

## Demolition Permit Process

### Step One

Ensure the following items are addressed as applicable and necessary documentation is provided with the permit application.

- Contact MidAmerican to schedule disconnection of electrical and gas services
  - Construction Services: 800-432-6447, option 2
- Contact City of Rock Island Finance Department for a final water meter reading and meter removal
  - Finance Department: 309-732-2200
- Disconnect and terminate water service and cap sewer service. Contact City of Rock Island Inspection Division to schedule an inspection once complete.
  - Requires a permit
  - Inspection Division: 309-732-2910
- When applicable:
  - Submit copies of plat survey that show well, septic tank and fuel tank on the plat.
  - Seal well if installed, and submit one (1) copy of a well capping report by a certified well driller.
  - Remove fuel oil tanks. Submit one (1) copy of a permit from the Office of the State Fire Marshal and Rock Island Fire Department to witness.
  - Submit one (1) copy of IDOT permit if working on a state road/right-of-way.
- Contractors demolishing a structure utilizing federal, state or city monies must file 10-day notice with the State of Illinois 'ENVIRONMENTAL PROTECTION AGENCY' confirming that asbestos has been abated before demolition may commence.
  - The following steps must be taken in order to satisfy the city of Rock Island and EPA Requirements:
    - Test for asbestos
      - 10-day notice must be submitted whether asbestos is found, or not.
    - Abate asbestos
    - Complete 10-day notification of demolition and renovation form and submit to EPA

### Step 2

- Submit demolition permit to Inspections.

### Step 3

- Issuance of demolition permit.
  - Once demolition and restoration is complete, call the Inspection Division for the following inspections:
    - Hole Inspection
    - Fill Inspection
    - Final demolition inspection, after seeding and grading completed.

## Additional Demolition Information and Requirements

Illinois Department of Public Health	(217) 782-3517	For contractors certified to remove ACM
MidAmerican Energy Company	(888) 427-5632	For electrical and gas line service disconnect
J.U.L.I.E (Joint Utility Locating Information for Excavators)	(800) 892-0123	Before you dig
Rock Island County Health Department Environmental Health	(309)-558-2840	For well sealing procedures info and removal of septic tank Inspection
Rock Island City Finance	(309) 732-2000	For final water meter reading and removal
City of Rock Island Inspections Division	(309) 732-2910	For water and sewer disconnect witnessing and FINAL INSPECTION
Office of the State Fire Marshal Division of Petroleum & Chemical Safety	(217) 785-1020	For removal of fuel tank permit information
City of Rock Island Fire Department	(309) 732-2800	For removal of fuel oil tanks witnessing
IDOT (Illinois Department of Transportation)	(847) 705-4201	For State roads right-of-way opening
City of Rock Island Public Works Department	(309) 732-2200	For City roads right-of-way

### Asbestos

On November 20, 1990, the Federal Register published the Environmental Protection Agency's (the Agency's) revision of the National Emission Standard for Hazardous Air Pollutants for Asbestos (asbestos NESHAP), 40 CFR Part 61, Subpart M 55 FR 48406. All demolitions contracted/ordered by the City of Rock Island will have an asbestos NESHAP investigation and ASBESTOS remediation conducted by a licensed tester/abatement contractor before a demolition permit will be issued.

### Damage

It is a responsibility of the Contractor to restore any damage inflicted on public property as part of the demolition, including but not limited to; streets, curb gutter, sidewalks, water, sewer and storm systems.

### Debris

The demolition site and the ROW shall be kept free of debris at all times. Remove and legally dispose of all surplus material and maintain the whole site in a neat and clean condition.

### Demolition waste stream reduction and materials recycling

The City of Rock Island is concerned about the future of the world's environment and unsustainable use and irresponsible filling of landfills we are therefore committed to implementing procedures that incorporate sustainable practices. The contractor under the guidance of the company officers is to develop, sign and implement a detailed demolition waste reduction and materials recycling plan. This plan must include where the materials are going (company name and contact information), how there are going to be recycled or utilized and retention of transport and acceptance of materials receipts for review and retention.

### METAL

A legally established metal recycler to process all metals from demolition of structures for recycling purposes.

### TREES

Removal of tree(s) from parcel to be recycled for mulch or other sustainable purpose tree(s) are not to be placed in any landfill or burned.

## **CONCRETE**

Clean concrete or stone (not painted) may be crushed for back fill of demolition site excavation **no larger** than 4 inches in diameter or recycled for road bed usage or other sustainable purpose.

## **NON-SALVAGEABLE DEMOLITION MATERIALS**

Are to be crushed to the best ability of the operator before being placed in containers for removal and disposal.

## **POSSIBLE SALVAGE FOR CHARITY PROGRAMS**

It is to the benefit of The Community and the contractor to contact local organizations like Habitat for Humanity and offer a review of the structures for possible reuse and sale of good building materials and fixtures.

## **Gas & Electrical Service**

Services shall be disconnected by MidAmerican Energy utility company.

## **Fencing and protection of pedestrians**

All demolition sites shall be governed by the following standards:

- All demolition sites shall be enclosed by a continuous fence. The fence shall not contain any advertisements. Access openings in such fencing shall be protected by gates that are normally kept closed during the day and secured every night.
- The construction site fence shall be placed at the perimeter of the property or, for work in an area substantially smaller than the entire property, around the site of construction large enough to ensure sufficient room for movement of tools, equipment, workers, storage of waste receptacles and other items, and the safety of the public.
- The contractor shall immediately repair any damage to the construction site fence and maintain the integrity and continuity of the fence for the duration of the project.

