

**AGENDA**  
**ZONING BOARD OF APPEALS**  
**September 9, 2015**

**6:30 PM**

**CITY HALL, 101 GREEN STREET, GALENA, IL**

1. Call to Order
2. Roll Call and Declaration of Quorum
3. Approval of July 8, 2015 ZBA Meeting Minutes.

**OLD BUSINESS**

4. None

**NEW BUSINESS**

5. Cal. No. 15A-01, City of Galena, 101 Green Street, Request for text amendment to revise Chapter 155: Floodplain Management Standards of the City of Galena Code of Ordinances to meet new requirements of the Federal Emergency Management Agency (44 Code of Federal Regulations Sections 60.3(c)).
6. Cal. No. 15S-03, City of Galena, 101 Green Street, Request for Special Use Permit to allow an off-premises sign in the right-of-way, off-street, near the entrance to Cobblestone Boulevard to indicate entrance to the Cobblestone Crossing subdivision and to provide screening for the adjacent lift station equipment.

**COUNTY ZONING**

7. None

**WORKSESSION & OTHER**

8. None

**PUBLIC COMMENTS**

9. Public Comments
10. Adjourn

*Anyone who may require special assistance or special accommodation should contact City staff during office hours at 777-1050, prior to the meeting.*

*Posted September 4, 2015  
By Matt Oldenburg*

**MINUTES  
ZONING BOARD OF APPEALS  
JULY 8, 2015**

**CALL TO ORDER:**

Chairperson Rosenthal called the regular meeting of the Zoning Board of Appeals to order at 6:30 PM on Wednesday, July 8, 2015 at City Hall, 101 Green Street, Galena, IL.

**ROLL CALL AND DECLARATION OF QUORUM:**

As Roll Call was:

Baranski	Present
Bochniak	Present
Cook	Present
Holman	Present
Nybo	Present
O'Keefe	Absent
Rosenthal	Present

A quorum was declared.

Zoning Administrator Matt Oldenburg, City Attorney Joe Nack and Zoning Secretary Deb Price were also present.

**APPROVAL OF MINUTES**

**MOTION:** Cook moved, seconded by Bochniak to approve the minutes for the April 8, 2015 meeting.

Motion to approve the minutes carried on voice vote.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

None

## **COUNTY ZONING**

None

## **WORKSESSION/OTHER**

Review new signage brochure for local businesses and discussion about flag signs.

Oldenburg explained that he is working on a signage brochure outlining and clarifying the sign ordinance. He is planning to hand deliver these to Galena businesses. He has been asked about approving flags or windsocks as signs. The only flags allowed in the commercial district are American, State or local flags. Residential districts can have small decorative flags displayed also. There are several flags being used to promote businesses – these were not approved and are illegal as the ordinance is written. It appears the issue has been discussed previously by staff, but nothing was done. In researching this it shows that as far back as 1993 flags have not been allowed. Oldenburg would like to know if the Board thinks the ordinance should remain as is or should a text amendment allowing flags be sought. If the Board feels the ordinance is fine as is, he will distribute an informational letter along with the brochure detailing why flags are not allowed and the schedule for removal of the flags. If flags are allowed we would potentially have a flag at every business.

Rosenthal said we should simply enforce the ordinance and leave it as is. He recounted his recent vacation to Myrtle Beach. Their streets and businesses have all kinds of stuff on display – so much so that it looks trashy.

Oldenburg said it appears that previously this was discussed with the Zoning Board. At some point the flags were allowed even though the ordinance prohibits them. This has led to people questioning why they are here if they are not allowed.

Nybo asked about how many flags are there in violation.

Oldenburg said there are probably about 20 flags on Main and Commerce Streets showing designs such as open or antiques. These businesses can have wall signs or projecting signs showing open or antiques. Allowing the flags that are currently flying but not approving any new ones is problematic. Changing the ordinance and allowing these flags could lead to flags at each business.

Nybo asked about grandfathering in those businesses who have continuously displayed a flag since 1993.

Oldenburg said they would need to show proof that they were flying the flags prior to 1993.

The Board asked what kind of flags are allowed by the current ordinance.

Oldenburg said American or State flags as well as a local flags can be flown. Anything else would be considered a sign.

