



# DEMOLITION PERMIT APPLICATION

**Building Department**  
25 LaGrange Street  
Newnan, GA 30263  
Ph. 770-254-2362 Fax 770-254-2361  
Email – pstrickland@cityofnewnan.org



Date of Application: \_\_\_\_\_

Subject Property

Address: \_\_\_\_\_  
Number and Street Subdivision

Applicant Name and Contact #: \_\_\_\_\_  
Name Contact Phone Number

Owner Name and Contact #: \_\_\_\_\_  
Name Contact Phone Number

- Interior demolition only
- Complete structure -- constructed after 1940 and documentation showing such is attached

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date Signed

- This structure was constructed prior to 1940 -. Permit cannot be issued without Council approval in accordance with City Ordinance sec. 5-25.1

Process to comply with the City Ordinance sec. 5-25.1:

1. Is subject property in any Historical Boundaries as designated by the City of Newnan? (Historic maps can be found on the City of Newnan web site).  
 Yes – Public hearing must be held at least 60 days **after** posting the property.  
 No – Public hearing must be held at least 30 days **after** posting the property.
2. Obtain the date of the Council Meetings from our web site or City Manager’s Office that assures the above time frame can be met, and in which you can be present. Take a copy of this page to the City Manager’s Office and request to be placed on the City Council Agenda for the date you have selected. Note the **date and time** below – to be used on your posted sign and legal ad, (steps 3 and 4 on next page).

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Public Hearing **Date and Time** of Meeting

3. Post a sign on the subject property in a conspicuous location, the sign is to be no smaller than 6 square feet in area (2’x3’), and shall contain the following information:
  - a. Applicants name
  - b. Property owners name
  - c. The statement “A demolition permit has been applied for and a public hearing will be held at City Hall, 25 Lagrange St., Newnan, GA regarding this application on *(date and time of public hearing from #2 above)*.”
4. Place an ad in the legal organ of Coweta County at least 2 times, the earliest of which shall not be published more than 15 days prior to the hearing, and containing the same information as the posted sign in #3 above. Clip these out after they run and have the issue dates prepared for the council meeting.
5. Give personal notice of application to demolish to all persons owning property within 250 feet of the subject property. Such notice can be hand delivered to the **property owners**, or by Certified or Registered Mail. This must be accomplished no later than 15 days prior to the public hearing date.
6. In deciding whether to grant or deny the demolition, removal or relocation permit, the Mayor and Council shall consider the following factors:
  - a. The historic, scenic or architectural significance of the structure;
  - b. The effect of the demolition, removal or relocation and subsequent use of the property, and whether such would result in substantial detriment to neighboring property owners or the public good;
  - c. Whether reasonable measures can be utilized to preserve the structures, taking into account the value of the structure and the cost to repair the structure;
  - d. The property rights of the applicant; and
  - e. Whether denying the permit application would create great practical difficulty or an unnecessary hardship on the applicant or property owner.
7. The decision of the City Council shall be final.
8. If Mayor and Council grant the request, the Chief Building Official will cause the permit to be issued.