



## DEMOLITION PERMIT REQUIREMENTS

Please address the following requirements with respect to your permit application. The department of Building and Zoning now requires digital submissions for all applications and supporting documents. Applicants that have digital files 25MB or less are encouraged to email their submittals to: [Intake.bnz@cookcountyil.gov](mailto:Intake.bnz@cookcountyil.gov). If your submittal is larger, we accept an electronic copy on flash drive or CD (pdf format).

1. Complete application in its entirety where applicable. Be sure to sign your name in the upper right-hand corner, include your real estate property tax index number and property's legal description.
2. For demolition of residential accessory building that is less than 625 square feet, submit a copy of your Certificate of Insurance (General Liability), in the amount of \$1,000,000, naming Cook County Building & Zoning as the Certificate Holder (unless the project is less than \$1,000 in estimated cost **AND** the homeowner is registering as the Contractor, then the Certificate of Insurance can be in the amount of \$250,000).
3. Residential structures above 625 square feet and all properties zoned commercial or industrial must have a registered demolition contractor. The contractor must submit a letter of intent with a Cook County Registration Number.
4. Submit a **Plat of Survey** signed and sealed by an Illinois registered surveyor that is not more than five (5) years old of the subject property.
5. Site Plan or Plat of Survey must indicate if the property is served by Public Sewer and Water or Well and Septic.

**If sewer and water**, you must submit a signed letter of intent from a registered plumbing and/or sewer contractor or letter from municipality doing the disconnects.

**If septic and well**, you must indicate if the well is to be plugged or capped.

- If capped (temporary), you must submit a signed letter of intent from a registered contractor as well as a letter of approval from the Cook County Department of Public Health approving the capping.
- If plugging, you must submit a signed letter of intent from a registered well contractor.

If you have any questions, please call our Plumbing Department at 312-603-0514.

6. A notarized affidavit must be submitted from the property owner or electrical contractor stating that all electric has been safely disconnected and no hazardous condition exists.
7. All demolition permits will require a permit or waiver of permit from Cook County Environmental Control Department, 312-603-8200.
8. Industrial and commercial zoned properties will also require a notification form and fee payment of \$150.00 made payable to the Illinois EPA for all demolitions of structures subject to the asbestos NESHAP rule.

**For digital submission of application and supporting documents, please refer to our web site:**

[Cook County Building and Zoning Front Page](#)

[Cook County Building and Zoning Permit Application \(Downloads form to your computer\)](#)

[Cook County Environmental Control Permitting](#)

[Illinois Environmental Protection Agency Permitting](#)