



Community Development Department

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**For use with
Permit - Demolition
2018**



Demolition Checklist

DEMOLITION PERMIT SUBMITTAL CHECKLIST

- Plat of Survey
- Cook County Demolition Permit – **Must be submitted via Online Portal**
 - Cook County Department of Environmental Control
 - 69 W. Wabash - Suite 1900
 - Chicago, IL
 - (312) 603-8200
 - Web Site: <https://www.cookcountyil.gov/service/demolition-permitting>
- Verification of Utility Disconnection (See Attached Map)
 - o Water – Jurisdiction is dependent on the address of the location.
 - City of Countryside
5550 East Avenue
Countryside, IL 60525
(708) 354-2465
 - LaGrange Highlands Sanitary District
5900 S. Willow Springs Rd
LaGrange Highlands, IL 60525
(708) 246-5657
 - o Sewer – Jurisdiction is dependent on the address of the location.
 - City of Countryside
5550 East Avenue
Countryside, IL 60525
(708) 354- 2465
 - South Lyons Township Sanitary District
6426 Joliet Rd.
Countryside, IL 60525
(708) 354-7390
 - LaGrange Highlands Sanitary District
5900 S. Willow Springs Rd
LaGrange Highlands, IL 60525
(708) 246-5657
 - o Gas
 - NICOR
P.O. Box 190
Aurora, IL 60507
(888) 642-6748
 - o Electric
 - ComEd
P.O. Box 805379
Chicago, IL 60680
(800) 334-7661
- J. U. L.I. E. Locate of all Buried Utilities (800) 892-0123

- Hydrant Meter Deposit and Rental for Dust Control (if utilizing City hydrants)
 - o Meter Deposit – Fee Established by Water Department
 - o Water usage – Fee Established by Water Department (\$/gallons)
- Street Cleaning Methods and Schedule
 - o Cleaning Contractor name and City of Countryside license, if outsourced
 - o Remove all debris, not less than all streets within 250 feet of site
 - o Cleaning as required, minimum once per day
- General overview of streets and surrounding area
 - Construction traffic plan
 - Staging area of equipment
 - Pedestrian traffic plan
 - Indicate surrounding facilities & structures
 - Signage for sidewalk closure areas at intersections
 - Emergency entrance location and emergency phone number
 - o Protection of City property
 - Streets
 - Trees
 - Sidewalks
 - Right-of-way
 - o Compliance with Illinois Accessibility Code for pedestrian traffic
 - o Sanitation facilities for workers
- Protection of Public
 - **Construction and Excavation Sites:**
Every construction site or excavation site shall be enclosed by a fence not less than six feet (6') high to prevent the entry of unauthorized persons. The fence shall remain until a certificate of occupancy has been issued by the building department.
 - **2015 International Building Code**
 - ◆ **3306.1 Protection Required.** Pedestrians shall be protected during construction, remodeling and demolition activities as required by this chapter and Table 3306.1. Signs shall be provided to direct pedestrian traffic.



