

Development Guide

For Commercial Building Projects



Excluding 1 & 2
Family Dwellings

Revised
March 2010

City of Decatur, Illinois
Department of Planning and Building Services
Public Works Department
#1 Gary K. Anderson Plaza
Decatur, Illinois 62523
www.decaturl.gov

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I. INTRODUCTION

This booklet has been prepared to assist persons in expediting commercial building development projects in Decatur. This booklet and all of the city codes and ordinances are available at the city's web site at www.decaturlil.gov. Any questions or suggestions regarding the process should be directed to:

City of Decatur Building Inspections Division
Department of Planning and Building Services
#1 Gary K. Anderson Plaza
Decatur, IL 62523
Attention: Building Inspections Manager
Telephone: 217/424-2787 Fax: 217/424-2728

Development Services

The City of Decatur offers a preplanning service for all parties involved in the development of commercial building projects through the Technical Review Committee (TRC). The purpose of the committee is to meet with clients and review any preliminary construction documents or ideas. The TRC will offer suggestions and guidance pertaining to city ordinances and codes that would affect the development of the proposed project thus providing a smooth transition to eventually issuing a building permit.

The TRC consists of staff members from the Building Inspections Division, Planning Division, Engineering Division and Fire Prevention Division. All aspects of construction are covered by these divisions. Questions regarding building code requirements, zoning ordinance requirements, public fire protection, public utility and right of way are among some of the items that the staff members look for in their reviews.

The Technical Review Committee meets the second and last Thursday of the month at 9:00 AM in the Public Works conference room on the third floor of the Civic Center, #1 Gary K. Anderson Plaza. An appointment is necessary to be put on the committee's agenda. If you want to be included on the agenda of the TRC, you can contact the Senior Planner at 217/424-2786, for scheduling.

II. PERMIT REVIEW PROCESS

Minimum Submission Requirements for a Building Permit Application

For a building permit review, the following should be submitted to the attention of the Building Inspections Division:

1. Two (2) complete sealed sets of building/structural/mechanical/electrical/plumbing drawings *without* the site plans and one set of sealed specifications if applicable.
2. Five (5) separately bound sealed civil site plans. A site plan is required when a new building is built, increased in size, changed in occupancy use, water or sewer work, work in the public right of way and parking is being proposed. Site plans shall not be included in with the building plans. *Civil site plans shall also include landscaping and exterior lighting with fixture cut sheets.*

Ways to Expedite the Submittal and Review Process

There are actions that can be taken to expedite the submission and review process:

1. Submit the correct number of properly bound and sealed sets of drawings.
 2. Include the name of the owner and official contact person.
 3. Identify, on the drawings, the project location by street address.
- If assistance is required in obtaining a street address, please contact a GIS/Neighborhood Planner at: 217/424-2778.

All plans should be delivered or addressed to the Building Inspections Division, Department of Planning and Building Services , #1 Gary K. Anderson Plaza, Decatur, Illinois, 62523

Building Plan Reviews, Outside Plan Reviews are accepted

To speed your plan review, the City of Decatur will accept the plan review of an outside International Code Council Certified Building Plans Examiner. Contact the City of Decatur Building Inspections Manager at 217/424-2787 to determine who is currently certified.

Average Plan Review Time

Customer service is important to the city staff assigned to the development review process. We want our customers to be assured that we will do everything we can to expedite this phase of the development. By City Council policy, *plans are reviewed on a first come-first served basis.* City staff has established the following initial plan review goals based on available city resources:

It will take seven (7) working days per submittal for the Building Inspections, Planning, Engineering and Fire Prevention Divisions to review each set of submitted plans.

The Planning Division in the Department of Planning and Building Services sends a letter with Planning, Engineering and Fire Division comments for the site plan to the project designer (and project owner if requested). The Building Plans Examiner will send a separate comment letter to the building designer on building code issues. The project designer(s) is encouraged to contact each plan reviewer regarding any comments received. The phone numbers are as follows:

- Building Code Issues: Building Plans Examiner at 217/424-2787
- Site Plan Issues related to zoning requirements: Economic Development Director, at 217/424-2725 or Senior Planner at 217/424-2786.
- Site plan issues related to engineering requirements: Civil Engineer at 217/424-2747.
- Fire Department issues, Fire Marshal at 217/424-2811

When the project plans have been approved by all divisions and the required site improvement bond and other permits (IDOT, IEPA, Land disturbance ...) are received (if applicable) by the Engineering Division, and all other forms and fees are submitted, the permit will be issued. A set of approved construction drawings will be released with the permit and must be kept at the job site for inspection.

Plan Re-Submittals

Any plans and specifications requiring corrections shall be modified and resubmitted in their entirety to the Building Inspections Division. When revisions are made to an original set of submitted plans, the corrections shall be clearly indicated and the *design professional's seal updated*, per IBC 106.4 and Structural Engineering and Architecture Practice Acts of 1989. In order to ensure an efficient plan review process, the Building Inspections Manager has the discretion of assessing a plan review fee of \$100 for any set of plans that is reviewed more than twice.

Fast-Tracking Project Permitting

The City has a unified permit process for building construction. This means, except for the water service and signage, one permit covers the structural, electrical, mechanical, plumbing and site work. The permit may be issued in stages but the following items must be submitted and approved prior to the issuance of any partial permit. (The parking lot may be required to be permitted separately.)

Issuance of Footing and Foundation Permit

1. Approval of the site plan by the City Engineering, Planning and Fire Prevention Divisions' (if applicable). Site performance bond approved and on file (if applicable).
2. Land Disturbance permit approved and on file (if applicable).
3. Approval of structural footing and foundation drawings including design loads.
4. Agreement on all items which affect the location of the building on the lot.
5. The size and construction of the building must be in compliance with IBC sections 503 and 602 and all exits and occupancies per IBC sections 106.1.2 and 302.1 are indicated.
6. Completed building permit application submitted and full permit fees paid.

Structural Steel/Shell Erection and Underground Utilities Permit

1. A valid footing and foundation permit/approval.
2. Approval of structural drawings and fault current electrical calculations.
3. Agreement of all items which could affect the structural requirements of the building.
4. Contractor permit/application sheets for all underground work.

Full Building Permit

1. Full approval of all architectural, electrical, plumbing and mechanical drawings or agreement in writing that all minor items will be corrected during construction.
2. All electrical, mechanical, plumbing contractor application forms are on file.
3. Contractor application forms are to be provided by the subcontractor.

Work Stoppages

If any of the following conditions develop, work may be halted by the Building Inspections Manager:

1. If agreements on behalf of the developer are not met.
2. If work proceeds beyond that which is permitted.
3. The work installed is not in compliance with the codes or approved construction drawings.
4. Work in a Local Historic District is started without a Certificate of Appropriateness from the Historical and Architectural Site Commission.
5. The site improvement bond is allowed to expire.
6. The Land Disturbance permit is allowed to expire.

Contractor Licensing Requirements

1. Electrical, Mechanical (HVAC) and Sign contractors are required to be City licensed.
2. Plumbing contractors are required to be licensed by the Illinois Department of Public Health.
3. Fire suppression contractors are required to be licensed by the Office of the Illinois State Fire Marshal.
4. Elevator installers are required to be licensed by the Office of the Illinois State Fire Marshal through the Elevator Safety Review Board.
5. General building contractors are not required to be licensed by the state or city.
6. If a new water meter is installed the owner must contact Water Billing at 217-424-2841 to sign up for water service from the City.

Contact the Building Inspections Division at 217/424-2787 for City licensing requirements.

III. BUILDING PLANS REQUIREMENT

Sealed drawings are required by Illinois State Law

Sealed building plans are required when the proposed project involves any work including structural, life safety (egress), fire safety, and accessibility issues. The plans must bear the seal of a State of Illinois Registered Architect or Structural Engineer per Illinois Architecture and Structural Engineering Practice Acts of 1989. The Acts require:

1. A reproducible seal with the license number
2. The signature of the architect or structural engineer
3. The date of signature and license expiration date

Please see the exhibits for form and content. Failure to provide properly sealed drawings (if required) will delay plan review and prohibit project approval.

Accessibility Compliance is Required by State Law

Provisions shall be made for the handicapped as required by the Illinois Accessibility Code 1997. Plans may include a statement of compliance with the Code. (See attached form)

Percolation Tests are Required for Septic Systems

New construction is required to connect to the sewer system, if available. A percolation test is required for all proposed septic systems. Results of percolation tests shall be submitted to the Macon County Health Department.

Appropriate Code Citations

The following building construction codes are used by the City of Decatur:

- 2006 International Building Code
- 2006 International Mechanical and Fuel Gas Code
- 2006 International Fire Code
- 2008 National Electrical Code
- 2004 Illinois State Plumbing Code (required by the Illinois Department of Public Health)
- 1997 Illinois Accessibility Code (required by the Illinois Environmental Barriers Act)
- Illinois Energy Conservation Code - based on the 2009 International Energy Code and the latest version available of the EZ COM check software from the US Dept. of Energy at www.energycodes.gov.

The drawings and/or specifications shall include all the information required to determine if codes are being met. Please remember that this will usually mean furnishing information beyond what is required to bid the job or build the building.

Often the absence of this basic code compliance information on the initial submittals causes delays in approval and issuance of a permit.