## **Fire Extinguishers**

Demolition site of all commercial or multi-family structures shall be provided with fire extinguishers per Chapter 33 of the 2015 International Building Code.

## **Fuel tanks**

It is a responsibility of the Applicant to report all fuel tanks found on the site. A permit from the Office of the State Fire Marshall is required before removal. For further information call (217) 785-1020 Division of Petroleum & Chemical Safety. Both Office of the State Fire Marshal and City of Rock Island Fire Department are to witness the removal.

## **Grading**

Contractor should contact the City of Rock Island Engineering Department (309) 732-2200 concerning the extension of tree root system and any City utilities that may interfere with their removal (do not remove sidewalk to curb boulevard trees). All properties contain some tree(s), brush or scrubs these are to be removed unless otherwise specified. All trees and their root systems on the parcel(s) must be removed and any voids from the root systems must be filled with compacted clean top soil, any previously cut trees root systems must be removed and back filled. Any trees and root systems that grow out of the foundation or within its proximity are to be removed. Very large trees within the parcel perimeter may be address to the Inspections Division for clarification, but **all** should be considered/estimated for removal. Parcel boundary/perimeter (primarily corners) fencing is to be removed; shared parcel fence may or may not be removed, contact Inspections Division and adjoining property owners during demolition for specific clarifications. Inspection criteria for a clean demolition site excavation is **no** building, organic or cellulose products at all, no concrete, foundation stones or cement basement slab/floor are allowed in the excavation hole. Any remaining demolition material cannot be **larger** than 4 inches in diameter for site acceptance inspection (demolition hole inspection). No fill may be placed on any frozen surfaces. Do not incorporate snow, ice or frozen earth into the fill. Approved backfill material must be clean, not larger than 4 inches in diameter, compacted; with 8 to 12 inches of top soil placed over any excavations or holes. Surface shall be shaped to allow runoff. Do not allow equipment on the fill areas after the above operations until it is dry enough so that rutting and remolding of the top 8 to 12 inches will not occur. After dumping, spread materials by bulldozers or other acceptable means in appropriate horizontal layers over the fill areas and cover at an approximately uniform elevation. As soon as practicable after commencement of construction of any section of fill, grade and crown the section with a minimum 1.0 percent grade

so that the surface of fill will drain freely and this grade shall be maintained as needed. If compacted surface of any layer of material is determined to be too smooth to bond properly with the succeeding layer, loosen by scarifying or by other acceptable means before the succeeding layer is placed thereon. Property must be seeded by owner/contractor with approved seed; seed propagation must cover entire parcel and be sustainable for at least one year.

### **J.U.L.I.E.**

Joint Utility Locating Information for Excavators. Call toll free 1-800-892-0123 for location of utilities.

### **Right-of-way (ROW)**

Any work in the ROW of State or City roads/routes requires an additional permit:

- State roads/routes (IDOT permit).
- City of Rock Island Public Works Department Engineering Streets Division.

### **Safeguards**

Follow requirements of Chapter 33 of the International Building Code regarding assuring of safety during demolition and the protection of adjacent properties. This requirement applies to demolition of all structures with exception of detached single-family residence and townhomes not exceeding 3 stories in height.

### **Septic tank**

Septic tanks which are no longer in use shall be completely pumped by a licensed waste hauler. Obtain a pumping invoice to be submitted to contact Rock Island County Health Department Environmental Health at (309) 558-2840 for instructions. The floor and walls shall be cracked or crumbled so the tank will not hold water and the tank shall be filled with clay. If the tank is removed from the ground the excavation shall be filled with soil. Contact Rock Island County Health Department Environmental Health at 309-558-2840 to schedule a septic abandonment inspection. **DO NOT BACKFILL PRIOR TO INSPECTION.** For further information see Rules of the Illinois Department of Public Health, Private Sewage Disposal Code (77 Ill. Adm. Code 905), Section 905.40 (f) Septic Tanks - Abandoned Treatment Units.

### **Sewer service**

If an existing building sewer is no longer to be used for its intended purpose as in case of the demolition of a building the building sewer shall be disconnected and plugged at the connection point to the main or another location approved by the Director of Public Works. This work must be done by a State of Illinois licensed plumber. The plug shall be permanent and watertight. The owner of the property or the applicant is responsible for all costs and restoration associated with the disconnection. The disconnection and plugging must be inspected and approved by the City of Rock Island Plumbing Inspector.

### **Street**

Street is to be kept clean at all times contact City of Rock Island Public Works Department Engineering Division (309) 732-2200 for clarification.

### **Water meter**

Call the City of Rock Island Finance (309) 732-2000 for meter reading and to have the water shut off, water bill satisfied and the water meter removed.

### **Water service**

If an existing water service is no longer to be used for its intended purpose as in the case of the demolition of a building, the water service pipe shall be disconnected at the corporation stop or another location approved by the Director of Public Works. This work must be done by a State of Illinois licensed plumber. The corporation stop can remain provided there is no leakage when closed. The B-box is to be removed and the hole properly backfilled and restored. The owner of the property or the applicant is responsible for all costs and restoration associated with the disconnection. This disconnection must be inspected by City of Rock Island Plumbing Inspector.

### **Well**

Existing wells on parcel contact Rock Island County Health Department Environmental Health at (309) 558-2840 for instructions.