



Informational Bulletin: Commercial Demolition Requirements

- A General Contractor will be required to register with the City of Universal City and provide all necessary paperwork with application.
- An asbestos report is required to be submitted for review by the Building Official before a Demolition permit will be issued to a general contractor.
- If asbestos is present, then it will need to be abated by a State Approved contractor, before any further demolition will be allowed.
- The Texas Department of Health and Human Services Letter is required to be submitted to the City at time of application. The Letter must be received before a demolition/asbestos removal permit will be issued to the General Contractor.
- ❖ Please note: The Texas Department of Health and Human Services letter is required even if the building **DOES NOT** have asbestos. The website to file a report is: <https://dshs.texas.gov/asbestos/notification.shtm>
- Demolition Permits are required for all demolition jobs in Universal City and **WILL NOT** be issued until all requirements have been met by the General Contractor. A copy of the contract will be required when obtaining the permit. Permits **MUST** be posted on the job site until work is completed finalized.
- An Electrician and Plumber will be required to obtain permits to have any electrical/plumbing properly capped and all work will require inspections.
- On demolition jobs where the building is being removed, Universal City requires that the General Contractor also removes all concrete, asphalt, and foundations. The property will then need to be properly graded.
- General Contractor will be required to call in for final inspection to ensure all work was done correctly and permit is closed out.

Please contact the City of Universal City Development Services Department with any additional questions, concerns, or to report any unpermitted work at 210-659-0333.

*** This document is intended to aid contractors and property owners. Further requirements may be needed depending on the scope of the project.