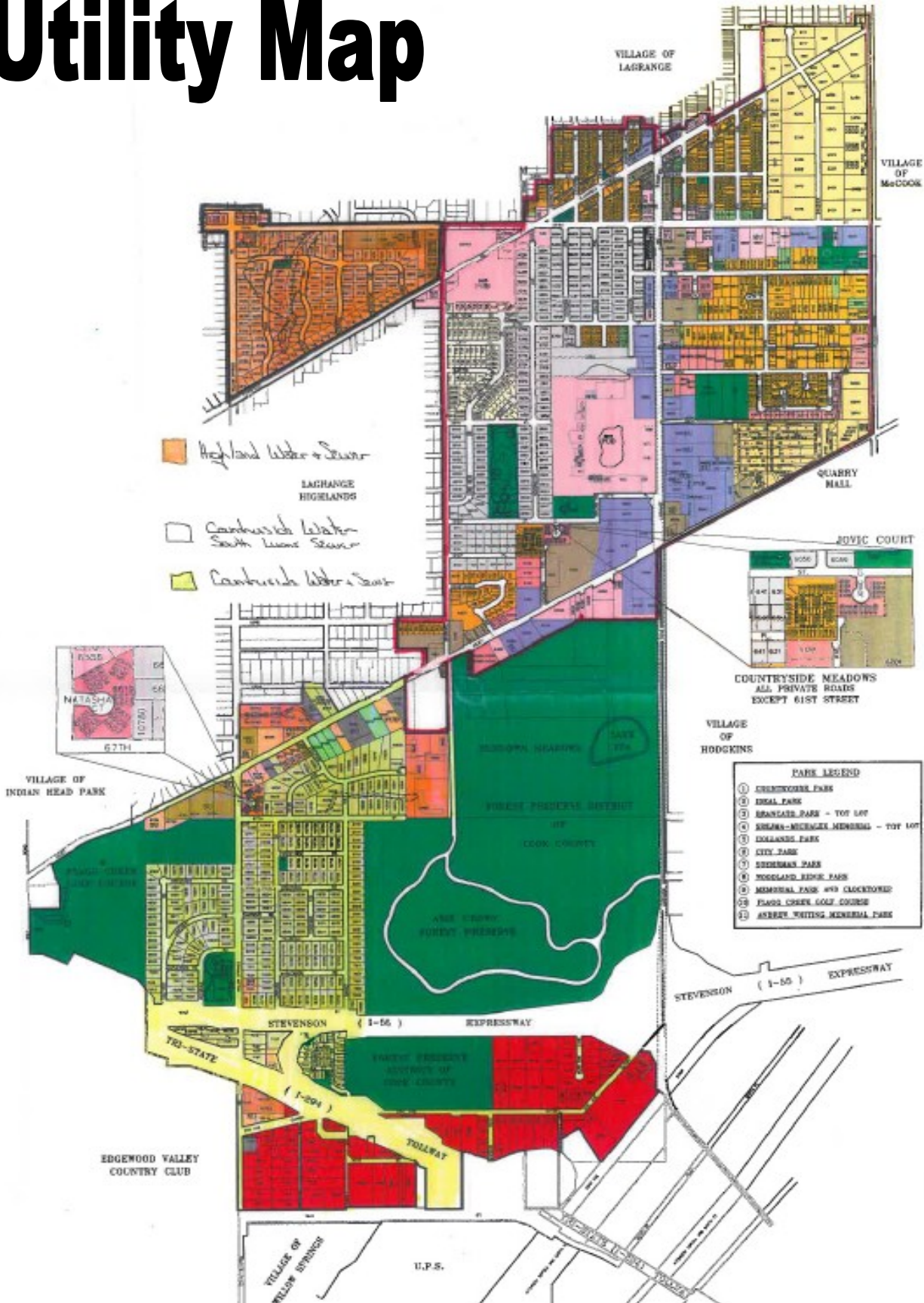
Table 3306.1 - PROTECTION OF PEDESTRIANS

HEIGHT OF CONSTRUCTION	DISTANCE FROM CONSTRUCTION TO LOT LINE	TYPE OF PROTECTION REQUIRED
8 feet or less	Less than 5 feet	*Local Ordinance- 6' fence
	5 feet or more	*Local Ordinance- 6' fence
More than 8 feet	Less than 5 feet	Barrier and covered walkway
	5 feet or more, but not more than one-half the height of construction	Barrier and covered walkway
	5 feet or more, but between one-half of and the height of construction	Barrier
	5 feet or more, but exceeding the height of construction	*Local Ordinance- 6' fence

- 3306.9 Adjacent to excavations.** Every excavation on a site shall be enclosed with a barrier not less than 6 feet (1524 mm) high.
- Letter of intent describing:
 - o Safety and traffic
 - o Timelines and demolition schedule
 - o Safety reports of tank removal and asbestos testing
- Structural Engineer's Report (May be required in certain situations)
- License, Bond, and Insurance for each Contractor*
 - o License- \$50.00 per calendar year expiring on the 31st of December
 - License is discounted to \$25.00 after July 1st
 - o Surety Bond- \$40,000, Original document must be submitted
 - o Insurance- \$1,000,000, City of Countryside as Certificate Holder
 - * Plumbing Contractors licensed by the State of Illinois shall register with City of Countryside
 - o *All contractors must be pre-registered before any permits will be issued.*
- Fees and Bond
 - o Completion Bond
 - \$5,000 Minimum
 - \$7,500 if paved Public right-of-way is affected
 - o Permit Fee
 - \$0.50 per square foot - single family OR \$50.00 minimum fee whichever is greater
 - 2% of total cost - all others



Utility Map





Countryside
Community Development Department
5550 East Avenue
Countryside, IL 60525

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