

# DEMOLITION



*This handout is for informational purposes only it should not be viewed as comprehensive.  
The provisions of the City's adopted codes prevail.*

## **Document Submittal List**

- Permit Application.
- Copy of signed contract.
- Proof of ownership, e.g., recorded copy of the deed or most recent property tax bill.
- Proof of asbestos inspection and abatement measures if required (all commercial)
- Copy of a recent plat of survey (to scale) showing the current location and dimensions of all structures, including pools, sheds, garages, patios, sidewalks, driveways, parking lots, well, and septic fields.
- Written demolition plan and schedule indicating all structures to be removed.
- Proof of all approved utility, water, and sanitary disconnects.

**Failure to provide any of the above documents may result in processing delays.**

## **General Information and Fees**

- A permit is required for the demolition of any principle and/or accessory structure.
- The application review period usually averages two weeks. The applicant will be contacted via email when the permit is ready for issuance and payment.
- If work commences prior to permit issuance, the building permit fee shall be doubled.
- A list of required inspections is provided on the permit. Inspections must be scheduled at least one day prior to the desired inspection date by calling the Warrenville Community Development Department (630-393-9050) or online [here](#) .
- A permit may become invalid if work does not begin within 180 days of issuance, or if construction has been halted and not resumed for a period of 180 consecutive days.
- Homeowner Association (HOA) approval may be required before commencing work. The issuance of a permit does not exempt HOA rules and regulations.
- It is the homeowner/contractor's responsibility to have underground utilities located not less than 48 hours before digging commences by calling J.U.L.I.E (811).

- Fees:

Single family/Duplex residential primary structure	\$250.00
Residential accessory structure (shed)	\$75.00
Accessory Structure (garage)	\$100.00
Multi-family/commercial interior	\$350.00
Multi-family/commercial primary structure	\$400.00

- Bond requirements: A \$250.00 refundable building bond must be paid at the time of building permit issuance for single family residential properties. A \$500.00 refundable building bond must be paid at the time of the building permit issuance for multi-family/commercial properties. This bond is refundable upon completion and approval of the project in accordance with all applicable City Ordinances. The bond will be returned in the way it was initially submitted at permit issuance, i.e., check, cash or credit card, after approval of final inspection.
- Approved construction documents shall be available on site.
- Any changes to the approved plans must be submitted to the Building Department in writing for review and approval prior to construction.

## **Engineering Requirements**

The City of Warrenville adopted the [DuPage County Stormwater and Floodplain Ordinance](#) and administers its requirements in the review of permits. The requirements below may apply to your permit and a [Stormwater Management Certification Application](#) may be required.

- If 5,000 square feet or more of land disturbance will occur, applicable erosion and sediment control measures will need to be installed. See [Standard City of Warrenville Erosion Control Notes](#). Additionally, a stormwater certification/permit will need to be approved.
- If your property contains **floodway, floodplain, wetlands or buffers**, contact engineering staff for requirements at The Community Development Department 630-393-3050.

## **Regulations**

- All demolition shall comply with Federal, State, and local environmental regulations.
- The electrical service is required to be disconnected at the nearest utility pole or transformer and confirmed by ComEd.
- The natural gas service is required to be disconnected at the supply main and confirmed by Nicor.
- City water service is required to be disconnected at the valve box nearest the property line and confirmed by the Warrenville Public Works Department (630-393-9427). If there

is a well, it must be capped and confirmed by the DuPage County Health Department (630-682-7560).

- City sewer is required to be disconnected at the property line, capped, and confirmed by the Warrenville Public Works Department. If there is a septic field and tank, it must be crushed, filled, and confirmed by the DuPage County Health Department (630-682-7560).
- The site must be protected with a 6 ft. tall construction fence around the excavation site.
- A fire extinguisher shall be available during the demolition process.
- All demolition and loading activity shall be sprayed with water to control dust.
- All demolition debris must be removed from the site. Burning debris is prohibited.
- No demolition work shall occur between the hours of 7:00 pm and 7:00 am.
- Contact the Illinois Office of the State Fire Marshal and Environmental Protection Agency for regulations pertaining to the handling and disposal of hazardous waste, e.g. lead and asbestos.
- If a main residential building is demolished, all accessory structures, including but not limited to detached garages, carports, sheds, swimming pools, decks, underground storage tanks, sidewalks, patios, parking or driving surfaces, must be removed from the site unless approved through a Temporary Use Permit issued by City Council, or in accordance with Section 10.A.1.A of the Zoning Ordinance.
- All structures and foundations shall be completely removed from the property unless otherwise approved.
- Basement floors, in-ground pools, or other below grade slabs shall be removed in their entirety or broken into sections no greater than one square yard each to allow for drainage.
- All disturbed areas, cavities, or depressions on the site that are a result of demolition activities shall be filled and graded with clean backfill. Final grade shall not allow ponding or cause added storm water to flow onto adjoining properties. No less than two inches of topsoil shall cover the graded fill. Exposed topsoil shall be seeded and watered until turf is established prior to release of building bond.
- Temporary construction fence must be removed prior to final inspection.
- The owner of the property is responsible for maintaining the lot in accordance with the Property Maintenance Code.