

# DEMO PROCEDURES AND APPLICATION

## CITY OF COLLEGE PARK

PO BOX 87137  
COLLEGE PARK, GA 30337  
404-767-1537



DATE SUBMITTED: \_\_\_\_\_

### PUBLIC HEARING DEMOLITION & RELATED PERMIT APPLICATIONS

A copy of Ordinance 2005-26, with details of the issuance of demolition and related permits, is attached. As outlined in the Ordinance, the procedures for this public hearing are listed below.

Chief Building Inspector, Oscar Hudson, Jr., calls the meeting to order. Ms. Sabrina Walters is the Recording Secretary.

1. Applicant makes a presentation of proposed actions.
2. Five minutes will be allowed for those in favor.
3. Five minutes will be allowed for those in opposition.
4. Ten minutes allowed for applicant's rebuttal.
5. Chief Building Inspector concludes the Public Hearing.
6. Within 3 days of the Hearing's conclusion, the Chief Building Inspector will provide a report to the Mayor and Council about the applicant's proposal and a summary of the public's comments.

Upon approval, Demolitions Permits will be issued **10** days after the Demolition Public Hearing.

#### Demolition Permit Fees are as follows: Cash or Checks Only

- \$150.00 - **Nonrefundable Application Fee** (Due when submitting application)
- \$323.75 - **Nonrefundable Permit Fee** (Due when permit is picked up)
- \$1000 - **Refundable Bond** (Due when permit is picked up)  
Bond is refunded after final inspection.  
Final inspection requires the property to be seeded and sod.  
Upon approval of inspection the bond of \$1000 will be refunded to the purchaser of the demo permit bond.

**NOTE:** Applications must be typed or neatly printed. A **\$150 nonrefundable fee** must be submitted along with **twelve copies (12)** of this application and **twelve (12) photographs** of the structure to be demolished or moved. The owner of the property is required to submit a concise statement explaining the intent of the relocation and/or demolition. The due date is **30 days** before Public Hearing, which is held the 2<sup>nd</sup> Monday of each month at 6 pm in the Mayor and Council Chambers (City Hall). Applicants are invited to attend the meeting to answer questions related to the project. A public notice sign will be posted at least 20 days prior to the Public Hearing.

*A separate application is required for each demolition or house move.*

**DEMOLITION**

Address of demolition \_\_\_\_\_  
Square footage \_\_\_\_\_ Number of stories \_\_\_\_\_  
Proposed date of demolition \_\_\_\_\_  
Cost of demolition \_\_\_\_\_

**HOUSE MOVE**

Address of structure to be moved \_\_\_\_\_  
Square footage \_\_\_\_\_ Number of stories \_\_\_\_\_  
Proposed date of house move \_\_\_\_\_  
Cost of move \_\_\_\_\_

Please select one:

**Residential**

**Commercial**

Description of structure (i.e. two-story brick house, warehouse)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Demolition Company \_\_\_\_\_ Office \_\_\_\_\_  
Contact Person \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
E-mail address \_\_\_\_\_

Owner's Name \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
E-mail address \_\_\_\_\_

***Demolition Bond Refund made payable to:*** \_\_\_\_\_  
\_\_\_\_\_

Please explain the purpose of the Demolition or House Move

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**If new construction is planned, please provide the following:**

Type of construction \_\_\_\_\_ **Commercial** \_\_\_\_\_ **Residential**

Square footage of new construction \_\_\_\_\_

Number of stories \_\_\_\_\_