

DATE RECEIVED

# Demolition Permit Site Management Plan Checklist

PROPERTY ADDRESS: \_\_\_\_\_

APPLICANT (please print full name): \_\_\_\_\_

SIGNATURE OF APPLICANT: \_\_\_\_\_

By signing above you agree to provide accurate and complete information as required below and to abide by the following standards.

**Site Management Plan General Requirements:**

Pursuant to Section 8.19.020 of the Davis City Code a site management plan shall be submitted, reviewed by staff, and receive approval prior to issuance of a demolition permit unless specifically exempt (incidental structure, unsafe building as determined by the City Fire Marshall or City Building Official, interior demo, or hardship) pursuant to Section 8.19 of the Davis Municipal Code (Ordinance 2125).

- A. The site management plan shall be clearly and legibly drawn in ink or computer generated. Written statements may accompany the site plan to provide additional detail or to supplement the site plan.
- B. The site management plan shall be no less than 8.5 x 11 inches and three copies shall be provided accompanying a completed demolition permit application form.
- C. Once approved, the site management plan shall be made readily available on the project site to all contractors and city inspectors. All contractors and subcontractors shall adhere to its contents.
- D. The site management plan shall include all of the following information as described below:

**Site Management Plan to Include the Following:**

**Trees (see attached tree preservation standards)**

- Identify all existing trees on the site, including their precise location, trunk diameter at breast height (4 feet, six inches off the ground), outline of tree drip-line, and species name.
- Identify which trees are to be removed and which trees are to remain.
- Indicate how all trees shall be fenced prior to demolition and how soil compaction under trees will be avoided. To the extent feasible, fencing shall prevent equipment traffic and storage under the trees and shall extend just beyond the drip-line.
- Indicate all proposed trenching within the drip lines of trees and attach a written statement of approval from the Parks Department. Trenching within the drip-line shall be performed only with prior approval of the Parks and Community Services Director. Boring is preferred when feasible.
- Indicate on the plan a statement that excavation within the tree drip line zone shall be accomplished by hand, and roots 1" or greater in diameter shall be preserved and that approved root cutting shall be made with a sharp hand saw to prevent torn or ragged cuts.

**NOTE:** A valid tree permit must be issued by the City Parks Department pursuant to the City Tree Preservation Ordinance. No person shall cut down, remove, prune, top, relocate, or encroach into the root zone of any Landmark Tree or Tree of Significance unless specifically authorized with a valid tree permit.

**Site Fencing**

- Indicate all property lines and adjacent uses (residential, commercial, streets, parks, etc...).

- Specify the height and material and duration (temporary or permanent) of fencing for all sides of the property.

**Sidewalk Accessibility**

- Indicate all sidewalks on or adjacent to the property.
- Indicate all on-street parking spaces adjacent to the property.
- Indicate how accessible pedestrian access will be accommodated around the property both during and after the period of demolition activity.
- If demolition activity requires closing, blocking, crossing, or storage on public right-of-way (sidewalks, streets, etc...), indicate where signs re-directing pedestrians around the demolition site shall be erected at the nearest intersections stating "*Sidewalk Closed Ahead, Businesses Open*". Additionally, indicate where reflective markers shall be placed on fences and any equipment that encroaches onto the sidewalk or street. No work or storage shall be permitted in the Public Right of Way unless a valid encroachment permit has been issued by the City Public Works Department. Note: An encroachment permit must be obtained from Public Works.

**Site Grading**

- Indicate all site excavations (including demolition of basements and swimming pools), the depth of the excavation and how and when the excavation will be filled, compacted, and leveled.

**Site Runoff and Dust Control**

- Indicate how dust from demolition activity and equipment will be controlled (dust palliative).
- Provide a Storm Water Pollution Prevention Plan.

**Site Appearance/Weed Control**

- Provide a statement of what condition the site will be left in once demolition activity is complete (bare dirt, landscaping, fencing, or new construction and approximate start date of new construction).
- Provide a statement of weed control measures, including frequency of cutting or mowing.

**Material Handling/Recycling**

- Complete the attached Demolition Waste Management Agreement.
- Complete the attached City of Davis Hazardous Material and Air Pollution Survey form.

**Utilities**

- PG&E – Request for removal of facilities.
- Indicate the location and type of all property utilities (including electrical, sewer, water, and gas services) and how those utilities will be disconnected and capped.

**Other**

- Provide proposed dates of demolition activity and the expected length of the demolition process.
- The signature and date of the person preparing the site management shall be provided on the plan.
- At least three copies of the site management plan shall be provided.
- Other measures and information may be required at the discretion of the Planning and Building Director or Building Official:

Approved by: \_\_\_\_\_ City Building Official or Assistant Building Official

**AND:** \_\_\_\_\_ Planning & Building Director or Administrator