

**CITY OF WASHINGTON  
PUBLIC WORKS COMMITTEE  
MONDAY, NOVEMBER 7, 2016  
5:00 P.M.**

**CITY HALL CONFERENCE ROOM  
301 WALNUT STREET**

**AGENDA**

- 1. ALDERMAN WISHING TO BE HEARD ON NON-AGENDA ITEM**
- 2. CITIZENS WISHING TO BE HEARD ON NON-AGENDA ITEM**
- ✓3. APPROVAL OF MINUTES – October 3, 2016 regular meeting**
- 4. BUSINESS ITEMS**
  - ✓A. FEMA FIRM Map Update/Floodplain Text Amendment
  - ✓B. Early Certificate of Occupancy Discussion
  - ✓C. Residential Off-Street Parking Restrictions
  - D. Snow Removal Policy Review
- 5. STAFF UPDATES**
- 6. OTHER BUSINESS**
- 7. ADJOURNMENT**

**DRAFT**

City of Washington  
Public Work Committee  
Monday, October 3, 2016 – **Minutes**

CITY HALL CONFERENCE ROOM  
301 WALNUT STREET

Present: Aldermen Bob Brucks, Dave Dingledine, and Jim Gee

Also Present: Ed Andrews, Public Works Director; Brian Butler, Alderman; Jim Culotta, City Administrator; and Jon Oliphant, Planning & Development Director.

Alderman Jim Gee called the meeting to order at 5:00 p.m.

1. Alderman Wishing to be Heard on Non-Agenda Item: None.
2. Citizens Wishing to be Heard on Non-Agenda Item: Steve Hullcranz asked about the status of new signs on US Route 24. Mr. Andrews let him know that MCS had prepared mockups of the sign panels, but relied upon MUTCD heights for 55mph detection resulting in a greater size than what IDOT would allow when submitted for their review. A revised mockup was requested at the smaller 8" lettering originally request by the City.

Mr. Hullcranz also asked about the status of the restriping of Freedom Parkway. Staff is looking to complete that in-house. Tazewell County Highway was not able to stripe that section due to higher traffic volumes without supplemental labor and traffic control.

3. Approval of Minutes – The minutes from the August 1, 2016, and August 8, 2016, and September 6, 2016, meetings were unanimously approved.
4. Business Items:
  - A. Wilmor Road/Jefferson Street Traffic Signals Discussion – Staff and Maurer-Stutz outlined the possibilities for consideration of signals at the Wilmor/W. Jefferson intersection. There was considerable positive anecdotal feedback received while the temporary signals were in place at this intersection. It generally allowed for the better flow of traffic, particularly during the peak morning and afternoon periods. A small signal study would be needed at a minimum to forecast traffic for the next 20 years. ITE trip generation manuals would be used to determine the best fit for possible permanent signals that incorporate projected development trends. The committee unanimously recommended that staff bring a proposal from Maurer-Stutz back for review at the November meeting. This would likely then go to the November Committee of the Whole meeting for additional feedback.
  - B. WTP #1 Upgrades RY 17-18, Engineering FY 16-17 – Staff presented a draft contract with CMT based on the recent completion of the WTP #1 evaluation study. This additional scope would include the construction of an 8'x15' fluoride storage/feed room on the east side of WTP #1 and the construction of two new brine tanks to be located on the west side of WTP #1. A geotechnical investigation was added to the project scope. The revised scope increased the overall fee to \$39,000. However, \$19,000 can be applied from the prior unused budget: \$13,000 from the original chlorine/fluoride project and \$6,000 from the original brine tank. As a result,

the net increase is \$20,000. Staff and CMT have also explored opportunities for providing a flood protection levee for the plant. There may be funding opportunities with the Corps of Engineers within its Section 205 program. The committee recommended bringing this to the Committee of the Whole for further consideration.

5. Other Business:

- A. Staff was asked to see if it can persuade IDOT to mow its right-of-way where there have become visibility issues. IDOT typically mows three times a year but there appear to be areas that have not seen that frequency and can be dangerous for oncoming motorists.
- B. Staff will provide an update on the Nofsinger/24 improvements at the October 10 Committee of the Whole meeting and possible funding under the Highway Safety Improvement Program.
- C. Approximately 86% of the AMR project is complete.

Motion to adjourn at approximately 6:22 p.m.

# CITY OF WASHINGTON

## PLANNING & DEVELOPMENT DEPARTMENT

301 Walnut St. • Washington, IL 61571

Ph. 309-444-1135 • Fax 309-444-9779

<http://www.washington-illinois.org>

[loliphant@ci.washington.il.us](mailto:loliphant@ci.washington.il.us)

### MEMORANDUM

TO: Public Works Committee  
FROM: Jon R. Oliphant, AICP, Planning & Development Director  
SUBJECT: East Side LOMR Update/Floodplain Ordinance Amendment  
DATE: November 2, 2016

Staff received preliminary concurrence from IDNR on the Letter of Map Revision project for the east side of the city. This only provides state concurrence with the proposed map revisions. The revisions are not effective until FEMA offers its approval. Attached is the proposed map.

Additionally, as you may know, FEMA has been in the process of modernizing the floodplain maps for Tazewell County since its initial scoping meeting in 2007. While there is very little new data associated with the new maps, they will be digitized and contain recent aerial photography, which will make it easier to help determine whether any structures are below the base flood elevation. The new maps are scheduled to become effective on February 17, 2017.

The City of Washington is part of the National Flood Insurance Program (NFIP). All NFIP communities are required to adopt floodplain management regulations that meet the standards of the NFIP. The City currently has a floodplain ordinance that used the state's model ordinance. This was first adopted in 1984 and last amended in 2005. The Illinois Department of Natural Resources has included the latest model ordinance and all communities are required to adopt the regulations by the map effective date.

