



CITY OF MONTE SERENO
18041 Saratoga-Los Gatos Road
Monte Sereno, CA 95030
Phone (408) 354-7635 Fax (408) 395-7653
www.cityofmontesereno.org

SUBMITTAL REQUIREMENTS FOR DEMOLITION PERMIT

1. Provide two (2) copies no larger than 24" x 36"
2. Include the Site Plan showing the location of the structure(s) and square footage
3. Included with the Site Plan shall be the Tree Protection Plan
Note: The Tree Protection Plan is required to be in place and maintained prior to any unloading of materials, equipment or demolition work.
4. Contact the Bay Area Quality Management District (BAAQMD) located at 939 Ellis St., San Francisco, CA 94109, (415) 771-6000 to obtain a "J" number for demolition permit.

TREE PROTECTION NOTES:

Fencing Around Trees During Construction

A temporary fence shall be erected around each tree to be retained. The fence should be located at the drip line or a minimum of 5' from the trunk which ever is greater. The fence should be erected so it will not be easy for construction workers to remove or relocate.

This fencing must be erected before any construction equipment enters the site and must not be removed until final landscape grading is complete. Soil compaction and trenching through root zones are the major causes of tree stress in the construction period. It should be explained clearly to all contractors and workers on site that these fences are important and are not to be removed.

Trenching of any sort and for any reason must be planned to avoid traversing areas within the tree drip lines.

5. Provide a copy of the Demolition Permit obtained from the West Valley Sanitation District.
6. Additional requirements include:
 - Dust control on site at all times.
 - Safety on site including preventing access to site when and if it constitutes a public nuisance or hazard.
 - Properly capping sanitary sewer and/or filling septic system to Health Department standards.
 - Once the sewer line is capped, please call the West Valley Sanitation District at (408) 378-2407.
 - Once the structure and debris has been removed, please call the City Building Department at (408) 354-2805 to arrange a final inspection.



**FIRE DEPARTMENT
SANTA CLARA COUNTY**

14700 Winchester Blvd., Los Gatos, CA 95032-1818
(408) 378-4010 • (408) 378-9342 (fax) • www.sccfd.org

January 14, 2003

City of Monte Sereno
Mr. Howard Bell, Building Official
18041 Saratoga-Los Gatos Road
Monte Sereno, CA 95030

Subject: Building Demolition Request

Dear Mr. Bell:

The Santa Clara County Fire Department is continually looking for buildings that are being demolished to use for fire training exercises such as search and rescue, ventilation, and forcible entry exercises. These training exercises have proven to be a valuable tool in teaching and reinforcing our employees' knowledge of firefighting. If an owner wants to donate property that is scheduled for demolition, the following procedure is followed:

- The owner contacts the fire department Training Division with the address of the property.
- The Training Division checks the location to see if the building meets their needs and verifies that the property is owned by the requesting individual.
- The fire department signs a hold harmless agreement with the owner. (The fire department assumes liability for their employees while at the site.)
- The Training Division will notify all the surrounding neighbors that a fire training exercise will be conducted.

This program has been very successful with our agency. By using an available resource in the community, the community benefits as well as the fire department. We would appreciate your assistance in asking your building department to notify builders of our request and give them a copy of this letter.

Thank you.

Sincerely,

Frank Arnerich
Deputy Chief/Training Division
FA:jh

DEMOLITIONREQUEST.LTR.JH.011403

Organized as the Santa Clara County Central Fire Protection District

Serving Santa Clara County and the communities of Campbell, Cupertino, Los Gatos,
Los Altos Hills, Los Gatos, Monte Sereno, Morgan Hill, San Jose, and Saratoga