



CITY OF DIXON  
600 EAST A ST.  
DIXON, CA 95620-3697  
PHONE (707) 678-7000

Building Info [Building@cityofdixonca.gov](mailto:Building@cityofdixonca.gov)

## Residential Demo Permit Guidelines

1. No Person, Firm, or Corporation shall demolish, destroy, level, or cause the same to be done to any building/structure in the City, without first obtaining a separate Demolition Permit for each building/ structure from the Building Department.
2. The Applicant shall first submit a Building Permit through the city Permit Portal located here [City of Dixon, CA](#). *A Residential Demo permit is for the entire or partial demolition of any single or two family home that is NOT in conjunction with a permit for NEW construction.*

### **After login (or create as required) complete the following steps**

1. Enter Project Location
2. Enter Permit Type/Thorough Description/ Square Footage of Building/ Valuation
3. Enter Contact Information
4. Enter "More Info" as required in the Portal
5. Provide the following Attachments
  - Construction Debris Plan \*
  - Declaration/Authorization (if required on Portal) \*
  - Project Plans including a Plot Plan or Map Locator showing All Structures located on the Parcel with the structures to be demolished, marked or highlighted.
  - Other attachments as required (Smoke/CO2/Water Conservation, Utility Notification of Disconnect, etc.)\*

**NOTE:** Additional documents and other department information can be found here. \*

[Welcome to the Official Website of the City of Dixon, CA - Permits](#)

3. The applicant is required to pay all fees as set forth by resolution of the City Council. After going through a Plan Review and Approvals, the Demolition Permit will be issued.
4. Upon Obtaining the Permit, the Applicant must schedule a Pre-Site Inspection prior to the Demolition with all applicable departments including Dixon Engineering and Building Departments.
5. The Applicant shall have All Gas, Electric, Water, and Sewer Service disconnected and terminated in a manner approved by the appropriate utility. A written notification of termination of

service by the utilities shall be obtained by the applicant and submitted to the Building Department prior to Permit Issuance.

6. Obtain approval and confirmation from Pacific Gas and Electric Company. It is the Applicant's responsibility to notify PG&E and have utilities disconnected. It is also the Applicant's responsibility to insure PG&E notifies the Building Department that these utilities have been properly disconnected.

7. The Applicant must contact the Dixon Engineering Department for removal of the utilities for Water and Sewer Services. This can be done by contacting the Engineering Department at 707-678-7030 or Engineering [Engineering@cityofdixonca.gov](mailto:Engineering@cityofdixonca.gov) . A written notification of termination of service by this Department shall be obtained by the Applicant and submitted to the Building Department prior to Permit Issuance.

8. If applicable, for Demolition of Septic Tanks and Water Wells, contact the Agency listed below. It is the Applicant's responsibility to insure that the Environmental Health Department notifies the Building Department for confirmation of abandonment of both underground items.

**Solano County Environmental Health**  
[Environmental Health | Solano County, California](#)  
[RMHelp@SolanoCounty.gov](mailto:RMHelp@SolanoCounty.gov)

675 Texas St  
Suite 5500  
Fairfield, CA 94533  
707-784-6765

9. If applicable, Obtain Air Pollution Control District Approval. It is the Applicant's responsibility to obtain the required signature(s) from the District whether to verify compliance with or exemption and return the form to the Building Department prior to Permit Issuance.

**Yolo Solano Air Quality Management District**  
[Asbestos - Yolo-Solano Air Quality Management District](#)  
[notify@ysaqmd.org](mailto:notify@ysaqmd.org)

1947 Galileo Court  
Suite 103  
Davis, Ca 95618  
530-757-3650

10. A Final Inspection of the site shall be called for by the Contractor and the site shall be restored within the former building area to meet adjacent grades and all resulting building debris, trash, junk, vegetation, dead organic matter, rodent harborage, combustible material or any other materials that constitute a threat to life, health or depreciates adjacent properties, shall be removed from the site immediately after the demolition of the structure