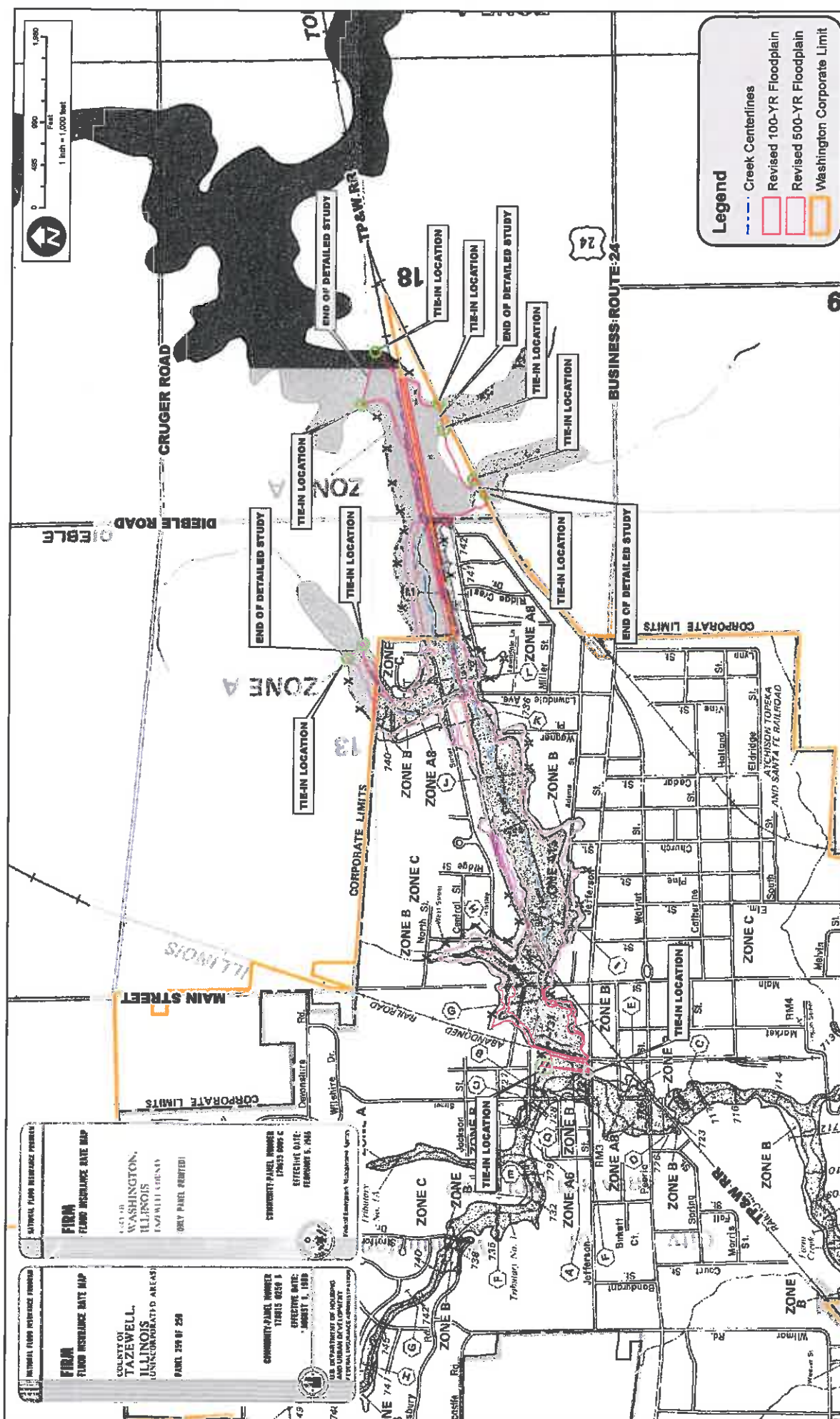
Most of these amendments are very minor. A public hearing is scheduled for the November 2 Planning and Zoning Commission to offer a recommendation on this before it is scheduled for an upcoming City Council agenda. The summary of the changes to each section are as follows:

- Section 154.186 (Definitions): Added definitions for Flood Insurance Study, Freeboard, Hazardous Materials, Historic Structure, Lowest Floor, New Construction, and Violation. The definitions for Floodplain and Special Flood Hazard Area (SFHA), Substantial Damage, and Substantial Improvement are all slightly revised.
- Section 154.187 (Base Flood Elevation): Substitutes the effective dates of the Flood Insurance Study.
- Section 154.188 (Duties of the Building Official): Revising the section references for C, E, and F.
- Section 154.189 (Development Permit): The third paragraph is new to reflect the need for the applicant to submit any other local, state, and federal permits.
- Section 154.190 (Preventing Increased Flood Heights and Resulting Damages): Adds (A)(1) pertaining to bridge and culvert crossings of streams in rural areas.
- Section 154.191 (Protecting Buildings): Sets the level at when a building must be protected from flood damage below the flood protection elevation when the improvements equal or exceed the market value by 50% in addition to the current equal or greater 20% of the floor area. Also:
  - Section 154.191(B)(2)(c): Designs must be done with a minimum of two openings if walls are used.

- Section 154.191(B)(2)(e)(iii): Adds a sentence to allow for a licensed engineer or architect to certify the design methods for the foundation and supporting members.
- Section 154.191(F)(3): Allows for the garage or shed to be located in the floodway if the appropriate state and/or federal permits have been issued.
- Section 154.191(F)(7): Sets the market value or replacement cost at \$15,000 (instead of \$7,500) and the square footage at 576 square feet (instead of 500).
- Section 154.192(A)(3) (Subdivision Requirements): Adds a sentence to encourage public grounds, streets, and parks to preserve natural streams and channels and to include floodplains within parks or public grounds whenever possible.
- Section 154.193(A)(5) (Public Health and Other Standards): Requires that critical facilities be three feet above the 100-year floodplain in situations where a 500-year floodplain has not been determined and that access routes to critical facilities be at or above the base flood elevation.
- Section 154.194(C) (Variances): Establishes the conditions for which variances to the building protection requirements can be considered for historic structures.
- Section 154.196(B) (Penalty): Establishes the conditions for the issuance of a stop-work order if there is a willful act to increase flood damages and the hearing process through the Planning and Zoning Commission.
- Section 154.197 (Abrogation and Greater Restrictions): Substitutes the last prior date (3/21/05) of the floodplain ordinance amendment.
- Section 154.198 (Carrying Capacity and Notification): Adds a new section to require that any projects involving channel modification, fill, or stream maintenance to maintain the flood carrying capacity of the watercourse and that the City must notify adjacent communities of a permit for the alteration or relocation of the watercourse.
- Section 154.199 (Severability): Adds a new sentence that any particular provisions and sections are deemed separable and that the invalidity of any portion of the ordinance does not affect the validity of the remainder.

Staff has also drafted a text amendment in Section 154.193(A)(6) separate from the above changes to address the need to restrict any fencing within a floodplain. There is currently no language that addresses fencing in floodplains. Fences are restricted currently in surface drainage easements and staff would recommend adopting the same language prohibiting fences within floodplains.

