

DEMOLITION PERMITS



City of Dallas

APPLICATION CHECKLIST AND REQUIRED DOCUMENTS

By checking each requirement, you are stating that you have supplied correct and complete information. In the event that the required information is not contained in the submitted documents, you will be notified of the deficiency. Failure to supply the additional requested information within five (5) working days after notification may result in your application being delayed and eventually discarded. A new application, the original application, complete plans and a new checklist will be required for re-submittal for plan review. This re-submittal will be treated as a new application and will be processed in the order of receipt. Complete the information sheet.

1. Completed [Building Inspection Permit Application](#).

Note: future reconstruction of structures within a flood plain is not allowed without prior approval from Public Works, Storm Water Section.

2. Completed *Additional Information Sheet for Demolition Permit* (last page).
3. Permit applicant must execute *Hold Harmless Form*.
4. Provide proof of contract with a solid waste collection franchise. If proof cannot be provided, call Geri Strong (geri.strong@dallascityhall.com) at 214-670-4362 or Sandra Robinson (sandra.robinson@dallascityhall.com) at 214-671-1918 to contact a solid waste collection franchise.
5. Provide an original certificate of insurance from an insurance company authorized to do business in this state that shows the City of Dallas as the certificate holder in the following amounts:
- Minimum general liability insurance shall provide combined single limits of liability for bodily injury and property damage of not less than \$1,000,000 for each occurrence and include coverage for premises operations, asbestos hazards (if project includes asbestos), independent contractors, products/completed operations, personal injury, contractual liability and medical payments; and also include coverage for underground, explosion and collapse hazards.
 - Comprehensive automobile liability insurance shall provide combined single limits of liability for bodily injury and property damage of not less than \$500,000 for auto insurance for each vehicle used by the permittee.
 - Each insurance policy shall include a cancellation provision in which the insurance company is required to notify the *building official* in writing not less than 30 days prior to canceling, non-renewal or making a material change to the policy.
- Note: Insurance coverage is not required for the demolition of one- or two-family dwellings.
6. An asbestos survey has been conducted in accordance with the Texas Asbestos Health Protection Rules and the National Emission Standards for Hazardous Air Pollutants for the area being renovated and/or demolished.
- Yes No (Permit cannot be issued prior to notification of survey being conducted.)
- Not applicable; reason: _____
7. Are you disturbing one (1) or more acres of land? Yes No, not applicable
- If Yes, have you submitted an electronic copy of the [Storm Water Pollution Prevention Plan \(SWPPP\)](#) to Public Works & Transportation / Storm Water Management?
8. I have or will insure that all utility companies have been or will be notified to disconnect services to the structure prior to commencing demolition work.
9. Is the structure to be demolished in a Historic District or Conservation District? Yes No
- If within a Historic District, provide approved Certificate of Demolition to Landmark Commission.
 - If within a Conservation District, provide approved work review form.

DEMOLITION PERMITS

APPLICATION CHECKLIST AND REQUIRED DOCUMENTS (CONTINUED)

- 10. Method of demolition - check all that apply:
 - a. General method - deconstruction in sections from top down. Refer to Section 4018.1, Chapter 53, Dallas Building Code.
 - b. Implosion/explosion (use of dynamite)
 - c. Wrecking ball
 - d. Mechanized, high reach excavators, bull dozers, track machines
 - e. Other: _____
- 11. Scheduled demolition:
 - a. Estimated date of commencement of demolition: _____
 - b. Estimated date of completion of demolition: _____

ADDITIONAL REQUIREMENTS/INFORMATION

1. All drawing documents submitted for review must have a minimum text size of 3/32" and a minimum drawing sheet size of 11" x 17" and a maximum of 36" x 48", "E" size.
2. *Building Construction Site Management Requirement* signs and site erosion control are required.
3. Tree survey identifying any protected trees within 50 feet of demolition or any related activity is required.
4. A barricade permit may be required if within 10 feet of a public right-of-way. Call 214-670-6904 for more information.
5. Compliance with special conditions that may be determined necessary by the Demolition Review Committee.
6. A demolition permit does not authorize any other activity that may require another permit, to include but not limited to, barricade permits, welding or open flame cutting (fire department), construction of pedestrian protection structures and hauling of debris over city ROW.
7. Upon completion of demolition, the contractor shall: leave the demolition site blade clean; fill, level, compact and smooth areas of the lot that is an apparent consequence of the demolition (note - a contractor is not required to fill, level, compact and smooth the demolition site if a building permit has been issued for new construction to being within 60 days of the completion of demolition).
8. Additional information as deemed necessary by the Building Official to issue any permits (Ordinance no. 26029).

I, _____ have read the above information and acknowledge that all required documents have been provided.

Signature _____

Date _____

Please note that staff cannot accept incomplete applications or illegible construction documents.

ADDITIONAL INFORMATION SHEET FOR DEMOLITION PERMIT



PROJECT ADDRESS:
PROJECT STREET ADDRESS ZIP CODE

OWNER'S AUTHORIZATION:

This is to certify that I, _____, hereby authorize _____ to apply for a demolition permit on my behalf to demolish and/or remove the improvements at:

STREET ADDRESS ZIP CODE

I further certify that I am the legally registered owner of said property.
 I further certify that I will provide a tree survey to the City of Dallas for approval prior to the commencing of demolition.
 I further certify that I have treated for rodent and insect infestation 30 days prior to demolition.

OWNER'S SIGNATURE: _____ **OWNER'S PHONE NO:** _____

OWNER'S ADDRESS: _____
STREET ADDRESS CITY STATE ZIP CODE

AFFIDAVIT - STATE OF TEXAS, COUNTY OF DALLAS
 Before me the undersigned on this day personally appeared: _____
 Who on his / her oath certified that the above statements are true and correct _____
 Subscribed and sworn to before me this _____ day of _____

AFFIX SEAL

NOTARY PUBLIC FOR AND IN DALLAS COUNTY, TEXAS

DEMOLITION CONTRACTOR

<small>NAME</small>	<small>CONTR NO</small>	<small>COMPANY NAME</small>		
<small>ADDRESS</small>	<small>CITY</small>	<small>STATE</small>	<small>ZIP CODE</small>	<small>PHONE NO</small>

DEMOLITION PLAN AND ROUTE

DISPOSAL SITE LOCATION

FEES: Yes No, not applicable **INSURANCE:** Yes No, not applicable
CITY OF DALLAS LANDMARK OR CATEGORY STRUCTURE: Yes No, not applicable
APPLICANT'S NAME: _____ **APPLICANT'S PHONE NO:** _____

APPLICANT'S SIGNATURE: _____ **DATE:** _____