

**FLAGLER BEACH BUILDING DEPARTMENT
PERMIT REQUIREMENTS**

Demolition Permit – Please return this checklist with your application

Please provide 2 complete copies of all required documents unless otherwise noted.

CONTRACTORS MUST HAVE CURRENT LICENSING DOCUMENTS ON FILE WITH FLAGLER COUNTY BUILDING SERVICES, IF YOU ARE NEW OR UNSURE OF YOUR STATUS PLEASE CALL (386)-313-4003

- Permit application (indicate if there are plans to re-build within 6 months)
- Disclosure Statement (owner is acting as his/her own contractor) **FS 489.103**
- Mechanics Lien Affidavit and stamped envelope addressed to owner (owner signs when using a contractor, required when value of labor and material is over \$2,500.00 in value) **FS Ch 713 part 1**
- Copy of recorded warranty deed
- 3 copies of a current survey & site plan showing existing structures
- Notice of Commencement or Affidavit of Notice of Commencement filing and unrecorded copy of Notice of Commencement(required when value of labor and material is over \$2500.00, must be recorded and certified Flagler County Clerk of Court prior to any inspections) **FS sec 713.135**
- Completed Certification of Service Disconnect
- Asbestos notification statement*
- Rodent Control Certificate issued by a Pest Control operator certified by the State of Florida to eradicate rodents (not required for burn outs)

Are trees being removed: yes no
(If you answered yes, you must apply and obtain a tree removal permit)

Is a new structure going to be built on this site: yes no

*** Contact Michelle Worley, Asbestos Compliance, Department of Environmental Protection 904-807-3261**

***** THIS LIST IS INTENDED ONLY AS A GUIDE LINE FOR APPLICATION SUBMITTAL AND MAY OR MAY NOT BE ALL INCLUSIVE*** It is the applicant's responsibility to produce Notice of Commencement as specified in Florida Statute Chapter 713.13. prior to the scheduling of inspections. All inspections must be complete to close out the permit when the project is complete. Failure to close out permits may result in additional fees and/or suspension of rights to obtain additional permits.**