

Village of Campton Hills  
 40W270 LaFox Rd Suite B  
 Campton Hills, IL 60175  
 T-630-584-5700  
[www.camptonhills.illinois.gov](http://www.camptonhills.illinois.gov)



## Demolition Permit Application

<b>Application Date:</b>	<b>Contractor Information</b>
<b>Property Owner Information</b>	<b>Name:</b>
<b>Name:</b>	<b>Address:</b>
<b>Address:</b>	<b>City:</b> <b>State:</b> <b>Zip:</b>
<b>Phone:</b>	<b>Email Address:</b>
<b>Email Address:</b>	<b>Phone:</b>
<b>Construction Site Address:</b> _____ _____	<b>Contact # for pick up:</b>
<b>Parcel Number:</b> _____	
<b>Demolition Fees (All fees are subject to deposit with final cost being determined upon completion of project)</b>	
Demolition – Interior	\$100.00
Demolition – Complete teardown	\$150.00
Demolition – Commercial	\$200.00
Temporary Access Permit	\$150.00
<b>Description of work:</b>	
<p><b>Applicant/Contractor:</b> In consideration of this application and attached forms being made a part thereof and the issuance of permit(s), I will conform to the regulations set forth in the Village of Campton Hills codes and ordinances.          I also agree that all work performed under said permit will be in accordance with the plans and specifications which accompany this application, except for such changes as may be authorized or required by the Building Official. Errors or omissions DO NOT allow for the applicant/contractor to abdicate codes or ordinances.          All Village fees and fees to other agencies shall be paid before a Building Permit and or Certificate of Occupancy is issued.</p> <p style="text-align: center;"><b><i>*FEES ARE INCREASED BY 100% WHEN WORK IS STARTED WITHOUT A PERMIT*</i></b></p>	
<b>Property Owner Signature:</b>	<b>Authorized/Licensed Contractor Signature:</b>
X _____	X _____

**A permit for the above work is hereby authorized:**

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Building Official: \_\_\_\_\_ CTHD Official: \_\_\_\_\_ Permit #CH-\_\_\_\_\_



### Demolition Permit Information

A building permit is required prior to any residential or commercial demolition. A demolition followed by new construction requires a separate demolition permit. This is designed so that in the event the lot is left vacant for any period of time, it is left in a condition so it does not drain onto abutting properties. The following are guidelines and comments for obtaining a building permit. A demolition permit may be applied for but will not be issued until the applicant has submitted a copy of the return receipt from the IEPA (see application attached), Well cap and or septic removal permit from the Kane County Health Department and provided the building division with letters of disconnection from each of the utilities that serve the structure (electric, gas, water, sewer, and phone).

### Application and Drawing Procedures:

- An Application for Permit is to be filled out and submitted to the Building Department.
- Two (2) copies of the most recent plat of survey (exact duplicate; please do not enlarge or reduce the surveys). The plat must include the following:
  - All existing structures, including the structure(s) to be demolished.
  - The location of all utilities (electric, gas, phone, sewer, water, etc).
  - Proposed grading post demolition.
  - Rate of grass seed mixture applied post demolition.
  - Location of chain link safety fence.
- Allow 10 working days for the permit application to be reviewed and approved. A staff member will call you when your permit is ready to be picked up.

### Fees:

- **Demolition permit fee:**
  - Residential Interior - \$100.00
  - Residential Complete Tear Down - \$150.00
  - Commercial \$200.00
  - Fee due at the time application.
- **Re-inspection fee:**
  - \$75.00 to be paid prior to re-inspection if an inspection has failed.
- We accept cash or check (made payable to the Village of Campton Hills).