Minimum Information Requirements

Citations for required information include but are not limited to:

Building code section

1.
 - a. Use group/occupancy category for each space IBC 302.1
 - b. Number of occupants IBC 106.1.2, 1004

| | |
|---|---|
| c. Building Construction classification | IBC 602 |
| d. Square feet per story or area and number of floors | IBC 503, 1208 |
| e. Definite descriptive use of all building areas | IBC 106.1.2, 302 |
| f. All pertinent design loads | IBC 1603 |
| g. Structural design method | IBC 2101.2, 2301.2 |
| h. Seismic design considerations | IBC 1603.1.5 |
| Interpolated mapped acceleration values, Ss = 0.27, S1 = 0.12 | IBC 1613.5.1 |
| Calculated acceleration values, Sds & Sd1, Importance factor, Design category, Site class | IBC 1613.5.4 |
| i. Wind design considerations | IBC 1603.1.4 |
| Basic wind speed=90 mph, Importance factor, Exposure category | IBC 1609.4 |
| 2. Elevations of all sides of building including height above grade. | IBC 503 |
| 3. Cross sections of typical walls, including design number for all required fire-resistant rated assemblies. | IBC 106.1.3 IBC 106.1.3 IBC 703.2 |
| 4. General schematics of the HVAC, electrical and plumbing systems. | IBC 703.3 Elect. 2701.1 |
| 5. Protection of potable water. Reduced pressure principle back flow prevention device is required on all new commercial and industrial water services. | IMC 106.3.1 2004 Illinois Plumbing Code City Water Regulations |
| 6. The rating and/or capacity of heating, ventilating and cooling appliances. | IMC 106.3.1 |
| 7. Sufficient information to determine net clear opening of windows required for ventilation light and emergency rescue. | IBC 1203.1, 1203.4, IBC 1205.2 |
| 8. Door and hardware schedules including required fire resistance ratings and a description of the operation of egress hardware. | IBC 1026 IAC 400.310 j) 8&9 IBC 1008.1.8 IBC 715 |
| 9. The location of the water meter, water shut off, backflow protection and water service size shall be indicated. The meter shall be in a protected, readily accessible location not higher than three feet above the floor. The location of the remote reader shall also be provided. | City Water Reg. |
| 10. Fault current calculations for all new electrical services. | 2008 NEC City Chapter 69 |

- | | |
|--|---|
| <p>11. The electrical plans shall include the following information:</p> <ul style="list-style-type: none"> a. A detail of the electrical service b. Complete electrical load calculations c. A layout of the electrical panels <ul style="list-style-type: none"> 1. Location(s) 2. Size of breakers and conductors 3. Number of breakers 4. Identification of circuits 5. Electrode grounding to foundation shall be shown. And detail in the foundation plans. | <p>NEC 250.50, 250.52 (3)</p> |
| <p>12. Drawings for pre-engineered steel buildings and TPI standard floor and roof trusses shall be submitted for review. These drawings shall be done under the direction of and sealed by an <i>Illinois</i> licensed structural engineer.</p> | <p>IBC 106.1 IBC 2205.1 IBC 2303.4.1.2</p> |
| <p>13. Completed EZ COMcheck energy compliance form. (Latest version available from the Dept. of Energy)</p> | <p>2009IECC 2004 IL Energy Conservation Code</p> |
| <p>14. Three sets of fire sprinkler drawings and hydraulic calculations for a fire suppression system, prepared by an <i>Illinois</i> licensed professional engineer, are required to be submitted for review and approved before installation.</p> | <p>IBC 106.1.1.1 <i>Illinois</i> Fire Sprinkler Licensing Act</p> |

IV. ADOPTING ORDINANCES

The City of Decatur essentially adopts the model codes as they are printed. However, there are some amendments dealing with the administration of the code and a few substantive changes. The substantive changes and amendments are included herein:

1. Per Chapter 67, City of Decatur Building Code, Chapter 11 and subsection 1007.0 of the 2006 International Building Code is deleted.

Subsection 1805.2.1 item number 1 by substituting the phrase “to a depth of 36 inches or more below final grade” for the phrase “below the frost line of locality”.

The use of keyed locks in egress doors that is allowed in IBC section 1008.1.8.3, item number 2 has been deleted. Item number 3 in section 1008.1.8.7 is modified to delete the wording allowing the unlocking of the stairway doors by a signal from emergency personnel.

Emergency egress lighting is required in all means of egress components including adjoining rooms leading to an egress component no matter if two or more exits are required out of the building or space. Emergency egress lights are also required in vestibules, common use rest rooms, dressing rooms and locker rooms in addition to the required areas noted in IBC section 1006.3.

IBC Section 1011.1, exception number 1 on exit signs has been deleted

The exception in IBC section 1014.2.1 allowing means of egress through adjacent tenant spaces has been deleted.

Carbon monoxide detectors are required within 15 feet of a sleeping room in a building that has fuel fired (water heater, stove, furnace, boiler....) appliances. City of Decatur Building Code Chapter 67 - Section 7).

In buildings with an automatic fire suppression system, a strobe-horn shall be placed a minimum of ten feet vertically and a maximum ten feet horizontally in the vicinity of the fire department connection. City of Decatur Fire Prevention Code Chapter 44 - Section 4.

2. 2008 National Electrical Code, Chapter 69 - City of Decatur Electrical Code

In reference to Article 230.2, number of services, only one service drop or lateral shall be permitted unless written approval by the Construction Inspections Division is obtained for conditions (a) through (d) of said Article.

For all new non-residential electric services (including multi-family) a fault current electrical study, using the Building Inspections Divisions form, shall be provided and approved before an electrical permit is issued.

In reference to Article 230.43, service entrance conductors shall be installed in accordance with the applicable requirements of this code covering the type of wiring method used and shall be limited to the following:

- a) Rigid metallic conduit
- b) Intermediate metal conduit

- c) Rigid nonmetallic conduit

Any other method described shall have written consent of the Building Inspections Division and Ameren IP.

The sizing of service entrance conductor shall be by one of the following methods:

- a) To the main breaker with no reduction in ampere rating.
- b) To an approved calculated load where multiple disconnects are used, with no reduction in ampere rating.
- c) To a rated buss of equipment when no calculated load is provided no reduction in ampere rating.

The PVC risers going up utility poles shall be schedule 80. Metal elbows and conduits at utility poles and building services shall be connected to an effective grounding path, by the electrical contractor and installed as per 2008 NEC article 250.80.

Smoke detectors shall be installed in accordance with the 2006 International Building Code section 907.2.

In reference to Article 230.70(A) to read: "The service disconnecting means shall be installed at a readily accessible location either outside the building or structure or inside nearest the point of entrance of the service conductors, but not to exceed ten feet."

No installation of electrical panels or wires shall be installed until buildings have an approved roof so as to provide protection from weather. Whenever a new service is installed, the electric meter shall be located on the outside of the building unless written approval from Ameren IP and the City Electrical Inspector is obtained.

Whenever a remodeling calls for walls and/or ceilings (including suspended ceilings) to be opened up, all wiring, boxes, conduit, etc. exposed by this work shall be brought up to current standards.

3. 2006 International Mechanical Code, Chapter 68, City of Decatur Mechanical Code

The following sections of the mechanical code have been deleted;

| | |
|-------------------|--------|
| 103.1 - 103.2 | 109 |
| 106.5.2 - 106.5.3 | 304.10 |
| 108.4 | 603.5 |

M603.5 Nonmetallic ducts. Fibrous duct construction, specifically duct board material, shall not be used as Class 0 or Class 1 air duct.

M603.6 Flexible air ducts and flexible air connectors shall be used only in non-conditioned spaces or above suspended ceiling installations.

The following sections of 2006 International Fuel Gas Code have been deleted;

| | |
|-------|---------|
| 103.2 | 106.5.2 |
| 108.5 | 109 |

4. All references to the International Plumbing Code shall be changed to 2004 Illinois Plumbing Code as required by the Illinois Department of Public Health.
5. All references to the ICC A117.1 accessibility code shall be changed to the 1997 Illinois Accessibility Code as required by the Illinois Environmental Barriers Act.

V. SITE PLAN REQUIREMENTS

Planning Division

Standard Site Plan Size Required

Each site plan shall be submitted on a standard Planning and Engineering Division design criteria sheet of either 22 inches by 34 inches or 24 inches by 36 inches and to a *reasonable* engineer's scale. Site plans for building construction projects (including parking lots) shall be submitted to the attention of the Building Construction Division.

Required Site Plan Elements

The following information shall be depicted on the site plan:

- a. North arrow, engineer's scale, date of preparation and revisions. The north arrow either the top or the right hand side of the plan;
- b. The Illinois Professional Engineer seal with signature and expiration date;
- c. The common street address and the name of the business; the nature of the business and/or proposed land use, (preferably in the title block);
- d. The legal description(s) of all the property (ies), the zoning and the reference number of the Zoning Ordinance stating that the use is allowed in the district (example use: Warehouse; the zoning is M-1; state on the site plan reference number: ***Section XVI A 50 Warehouse, private, distribution facilities***);
- e. Location and dimensions of all property lines; include existing and/or proposed street and alley right-of-way, easements or other legal interests in the land being developed;
- f. Location Map--a map of the vicinity of the project, referenced to adjacent and major arterial streets in the area;
- g. Location of all proposed and existing buildings, structures and pavement;
- h. Location of all existing or proposed curb lines and curb cuts for streets, alleys, or parking lots;
- i. Location of the 100 year flood plain on the site, if applicable;
- j. Location of all existing or proposed ponds, lakes, watercourses or drainage facilities;
- k. Location of all existing or proposed signs, walls, fences, earthen berms (drawn at 1-foot contour interval), site furniture, lights, fountains, and/or sculptures on the site.
- l. Location of all existing or proposed sidewalks, bike trails, pedestrian paths, etc. on the site;
- m. All vehicular and personnel access door locations shall be shown;
- n. The proposed building or buildings shall have the basement and/or first floor grade given in actual sea level elevation;
- o. The building or buildings shall be dimensioned relative to size and proximity to lot lines and adjacent structures.
- p. Storm Water Pollution Prevention Plan (SWPPP)
- q. The location and size of all water mains.
- r. The occupancy use and construction classification according to the current building and fire prevention code.
- s. The total aggregate area, per floor, of the building.
- t. The location of all fire hydrants relevant to the project site.
- u. The location of any sprinkler system fire department connection to the building.