Enclosures



**FIRM**  
FLOOD INSURANCE RATE MAP

NATIONAL FLOOD INSURANCE PROGRAM

WASHINGTON, ILLINOIS  
UNINCORPORATED AREAS

PANEL 259 OF 259

COMMUNITY PANEL NUMBER  
17853 0005 C

EFFECTIVE DATE:  
FEBRUARY 5, 1989

PROPERTY OF HOLDINGS  
AND FIRM SERVICE  
FLOOD INSURANCE RATES

**FIRM**  
FLOOD INSURANCE RATE MAP

NATIONAL FLOOD INSURANCE PROGRAM

WASHINGTON, ILLINOIS  
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PANEL 259 OF 259

COMMUNITY PANEL NUMBER  
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FEBRUARY 5, 1989

PROPERTY OF HOLDINGS  
AND FIRM SERVICE  
FLOOD INSURANCE RATES

**CLIENT**

**CHRISTOPHER B. BURKE ENGINEERING LTD.**  
9575 West Higgins Road, Suite 600  
Rosemont, Illinois 60018  
(947) 823-0500

**TITLE**

**ANNOTATED  
FLOOD INSURANCE RATE MAP**

**PROJ. NO.** 15-2471

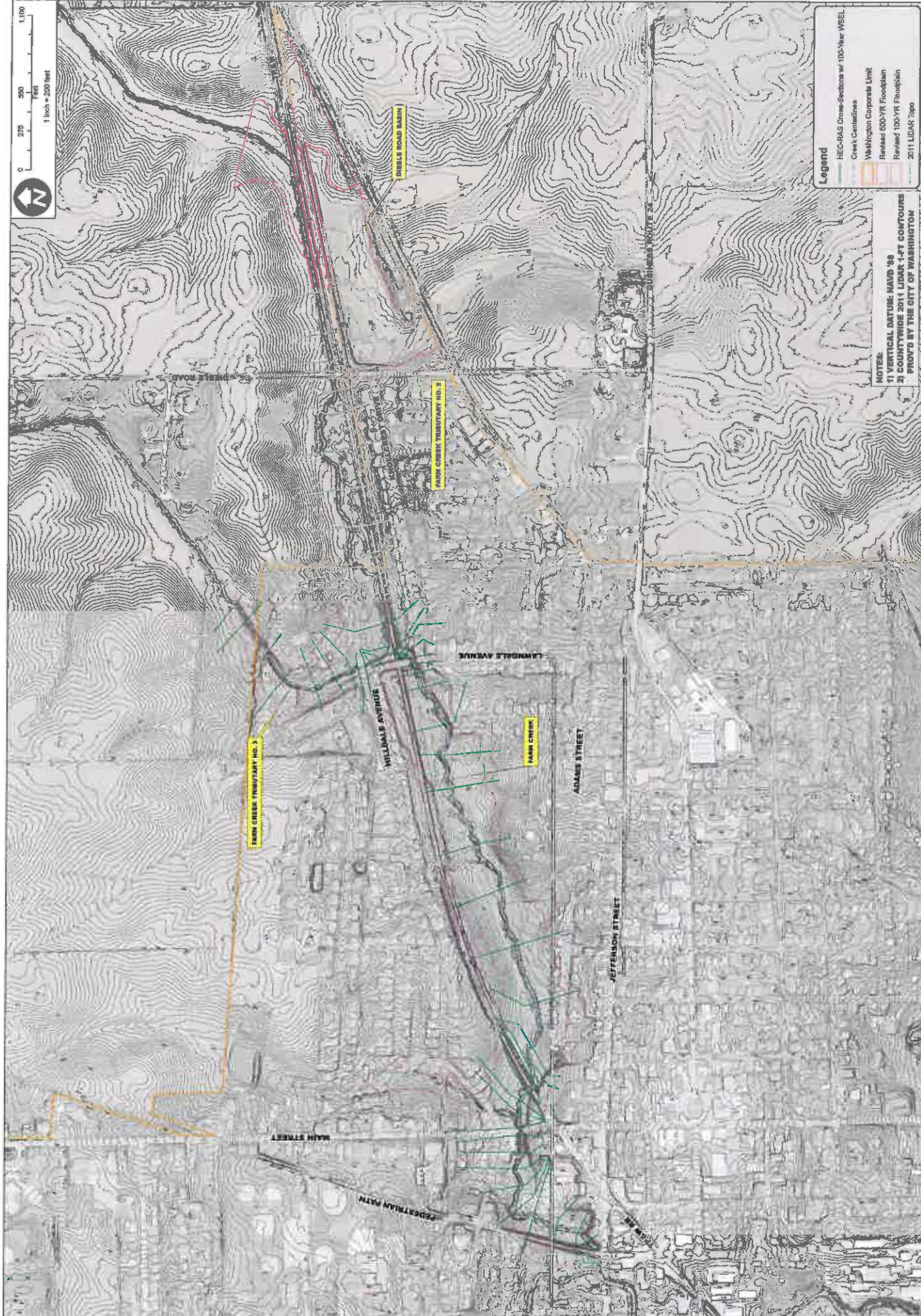
**DATE:**

**SHEET** 1 OF 1

**DRAWING NO.**

**EXH 4**





- Legend**
- HEC-RAS Cross-Sections w/ 100-Year WSEL
  - Creek Centerlines
  - Washington Corporate Limit
  - Revised 500-YR Floodplain
  - Revised 100-YR Floodplain
  - 2011 LIDAR Topo

**NOTES**  
 1) VERTICAL DATUM: NAVD '88  
 2) COUNTWIDE 2011 LIDAR 1-FT CONTOURS  
 PROVIDED BY THE CITY OF WASHINGTON

<b>PROJECT NO.</b> 15-0071 <b>DATE</b> 03/23/18 <b>SHEET</b> 1 OF 1 <b>DRAWING NO.</b> EXH 6		<b>TITLE</b> <b>FLOODPLAIN DELINEATION MAP</b>	
<b>DESIGNER</b> CHRISTOPHER B. BURKE ENGINEERING, LTD. 9575 West Higgins Road, Suite 500 Rosemont, Illinois 60018 (847) 823-7050	<b>CLIENT</b> City of Washington	<b>SCALE</b> 1" = 200'	<b>DATE</b> 03/23/18
<b>PROJECT NO.</b> 15-0071 <b>DATE</b> 03/23/18 <b>SHEET</b> 1 OF 1 <b>DRAWING NO.</b> EXH 6	<b>PROJECT NO.</b> 15-0071 <b>DATE</b> 03/23/18 <b>SHEET</b> 1 OF 1 <b>DRAWING NO.</b> EXH 6	<b>PROJECT NO.</b> 15-0071 <b>DATE</b> 03/23/18 <b>SHEET</b> 1 OF 1 <b>DRAWING NO.</b> EXH 6	<b>PROJECT NO.</b> 15-0071 <b>DATE</b> 03/23/18 <b>SHEET</b> 1 OF 1 <b>DRAWING NO.</b> EXH 6