Baranski said we could change the ordinance so it is more restrictive as well as listing what kind of flags and the allowed sizes.

Rosenthal asked if different locations could have different regulations.

Oldenburg said residential districts can have decorative flags as well as American and State flags.

Baranski said enforcement would be important.

Nack said regardless of whether the ordinance is changed or remains the same Oldenburg will have to enforce it.

The Board agreed that the ordinance should remain as is.

Oldenburg said he will go business to business to distribute the pamphlet and discuss the flags with individual owners.

**PUBLIC COMMENTS**

None

**MOTION:** Bochniak moved, seconded by Cook to adjourn the meeting at 7:10 pm.

Motion carried on voice vote.

Respectfully submitted by

Deb Price  
Zoning Board Secretary

## MEMO

To: The Zoning Board of Appeals  
From: Matt Oldenburg, Zoning Administrator  
Date: September 4, 2015  
RE: Cal. No. 15A-01, City of Galena, 101 Green Street, Request for text amendment to revise Chapter 155: Floodplain Management Standards of the City of Galena Code of Ordinances to meet new requirements of the Federal Emergency Management Agency (44 Code of Federal Regulations Sections 60.3(c)).

### Summary of Project:

In order for the City of Galena to continue to participate in the National Flood Insurance Program (NFIP), the Federal Emergency Management Agency (FEMA) and the Illinois Department of Natural Resources (IDNR) have required that the City's Floodplain Management Ordinance should be updated to FEMA's standards by the effective date of December 2, 2015.

Illinois Office of Water Resources Manager of Statewide Floodplain Programs / National Flood Insurance Program, Paul Osman, has provided us with the updated template ordinance to ensure compliance with current FEMA requirements. This template is nearly identical to the ordinance we adopted in 2010 and some changes were needed to reflect the current effective date of the updated panels on the Flood Insurance Rate Map and the Flood Insurance Study for Jo Daviess County, Illinois. There were two larger changes: Section 155.060 removed the detailed requirement descriptions from the Statewide Permit sections; and Section 155.110 added a section regarding Agriculture. I have also retained the pertinent elements that were included in the last update from the former floodplain ordinance. All changes are reflected with underlines and strikethroughs with yellow highlighter.

The update to the Floodplain Management Ordinance will require a text amendment application by the City, a public hearing with the ZBA and final action by the City Council.

### Approval Criteria & Determination:

In determining whether the proposed amendment shall be approved, the following factors shall be considered:

1. Whether the existing text or zoning designation was in error at the time of adoption;
2. Whether there has been a change of character in the area or throughout the city due to installation of public facilities, other zone changes, new growth trends, deterioration, development transitions, etc.;
3. Whether the proposed rezoning is compatible with the surrounding area and defining characteristics of the proposed zoning district or whether there may be adverse impacts on the capacity or safety of the portion of street network influenced by the rezoning, parking problems, or environmental impacts that the new zone may generate such as excessive storm water runoff, water, air or noise pollution, excessive nighttime lighting, or other nuisances;

4. Whether the proposal is in conformance with and in furtherance of the implementation of the goals and policies of the Comprehensive Plan, other adopted plans, and the policies, intents and requirements of this code, and other city regulations and guidelines;
5. Whether adequate public facilities and services are available or will be made available concurrent with the projected impacts of development in the proposed zone;
6. Whether there is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs; or
7. Whether there is a need in the community for the proposal and whether there will be benefits derived by the community or area by the proposed rezoning.

**The Zoning Board of Appeals can recommend to the City Council, in the form of a motion, approval or denial of requests for amendments. If the Board would like to recommend approval of the request, a motion to approve which includes pertinent facts in the case and reasons for the recommendation should be entertained. The recommendation will then be forwarded to the City Council for final action.**

Zoning Administrator Recommendation:

This proposed revision/update to the Floodplain Management Standards ordinance is necessary for the community to continue to participate in the NFIP program. Based on my review and the recommendation of IDNR/OWR, I would recommend to the Zoning Board of Appeals that the request be granted.

