



Demo Program       Residential Clean Up Program       Commercial Clean Up

**PART ONE: ABOUT YOU: APPLICANT INFORMATION:**

NOTE: If applicant is not the Owner, a Letter of Authorization from the Owner must be attached

Primary Contact: \_\_\_\_\_

Registered Owner(s) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number: \_\_\_\_\_

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

Tax ID Number (if applicable) \_\_\_\_\_

Applicant (Agent): \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email \_\_\_\_\_

**PART TWO: ABOUT THE PROPERTY  
SUBJECT LAND or HOME:**

Legal Description of Land: \_\_\_\_\_

Parcel No(s): \_\_\_\_\_

Street Address: \_\_\_\_\_

**PART THREE: ABOUT YOUR PLANS, DEVELOPMENT / REDEVELOPMENT PROPOSAL:**

Provide a description your project:

---

---

---

---

---

---

---

I have applied for and have had building permit for demolition approved: YES/ NO

*(Please attach a copy of the building permit for demolition issued)*

Approximate Start Date: \_\_\_\_\_

**PART FOUR: OTHER INFORMATION**

You may provide any other information that may be useful to the City in reviewing this application and development proposal on an attached page.

**SIGNATURE OF OWNER/AUTHORIZED AGENTAFFIDAVIT OR SWORN DECLARATION OF APPLICANT**

I \_\_\_\_\_ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true; AND FURTHER acknowledge and consent to the personal information collected be used by or disclosed to any person or public body for the purposes of processing this application or as required by law. AND FURTHER I have read and understand both the General and Specific Requirements of the Demolition Program and to the best of my knowledge declare that this project satisfies those conditions. This \_\_\_\_\_ day of \_\_\_\_\_

Applicant Signature \_\_\_\_\_

**OWNER'S CONSENT OF INFORMATION**

Information collected during the processing of this application the application and all supporting documentation is required to be available for public viewing. Complete the consent of the owner concerning personal information as setout below.

I \_\_\_\_\_, am the registered owner(s) of the land that is the subject of this application, and hereby acknowledge, authorize and consent the use by or disclosure of my personal information collected for the purposes of processing this application.

\_\_\_\_\_ Signature of Owner

Date



The program is available for any property owner who wishes to demolish an existing structure, clean up a property or clear a burnt structure by assisting with the cost of a dumpster. Approval comes from the Mayor, Economic Development Director, Zoning officer and the Chief of Police.

### **PROGRAM REQUIREMENTS:**

The property/structure must and in such a condition that renovation is not appropriate and clean up is required. This could be, but is not limited to, non-conforming uses, lot size issues or major structural faults. All structures written on application must be cleared of debris, leveled and seeded and/or replaced at the time of the demolition of the primary structure or approval from the Economic Development Committee.

### **GENERAL REQUIREMENTS:**

- a) The applicant must be the registered owner of the property. An agent may act on behalf of the applicant with required authorization.
- b) Applicant must have a violation on file.
- c) Applications shall be submitted on forms provided and supported by documentation as required by the City of Marshall.
- d) All applications for assistance under this program will be considered subject to the availability of funding.
- e) The properties must be located within the Marshall City limits.
- f) Realty taxes, service fees and utilities paid to the City of Marshall must be paid current on all properties owned by the applicant at the time of the application and throughout the development process.
- g) Property owners who have previously defaulted under any City of Marshall programs will not be eligible.
- h) Grants will not be given retroactively to recognize projects that have begun without application to the program. Applications must be approved prior to any work being commenced upon the associated building or property.
- i) The City of Marshall may discontinue the program at any time; however, any participants in the program prior to its discontinuation will continue to receive the grants approved prior to discontinuation.
- j) The applicant must provide a definite demolition start date and demolition must be complete within 12 months of the incentive approval.
- k) All fees etc. must be paid first. Grant money will be reimbursed with acceptable receipts.
- l) The City retains the right to assess the reasonableness of costs and which costs are eligible under the terms of the program.
- m) Expenses incurred for other properties are not eligible expenses.
- n) The proposed residence must conform to The City of Marshall Zoning requirements and any other relevant Federal or Municipal regulation or law.

### **ADDITIONAL REQUIREMENTS FOR COMMERCIAL STRUCTURES:**

- o) All fees and applicable costs for the demolition must be paid first. Grant money will be reimbursed with acceptable receipts or proof of payment and must show that the demolition waste was disposed of in an EPA-approved manner.

- p) The City retains the right to assess the reasonableness of costs and which costs are eligible under the terms of the Program.
- q) Expenses incurred for other properties are not eligible expenses.
- r) The proposed building must conform to the City of Marshall Zoning requirements and any other relevant Federal or Municipal regulation or law.
- s) The properties must be located within the Marshall City limits and be utilized for commercial purposes.
- t) The property owner is responsible for contacting Marshall Main Street or the Historic Preservation Commission if the subject property is located within either of these districts or is a Marshall Landmark.
- u) The property owner must supply proof that the demolition waste was disposed of in a manner acceptable by EPA (a receipt for dumpster rental and disposal or landfill receipt would suffice).

*Per the Clean Air Act National Emission Standards for Asbestos (Asbestos NESHAP), 40 C.F.R., Part 61, Subpart M, requires that prior to demolition of a facility, the owner or operator, must have the facility thoroughly inspected to determine whether asbestos is present and, if present, in what amount.*

*A "facility" is defined as any institutional, commercial, public, industrial, or residential structure, installation, or building. Residential buildings having four or fewer dwelling units are excluded from the Asbestos NESHAP.*

*The City of Marshall encourages the owner/operator to contact the Illinois EPA at (217) 785-2011 or visit their website at <http://www.epa.state.il.us/air/asbestos/> to learn more information.*

**ALL SERVICES MUST BE PAID FOR AT THE TIME OF INVOICE AND WILL BE REPAID UPON REQUEST BY SUBMITTING THE REBATE REQUEST FORM.**

**APPLICATION CHECKLIST:**

I have attached forms:

- Application
- A Copy of The City of Marshall Building Permit for Demolition
- I have read and understand both the General and Specific Program Requirements
- I have completed all sections of this application including the sworn declaration
- I have no debts owed to the City of Marshall

You may deliver your application in person or send it by mail to:

The City of Marshall  
 C/O Economic Development  
 201 S. Michigan Avenue  
 Marshall, IL 62441

If you have any questions regarding the Program, please contact Economic Development at 217-826-8087.

**FAILURE TO COMPLETE THIS ENTIRE APPLICATION MAY RESULT IN DELAYS IN PROCESSING.**