

DEMOLITION & RELOCATION REVIEW

SUBMITTAL REQUIREMENTS: Application (1 copy), Site Plan (1 copy), Photographs, Fee (cash/card/check – make check payable to ACC)

FEES: Structures requiring Commissioner Review - \$90.00 • Structures exempt from Commissioner Review - \$25.00

After approval of this form, a Demolition Permit is required from the Building Inspections Department prior to removal of the structure

SUBJECT PROPERTY INFORMATION: (Please Print Clearly)*For Staff Use:*

PLAN #: DR - _____ - _____ - _____

PARCEL ADDRESS: _____**APPLICANT NAME:** _____**PROPERTY OWNER INFORMATION**

(if different than applicant)

Company: _____

Name: _____

Address: _____

Address: _____

Phone: _____

Phone: _____

Email: _____

Email: _____

*Signature: _____

*Signature: _____

The above signatures acknowledge an allowance for ACC Staff to visit the property for review of this request.*Submittal Requirements:**

Included with form?

1. Site plan of the property showing all existing buildings, with any building or portion of a building to be demolished or relocated clearly marked. Yes No
2. Photographs of each exterior side of the building affected by the demolition or relocation. Yes No
3. A. Optional: Assessment of Building Condition Yes No
B. Optional: Projected Cost of Restoration or Repair Yes No

1. The proposed is:

A. The demolition of an entire structure, approximately _____ square feet.
 B. The demolition of a portion of a structure, approximately _____ square feet.

Brief description of project: _____

C. The relocation of a structure, approximately _____ square feet

Old location _____ New location _____

2. The structure is: Residential Commercial Accessory Agricultural Other _____**3. The structure is believed to have been constructed in what year?** _____**4. Is the proposed demolition or relocation of an accessory structure under 500 square feet?** Yes No**5. Has the Chief Building Official deemed the structure to be hazardous?** Yes* No

*Application must include a written determination of demolition without delay from Building Inspector for exemption

6. Is the property zoned E-O (Employment-Office), E-I (Employment-Industrial) or I (Industrial)? Yes No**7. Will the demolition/relocation require the removal or disturbance of trees?** Yes No*The Unified Government of Athens-Clarke County is a public entity subject to Georgia's Open Records laws. All submitted applications and associated plans and documents are covered under such laws and may be released to other parties unless they contain information specifically protected by law.***Please Note:**

- A Certificate of Appropriateness is required instead of a Demolition Review for locally designated landmark or historic district properties.
- Demolition & Relocation Reviews are not required for interior work or for mobile homes.
- The following applications shall be exempt from the initial Commissioner-level review period: accessory structures of less than 500 square feet of gross floor area, any structure determined by the Chief Building Official to be hazardous, any structure located within E-O (Employment-Office); E-I (Employment-Industrial), or I (Industrial) zones, exterior demo of architectural elevations that do not face a public RoW or private street or does not exceed 50% or more of the total exterior walls of the structure.

THIS PAGE FOR STAFF USE ONLY

TRANSPORTATION & PUBLIC WORKS DEPARTMENT			
REVIEWED BY / DATE		APPROVED	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
COMMENTS/PERMIT #:			

PLANNING DEPARTMENT			
RECEIVED BY		DATE RECEIVED	
SITE PLAN	<input type="checkbox"/> YES	BUILDING ELEVATIONS	<input type="checkbox"/> YES <input type="checkbox"/> N/A
TAX MAP #S		ZONING/OVERLAY	
ZONING PERMIT	<input type="checkbox"/> YES <input type="checkbox"/> NO	APPLICABLE PLAN #	ZP -
PLANS REVIEW	<input type="checkbox"/> YES <input type="checkbox"/> NO	APPLICABLE PLAN #	PR -
ENVIRONMENTAL AREAS	<input type="checkbox"/> YES <input type="checkbox"/> NO	APPLICABLE PLAN #	EA -
OTHER ASSOCIATED CASES	<input type="checkbox"/> YES <input type="checkbox"/> NO	APPLICABLE PLAN #	
STAFF FINDINGS:			
NATIONAL REGISTER FINDINGS: <input type="checkbox"/> Not listed <input type="checkbox"/> Within District <input type="checkbox"/> Individual Listing or Landmark			
APPEARS TO BE OVER 50 YEARS OLD: <input type="checkbox"/> Yes <input type="checkbox"/> No			
MATERIALS EVALUATED: <input type="checkbox"/> On-site evaluation <input type="checkbox"/> Sanborn maps <input type="checkbox"/> Other maps or aerial photos			
ELIGIBLE FOR 90-DAY REVIEW: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Exempt			

MAYOR & COMMISSION			
COMMISSION DISTRICT(S) & COMMISSIONER(S)			
COMMISSIONERS NOTIFIED ON		RESPONSE NEEDED BY	
COMMISSIONER'S FINDINGS	<input type="checkbox"/> Release Approval <input type="checkbox"/> Release Approval after documentation. <input type="checkbox"/> 90-day Stay for HPC Review		
COMMISSIONER RESPONSE DATE			
HPC REVIEW			
HPC REVIEW NEEDED BY:		HPC HEARING DATE:	
HPC FINDINGS:	<input type="checkbox"/> Release Approval <input type="checkbox"/> Initiate 180-day Stay		

FINAL DECISION			
REVIEWED BY / DATE*		APPROVED	<input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> N/A
COMMENTS:			

**Approval of this application shall expire if the requested demolition or relocation has not been completed within 2 years from date of approval.*