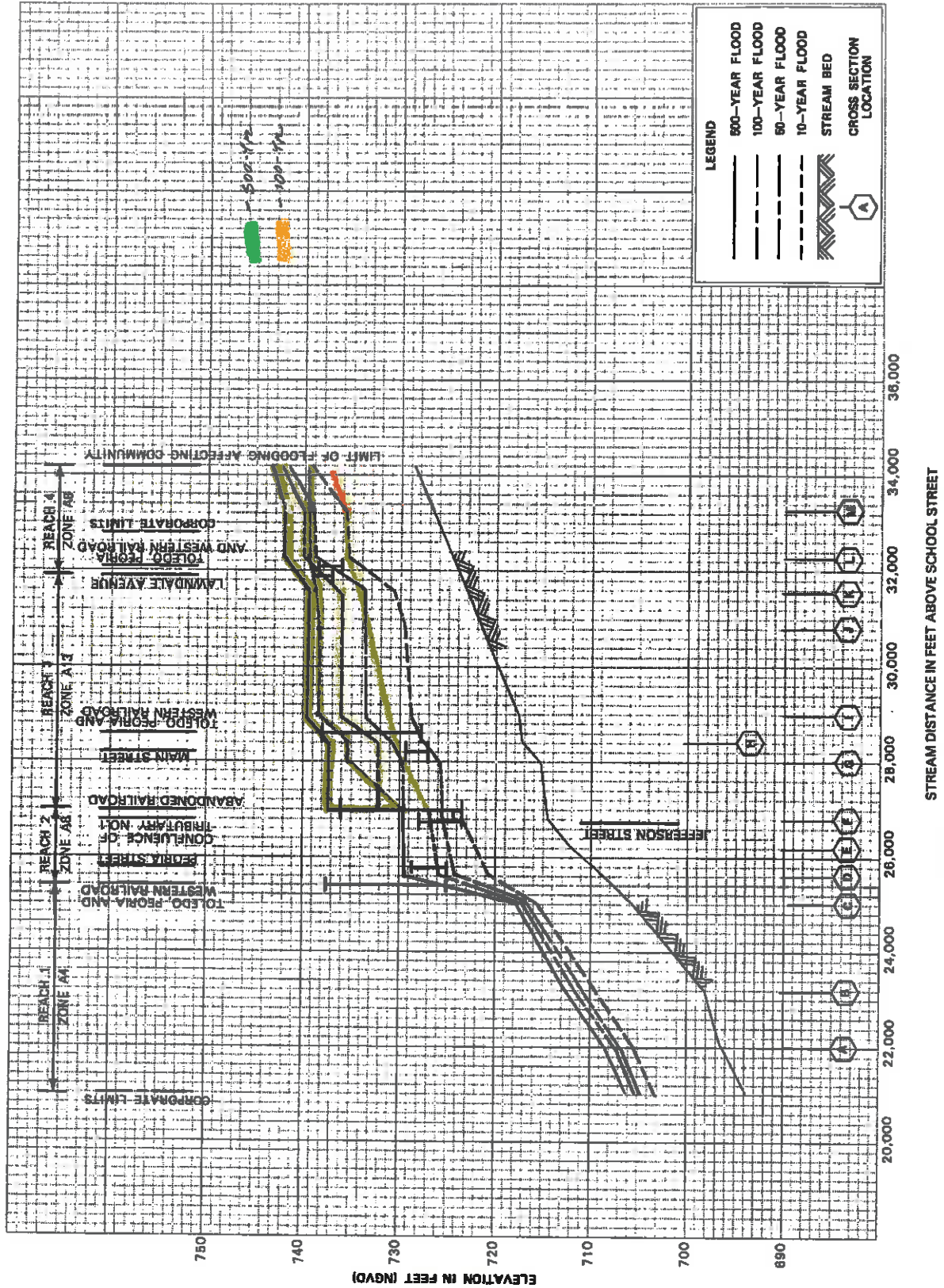


# FLOOD PROFILES

## FARM CREEK

FEDERAL EMERGENCY MANAGEMENT AGENCY  
CITY OF WASHINGTON, IL  
(TAZEWELL CO.)

01P





## **ORDINANCE NO. \_\_\_\_\_**

(Synopsis: Approval of this ordinance would adopt changes to the City's floodplain ordinance as mandated through the National Flood Insurance Program. The changes are required as part of the floodplain map modernization program, which become effective for Tazewell County on February 17, 2017. Also included is a regulation that would prohibit fencing from being located within any floodplain.)

### **AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WASHINGTON, ILLINOIS BY AMENDING PART OF CHAPTER 154 ENTITLED "SPECIAL FLOOD HAZARD AREA REGULATIONS"**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON,  
TAZEWELL COUNTY, ILLINOIS, as follows:**

**Section 1.** That § 154.186 of the Washington Municipal Code of Ordinances entitled "Definitions" is hereby amended by adding the following definitions for "Flood Insurance Study," "Freeboard," "Hazardous Materials," "Historic Structure," "Lowest Floor," "New Construction," and "Violation" and deleting the definitions of Floodplain and Special Flood Hazard Area (SFHA), "Substantial Damage," and "Substantial Improvement" and substituting the following in lieu thereof:

#### **"§ 154.186 DEFINITIONS**

**FLOOD INSURANCE STUDY.** An examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations.

**FLOODPLAIN AND SPECIAL FLOOD HAZARD AREA (SFHA).** These two terms are synonymous. Those lands within the jurisdiction of the City of Washington, the extraterritorial jurisdiction of the City of Washington, or that may be annexed into the City of Washington, that are subject to inundation by the base flood. The floodplains of Washington are generally identified as such on panel numbers 55, 60, 65, and 70 of the countywide Flood Insurance Rate Map of Tazewell County prepared by the Federal Emergency Management Agency and dated February 17, 2017. Floodplain also includes those areas of known flooding as identified by the community.

The floodplains of those parts of unincorporated Tazewell County that are within the extraterritorial jurisdiction of the City of Washington or that may be annexed into the City of Washington are generally identified as such on the Flood Insurance Rate Map prepared for Tazewell County by the Federal Emergency Management Agency and dated February 17, 2017.

**FREEBOARD.** An increment of elevation added to the base flood elevation to provide a factor of safety for uncertainties in calculations, future watershed development, unknown localized conditions, wave actions and unpredictable effects such as those caused by ice or debris jams.

**HAZARDOUS MATERIALS.** Any substance that, because of its quantity, concentration, or physical or chemical characteristics, poses a present or potential hazard to human health and safety or to the environment whether in use, storage, or transit.

**HISTORIC STRUCTURE.** Any structure that is:

1. Listed individually in the National Register of Historic Places or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register.
2. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district.

3. Individually listed on the state inventory of historic places by the Illinois Historic Preservation Agency.
4. Individually listed on a local inventory of historic places that has been certified by the Illinois Historic Preservation Agency.

**LOWEST FLOOR.** The lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage in an area other than a basement area is not considered a building's lowest floor. Provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of §154.191 of this ordinance.

**NEW CONSTRUCTION.** Structures for which the start of construction commenced on or after the effective date of floodplain management regulations adopted by a community and includes any subsequent improvements of such structures.

