



# UPSON COUNTY BUILDING AND ZONING DEPARTMENT

## DEMOLITION PROCEDURE

1. DEMOLITION PERMITS WILL ONLY BE ISSUED TO THE PROPERTY OWNER OR THEIR LEGALLY DOCUMENTED REPRESENTATIVE.
2. ASBESTOS CHECK CONTRACTED BY OWNER WITH PRIVATE, LICENSED PROFESSIONAL ASBESTOS REMOVAL COMPANY OR DONE BY USING THE D.E.P. GUIDELINES.
3. PROPERLY REMOVE AND DISPOSE OF ANY ASBESTOS FOUND.
4. SUBMIT PERMIT APPLICATION WITH ASBESTOS REPORT, ANY DISPOSAL RECEIPTS, **PHOTOS OF EACH SIDE OF STRUCTURE/BUILDING/HOME, AND A PHOTO OF ADDRESS/MAILBOX WITH ADDRESS.**
5. **DEMO PERMIT WILL NOT BE ISSUED IF ADDRESS IS NOT CLEARLY VISIBLE.**
6. HAVE ALL UTILITIES-WELLS, PIPES, SEPTIC TANKS, ETC. PROPERLY CAPPED, SEALED AND/OR REMOVED (NOTE: CALL **GEORGIA 811** FOR UTILITY LOCATES IF ANY DIGGING WILL TAKE PLACE AS PART OF THE DEMOLITION).
7. **CALL IN FOR THE INITIAL INSPECTION**
8. CALL FOR SITE INSPECTION BY COUNTY INSPECTOR TO DETERMINE REQUIRED EROSION CONTROL MEASURES AND TO CHECK FOR DISCONNECTED UTILITIES.
9. PAY DEMOLITION PERMIT FEE-BASED ON 1% OF ASSESSED VALUE OF BUILDING/STRUCTURE BEING DEMOLISHED-\$50 MINIMUM.
10. DEMOLITION PERMIT ISSUED BY BUILDING AND ZONING DEPARTMENT
11. COMPLETELY DEMOLISH AND REMOVE STRUCTURE INCLUDING FOOTINGS/FOUNDATION SYSTEM DRIVEWAYS, CONCRETE PADS, ETC. AND PROPERLY DISPOSE OF MATERIAL; OBTAIN DUMP TICKETS AND TURN THEM IN TO BUILDING AND ZONING OFFICE.
12. THE VACANT LOT SHALL BE FILLED AND MAINTAINED TO THE EXISTING GRADE, SODDED OR SEEDED TO LIMIT EROSION AND RUN-OFF. (SECTION 3303.4, IBC)
13. **CALL FOR FINAL INSPECTION.** MEET INSPECTOR ON-SITE AND PROVIDE DUMP TICKETS