



CONTRACTOR’S NOTICE OF PROPERTY DEMOLITION

Dear Neighbor:

Earlier, the Village notified you that the structure located at **123 Street** is being razed. I am the contractor for the project and wanted to inform you that the structure will be physically removed from the property during regular construction hours sometime during the three-day period listed below. The first date of the three dates below is the anticipated date of demolition. The second and third dates are reserved for delays.

Day 1 _____
Day 2 _____
Day 3 _____

The specific time is subject to weather and equipment availability. If the demolition does not occur within the specified window of three possible days, I will issue a notice with the rescheduled dates. Inherent in demolitions, are dust, noise, heavy equipment and scattered materials. In an effort to prepare you for several days of demolition activity and potential future construction on the site, the Village of Glen Ellyn staff has prepared for your information a list of requirements that all contractor’s are obligated to follow during construction activities. These requirements are:

- Work hours: (7:00 a.m. - 7:00 p.m.) Monday – Saturday and (8:00 a.m. - 5:00 p.m.) Sunday**
- Maintain properly installed perimeter fencing**
- Maintain properly installed erosion control devices**
- Maintain properly installed tree fencing**
- Locate portable toilets away from public view if possible**
- Stockpile equipment and material away from neighboring property as is feasible**
- Control weeds by trimming unsightly overgrowth regularly**
- Clean streets and sidewalks of any mud, rock and debris regularly and at the end of each day**
- Control dust and airborne particles by watering down the structure during demolition**

In the event that I am not performing the demolition in accordance with the requirements listed above, please contact me or the Village of Glen Ellyn, Planning and Development Department at 630-547-5250. Inquiries regarding the execution of the demolition can be addressed to:

**ABC Builders
123 Street
Somewhere, IL 00000
Phone No. – (630) 000-0000**

Demolition for the property is requested in accordance with Section 4-1-8 of the Glen Ellyn Village Code. Other questions related to the proposed demolition should be directed to Joe Kvapil, Building & Zoning Official at (630) 469-5250, ext. 5244.

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