**SUBSTANTIAL DAMAGE.** Damage of any origin sustained by a structure whereby the cumulative percentage of damage subsequent to the adoption of this ordinance equals or exceeds fifty percent (50%) of the market value of the structure before the damage occurred regardless of actual repair work performed. Volunteer labor and materials must be included in this determination. The term includes "Repetitive Loss" (see definition).

**SUBSTANTIAL IMPROVEMENT.** Any reconstruction, rehabilitation, addition or improvement of a structure taking place subsequent to the adoption of this ordinance in which the cumulative percentage of improvements:

- equals or exceeds fifty percent (50%) of the market value of the structure before the improvement or repair is started, or
- increases the floor area by more than twenty percent (20%).

"Substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. This term includes structures which have incurred repetitive loss or substantial damage, regardless of the actual repair work done.

The term does not include:

1. Any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions, or
2. Any alteration of a structure listed on the National Register of Historic Places or the Illinois Register of Historic Places.

**VIOLATION.** The failure of a structure or other development to be fully compliant with the community's floodplain management regulations. A structure or other development without the required federal, state, and/or local permits and elevation certification is presumed to be in violation until such time as the documentation is provided."

**Section 2.** That § 154.187(A) and § 154.187(D) of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.187(A) and § 154.187(D) in its entirety and by substituting the following in lieu thereof:

#### **"§ 154.187 BASE FLOOD ELEVATION**

- (A) The base flood elevation for the floodplains of Tributary #1 and Farm Creek shall be as delineated on the 100-year flood profiles in the countywide Flood Insurance Study of Tazewell County prepared by the Federal Emergency Management Agency and dated February 17, 2017.

- (D) The base flood elevation for the floodplains of those parts of unincorporated Tazewell County that are within the extraterritorial jurisdiction of the City of Washington, or that may be annexed into the City of Washington shall be as delineated on the 100-year flood profiles in the Flood Insurance Study of Tazewell County prepared by the Federal Emergency Management Agency and dated February 17, 2017.”

**Section 3.** That § 154.188(C), § 154.188(E), and § 154.188(F) of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.188(C), § 154.188(E), and § 154.188(F) in its entirety and by substituting the following in lieu thereof:

**“§ 154.188 DUTIES OF THE BUILDING OFFICIAL**

- (C) Ensure that the building protection requirements for all buildings subject to § 154.191 are met and maintain a record of the “as-built” elevation of the lowest flood (including basement) or floodproof certificate;”
- (E) Ensure that the water supply and waste disposal systems meet the Public Health standards of § 154.193;
- (F) If a variance is requested, ensure that the requirements of § 154.194 are met and maintain documentation of any variances granted;”

**Section 4.** That § 154.189(B) of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.189(B) in its entirety and by substituting the following in lieu thereof:

**“§ 154.189 DEVELOPMENT PERMIT**

“Upon receipt of an application for a development permit, the Building Official shall compare the elevation of the site to the base flood elevation. Any development located on land that can be shown by survey data to be below the current base flood elevation is subject to the provisions of this ordinance. In addition, any development located on land shown to be below the base flood elevation and hydraulically connected to a flood source, but not identified as floodplain on the current Flood Insurance Rate Map, is subject to the provisions of this ordinance. Any development located on land that can be shown by survey data to be higher than the current base flood elevation and which has not been filled after the date of the site’s first Flood Insurance Rate Map is not in the floodplain and therefore not subject to the provisions of this ordinance.

The Building Official shall maintain documentation of the existing ground elevation at the development site and certification that this ground elevation existed prior to the date of the site’s first Flood Insurance Rate Map identification.

The Building Official shall be responsible for obtaining from the applicant copies of all other federal, state, and local permits, approvals or permit-not-required letters that may be required for this type of activity. The Building Official shall not issue a permit unless all other federal, state, and local permits have been obtained.”

**Section 5.** That § 154.190(A) of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.190(A) in its entirety and by substituting the following in lieu thereof:

**“§ 154.190 PREVENTING INCREASED FLOOD HEIGHTS AND RESULTING DAMAGES**

Within any floodway identified on the countywide Flood Insurance Rate Map, and within all other floodplains where a floodway has not been delineated, the following standards shall apply:



(A) Except as provided in § 154.190(B), no development shall be allowed which, acting in combination with existing and anticipated development will cause any increase in flood heights or velocities or threat to public health and safety. The following specific development activities shall be considered as meeting this requirement:

- (1) Bridge and culvert crossings of streams in rural areas meeting the conditions of the Illinois Department of Natural Resources, Office of Water Resources Statewide Permit Number 2;
- (2) Barge fleeting facilities meeting the conditions of IDNR/OWR Statewide Permit Number 3;
- (3) Aerial utility crossing meeting the conditions of IDNR/OWR Statewide Permit Number 4.
- (4) Minor boat docks meeting the following conditions of IDNR/OWR Statewide Permit Number 5;
- (5) Minor, non-obstructive activities such as underground utility lines, light poles, sign posts, driveways, athletic fields, patios, playground equipment, minor storage buildings not exceed seventy (70) square feet and raising buildings on the same footprint which does not involve fill and any other activity meeting the conditions of IDNR/OWR Statewide Permit No. 6;
- (6) Outfall structures and drainage ditch outlets meeting the conditions of IDNR/OWR Statement Permit No. 7;
- (7) Underground pipeline and utility crossings meeting the conditions of IDNR/OWR Statewide Permit No. 8;
- (8) Bank stabilization projects meeting the conditions of IDNR/OWR Statewide Permit No. 9;
- (9) Accessory structures and additions to existing residential buildings meeting the conditions of IDNR/OWR Statewide Permit No. 10;
- (10) Minor maintenance dredging activities meeting the conditions of IDNR/OWR Statewide Permit No. 11; and
- (11) Bridge and culvert replacement structures and bridge widenings meeting the conditions of IDNR/OWR Statewide Permit No. 12; and
- (12) Temporary construction activities meeting the conditions of IDNR/OWR Statewide Permit No. 13; and
- (13) Any development determined by IDNR/OWR to be located entirely within a flood fringe area shall be exempt from State Floodway permit requirements.”

