



# CITY OF OTTAWA

Community Development Department  
301 W. Madison Street, Ottawa, Illinois 61350  
815-433-0161  
www.cityofottawa.org

## DEMOLITION PERMIT APPLICATION

(Please Print Clearly)

### For Office Use:

Permit: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Permit Fee: \_\_\_\_\_

Payment Method:

Cash  Check  CCard

**IMPORTANT.... All commercial and public buildings** that are being considered for demolition, renovation, or an asbestos project must have an asbestos inspection conducted by a licensed asbestos professional and file a STATE OF ILLINOIS DEMOLITION/RENOVATION/ASBESTOS PROJECT NOTIFICATION FORM *prior* to any work being started, even if asbestos is not present. This form is attached. Additional information can be found at ([epa.illinois.gov/topics/air-quality/asbestos/](http://epa.illinois.gov/topics/air-quality/asbestos/)).

Upon issuance of a City of Ottawa Demolition Permit, inspections are required for the proper abandonment and disconnections of all utilities. It is the owner's/applicant's responsibility to arrange for electric and gas shut off/disconnect with the utility company. Inspections for water and sewer shut off/disconnects should be coordinated with the City of Ottawa Public Works Department. Required inspections for excavation, fill and surface restoration should be coordinated with the City Building Department.

The City of Ottawa will enforce the provisions of Chapter 33 of the International Building Code (2018 version). Construction documents may also be required for the issuance of a Demolition Permit.

Owner of Property: \_\_\_\_\_ Application Date: \_\_\_\_\_

Address of owner: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Structure/Location Address: \_\_\_\_\_ Parcel# \_\_\_\_\_

Contractor: \_\_\_\_\_ City Registration : \_\_\_\_\_

Please refer to Chapter 33, International Building Code (2018) for all demolition work requirements:

Type of Structure: \_\_\_\_\_ # of Stories: \_\_\_\_\_ Sq Ft of Structure: \_\_\_\_\_

Detail of Project: \_\_\_\_\_

(use back or attach additional info.)

As the owner or authorized agent for the owner of the property to which I am requesting a permit for, I certify that all information and attachments provided in this application are correct and that all applicable local, state, and federal regulations will be complied with in performing the work for which this permit is requested for. And that all work and inspections shall be completed within one year from the date of permit issuance.

\_\_\_\_\_  
Signature of Owner/Authorized agent of the owner

\_\_\_\_\_  
Date

This is to certify that I have examined the within detailed statement, together with all attachments provided relating thereto, and find the same to be in accordance with the provisions of the Local Ordinance, relating to the demolition at the aforementioned address, and that the same has been **APPROVED / DENIED** and entered in the records this date.

\_\_\_\_\_  
Building Official

\_\_\_\_\_  
Date