

Village of La Grange



DEMOLITION OF STRUCTURES

All of the following must be completed **and passed inspection prior** to issuance of a permit card for demolition of the structure:

box when complete

- Service Connections:** Prior to inspection, contact all utility companies for disconnection of all service connections to the structure such as water, electric, gas, and sewer. **The La Grange Department of Public Works must sign this checklist verifying that they have turned off the water, removed the meter and witnessed the disconnection of the water and sewer by the contractor.**

La Grange Department of Public Works

Date

- Notice to Adjoining Neighbors:** Written notice must be given to owners of adjoining lots and a copy of said notice with addresses of notified properties submitted to the Community Development Department.
- Cook County:** Obtain permit for demolition from Cook County Department of Environmental Control (<https://www.cookcountyil.gov/service/demolition-permitting>) and copy of said permit submitted to the Community Development Department.
- Bonds, Licenses and Liability:** Excavators must submit to the Village of La Grange registration, bond and liability insurance in the amount of \$1,000,000 naming the Village of La Grange as an additional insured.
- Photograph:** A current photograph of the property must be submitted to the Community Development Department.

- Gravel:** If the driveway is being removed or another entryway onto the site is other than a paved surface, there shall be 4" of stone place so that entry can be performed without getting dirt onto the roads.
- Fencing:** Chain link fencing is required at least 5 feet in height. It must have a gate and lock.
- Code of Conduct:** The La Grange Code of Construction Code of Conduct must be prominently posted at the construction site.
- Fees:** Any and all demolition permit fees and/or contractor registrations must be paid.
- Permit:** Permit for new construction must be approved and ready to be issued in conjunction with demolition permit.

Upon completion of all of the above, please sign this form and return to the Community Development Department with a minimum of 48 hours' notice to schedule a pre-demolition inspection.

DEMOLITION CANNOT BEGIN WITHOUT A PRE-DEMOLITION INSPECTION.

FAILURE TO COMPLY WILL RESULT IN FINES AND DELAY OF BUILDING PERMIT ISSUANCE.

I affirm that the above tasks have been completed and I am ready for a pre-demolition inspection for the property located at _____.

Signature of Owner or Agent

Date

PASSED:

Building Inspector

Date

GUIDELINES FOR DEMOLITION OF STRUCTURES

Service Connections: Before a structure can be demolished or removed, the owner or agent shall notify all utilities having service connections within the structure such as water, electric, gas, sewer, Department of Public Works, and other connections. A permit to demolish or remove a structure shall not be issued until all utilities have been notified and a letter of compliance has been signed by the owner and submitted with the demolition application.

Water service shall be disconnected at the main, under the supervision of the La Grange Department of Public Works; service may be re-used, providing it meets current code requirements. Water meter shall be removed by the La Grange Department of Public Works.

The sewers at all locations shall be dug down to the sewer main and shall be properly sealed and plugged. The disconnected utility service shall be inspected and approved by the La Grange Department of Public Works prior to backfilling.

Notice to Adjoining Owners: Only when written notice has been given by the applicant to the owners of adjoining lots and to the owners of wired or other facilities, of which the temporary removal is necessitated by the proposed work, shall a permit be granted for the removal of a building or structure.

Grading of Lot: When a building has been demolished and building operations have not been projected or approved, the vacant lot shall be filled, graded and maintained in conformity to the established street grades at curb level. The lot shall be maintained free from the accumulation of rubbish, weeds, and all other unsafe or hazardous conditions which endanger the life or health of the public. Provisions shall be made to prevent the accumulation of water or damage to any foundations on the premises or the adjoining property.

Permits, Bonds, and Licenses: Demolition permits, excavators licenses, surety bonds and certificate of insurance are all necessary for the required work, and must be obtained and paid for by the contractor prior to the commencement of work.

Obtain permit for demolition from Cook County Department of Environmental Control (copy of application attached).

Liability: Each contractor must carry liability insurance in the amount of \$1,000,000 for damages and accidents that may result in this contract; either to public property or the general public, or the surrounding property adjoining said premises, or to employees, laborers, mechanics, or other persons. The contractor shall hold and indemnify the Village of La Grange against any and all damages, injury or accidents suffered under the performance of this contract or as a result of the storage of materials on the property.

Safety: The contractor shall exercise proper precaution at all times for the protection of persons and property and shall be responsible for all damages to persons or property, either on or off the site, which occur as a result of his prosecution of the work.

Public walks shall be kept passable for pedestrian traffic at all times. If it is necessary to partially block the street, warning lights shall be activated at night and the Superintendent of Public Works shall be notified.

Burning: The contractor, his representative, or employees shall not burn or cause to be burned, any time within the site of the work any paper, wood, or other combustible refuse, waste or other material resulting from wrecking or other operations under this contract.

Demolition Permit Fees:

Garage:	\$50
Residential Structure:	\$500
Commercial Structure:	\$1,000

Signature of Owner or Agent

SAMPLE LETTER

NOTICE OF CONSTRUCTION/DEMOLITION

(Date)

(Neighbor's Address)

Dear Neighbor:

This letter is to notify you that we have plans to begin the demolition and construction of a new home located at (property address) on (Date).

If you have any questions and/or concerns, please contact us at (contact information – name, address, and phone number).

Sincerely,