

## DEMOLITION NOTIFICATION PROCEDURES

The following measures will be followed by the Building Safety Division to improve public knowledge and awareness of demolition activities for all types of structures.

After receipt of an application for demolition permit, Building Safety Division staff will do the following:

1. Courtesy notice of demolition will be provided via U.S. Mail to all properties within one block of the address.
2. Building Safety staff will post a notice on the property at least five days prior to the earliest scheduled date for demolition.
3. Notice via e-mail will be sent to the Mayor and all Council members, Historic Preservation Commission, and all relevant neighborhood organizations.
4. The Fire and Police Departments are notified in case training exercises at the property may be desired. PACA is notified for possible salvage.
5. Demolition permits, once they are issued, are posted weekly on the website.
6. Demolition of property determined to be under the requirements of the Demolition Delay Ordinance (No. 2007-10-118) will have a delay of at least 45 days before the permit can be issued.

The Building Safety Staff is available (217-384-2443) to provide any additional information.