Often the absence of this basic compliance information on the initial submittals causes delays in approval and issuance of a permit.

Required off-street parking spaces

Clearly state the method used for computing parking in order that it can easily be checked for accuracy and completeness. Show on plan where equipment will be parked if it is not parked within a structure.

Drive-up Windows

Aisles serving drive-ups shall be kept separate from aisles serving parking stalls. Common aisle used internally may be considered in unusual situations where such use would not interfere with street traffic. Each drive-up window shall be provided with storage as stated below. For high volume windows served from a classified street, additional storage may be required. Parking spaces blocked by the storage area by the drive-up window shall be subtracted from the total spaces available on the site. Blocking of handicapped parking spaces shall not be allowed.

- | | |
|-----------------|-------------------|
| a. Banks | Five cars minimum |
| b. Restaurants | Ten cars minimum |
| c. ATM Machines | Five cars minimum |

Required Parking Lot Setbacks

| Zoning District | Front Yard (feet) | Side Yard (feet) | Rear Yard (feet) |
|--|-------------------|------------------|------------------|
| R-1, R-2, R-3, R-5, & PMR-1* | 20 | 10 | 10 |
| R-5, O-1, B-1, B-2, B-3, M-1, M-2, M-3, & PD | 15 | 5 | 5 |
| B-4 | 5 | 0 | 0 |

*This requirement applies to all uses except for one- and two-family residential uses.

Parking Lot Setbacks

All parking areas shall maintain minimum setbacks as required by the Zoning Ordinance 3512, as amended Section XXIV. D. 2.

Refuse Areas

Refuse disposal areas shall be screened on all sides, including a solid gate for access, by a solid, commercial grade wood privacy fence, wall, or equivalent material with a minimum height of six (6) feet and a maximum height of seven (7) feet.

Freestanding signs within the property setback and/or in a public right of way shall be indicated on the site plans showing the intended location and size. Free standing signs shall be setback from the property line a minimum of five (5) feet.

Landscape Requirement

A landscape plan shall be submitted with the site plan. The landscape plan may be included on the site plan unless the combining of the plans compromises the required detail or makes the plan too difficult to read, in which case the landscape plan must be on a separate sheet, submitted with the site plan and lighting plan.

- North arrow, scale, date of preparation and revisions;
- Location of all proposed and existing buildings, structures and pavement;
- Location and dimensions of all property lines;
- Location of all existing or proposed ponds, lakes, watercourses or drainage facilities;
- Location of the 100 year flood plain on the site, if applicable;

- f. Location of all existing or proposed signs, walls, fences, earthen berms (drawn at 1-foot contour interval), site furniture, lights, fountains, and/or sculptures on the site;
- g. Location of all existing or proposed sidewalks, bike trails, pedestrian paths, etc. on the site
- h. Location of all existing or proposed curb lines and curb cuts for streets, alleys, or parking lots;
- i. Location, size and common name of any existing trees or shrubs to remain on site;
- j. Location of all landscaping proposed for the site (drawn at one-half (1/2) of mature size) including trees, shrubs, ground cover, ornamental grasses or flower beds;
- k. Plant list (in a matrix table) for all existing or proposed trees or shrubs on the site, including:
 1. Common Name
 2. Quantity
 3. Installation Size
 4. Height/width at Maturity
 5. Point Value per Tree/Shrub (as defined below)
- l. Schedule of total required points, as described below, classified by trees and/or shrubs, and total points provided; and
- m. Any additional information as determined by the Planning and Building Services Director to be necessary for approval of the proposed plan.

Buffer Yard

If the property in question abuts a side or rear lot line in the single family or two family residence districts (R-1, R-2, R-3 and R-5, a buffer yard is required between the property and the abutting residential property. The buffer yard is the greater of ten feet or ten percent of the width of the lot, not to exceed 50 feet.

Point Value

Each property must meet specified landscaping point thresholds based on the following: 1) the frontage of the property along the street(s); 2) the number of parking spaces; and 3) if a buffer yard is required, the length of the buffer yard. Each of these requirements generates a point value that is satisfied by providing landscaping on the site.

1. Front Yard Requirements: 0.5 points per linear foot of lot frontage. In meeting the point value requirement, 50 percent of the points must be met by choosing plants from the tree classification, and 50 percent from the shrub classification.
2. Parking Lot Requirements: 1.5 points per each parking space. Fifty percent of the point requirement must be met with shade trees, while the remaining 50 percent may be met with intermediate trees and shrubs. Lots with less than 50 parking spaces may meet this requirement by placing landscaping around the perimeter of the lot (within 10 feet): lots with 50 or more spaces must provide internal landscaping in a raised and curbed landscaped island.
3. Buffer Yard: 1.5 points per linear foot of the length of the buffer yard. Fifty percent of the point requirement must be met with plants from the tree classification and 50 percent must be met with plants from the shrub classification. Of the total points (tree plus shrubs), 50 percent must be evergreen plants. Use of a berm may reduce this requirement by up to 20 percent. Activity areas (refuse containers; storage; display of goods or merchandise; loading/unloading areas; production/assembly areas; and vehicle storage) located within 25 feet of a required buffer yard must be screened with a fence, wall berm, evergreen planting, or combination thereof landscaping used for screening activity areas may not be counted towards the required point value.

Landscaping Points

The point value requirement is met by providing landscaping as follows:

1. Existing mature trees are worth 28 points when there are twelve (12) inches or greater in diameter.
2. Trees: Shade trees and evergreen trees, 18 points; intermediate trees, 12 points.
3. Shrubs: Evergreen shrubs, 3 points; deciduous shrubs, 2 points.

The developer is urged to review Section XXVIII of the Zoning Ordinance for more detailed information, including lists of recommended and prohibited plant varieties and information regarding alternative compliance.

Fence Requirements

Fences in Office and Commercial Districts

1. Regulations in this subsection shall apply to the O-1, B-1, B-2 and B-4 zoning districts.
2. Fences may be located on the property line provided that any post or other stabilizing apparatus shall be located within the property lines of the owner of the fence and shall have the finished side facing outward towards the public.
3. A fifteen (15) foot front yard setback shall be required for all fences in this subsection except those fences located in the B-4 District.
4. The location of the front door or main entrance of a business or main structure shall determine the front yard for purposes of constructing or erecting a fence in an office or commercial district. Any remaining front yards, now classified as a side or rear yard for purposes of erecting a fence, which are located across the street from a residential district or use, there shall be a required evergreen landscaping screen. This evergreen landscaping screen shall be six (6) feet in height at time of planting and shall be located between the fence and the property line.

Fences in Industrial Districts

1. Regulations in this subsection shall apply to the M-1 and M-2 zoning districts.
2. Barbed wire, razor wire, electrical fencing, spiked railing or any guard or barricade to which there is attached any pointed instrument, device or thing of any kind or description, designed, intended or liable to injure any person coming on contact therewith shall only be permitted in the M-1 and M-2 Districts except in lots adjacent to designated urban corridors.
3. Barbed wire, razor wire, electrical fencing, spiked railing or any guard or barricade to which there is attached any pointed instrument, device or thing of any kind or description, designed, intended or liable to injure any person coming on contact therewith shall only be permitted at an elevation no less than six (6) feet above grade thereof nearest such device and must be extended inward towards the property enclosed.
4. Fences may be located on the property line provided that any post or other stabilizing apparatus shall be located within the property lines of the owner of the fence and shall have the finished side facing outward towards the public.
5. A fifteen (15) foot front yard setback shall be required for all fences in this subsection.
6. The location of the front door or main entrance of a business or main structure shall determine the front yard for purposes of constructing or erecting a fence in an industrial district. Any remaining front yards, now classified as a side or rear yard for purposes of erecting a fence, which are located across the street from a residential district or use, there shall be a required evergreen landscaping screen. This evergreen landscaping screen shall be six (6) feet in height at time of planting and shall be located between the fence and the property line.

Lighting Requirements

Lighting Plan Required

An exterior lighting plan shall be submitted with the site plan at the time of application for a building permit for all new construction excluding single-family and two-family residences. The landscape plan and exterior lighting plan may be combined on one (1) sheet where the detail can be reasonably discerned; however, the Detail Sheet as described below shall be shown on a separate sheet. The lighting plan shall show the following information:

- a. North arrow, scale, date of preparation and revisions;
- b. Location of all existing buildings; structures and pavement;
- c. Location and dimension of all property lines;
- d. Location of all existing or proposed sidewalks, bike trails, pedestrian paths, etc., on and adjacent to the site;
- e. Location of all existing or proposed curb lines and cuts for streets, alleys, or parking lots;
- f. Location of all proposed freestanding and wall-mount lighting including mast height for freestanding (or pole) lights;
- g. Location of all illuminated signs, externally-illuminated storefronts and any externally-mounted neon lighting;
- h. Location of all canopy-mounted lighting on the site;
- i. Detail Sheet showing:
 1. Proposed illumination by fixture;
 2. Catalog cuts or drawings of horizontal isolux (mounting height and horizontal foot-candles for each fixture);
 3. Maximum allowable illumination based on the proposed use;
 4. Proposed canopy illumination;
 5. Proposed sign lighting if any; and proposed exposed neon lighting, if any.
 6. Any additional information as determined by the Planning and Building Services Director to be necessary for approval of the proposed plan.

