



Demolition Permit Application

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For submittal and fee information, see austintexas.gov/digitaldevelopment

For Office Use Only – Permit Information

PR- _____ BP- _____ Historic Review: _____ Year Built: _____
Referred By: _____ Historic District Name: _____
☐ Release permit

Historic Preservation Office

Date

Download application before entering information.

Some homes and structures can be relocated rather than demolished. Visit the Relocation webpage at austintexas.gov/relocation to learn more about the relocation process.

IMPORTANT: Inspections are required for all demolition projects. If you do not schedule a final inspection, the permit will expire after twenty-four (24) months from the date of permit activation. To close an expired permit, applicants must submit a NEW application and pay associated fees for the project.

DO NOT LET YOUR PERMIT EXPIRE!

HISTORIC LANDMARKS AND HISTORIC DISTRICTS: If this property is a historic landmark or a contributing property in a local or National Register Historic District, additional applications and fees apply. Visit the Historic Preservation Office website at www.austintexas.gov/department/historic-preservation for more information.

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. Electronically notarized applications are preferred.
- ☐ 2. Dimensioned site plan(s) or survey that shows all existing structures and the structures to be demolished
- ☐ 3. Notarized Affidavit of Compliance
- ☐ 4. Certified tax certificate from the Travis County Tax Office (512-854-9473) which can be requested online at <https://secure.go2gov.net/pay/public/tctc/welcome.faces> and picked up at 2433 Ridgpoint Dr., Austin, TX 78754-5231
- ☐ 5. Photos of each side of structure. One photo must show the entire elevation visible from the street. Photos must be two megapixels (1200 x 1600 pixels) or larger

Additional requirements for residential demolitions only:

- ☐ 6. Tree survey with all trees 19" or greater shown on plans

Additional requirements for commercial demolitions only:

- ☐ 7. Approved/Red-stamped Site Plan OR an approved Site Plan Exemption Form: SP# _____
- ☐ 8. Completed asbestos documentation:
 - a. An Asbestos Survey; or
 - b. A City of Austin's "[Asbestos Compliance Notification Form](#)" form completed by an Architect or Engineer registered in the State of Texas, with no asbestos survey; or
 - c. Texas Department of State Health Services (DSHS) "Notification Summary"
 - i. This document is generated by DSHS after you submit "[Asbestos Demolition/Renovation Notification Form](#)"

Property Information	Proposed Demolition
Address: _____ City: _____ Zip: _____ Current Use: _____	☐ Total ☐ Greater than 50% of exterior: <i>Identify the exterior wall(s), roof, or portion of wall(s) and roof to be demolished on site plan/survey and photos.</i>
Demolition Contractor Information	Structural Information
Company: _____ Address: _____ City: _____ Zip: _____ Phone: _____	Square Feet: _____ Building Materials: _____ Foundation Type: _____ Estimated Cost of Demolition: _____
Owner	Applicant
Name: _____ Address: _____ City: _____ Zip: _____ Phone: _____ Email: _____	Name: _____ Address: _____ City: _____ Zip: _____ Phone: _____ Email: _____
Additional Questions	
Are there trees 19 inches or greater in diameter on the site or along neighboring properties? (Residential only) ☐ 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? _____ (Commercial only) What is the total number of bedrooms in the units that will be demolished? _____ (Commercial only) How many currently occupied residential units will be demolished? _____ (Commercial only) If 5 or more, tenant notification and a certified form may be required with your application per the City of Austin Land Development Code (Division 23-4E-8; F25-1-712 and 713). Visit www.austintexas.gov/page/tenant-relocation-assistance for more information. Is the property located in a National Register historic district, a historic district (zoned HD), or a historic landmark (zoned H)? _____ What is the total square footage being demolished? _____ Will this project involve implosion? ☐ Yes ☐ No If yes, contact Austin Water at 512-972-0101 to determine if water mains are applicable to your project location. Floodplain: Is the property located in the City of Austin regulatory floodplain? ☐ Yes ☐ No Stricter permit regulations apply to any building, remodeling, construction or other development on locations in the floodplain. Approval for demolition does not guarantee approval for new construction on the property.	

