

**DEMOLITION
INFORMATION**

***ALL JOB SITE DUMPSTERS
MUST BE FROM GROOT**

**Permit Submittal and Review
INFORMATION**

EXPRESS PERMITS

	Numbers to Know	
• Garage Sale	• J.U.L.I.E.	811
• Temporary Banners	• GROOT (dumpsters)	800-244-1977
• Water Heaters	• Building Department	847-588-8040
• Roof (Residential)	• Zoning Questions	847-588-8077
• Windows	• Permit Technician	847-588-8043
• Sewer repair	• Electrical Inspector	847-588-8067
• Furnace	• Plumbing Inspector	847-588-8068
	• Mechanical Inspector	847-588-8067
	• Roofs/ Fences/ Concrete	847-588-8064
	• Fire Code Inspector	847-588-8069
	• Health Inspector	224-257-0774
	• Framing Inspector	847-588-8067
	• Engineering Dept.	847-588-7900
	• Public Works	847-588-7900
	• Water Dept.	847-588-7900
	• Police / Fire	911

STANDARD REVIEW

The Village of Niles prides itself on having a very quick review process. Most permits of a normal size job will be reviewed by all trades within 10 business days of submittal. Please keep in mind what slows down the review process is incomplete applications, wrong phone numbers, and missing requirements. Please review this informational pamphlet in detail before submitting your application.



Community

Development

PERMITS

Made

EASY

**Village of Niles Website
WWW.VNILES.COM**

Demolition Conditions

Groot is the exclusive waste hauler for the Village of Niles and all roll-off dumpsters must be obtained through GROOT. 1-800-244-1977

Demolition Checklist: **Everything in bold shall be adhered to for every demolition permit.**

(Applicant to initial next to each requirement or indicate not applicable)

Permit fees: \$10.00 per \$1000.00 of construction cost. Partial demolition minimum \$750.00. Complete demolition minimum \$2500.00

_____ **Complete a permit application.**

_____ **Cook County Environmental Control. This permit relates to lead paint and asbestoses and must be obtained before the Village of Niles will issue a demolition permit. You may contact the Cook County Department of Environmental Control at 69 W. Washington, Suite 1900, Chicago, IL. 60602. Phone number is 312-603-8200, fax 312-603-9828 or see the Cook County web site at www.cookcountygov.com for more information on obtaining that permit.**

_____ Notification of the adjacent property owners 10 days prior to demolition.

_____ **Installation of 5' cyclone fence around entire demolition site. Site shall be maintained and secured. Fines up to \$500.00 may be assessed for unsecure sites.**

_____ **Proof of ownership and application signed by the property owner.**

_____ **Pre construction meeting with the building department.**

Pre construction inspection approved by: _____ Date: _____

_____ **A copy of plat of survey.**

_____ Village finance Department 847-588-8037—water billing: to insure the final water meter reading and arrange for the meter to be removed.

_____ Public Works 847-588-7900 for sewer and water disconnection. Water/sewer shall be disconnected at the corporation on the main and sewer services shall be capped at the sewer main prior to the issuance of the permit. A separate plumbing permit for disconnects is required. Public Works personnel must sign approval below.

Sewer-Approved by: _____ Date: _____

Water Approved By: _____ Date: _____

_____ Fire Department, Fire Prevention Bureau: Oil tank removal: 847-588-8069

_____ Northern Illinois Gas disconnection letter: 888-642-6748

_____ Commonwealth Edison disconnection letter: 800-344-7661

_____ Joint Utility Locating Information for Excavators (J.U.L.I.E): 800-892-0123

_____ County roads right of way openings: 312-603-1670

_____ State road openings: 847-705-4201

_____ Health Department—Well or septic systems to be abandoned and/or possible rodent problems. A copy of the signed and sealed affidavit shall be submitted to both the Village of Niles Health Department. (Health Department to sign approval below)

Approved by Health Inspector: _____ Date: _____

_____ All excavations from basements, crawl spaces and underground tank removal must be filled and compacted. A soil engineer's report shall be submitted indicating lifts and results of compaction testing.

The property must be maintained at all time in accordance to the *International Property Maintenance Code* and the grass/weeds must be cut routinely, dust must be minimized.

NOTICE TO ADJACENT PROPERTY OWNERS

Applicant must obtain names and addresses of all adjacent property owners which should include both sides, rear yard and across the street. Mail the attached letter, certified mail, return receipt requested, at least three weeks prior to the planned demolition date. A copy of the completed letter and all white mailing receipts shall be submitted to the Village with the demolition permit application.

NOTICE OF PROPOSED DEMOLITION/CONSTRUCTION

Date:

Re: Property located at: _____, Niles, Illinois

Dear Sir or Madam:

Pursuant to Village of Niles requirements, notice is hereby provided that the undersigned is requesting a permit for a full/partial demolition located at _____
(site address)
and a building permit for reconstruction.

The applicant for the demolition/building permit is:

NAME: _____
ADDRESS: _____

PHONE #: _____
(Include area code)

The estimated date of demolition (pending approval by the Village of Niles) is _____.

Please feel free to call the applicant if you have any questions about the proposal. Copies of the proposed plans are on file at the Building Department at Village Hall, 1000 Civic Center Drive, Niles (847) 588-8060. Please note that violations of construction rules should be reported to this number during regular office hours (8:00 a.m. to 4:00 p.m., Monday through Friday). During other hours, please call the Police non/emergency number. (847)588-6500.

Sincerely,

Construction hours:

Weekdays: 7 a.m. to 7:30 p.m.
Saturday: 7 a.m. to 5:30 p.m.

Prior to the Village issuing a **DEMOLITION PERMIT**, the following items shall be completed/submitted in addition to the permit application:

Seven (7) days prior to work of any kind being started, the applicant shall post a DEMOLITION NOTICE sign, 3' wide X 2' high, in a visible location on the subject property.

Signs can be made and purchased from FASTSIGNS, 7921 Golf Road, Morton Grove, (847) 967-7222 within 2 working days, or may be made by the owner/contractor.

Shown below is how the sign shall read or it will not be accepted by the Village of Niles.

<u>NOTICE</u>	
This is to provide notice that the property owner has submitted an application for demolition/construction at this location. Additional information is available from the Village of Niles Community Development Department, 1000 Civic Center Drive, Niles IL	
Builder/Developer of this project is:	
XXXXXXXXXX	
Contact number:	xxx-xxx-xxxx
Construction hours: Weekdays 7:00 am – 7:30 pm Saturday 7:00 am – 5:30 pm	

Install and maintain a 5' minimum cyclone fence around the entire demolition/construction site. To protect the Village of Niles owned parkway from heavy machinery, including underground work, install and maintain a 4' orange construction fence around entire parkway. The fencing cannot be removed, relocated or altered in anyway, once approved by the Village.



Community Development
1000 Civic Center Drive
Niles, Illinois 60714



Telephone: 847-588-8060
Fax: 847-588-8050