



**WILL COUNTY
LAND USE DEPARTMENT
BUILDING DIVISION**

58 E. CLINTON ST., STE. 500
JOLIET, IL 60432
P: 815-727-8634 ● TTY: 815-727-8853
www.willcountylanduse.com

BUILDING / STRUCTURE DEMOLITION APPLICATION FEE \$ _____

Before filing an application, applicants are strongly encouraged to contact Will County Land Use Department staff. Staff will advise an applicant on how to complete the application, explain the procedures involved, and attempt to identify potential issues that might be encountered. In the long run, an applicant will save considerable time and expense for both him/herself and the County. We will do our best to accommodate an applicant's schedule; however, we would advise against setting a demolition date with a contractor until the application has been fully processed by Land Use staff.

PLEASE PRINT ALL INFORMATION.

PROPERTY INFORMATION:

Property Address	City	Zip
Township	P.I.N. (Tax Identification Number)	-0000
Owner's name	Daytime Telephone#	Evening Telephone #
Owner's Mailing Address	City	State Zip
E-mail		

EXCAVATOR (CONTRACTOR) INFORMATION:

Excavator's Name	Daytime Telephone #
Excavator's Business Address	City State Zip
E-mail	

Type and Exact # of building(s)/structure(s) to be demolished:

House
 Garage
 Shed
 Barn
 Corn Crib
 Mobile Home
 Commercial
 Industrial
 Other (PLEASE SPECIFY) _____
 _____ Total # of buildings to be demolished

**ALL ITEMS MUST BE PROVIDED AT THE TIME OF APPLICATION
OR THE APPLICATION MAY NOT BE CONSIDERED COMPLETE.**

1. Type of work (Please check appropriate box(es)):

Entire Building/Structure Part of Building/Structure All Building/Structure(s) on site

2. Is property commercial or residential?

Commercial Residential

If the property is residential, is Applicant's intent to change it from residential to commercial? Yes No

3. Site

Well or Septic affected by demolition? Yes No

Is the well to be abandoned? Yes No

If no, how far is the structure to be demolished from the well? _____ Ft.

Is the Septic System to be abandoned? Yes No

If no, how far is the structure to be demolished from the septic system? _____ Ft.

4. Buildings

Exterior Materials: Wood Brick Vinyl/Aluminum

Construction: Frame Masonry Steel

Foundation (bsmt, crawl, slab on grade*): Stone/Rubble Block Concrete

If a barn or shed, please check the following: Heavy timber frame Light gauge wood framing Other

***Please note if foundation wall is painted.** Yes No **Note:** Painted concrete may not be used as refill.

5. Approximate age of EACH structure: Provide the year or approximate decade of construction. If exact date is unknown, please state whether the structure was constructed prior to 1978.

Structure #1 _____ Structure #2 _____ Structure #3 _____

Structure #4 _____ Structure #5 _____ Structure #6 _____

6. Photographs: Applicants are advised that photographs of every side of the building/structure of a proposed demolition *must* be included with the application for a minimum total of 4 pictures *per* building/structure. *Please be advised that interior photographs must be submitted when a demolition request is to be heard by the Historic Preservation Commission. Applicant will be contacted when interior photographs are needed or they may be submitted at time of application.* Photos should be current (**taken no more than 14 days prior to filing an application**). Photos *must be* identified as north elevation, south elevation, west elevation, and east elevation. When possible, photos should be submitted in digital format at a minimum of resolution 640 x 480 (JPEG, GIF, TIFF, PDF, and MS WORD files are acceptable.)

FAXED PHOTOGRAPHS ARE NOT ACCEPTABLE.

_____ **Number of photographs provided with application.**

7. Site plan showing the location of each building/structure to be demolished.

This site plan may either be a professionally prepared plat of survey or the SIDWELL MAP (Tax Page). Either format shall be marked to show both the location of all structures on the site to be demolished. If multiple properties are proposed, applicants must identify each structure on the map with a number or letter, which identify the respective buildings/structures. Please attach a site plan to application.

IMPORTANT!

Applicant, please place your initials in the designated spaces to indicate that you have read and understood the information below. Failure to do so will result in your application being deemed incomplete.

