



Demolition Permit Requirements  
Development Services Division  
630 Ronald Reagan Drive Evans, GA 30809  
706-868-3420 phone

1. Complete permit application and \$80.00 permit fee.
2. Letter of approval from Columbia County Water Utility Environmental Compliance Division. The Division will: coordinate a site survey inspection; review the Water Utility account; determine the level of protection for sewer and/or water services before starting the demolition; and determine the necessary steps to abandon wells and/or septic tanks. Please contact Scott Daniel at 706-833-6477 or [sdaniel@columbiacountyga.gov](mailto:sdaniel@columbiacountyga.gov) to coordinate the process.
3. Site plan of the property drawn in accordance with 2018 International Residential Code R106.2 or 2018 International Building Code 107.1. The construction documents submitted with the application for a permit shall be accompanied by a site plan showing the size and location of new construction and existing structures on the site and distances from lot lines. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The building official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

It may be helpful to obtain a copy of the property plat from the Clerk of Court's Office in the Justice Center at 640 Ronald Reagan Drive. The plat from the Clerk of Court may be used as a site plan, or you may draw your own. Either must include accurate information as noted in item 3 above.

4. A notarized letter from the property owner stating name of the demolition company; description of structure; legal address of structure; photograph of structure OR a copy of the contract with the demolition company reflecting property owner's name, demolition company name, description of structure, and legal address of structure.
5. Must abide by all State and Federal regulations.

The Development Services Director will review items 1 – 4.

Please contact the Engineering Services Division at 706-855-7246 to determine if a land disturbance permit is required.

The permit will be issued upon the approval of both the Development Services and Engineering Services Divisions.

OFFICE USE ONLY		
___ IN PERSON ___ EMAIL ___ ONLINE  APPLICATION # _____  LDP APPLICATION # _____	RECEIVED DATE: _____  ENTERED DATE: _____  REVIEWED DATE: _____	BY: _____  BY: _____  BY: _____

<b>1. PROJECT ADDRESS:</b> _____			
<b>2. LEGAL DESCRIPTION - LOT:</b> _____	<b>BLOCK:</b> _____	<b>MAP/PARCEL:</b> _____	<b>SUBDIVISION:</b> _____
<b>3. APPLICANT NAME:</b> _____		CONTRACTOR <input type="checkbox"/>	AUTHORIZED AGENT <input type="checkbox"/>
<b>4. EMAIL:</b> _____		<b>5. CONTACT # :</b> _____	
<b>6. COST OF WORK:</b> _____		<b>7. CHANGING FOOTPRINT OF STRUCTURE?</b> YES <input type="checkbox"/> NO <input type="checkbox"/>	
<b>8. DESCRIBE WORK:</b> _____ _____			

PROPERTY OWNER				
NAME: _____				
CONTACT NUMBER: _____ CONTACT EMAIL: _____				
ADDRESS: _____				
TRADES REQUIRED	TYPE OF PERMIT	ADDITIONAL INFORMATION	CONTACT PERSON	PERMIT INFO
	<input type="checkbox"/> NSF <input type="checkbox"/> TWNHM <input type="checkbox"/> MH <input type="checkbox"/> POOL <input type="checkbox"/> ACCESSORY BLDG <input type="checkbox"/> ALTERATION <input type="checkbox"/> OTHER	TOTAL SQ FT: UNDER ROOF _____  WATER TYPE _____  SEWER TYPE _____	<b><u>BUILDER / GENERAL CONTRACTOR</u></b>	CID # _____  PERMIT FEE: _____  PERMIT # _____
<input type="checkbox"/> YES  <input type="checkbox"/> NO	<input type="checkbox"/> SERVICE CHANGE <input type="checkbox"/> GENERATOR <input type="checkbox"/> SOLAR <input type="checkbox"/> HOUSE / TRADE <input type="checkbox"/> TEMP POLE <input type="checkbox"/> STANDALONE	IF SUB / TRADE – BLDG PERMIT # _____  # AMPS: _____	<b><u>ELECTRICIAN</u></b>	CID # _____  PERMIT FEE: _____  PERMIT # _____
<input type="checkbox"/> YES  <input type="checkbox"/> NO	<input type="checkbox"/> GAS <input type="checkbox"/> SUB / TRADE <input type="checkbox"/> STANDALONE	IF SUB / TRADE – BLDG PERMIT # _____	<b><u>PLUMBER</u></b>	CID # _____  PERMIT FEE: _____  PERMIT # _____
<input type="checkbox"/> YES  <input type="checkbox"/> NO	<input type="checkbox"/> GAS <input type="checkbox"/> SUB / TRADE <input type="checkbox"/> STANDALONE	IF SUB / TRADE – BLDG PERMIT # _____	<b><u>MECHANICAL</u></b>	CID # _____  PERMIT FEE: _____  PERMIT # _____
<input type="checkbox"/> YES  <input type="checkbox"/> NO	<input type="checkbox"/> SUB / TRADE <input type="checkbox"/> STANDALONE	IF SUB / TRADE – BLDG PERMIT # _____	<b><u>IRRIGATION SPRINKLER</u></b>	CID # _____  PERMIT FEE: _____  PERMIT # _____

\* THE ISSUANCE OF THIS PERMIT AUTHORIZES IMPROVEMENTS OF THE REAL PROPERTY DESIGNATED HEREIN WHICH IMPROVEMENTS MAY SUBJECT SUCH PROPERTY TO MECHANICS' AND MATERIALMENS' LIENS PURSUANT TO PART 3 OF ARTICLE 8 OF CHAPTER 14 OF TITLE 44 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED. IN ORDER TO PROECT ANY INTEREST IN SUCH PROPERTY AND TO AVOID ENCUMBRANCES THEREON, THE OWNER OR ANY PERSON WITH AN INTEREST IN SUCH PROPERTY SHOULD CONSIDER CONTACTING AN ATTORNEY OR PURCHASING A CONSUMER'S GUIDE TO THE LIEN LAWS WHICH MAY BE AVAILABLE AT BUILDING SUPPLY HOME CENTERS.

