

# Policy Memorandum

To: Developers, Residents, Contractors, and Property Owners

From: Gene Delauro, Building Official

Effective Date: 5/13/2015

Re: Utility Line Locations and Discontinuation of City Utilities

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In response to a request from the City of Corpus Christi Gas Department, the Development Services Department is implementing the following policy:

**Upon issuance of a Demolition or House Move Permit from the Department of Development Services, work shall not commence for 72 hours unless all utility line locations have been identified and the removal of City gas utilities has occurred. The location of underground utilities requires 48 hours notification and the removal of any under/above ground City gas utilities requires 24 hours notification.**

With my signature, I acknowledge that I understand and agree to abide by the policy.

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Signatory/Contractor

Date

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Company

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Field Phone Number of Contractor

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Permit Number