

STRUCTURE DEMOLITION APPLICATION

APPLICATION:

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish, or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by codes and ordinances adopted by the city, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.

The City of Lakeway has adopted the following codes:

- International Building Code – 2009 Edition, including all appendices except for appendices A, B, H and J
- International Residential Code for One- and Two-Family Dwellings – 2009 Edition, with the exception of chapters 25 to 32 (plumbing), including all appendices except for appendices E and L
- International Energy Conservation Code – 2009 Edition
- International Mechanical Code – 2009 Edition, including all appendices except for appendix B
- International Fire Code – 2009 Edition as amended by Travis County Emergency Service District No. 6
- International Gas Code – 2009 Edition, including all appendices
- National Electrical Code 2008
- Uniform Plumbing Code – 2009 Edition or as adopted by the service provider

CHECKLIST:

A separate Demolition Permit is required for the removal of each building or structure. Demolition permits for structures do not give approval to remove any trees, or grant approval of grading or site development. Separate approvals and permits are required for any tree removal, grading or site development.

This list has been prepared as a tool for submitting a permit application to demolish a structure. In no way does this list represent all submittal documents that may be required to demonstrate compliance with local codes and ordinances. Delays in the permit issuance process will occur as a result of incomplete or inadequate submittal information.

- Project Information Sheet
- Required Submittal Documents
- Exhibits (click on links below)
 - ❖ [Sample Site Plan](#)
 - ❖ [Asbestos Survey Information](#)
 - ❖ [Bonding & Insurance](#)
- Applications
 - ❖ [Residential Application](#)
 - ❖ [Commercial Application](#)



PROJECT INFORMATION SHEET

General Contractor:		Phone:	
Address:		Fax:	
City:	State:	Zip:	
E-mail:			

★ This information sheet must be submitted with the permit application.

QUESTIONNAIRE:

What is the estimated project valuation? \$ _____.

What is the anticipated demolition start date? _____.

What is the anticipated demolition completion date? _____.

Is the structure demolition related to a fire? Yes No

Will the structure be rebuilt? * Yes No

What is the anticipated rebuild start date? _____ (if applicable)

* Sites must be revegetated within three (3) months of date of demolition unless structure is to be rebuilt

Is there an active Architectural Control Board (ACB) over the subject property? Yes. No? If yes, provide evidence of plan submission to the ACB.

Check applicable box below to represent type of structure demolition:

Residential Accessory Structure ** Commercial Structure **

** An asbestos survey performed in accordance with Texas Asbestos Health Protection Rules (TAHPR) and Senate Bill 509 is required for commercial structures and commercial accessory structures prior to the issuance of a demolition permit.

Note: Demolition Permits cannot be released until all utilities have been disconnected and removed from structure. Proof of disconnection is required. The utility contacts are:

Lakeway MUD	(512) 261-6222
Hurst Creek MUD	(512) 261-6222
Water Districts 11, 12, 13.	(512) 246-1400
Water District #17	(512) 266-1111
Austin Energy	(512) 494-9400
Pedernales Electric Co-Op	(512) 394-9136

STRUCTURE DEMOLITION SUBMITTAL DOCUMENTS

SUBMITTAL DOCUMENTS:

Submittal documents consisting of construction documents and any other pertinent data shall be submitted in two (2) or more sets with each permit application.

Documents shall be dimensioned and drawn upon suitable material and shall include, at a minimum, the following:

- General information:
 - Residential:
 - If a fire related demolition, provide a schedule of completion (rebuild plans must be submitted within 60 days of the fire incident).
 - Proof of utility disconnection
 - Proof evidence of plan submission to Architectural Control Board (if applicable)
 - Commercial:
 - If a fire related demolition, provide a schedule of completion (rebuild plans must be submitted within 60 days of the fire incident).
 - Proof of utility disconnection
 - Asbestos survey
- Site plan showing the following information:
 - The location of the structure to be demolished along with any other existing structures including flatwork such as walkways and driveways
 - All property lines and easements, including bearings, distances and dimensions; identify building setbacks
 - The location of construction entrance(s), erosion control devices, construction fencing, including details of fencing for containment and protection of adjoining units (if applicable),
 - The location of commercial refuse dumpster
 - The location of the chemical toilet
 - Tree Protection around any hardwood trees
 - Height of structure above highest natural grade under slab