# CHAPTER 155: FLOODPLAIN MANAGEMENT STANDARDS

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60.3(c) for communities with detailed mapping and countywide maps

### **Section 155.001 Purpose.**

This ordinance is enacted pursuant to the police powers granted to this **City of Galena** by the Illinois Municipal Code (65 ILCS 5/1-2-1, 5/11-12-12, 5/11-30-2, 5/11-30-8 and 5/11-31-2) in order to accomplish the following purposes:

- A. To prevent unwise developments from increasing flood or drainage hazards to others;

- B. protect new buildings and major improvements to buildings from flood damage;
- C. to promote and protect the public health, safety, and general welfare of the citizens from the hazards of flooding;
- D. to lessen the burden on the taxpayer for flood control, repairs to public facilities and utilities, and flood rescue and relief operations;
- E. maintain property values and a stable tax base by minimizing the potential for creating blight areas;
- F. make federally subsidized flood insurance available, and
- G. to preserve the natural characteristics and functions of watercourses and floodplains in order to moderate flood and stormwater impacts, improve water quality, reduce soil erosion, protect aquatic and riparian habitat, provide recreational opportunities, provide aesthetic benefits and enhance community and economic development.

## **Section 155.020 Definitions.**

For the purposes of this ordinance, the following definitions are adopted:

**Base Flood-** The flood having a one percent (1%) probability of being equaled or exceeded in any given year. The base flood is also known as the 100-year flood. The base flood elevation at any location is as defined in Section 155.030 of this ordinance.

**Base Flood Elevation (BFE)-** The elevation in relation to mean sea level of the crest of the base flood.

**Basement-** That portion of a building having its floor sub-grade (below ground level) on all sides.

**Building-** A walled and roofed structure, including gas or liquid storage tank, that is principally above ground, including manufactured homes, prefabricated buildings and gas or liquid storage tanks. The term also includes recreational vehicles and travel trailers installed on a site for more than one hundred eighty (180) days per year.

**Critical Facility-** Any facility which is critical to the health and welfare of the population and, if flooded, would create an added dimension to the disaster. Damage to these critical facilities can impact the delivery of vital services, can cause greater damage to other sectors of the community, or can put special populations at risk.

Examples of critical facilities where flood protection should be required include: emergency services facilities (such as fire and police stations), schools, hospitals, retirement homes and senior care facilities, major roads and bridges, critical utility sites (telephone switching stations or electrical transformers), and hazardous material storage facilities (chemicals, petrochemicals, hazardous or toxic substances).

**Development-** Any man-made change to real estate including, but not necessarily limited to:

1. Demolition, construction, reconstruction, repair, placement of a building, or any structural alteration to a building;
2. Substantial improvement of an existing building;
3. Installation of a manufactured home on a site, preparing a site for a manufactured home, or installing a travel trailer on a site for more than one hundred eighty (180) days per year;
4. Installation of utilities, construction of roads, bridges, culverts or similar projects;
5. Construction or erection of levees, dams, walls or fences;
6. Drilling, mining, filling, dredging, grading, excavating, paving, or other alterations of the ground surface;
7. Storage of materials including the placement of gas and liquid storage tanks; and
8. Channel modifications or any other activity that might change the direction, height, or velocity of flood or surface waters.

“Development” does not include routine maintenance of existing buildings and facilities, resurfacing roads, or gardening, plowing, and similar practices that do not involve filling, grading, or construction of levees.

**Existing Manufactured Home Park or Subdivision-** A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed or buildings to be constructed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.

**Expansion to an Existing Manufactured Home Park or Subdivision-** The preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

**FEMA-** Federal Emergency Management Agency

**Flood**- A general and temporary condition of partial or complete inundation of normally dry land areas from the overflow, the unusual and rapid accumulation, or the runoff of surface waters from any source.

**Flood Fringe**- That portion of the floodplain outside of the regulatory floodway.

**Flood Insurance Rate Map**- A map prepared by the Federal Emergency Management Agency that depicts the floodplain or special flood hazard area (SFHA) within a community. This map includes insurance rate zones and may or may not depict floodways and show base flood elevations.

**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 Galena**, the extraterritorial jurisdiction of the **City of Galena**, or that may be annexed into the **City of Galena**, that are subject to inundation by the base flood. The floodplains of the **City** are generally identified as such on panel numbers **17085C0240, 17085C0245, and 17085C0250** of the countywide Flood Insurance Rate Map of **Jo Daviess County** prepared by the Federal Emergency Management Agency and dated **September 17, 2010 December 2, 2015**. Floodplain also includes those areas of known flooding as identified by the community.