Any additional information as determined by the Planning and Building Services Director to be necessary for approval of the proposed plan.

Photometric Plans

A photometric plan shall be required for all multifamily, office, commercial and industrial development on sites greater than 10,000 square feet in area. Photometric plans shall be superimposed on the site plan for each classification of lighting with points no greater than 30 feet apart.

Lighting Performance Standards

All lighting shall be required to perform in accordance with the following provisions:

- a. Safety
 1. Lighting shall be installed to provide pedestrians and motorists safe travel through parking lots and pedestrian facilities;
 2. Lighting shall be so arranged as to highlight nodes of travel for motorists and pedestrians;
 3. Lighting shall not create excessive glare that may interfere with safe travel

Lighting Thresholds

Exterior light thresholds shall not exceed the requirements in foot-candles listed in Section XXVIII of the Zoning Ordinance. Lighting plan designers must obtain a copy of this ordinance and follow all applicable requirements.

Exposed Neon Lighting

Exposed neon lighting (for illumination purposes) shall be permitted only in the B-2, B-3, B-4, M-1, M-2 and PD Districts.

Engineering Division

Existing Site Improvements

All existing topographic features, including, but not limited to, driveways, pavements, curb and gutters, sidewalks, drainage structures, utility lines, easements and appurtenances above and below ground, parking areas and structures (including use) shall be shown with the appropriate dimensions given. Existing drainage shall be clearly indicated by contour lines, or in the case of a flat parcel, by adequate spot elevations. The existing topographic features shown shall include enough of the surrounding areas to show anticipated impacts.

Erosion Control

Sites in which land disturbing activity disturbs one or more acres shall provide a Storm Water Pollution Prevention Plan in accordance with City Chapter 38 – Storm Water Ordinance. Sites which disturb less than one acre of land shall include erosion control measures on a site or grading plan.

Storm Runoff Calculations

Proposed drainage for the development shall conform to the requirements set forth in the most recent version of the City of Decatur's Storm Drainage Policy, and shall be shown in detail on the plan. All proposed new and modified drainage systems shall have detailed drainage calculations submitted as a part of the site plan. Drainage systems shall convey 100-year storm runoff from dominant off-site areas which pass through the development site. If off-site run-off passes through the detention basin, an emergency overflow shall be designed to pass the peak inflow which would occur in a 100-year storm. All drainage elements sufficient to carry a 100-year storm shall be shown. Drainage calculations shall be prepared by an Illinois licensed Professional Engineer.

All ditches, drainage swales, storm sewers, drainage structures, headwalls and other drainage appurtenances shall be shown, including size, lengths, types, flow line elevations, etc. All pipes and appurtenances shall conform to the City of Decatur Construction Standards. The flow of existing roadway ditches crossed by a drive approach shall be maintained by the installation of a storm sewer or culvert pipe of capacity equivalent to the approved calculated flow. Minimum size shall be twelve (12) inches with a length sufficient to provide a slope from the edge of the drive to the end of the pipe not steeper than 4:1. (five (5) feet shall be the minimum distance). End sections of the same type as the drain pipe and of the correct slope shall be installed on all exposed pipe ends in accordance with City of Decatur Standards.

New or modified projects that discharge storm water runoff onto the right of way or into an Illinois Department of Transportation (IDOT) drainage system shall be required to receive a State drainage permit. All projects discharging into the state system shall be required to conform to the IDOT as well as the City's storm drainage requirements. No City building permits can be issued until the City has received a copy of the IDOT drainage permit.

- a. Surface Drainage shall be, collected in an approved detention/retention basin.
The storm water then may be disposed of in one of the following ways:

- I. Into an existing storm sewer structure. Connection to a sewer without benefit of a structure will not be acceptable.
 - II. Into a roadside ditch or open drainage swale through properly designed facilities. Headwalls, paved ditches, or other erosion control and energy dissipating devices may be required in accordance with acceptable engineering practices.
- b. Building drains, existing or proposed, building roof or footing drains shall not be connected to any sanitary or combination sewer. No footing drainage shall be discharged onto the surface where it could freeze but shall be connected directly into the site drainage system.

Parking Lot Design

The parking lot and entrances shall be shown and shall conform to the applicable articles of City specifications. Entrances shall also conform to the recommendations given in Transportation and Land Use Development published by the Institute of Transportation Engineers. The provisions of Section XXIV of the Zoning Ordinance must also be adhered to. The plan shall clearly indicate the area to be surfaced for parking and landscaping proposed for any setback area.

Stall layout

Parking lot stall shall contain one hundred and sixty-two square feet (nine (9) feet by 18 feet.) Parallel parking spaces shall be nine (9) feet by 22 feet. Angled parking stalls shall have an effective length of 18 feet. No overhang on adjacent property or public right of way shall be permitted. The design shall provide for ingress and egress from all non-parallel parking stalls by one movement. Jockeying or seesaw movements will not be acceptable. Minimum aisle widths shall be as follows:

1. 11 feet for 30 degree parking
2. 13 feet for 45 degree parking
3. 18 feet for 60 degree parking
4. 24 feet for 90 degree parking

A minimum two (2) car storage area shall be provided between the edge of the pavement and the first stall that can be entered from a driveway approach.

All parking lots shall be contained or surrounded by either a raised barrier curb or concrete bumper blocks. Parking stalls that adjoin sidewalks (public or private) at the same elevation as the parking lot shall be separated from the sidewalk by landscaping, bumper blocks, or similar. Any proposed street parking lot and/or alley widening or new surfacing, new curbs, gutters, sidewalks, etc., shall be shown in detail on the plan.

Drive Approaches

- a. The minimum effective opening shall be twelve feet for one-way use and twenty four feet for two way use. The maximum effective opening without a median shall be thirty-five feet.
- b. Return Radii: The minimum shall be twenty feet increased as required for truck, high volume or high speed traffic. The maximum will be as determined by the turning path of the largest vehicles that will use the approach.
- c. Separation of Approaches: A minimum distance of six (6) feet as measured parallel to the street pavement center line shall be maintained between driveway radii. No part of any driveway approach shall encroach on the frontage of adjacent property. A directional

island shall be constructed in all approaches where ingress and egress control is desired. The island shall be cut as required to maintain the sidewalk line and grade.

- d. Sidewalk Maintenance: Sidewalk line and grade shall be required across all approaches in areas served or intended to be served by sidewalks.
- e. Approach Slope: The approach shall slope up and away from the pavement edge at a rate between 0.02'/ft. And 0.10'/ft. At some point between the pavement edge and the property line, the approach must be a minimum 6" above the pavement.
- f. Materials Permitted: All driveway approaches built adjacent to streets with curb or gutter or adjacent to a paved street shall be constructed of P.C. Concrete a minimum of six inches thick. Approaches adjacent to other street types may be either six inch P.C. Concrete or seven-inch full-depth asphalt.
- g. State of Illinois and Macon County Highways: Any driveway approach built on a state or county highway shall conform to state, county and/or city design requirements as determined by existing city/state/county agreements. All new accesses and modified access shall have a permit from either the Illinois Department of Transportation for state highways or from the Macon County Highway Engineer for county highways. No permits can be issued until the City of Decatur receives a copy of the approved access permit.

Utility Extensions

In some cases it may be necessary to have main line sewers or water mains extended to provide service to a proposed development. These extensions will be considered as part of the development requirements with the cost of construction, all required permits and testing borne by the developer. All new public utilities shall be constructed and tested in accordance with the Standard Specifications for Water and Sewer Main Construction in Illinois, Fifth Edition.

The proposed building or buildings shall show all proposed utility service lines including Size, type, proposed connection points, and grade where applicable.

Proposed water main size and distribution, along with the number and placement of fire hydrants, shall be determined by the Required Fire Flow requirements indicated in the 2006 International Fire Code, Section 508, Appendix B, and Appendix C as they relate to the IBC/IFC building construction and occupancy classifications or by review of the Fire Code Official. The estimated flow potential of any new hydrant(s) should be indicated on the plan. Fire hydrant test and performance documents shall be made available to the Fire Department upon completion.

Proposed sewage disposal facilities shall be shown indicating location of septic tanks, distribution boxes, and subsurface tile disposal fields if a sanitary sewer is not available. Absorption areas of the disposal fields shall be shown based on percolation tests taken at the site.

Fire Apparatus Access Roads

Location

- a. Fire access drives shall be constructed in accordance to the 2006 International Fire Code, Section 503 and Appendix D.

Width of Road

- a. The minimum effective road width shall be twenty feet.
- b. Where a fire hydrant or a fire department connection is located, the minimum width shall be twenty-six feet for a length of 100 feet centered on the hydrant or connection.
- c. Where a building or portion of a building exceeds thirty feet in height, the minimum width shall be twenty-six feet for a length of fifty feet beyond the limits of the building.

- d. Approved signs or other approved notices must be provided for all roads with width less than twenty-six feet.

Aisles and Return Radii

- a. All aisles and radii designated as a fire apparatus.
- b. Access road must accommodate an SU AASHTO design vehicle.
- c. Any exceptions to the fire apparatus access road requirements must be approved by the fire code official.

VI. SITE IMPROVEMENT BONDS

When Required

A Site Improvement Bond will be required by the Engineering Division to cover site improvement such as:

- a. New water or fire main
- b. New sewer
- c. New site paving curb work
- d. New approaches
- e. Site drainage system, including associated grading

The Site Improvement Bond will cover only those items that are placed on City right-of-way with the exception of improvements that convey public utilities. These utilities include but are not limited to water mains, storm sewers and sanitary sewers.

