

## Building Demolition



### Village of Hoffman Estates

Code Enforcement  
1900 Hassell Road  
Hoffman Estates, IL 60169  
(847) 781-2631

[www.hoffmanestates.org/permits](http://www.hoffmanestates.org/permits)

#### Initial Steps:

1. Apply for a Cook County Demolition Permit. For information call the Department of Environmental Control at 312-603-8200.
2. Contact all Public Utility companies for disconnection of services and request written verification of disconnection.
3. Disconnect water and sewer service. Unless the water service is a newer 1 ½" line it will need to be abandoned and disconnected at the main. The sewer shall be properly capped a safe distance from any future work. Older clay type sewers shall be abandoned. Contact Public Works (847-490-6800) for specific requirements and to inspect water and sewer disconnections.

#### Application Requirements:

- Complete and sign a *Building Permit Application*, listing all contractors.
- All contractors must be registered, licensed and bonded accordingly.
- Supply copies of Cook County Demo Permit and utility disconnection verifications.
- Provide a current sealed plat of survey for the property.
- Provide a written scope of work and time line including the time period from start to completion, method of demolition, etc.
- A copy of the fill plan. An engineered fill plan may be required by the Director of Code Enforcement.

#### Requirements:

- No onsite burial of any concrete, construction materials or debris is allowed.**
- Demolition may not commence until approved pedestrian protections are in place. Provide signage, barricades, guards and barriers as required by the Building Official to ensure the public safety.
- Provisions shall be made to prevent the accumulation of water or damage to any foundation on the premises or adjacent properties.
- Complete re-grading of the lot will be required and must be maintained. Contact the Engineering Division at 847-252-5800 for further information.
- Erosion control measures shall be taken to prevent any off site deposition of soil.
- The right of way and streets must be kept free of debris and clean at all times.

#### Inspection:

- Public Works (847-490-6800) shall inspect all disconnection work performed in the right of way.
- An Engineering (847-252-5800) inspection is required prior to re-grading.
- A final inspection by Code Enforcement (847-781-2631) is required when demolition activity is complete.