



ORANGE CITY

The Heart of Southwest Volusia

DEMOLITION PERMIT (Residential or Commercial buildings)

PLEASE PROVIDE THE FOLLOWING:

- Completed building permit application (property owner must sign application).
- Before submitting please contact Planning, at (386) 775-5415.
- Copy of contractor's license or on file in repository or Owner/Builder affidavit form (applying as contractor).
- Copy of city and/or county local business tax receipt (if not on file in repository).
- Copy of certificate of worker's compensation or exemption (if not on file in repository).
- Copy of certificate of general liability insurance (if not on file in repository).
- Property title search (obtained from the financial institution).
- List all subcontractors on permit application, provide permit authorization letters or forms, and submit copies of licenses and insurances (building or demolition contractor).
- Proof of ownership (copy of warranty deed or county tax bill).
- Letter from property owner giving permission for demolition.
- Two (2) copies of plot plan showing all limits of demolition showing all existing buildings, structures, pavement, etc. to be demolished. Plot plan shall include location of utilities, wetlands, waterways, trees, right of ways and temporary protection devices.
- Letter from certified electrician stating that electrical service has been properly disconnected or copy of utility disconnect letter.
- Orange City asbestos notification affidavit.
- Letter from certified plumber that the public or private gas, public water, private well, sewer line or septic tank has been disconnected or copy of abandonment permits from the State of Florida Environmental Health Department or copy of utility disconnect letters.
- Copy of the recorded Notice of Commencement (NOC) or affidavit of filing for NOC (if over \$2,500.00) or contract (if less than \$2,500.00).
- Building permit document or plans review fees paid.

“ALL DOCUMENTS MUST BE SUBMITTED LEGIBLE. FACSIMILE DOCUMENTS MUST HAVE AN ADDRESS OR PERMIT NUMBER ON ALL PAGES WHEN FAXED”

Note: Should you have questions or require any additional information, please contact the Development Services; Building at (386) 775-5423. Additional documents maybe required upon request by the Development Services.