

**CITY OF ST. AUGUSTINE
PLANNING & BUILDING DEPARTMENT**

BUILDING STANDARDS BULLETIN No. 2005-004

RE: Demolition Permits

Effective immediately, demolition permits for buildings and structures shall be issued pursuant to the following Guidelines:

1. Demolition permit applications shall be accompanied by a signed and notarized document from the building owner authorizing the demolition work. Contractor who will be performing the work must also sign demolition permit application.
2. A completed Asbestos Declaration signed by the demolition contractor must be submitted at the time of filing for the permit application.
3. If work is located within a protected marsh or wetland area, an authorization from the Florida Department of Environmental Protection is required at the time of permit application submittal.
4. Demolition Contractor must contact Florida Power and Light to disconnect electric service prior to commencement of demolition work. (904-824-7615)
5. Demolition Contractor must contact the City of St. Augustine Customer Service Department to request disconnection of water service meter(s) prior to commencement of demolition work. (904-825-1035)
6. Demolition contractor must submit the name and license number of the contractor (General Contractor, Plumbing Contractor or Underground Utility and Excavation Contractor) commissioned to disconnect and cap sewer line, prior to commencement of work..
7. City of St. Augustine Public Works Transmission and Distribution Department shall be contacted to inspect capping of sewer lateral prior to backfilling the trench. (904-825-1042 or 825-1043)
8. An Encroachment Permit shall be obtained from the City of St. Augustine Public Works Department if any work is being done within the Public Right-of-Way. (904-825-1040)
9. All demolition debris shall be removed and disposed of at an approved landfill site prior to final inspection by the City Building Inspector.
10. City of St. Augustine Planning & Building Department must be contacted to inspect and verify removal of all utility connections to the structure prior to issuance of demolition permit. (904-825-1065)
- 11. Effective February 22, 2007, demolition permit applications must be accompanied by a recorded Unity of Title document prior to issuance of a demolition permit in the RS-1 and RS-2 districts.**

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Demolition Permit Approval Sheet

The Following Utility Agency approvals must be obtained prior to issuance of a demolition permit.

Property Address _____ Lot No. _____ Tract No. _____
Owner Name _____ Mailing Address _____
City _____ State _____ Zip _____
Contractor Name _____ Lic. No. _____

APPROVALS

UTILITY NAME

APPROVAL SIGNATURE

Florida Power & Light _____
City of St. Augustine Customer Service Dept..... _____
City of St. Augustine Utilities Dept..... _____
City of St. Augustine Public Works Dept _____
Florida Department of Environmental Services _____

This form must be completed and returned to the Planning & Building Department Counter before a demolition permit will be issued.