



**BUILDING PERMIT DIVISION**  
**OFFICE OF CODE SERVICES**  
**DEPARTMENT OF PLANNING AND DEVELOPMENT**  
**CITY OF JACKSON, MISSISSIPPI**

**200 SOUTH PRESIDENT STREET**  
**POST OFFICE BOX 17**  
**JACKSON, MS 39205**  
**601-960-1167**

## APPLICATION FOR DEMOLITION OR MOVING PERMIT

**Street Address** \_\_\_\_\_ **County** \_\_\_\_\_

**Subdivision** \_\_\_\_\_ **Lot** \_\_\_\_\_ **Block** \_\_\_\_\_

**Section** \_\_\_\_\_ **Township** \_\_\_\_\_ **Range** \_\_\_\_\_ **Map** \_\_\_\_\_ **Parcel** \_\_\_\_\_

**Ward #** \_\_\_\_\_ **Census Tract #** \_\_\_\_\_ **Historic District** \_\_\_\_\_

**Property Owner** \_\_\_\_\_ **Contact Person** \_\_\_\_\_

**Address** \_\_\_\_\_ **Phone** \_\_\_\_\_ **City** \_\_\_\_\_

\_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**If being moved to a new location in the City of Jackson, complete the following:**

**Street Address** \_\_\_\_\_ **County** \_\_\_\_\_

**Subdivision** \_\_\_\_\_ **Lot** \_\_\_\_\_ **Block** \_\_\_\_\_

**Section** \_\_\_\_\_ **Township** \_\_\_\_\_ **Range** \_\_\_\_\_ **Map** \_\_\_\_\_ **Parcel** \_\_\_\_\_

**Applicant** \_\_\_\_\_ **Contact Person** \_\_\_\_\_

**Address** \_\_\_\_\_ **Phone** \_\_\_\_\_ **City** \_\_\_\_\_

\_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Contractor License No.** \_\_\_\_\_ **Bond No.** \_\_\_\_\_

**State Sales Tax No.** \_\_\_\_\_ **Privilege License No.** \_\_\_\_\_

**Previous Use** \_\_\_\_\_

**Proposed Use** \_\_\_\_\_

**Work Class:** Total Demolition  Interior Demolition  Partial Exterior Demolition   
 Move Building  Move Mobile Home/Manufactured Building

**Building Structure:**

Occupancy Group: A  B  E  F  H  I  M  R  S

Construction Type: I  II  III  IV  V  VI

Height of Building \_\_\_\_\_ Width of Building \_\_\_\_\_ Length of Building \_\_\_\_\_

No. of Stories \_\_\_\_\_ Square Footage \_\_\_\_\_ Volume (cubic feet) \_\_\_\_\_

HAS THIS STRUCTURE BEEN DESIGNATED SUBSTANDARD OR UNSAFE? Yes  No

**MOBILE/HOME MANUFACTURED BUILDING**

Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_

Is any part of property in the floodplain? Yes  No  (if site is all or partially in the flood plain, a floodplain Development Permit is required)

**APPLICANT PLEASE NOTE:**

1. For demolition or moving of a building, the following must be attached to this application:
  - a. A total of 4 photographs; 2 of structure (all 4 sides must be shown), and 2 of adjacent structures in opposite directions along the street,
  - b. Legal description of property.
  - c. Portion of a map of the City showing location of property.
  - d. Copy of contract, or letter from owner, authorizing demolition of structure.
2. The permit issued as a result of this application will be valid for a period of 60 days from date of issue.
3. For moving of any structure to a new location inside the City of Jackson, separate permits are required for foundation, gas, plumbing, HVAC, and electrical work needed at the new location.
4. A police escort is required in front of and behind each structure being moved. The contractor must make arrangements with the Police Department for escorts at least 2 working days in advance of any move.
5. Traffic Control assistance must be arranged with the Traffic Engineering Division at least 2 working days in advance of any move.
6. All utilities shall be properly disconnected, capped and inspected prior to commencing demolition or moving operations.
7. All materials and debris shall be removed from the site and disposed of in accordance with city and state federal laws.

**CERTIFICATION**

Application is hereby made for a permit to demolish the building, structure or interior or to move the structure described in this application, It is agreed that all requirements of all pertinent laws and ordinances of the City of Jackson and the State of Mississippi regulating demolition, removal and disposal shall be complied with in the pursuit of this work whether or not specified herein. I hereby certify that I have read this application and that all information contained herein is true and correct, and that I am authorized to act as the owner's agent for the work described herein. I also certify that all insurance and bonds required by the city of Jackson have been obtained and are attached to this application or are on file with the building official. I understand that if this application is for demolition of any building or structure other than a residential building having 4 or fewer dwelling units, a pre-demolition inspection must be performed by a Department of Environmental Quality certified inspector and a Demolition Notification Form must be filed with the Office of Pollution Control, Mississippi Department of Environmental Quality, at least 10 working days prior to beginning work.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
(Contractor)

**FOR CITY USE ONLY**

Permit Fee included in permit fee

Demolition Permit fee \$200.00

Moving Permit Fee \$220.00

Penalty Fee \$ \_\_\_\_\_

Total Fee \$ \_\_\_\_\_

Approved by Department Director? Yes  No

Application Approved by \_\_\_\_\_

Permit Issued By \_\_\_\_\_

Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Permit Number \_\_\_\_\_