**Section 5.** That § 154.191 of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.191 in its entirety and by substituting the following in lieu thereof:

**“§ 154.191 PROTECTING BUILDINGS**

(A) In addition to the state permit and damage prevention requirements of §154.190, all buildings to be located in the floodplain shall be protected from flood damage below the FPE. This building protection requirement applies to the following situations:

- (1) Construction or placement of a new building valued at more than one thousand dollars (\$1,000.00) or seventy (70) square feet;

- (2) Substantial improvements or structural alterations made to an existing building that increase the floor area by more than twenty percent (20%) or equal or exceeds the market value by fifty percent (50%). This alteration shall be figured cumulatively beginning with any alteration which has taken place subsequent to the adoption of this subchapter;
- (3) Repairs made to a substantially damaged building. These repairs shall be figured cumulatively beginning with any repairs which have taken subsequent to the adoption of this subchapter;
- (4) Installing a manufactured home on a new site or a new manufactured home on an existing site (the building protection requirements do not apply to returning a manufactured home to the same site it lawfully occupied before it was removed to avoid flood damage);
- (5) Installing a travel trailer or recreational vehicle on a site for more than one hundred eighty (180) days per year; and
- (6) Repetitive loss to an existing building as defined in § 154.186.

(B) Residential or non-residential buildings can meet the building protection requirements by one of the following methods:

- (1) The building may be constructed on permanent land fill in accordance with the following:
  - (a) The lowest floor (including the basement) shall be at or above the FPE.
  - (b) The fill shall be placed in layers no greater than six (6) inches before compaction and should extend at least ten (10) feet beyond the foundation before sloping below the FPE;
  - (c) The fill shall be protected against erosion and scour during flooding by vegetative cover, riprap, or other structural measure;
  - (d) The fill shall be composed of rock or soil and not incorporate debris or refuse materials; and
  - (e) The fill shall not adversely affect the flow of surface drainage from or onto neighboring properties and when necessary, stormwater management techniques such as swales or basins shall be incorporated; or
- (2) The building may be elevated in accordance with the following:
  - (a) The building or improvements shall be elevated on stilts, piles, walls or other foundation provided that is permanently open to flood waters;
  - (b) All components located below the flood protection elevation shall be constructed of materials resistant to flood damage;
  - (c) The lowest floor and all electrical, heating, ventilating, plumbing, and air conditioning equipment and utility meters shall be located at or above the flood protection elevation.

- (d) If walls are used, all enclosed areas below the flood protection elevation shall address hydrostatic pressures by allowing the automatic entry and exit of flood waters. Designs must either be certified by a registered professional engineer or by having a minimum of one (1) permanent openings on each wall no more than one (1) foot above grade with a minimum of two (2) openings. The openings shall provide a total net area of not less than one (1) square inch for every one (1) square foot of enclosed area subject to flooding below the base flood elevation; and
- (e) The foundation and supporting members shall be anchored, designed, and certified so as to minimize exposure to hydrodynamic forces such as current, waves, ice and floating debris.
  - (i) Water and sewer pipes, electrical and telephone lines, submersible pumps, and other service facilities may be located below the flood protection elevation provided they are waterproofed.
  - (ii) The area below the FPE shall be used solely for parking or building access and not later modified or occupied as habitable space; or
  - (iii) In lieu of the above criteria, the design methods to comply with these requirements may be certified by a licensed professional engineer or architect.
- (3) The building may be constructed with a crawlspace located below the flood protection elevation provided that the following conditions are met:
  - (a) The building must be designed and adequately anchored to resist flotation, collapse, and lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy.
  - (b) Any enclosed area below the flood protection elevation shall have openings that equalize hydrostatic pressures by allowing for the automatic entry and exit of floodwaters. A minimum of one opening on each wall having a total net area of not less than one (1) square inch per one (1) square foot of enclosed area. The openings shall be no more than one (1) foot above grade.
  - (c) The interior grade of the crawlspace below the FPE must not be more than two (2) feet below the lowest adjacent exterior grade.
  - (d) The interior height of the crawlspace measured from the interior grade of the crawl to the top of the foundation wall must not exceed four (4) feet at any point.
  - (e) An adequate drainage system must be installed to remove floodwaters from the interior area of the crawlspace within a reasonable period of time after a flood event.
  - (f) Portions of the building below the FPE must be constructed with materials resistant to flood damage.
  - (g) Utility systems within the crawlspace must be elevated above the FPE.
- (C) Non-residential buildings may be structurally dry floodproofed (in lieu of elevation) provided a licensed professional engineer or architect certifies that:



- (1) Below the FPE the structure and attendant utility facilities are watertight and capable of resisting the effects of the base flood.
  - (2) The building design accounts for flood velocities, duration, rate of rise, hydrostatic and hydrodynamic forces, the effects of buoyancy, and the impact from debris and ice.
  - (3) Floodproofing measures will be incorporated into the building design and operable without human intervention and without an outside source of electricity.
  - (4) Levees, berms, floodwalls and similar works are not considered floodproofing for the purpose this subchapter.
- (D) Manufactured homes or travel trailers to be permanently installed on site shall be:
- (1) Elevated to or above the FPE in accordance with § 154.191(B).
  - (2) Anchored to resist floatation, collapse, or lateral movement by being tied down in accordance with the Rules and Regulations for the Illinois Mobile Home Tie-Down Act issued pursuant to 77 IL Adm. Code 870.
- (E) Travel trailers and recreational vehicles on site for more than one hundred eighty (180) days per year shall meet the elevation requirements of §154.191(B)(3) unless the following conditions are met:
- (1) The vehicle must be either self-propelled or towable by a light duty truck; and
  - (2) The hitch must remain on the vehicle at all times; and
  - (3) The vehicle must not be attached to external structures such as decks and porches; and
  - (4) The vehicle must be designed solely for recreation, camping, travel, or seasonal use rather than as a permanent dwelling; and
  - (5) The vehicles largest horizontal projections must be no larger than four hundred (400) square feet; and
  - (6) The vehicle's wheels must remain on axles and inflated; and
  - (7) Air conditioning units must be attached to the frame so as to be safe for movement out of the floodplain; and
  - (8) Propane tanks, electrical and sewage connections must be quick-disconnected and above the 100-year flood elevation; and
  - (9) The vehicle must be licensed and titled as a recreational vehicle or park model; and
  - (10) The vehicle must be either
    - (a) entirely supported by jacks rather than blocks or
    - (b) have a hitch jack permanently mounted, have the tires touching the ground, and be supported by blocks in a manner that will allow the blocks to be easily removed by use of the hitch jack.

- (F) Garages or sheds constructed ancillary to a residential use may be permitted provided the following conditions are met:
- (1) The garage or shed must be non-habitable; and
  - (2) The garage or shed must be used only for the storage of vehicles or tools and cannot be modified later into another use; and
  - (3) The garage or shed must be located outside of the floodway or have the appropriate state and/or federal permits; and
  - (4) The garage or shed must be on a single-family lot and be accessory to an existing principal structure on the same lot; and
  - (5) Below the BFE, the garage or shed must be built of materials not susceptible to flood damage; and
  - (6) All utilities, plumbing, heating, air conditioning and electrical must be elevated above the FPE; and
  - (7) The garage or shed must have at least one permanent opening on each wall no more than one (1) foot above grade with one (1) square inch of opening for every one (1) square foot of floor area; and
  - (8) The garage or shed must be less than fifteen thousand dollars (\$15,000) in market value or replacement cost whichever is greater or less than five hundred and seventy-six (576) square feet; and
  - (9) The structure shall be anchored to resist floatation and overturning; and
  - (10) All flammable or toxic materials (gasoline, paint, insecticides, fertilizers, etc.) shall be stored above the FPE; and
  - (11) The lowest floor elevation should be documented and the owner advised of the flood insurance implications."

