



City of  
West University  
Place

Public Works Department  
Community Development

**BUILDING-TIME EXTENSION REQUEST**  
TO REMOVE DRIVEWAY APPROACH AND  
REPLACE STREET CURB PER,  
CHAPTER 18, ARTICLE II, SECTION 18-65 B. 2.

**NOTES**

- Complete copy of Chapter 18 is available in the Permit Office.

**(a) Duty to Remove, Restore**

It shall be the duty of each permittee on a demolition permit, at the time required by this section:

1. To remove and properly dispose of each demolished structure and all equipment, slab, beams, porches, rubble, steps and other debris resulting from the work; and
2. Grade the surface of all the ground affected by the work so that water will not accumulate and the ground can be mowed with ordinary lawnmowers.

**(b) Demolition of Principal Building**

If a principal building is demolished, the permittee shall also demolish all other structures on or appurtenant to the site (including private driveways, sidewalks, curb cuts, etc., in the adjoining street area) and remove, dispose, grade, etc., as provided above. Exceptions:

1. **This subsection does not apply to existing structures that are proposed to be kept as accessory structures for a new principal building, if:** (i) they comply with applicable regulations; (ii) a building permit for the new building is issued at or before issuance of the demolition permit; and (iii) the building is completed within the time allowed by that permit. If a swimming pool or similar impoundment is proposed to be kept under this subsection, it must be fenced, covered and maintained so that children cannot enter (and water cannot become stagnant or breed insects).
2. **This subsection does not apply to a driveway between the curb and sidewalk in the street area, if the owner of the site:** (i) declares an intent to re-use them to begin construction on a new principal building within one year; and (ii) submits a written request for the city to remove them (if not so re-used), together with a cash deposit to cover the estimated cost of removal, plus 50 percent. The conditions may specify methods of mitigation to be used.

SUBJECT	
The undersigned person(s) (referred to collectively as "Owner") certifies that the owner owns the Property described below and signs this designation.	
PROPERTY ADDRESS	
ADDRESS	
REPRESENTATION BY THE OWNER	
I, the owner of the address above request, as provided for above in <b>sec.18-65 (b) (2)</b> , an extension of time not to exceed <b>one (1) year</b> from the date of this request. My intent is to reuse the existing driveway with the proposed new construction or use it to protect the trees in the area during construction.  Should this driveway not be reused or removed and the sidewalk and curb be returned to its city approved condition on or before the one year allowed I am authorizing the city to use the monies here-in submitted to perform these tasks. Should I comply, as required, with-in the allowed time and approved by the city, in writing, I understand I will be refunded the monies submitted here-in with-in <b>60 days</b> from written city approval.	
SIGNATURE OF OWNER	DATE
PRINT NAME	
STATE OF	COUNTY OF
§	§
ACKNOWLEDGMENT OF FILING.	
The building official of the City acknowledges that this instrument was duly filed as required.	
BY	LEGIBLE SEAL
DATE ACKNOWLEDGED	
COMMISSION EXPIRATION	
NOTARY PUBLIC	



City of  
West University  
Place

Public Works Department  
Development Services

**BUILDING-FEE SCHEDULE FOR  
TIME EXTENSION REQUEST**  
TO REMOVE DRIVEWAY APPROACH AND  
REPLACE STREET CURB PER, CHAPTER  
18, ARTICLE II, SECTION 18-65 B. 2.

DRIVEWAY		TOTAL SQUARE FOOTAGE AT \$3.00 PER SQUARE FOOT		
DRIVEWAY LENGTH	DRIVEWAY WIDTH	PER SQUARE FOOT		TOTAL DRIVEWAY FEE
_____ Sq. Ft.	X _____ Sq. Ft.	x	\$ 3.00	= \$ _____

SIDEWALK		TOTAL LINEAR FEET AT \$12.00 PER LINEAR FOOT		
SIDEWALK LENGTH	PER LINEAR FOOT	TOTAL SIDEWALK FEE		
_____ LFT.	X \$ 12.00	=	\$ _____	

CURB LINEAR		TOTAL LINEAR FEET AT \$1.00 PER LINEAR FOOT		
CURB LENGTH	PER LINEAR FOOT	TOTAL CURB FEE		
_____ LFT.	X \$ 1.00	=	\$ _____	

SUB-TOTAL			
DRIVEWAY FEE	CURB FEE	SIDEWALK FEE	SUB-TOTAL FEE
\$ _____	+ \$ _____	+ \$ _____	= \$ _____

50% OF SUB-TOTAL			
50% OF SUBTOTAL	50% OF SUBTOTAL FEE		
( 50 X \$ _____ ) / 100	=	\$ _____	

GRAND TOTAL			
SUB-TOTAL FEE	50% OF SUBTOTAL FEE	GRAND-TOTAL FEE	
\$ _____	+ \$ _____	=	\$ _____

INFORMATION PROVIDED BY:		
PRINT FIRST NAME	LAST NAME	DATE