ASBESTOS SURVEY INFORMATION

ASBESTOS SURVEY – REQUIRED FOR COMMERCIAL DEMOLITION AND:

In accordance with the Texas Department of Health (TDH) and Senate Bill 509, which requires verification that an asbestos survey has been done prior to a renovation or demolition of a public or commercial building (non-residential buildings and apartment complexes larger than four-plexes), the City of Lakeway is now requiring the following:

OR:

- A certification from a licensed engineer or architect or a statement from an asbestos inspector licensed by the Texas Department of Health, stating that:

The material safety data sheets (MSDS) for the materials used in the original construction, the subsequent renovations or alterations of all parts of the building affected by the planned renovation or demolition have been reviewed; and

In the engineer or architect or licensed asbestos inspector's professional opinion, all parts of the building affected by the planned renovation or demolition do not contain asbestos.

This exclusion statement, together with copies of the MSDS, can be used instead of an asbestos survey. This certification may also be supplemented with an asbestos inspection where bulk sampling is performed.

- Completion of the following:

An asbestos survey has been conducted in accordance with the Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) for the areas being renovated and/or demolished.

Yes___ No* ___

Date of survey: ___/___/___

TDH Inspector License No. _____

*If the answer is No, then as the owner/operator of the renovation/demolition site, I understand that it is my responsibility to have this asbestos survey conducted in accordance with Texas Asbestos Health Protection Rules (TAHPR) and the National Emission Standards for Hazardous Air Pollutants (NESHAP) prior to a renovation/demolition permit being issued by the City of Lakeway.

Remember that the asbestos surveys need to be kept at the project site and be available to the Texas Department of Health (TDH) upon request.



Building & Development Services
1102 Lohmans Crossing, Lakeway, TX 78734
Phone: (512) 314-7540 Fax: (512) 314-7541
www.lakeway-tx.gov

BONDING & INSURANCE

BONDING

Before a permit for construction of any improvement is issued, the applicant shall submit to the city a permit bond in a form acceptable to the city in the principal sum of ten thousand dollars (\$10,000.00). Such bond shall secure and be used for the payment of any and all damages to persons or property (including the city) which damages arise from, or are caused by, any act or conduct taken or authorized by the permit holder or any permit actor. Among the damages secured by the permit bond and for which the bond amount is payable is the cost to the city to cure or abate any condition deemed or found to be a nuisance pursuant to any city ordinance or other applicable law caused by defective, incomplete or noncompliant construction of any improvement to real property.

Governmental agencies shall not be required to submit a permit bond.

INSURANCE

Before a permit is granted under this article, the applicant shall furnish to the city a certificate of insurance showing a waiver of subrogation in favor of the city and the city as the certificate holder, proving that he has procured public liability and property damage insurance in the following amounts:

- (A) For damages arising out of bodily injury or death of one person in any one accident: \$250,000.00.
- (B) For damages arising out of bodily injury or death of two or more persons in any one accident: \$500,000.00.
- (C) For injury or destruction of property in any one accident: \$250,000.00.

Such insurance shall be kept in full force and effect during the period of time for which a permit shall be issued or until the issuance of a certificate of occupancy or certificate of completion.

Governmental agencies shall not be required to submit proof of insurance.



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APPLICATION FOR RESIDENTIAL BUILDING PERMIT

(CHECK ONE & INCLUDE NECESSARY SUPPORTING MATERIAL)

- | | | |
|-------------------------------------|-----------------------------------|---|
| <input type="checkbox"/> NEW HOUSE | <input type="checkbox"/> ADDITION | <input type="checkbox"/> POOL/SPA |
| <input type="checkbox"/> DECK/PATIO | <input type="checkbox"/> FENCE | <input type="checkbox"/> LANDSCAPING |
| <input type="checkbox"/> RE-ROOF | <input type="checkbox"/> DRIVEWAY | <input type="checkbox"/> STRUCTURE DEMOLITION |