8. Administration & Planning Division, Historic Preservation Review

Reason for Demolition _____.

My building/structure(s) was built after 1960. *Please skip to Section #9.*

If your proposed demolition was constructed *prior to 1960*, please review the following:

1. All applications are reviewed for historic and cultural significance. Applications are assessed based upon the following: age, architectural integrity, and identified historic significance (per Will County's Historic Preservation Ordinance).
2. Applicants are **advised that a proposed demolition(s) *may be* subject to the review of the Will County Historic Preservation Commission (HPC)**. The purpose of this review is to determine a property's historic significance, the feasibility for its preservation, and/or the need for additional documentation. In the event that the application merits the review of the HPC, the permit may not be released until the HPC's review takes place and findings are provided. Should HPC review be required, the application will be submitted to the HPC at their next regularly scheduled monthly meeting. With the exclusion of public safety as determined by the Land Use Department Director, Health Department, and/or Fire Department, **there will be no exceptions.**
3. Will County Historic Preservation Commission meetings are conducted on the first Wednesday of each month at 7:00 p.m. (unless otherwise published). Meetings are open to the public and held at the Forest Preserve District of Will County Administrative Offices located at 17540 W. Laraway Rd., Joliet, IL 60433. Though your attendance is not mandatory, in the event that there may be questions and to avoid potential delays to your application, we strongly encourage you to attend. If you have questions, please call Preservation Planning Staff at 815-774-7902.

I understand and will adhere to this requirement. Initials _____

9. Waste Disposal & Recycling Plan

(The following must be included with all Building/Structure Demolition Applications)

1. Indicate the size of the structure you are planning to demolish (e.g. one story, two story & square footage). If possible, identify and estimate the type and quantity of material that will be recycled/disposed in cubic yards or in tonnage. Provide photographs of the interior and exterior of the structure.
2. All wastes/recyclables must be brought to an Illinois EPA permitted, or other State permitted, recycling, transfer station or landfill for proper disposal or recycling. Identify which facilities (with contact information) you are planning to use for recycling, transfer or disposal and verification that you have contacted that facility (also see note below). If your facility/contact information changes, you must provide the facility name, a contact person, phone number and verification that you have contacted that facility for recycling or disposal.

I understand and will adhere to this requirement. Initials_____

3. Provide at least 2 Business days notice to the Will County Land Use Department, Resource, Recovery & Energy Division (815-727-8834) prior to when the demolition and removal of waste/recyclables from the site will begin.

I understand and will adhere to this requirement. Initials_____

4. To close the permit, provide legible receipts from the facility where the waste/recyclables were brought. The receipts must clearly indicate that your company brought the waste/recyclables to that facility on the date you removed the materials from the demolition site. These receipts must be verifiable and be the same waste/recyclables that were transported from the site where the demolition occurred. Failure to provide such documentation shall result in a violation of this agreement and may be pursued by the Will County Office of the State's Attorney.

I understand and will adhere to this requirement. Initials_____

5. An inspection may occur at any time by an RR & E representative of the Will County Land Use Department to document the proper removal of wastes and recyclables. Such an inspection may include and not be limited to a request of the contractor to conduct an excavation into the fill area (if present) to verify utilization of acceptable fill material.

I understand and will adhere to this if so required. Initials_____

6. I understand that if general construction or demolition (C & D) debris is brought to any recycling facility in Will or Lake Counties in Illinois, or to any C&D recycling facility that began after August 2009, that recycling facility must have a Special Use Permit, meet local zoning regulations and have an IEPA permit. Any facilities developed prior to August 2009 in DuPage or Cook Counties must meet local zoning regulations and follow applicable IEPA regulations.