The floodplains of those parts of unincorporated **Jo Daviess County** that are within the extraterritorial jurisdiction of the **City of Galena** or that may be annexed into the **City of Galena** are generally identified as such on the Flood Insurance Rate map prepared for **Jo Daviess County** by the Federal Emergency Management Agency and dated **September 17, 2010 December 2, 2015**.

**Floodproofing**- Any combination of structural or nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate, property and their contents.

**Floodproofing Certificate**- A form published by the Federal Emergency Management Agency that is used to certify that a building has been designed and constructed to be structurally dry flood proofed to the flood protection elevation.

**Flood Protection Elevation (FPE)**- The elevation of the base flood plus one foot of freeboard at any given location in the floodplain.

**Floodway**- That portion of the floodplain required to store and convey the base flood. The floodway **for the floodplains of the City of Galena** shall be according to the best data available from Federal, State, or other sources.

**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.

**IDNR/OWR**- Illinois Department of Natural Resources/Office of Water Resources.

**IDNR /OWR Jurisdictional Stream**- Illinois Department of Natural Resource Office of Water Resources has jurisdiction over any stream serving a tributary area of 640 acres or more in an urban area, or in the floodway of any stream serving a tributary area of 6,400 acres or more in a rural area. Construction on these streams requires a permit from the Department. (Ill Admin.

Code tit. 17, pt. 3700.30). The Department may grant approval for specific types of activities by issuance of a statewide permit which meets the standards defined in Section 6 of this ordinance.

**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 Section 155.070 of this ordinance.

**Manufactured Home-** A structure transportable in one or more sections, that is built on a permanent chassis and is designed to be used with or without a permanent foundation when connected to required utilities.

**Manufactured Home Park or Subdivision-** A parcel (or contiguous parcels) of land divided into two or more lots for rent or sale.

**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.

**New Manufactured Home Park or Subdivision-** A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed or buildings to be constructed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date of the floodplain management regulations adopted by a community.

**NFIP-** National Flood Insurance Program.

**Recreational Vehicle or Travel Trailer-** A vehicle which is:

1. built on a single chassis;
2. four hundred (400) square feet or less in size;
3. designed to be self-propelled or permanently towable by a light duty truck and designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use.

**Repetitive Loss-** Flood related damages sustained by a structure on two separate occasions during a ten year period for which the cost of repairs at the time of each such flood event on the average equals or exceeds twenty-five percent (25%) of the market value of the structure before the damage occurred.

**SFHA-** See definition of floodplain.

**Start of Construction-** Includes substantial improvement and means the date the building permit was issued. This, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement or other improvement, was within one hundred eighty (180) days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns or any work beyond the stage of excavation or placement of a manufactured home on a foundation. For a substantial improvement, actual start of construction means the first alteration of any wall, ceiling, floor or other structural part of a building whether or not that alteration affects the external dimensions of the building.

**Structure (see "Building")**

**Substantial Damage-** Damage of any origin sustained by a structure whereby the cumulative percentage of damage **during a ten (10) year period** 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" buildings (see definition).

**Substantial Improvement-** Any reconstruction, rehabilitation, addition or improvement of a structure taking place **during a ten (10) year period** 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 155.030 Base Flood Elevation.**

This ordinance’s protection standard is the base flood. The best available base flood data are listed below. Whenever a party disagrees with the best available data, the party shall finance the detailed engineering study needed to replace the existing data with better data and submit it to the FEMA and IDNR/OWR for approval prior to any development of the site.

- A. The base flood elevation for the floodplains of the **Galena River and Hughlett Branch** shall be as delineated on the 100-year flood profiles in the countywide Flood Insurance Study of **Jo Daviess County** prepared by the Federal Emergency Management Agency and dated **September 17, 2010 December 2, 2015.**
- B. The base flood elevation for each floodplain delineated as an “AH Zone” or “AO Zone” shall be that elevation (or depth) delineated on the county wide Flood Insurance Rate Map of **Jo Daviess County.**
- C. The base flood elevation for each of the remaining floodplains delineated as an “A Zone” on the countywide Flood Insurance Rate Map of **Jo Daviess County** shall be according to the best data available from federal, state or other sources. Should no other data exist, an engineering study must be financed by the applicant to determine base flood elevations.
- D. The base flood elevation for the floodplains of those parts of unincorporated **Jo Daviess County** that are within the extraterritorial jurisdiction of the **City of Galena**, or that may be annexed into the **City of Galena**, shall be as delineated on the 100-year flood profiles in the Flood Insurance Study of **Jo Daviess County** prepared by the Federal Emergency Management Agency and dated **September 17, 2010 December 2, 2015.**

