

## DEMOLITION (CONTRIBUTING STRUCTURE) CHECKLIST

**I. NARRATIVES & DOCUMENTS:** Please submit all documents digitally into the Documents folder on ProjectDox. These documents may consist of multiple pages. Documents typically include project summaries, financial statements, engineering reports, etc. For demolition of a contributing structure, the applicant must demonstrate by credible evidence that the property owner will suffer economic hardship if the request is not granted.

**APPLICANT STATEMENT**

- Project description describing the proposed demolition, outlining the basic scope and intent of the project. Please demonstrate by credible evidence that the property owner will suffer economic hardship if the request to demolish is not granted.
- Explain how the proposed demolition meets all of the review criteria requirements for the Architectural Review Board listed in §153.176(J)(5)(a).

**STRUCTURAL ANALYSIS**

- Official letter from a certified structural engineer describing the condition and safety of the structure.

**FINANCIAL STATEMENTS**

- A minimum of two (2) statements from lenders stating the financial feasibility of the restoration of the structure.

**COST ESTIMATES**

- Cost estimates to maintain, and to restore the existing structure. Please indicate the level to which the structure could be maintained/restored.

**ADDITIONAL DOCUMENTS**

- The property's current level of economic return.
- Any listing of the subject property for sale or rent, price asked, and offers received, if any, within the previous two years, including testimony and relevant documents.
- The feasibility of alternative uses for the property that could earn a reasonable economic return.
- Any evidence of self-created hardship through deliberate neglect or inadequate maintenance of the property.

**II. PLANS & DRAWINGS:** Please submit all drawings and plans digitally into the Drawings folder on ProjectDox. These drawings must be single sheets and named using the naming convention discussed in the ProjectDox guide.

**EXISTING CONDITIONS**

- Site boundaries, including property lines, total acreage, and dimensions.
- Existing zoning districts and jurisdictional boundaries and general location of principle thoroughfares.
- General topography and site features including water bodies, tree stands, existing development, etc.
- Existing easements, public/private utility systems, public improvements, and permanent facilities.
- Photos providing evidence of the existing condition of the structure.

**OTHER**

- Any other information necessary to adequately justify the request for demolition.



## §153.176(J)(5) - DEMOLITION (CONTRIBUTING STRUCTURE) CRITERIA

- (a) If the property that is to be demolished is categorized as a contributing building per the City of Dublin Historical and Cultural Assessment the applicant shall demonstrate by credible evidence that the property owner will suffer economic hardship if the request to demolish is not granted. In determining whether the property owner has demonstrated economic hardship the Board shall consider the following factors:
- (1) Will all economically viable use of the property be deprived without approval of the demolition.
  - (2) Will the reasonable investment-backed expectations of the property owner be maintained without approval of the demolition.
  - (3) Was the economic hardship created or exacerbated by the property owner.
  - (4) In evaluating the factors established in (1) – (3) above, the ARB may consider any or all of the following:
    - (a) A property's current level of economic return.
    - (b) Any listing of the subject property for sale or rent, price asked, and offers received, if any, within the previous two years, including testimony and relevant documents.
    - (c) The feasibility of alternative uses for the property that could earn a reasonable economic return.
    - (d) Any evidence of self-created hardship through deliberate neglect or inadequate maintenance of the property.
    - (e) Knowledge of landmark designation or potential designation at time of acquisition.
    - (f) Economic incentives and/or funding available to the applicant through federal, state, city, or private programs.