Establishing Amount - Estimate of Costs of Site Improvement

After the site plan has been approved by all Divisions, an authorized project representative shall submit in writing to the Engineering Division an estimate of the cost of site improvement. Copies of contractor proposals shall be accepted in determining the cost of the Site Improvement Bond. The amount of the bond shall be determined by the summation of all planned quantities times unit prices. The bond amount shall be estimated cost times 110% with the total rounded to the nearest \$100. (See attached sample Page 22)

Receipt - Building Permit

The Engineering Division will issue a receipt for a properly submitted Site Improvement Bond and Security. This receipt needs to be presented to the Building Inspections Division prior to the issuance of a building permit.

Site Improvement Bond Options

When the estimate of Cost of Site Improvement has been approved by the Engineering Division, a Site Improvement Bond and security therefore shall be submitted the City Engineering Division. There are two (2) categories of bonds that may be used, depending upon the type of security instrument to be used for the bond. In general, the bond is the owner's written promise to perform the site work and the security is a separate negotiable instrument of value. The types of bonds are:

1. Those secured by a Corporation Surety - This must be secured by a surety company qualified to do business in Illinois. It will be in the form of:
 - a. Corporation Corporate Surety
 - b. Individual Corporate Surety (Surety companies are also called bonding companies)
2. Those secured by a Deposit of Security - made payable to the City of Decatur or assigned over to the City of Decatur
 - a. Corporation Deposit of Security
 1. Cash
 2. Certified check
 3. Cashier's check
 4. Letter of credit (according to sample)
 5. Certificate of deposit
 6. Assignment of deposit
 7. Other as may be approved

- b. Individual or Partnership Deposit of Security
 1. Cash
 2. Certified check
 3. Cashier's check
 4. Letter of credit (according to sample)
 5. Certificate of deposit
 6. Assignment of deposit
 7. Other as may be approved

Release of Site Improvement Bonds

Upon completion of all site work, the project representative shall submit to the City of Decatur Engineering Division a written statement advising that the project has been completed and ready for inspection. The Engineering Division will then perform a thorough inspection of the site for compliance with the approved Site Plan. The bond will be released upon approval of the site work. If additional work is still required or if deficiencies are found, the bond cannot be released. The holder of the bond may request to have the amount of the bond reduced depending on the amount of the remaining items to be completed. The request shall be made in writing to the Engineering Division.

VII. LANDSCAPE BONDS

When Required

A Landscape Bond will be required by the Planning Division to cover required landscaping for all projects.

The Landscape Bond will cover the cost of any trees and/or shrubs required to be installed by the approved landscaping plan, installation, mulching and staking as required.

Establishing Amount - Estimate of Costs of Site Improvement

After the landscaping plan has been approved by the Planning Division, an authorized project representative may submit in writing to the Planning Division an estimate of the cost of landscaping. Copies of contractor proposals shall be accepted in determining the cost of the Landscape Bond. Once approved, the bond shall be submitted to the Engineering Division. The amount of the bond shall be determined by the summation of all planned and approved landscaping. The bond amount shall be 120% of the estimated cost.

Receipt - Building Permit

The Engineering Division will issue a receipt for a properly submitted Landscape Bond and Security. This receipt needs to be presented to the Building Inspections Division prior to the issuance of a temporary certificate of occupancy.

Site Improvement Bond Options

When the estimate of Cost of Landscaping has been approved by the Planning Division, a Landscape Bond and security therefore shall be submitted the City Engineering Division. There are two (2) categories of bonds that may be used, depending upon the type of security instrument to be used for the bond. In general, the bond is the owner's written promise to perform the landscaping work and the security is a separate negotiable instrument of value. The types of bonds are:

1. Those secured by a Corporation Surety - This must be secured by a surety company qualified to do business in Illinois. It will be in the form of:
 - a. Corporation Corporate Surety
 - b. Individual Corporate Surety (Surety companies are also called bonding companies)
2. Those secured by a Deposit of Security - made payable to the City of Decatur or assigned over to the City of Decatur
 - a. Corporation Deposit of Security
 1. Cash
 2. Certified check
 3. Cashier's check
 4. Letter of credit (according to sample)
 5. Certificate of deposit
 6. Assignment of deposit
 7. Other as may be approved
 - b. Individual or Partnership Deposit of Security
 1. Cash
 2. Certified check
 3. Cashier's check

4. Letter of credit (according to sample)
5. Certificate of deposit
6. Assignment of deposit
7. Other as may be approved

Release of Landscape Bonds

Upon completion of all landscaping work, the project representative shall notify the City of Decatur Planning Division that the project has been completed and is ready for inspection. The Planning Division and Building Inspections Division will then perform a thorough inspection of the site for compliance with the approved Landscaping Plan. The bond will be released upon approval of the landscaping work. If additional work is still required or if deficiencies are found, the bond cannot be released.

SAMPLE ESTIMATE

Estimate of Costs of Site Improvements

Date: _____

City of Decatur
Engineering Division
#1 Gary K. Anderson Plaza
Decatur, Illinois 62523

RE: (Project Address)
Addition to A1
Industries Office

Gentlemen:

The following is our estimate of cost of the site improvements on the above project:

| | | |
|------------------------------------|------------------|--------------|
| 250 lin. ft. of 6" curb | @ 40.00/lin. ft. | \$ 10,000.00 |
| 4500 sq. yds. of bituminous paving | @ 7.50/sq. yd. | 33,750.00 |
| 60 lin. ft. of 8" sewer | @ 20.00/1in. ft. | 1,200.00 |
| 60l in. ft. of 8" fire main | @ 23.00/lin. ft. | 1,500.00 |
| 10' x 24' approach 10 sq. Yds. | @ 100.00 sq. yd. | 1,000.00 |
| | | ===== |
| | | \$47,450.00 |
| | | x 110% |
| | | ===== |
| | | \$52,195.00 |

We request approval of a site improvement bond amount of \$52,200.

Yours truly,

J. Jones
Site Engineers, Inc.

Approved for the City of Decatur

Signed _____
City Representative

Title _____

Date _____

VIII. PERMITS

EPA Permits Required

Sanitary Sewers

- a. When a sanitary sewer of eight (8) inches or larger is proposed.
- b. When the proposed building has a computed discharge rate of 1500 gallons or more per day. Flow calculations must use IEPA rate criteria.
 1. Two (2) copies of the plans, specifications and permit application shall be submitted to the City of Decatur for review.
 2. After the City approves the permit application, the entire packet is returned to the applicant for submittal to the Sanitary District for their review and approval.
 3. Any fees due to the Sanitary District shall be paid before building permits can be issued.
 4. After the Sanitary District approves the permit application, the entire packet is to be submitted by the applicant to the Illinois Environmental Protection Agency in Springfield.
 5. Permits for sanitary sewers shall be obtained from the IEPA before building permits can be issued. The review of the permit application by the IEPA can take from 30 to 90 days.

Water Main or Water Service

- a. Any water line eight (8) inches or larger is considered a water main and requires an IEPA permit.
- b. Any water line that connects to an existing City water main in two (2) or more locations shall be considered a City water main and requires an IEPA permit.
- c. A permit is not required if the line services only one (1) building and will not be part of the public water supply system.
- d. For water mains requiring an IEPA permit, three (3) copies of the plans, specifications and permit application shall be submitted to the City of Decatur Engineering Division for review.
- e. After the City of Decatur Engineering Division has reviewed the permit application, two (2) copies of the submission will be returned to the applicant for submittal to the IEPA.
- f. All piping installed for the purpose of conveying potable water from the City main to within and about any building or buildings where a person or persons live, work or assemble is considered "plumbing" by the State of Illinois Plumbing License Law and therefore that work must be done by an Illinois Licensed Plumbing Contractor.

Construction Permit

A Storm water permit for construction activities is required from the IEPA for land disturbances of one (1) acre or more. The IEPA website has information on the requirements of this permit.

City Engineering Division Permits Required

Excavation Permit

All work to be done in street or alley right of ways or in an easement requires a permit. Permits will be issued only to those licensed with the City as "Street Construction and Excavation Contractors."

Utility Lines

- a. All sanitary sewer service lines and domestic water service lines require an inspection permit.
- b. Fire line installations are supervised and inspected by the City's Water Department.
- c. If a new water meter is installed the owner must contact Water Billing at 217-424-2841 to sign up for water service from the City.

Land Disturbance Permit (form on page 43)

A land disturbance permit will be required to be obtained from the City Engineer in the following cases:

- a. Land disturbing activity disturbs one (1) or more acre of land.
- b. Land disturbing activity of less than one (1) acre of land if such activity is part of a larger common plan of development that affects one (1) or more acres of land.
- c. Land disturbing activity of less than one (1) acre of land if, at the discretion of the City Engineer, such activity poses a unique threat to water, public health or safety because the activity by itself or of a cumulative effect negatively impacts water quality.
- d. The creation and use of barrow pits.

The Land Disturbance permit requires an inspection fee to be paid to the Macon County Soil and Water Conservation District prior to permit approval.

No building permit will be issued until the applicant has obtained a land disturbance permit where the same is required by the above requirements. [City Ordinance Chapter 38 – Storm Water Ordinance]

Additional Agency Permits Required

Illinois Department of Transportation

Normally, any work to be done along or adjacent to a state or federal highway requires an IDOT permit from the District #7 office in Effingham (217/342-8310). However, because of overlapping maintenance sections, the City of Decatur may be responsible for the permit so anyone proposing to do work on or near a state or federal highway should check with the Engineering Division first.