### **Section 155.040 Duties of the Zoning Administrator.**

The **Zoning Administrator** shall be responsible for the general administration of this ordinance and ensure that all development activities within the floodplains under the jurisdiction of the **City of Galena** meet the requirements of this ordinance. Specifically, the **Zoning Administrator** shall:

- A. Process development permits in accordance with Section 155.050;
- B. ensure that all development in a floodway (or a floodplain with no delineated floodway) meets the damage prevention requirements of Section 155.060;
- C. ensure that the building protection requirements for all buildings subject to Section 155.070 are met and maintain a record of the “as-built” elevation of the lowest floor (including basement) or flood proof certificate;
- D. assure that all subdivisions and annexations meet the requirements of Section 155.080;
- E. ensure that water supply and waste disposal systems meet the Public Health standards of Section 155.090;

- F. if a variance is requested, ensure that the requirements of Section 155.110 are met and maintain documentation of any variances granted;
- G. inspect all development projects and take any and all penalty actions outlined in Section 155.130 as necessary to ensure compliance with this ordinance;
- H. assure that applicants are aware of and obtain any and all other required local, state, and federal permits;
- I. notify IDNR/OWR and any neighboring communities prior to any alteration or relocation of a watercourse;
- J. provide information and assistance to citizens upon request about permit procedures and floodplain construction techniques;
- K. cooperate with state and federal floodplain management agencies to coordinate base flood data and to improve the administration of this ordinance;
- L. maintain for public inspection base flood data, floodplain maps, copies of state and federal permits, and documentation of compliance for development activities subject to this ordinance;
- M. perform site inspections to ensure compliance with this ordinance and make substantial damage determinations for structures within the floodplain, and
- N. maintain the accuracy of floodplain maps including notifying IDNR/OWR and/or submitting information to FEMA within six months whenever a modification of the floodplain may change the base flood elevation or result in a change to the floodplain map.

**Section 155.050 Development Permit.**

No person, firm, corporation, or governmental body not exempted by law shall commence any development in the floodplain without first obtaining a development permit from the **Zoning Administrator**. The **Zoning Administrator** shall not issue a development permit if the proposed development does not meet the requirements of this ordinance.

- A. General development shall not occur in the floodplain where alternative locations exist. Before a permit is issued, the applicant shall demonstrate that:
  - 1. No reasonable alternative exists outside the floodplain;
  - 2. Encroachment in the floodplain is the minimum necessary;
  - 3. The development will withstand the 100-year flood without significant damage; and,
  - 4. The development will not increase downstream or upstream flooding or erosion.
  - 5. In the floodplain no encroachments, including fill, new construction, substantial improvements, or other development shall be permitted unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with the standard engineering practice by a licensed Illinois State engineer that the proposed encroachment would not result in any increase in the 100-year flood elevation.
- B. Once the applicant has demonstrated the provisions of Subsection A, the application for a development permit shall be accompanied by:
  - 1. drawings of the site, drawn to scale showing property line dimensions;
  - 2. existing grade elevations and all changes in grade resulting from excavation or filling;
  - 3. the location and dimensions of all buildings and additions to buildings;
  - 4. the elevation of the lowest floor (including basement) of all proposed buildings subject to the requirements of Section 155.070 of this ordinance, and

5. Cost of project or improvements as estimated by a licensed engineer or architect. A signed estimate by a contractor may also meet this requirement

C. Upon receipt of an application for a development permit, the **Zoning Administrator** shall compare the elevation of the site to the base flood elevation. ~~Any development located on land that can be shown by the base flood elevation. 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 requirements of this ordinance. Conversely, any development located on land shown to be below the base flood elevation and hydraulically connected, but not shown on the current Flood Insurance Rate Map, is subject to the provisions of this ordinance. Any development located on land that is shown by survey elevation 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 **Zoning Administrator** 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 **Zoning Administrator** 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 **Zoning Administrator** shall not issue a permit unless all other federal, state, and local permits have been obtained.

