

Planning & Development Department
DEMOLITION PERMIT APPLICATION

PROJECT INFORMATION:

DATE OF SUBMITTAL: _____

PROJECT ADDRESS (IF EXISTING): _____

HCAD PARCEL NO(s) 13-digit Tax ID: _____ PROPERTY LEGAL DESCRIPTION: _____

DESCRIBE WORK: _____

INTERIOR DEMO ONLY? _____ RESIDENTIAL – TYPE _____ COMMERCIAL – TYPE: _____

PROPERTY OWNER CONTACT INFORMATION:

OWNER'S NAME: _____ PHONE: _____

MAILING ADDRESS: _____

E-MAIL: _____

CONTRACTOR:

CONTRACTOR COMPANY: _____

MAILING ADDRESS: _____ PHONE: _____

CONTACT PERSON: _____

PHONE: _____ EMAIL: _____

Application Checklist and Supporting Documentation:

COMPLETE ITEMS 1 THROUGH 6 OF CHECKLIST

NOTES TO APPLICANT:

- CASH BOND IS REQUIRED FOR DEMOLITION OF BUILDING. CASH BOND DOES NOT APPLY FOR INTERIOR DEMOLITION ONLY.
 - CASH BOND IS REFUNDABLE UPON CITY APPROVAL OF FINAL INSPECTION
- CONTRACTOR MUST BE REGISTERED WITH THE CITY. TO REGISTER WITH THE CITY, SUBMIT CURRENT CERTIFICATE OF INSURANCE WITH THE CITY OF LA PORTE AND CITY'S ADDRESS AS A CERTIFICATE HOLDER.
- **NOT A VALID PERMIT UNTIL OWNER/CONTRACTOR IS NOTIFIED OF APPROVAL AND ALL APPLICABLE FEES ARE PAID IN FULL**
- CONTRACTOR IS RESPONSIBLE FOR UTILITY DISCONNECTS
- CONTRACTOR IS RESPONSIBLE FOR DISPOSAL OF ALL DEMOLITION DEBRIS/MATERIALS
- WATER AND SANITARY SEWER LINES SHALL BE CAPPED AT GROUND LEVEL
- ADDING FILL AND GRADE TO PROPERTY AT WORK LOCATION AND OTHER DAMAGED AREAS TO ENSURE PROPER SITE DRAINAGE REQUIRES FILL DIRT PERMIT (REAR TO STREET FRONTAGE)
- UPON DEMO COMPLETION, PROPERTY MUST BE MOWABLE AND LEVEL AS TO NOT POOL WATER

APPLICANT PRINTED NAME: _____ APPLICANT SIGNATURE: _____

(FOR STAFF USE ONLY)

APPLICATION RECEIVED BY: _____ DATE: _____

FLOOD ZONE: _____ USE ZONE: _____

PERMIT FEE: \$75 CASH BOND: \$250 (HOMEOWNER) \$500 (CONTRACTOR) TOTAL PERMIT FEE: _____

ASBESTOS SURVEY RECEIVED? YES NO N/A

APPROVED BY: _____ DATE: _____ PERMIT NUMBER: _____



DEMOLITION PERMIT CHECKLIST

SUBMIT THE FOLLOWING APPLICATIONS AND INFORMATION WITH THE COMPLETED DEMOLITION PERMIT APPLICATION

1. _____ Completed Demolition Permit Application. An incomplete application will be returned to the applicant for the required information and may delay the issuance of a Demolition Permit.
2. _____ Residential Demolition OR
_____ Commercial Demolition – Will require an Asbestos Survey by a qualified person licensed by the Texas Department of State Health Services.
3. _____ A Protection Pedestrian Plan
4. _____ Completed Fill Dirt Permit Application (prior to permit issuance)
5. Plot Plan, Site Plan or Property Survey, **to scale** and Show All Of The Following:
 - a. _____ North Arrow
 - b. _____ All existing structures to include fences, driveways, accessory structures, etc.
 - c. _____ Indicate/call out all structures proposed for demolition
 - d. _____ Provide dimensions and square footage of all structures proposed for demolition

Submit completed applications and supporting documents to permits@laportetx.gov.

REVISED 10.2021