



Procedures for Entire Demolition of A Structure

Be advised, as of January 1, 2001, all Demolition Permits shall require "Proof of notification to the Illinois Environmental Protection Agency", regardless of the type of structure. A file stamped copy from the Illinois Environmental Protection Agency (I.E.P.A.) will be kept with the permit file.

For your convenience, follow the guidelines listed below for a "Demolition Permit";

**1. Contact the I.E.P.A.:**

Dale Haford  
Illinois Environmental Protection Agency  
Bureau of Air  
1340 N. 9<sup>th</sup> Street  
Springfield IL 62794-9276  
Phone: 217-782-7326

**2. Contact CILCO:**

Cherri Benton  
CILCO  
825 N. MacArthur  
Springfield IL 62702  
Phone: 217-753-5122

**3. Contact CWLP:**

Tilma Hubbard  
CWLP  
Municipal Center West, Room 101  
Springfield IL 62701  
Phone: 217-789-2233 Ext. 1

**4. Contact Public Works**

Bernie Chavis  
Public Works  
Municipal Center West  
Room 201  
Springfield IL 62701  
Phone: 217-789-2260

**5. Apply for Permit:**

John Harris  
Dept. Building & Zoning  
Municipal Center West, Room 304  
Springfield IL 62701  
Phone: 217-789-2171  
\*Supply all written verification from the agencies listed in 1,2,3, and 4

**6. Request Inspection:**

Sandy  
Dept. Building & Zoning  
Municipal Center West, Room 304  
Springfield IL 62701  
Phone: 217-789-2171 Ext. 108  
\*Inspection of a cleaned basement cavity scheduled prior to 8:15 a.m. will be inspected that afternoon (12:00 p.m. – 4:00p.m.); any request prior to 3:15 p.m. will be made the following morning (8:00 a.m. – 11:59 a.m.). All demolition debris shall have been removed from the property at the time of the inspection.

Written verification of the disconnection of utility services is required before the Department will accept a Demolition Permit Application. If you have any questions, contact Building and Zoning Department at 217-789-2171 and John Harris will assist you.