Macon County Highway

Improvements within the corporate limits that are adjacent to Macon County Highways and show new accesses are required to have an access Permit from the Macon County Highway Engineer. The County Engineer should be contacted at 217/424-1404.

Macon County Health Department

The placement of a septic system within the corporate limits requires a permit from the Macon County Health Department. Septic systems can be placed only if there is not an available sanitary sewer adjacent to the proposed development. The Health Department can be contacted at 217/423-6988.

General note: Any site plan requiring any of the three (3) above listed permits cannot be approved until the Engineering Division receives a copy of the permit issued by that agency.

City Building Inspections Division Permits Required

Construction Permits

A permit is required: It shall be unlawful to construct, enlarge, alter or demolish a structure; to erect or hang a sign; to change the occupancy of a building or structure requiring greater strength, accessible access, exit or sanitary provisions; to change to a different use; or to install or alter any equipment for which provision is made or the installation of which is regulated by the Building Code without first filing application with the building official in writing and obtaining the required construction permit. A construction permit is required for electrical, plumbing, or mechanical work, as applicable, except for ordinary repairs and maintenance.

The City of Decatur has a policy that all structures designed for human occupancy, (including those being built for governmental units), must have a construction permit (permit fees may be waived.) Newly constructed commercial parking lots also require a building permit. A building permit is required to erect, construct, reconstruct, enlarge, or structurally modify a fence.

IX. FEES

Tapping Fees

There may be sanitary sewer and/or water tapping fees due. This information can be obtained from the Engineering Division and will also be noted on any approved submitted site plan.

Engineering Division's Permit Fees

1. Excavation Permit
 - a. Digging in City right-of-way
 1. \$25.00 minimum in boulevard, alley or easement
 2. \$25.00 minimum in street if contractor is to make final restoration
 3. If City is to make final restoration, contact the Engineering Division
2. Sanitary Sewer Inspection Permits - \$25.00 each
 - a. Connecting service for existing or new structure
 - b. Repair of existing sewer service
 - c. Capping existing sewer service
3. Water Service Permit - \$25.00 each
 - a. Connecting water service for existing or new structure
 - b. Repair of existing water service

Building Inspection Division's Permit Fees

| <u>Work Value</u> | <u>Fee</u> |
|------------------------|---|
| \$ 1 to \$2,000 | \$25 |
| \$2,001 to \$3,000 | \$35 |
| \$3,001 to \$5,000 | \$50 |
| \$5,001 to \$1,000,000 | \$50 plus \$5 for each \$1,000 or fraction thereof over \$5,000 |
| Over \$1,000,000 | \$5,025 plus \$4 for each \$10,000 or Fraction thereof over \$1,000,000 |

Demolition

1 - 4 Unit Residential Structures \$50

Buildings which are accessory to residential structures (garages, sheds, etc.) \$25

Other

\$50 or per value of work as listed above, whichever is greater.

CITY OF DECATUR, ILLINOIS

Application for Building Permit

PROJECT ADDRESS _____ ZIP CODE _____
 LEGAL DESCRIPTION: LOT BLK SUBDIV. _____
 ZONING _____ CENSUS TRACT _____ TOWNSHIP _____
 100 YR FLOOD PLAN (Y/N) _____ CORNER LOT (Y/N) _____
 VARIANCE NUMBER (IF REQUIRED) _____
 OWNER NAME _____ TYPE OF PERMIT(S) _____
 ADDRESS _____ BUILDING _____
 CITY _____ ST _____ ZIP _____ ELECTRICAL _____
 OWNER PHONE _____ MECHANICAL _____
 _____ PLUMBING _____
 CONTACT PERSON _____ FOUNDATION _____
 ADDRESS _____ FIRE SUPPR _____
 CITY _____ ST _____ ZIP _____ TENT (TEMP) _____
 TELEPHONE _____ SWP _____
 _____ FAC _____
 PROJECT EVALUATION \$ _____
 DESCRIPTION OF WORK _____

CONTRACTORS:

| | | | | | |
|------------|-------|----|-------|-------|-------|
| GENERAL | _____ | PH | _____ | LIC # | _____ |
| ELECTRICAL | _____ | PH | _____ | LIC # | _____ |
| PLUMBING | _____ | PH | _____ | LIC # | _____ |
| MECHANICAL | _____ | PH | _____ | LIC # | _____ |
| SPRINKLER | _____ | PH | _____ | LIC # | _____ |

SIGNED SUBCONTRACTOR OR HOMEOWNERS DECLARATION MUST ACCOMPANY THIS APPLICATION

***** **RESIDENTIAL ONLY** *****

A SITE PLAN IS REQUIRED FOR ALL NEW CONSTRUCTION AND ADDITIONS TO EXISTING CONSTRUCTION OF THE PRINCIPAL AND/OR ACCESSORY STRUCTURES USE THE BACK OF THIS FORM OR ATTACH A SITE PLAN. COMPLETE THE FOLLOWING SQUARE FOOT INFORMATION

| | | | | | | |
|---------------------------|---------------|-------|-----------------------|--------|-------|---------------|
| MAIN FLOOR: | LIVING AREA | _____ | SQ FT | GARAGE | _____ | SQ FT |
| | PORCH | _____ | SQ FT | DECK | _____ | SQ FT |
| SECOND FLOOR: | LIVING AREA | _____ | SQ FT | | | |
| BASEMENT: | FINISHED AREA | _____ | UNFINISHED AREA | _____ | | |
| TOTAL FINISHED AREA | | _____ | TOTAL UNFINISHED AREA | _____ | | |
| BUILDING MAX. WIDTH/DEPTH | | _____ | X | _____ | | |
| SET BACKS: | FRONT | _____ | REAR | _____ | SIDES | _____ / _____ |

ALL CONSTRUCTION DEBRIS MUST BE REMOVED FROM THE SITE AND LEGALLY DISPOSED. BURNING IS NOT ALLOWED

APPLICANT SIGNATURE _____ DATE _____

PRINTED NAME _____

Application for Electrical Permit

This application is intended to be a sub sheet for:

An individual job_____

Part of a General Building permit_____

PLEASE TYPE OR PRINT

The undersigned is the owner____duly authorized agent____of the following described real property located at:

Address_____ Zip_____

Owner's Name_____ Address_____ Zip_____

And hereby applies for an Electrical permit for:

Single-Family____ Duplex____ Multiple Dwelling____ Commercial____ Industrial____

New____ Renovation/Repair____ Garage____ Sign____ Other_____

Service Size_____ #of Meters_____

Circuits:

- | | | |
|------------------------------|-----------------|-------------------------|
| ____ Lighting & Receptacles | ____ Dishwasher | ____ Disposal |
| ____ Kitchen Receptacles | ____ Microwave | ____ Electric Range |
| ____ Freezer | ____ Washer | ____ Electric Dryer |
| ____ Air Conditioner | ____ Furnace | ____ Elec. Water Heater |
| ____ Other, please list_____ | | |

All work is to be inspected before it is concealed and when it is completed.

Cost of Work \$_____ Name of Contact Person_____

Method of payment: Check____ Credit Memo____ *E-Pay_____

*Please provide phone number and/or email address for permit # verification:

Email_____ Phone Number (____)_____

Electrical Contractor_____ License #_____

Address_____ Zip_____ Phone_____

The above is a true and accurate description of the work and cost thereof.

Signature_____

Date_____

Credit Card payment can be made on-line at www.decaturl.gov (You must have a permit# to use E-Pay.)

CITY OF DECATUR

Application for Mechanical Permit

This application is intended to be a sub sheet for:

An individual job_____

Part of a General Building permit_____

PLEASE TYPE OR PRINT

The undersigned is the owner_____duly authorized agent_____of the following described real property located at:

Address_____Zip_____

Owner's Name_____Address_____Zip_____

and hereby applies for a Mechanical permit for:

Single-Family____Duplex____Multiple Dwelling____Commercial____Industrial_____

Furnace New____Replace____Repair____ Air Conditioner/Handler New____Replace_____

Boiler____ Commercial Hood____ Exhaust System____ Sprinkler_____

Electrical Contractor (if new conditioner)_____

Size of Electrical Service_____ Calculated Load_____

Cost of work \$_____ Name of Contact Person_____

All work is to be inspected before it is concealed and when it is completed.

Mechanical Contractor_____Address_____

City_____Street_____Zip_____

Phone_____ License Number_____

Mechanic/Installer_____

License Number_____

Method of payment: Check____ Credit Memo____ *E-Pay_____

*Please provide phone number and/or email address for permit # verification:

Email_____ Phone Number (____)_____

The above is a true and accurate description of the work and cost thereof.

Signature_____

Date_____

Credit Card payment can be made on-line at www.decaturl.gov (You must have a permit # to use E-Pay.)

CITY OF DECATUR

Application for Plumbing Permit

This application is intended to be a sub sheet for:
An individual job _____
Part of a General Building permit _____

PLEASE TYPE OR PRINT

The undersigned is the owner _____ duly authorized agent _____ of the following described real property located at:

Address _____ Zip _____

Owner's Name _____ Address _____ Zip _____
And hereby applies for a Plumbing permit for:

Single Family __ Duplex __ Multiple Dwelling __ Commercial __ Industrial __

New _____ Renovation/Repair _____

_____ *Water Service _____ Water Piping _____ Waste & Vent System
_____ Water Heater _____ Lawn Sprinkler
_____ Other, Please list _____

All work is to be inspected before it is concealed and when it is completed.

