



**City of San Leandro**  
Division of Building & Safety Services  
835 East 14<sup>th</sup> Street San Leandro, CA 94577  
Main Line:(510) 577-3405 Kiosk: (510) 577-3423  
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**Plan Submittal Requirements  
for Demolition of  
Structures**

**Drawings (blueprints) - 4 sets Minimum size: 11x17**

- Completed City of San Leandro Permit Application
- Cover Sheet Information -  
Address of project; name, address & phone number of project owner; description of project (extent of demolition and height & area of structure(s) to be demolished); schedule of demolition work.
- Plot Plan (indicate scale) -  
Lot dimensions; plan view of the site showing the location of all existing building and building to be demolished; dimension of buildings, building setbacks and yards; north arrow; location of visible utilities on site; identification of all streets and right-of-ways adjacent to the site; proposed location of all driveways and site entrances; type & location of all site protection features to be provided for pedestrian protection. See Chapter 1 Section 107.2.6 of the 2019 CBC.

**Other Documents - 2 sets**

- Copy of the Bay Area Air Quality Management District "Asbestos Demolition/Renovation approval sheet with J number <http://www.baaqmd.gov/enf/asbestos/faq.htm>
- Asbestos Report
- Owner/landlord approval (when required).

**Miscellaneous Requirements**

- Provide utility clearance from P G & E verifying all utilities have been disconnected.
- Provide EBMUD clearance that water meter has been capped
- Cap site sewer lines 5 feet behind property line prior to commencement of demolition work
- Obtain an encroachment permit for work and/or any material storage occurring in the City Right- of-Way.