo. This process replaces the previous Construction and Demolition (C&D) Plan and Report as required by the Environmental Programs Division.

Covered Projects are as follows:

RESIDENTIAL: Demolition, new home construction, additions, or alterations of existing residential buildings where the addition or alteration increases the building’s square footage.

COMMERCIAL: All demolition, interior tenant improvement and/or preparation, exterior site work, newly constructed buildings and/or building alterations with a permit valuation of \$100,000 or above.

If the project is not a Covered Project, no Debris Management Plan is required.

Please visit the Environmental Programs Division development page at cupertino.gov/greendev for further information and how to set up a Green Halo account and create a DMP.

For additional information please contact the Environmental Programs Division at environmental@cupertino.gov or by telephone at 408-777-3236.