

City of Hunters Creek Village
#1 HUNTERS CREEK PLACE
HUNTERS CREEK VILLAGE, TEXAS 77024
(713) 465-2150 phone
(713) 465-8357 fax



PERMIT CHECKLIST – BUILDING DEMOLITION

Date: _____ Job Site Address: _____

Value of the Work: \$ _____

Lot: _____ Block: _____ Subdivision: _____

Documents Submitted:

- Site Plan showing proposed new structure and where located on lot and present trees shown as noted on Tree Survey.
- Tree Survey (TS) (showing all existing trees by name, location and size)
Ch.18, Sect. 18-20(c)(1) HUNTERS CREEK VILLAGE CODE.
- Tree Disposition Plan (TDP)
Ch. 18, Sect. 18-20(c)(1) HUNTERS CREEK VILLAGE CODE.
- If no trees are to be removed, a letter stating such will be required in place of the Tree Survey/Disposition. Demolition company must receive written permission from Urban Forester before the demolition permit will be approved.
- The building demolition permit will not be released until after the following have been approved, permitted, inspected and released.
 - a. _____ Water/sewer disconnect (must obtain proper paperwork from Memorial Village Water Authority (MVWA)).
 - b. _____ Gas disconnect from Center Point Energy
 - c. _____ Electric disconnect from Center Point Energy
 - d. _____ Construction Site Regulations copy received and understood
 - 1. Construction Site Fence installed and approved.
 - 2. Port-O-Let on site and properly located.

****OFFICE USE ONLY****

Approved Denied

Comments:

Signed By: _____ Title: _____

Permit Fee: \$ _____

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Permit Application

Date: _____ Job Site Address: _____

Permit Type

- | | | | | |
|--|--|--------------------------------|-----------------------------------|-------------------------------------|
| <input type="checkbox"/> New Residence | <input type="checkbox"/> Plumbing | <input type="checkbox"/> Pool | <input type="checkbox"/> Driveway | <input type="checkbox"/> Deck |
| <input type="checkbox"/> Comm. Build | <input type="checkbox"/> HVAC | <input type="checkbox"/> Fence | <input type="checkbox"/> Demo | <input type="checkbox"/> Irrigation |
| <input type="checkbox"/> Remodel | <input type="checkbox"/> Signs | <input type="checkbox"/> Roof | <input type="checkbox"/> Drainage | <input type="checkbox"/> Tree |
| <input type="checkbox"/> Electrical | <input type="checkbox"/> Channel Bank Stabilizer | | | |

Value of Work for Contractor: \$ _____ Total Square Footage _____

Description of Work _____

Property Owner Information

Name

Phone Number

E-Mail

Fax Number

Architect / Designer Information

Name

Phone Number

E-Mail

Fax Number

Contractor / Subcontractor Information

Company Name

Phone Number

Employee Name

Fax Number

Signature

E-Mail

Address, City, Zip

ONLY COMPANY CHECKS, CASH AND CREDIT CARDS ARE ACCEPTED. CONTRACTOR MUST BE REGISTERED WITH THE CITY OF HUNTERS CREEK WITH CERTIFICATE OF INSURANCE AND LICENSE ON FILE.

OFFICE USE ONLY

- Approved Denied

Comments: _____

Signed By: _____ Title: _____