

**Demolition/Relocation Investigation & Report (I&R) Application**

Pursuant to the City of Sacramento's Planning & Development Code, section 17.604.600, *Proposed demolition\* or relocation of buildings or structures that are fifty years old or older\*\* – Review for eligibility/nomination for listing on Sacramento Register.*

**This form is not a demolition/wrecking permit application, nor is it a building move application.**

**Section 1: To Be Completed by the Applicant – Complete one form for each structure proposed to be demolished or relocated.**

Assessor's Parcel #: \_\_\_\_\_ Property Address: \_\_\_\_\_

Existing Use: \_\_\_\_\_ Proposed Use after Demo/Relo: \_\_\_\_\_

Date of Construction/Source of Date: \_\_\_\_\_

Describe the type of structure proposed for Demo/Relo: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Applicant Signature: \_\_\_\_\_

**REQUIRED, if applicant is not the property owner:**

Property owner name: \_\_\_\_\_

Property owner signature: \_\_\_\_\_

**Application Fees:** No charge for accessory structures or structures declared "Immediately Dangerous" by Housing and Dangerous Buildings.

For **each** main (not-accessory) structure:

\$117 + 8% Technology charge.

Additional Research Required (as determined by the Preservation Director):

\$500 Research Fee (may be deposit)  
The applicant is responsible for consultant costs associated with research that may be necessary in order to make a determination of eligibility

**Application Submittal Components:** The applicant is required to provide the following application components for all applications.

- Photos: clear color photos, labeled, minimum size 3" X 5". The photos should include all exterior sides of the structure. Additional photos may be requested by staff (associated structures, house, garage, shed, and neighboring properties).
- Provide a site plan or aerial photo, especially if multiple structures on a parcel, and clearly mark which structure is proposed for demolition or relocation.
- Provide any information available related to the age and history of the structure.

*Planning staff will review each application and may require further information from the applicant before deeming the application complete; the 45-day review period begins on the date the application is deemed complete by Staff, including the payment of any required fees.*

**Use Planning Entitlement Application form** when the structure is a nominated or designated Landmark, or a nominated or designated Contributing Resource in a Historic District; or the structure proposed for relocation is proposed to be moved into a Historic District or onto the same parcel as a Landmark;; or the demolition or relocation is being proposed as part of a project involving a Planning Entitlement Application. In those applications, the building or structure's eligibility for listing in the Sacramento or California Registers is reviewed, first, as part of the environmental review for the project for which the planning entitlement application is being submitted. This I&R form would then be used after the completion of the project's environmental review process and the expiration of any reconsideration or appeal period.

**NOTES:**

\* **Demolition** defined as: the complete demolition or partial demolition (aggregate of 50 or more linear feet of exterior wall or more than fifty (50) percent of the footprint of the structure) of a building or structure.

\*\* **Age** will be based on date the building permit was issued.

**Section 2: For Staff use only**

Date Application Deemed Complete: \_\_\_\_\_

Received by: \_\_\_\_\_ I & R #: \_\_\_\_\_

The structure is:

- Currently a listed or nominated Landmark structure or Contributing Resource: If so, this form is not applicable; proposal must be reviewed through a Planning Entitlement Application.
- Proposed to be moved into a listed Historic District or onto the same parcel as a listed Landmark: If so, this form is not applicable; proposal must be reviewed through a Planning Entitlement Application.
- Located within a nominated Historic District: \_\_\_\_\_
- None of the above
- 50 years of age or greater
- Less than 50 years old
- No age determination made

With regards to the \_\_\_\_\_ structure located at \_\_\_\_\_ the following determination\* has been made:

- Demolition/Relocation of this structure is not subject to review by the Preservation Director** for the reason checked below.
  - The structure is less than 50 years of age.\*
  - The Building Official, Code Enforcement Manager, or designee, has determined\* this building to be **immediately dangerous** and has exhausted all feasible alternatives to demolition.

**Building Official's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

- The Preservation Director has made the preliminary determination\* that the structure is NOT ELIGIBLE for listing and/or NOT LIKELY TO BE LISTED in the Sacramento Register; therefore, **the Preservation Director will not oppose demolition or relocation.**
- The 45-day review period has expired\* and the structure is DEEMED NOT ELIGIBLE and, therefore, **the Preservation Director will not oppose demolition or relocation.**

**Demolition/Relocation is not allowed – Building/Structure is hereby Nominated:** The Preservation Director has made the preliminary determination that the structure IS ELIGIBLE for consideration by the Preservation Commission and City Council for listing and hereby nominates the structure/building for listing in the Sacramento Register of Historic & Cultural Resources. This building shall be treated as a Nominated Resource per City Code section 17.604.240 and is protected from demolition. During the nomination process, if the applicant wishes to pursue demolition, they must submit a Planning Entitlement Application / Preservation Commission-Level and is subject to the Preservation Commission action on the application. In addition, an environmental review may be required, and appropriate fees must be paid.

**Preservation Director's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Notes: \_\_\_\_\_

**\*Determinations Expiration:** If the structure or building is not nominated by the Preservation Director under this review, the preliminary determinations are applicable for only three (3) years from date the determination is made, or the date the 45-day review period expires after the date the application is deemed complete, whichever applies. Whenever a structure becomes 50 years old, then a new application is required, regardless of its age when this submittal is made.