



City of Victorville

Development Department

Planning ♦ **Building** ♦ Code Enforcement ♦ Business License ♦ Animal Control

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Demolition Plan Submittal Requirements

Complete sets of plans shall include all items listed below:

- A set of plans containing the following information:
- Fully dimensional plot plan with APN, indicating structure(s) to be demolished with square footage indicated. Include all concrete slabs, footings, porches or steps, with lot dimensions, structure location, location of sewer cap or septic system, drainage flow/grading, and utility termination location.
- Copy of Grant Deed for property, or letter of authorization from owner to obtain permit
- Application for MDAQMD Clearance (with approval signature from MDAQMD)
- Additional information on the scope of the project may be required, such as:
 - Removal of structures such as sheds, trees and stumps, block walls, trash and debris
 - Remove and back fill septic system or cap sewer lateral at property line, as applicable
 - Remove all driveway asphalt
 - Remove all utilities to property line
 - Ensure no slope exceeds 2:1

**ALL PLANS AND DOCUMENTS SUBMITTED SHALL BE SIGNED
(signature of architect and/or engineer of record, contractor, or owner)**

Note: If the demolition includes demolishing only the interior of the building, such as tearing down any inside walls or structures on the inside of the building (excluding completely demolishing entire building), this repair work is considered a tenant improvement, not a demolition permit. Please see the handout for Tenant Improvement Plan Submittal Requirements for partial demolition.