**Section 6.** That § 154.192(A)(3) of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.191(A)(3) in its entirety and by substituting the following in lieu thereof:

**"§ 154.192 SUBDIVISION REQUIREMENTS**

- (3) A signed statement by a Licensed Professional Engineer that the proposed plat or plan accounts for changes in the drainage of surface waters in accordance with the Plat Act (765 ILCS 205/2).

Streets, blocks, lots, parks, and other public grounds shall be located and laid out in such a manner as to preserve and utilize natural streams and channels. Whenever possible, the floodplains shall be included within parks or other public grounds."

**Section 7.** That § 154.193(A)(5) of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.193(A)(5) in its entirety and by substituting the following in lieu thereof and that § 154.193(A)(6) is created in its entirety:

**"154.193 PUBLIC HEALTH AND OTHER STANDARDS**

- (5) Construction of new or substantially improved critical facilities shall be located outside the limits of the floodplain. Construction of new critical facilities shall be permitted within the floodplain only if no feasible alternative site is available. Critical facilities constructed within the SFHA shall be elevated or structurally dry floodproofed to the 500-year flood frequency elevation. In situations where a 500-year flood elevation has not been determined the flood protection elevation shall be three (3) feet above the 100-year flood frequency elevation. Floodproofing and sealing measures must be taken to ensure that toxic substances will not be displaced by or released into floodwaters. Access routes elevated to or above the level of the base flood elevation shall be provided to all critical facilities.
- (6) No fences shall be located within the floodplain.”

**Section 8.** That § 154.194(C) of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.193(C) in its entirety and by substituting the following in lieu thereof:

**“154.194 VARIANCES**

**(C) Historic Structures**

- (1) Variances to the building protection requirements of § 154.190 and § 154.191 of this ordinance subject to the conditions that:
  - (a) The repair or rehabilitation is the minimum necessary to preserve the historic character and design of the structure.
  - (b) The repair or rehabilitation will not result in the structure being removed as a certified historic structure.”

**Section 9.** That § 154.196(B) of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.196(B) in its entirety and by substituting the following in lieu thereof:

**“154.196 PENALTY**

- (B) The Building Official shall inform the owner that any such violation is considered a willful act to increase flood damages and therefore may cause coverage by a Standard Flood Insurance Policy to be suspended.

The Building Official is authorized to issue an order requiring the suspension of the subject development. The stop-work order shall be in writing, indicate the reason for the issuance, and shall order the action, if necessary, to resolve the circumstances requiring the stop-work order. The stop-work order constitutes a suspension of the permit.

No building permit shall be permanently suspended or revoked until a hearing is held by the Planning and Zoning Commission. Written notice of such hearing shall be served on the permittee and shall state:

- (1) The grounds for the complaint, reasons for suspension or revocation, and
- (2) The time and place of the hearing.



At such hearing, the permittee shall be given an opportunity to present evidence on their behalf. At the conclusion of the hearing, the Planning and Zoning Commission shall determine whether the permit shall be suspended or revoked.

Nothing herein shall prevent the City of Washington from taking such other lawful action to prevent or remedy any violations. All costs connected therewith shall accrue to the person or persons responsible."

**Section 10.** That § 154.197 of the Washington Municipal Code of Ordinances is hereby amended by deleting § 154.197 in its entirety and by substituting the following in lieu thereof:

**"154.197 ABROGATION AND GREATER RESTRICTIONS**

This ordinance repeals and replaces other ordinances adopted by the City Council to fulfill the requirements of the National Flood Insurance Program, including Ordinance 2598 passed March 21, 2005. However, this ordinance does not repeal the original resolution or ordinance adopted to achieve eligibility in the program. Nor does this ordinance repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. Where this subchapter and other ordinance easements, covenants, or deed restrictions conflict or overlap, whichever imposes the most stringent restrictions shall prevail."

**Section 11.** That § 154.198 of the Washington Municipal Code of Ordinances is hereby created in its entirety:

**"154.198 CARRYING CAPACITY AND NOTIFICATION**

For all projects involving channel modification, fill, or stream maintenance (including levees), the flood carrying capacity of the watercourse shall be maintained.

In addition, the City of Washington shall notify adjacent communities in writing thirty (30) days prior the issuance of a permit for the alteration or relocation of the watercourse."

**Section 12.** That § 154.199 of the Washington Municipal Code of Ordinances is hereby created in its entirety:

**"154.199 SEVERABILITY**

The provisions and sections of this ordinance shall be deemed separable and the invalidity of any portion of this ordinance shall not affect the validity of the remainder."

**Section 13.** That all ordinances or parts thereof in conflict herewith are hereby expressly repealed.

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

\_\_\_\_\_  
Mayor

ATTEST:

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City Clerk

# CITY OF WASHINGTON

## PLANNING & DEVELOPMENT DEPARTMENT

301 Walnut St. • Washington, IL 61571

Ph. 309-444-1135 • Fax 309-444-9779

<http://www.washington-illinois.org>

[joliphant@ci.washington.il.us](mailto:joliphant@ci.washington.il.us)

### MEMORANDUM

TO: Public Works Committee  
FROM: Jon R. Oliphant, AICP, Planning & Development Director  
SUBJECT: Early Certificate of Occupancy Requests  
DATE: November 2, 2016

Staff would like to receive feedback on whether Certificates of Occupancy (CO) should be issued prior to the completion and acceptance of any public infrastructure improvements. While the code does not explicitly prohibit the issuance of CO's prior to this work, there is language that does grant the City the ability to withhold CO's according to Jay Scholl from Davis & Campbell.

Section 152.019(H)(I) of the Code provides the Code Enforcement Officer general authority to delay the issuance of the CO if the property does not comply with the Code, such as a failure to have access and frontage on a public street. Section 154.237(B) states that a CO "shall be issued within three (3) days after the construction shall have been approved" by the Code Enforcement Officer.

Tanner Rave of MKR Properties has submitted three building permits within Cherry Pointe Section 2. Staff has indicated to Mr. Rave that it is comfortable issuing the permits but cannot issue CO's until such time when the public improvements are reviewed and approved. Any streets are required to settle according to Section 152.025(V): "Street pavement in residential subdivisions shall not be installed until the trenches for underground utilities have settled through a winter and spring season." If work started now, the homes could feasibly be finished sometime in late winter, likely before the paving could be completed. Mr. Rave has asked about the possibility of issuing the CO's with a temporary gravel road in place and that any maintenance and snow plowing would not be the responsibility of the City. Mr. Rave has indicated that he will submit a variance request (which has not been submitted to date) to allow for the CO's to be issued prior to the acceptance of the public improvements. The earliest this could be heard would be at the December 7 PZC meeting followed by two ordinance readings by the Council.