I understand and will adhere to this requirement. Initials_____

7. **An RR & E Inspector will sign off that all provisions in the Waste Disposal & Recycling Plan have been met.**

10. Resource, Recovery & Energy Division Review (please check one box and initial below)

My proposed demolition is:

- A privately owned home or apartment with four or less units which has NOT either had previous use or future planned use as a commercial or public facility, and is NOT a government agency ordered demolition. *If marked, please proceed to Section #11.***
- A commercial or public building; a residential building with five or more units; a residential building being demolished for planned commercial or public use of the property; a government agency ordered demolition. *If marked, you must complete the following steps listed below.***
1. Prior to any demolition activities, an Illinois Dept. of Public Health (IDPH) Licensed Asbestos Inspector must inspect the building for the presence of any regulated Asbestos Containing Material (ACM). A copy of their asbestos study must be provided.
 2. If an inspector has determined that regulated ACM removal is necessary, an IDPH Licensed Asbestos Abatement Contractor must remove it properly. Reports and receipts demonstrating all ACM was properly removed and disposed must be provided.
 3. A **“Notification of Demolition and Renovation” form must be delivered or postmarked to the Illinois EPA at least 10-working days prior to the start of demolition.** A copy of the form, and proof it was mailed to IEPA must be provided.
 4. **Pay \$150 filing fee to the IEPA** with each 10-working day notification. Proof of payment to the IEPA must be provided. (Filing fee subject to change.)
 5. Submit all documentation required by steps #1 - #4 with your demolition application.

All demolition and renovation work involving asbestos must comply with the National Emission Standards for Hazardous Air Pollutants (NESHAP) regulations, and all applicable federal, state, and local rules and regulations. For more information on ACM, please call the Illinois EPA Office of Small Business Helpline toll-free at (888) EPA-1996, or the DCEO Small Business Environmental Assistance Helpline at (800) 252-3998. For more information on NESHAP regulated demolitions please go to the following website: www.epa/state.il.us/air/asbestos/, or call the Illinois EPA Bureau of Air Asbestos Program at (217) 785-2011. You may call the Illinois Department of Public Health at (217) 782-3517 for a list of licensed asbestos inspectors and abatement contractors.

I understand and will adhere to this requirement. Initials _____

11. Fire Training

- My building/structure(s) will not be used for fire training.**

In the event that a building will be utilized for fire training, applicants are advised that until a permit is procured, ***any form of fire training is not permitted*** until a demolition permit has been issued.

I understand and will adhere to this requirement. Initials _____

IMPORTANT! Please review the following information carefully.

**DEMOLITION PERMITS ARE VALID FOR A MAXIMUM OF
60 DAYS FROM THE DATE OF ISSUANCE.**

Only at the discretion of the Chief Building Official can a demolition permit be renewed if there are extenuating circumstances.

You MUST call the Land Use Department Building Division at 815-727-8634 to schedule a final inspection after the demolition has been completed.

The undersigned hereby permits County representatives to access the subject property in order to conduct reasonable inspections and to take photographs at any time during the processing period of this application.

The undersigned also declares that he/she has been duly authorized by the property owner to make the above application and agreement, that they understand the demolition process, and that the information on this application is correct.

Signature of Applicant

Date

Printed Name of Applicant

Please indicate if you are the: PROPERTY OWNER and/or CONTRACTOR

WILL COUNTY LAND USE DEPARTMENT OFFICE USE ONLY

WILL COUNTY BUILDING DIVISION

Information received:

Photographs _____ Number of Photographs

Site plan

Application Complete

Authorized Official

Date

Additional Notes:

WILL COUNTY LAND USE DEPARTMENT OFFICE USE ONLY

BUILDING PERMIT #

**WILL COUNTY
BUILDING
OR
COMMUNITY
DEVELOPMENT DIVISION
CODE ENFORCEMENT
SECTION**

**WILL COUNTY
HEALTH
DEPARTMENT**

**WILL COUNTY
ADMINISTRATION &
PLANNING DIVISION
HISTORIC PRESERVATION
SECTION**

**WILL COUNTY
RESOURCE, RECOVERY &
ENERGY
DIVISION**

Inspections Required

Inspections Required

Inspections Required

Inspections Required

Request Approved

Request Approved

Historic Preservation
Commission (HPC)
Review Required

Request Approved

HPC Mtg. Date

Request Approved

Request Approved
Conditionally
(Explanation
below/attached)

Authorized Official

Authorized Official

Authorized Official

Authorized Official

Date

Date

Date

Date

Additional Notes:

By: