

DEMOLITION PERMITS

Before demolition can begin at a property, the sewer must be capped by a plumbing contractor. Therefore, a Plumbing sewer cap permit must first be applied for, issued, inspected, and Finalized before a Demolition permit application can be submitted.

*If there is a septic tank instead of a city sewer connection, an abandonment letter from the Polk County Health Department must be uploaded with the Demolition permit application. The Polk County Health Department can be reached at 863-519-8330.

Both Plumbing sewer cap permits and Demolition permits should be applied for online using the [iMS](#) permitting system. For further information on using the iMS system, please click [here](#).

At the time of submission of your Demolition permit application in iMS, you will need to upload the following documents into the system:

1. A notarized, signed letter from the property owner authorizing the demolition.
2. If the job valuation/contract amount is over \$5000, a recorded Notice of Commencement is required.
3. A copy of the septic tank abandonment letter from the Polk County Health Dept. -OR- If the septic tank is going to be re-used for new construction, and not demolished, a pump and inspection report must be submitted. The pump and inspection report is done by a septic contractor and approved by the Polk County Health Department. The report verifies the size and condition of the septic tank and drain field and is used to determine if the septic system is compatible with the new construction.
4. If it is a City-ordered demolition, a copy of the purchase order from the City of Lakeland must be provided.

INSPECTION REQUIREMENTS

ASBESTOS REMOVAL (if required) – done by an Asbestos Abatement Contractor only – The Building Inspection Division should be notified that the structures are scheduled to be demolished.

PRE-INSPECTION OF THE SITE – Demolition contractor must schedule this inspection 24 hours in advance of demolition. The Public Works, Engineering Division, will conduct the inspection consisting of existing conditions such as soil erosion, driveway aprons, sidewalks, and other items located within the public rights-of-way.

FINAL INSPECTION BY BUILDING DIVISION – To be scheduled once the building has been demolished and removed, and the site is leveled, graded, and all debris is removed.

FINAL INSPECTION OF THE SITE BY PUBLIC WORKS – Inspection consists of the condition of the site to determine any new damages attributed to the demolition and clean up. Appropriate erosion control measures need to be in place wherein the site shall be maintained either by vegetation and/or in a dust-free condition. Driveways shall be barricaded appropriately to discourage improper use of the site.