### General Comments:

- **The application packet and stamped Village approved plans are to be on the job site at all times.**
- A minimum of 24-hour notice is required when scheduling any inspection.
- Compliance with the indicated codes, ordinances, and inspections required.
- Hours of Operation – Construction or demolition activity cannot occur, nor can construction or demolition personnel be on site before 6 a.m. or after 9 p.m. Monday thru Friday, or before 8 a.m. or after 9 p.m. Saturdays, Sundays and Village recognized holidays.
- Fencing - Contractor will install and maintain silt fencing and chain link security fencing as required by Village ordinance. The fencing will remain in sound condition during the life of the project.
- Restrooms - Contractor/owner will install or cause to install portable restrooms for use by the trades conducting work on the subject property.
- Dumpsters - Contractor/owner will have a dumpster on site during construction activity. When dumpster is full, it will be removed and an empty dumpster will replace it. Project site will be kept free of construction debris at the end of each business day.
- Loud Music - Contractor/owner will monitor the amount of noise generated by the trades conducting business on the site and using amplified music. Noise levels will be kept to a minimum.
- Post Demo Conditions - Demolition permits are good for 10 days from issuance. If a permit for reconstruction of a home is not obtained within 10 days, the site must be backfilled to original grade and the lot seeded with a minimum of 75lbs of perennial ryegrass per acre.
- Parking - Parking for project will be done on site. For safety reasons, parking near or around a school bus stop will be restricted further.
  
- Mud, Stone, and Debris on Streets/Walks - Mud stone or debris coming from the construction/demo site will be removed a minimum of twice daily employing mechanical sweeping methods. Existing public pedestrian access (sidewalks) across the site shall be maintained in a safe condition at all times. Visibility triangle will be kept unobstructed.
- Material Storage - Storage of construction materials on streets or other public rights of way is prohibited. Any changes caused by this activity will be repaired by the contractor or owner at their expense.
- Public Notification - A sign bearing the above regulations and a 24 hour contact phone number shall be posted by the contractor/owner on the exterior of the chain link security fence. (See attached example.)

### Inspections – Clarification and Details:

The following is a list of inspections, which may be required for your project and the approximate amount of time it takes for each inspection.

- Site inspection ¼ hour**
- Backfill ¼ hour**

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- Final inspection ¼ hour**  
The following are general guidelines and details on the types of inspections that may be required for your project. For further clarification please call our office and speak with one of our building inspectors.
- Site Inspection:**  
Confirm that utilities have been disconnected and the site is ready for demolition.
- Backfill:**  
Confirm backfill is completed per approved plans.
- Final:**  
Confirm that the demolition and lot restoration is completed per approved plans.

### Building Codes:

The following are the Building Codes that have been adopted by the Village of Campton Hills:

- Village of Campton Hills Code and Zoning Ordinance
- 2012 Int'l Building Code w/amendments
- 2012 Int'l Building Flue Code w/amendments
- 2012 Int'l Mechanical Code w/amendments
- 2011 Nat'l Electrical Code
- 2004 IL State Plumbing Code
- 2012 Int'l Residential Code w/amendments
- 2012 Int'l Fire Code w/amendments
- 2012 Int'l Energy Code w/amendments
- 2012 Int'l Wildland -Urban Code w/amendments
- 2012 Int'l Property Maintenance Code w/amendments
- Temporary Access Permit or Right of Way Permit may also be required

### Homeowner and Contractor Responsibilities:

- It is the responsibility of the homeowner/contractor to schedule with the Building Division the required inspections.
- The required inspections are indicated on the Plan Review Form and Weather Card, which is attached to the permit and the Field Copy of drawings. When scheduling an inspection, please have the address and permit number available.
- Inspections require a minimum of 24 hour notice. Please call (630) 584-5700 to schedule inspections.
- Call **J.U.L.I.E.** (Joint Underground Location for Inspectors and Engineers) at least 48 hours prior to digging on site to locate any underground utilities. **(1-800/892-0123) or 811**
  - Electric Utilities Red
  - Comcast (Cable) Orange
  - Northern Illinois Gas (NICOR) Yellow
  - Sewer Utilities Green
  - Telephone Utilities Orange
  - Water Utilities Blue