#### **Section 155.060 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 Section 155.060 (B) of this ordinance, 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 following conditions of the Illinois Department of Natural Resources, Office of Water Resources Statewide Permit Number 2:
    - a. the crossing will not result in an increase in water surface profile elevation in excess of 1.0 feet, and
    - b. the crossing will not result in an increase in water surface profile elevation in excess of one half (0.5) feet at a point one thousand (1,000) feet upstream of the proposed structure.
    - c. There are no buildings in the area impacted by the increases in water surface profile.
    - d. The proposed bridge or culvert crossing will not involve straightening, enlarging, or relocating the existing channel.
    - e. The design must be certified by a licensed professional engineer in the State of Illinois and the designs must meet the conditions of an IDNR/OWR permit.
    - f. The design must be certified by a second licensed professional engineer.
  2. Barge fleeting facilities meeting the following conditions of IDNR/OWR Statewide Permit Number 3:
    - a. The permit is only applicable when deadmen, pier cells, or other similar anchorage devices have been permitted by the U.S. Army Corps of Engineers.

3. Aerial utility crossings meeting the following conditions of IDNR/OWR Statewide Permit Number 4;

a. The utility line must be constructed above the existing 100 year flood elevation or attached to an existing bridge.

b. A utility line attached to an existing bridge shall be constructed above the low cord elevation of the bridge.

c. No supporting towers or poles shall be located in a river, lake or stream.

d. Supporting towers including foundation and poles shall be designed and located so as to not cause an obstruction of flood flows by trapping debris.

e. All disturbed areas shall be returned to pre construction grades and re-vegetated.

f. All Illinois Commerce Commission, National Electrical Safety Code, and federal requirements must be met.

4. Minor boat docks meeting the following conditions of IDNR/OWR Statewide Permit Number 5:

a. The boat dock must not extend more than fifty (50) feet into a waterway and no more than one quarter (1/4) of the width of the waterway and shall not extend beyond the navigational limits established by the IDNR and Corps of Engineers.

b. The width of the boat dock shall not be more than ten (10) feet.

c. For L Shaped or T shaped docks, the length of that portion parallel to the shoreline must not exceed fifty percent (50%) of the landowner's shoreline frontage nor fifty (50) feet.

d. Docks must be aligned so as not to cross the projection of property lines into the waterway or come within ten (10) feet of the projected property line.

e. Dock posts must be marked by reflective devices.

f. The boat dock must be securely anchored to prevent detachment during times of high wind or water.

g. Metal drums or containers may not be used as buoyancy units unless they are filled with floatation foam. Containers which previously stored pesticides, herbicides, or any other toxic chemicals are not permissible.

h. This permit does not authorize any other related construction activity such as shore protection or fill.

i. Non floating boat docks must be constructed in a manner which will minimize obstruction to flow.

j. At any future date, the permittee must agree to make necessary modifications to the dock as determined by the IDNR or Corp of Engineers

5. Minor, non-obstructive activities such as underground utility lines, light poles, sign posts, driveways, athletic fields, patios, playground equipment, minor storage buildings not exceeding 70 square feet and raising buildings on the same footprint which does not involve fill and any other activity meeting the following conditions of IDNR/OWR Statewide Permit Number 6:

a. the following activities (not involving fill or positive change in grade) are covered by this permit:

i. The construction of underground utility lines, wells, or septic tanks not crossing a lake or stream.

ii.—The construction of light poles, sign posts, and similar structures.

iii.—The construction of sidewalks, driveways, athletic fields (excluding fences), patios, and similar structures.

iv.—The construction of properly anchored, unwalled, open structures such as playground equipment, pavilions, and carports.

v.—The placement of properly anchored buildings not exceeding seventy (70) square feet in size, nor ten (10) square feet in any dimension. Only one such building on a property is authorized by this statewide permit.

vi.—The raising of existing buildings, provided no changes are made to the outside dimensions of the building and the placement of fill is not involved.

