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# DEMOLITION PERMIT APPLICATION

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## REQUIRED DOCUMENTS FOR DEMOLITION PERMIT



601 Shoreacres Blvd  
Shoreacres, TX 77571  
281.471.2244  
281.471.8955 - Fax

By checking each requirement you are stating that you have supplied correct and complete information. In the event that the required information is not contained in the submitted documents, you will be notified of the deficiency. Failure to supply the additional requested information within five (5) working days will result in your application being denied and returned to you. A new application, the original application, complete plans, and a new checklist will be required for re-submittal for plan review. This re-submittal will be treated as a new application and will be processed in the order of receipt.

- Completed permit application.
- Plans for demolition and schedule for completion. (Start date, completion date, work days and hours)
- Location of site(s) to be used for disposal of debris and proposed route for transport of debris to the site(s).
- Name and address of the owner of the structure and the notarized signature of the owner or owner's agent authorizing the contractor to obtain a permit for demolition of the structure.
- Name and address of the contractor.
- Compliance with special conditions that may be determined necessary by the Building Official.
- Written acknowledgement that all utility companies have been or will be notified to disconnect service to the structure.
- Reconstruction of structures in the Flood Plain is prohibited without prior approval (Substantial Damage Summary).**
- EROSION control is required.
- Removal of all Slabs, piers, walkways, driveways are required until a building permit has been issued prior to application for a demolition permit (attach building permit).

I, \_\_\_\_\_, have read the above information and acknowledge that all required documents have been provided (attached).

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

Date: \_\_\_\_\_

*Staff cannot accept incomplete or illegible documents*



**ORDINANCE NO. 2008-24**

**AN ORDINANCE PROVIDING FOR CLEANUP AFTER DEMOLITION OR REMOVAL OF STRUCTURES; PROVIDING FOR REPORTING, INSPECTIONS, AND NOTICE; AND, ESTABLISHING A PENALTY FOR VIOLATION.**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF SHOREACRES, THAT:

Chapter 10, "Buildings and Building Regulations" of the Code of Ordinances, City of Shoreacres, Texas, is hereby amended by adding Article VI, "Cleanup after Demolition or Removal of Structures," and, sections, to be numbered sections 10-361 through 10-367, which sections read as follows:

**ARTICLE VI. CLEANUP AFTER DEMOLITION OR REMOVAL OF STRUCTURES**

**Sec. 10-366. Required.**

(a) Within 30 days after any building or structure is demolished or removed from any lot or tract of land:

- (1) All debris must be removed from the property.
- (2) All holes or depressions in the ground must be filled to grade level.
- (3) All lumber, pipes and all other buildings materials must be removed from the property or stored in such a manner that they are not a hazard to safety and do not create a condition where rats are likely to live or mosquitoes likely to breed.
- (4) All pipes and conduits must be removed from above grade and must be removed or sealed below grade.
- (5) All foundations, slabs, piers, pilings, steps and other appurtenances must be removed above grade.

(b) Each owner and each person having control over the property on which the building or structure stood prior to removal or demolition is individually responsible for completing such work or causing such work to be completed.

**Sec. 10-367. Report, inspection where work believed not completed.**

It shall be the duty of all city employees to make a report in writing to the building official whenever such employee has reason to believe a building or structure has been demolished or removed from a lot of land and the work required by this article has not been completed. Upon receipt of such written report, the building official shall inspect the lot or tract.

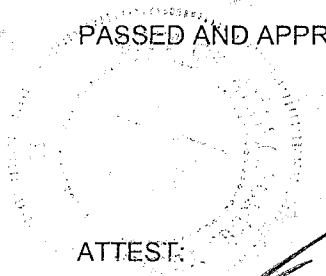
**Sec. 10-368. Notice to complete work.**

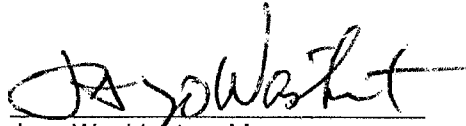
Whenever it shall come to the knowledge of the building official or city administrator that a building or structure has been demolished or removed and that the work required by this article has not been completed, the building official or city administrator shall cause written notice to be given by personal service or by certified mail, return receipt requested, to the owner of the property or to any person having control over the property setting out the work required by this article which has not been completed. In such notice, the building official or city administrator shall order the owner of the property or person having control over the property to complete or cause to be completed all work required by this article within 30 days of service of such notice.

**Sec. 10-367. Penalty.**

Failure to comply with the requirements of section 10-361 or to comply with the order of the building official or city administrator given pursuant to this article shall be punishable by a fine of not less than \$250.00, nor more than \$2,000.00. Each day such work is not completed in violation of this article shall constitute a separate offense.

PASSED AND APPROVED this the 13th day of October 2008.



  
Jayo Washington, Mayor

ATTEST:

  
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David K. Stall  
City Secretary