



# **Rules of Procedure for Condemnation and Demolition of Structures**



## Resolution No. 25-R65

- Adopted October 13, 2025.
- Applicable when a structure has been condemned and demolition is the desired outcome.
  - Regardless if demolition is completed by the owner or city.
- Actions may be suspended upon the issuance of a valid building permit that would abate the violations.



## Condemnation Process

- Building Department inspects the property and generates a Notice of Violation (NOV) providing time to comply.
- Building Department prepares an Affidavit of Unsafe Structure.
- The Affidavit and copy of NOV is recorded and is also forwarded to the Historic Preservation Officer (if applicable). The property is also posted.
- If the Building Department determines demolition is necessary, notice is forwarded to Code Enforcement to initiate the demolition process.



## Demolition Determination

- Code Enforcement reviews the request for demolition.
  - Complaint may be from Condemnation Case initiated by Building Dept. or other complaint from the public, FPPD, City Manager's Office, etc.
  - Structure without property maintenance issues may also be demolished if the structure constitutes a menace to business, health, safety, welfare.



## Demolition Approval

- Lien Search Conducted.
- All interested parties notified.
- Resolution submitted for City Commission to set a hearing date.
- Upon adoption, all interested parties are notified of the hearing date.
- On the hearing date, evidence is provided and Resolution is submitted for approval for the City Commission to determine whether the structure is unsafe and shall be demolished.
- 30 days provided to allow for appeal.



## Demolition Procedure

- If the structure is within a designated historic district, or has otherwise been declared historic, the Resolution for demolition approved by the City Commission is forwarded to the Historic Preservation Officer for the matter to be placed before the Historic Preservation Board to obtain a Certificate of Appropriateness to have the structure demolished.
- A final 15-day notice is provided to all parties.
- Upon verification of all steps completed, no appeal bond posted, and no permits to satisfy violations, a Specific Authorization is generated for the vendor.
- The vendor obtains the demolition permit and proceeds with demolition.



Questions?