



City of Hempstead

Building Department

733 12TH Street, Hempstead, Texas 77445

TEL 979-826-2486 / permits@hempsteadcitytx.gov / FAX 979-826-6703

www.hempsteadcitytx.com

Permit Number: _____

Demolition or Move-out

**72 hours prior notice required; for inspection and utility services disconnections.
You will be notified when all utilities are disconnected from the building!**

Today's date: _____

Owner's Name: _____

Building Address/Location: _____

Contractor's Name: _____

Contractor's Address: _____

Contractor's Phone Number: _____

Anticipated Date of Demolition or Move-out: _____

(Circle one) DEMOLITION OR MOVE-OUT Fee amount: _____

(This portion is for office use only.)

ATTENTION! BLAKE / ERIC / TOMMY

Date Notified

Date Completed

Water Dept. _____

Gas Dept. _____

Electrical Dept. _____

PLEASE NOTIFY PERMIT DEPT. WHEN SERVICES HAVE BEEN DISCONNECTED.

Thank you!

Lilian Ruiz / Floyd Richard / Alan Garfias

Emailed Date: _____ Time: _____ AM / PM



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DEMOLITION REQUIREMENTS / PROCEDURES

The city of Hempstead requires a permit for the demolition of all building or structures, the fee shall be:

0 up to 100,000 cu. Ft. - \$50.00 / 100,000 cu. Ft. and over - \$0.50 / 1,000 cu. Ft.

Read and initial each

1. Contractor must provide written authorization from legal property owner for proposed demolition. Documents must be notarized.

2. Schedule an appointment with the Building Inspector or Code Officer for a property/site visit to determine scope of work.

3. Contractor must complete demolition application form and pay required fee (see fee schedule above).

4. The contractor must **CALL 811** prior to any excavation.

5. Utilities must be disconnected and removed by city employees, (contractors must not begin any work until advised by the permit office).

6. The contractor will be notified of the date demolition work may begin and the demolition permit will be issued at this time.



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7. Contractor is responsible for completion of all items listed in the scope of work (generally the structure must be removed to include all waste materials, abandoned vehicles, rubbish tall weeds/grass (must be cut 6' or less in height) sidewalks, steps and non-complaint fencing. Backfilling of low areas to prevent water ponding is required.

8. Contractor must locate and seal (cap) all sewer waste inlets 4' above final approved grade.

9. The contractor must schedule a final inspection of the work site with the building official or permit clerk for approval of demolition work.

Signature: _____ Date: _____

NOTE:

1. A demolition permit is good for **30 days** from the date of issuance.
2. The contractor is responsible for all financial arrangements.