

DEMOLITION PERMIT APPLICATION PROCESS

PROJECT ADDRESS:

ZIP:

SUBMITTAL REQUIREMENTS

- A Permit application must be submitted digitally in pdf format merged/combined together, facing the correct direction, and bookmarked as listed below. Apply online at mygovernmentonline.org.
- Completed Demolition Permit Application
- Asbestos survey report – Only if commercial zoned property or intended use is commercial, an asbestos survey report is required. Please contact the Texas Department of State & Health Services for more info by visiting <http://www.dshs.state.tx.us/asbestos>
- Copy of Deed (Proof of Ownership)
- Copy of Official Survey that shows all existing structures and what is being demolished
- Photos of each side of structure, the front photo needs to show the entire structure that is visible from the street
- Contacted all Utility Service Providers to disconnect services
- Permit Fee: Residential \$75.00 , Commercial \$125 for the first story, \$115.00 for any additional stories

PLAN REVIEW PROCESS

- Up to ten (10) business days for approval
- The Historic Planner will review the application to determine if the structure is subject to Chapter 3 of the Unified Development Code Chapter 3, Section 3.13

REQUIRED INSPECTIONS

Demolition Final Inspection:

- All portions of the structure, including the foundation, shall be removed
- All debris shall be removed from the lot and no debris from the demolished structure shall be visible on nearby property
- If a septic tank exists on the parcel please contact Williamson County Health Department at (512) 943-3620
- The land shall be graded to a consistent grade, which provides adequate drainage
- No debris shall be buried or burned
- If connection to a public sewer exists, the building sewer shall be plugged or capped at the property line
- The lot shall be reseeded and other measures taken as necessary to prevent erosion

*The City of Georgetown uses <http://www.mygovernmentonline.org> for all communication regarding the plan review. Except for the initial submittal, you will use this website to receive any comments issued, to resubmit plans, to view approved plans, and request inspections. An account is required to be set up and you will need to link your project # to the account

*Inspections are required for all demolition projects. If you do not request a final inspection, the permit will expire after 180 days 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.

*Historic Landmarks and Districts: If the property is a Historic Landmark or is within a Local Historic District, additional applications and fees may apply. For more information, please contact the Historic Planner at (512) 930-3581



DEMOLITION PERMIT APPLICATION

PROJECT ADDRESS:			ZIP CODE:		
SUBDIVISION:		SECTION:	BLOCK:	LOT:	
CONTACT INFO					
PROPERTY OWNER NAME:			PHONE:	CELL PHONE:	
PROPERTY OWNER ADDRESS:			CITY:	STATE:	ZIP:
APPLICANT/AGENT COMPANY NAME:					
APPLICANT CONTACT:		OFFICE PHONE:	CELL PHONE:	EMAIL:	
APPLICANT ADDRESS:			CITY:	STATE:	ZIP:
CONTRACTOR COMPANY NAME:					
CONTRACTOR CONTACT:		OFFICE PHONE:	CELL PHONE:	EMAIL:	
CONTRACTOR ADDRESS:			CITY:	STATE:	ZIP:
PROJECT INFO					
DESCRIBE CURRENT STRUCTURE USE:			DESCRIBE PROPOSED USE OF PROPERTY:		
DESCRIBE SCOPE OF WORK:					
CONSTRUCTION VALUATION (TOTAL VALUE OF CONTRACT INCLUDING MATERIAL, AND LABOR):					
IS THIS STRUCTURE <input type="checkbox"/> ATTACHED OR <input type="checkbox"/> DETACHED	INTERIOR ONLY <input type="checkbox"/> YES <input type="checkbox"/> NO	ACCESSORY BUILDING <input type="checkbox"/> YES <input type="checkbox"/> NO	WELLS <input type="checkbox"/> YES <input type="checkbox"/> NO	UNDERGROUND STORAGE TANKS <input type="checkbox"/> YES <input type="checkbox"/> NO	SEPTIC SYSTEM <input type="checkbox"/> YES <input type="checkbox"/> NO
NO. OF STORIES:		TOTAL SQ FT:		AREA PER FLOOR (SQ FT PER FLOOR):	
CONSENT/AUTHORIZATION					
<p>BY MY SIGNATURE, I HEREBY AFFIRM THAT I AM THE PROPERTY OWNER OF RECORD, OR IF THE APPLICANT IS AN ORGANIZATION OR BUSINESS ENTITY, THAT AUTHORIZATION HAS BEEN GRANTED TO REPRESENT THE OWNER, ORGANIZATION OR BUSINESS IN THIS APPLICATION. I CERTIFY THAT THE PRECEDING INFORMATION IS COMPLETE AND ACCURATE, AND IT IS UNDERSTOOD THAT I AGREE TO THE APPLICATION BEING REQUESTED FOR THIS PROPERTY. ADDITIONALLY, MY SIGNATURE BELOW INDICATES MY AWARENESS OF THE FEE REQUIRED AT THE TIME OF THE APPLICATION SUBMITTAL AND ANY ADDITIONAL FEES AS NOTED IN THE CITY'S FEE SCHEDULE. THIS FEE IS NON-REFUNDABLE EVEN IN THE EVENT OF APPLICATION WITHDRAWAL. I HAVE THE POWER TO AUTHORIZE AND HEREBY GRANT PERMISSION FOR CITY OF GEORGETOWN OFFICIALS TO ENTER THE PROPERTY ON OFFICIAL BUSINESS AS PART OF THE APPLICATION PROCESS.</p>					
PRINT PROPERTY OWNER NAME		SIGNATURE OF PROPERTY OWNER		DATE	
PRINT APPLICANT NAME		SIGNATURE OF APPLICANT		DATE	