



# DEMOLITION PERMITS

## FREQUENTLY ASKED QUESTIONS

### DO I NEED A PERMIT TO DEMOLISH A PART OF A BUILDING?

*Yes, for all demolition*

### I AM BUILDING A NEW BUILDING IN ITS PLACE. ARE THE REQUIREMENTS THE SAME?

*Yes, the process is the same*

### I AM GETTING RID OF MY POOL. DO I NEED A DEMO PERMIT?

*Yes*

## PERMIT & FEES

A demolition permit is required to demolish a whole building, part of a building, or a swimming pool. The requirement includes both residential and non-residential buildings. It includes demolition prior to remodeling.

The Permit Type is DEMOLITION and the Work Class is RESIDENTIAL or COMMERCIAL.

The permit fee is based on the value of the work, including materials and labor.

## SUBMITTAL REQUIREMENTS

All permit applications and inspection requests are done online through the City's CSS portal:

<https://energovcss.coppelltx.gov/EnerGovProd/SelfService#/home>

Typical submittal requirements for Demolition permits include, but are not limited to, the following. Submittal requirements may vary depending on the scope of work. Additional documents may be requested by City staff. Documents must be in PDF format.

- A site plan or building plan showing the building, part of the building, or pool which will be demolished
- Recent asbestos survey and abatement documentation (for non-residential)
- For demolishing whole buildings, please notify the Fire Department prior to demolition ([toates@coppelltx.gov](mailto:toates@coppelltx.gov)). If you are willing to allow it, the Fire and Police Departments appreciate the opportunity to practice their skills in empty buildings that are slated for demolition.



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- The general contractor and subcontractors performing the work – all must be currently registered as contractors with the City of Coppell. Administrative staff will confirm that all contractors are registered before the permit is issued.

Please note that if there is a floodplain or floodway anywhere on the lot, the survey that you submit must show the most current FEMA floodplain boundaries. In addition to the building permit, you must also apply for a Floodplain Development Permit (free of charge). Your permit application must be reviewed by the Engineering Department, so please allow extra time for plan review. <http://www.coppelltx.gov/Documents/Government/Engineering/Engineering%20Permits/Floodplain%20Permit%20Form.pdf>

## TYPICAL REQUIRED INSPECTIONS

Typical inspections for Demolition permits include, but are not limited to, the following. Required inspections may vary, depending on the scope of work. City-approved plans must be on site for all inspections. Inspections that are requested before 4 pm will be conducted the next business day.

- Final Demolition
- For pool demos, there are two final inspections. The first inspection takes place before the pool cavity is filled in with dirt. The inspector will confirm that there are holes in the pool shell that are sufficient for soil drainage and the upper rim is demolished below grade. The last inspection is after the pool is filled in to confirm final grade and clean-up.

## GENERAL REQUIREMENTS

- It is the applicant's responsibility to contact utility companies for proper termination of gas, electric, water, and sewer services prior to demolition.
- Water terminated in the meter can and sewer terminated above grade outside the city's ROW. The Public Works department will verify proper termination and assess the condition if the taps are intended to be reused.
- All materials and debris must be removed from the site and disposed of properly.
- Concrete foundations and flatwork must be removed.
- The lot must be graded for drainage.
- Erosion control measures are required.
- Site must be revegetated or approved permanent erosion control must be provided.
- Safety fencing may be required.



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## CODES AND ORDINANCES

Please see our website for the currently adopted editions of the building codes. Engineers involved in the design or construction must be licensed in the State of Texas. The Code adoptions and local amendments can be found in Chapter 15 of Coppell's Code of Ordinances. Zoning regulations are in Chapter 12, and fence regulations are in Chapter 9. All contractors must be registered with the City of Coppell and licensed as required by the State.

[https://library.municode.com/tx/coppell/codes/code\\_of\\_ordinances](https://library.municode.com/tx/coppell/codes/code_of_ordinances)