

Application Date: \_\_\_\_\_

Application Fee: \_\_\_\_\_



Permit No.: \_\_\_\_\_

Issued Date: \_\_\_\_\_

Final Inspection Date: \_\_\_\_\_

JULIE Call 811: \_\_\_\_\_

**DEMOLITION PERMIT APPLICATION**

*This is a one-time only permit and expires six (6) months from date of issuance*

**ALL FEES ARE NON-REFUNDABLE**

**This application will not be accepted unless all required information is completed.**

**PROJECT LOCATION**

Address: \_\_\_\_\_

Tax Identification: \_\_\_\_\_ Present zoning of Property: \_\_\_\_\_  
00-00-000-000

Own  Rent  *If Applicant rents the location, homeowner must authorize this application.*

**APPLICANT(S) INFORMATION**

Full Name(s): \_\_\_\_\_

Address (If different from above) \_\_\_\_\_

Phone Number: \_\_\_\_\_ Application Date: \_\_\_\_\_

**PROPERTY OWNER(S) INFORMATION (If different from above)**

Full Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Other Phone: \_\_\_\_\_ Application Date: \_\_\_\_\_

**CONTRACTOR(S) INFORMATION**

1. Full Name: \_\_\_\_\_

Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

2. Full Name: \_\_\_\_\_

Address: \_\_\_\_\_ Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**PROJECT INFORMATION:**

Type of Structure to be Demolished: Garage  Shed  House

Other: \_\_\_\_\_ Size of Structure: \_\_\_\_\_ ft X \_\_\_\_\_ ft

Reason structure is being removed: \_\_\_\_\_

Estimated start date: \_\_\_\_\_ Estimated completion date: \_\_\_\_\_

Will it be replaced? No  Yes  *If yes, please complete proper permit prior to build*

*If yes, it will be replaced with:* Garage  Shed  House

Other Type: \_\_\_\_\_

**NOTICE: If there is a well on the property, please contact Peoria County Health Department for a permit to cap the well. West Peoria must have a copy of the permit prior to demolition.**

Applicant must submit the following items with this application:

1. The appropriate fee
2. Cash Bond or Demolition Contractor Bond, whichever is applicable (see instructions pages 5 & 6)
3. Site Plan of property to be demolished. You may go to: <https://gis.peoriacounty.org/PeoriaGIS/> to print, or a representative at City Hall can provide a mark-up upon request

**NOTE: Upon approval of permit: " JULIE" must be notified before any work can be done at 811**

**Other permits may be required after first inspection**

**You must call Code Enforcement for final inspection and return of Demo Bond**

I/We, the undersigned, hereby request the City Council of West Peoria grant a permit as provided by the Zoning Ordinance for the City of West Peoria, Illinois, as amended to date.

APPLICANT: \_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Print name: \_\_\_\_\_

OWNER: \_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

Print name: \_\_\_\_\_

\_\_\_\_\_

**FOR OFFICE USE ONLY – DO NOT WRITE BELOW THIS LINE**

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Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Fee Collected: \$\_\_\_\_\_ Cash: \_\_\_\_\_ Check: \_\_\_\_\_ Credit: \_\_\_\_\_ Bond Amount: \$\_\_\_\_\_

PERMIT APPROVED: Yes  No

\_\_\_\_\_  
*Code Enforcement Officer*

\_\_\_\_\_  
*City Administrator*

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Return of Demolition Bond – Date \_\_\_\_\_

Have Utilities been disconnected (Electricity, Gas, Water, Sewer and Well if applicable)? Yes  No

**Comments:**

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**Copy:** \_\_\_\_\_ WP Fire Marshal if fire related; must approve prior to permit issuance

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## Contractor / Homeowner Demolition Instructions

### **Application for a Permit:**

- 1) A permit is required for the partial or the complete demolition of any structure within the City of West Peoria.
- 2) Demolition Permit fee for a house or a commercial building is \$100.00 and \$25.00 for demolition of a garage or other accessory structure.
- 3) A Site Plan of the property showing the dimensions of the building(s) to be demolished must be included with the application.
- 4) Applications are available at [www.cityofwestpeoria.org](http://www.cityofwestpeoria.org) or at City Hall.
- 5) The Code Enforcement Officer will review the application and issue a permit within five (5) business days of the review.

### **Bonds:**

- 1) All demolitions must be done by a licensed, insured, and bonded demolition contractor or by the property owner.
- 2) If done by a contractor, a \$15,000 dollar performance bond must be on file at City Hall.
- 3) If done by the property owner, a cash bond of fifty cents (\$.50) per square foot of the first-floor building area is required. The bond will be returned following completion of the final inspection.

### **Demo Process:**

- 1) Begin by calling J.U.L.I.E. at 811 or [www.illinois1call.com](http://www.illinois1call.com) to mark existing utilities.
- 2) All utilities must be disconnected.
- 3) Once the structure is demolished, before grading, the West Peoria Code Enforcement Officer must inspect as soon as the sewer has been capped (if applicable). Otherwise, upon completion of demolition, please call the Code Enforcement Officer for the on-site inspection to ensure compliance. Call Code Enforcement at (309) 370-1142 or (309) 674-1993 Monday through Friday, 8:00 am to 5:00 pm. No inspections will be done on holidays or weekends. These inspections are part of the permit and there is no additional charge.

### **Specifications:**

- 1) All foundations and footings must be removed to a minimum of four (4) feet below finish grade.
- 2) All subterranean walls, floors, and footings must be removed. All depressions, cavities, cisterns, or wells must be filled with approved granular material, such as sand, to within six (6) inches of final grade. Final grading must be done so that no depression or cavity exists, and storm water cannot stand on the demolition site. Six (6) inches of earth is required over any depression, cavity, and cistern or well filled with fill material. All debris must be removed from site. Debris cannot be used for fill.
- 3) The finished grade shall have six (6) inches of topsoil and be sodded or sowed with grass seed and straw.
- 4) Burning any material or debris is strictly prohibited within City limits.
- 5) All asbestos, lead, and other toxic or hazardous materials must be removed and disposed of in compliance with all State and Federal regulations.

Contractor / Homeowner Demolition Instructions

**Check List for Demolition**

Name: \_\_\_\_\_

Address (Demolition Site): \_\_\_\_\_

Property Owner Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Permit Fee: \_\_\_\_\_

Site Plan: \_\_\_\_\_

Demolition to be completed by: \_\_\_\_\_

Property Owner / Cash Bond Amount: \_\_\_\_\_

Demolition Contractor

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

License #: \_\_\_\_\_

Bond Amount: \_\_\_\_\_

Utility Disconnect:

Electricity

Gas

Water

Sewer

Inspection by \_\_\_\_\_

**Demolition Request Approved – Date** \_\_\_\_\_

**Final Inspection – Date** \_\_\_\_\_