Consent, Authorizations, and Signatures

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

1. **No work may begin prior to issuance of this permit. All required permits must be obtained prior to the start of work.**
2. Verify with the Development Assistance Center that new construction will be permitted on the property at this location PRIOR to submitting this application.
3. If the structure to be demolished is tied into water and/or sewer services provided by the City of Austin, you must contact City of Austin's Utility Contact Center at 512-494-9400 to obtain specific water and sewer service information.
4. For disconnect and removal of services by Austin Energy, contact City of Austin's Utility Contact Center at 512-494-9400.
5. [Water/wastewater tap permit application](#) for Commercial shall be emailed to Austin Water Taps (AWTaps@austintexas.gov). Water/wastewater tap permit application for Residential shall be completed via the AB+C portal.
6. Erosion and sedimentation controls are required by the City of Austin Land Development Code (§23-4D-7; F25-8-181). Failure to comply 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 per day. Inspection of erosion, sedimentation controls, and tree protection must be requested by the owner before construction begins (§23-5B-6050 (B); F25-1-288). Call (512) 974-2278 or email environmental.inspections@austintexas.gov to obtain these inspections.
7. Tree preservation is required per the Land Development Code (Article 23-4C; F25-8-B) and Environmental Criteria Manual (§3.5.2 (A)). Proposed work that will remove, impact the critical root zone, or prune more than 25% of the canopy of a protected size tree must be reviewed for a tree permit. Note: Root zone protection measures (e.g. fencing, boards attached to the trunk, mulch) are required prior to work.
8. If the proposed work will require use of City right of way, a Right of Way Application must be approved. Obtain an application from the Transportation Department at (512) 974-7180 or www.austintexas.gov/rowman.
9. The Historic Preservation Office will determine if the referenced structure meets historic designation criteria as defined by the Land Development Code (Article 23-6E; F25-11-213 to 214; and §23-3C-10090; F25-2-352). Additional review by the Historic Landmark Commission may be required and additional fees may be assessed. If the property is a historic landmark or is located in a local or National Register historic district, the Historic Landmark Commission must review plans for new construction before the demolition permit is released. Call (512) 974-3583, email preservation@austintexas.gov, or visit www.austintexas.gov/department/historic-preservation for more information.
10. Construction projects exceeding 5,000 square feet of new, added, or remodeled floor area and all permitted commercial and multi-family demolition projects are required to divert construction debris from the landfill per the Land Development Code (§23-6C-2060; F25-11-39). Email constructionrecycling@austintexas.gov or visit www.austintexas.gov/department/construction-demolition-recycling-ordinance for more information.
11. Approval of a demolition permit does not guarantee approval for new construction in the City of Austin regulatory floodplain.
12. For properties in the City of Austin regulatory floodplain, a determination of substantial damage and/or substantial improvement (for partial demolitions) may trigger additional floodplain regulations.
13. Greater than 50% of exterior walls demolished will require compliance with the Demolition Notification requirements (Ordinance 20201001-040)
14. Approved permits may be obtained from the Service Center. Any additional fees will be assessed at that time.
15. **Assigned contractors must schedule a pre-demolition inspection with the assigned inspector prior to any demolition activity and prior to the notification requirements being initiated. Information as to finding your assigned inspector can be found at www.austintexas.gov/page/building-inspections. Contractors must place a yard sign at the site and place door hangers at the ten adjacent residential properties at least five days before the demolition can occur. The yard sign and door hangers must include the permit number, contractor and applicant contact information, as well as helpful contacts for DSHS, TCEQ, and OSHA.**

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: _____
Handwritten only

Signature of Owner: _____ Date: _____
Handwritten only

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