6. Outfall Structures and drainage ditch outlets meeting the following conditions of IDNR/OWR Statewide Permit Number 7:

a.—Any outfall structure, including any headwall or end section, shall not extend riverward or lakeward of the existing adjacent natural bank slope or adjacent bank protection.

b.—The velocity of the discharge shall not exceed the scour velocity of the channel soil, unless channel erosion would be prevented by the use of riprap or other design measures.

c.—Outlets from drainage ditches shall not be opened to a stream until the ditch is vegetated or otherwise stabilized to minimize stream sedimentation.

d.—Disturbance of streamside vegetation shall be kept to a minimum during construction to prevent erosion and sedimentation. All disturbed floodway areas, including the stream banks, shall be restored to their original contours and seeded or otherwise stabilized upon completion of construction.

7. Underground pipeline and utility crossings meeting the conditions of IDNR/OWR Statewide Permit Number 8:

a.—In all cases, the crossing shall be placed beneath the bed of the river, lake or stream and, unless the crossing is encased in concrete or entrenched in bedrock, a minimum of three (3) feet of cover shall be provided. The river, lake or stream bed shall be returned to its original condition.

b.—Disturbance of streamside vegetation shall be kept to a minimum during construction to prevent erosion and sedimentation. All disturbed floodway areas, including stream banks, shall be restored to their original contours and seeded or otherwise stabilized upon completion of construction.

c.—Any utility crossing carrying material which may cause water pollution, as defined by the Environmental Protection Act (415 ILCS 5), shall be provided with shut-off valves on each side of the body of water to be crossed.

d.—If blasting is to be utilized in the construction of the crossing, the permittee shall notify the IDNR/OWR at least ten (10) days prior to the blasting date to allow monitoring of any related fish kills.

8. Bank stabilization projects meeting the conditions of IDNR/OWR Statewide Permit Number 9:

a.—Only the following materials may be utilized in urban areas: stone and concrete riprap, steel sheet piling, cellular blocks, fabric formed concrete, gabion baskets, rock and wire mattresses, sand/cement filled bags, geotechnical fabric materials, natural vegetation and treated timber. Urban areas are defined as: areas of the State where residential, commercial, or industrial development currently exists or, based

on land use plans or controls, is expected to occur within ten (10) years. (The Department should be consulted if there is a question of whether or not an area is considered urban).

b. In addition to the materials listed in Section 155.060 (A)(8)(a), other materials (e.g., tire revetments) may be utilized in rural areas provided all other conditions of this permit are met.

c. The following materials shall **not** be used in any case: auto bodies, garbage or debris, scrap lumber, metal refuse, roofing materials, asphalt or other bituminous materials, or any material which would cause water pollution as defined by the Environmental Protections Act (415 ILCS 5).

d. The affected length of shoreline, stream bank, or channel to be protected shall not exceed, either singularly or cumulatively, one thousand (1000) feet.

e. All material utilized shall be properly sized or anchored to resist anticipated forces of current and wave action.

f. Materials shall be placed in a way which would not cause erosion or the accumulation of debris on properties adjacent to or opposite the project.

g. Materials shall not be placed higher than the existing top of the bank.

h. Materials shall be placed so that the modified bank full width and cross-sectional area of the channel will conform to or be no more restrictive than that of the natural channel upstream and downstream of the site.

For projects involving continuous placement of riprap along the bank, toe of the bank or other similar applications, in no case shall the cross-sectional area of the natural channel be reduced by more than ten percent (10%) nor the volume of material placed exceed two (2) cubic yards per lineal foot of the stream bank or shoreline. The bank may be graded to obtain a flatter slope and to lessen the quantity of material required.

i. If broken concrete is used, all protruding materials such as reinforcing rods shall be cut flush with the surface of the concrete and removed from the construction area.

j. Disturbance of vegetation shall be kept to a minimum during construction to prevent erosion and sedimentation. All disturbed areas shall be seeded or otherwise stabilized upon completion of construction.

k. In the case of seawalls and gabion structures on lakes, the structure shall be constructed at or landward of the water line as determined by the normal pool elevation, unless:

i. It is constructed in alignment with an existing seawall(s) or gabion structure(s),  
and

ii. the volume of material placed, including the structure, would not exceed two (2) cubic yards per lineal foot.

l. Excess material excavated during the construction of the bank or shoreline protection shall be placed in accordance with local, state, and federal laws and rules, and shall not be placed in a floodway.