Both East Peoria and Pekin have language in their Codes that staff would recommend adopting in Washington's Code. East Peoria has the following in its Code: "In any event, however, no occupancy permit shall be issued until public improvements which serve the lots in the subdivision have been accepted by the city as provided in this title 6. Notwithstanding the receipt of preliminary approval, the city shall not provide city services within the subdivision including, without limitation; maintenance, snow plowing or garbage pickup until final acceptance of all improvements." Pekin has the following in its Code: "No occupancy permit shall be issued for any building in a subdivision in which all improvements required in accord with this Title have not been installed. The City hereby defines its policy to be that the City will withhold all public services of whatsoever nature, including the maintenance of streets and the furnishing of sewerage facilities from all subdivisions which have not been approved and from all areas dedicated to the public which have not been accepted by the City Council in the manner prescribed herein."

General discussion is planned for the November 7 Public Works Committee meeting to gather feedback on this topic.



# CITY OF WASHINGTON

## PLANNING & DEVELOPMENT DEPARTMENT

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### MEMORANDUM

TO: Public Works Committee  
FROM: Jon R. Oliphant, AICP, Planning & Development Director  
SUBJECT: Residential Off-Street Parking  
DATE: November 2, 2016

Staff would like to receive feedback on whether off-street parking for commercial uses should be allowed on residentially-zoned lots. Currently, there is no prohibition from a commercial use to have off-street parking on a residential property to complement the parking on the commercial lot.

This question resulted from the spillover parking currently used for Michael's Italian Feast. The lot to the south was purchased in 2007 and the house on it was subsequently demolished. Recently, it has been used for spillover parking in conjunction with an addition to the restaurant completed last year. The Michael's lot is zoned C-2 (General Retail) and the lot to the south is zoned R-1 (Single- and Two-Family Residential). The use of that lot for parking has increased stormwater runoff that is currently not accounted for and staff has been in discussions with the owner about establishing a dedicated means of stormwater control.

One option to consider if there is a desire to restrict off-street parking in residential areas is to establish a zoning district specific to off-street parking. The City of Peoria has a P1 district specifically for parking and it removes the potential for a new commercial building being constructed on the lot. It also requires a large buffer requirement adjacent to any residential properties.

General discussion is planned for the November 7 Public Works Committee meeting to gather feedback on this topic.

## SNOW ROUTE INFORMATION

The City of Washington's Public Works Department is committed to keeping all roads within the city safe and navigable before, during, and after every winter event as an "Open Road" objective. This open road objective should not be confused with a "Bare Pavement" objective. An open road objective provides that the street should be passable with only a reasonable amount of inconvenience, based upon the actual storm conditions, and should provide a safe driving surface, if reasonable driving caution is taken considering weather conditions.

The Department has seven (7) single axle five yard plow trucks to help maintain over 78 centerline miles of roadways, which include just under 3 miles of alleys and 76 miles of streets, some requiring up to 4 passes to clear both driving and parking lanes. Trucks are assigned to seven (7) routes with average round lengths of two to four hours depending on snow accumulation. SNOW ROUTE MAP. These routes are primary staffed by the Streets Department, but in the advent of extended events, the City will staff two (2) round the clock 12 hour shifts made up of members from all Public Works Departments (Streets, Distribution, Water and Sewer).

The City of Washington plows most of the streets within city limits, however there are a number of roads that are the responsibility of other government agencies: US Route 24 (Boyd Parkway), Business Route 24 (Washington Rd. / Peoria St. / Walnut St. / Eureka Rd.) McCluggage Road and Illinois Route 8 (Washington Rd.) are IDOT's and North Main Street (County Highway 3) beginning near Cruger Road is Tazewell County's.

In addition to plowing, the City applies salt to help combat ice buildup. We do not use abrasive agents or blended mixes of cinders, sand or chips due to the ultimate depositing of these as sediment in the storm sewers and detention basins. Salt is still one of the best products available for melting snow and ice, however it is most effective at temperatures 25°F or above. Traffic also aids the melting process, which is why a less traveled street may remain slick and snow covered while roadways with higher traffic volumes are clear. Regardless drivers are reminded that the lower the temperature the less effective salt becomes.

While the city maintains this strategy, it cannot guarantee results simply due to the uncertainty that each storm presents. Snow accumulations of an inch per hour are extremely difficult to keep up with. Timing of the storm in unison with traffic rush hours, holidays, and daytime hours create additional tactical problems. The city will plow the practical full pavement width in order to maintain adequate road capacity for future storms. Plowing is performed as allowed by road geometry with the idea of dispersing equal amounts of snow to either side of a road. As a result, snow will almost certainly end up in driveways and could result homeowners clearing their driveways multiple times.

As always, the City and the Division of Public works appreciates the patience, understanding, and cooperation of its citizens during this process.

**CITY OF  
WASHINGTON  
TAZEWELL COUNTY, ILLINOIS  
Snow Removal  
Route Map**

**STREET INDEX**

A	Adams St	Adams St	Adams St
B	Bell St	Bell St	Bell St
C	Camden St	Camden St	Camden St
D	Clinton St	Clinton St	Clinton St
E	Conover St	Conover St	Conover St
F	Franklin St	Franklin St	Franklin St
G	Garrison St	Garrison St	Garrison St
H	Harrison St	Harrison St	Harrison St
I	Indiana St	Indiana St	Indiana St
J	Jackson St	Jackson St	Jackson St
K	Kennedy St	Kennedy St	Kennedy St
L	Lafayette St	Lafayette St	Lafayette St
M	Lincoln St	Lincoln St	Lincoln St
N	Madison St	Madison St	Madison St
O	Marshall St	Marshall St	Marshall St
P	McDonald St	McDonald St	McDonald St
Q	Monroe St	Monroe St	Monroe St
R	Myrtle St	Myrtle St	Myrtle St
S	Nash St	Nash St	Nash St
T	North St	North St	North St
U	Oak St	Oak St	Oak St
V	Orchard St	Orchard St	Orchard St
W	Palmer St	Palmer St	Palmer St
X	Park St	Park St	Park St
Y	Parkway St	Parkway St	Parkway St
Z	Pine St	Pine St	Pine St



City of Washington  
Prepared by the City of Washington Department of Planning and Development, November 08, 2015.  
This map indicates approximate street right-of-way and may contain errors. Newly constructed streets or recently widened areas may not be shown.

