



CITY OF AUSTIN
Development
SERVICES DEPARTMENT

One Texas Center
 505 Barton Springs Road, Austin, TX 78704 | Phone: 3-1-1

Demolition Permit Application

Application Type: Commercial Residential
 Fee Paid: \$ _____ Submission Date: _____

For Office Use Only – Permit Information

BP- _____ PR- _____ LHD_NRD_HDP- _____ Ca. _____
 Referred By: _____ NRHD/LHD: _____
 Release Permit Do Not Release Permit HLC Review- _____

 Historic Preservation Office _____ Date _____

IMPORTANT: Inspections are required for all demolition projects. If you do not call for a final inspection, the permit will expire after twelve (12) months from the time of applying for the permit. In order to close out an expired permit, an applicant will be required to submit a NEW application for the project and all fees will be assessed again.

DO NOT LET YOUR PERMIT EXPIRE!!!!

HISTORIC LANDMARKS AND DISTRICTS: If this property is a Historic Landmark or is within a Local Historic District or National Register Historic District, additional applications and fees will apply. For more information, contact the City Historic Preservation Office (see www.austintexas.gov/department/historic-preservation).

Submittal Requirements

- 1. Owner authorization/signature, **NOTARIZED** at the bottom of the next page, **OR** a **NOTARIZED** letter of authorization from the owner giving the applicant permission to apply
- 2. Dimensioned Site Plan or Survey that shows all existing structures and what is being demolished
- 3. Certified tax certificate(s) from the Travis County Tax Assessor's Office (5501 Airport Boulevard, 512-854-9473)
- 4. Photos of each side of structure; the front photo needs to show the entire front of the structure that is visible from the street
- 5. Review Fee (see [fee schedule](#) for applicable fees)

Additional requirements for Commercial Demolitions:

- 6. Approved/Red-stamped Site Plan OR an approved Site Plan Exemption Form
- 7. Completed Texas Department of Health Asbestos Notification Form; must be filled out by a licensed inspector or contractor

Property Information	Demolition Type
Address: _____ City: _____ Zip: _____ Current Use: _____	<input type="checkbox"/> Total <input type="checkbox"/> Partial – identify the exterior wall(s), roof, or portion of wall(s) and roof to be demolished: _____ _____
Demolition Contractor Information	Structural Information
Company: _____ Address: _____ City: _____ Zip: _____ Phone: _____	Square Feet: _____ Building Materials: _____ Foundation Type: _____ Estimated Cost of Demolition: _____

Applicant	Owner
Name: _____	Name: _____
Address: _____	Address: _____
City: _____ Zip: _____	City: _____ Zip: _____
Phone: _____	Phone: _____
Email: _____	Email: _____

Additional Questions

Are there trees 19 inches or greater in diameter on the site or along neighboring properties? Yes No

Was the structure inhabited within the last 12 months? Yes No

What is the total number of housing units that will be demolished? _____

What is the total number of bedrooms in the units that will be demolished? _____

How many currently occupied residential units will be demolished? _____

If 5 or more, tenant notification may be required and a certified form may be required with your application (LDC 25-1-712).

Consent, Authorizations, and Signatures

I understand and will adhere to the following rules or regulations:

- No work may begin prior to issuance of this permit.**
- It is important to verify with the Development Assistance Center (DAC) that new construction will be permitted on the property at this location PRIOR to filing this application.
- If the structure to be demolished is currently tied into water and/or sewer services provided by the City of Austin, you must contact Austin Water Utility at 512-494-9400 to obtain specific water and sewer service information.
- Erosion and Sedimentation Controls are required per Section 25-8-181 of the City of Austin Land Development Code.** Failure to comply with this requirement may result in a Stop Work Order and/or legal action by the City of Austin including criminal charges and fines of up to \$2,000.00 per day.
 - Inspection of erosion, sedimentation controls, and tree protection shall be requested by the owner** before construction begins (25-1-288.A & 25-1-288.F): (512) 974-2278 or environmental.inspections@austintexas.gov.
- If the proposed work will require use of City right-of-way, a Right of Way Application must be approved prior to any such activity. Applications may be obtained from the City of Austin Transportation Department (512-974-7180) or on the website at austintexas.gov/rowman.
- The Historic Preservation Office will review this application to determine if the structure that is subject of this application is potentially historic as defined by Section 25-11-214 of the City of Austin Land Development Code. Additional review by the Historic Landmark Commission may be required and additional fees may be assessed.**
- All demolition permitted commercial and multifamily projects are required to divert construction debris from the landfill (LDC 25-11-39)."
- Once this review is complete and approved, the permit may be obtained from the Permit Center and additional fees will be assessed at that time.

I, the undersigned, hereby swear or affirm that the information provided in this application is true and correct to the best of my knowledge and is an accurate reflection of my intentions for the above structure and/or property. I understand that any omission or incorrect information herein will render this application and any permit obtained invalid.

As owner(s) of the property described in this application, I/we hereby authorize the Applicant listed on this application to act on my/our behalf during the processing and presentation of this request. They shall be the principal contact with the City in processing this application.

Signature of Applicant (if different than owner): _____ **Date:** _____

Signature of Owner: _____ **Date:** _____

Sworn and subscribed before me this ____ day of _____, 20____

Signature of Public Notary: _____ My commission expires: _____

Notary Public in and for the State of Texas