\* THE ISSUANCE OR GRANTING OF A PERMIT SHALL NOT BE CONSTRUED TO BE A PERMIT FOR, OR AN APPROVAL OF, ANY VIOLATION OF ANY OF THE PROVISIONS OF THE ADOPTED CODES OR OF ANY OTHER ORDINANCE OF THIS JURISDICTION. PERMITS PRESUMING TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF THE ADOPTED CODES OR OTHER ORDINANCES OF THIS JURISDICTION SHALL NOT BE VALID. THE ISSUANCE OF A PERMIT BASED ON CONSTRUCTION DOCUMENTS AND OTHER DATA SHALL NOT PREVENT THE BUILDING OFFICIAL FROM REQUIRING THE CORRECTION OF ERRORS IN THE CONSTRUCTION DOCUMENTS AND OTHER DATA. THE BUILDING OFFICIAL IS AUTHORIZED TO PREVENT OCCUPANCY OR USE OF A STRUCTURE WHERE IN VIOLATION OF THE ADOPTED CODES OR ANY OTHER ORDINANCES OF THIS JURISDICTION. THE BUILDING OFFICIAL IS AUTHORIZED TO SUSPEND OR REVOKE A PERMIT ISSUED UNDER THE PROVISIONS OF THE ADOPTED CODES WHEREVER THE PERMIT IS ISSUED IN ERROR OR ON THE BASIS OF INCORRECT, INACCURATE OR INCOMPLETE INFORMATION, OR IN VIOLATION OF ANY ORDINANCE OR REGULATION OR ANY OF THE PROVISIONS OF THE ADOPTED CODES.

\* A MEMBER OF THE COLUMBIA COUNTY TAX ASSESSORS STAFF MAY VISIT YOUR PROPERTY TO CARRY OUT THE DUTY OF MAKING AN APPRAISAL OF THE FAIR MARKET VALUE OF TAXABLE PROPERTY PURSUANT TO PART 1 OF ARTICLE 5 OF CHAPTER 5 OF TITLE 48 OF THE OFFICIAL CODE OF GEORGIA ANNOTATED. FOR ADDITIONAL INFORMATION CONTACT 706-312-7474.

\* THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMNCED WITHIN 180 DAYS OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

\* COLUMBIA COUNTY RESERVES THE RIGHT TO REVOKE ANY PERMIT DETERMINED TO CONTAIN FALSIFIED INFORMATION OR ISSUED IN ERROR.

\* NOTICE TO CONTRACTORS: ANY CONTRACTOR CONSTRUCTING RESIDENCES OR ANY OTHER TYPE OF CONSTRUCTION IN THE ABOVE STATED SUBDIVISION WILL BE HELD ACCOUNTABLE AND RESPONSIBLE FOR ANY DAMAGES BY REASONS OF SAID CONSTRUCTION TO CURBS, GUTTERS, MAN HOLES, CATCH BASINS, WATER MAINS, ETC.

\* INSPECTION REQUESTS SHOULD BE MADE THROUGH EMAIL TO: [INSPECTIONS@COLUMBIACOUNTYGA.GOV](mailto:INSPECTIONS@COLUMBIACOUNTYGA.GOV). ALL REQUESTS RECEIVED BY 4:30 WILL BE SCHEDULED FOR THE NEXT BUISNESS DAY. ANY REQUESTS RECEIVED AFTER 4:30 PM WILL BE SCHEDULED FOR THE SECOND BUSINESS DAY. A FEE WILL BE CHARGED FOR THE SECOND AND EACH SUBSEQUENT REINSPECTION. ANY OUTSTANDING FEES MUST BE SETTLED PRIOR TO THE RELEASE OF A CERTIFICATE OF OCCUPANCY/COMPLETION.

\* I UNDERSTAND THAT IT IS MY RESPONSIBILITY TO COMPLY WITH ALL LOCAL, STATE AND FEDERAL LAWS AND THAT THE ISSUANCE OF THIS PERMIT IS NOT DEEMED AN AFFIRMATION BY COLUMBIA COUNTY OF SUCH COMPLIANCE. I CERTIFY THE INFORMATION PROVIDED IS TRUE AND ACCURATE AND CONTAINS NO FALSE OR FRAUDULENT INFORMATION.

\* I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS PERMIT AND KNOW THE SAME TO BE TRUE AND CORRECT. I UNDERSTAND THAT THE GRANTING OF A PERMIT DOES NOT WAIVE THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION. I AGREE TO REQUEST ALL INSPECTIONS REQUIRED BY COLUMBIA COUNTY.

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SIGNATURE OF APPLICANT / CONTRACTOR / AUTHORIZED AGENT / OWNER

DATE

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PRINT NAME