



# CHZC Demolition Requirements – Proof of Advertisement

– ADDITION TO THE APPLICATION

## City Code Requirement

Sourced from municode.com on 2/14/2019:

### **Sec. 10-15. - Certificates of Appropriateness.**

(c) *Application Requirements.* Applicants for COAs must submit the following documents, in triplicate, to the Commission staff, along with the application form and a fee based on the current annual cost as determined by the Chattanooga City Council by ordinance to manage historic zoning. ...

#### **(4) Demolition.**

- a. *Current color photographs of all sides of the structure(s) under consideration. Such photographs shall accurately represent all colors and textures of the various materials of the structure. All photographs shall be labeled to indicate the date taken, location of structure, and direction of the view.*
- b. *Current color photographs of all adjoining or neighboring structures. Such photographs shall accurately represent all colors and textures of the various materials of adjacent structures. All photographs shall be labeled to indicate the date taken, location of structure, and direction of the view.*
- c. *Proof that the applicant has advertised, in a local paper of wide-spread distribution, the sale of the structure(s) for removal or the sale of the property and structures combined. Such advertisement shall have been circulated not more than one (1) year, nor less than fifteen (15) days prior to the hearing date. Such advertisement, and payment for same, shall be the responsibility of the applicant. This provision is intended to discourage thoughtless and needless destruction of historical buildings by providing interested buyers and/or civic groups with at least the opportunity to negotiate with the owner before they go through with their demolition plans. The sale of the property shall be entirely at the discretion of the owner.*

**Standard Operating Procedure for Demolition Legal Advertisement shall contain language which includes:**

- Location: address for the subject property and/or structures;
- Contact information for interested parties;
- Intent of the advertisement: for sale of the structure(s) for removal or the sale of the property and structures combine;
- Price for the sale of the structure(s) for removal or the sale of the property and structures combine.

### **Cost:**

The cost of a Certificate of Appropriateness (COA) and its associated application is as follows. If an application is submitted in response to a violation, there will be a double application fee (*City Code Section 109.2.3 Penalties*). These costs may be found in Chapter 10.3 figure 109.2.4 Other Fees:

- \$25 COA Fee - ALL cases that receive a COA pay this Certificate Fee at pickup of the COA.

The following fee is paid when the application is submitted:

- \$250 Demolitions for Commission Review Application Fee

### **Other Permits:**

A COA is NOT a building permit, demolition permit or a land disturbing permit. Please contact the Land Disturbing Office and the Building Permit Office prior to starting the project. The COA must be posted in a visible location or on file on the property until the project is completed.

