



### **Pool Demolition Packet**

1. Permit Application
2. Site Survey Required (Old Survey is Ok)
3. Memorial Village Water Authority Approval for (Pool Demo)
4. Tree Disposition Application
  - ✓ Show Dumpster Location
  - ✓ Show Pool Access Route
  - ✓ Show Trees Near and Around the Area
  - ✓ Indicate if Trees Have to be Removed
5. Plumbing Permit (only if gas, pool heaters & electric need to be disconnected)

Notes; you will need to fill out the Memorial Village Water Authority form and either fax or drop off your pool demo application. This application from the Water Authority will take a few days. Once you have the approval back from the Water Authority then you can submit your application to the city. Typically trees are not authorized to be removed during the pool demo. If trees are to be removed you are subject to the Tree Ordinance as defined by the cities ordinance. If the forester requires you to put up temporary wood slates or chain link fencing then an inspection is required prior to obtaining your pool demolition permit. No orange mesh is allowed. If more than one tree being removed then you may have to seek an independent Foresters Report. Pool shells need to be taken out. Pool shells cannot remain in the ground. You must back fill and grade the lot and restore the lot to its original natural condition. Streets must be maintained at all times and no dirt or mud allowed in the roadway. A demolition final is required for this project. You must call 811 before you dig to stake out the utility lines.

Building Codes IRC 2018

Plan Examiners; Annette Arriaga (Director of Permits) and Cary Moran (City Forester)

Form Updated, ara,06.23.2020

The City of Piney Point Village  
7676 Woodway, Suite 300, Houston, TX. 77063  
Telephone: 713.782.1757 Fax: 713.782.3178

## PERMIT APPLICATION REQUEST

### PROPERTY OWNER INFORMATION

DATE: \_\_\_\_\_

SITE ADDRESS: \_\_\_\_\_

LOT: \_\_\_\_\_ BLOCK: \_\_\_\_\_ SUBDIVISION: \_\_\_\_\_

PROPERTY OWNER: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ MOBIL: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

### CONTRACTOR INFORMATION

CONTRACTOR COMPANY NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ STATE LICENSE# \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ MOBIL: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

TOTAL COST OF IMPROVEMENTS:\$ \_\_\_\_\_

### TYPE OF PERMIT

NEW RESIDENCE:	SWIMMING POOL	ACCESSORY STRUCTURE:
PLUMBING:	FENCE:	FIRE SPRINKLER:
ELECTRICAL:	CULVERTS:	IRRIGATION SPRINKLER:
HVAC:	DRAINAGE:	DRIVEWAY/FLATWORK:
ADDITION:	REMODEL:	ROOF:
GENERATOR:	DECKING:	OTHER:

### JOB DISCRPTION/DETAIL SCOPE OF WORK

---

---

---

---

**NOTE:** No use of any building is permitted without a Certificate of Occupancy, including the storage of any items. Use of building prior to issuance of a Certificate of Occupancy will require the gas and electric to be terminated. Not to exclude other penalties. The City of Piney Point Village has the right to include the current resident/home owner in every aspect of the building permitting process.

THE UNDERSIGNED, IN ACCORDANCE WITH PROVISIONS OF THE BUILDING AND ZONING ORDINANCES OF THE CITY OF PINEY POINT VILLAGE, HEREBY APPLIES FOR THE PERMIT DESCRIBED HERIN. APPLICANT HERBY CERTIFIES THAT ALL PROVISIONS OF BUILDING LAWS AND ORDINANCES WILL BE COMPLIEDWITH AND THAT ALL STATEMENTS MADE HEREIN ARE TRUE AND CORRECT.

---

SIGNATURE OF APPLICANT

---

PRINT NAME OF APPLICANT

I ACKNOWLEDGE THAT I HAVE RECEIVED AND REVIEWED ALL OF THE FORMS AND DOCUMENTS LOCATED IN THE BUILDERS HANDBOOK FOR CONSTRUCTION.

---

SIGNATURE OF HOMEOWNER

---

PRINT NAME OF HOMEOWNER

MEMORIAL VILLAGES WATER AUTHORITY

8955 GAYLORD • HOUSTON, TEXAS 77024 • (713) 465-8318 FAX(713) 465-8387

APPLICATION FOR DEMOLITION APPROVAL

INSTRUCTIONS: This application is for an approval from Memorial Villages Water Authority to demolish or move structures on property located in the City of Hedwig Village, Hunters Creek Village or Piney Point Village. Complete the application and submit in person or by mail at the address listed above, by fax or, by e-mail at (www.mvwa.org).

(TYPE OR PRINT) Incomplete or illegible applications may be delayed in processing.

DATE: \_\_\_\_\_

PROPERTY DESCRIPTION: (where service is requested)

ADDRESS: \_\_\_\_\_  
HOUSTON, TEXAS 77024

LEGAL: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

(Legal description required for Demolition Approval)

ON BEHALF OF: \_\_\_\_\_

RETURN ADDRESS: \_\_\_\_\_

POOL  
Demo

APPLICANTS SIGNATURE: \_\_\_\_\_

TELEPHONE NUMBER(S) Hm: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_  
Ofc: ( ) \_\_\_\_\_ Mobile: ( ) \_\_\_\_\_

REQUEST FOR DEMOLITION APPROVAL for:  Residence  Business

We, \_\_\_\_\_, are the owners of the above described property that is scheduled to be demolished or moved. We have contracted with \_\_\_\_\_ to perform this work on our behalf. Their contact person is \_\_\_\_\_ who may be reached at one of the following telephone numbers. \_\_\_\_\_

We request that Memorial Villages Water Authority provide the following services:

Remove the  Domestic Water Meter  Irrigation Water Meter -- and terminate service to the account.

Turn off the meter(s) but leave in place for use by our contractor. Place the account(s) in the following name.

NAME: \_\_\_\_\_

SEND BILLS TO: \_\_\_\_\_  
(address)

NOTE: This application goes through a review and approval process base on the information submitted by the applicant. If approved, you will be contacted by our office and will receive an executed "APPROVAL FORM" that you must take to the City having jurisdiction to obtain the necessary permits. Fees may apply for removal and/or reinstallation of water meters.

**CITY OF PINEY POINT VILLAGE  
NEW CONSTRUCTION PERMITS  
TREE DISPOSITION PLAN**

Date: \_\_\_\_\_

Project Address: \_\_\_\_\_

SQ FT of Property: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail \_\_\_\_\_

Owner: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

The following items must be attached:

\_\_\_\_ Trees Removed YES \_\_\_\_ NO \_\_\_\_

\_\_\_\_ Tree Survey (signed by a Certified Forester)  
 Specie, Trees 3"> DBH  
 Narrative/Report on Trees  
 i.e. removals, replacements, treatments  
 \_\_\_\_ Proposed Site Plan

Project: (Please circle one of the following)

New Single Family Dwelling    Remodel/Addition

Garage

Demolition

Tree Removal

Other

Pool **DEMO**

I hereby certify that I have completed the above information to the best of my ability.  
 I understand that any information submitted in error will result in  
 Tree Disposition Plans and Surveys being returned and an additional re-checking  
 fee being assessed.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name (print) \_\_\_\_\_ Title \_\_\_\_\_

City Forester \_\_\_\_\_ Date \_\_\_\_\_

**NO OTHER TREE REMOVALS WITHOUT REVISED TDP AND CITY APPROVAL**