



DEVELOPMENT SERVICES DEPARTMENT DEMOLITION PERMITS

The City of Manor requires a Demolition Permit for all changes that are made to a residential property that alter the original survey. This includes principal structures, accessory buildings, and pools.

Why do I need a permit?

The purpose of the permit is to assist property owners with Building Code compliance, with the 2009 International Residential Code, which the City of Manor has adopted and amended. This permit also identifies the need for a City Inspector to make certain that the following conditions have been addressed.

- Disposal of all materials has been arranged
- Check structure for dangerous materials and chemicals
- Electric Service has been terminated
- Fuel Gas supply has been terminated
- Water supply will be controlled or terminated
- Sewer drains are sealed to prevent escape of sewer gases.
- Fencing to secure site during demolition
- Have fire extinguisher present at all times during demolition

How do I obtain a permit?

An application, which is available from the Development Services Department or online, Residential Plan Review Application, along with 2 copies of a current survey (or plot plan) of your property must be submitted with notation of proposed structure(s) to be demolished. You will also be asked to name a contractor, electrician, or plumber, if required for the project and estimate a demolition cost. Information which must be submitted with the application is included with the application packet.

How long does it take to obtain a permit?

Normally, a permit is issued within 10 business days after receipt of all the required information. Applicants are notified by phone or e-mail, depending upon our contact information on the application, when your permit is ready for pick-up.

Will any Inspections be required?

The following inspections will be required. Additional inspections may be required depending on the size of the project or more complex types of demolitions. The Building Inspector can provide a list of inspections required for your project. You will need to make your inspection request before 4:00PM the afternoon proceeding the date you need the inspection.

- Pre demolition inspection to determine all safety aspects of the demolition have been completed
- Final Inspection to ensure that the site has been cleared of all debris and containers removed.