



DEMOLITION/MOVING PERMIT  
APPLICATION

Fee: \$10

OFFICE OF COMMUNITY DEVELOPMENT

Date of Application: \_\_\_\_\_ Zoning District \_\_\_\_\_ Tax ID #: \_\_\_\_\_

Demolition Site Address: \_\_\_\_\_

Type of Structure to be Demolished: \_\_\_\_\_

Date Work is to Begin: \_\_\_\_\_ Date Work is to End: \_\_\_\_\_

Contractor Information: \_\_\_\_\_

Name	Business Phone #	Cell Phone #
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Property Owner's Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

***Contractor is responsible for contacting Public Works prior to ANY work beginning at (309) 833-2821.***

I hereby make application for a Permit to demolish/move the structure described above. I will assure all the regulations of the City are met before demolition begins.

**I understand that this form must be signed by all parties before work begins.**

I agree to the following:

**Water utilities shall be disconnected back to the water main prior to the demolition of the structure.** As per Illinois Plumbing Code Section 890.1200 "Unused sections of water service or water distribution piping ("dead ends"), where the water in the piping may become stagnant, are prohibited. A developed length of more than 2 feet shall be considered a dead end."

**Sewer utilities shall be disconnected and properly capped at the City right-of-way line prior to the demolition of the structure.** Sewer Taps may need to be uncovered and inspected or replaced by owner if necessary.

**Disconnections must be inspected by the Public Works Director or their designee.**

***Please provide at least 7 days' notice of the need of an inspection.***

Sidewalks, driveways approaches, and trees in the City right of way will not be removed or harmed. City trees and construction sites need to be fenced and secured. The lot will be cleared



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of all debris upon completion of the demolition/moving. Proper backfill, grading, and seeding (if requested) will be completed for soil erosion control and to prevent standing water. All debris, materials, waste, etc. shall be removed and properly disposed of in compliance with all applicable local, state, and federal regulations. The street will be kept clear and all mud will be removed from the street. If the structure is moved, a City police officer is required to escort the structure to City limits.

**ANY DAMAGE TO CITY PROPERTY WILL BE REPAIRED AT THE CONTRACTOR'S EXPENSE.**

**Approved for Issuance By:** \_\_\_\_\_

For Office Use Only

**Required Action(s):**

  
  
  
  
  
  
  
  
  
  

Office of Community Development	Date
_____	_____
Water Manager	Date
_____	_____
Waste Water Manager	Date
_____	_____
Operations Manager	Date
_____	_____
Business Office	Date
_____	_____

**Permit Fee: \$10.00**

**IF DEMO DONE PRIOR TO APPROVAL THERE WILL BE A \$500.00 FINE.** \_\_\_\_\_  
(INITIAL)

\_\_\_\_\_  
 Contractor's Printed Name                      Contractor's Signature                      Date



## DEMOLITION/MOVING PERMIT APPLICATION

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### **DEMOLITION PROCEDURE**

1. Asbestos removal if applicable.
2. Disconnect and cap off water and sewer at the main (or possibly property line, verify with Public Works).
3. Demolish and remove debris.
4. Fill and grade area. Area should be flat or slightly mounded to accommodate for settling.
5. Removal of all basements and foundations. Any remaining clean construction or demolition debris, per IEPA standards, must be at least three (3) feet below grade. No wood or any other materials that will deteriorate can be used to fill hole.
6. The demolition area shall be covered with clean earth covering, which shall be free of bricks, concrete, stone, wood, branches, twigs, and all other foreign material.
7. The contractor shall, at completion of the work, remove from the site all rubbish and accumulated materials and leave the site in a clean, orderly, and acceptable condition and ensure that the site is free from hazard to the public.

Demolition shall include removal of all basements and foundations, proper disconnection of all utilities including water and sewer, and leveling of the sites with fill dirt as necessary, to be left at least one foot higher in elevation than the surrounding land. All debris shall be disposed of in an approved landfill and/or in accordance with Illinois law.