



CITY OF PORT ST. LUCIE BUILDING DEPARTMENT

Counter Checklist for Demolition Permits

PERMIT APPLICATION – The following sections must be completed on the Permit Application:
<ul style="list-style-type: none"> • Permit number and pin number, C# if applicable - for office use only
<ul style="list-style-type: none"> • Property address
<ul style="list-style-type: none"> • Legal description
<ul style="list-style-type: none"> • Owner’s information
<ul style="list-style-type: none"> • Contractor’s information
<ul style="list-style-type: none"> • Type of structure
<ul style="list-style-type: none"> • Structural or non-structural
<ul style="list-style-type: none"> • Percentage to be demolished
<ul style="list-style-type: none"> • Description of work
<ul style="list-style-type: none"> • If the demo will involve any electrical, plumbing or insulation work, it must be noted on the permit application.
<ul style="list-style-type: none"> • Section 469.003 must be initialed
<ul style="list-style-type: none"> • Valuation
<ul style="list-style-type: none"> • Application date and received by, for office use only
<ul style="list-style-type: none"> • Notarized Contractor/Homeowner builder signature
PLANS AND DOCUMENTS – Provide 2 copies
<ul style="list-style-type: none"> • Sub-contractor permits must be submitted with the demo permit, if applicable.
<ul style="list-style-type: none"> • Floor plan showing the proposed demo work
<ul style="list-style-type: none"> • Floor plan showing the layout after the demo
<ul style="list-style-type: none"> • Recorded Notice of Commencement for work valued more than \$2500
NOTES:
<ul style="list-style-type: none"> • Sub-contractor permits are not required to demo a house but will require a letter from FPL and the Utilities Department for shut off.
<ul style="list-style-type: none"> • When demolishing a house, an asbestos report is NOT required unless asbestos was found on the property.
THIS CHECKLIST IS INTENDED FOR BUILDING DEPARTMENT USE ONLY. ADDITIONAL DOCUMENTS MAY BE REQUESTED AT ANYTIME DURING THE PERMITTING PROCESS. ANY EXCEPTIONS MUST BE APPROVED BY A SUPERVISOR.