Cost of Work: \$ _____ Name of Contact Person _____

Firm Name _____

Address _____ Zip _____ Phone _____

Method of payment: Check _____ Credit Memo _____ **E-Pay _____

*Any permit that requires issuance from City Engineering **cannot** be paid for by Credit Card at this time.

**Please provide phone number and/or email address for permit # verification:

Email _____ Phone Number (_____) _____

The above is a true and accurate description of the work and cost thereof.

Signature _____

Date _____

Credit Card payment can be made on-line at www.decaturl.gov (You must have a permit # to use E-Pay.)

12/14/2005

Application from Inspections Division

INSPECTIONS DIVISION CITY OF DECATUR

Date: _____ Permit#: _____

Contractor Name: _____ Phone: _____

Address: _____ City/State/Zip: _____

The following information is requested to determine that the electrical equipment to be installed at:

Owner/Occupant: _____

Address: _____ Decatur, IL

is in compliance with the National Electrical Code as it relates to available short-circuit currents and interrupting ratings.

This form is to be completed and returned to the Department of Electrical Inspections for approval PRIOR to installation.

THE FOLLOWING INFORMATION IS TO BE SUPPLIED BY THE ELECTRICAL CONTRACTOR OR OTHER RESPONSIBLE PARTY:

TRANSFORMER KVA _____ IMPEDANCE _____ % SECONDARY VOLT. _____

PHASE _____ 3 OR 4 WIRE _____ LENGTH OF SERVICE CONDUCTORS _____

SIZE AND NUMBER OF SERVICE CONDUCTORS PER PHASE _____

TYPE OF CONDUCTORS: COPPER ALUMINUM

CONDUIT SIZE _____ STEEL NON-MAGNETIC

TYPE, SIZE, AND INTERRUPTING RATING OF OVERCURRENT DEVICES IN SERVICE DISCONNECT (MAIN DISTRIBUTION PANEL):

SIZE OF GROUNDING ELECTRODE CONDUCTOR _____

BRACING OF SERVICE EQUIPMENT _____

FAULT CURRENT CALCULATIONS

OVERCURRENT DEVICE

| ITEM | LOC. OF SHORT CIRCUIT CURRENT | SHORT CIRCUIT CURRENT | AMPERE RATING | INTERRUPTING RATING | APPARENT RMS LET-THRU CURRENT | PEAK LET-THRU |
|------|--|-----------------------|---------------|---------------------|-------------------------------|---------------|
| 1 | AT TRANSFORMER SECONDARY TERMINALS (INFINITE PRIMARY) | | | | | |
| 2 | ON LINE SIDE OF MAIN SERVICE EQUIPMENT | | | | | |
| 3 | LET-THRU CURRENT ON LOAD SIDE OF MAIN OVERCURRENT DEVICE | | | | | |
| 4 | AT PANEL _____ | | | | | |
| 5 | AT PANEL _____ | | | | | |
| 6 | AT PANEL _____ | | | | | |
| 7 | AT PANEL _____ | | | | | |
| 8 | AT PANEL _____ | | | | | |
| 9 | AT PANEL _____ | | | | | |
| 10 | AT PANEL _____ | | | | | |
| 11 | AT PANEL _____ | | | | | |
| 12 | AT PANEL _____ | | | | | |

Use back of form or attach separate sheet for data on additional panels.
 Where current limiting devices are used, show mfg. name, part number, and let-thru curves.
Attach separate sheet to show one-line diagram of service, feeders, and all related panels.
Attach let-thru curves if current-limiting devices are used.
 All current values in RMS values line-to-line unless otherwise noted.
 The undersigned accepts full responsibility for the values given herein.

Signed: _____ Date: _____

Daytime Phone: _____

71 Illinois Administrative Code

Chapter I, S400.180

SUBCHAPTER B

Section 400.180 Permits/Statement of Compliance

- A. Where permits are required for the construction or alteration of any public facility or multistory housing unit, the plans and specifications submitted by the Owner to obtain such a permit shall be examined for compliance with this Code by the administrative authority which issues the permit for construction.
- B. Section S(d) of the EBA requires a Statement of Compliance by the architect/engineer unless the cost of Construction or alteration is less than \$50,000. For privately owned work it shall be filed with local administrative authority or, in the absence of an administrative authority, with the County Clerk. For publicly-owned work, it shall be filed with the governmental unit contracting for the work.
- C. The Statement of Compliance shall be worded as follows and signed by the Architect/Engineer:

STATEMENT OF COMPLIANCE

I have prepared, or caused to be prepared under my direct supervision, the attached plans and specifications and state that, to the best of my knowledge and belief and to the extent of my contractual obligation, they are in compliance with the Environmental Barriers Act (111 Revision Statute 1985, Chapter 111 ½, paragraphs 3177 et seq. As amended) and the Illinois Accessibility Code, 71 Illinois Administrative Code 400.

Signed: _____

Architect/Engineer

ILLINOIS REGISTRATION NO.: _____

Date: _____

License Expiration Date: _____

- D) The seal of the Architect/Engineer as required by Section 11 of the Illinois Architecture Act (Ill. Rev. Stat. 1385, ch 111, par 1216, as amended to date), and Section 13.1 of the Illinois Professional Engineering Act (Ill. Rev. Stat. 1985, ch. 111, par. 5119, as amended to date) may be provided in lieu of the "Statement of Compliance" required in (C) above.

ARCHITECT SEAL REQUIREMENTS

The Illinois Architecture Practice Act of 1989 states: "Every licensed architect shall have a reproducible, or facsimile, the print of which shall contain the name of the architect, the license number and words 'Licensed Architect, State of Illinois'. **The licensed architect shall affix the signature, current date, date of license expiration and seal** to the first sheet of any bound set or loose sheets of construction documents utilized as **contract documents** or prepared for the review and approval of any governmental or public authority having jurisdiction by that licensed architect or under that licensed architect's direct supervision and control. The sheet of construction documents in which the seal is affixed shall indicate those documents or parts thereof for which the seal shall apply." Partnership may utilize a seal which contains all partners names and license numbers provided that the partner(s) who is (are) responsible for the construction documents for the building shall sign and seal in the manner prescribed. All construction documents issued by an architectural firm, corporation or partnership are required to bear the corporate or assumed business name, in addition to the seal requirements above. No act authorizes the use of a "corporate seal" to seal construction documents. A seal containing the names and license numbers of all of the architects sealing for the firm is allowed, so long as the construction documents are signed by the individual architect within the firm who is responsible for their preparation. *Source: Illinois Architect Licensing Board and the Illinois Department of Professional Regulation*

Site Improvement Bond or Landscape Bond

SITE IMPROVEMENT BOND OR LANDSCAPE BOND
INDIVIDUAL
DEPOSIT OF SECURITY

KNOW ALL PERSONS BY THESE PRESENTS, That _____

_____ as Obligor, is held

and firmly bound unto the City of Decatur, Illinois, as Obligee, in the amount

of _____

DOLLARS (\$ _____) for the payment whereof said Obligor binds itself, his or her heirs and

Personal representatives, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that if said Obligor shall within _____ days of the date hereof construct and furnish, or cause to be constructed and furnished, upon the premises as to which application for City Building Permit No. _____, was on _____ made, certain site improvements, including

In accordance with the plans and specifications, if any, approved by the City in connection with said building permit, and in compliance with all applicable rules, regulations, standards, codes and ordinances Or the City, then this obligation shall be void, otherwise it shall remain in full force and effect.

Signed this _____ day of _____, 20 ____ .

_____ Obligator

This obligation is secured by the deposit with the Obligee of _____

SITE IMPROVEMENT BOND OR LANDSCAPE BOND
CORPORATION
DEPOSIT OF SECURITY

KNOW ALL PERSONS BY THESE PRESENTS, That _____
_____, as Obligor, whose address is, _____
is held and firmly bound unto the City of Decatur, Illinois, as Obligee, in the amount of
_____ DOLLARS (\$ _____) for the payment whereof said obligor binds themselves
and their successors and assigns severally and jointly, firmly by these presents.

THE CONDITION OF THIS OBLIGATION is such that if said Obligor shall within _____ days
of the date hereof construct and furnish, or cause to be constructed and furnished, upon the premises
at _____, as to which application for City Building Permit No.
_____, was on _____ filed, certain site improvements, including

_____ in accordance with the plans and
specification, if any, approved by the City in connection with said building permit, and in compliance
with all applicable rules, regulations, standards, codes and ordinances Or the City, then this obligation
shall be void, otherwise it shall remain in full force and effect.

Signed this _____ day of _____, 20 _____.

_____ Obligor

This obligation is secured by the deposit with the Obligee of _____

SITE IMPROVEMENT BOND OR LANDSCAPE BOND
INDIVIDUAL
CORPORATE SURETY

KNOW ALL PERSONS BY THESE PRESENTS, That _____
_____, as Principal, and _____
_____, as Surety, are held and firmly bound unto the City Or Decatur,
Illinois, as Obligee, in the amount of _____ DOLLARS (\$ _____) for the
payment whereof said Principal and Surety bind themselves, their heirs, executors, administrators,
successors and assigns, jointly and severally, firmly be these presents.

THE CONDITION OF THIS OBLIGATION is such that if said Principal shall within _____
days of the date hereof construct and furnish, or cause to be constructed and furnished upon the
premises, as to which application for City building Permit No. _____ was on _____ filed,
certain site improvements, including in accordance with the plans and specifications, if any, approved by
the City in connection with the said Building Permit, and in compliance with all applicable rules,
regulations, standards, codes and ordinances of said City, then this obligation shall be null and void;
otherwise it shall remain in full force and effect.