ADDRESS OF PROPERTY:		GOLF COURSE LOT? <input type="checkbox"/> YES <input type="checkbox"/> NO	
LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT NUMBER):		VALUE OF PROPOSED WORK:	
PROPERTY OWNER NAME:		TELEPHONE:	E-MAIL:
MAILING ADDRESS:		CITY:	STATE ZIP CODE
CONTRACTOR:	CONTACT NAME:	TELEPHONE:	E-MAIL:
MAILING ADDRESS:		CITY:	STATE ZIP CODE
BRIEF DESCRIPTION OF PROPOSED WORK:			

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:	
<p>That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted. I further understand that City Staff review time may take up to twelve (12) business days per review.</p>	
<hr style="width: 80%; margin: 0 auto;"/> <p>APPLICANT SIGNATURE</p>	
<hr style="width: 80%; margin: 0 auto;"/> <p>PRINTED NAME</p>	<hr style="width: 80%; margin: 0 auto;"/> <p>DATE</p>

(FOR CITY USE ONLY)

PERMIT NUMBER:	
AMOUNT RECEIVED:	
BOND <input type="checkbox"/>	INSURANCE <input type="checkbox"/>



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APPLICATION FOR COMMERCIAL BUILDING PERMIT

(CHECK ONE & INCLUDE NECESSARY SUPPORTING MATERIAL)

- | | | |
|---|---|-----------------------------------|
| <input type="checkbox"/> NEW COMMERCIAL | <input type="checkbox"/> INTERIOR FINISH OUT | <input type="checkbox"/> ADDITION |
| <input type="checkbox"/> POOL/SPA | <input type="checkbox"/> DECK/FLATWORK | <input type="checkbox"/> FENCE |
| <input type="checkbox"/> LANDSCAPING | <input type="checkbox"/> STRUCTURE DEMOLITION | |

ADDRESS OF PROPERTY:		SUITE #:	SQUARE FOOTAGE:	
LEGAL DESCRIPTION (SUBDIVISION, SECTION, LOT NUMBER):			ASBESTOS SURVEY OBTAINED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
BRIEF DESCRIPTION OF PROPOSED WORK:		TDLR PROJECT #:	VALUE OF PROPOSED WORK:	
PROPERTY OWNER NAME:		TELEPHONE:	E-MAIL:	
MAILING ADDRESS:		CITY:	STATE	ZIP CODE
CONTRACTOR:	CONTACT NAME:	TELEPHONE:	E-MAIL:	
MAILING ADDRESS:		CITY:	STATE	ZIP CODE

(FOR CITY USE ONLY)

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<hr style="width: 80%; margin: 0 auto;"/>	
PRINTED NAME	DATE

PERMIT NUMBER:				
AMOUNT RECEIVED:				
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">BOND</td> <td style="width: 50%;">INSURANCE</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	BOND	INSURANCE	<input type="checkbox"/>	<input type="checkbox"/>
BOND	INSURANCE			
<input type="checkbox"/>	<input type="checkbox"/>			



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REEXAMINATION REQUEST

PROJECT ADDRESS: _____

PRE-ISSUANCE

POST-ISSUANCE

APPLICANT:	TELEPHONE:	E-MAIL	
MAILING ADDRESS:	CITY:	STATE	ZIP CODE

PLEASE USE THE SPACE BELOW TO FURTHER DESCRIBE THE CONTENT OF YOUR REQUEST:

SUBMITTAL VERIFICATION/INSPECTION AUTHORIZATION:	
<p>That I, as owner or duly authorized officer of the property hereinafter referenced, do hereby execute this document, acknowledge the above statements to be true and accurate to the best of knowledge, and understand that knowing and willful falsification of information will result in rejection of my application and may be subject to criminal prosecution. I have received, read and understand the terms and conditions of this request, and agree to compliance with all applicable codes and ordinances of the City. I authorize the City or their representatives to visit and inspect the property for which this application is being submitted. I further understand that City Staff review time may take up to seven (7) business days per review.</p>	
<hr style="width: 80%; margin: 0 auto;"/> <p>APPLICANT SIGNATURE</p>	
<hr style="width: 80%; margin: 0 auto;"/> <p>PRINTED NAME</p>	<hr style="width: 80%; margin: 0 auto;"/> <p>DATE</p>

(FOR CITY USE ONLY)

PERMIT NUMBER:
NOTES: