



## DeKalb County Planning & Sustainability Department

Lorraine Cochran-Johnson  
Chief Executive Officer

178 Sams Street  
Decatur, GA 30030

Juliana A. Njoku  
Director

**Important note:** All drawings shall have the seal and signature of the design professional, along with the date the drawings were prepared.

### DEMOLITION PLAN REVIEW CHECKLIST FOR SINGLE FAMILY LOTS (Land Development Section's)

*This checklist shall be submitted with your documents/drawings. Answers shall be provided to all items as "no" or "yes"; and if "no", you must explain why the item in question is not applicable.*

**Project Name:**

**Date:**

**Address:**

**Parcel #:**

Name of Design professional \_\_\_\_\_

Signature \_\_\_\_\_

Seal \_\_\_\_\_

Date: \_\_\_\_\_

INFORMATION		IS ITEM ADDRESSED?		IF NO, EXPLAIN
<b><u>If proposed demolition activities are on a non-residential property or involve a multifamily building such as an apartment building; a Land Disturbance Permit (LDP) may be required. Please, refer to the non-residential demolition guidance document or reach out to the Land Development section: <a href="mailto:landdevelopment@dekalbcountyga.gov">landdevelopment@dekalbcountyga.gov</a></u></b>				
1.	Provide a scale, (preferably 1"= 20") survey/site plan of subject property	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
2.	Recommended size of drawings are 11 x 17 or 24 x 36	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
3.	Provide 24-hour emergency contact information (name, email, telephone number & address).	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
4.	Plan must be sealed by a registered professional civil engineer, landscape architect, land surveyor or architect.	NO <input type="checkbox"/>	YES <input type="checkbox"/>	
5.	Show all structures on site. Delineate structure(s) to be demolished.	NO <input type="checkbox"/>	YES <input type="checkbox"/>	



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6. Provide separate document(s) for disposal of any asbestos material per State of Georgia E.P.D. protocol.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
7. Provide separate document(s) for vermin and rodent extermination plan for the DeKalb Board of Health per Section 18-71.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
8. Provide the status of utilities (electrical, gas, telephone, water & sewer) per Section 18-71.  Add the following note on the drawing if applicable: <i>"all utilities lines shall be cut off and capped at the street"</i>	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
9. Show the zoning (including front setbacks) and owner information for the property	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
10. Show/indicate the zoning classification of the adjacent properties	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
11. Provide the front door threshold FFE (finished floor elevation) required per Sections 27-749 and 27-750 for residential only.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
12. Residential Infill Overlay Districts (R.I.O.D.s) per Overlay District requirements per Chapter 27 are reviewed by the Planning Division.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
13. Historic District requires review and approval by the Historic District Commission for subsequent approval by the Planning Division.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
14. Show all impervious surfaces such as driveways, walkways, etc. Indicate to be removed or to remain.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
15. Show the limit of disturbance and indicate the acreage/square footage of the area being disturbed.  Note: the limit of disturbance shall not be only limited to the building footprint but shall include at least 10' buffer around the building footprint.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
16. Show all trees on site. Trees, other than specimen with critical root zones (CRZ - one foot of radius from tree per one inch of diameter as measured 4.5 feet above the ground) outside of the limits of disturbance do not have to be shown.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	



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17. Provide tree protection fence @ CRZ of all saved trees.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
18. Limits of disturbance to be marked by tree protection fencing, and silt fence if topography requires it.	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
19. Provide Erosion and Sedimentation control as needed (ex: Silt fence, Mulch, temporary/permanent grass, Construction exit, etc.)	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
20. Show location of all existing features such as: <ul style="list-style-type: none"> <li>Flood plain limit (AE, A, X, etc.) with x-section &amp; BFE</li> <li>AFCF (area adjacent to future condition floodplain: 3 ft above BFE or 1 ft above future condition floodplain whichever is greater)</li> <li>Future Conditions floodplain (if different from BFE)</li> <li>State waters buffers</li> <li>Transitional zoning buffers</li> </ul> The County GIS map can be accessed here: <a href="https://arcg.is/P89a9">https://arcg.is/P89a9</a>	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	
21. Add the following notes: <ul style="list-style-type: none"> <li>All land disturbance to be stabilized with vegetation upon completion of demolition.</li> <li>All trees to remain and have property protection unless approved plans indicate otherwise.</li> <li>All demolition debris to be hauled off site.</li> <li>Dumpsters and/or temporary sanitary facilities shall not be located in the street or tree protection area or right-of-way.</li> <li>Additional erosion controls shall be installed as deemed necessary by the on-site inspector(s)</li> </ul>	<b>NO</b> <input type="checkbox"/>	<b>YES</b> <input type="checkbox"/>	

### Notes:

- Residential Infill Overlay Districts (R.I.O.D.s) per Overlay District requirements per Chapter 27 are reviewed by the Planning Division
- Historic District requires review and approval by the Historic District Commission for subsequent approval by the Planning Division.
- Additional items may be requested