The Surety hereby waives notice of any alteration or extension of time made by Obligee.

Signed this ____ day of _____, 20____.

_____Principal

_____ Surety

By _____

ATTORNEY-IN-FACT

SITE IMPROVEMENT BOND OR LANDSCAPE BOND
CORPORATION
CORPORATE SURETY
KNOW ALL PERSONS BY THESE PRESENTS, That _____

_____, as Principal, and _____

as Surety, are held firmly bound unto the City of Decatur, Illinois, as Obligee, in the amount of _____ DOLLARS(\$ _____) for the payment whereof said Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly be these presents.

THE CONDITION OF THIS OBLIGATION is such that if said Principal shall within _____ days of the date hereof construct and furnish, or cause to be constructed and furnished upon the premises as to which application for City Building Permit No. _____ was on _____ filed, certain site improvements, including _____

in accordance with the plans and specifications, if any, approved by the City in connection with the said Building Permit, and in compliance with all applicable rules, regulations, standards, codes and ordinances of said City, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety hereby waives notice of any alteration or extension of time made by Obligee.

Signed and sealed this _____ day of _____, 20____.

_____ Principal

By _____

Title

ATTEST:

Title

_____ Surety

By _____
ATTORNEY-IN-FACT

SITE IMPROVEMENT BOND OR LANDSCAPE BOND

CORPORATION
CORPORATE SURETY

KNOW ALL PERSONS BY THESE PRESENTS, That _____

_____, as Principal, and _____

as Surety, are held firmly bound unto the City of Decatur, Illinois, as Obligee, in the amount of _____ DOLLARS(\$_____) for the payment whereof said Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly be these presents.

THE CONDITION OF THIS OBLIGATION is such that if said Principal shall within _____ days of the date hereof construct and furnish, or cause to be constructed and furnished upon the premises as to which application for City Building Permit No. _____ was on _____ filed, certain site improvements, including _____

in accordance with the plans and specifications, if any, approved by the City in connection with the said Building Permit, and in compliance with all applicable rules, regulations, standards, codes and ordinances of said City, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety hereby waives notice of any alteration or extension of time made by Obligee.

Signed and sealed this _____ day of _____, 20 ____.

Principal

By _____
Title

ATTEST:

Title

Surety

By _____
ATTORNEY-IN-FACT

SITE IMPROVEMENT BOND OR LANDSCAPE BOND
PARTNERSHIP
CORPORATE SURETY

KNOW ALL PERSONS BY THESE PRESENTS, That _____

_____, as Principal, and

_____, as Surety, are held and firmly

bound unto the City of Decatur, Illinois, as Obligee, in the amount of _____

DOLLARS (\$_____) for the payment whereof said Principal and Surety bind themselves, their

heirs, executors, administrators, successors and assigns, jointly and severally, firmly be these presents.

THE CONDITION OF THIS OBLIGATION is such that if said Principal shall within _____ days of the date hereof construct and furnish, or cause to be constructed and furnished upon the premises as to which application for City Building Permit Number _____ was on _____ filed, certain site improvements, including, but not limited to, _____

_____ in accordance with the plans and specifications, if any, approved by the City in connection with the said Building Permit, and in compliance with all applicable rules, regulations, standards, codes and ordinances of said City, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The surety hereby waives notice of any alteration or extension of time made by the Obligee.

Signed this _____ day of _____, 20__.

Name of Partnership _____

By: _____ Principal

By: _____ Principal

By: _____

ATTORNEY-IN-FACT

SITE IMPROVEMENT BOND OR LANDSCAPE BOND
PARTNERSHIP
DEPOSIT OF SECURITY

KNOW ALL PERSONS BY THESE PRESENTS, That _____
_____, as Obligor is held and firmly
bound unto the City of Decatur, Illinois, as Obligee, in the amount of _____
DOLLARS (\$ _____) for the payment whereof as Obligor bind itself, its heirs, executors,
administrators, successors and assigns, jointly and severally, firmly be these presents.

THE CONDITION OF THIS OBLIGATION is such that if said Obligor shall within _____ days of the
date hereof construct and furnish, or cause to be constructed and furnished upon the premises as to
which application for City Building Permit Number _____ was on _____ filed, certain site
improvements, including, but not limited to, _____

in accordance with the plans and specifications, if any, approved by the City in connection with the said
Building Permit, and in compliance with all applicable rules, regulations, standards, codes and
ordinances of said City, then this obligation shall be null and void; otherwise it shall remain in full force
and effect.

Signed and sealed this _____ day of _____, 20____.

Name of Partnership _____

by: _____ Principal

by: _____ Principal

This obligation is secured by the deposit with the Obligee of

Site Improvement/Landscape form to be retyped on Financial Institution letterhead.

City of Decatur, Illinois
#1 Gary K. Anderson Plaza
Decatur, IL 62523

Letter of Credit Number : _____
Amount : _____
Date : _____

(Name of Financial Institution), (City), (State), has, and does hereby, establish its irrevocable Letter of Credit in favor of the City of Decatur, Illinois, for the account (name of obligor on bond form), up to an aggregate amount of (face amount of bond) by your draft of drafts drawn on said bank at sight under (name of Financial Institution) Letter of Credit Number _____.

Said bank Financial Institution hereby agrees with the drawers, endorsers and bona fide holders of drafts drawn hereunder that such drafts will be duly honored on presentment at this Financial Institution together with this Letter of Credit if said were drawn during the term thereof.

This Letter of Credit is issued as security for, and to induce acceptance by said City of a bond dated _____ wherein said (name of obligor on bond) is obligor and said City is Obligee, given connection with certain site improvements therein recited to be made under building permit number _____. A copy of which said bond is hereto attached.

This Letter of Credit is irrevocable for the duration of the obligation of said bond or any extension thereof and for the duration of the right to bring action to enforce said obligation or extension thereof. It is signed and issued in the name of said bank Financial Institution over the signature of one of its officers duly authorized so to do.

(Name of Financial Institution)

BY: _____
(Title)

ASSIGNMENT

For value received and in order to furnish security for and induce the acceptance of a certain bond of _____, as Principal, by the City of Decatur, Illinois, the undersigned does hereby sell, transfer, assign, and set over to the City of Decatur, Illinois, all right, title and interest of every nature, kind and character by the undersigned possessed in and to, and any and all moneys to become due, owing and payable to the undersigned by _____

(Name of Financial Institution) upon presentation to said bank of Certificate of Deposit or Financial Institution Savings Account No. _____ of said Financial Institution, issued the _____ day of _____, 20 ____ to the undersigned in the amount of _____ Dollars (\$_____).

Dated at Decatur, Illinois, this _____ day of _____, 20_____.

By: _____

Principal

By: _____

Principal

The above and foregoing assignment of the therein mentioned Certificate of Deposit or Financial Institution Savings Account is acknowledged this _____ day of _____, 20_____.

Bank Officer



City of Decatur, Illinois
Department of Engineering & Infrastructure
Land Disturbance Permit

#1 Gary K. Anderson Plaza
 Decatur, Illinois 62523
 Phone: (217) 424-2747
 Fax: (217) 424-2799

PERMIT – TYPE OR USE INK – MUST BE COMPLETED BY PERMITTEE

Name of development:

Address of property permitted for land disturbance:

Legal tax ID(s):

Property owner name / address:

Contact person phone:

Fax:

Cell:

Land disturbance type: (Check one)

- Land disturbing activity that disturbs one (1) or more acres of land
- Land disturbing activity of less than one (1) acre of land that is part of a larger planned development that affects more than one (1) acre of land.
- Land disturbing activity of less than one (1) acre of land that poses a unique threat to water, public health or safety.
- Construction or operation of a borrow pit.
- EXEMPT – No permit required (Check one)
 - Emergency activity immediately necessary for the protection of life, property or natural resources.
 - Addition or modification to existing single family structure not subject to Land Disturbance Permit.
 - Existing agricultural use of land – crop production, implementation of approved conservation measures, or construction of agricultural structures not subject to a Land Disturbance Permit.
 - Industrial activity with a separate permit.

Legal description of property to be developed (Attach additional sheet if needed.):

Size of area to be disturbed: _____ square feet or _____ acres

Description of land disturbance:

Sequence of construction activities:



City of Decatur, Illinois
Department of Engineering & Infrastructure
Land Disturbance Permit

#1 Gary K. Anderson Plaza
 Decatur, Illinois 62523
 Phone: (217) 424-2747
 Fax: (217) 424-2799

Receiving waters of storm water runoff. If applicable, include location and size of city storm sewer:

Primary contractor information, if known. Attach contact information for all subcontractors performing land disturbing activities.

Name:

Address:

Phone:

Fax:

Required attachments:

- Attach copy of Notice of Intent filed with the Illinois Environmental Protection Agency (IEPA) as required by General NPDES Permit ILR10
- Attach copies of other environmental permits for the work obtained from other state or federal agencies.
- Attach Storm Water Pollution Prevention Plan (SWPPP)
- Attach receipt that erosion control inspection fee has been paid to the Macon County Soil & Water Conservation District. (Contact the District at 217-877-5670 ext 3 for fee schedule.)

FOR CITY USE

Permit is approved

Permit is approved with the following conditions: _____

Permit is denied for the following reasons: _____

Date issued: _____ Construction commencement date: _____

Notes:

1. Operators are authorized to discharge storm water from construction site on the date this permit is issued or when allowed to by the IEPA Notice of Intent, whichever is later.
2. This permit expires 180 days after issuance if no substantial work has commenced or 18 months from the date of construction commencement.