



City of Santa Barbara  
Building & Safety Division  
**Interior Demolition Permit Requirements**

Community Development  
630 Garden Street  
805-564-5485

---

### **General Requirements:**

- ⓓ The city only accepts PDF files for plan review. Files must be unprotected and unlocked.
- ⓓ The minimum paper size is 18" x 24", maximum paper size is 36" x 42".
- ⓓ Plans prepared by a licensed professional must be stamped and signed at time of submittal.

### **Information required on plans:**

- ⓓ The first page of the plans must contain the following:
  - ./ Name, address, and phone number of owner, engineer, and architect or designer
  - ./ Address and parcel number of proposed demolition
  - ./ A complete scope of work
  - ./ The following statements:
    - "Interior Demolition Only - No Exterior Work - No Additional Work"
    - "The issuance of a demolition permit does not authorize or approve any future use or occupancy of any commercial space"
- ⓓ The floor plan must show the following:
  - ./ Existing bearing and non-bearing walls, doors, partitions, counters, fixtures, etc...
  - ./ Label the existing use for all rooms and areas
  - ./ Electrical outlets, switches, and fixtures to be removed
  - ./ Areas of demolition must be clearly shown
  - ./ Identify any fire-resistive construction such as area separation walls, occupancy separation walls, and fire-rated floor/ceiling assemblies

### **Information required on permit application:**

- ⓓ Owners, tenants, and applicants name, address, and phone number
- ⓓ Complete description of demolition work to take place including the statement "Interior Demolition Only - No Exterior Work - No Additional Work"
- ⓓ Signature of owner or applicant

### **Additional requirements:**

- A pre-demo inspection is required to be made before the work is started in order to verify the scope of work. The inspection can be scheduled at time of permit issuance for the next working day.
- Contact the Santa Barbara County Air Pollution Control District at (805) 961-8800. Clearance is required before a permit may be issued.
- Please allow a minimum of 3-5 days for the processing of even minor demolition plans.
- Permits for work associated with commercial buildings may only be issued to an appropriately licensed contractor.