9. Accessory structures and additions to existing residential buildings meeting the conditions of IDNR/OWR Statewide Permit Number 10:

a. The accessory structure or building addition must comply with the requirements of the local floodplain ordinance.

- b. The principle structure to which the project is being added must have been in existence on the effective date of this permit (July 25, 1988).
- c. The accessory structure or addition must not exceed five hundred (500) square feet in size and must not deflect floodwaters onto another property, and
- d. must not involve the placement of any fill material.
- e. No construction shall be undertaken in, or within fifty (50) feet of the bank of the stream channel.
- f. The accessory structure or addition must be properly anchored to prevent its movement during flood conditions.
- g. Only one accessory structure or addition to an existing structure shall be authorized by this permit; plans for any subsequent addition must be submitted to IDNR/OWR for review.
- h. Disturbances of vegetation shall be kept to a minimum during construction to prevent erosion and sedimentation. All disturbed floodway areas shall be seeded or otherwise stabilized upon completion of construction.

10. Minor maintenance dredging activities meeting the following conditions of IDNR/OWR Statewide Permit Number 11:

- a. The affected length of the stream shall not either singularly or cumulatively exceed one thousand (1000) feet.
- b. The project shall not include the construction of any new channel; all work must be confined to the existing channel or to reestablishing flows in the natural stream channel, and
- c. the cross-sectional area of the dredged channel shall conform to that of the natural channel upstream and down stream of the site.
- d. Dredged or spoil material shall not be disposed of in a wetland and shall be either:
  - i. removed from the floodway;
  - ii. used to stabilize an existing bank provided no materials would be placed higher than the existing top of bank and provided the cross-sectional area of the natural channel would not be reduced by more than ten percent (10%), nor the volume of material placed exceed two (2) cubic yards per lineal foot of streambank;
  - iii. used to fill an existing washed out or scoured floodplain area such that the average natural floodplain elevation is not increased;
  - iv. used to stabilize an existing levee provided the height of the levee would not be increased nor its alignment changed;
  - v. placed in a disposal site previously approved by the Department in accordance with the conditions of the approval, or
  - vi. used for beach nourishment, provided the material meets all applicable water quality standards.
- e. Disturbance of streamside vegetation shall be kept to a minimum during construction to prevent erosion and sedimentation. All disturbed floodway areas, including the stream banks, shall be seeded or otherwise stabilized upon completion of construction.

11. Bridge and culvert replacement structures and bridge widening meeting the following conditions of IDNR/OWR statewide Permit Number 12:

a. A licensed professional engineer shall determine and document that the existing structure has not been the cause of demonstrable flood damage. Such documentation shall include, at a minimum, confirmation that:

i. No buildings or structures have been impacted by the backwater induced by the existing structure, and

ii. There is no record of complaints of flood damages associated with the existing structure.

b. A licensed professional engineer shall determine that the new structure will provide the same or greater effective waterway opening as the existing structure. For bridge widening projects the existing piers and the proposed pier extensions must be in line with the direction of the approaching flow upstream of the bridge.

c. The project shall not include any appreciable raising of the approach roads. (This condition does not apply if all points on the approaches exist at an elevation equal to or higher than the 100-year frequency flood headwater elevation as determined by a FEMA flood insurance study completed or approved by IDNR/OWR).

d. The project shall not involve the straightening, enlargement or relocation of the existing channel of the river or stream except as permitted by the Department's Statewide Permit Number 9 (Minor Shoreline, channel and Streambank Protection Activities) or Statewide Permit Number 11 (Minor Maintenance Dredging Activities).

e. The permittee shall maintain records of projects authorized by this permit necessary to document compliance with the above conditions.

12. Temporary construction activities meeting the following conditions of IDNR/OWR statewide Permit Number 13:

a. No temporary construction activity shall be commenced until the individual permittee determines that the permanent structure (if any) for which the work is being performed has received all required federal, state and local authorizations.

b. The term "temporary" shall mean not more than one construction season. All temporary construction materials must be removed from the stream and floodway within one year of their placement and the area returned to the conditions existing prior to the beginning of construction. Any desired subsequent or repetitive material placement shall not occur without the review and approval of the IDNR/OWR.

c. The temporary project shall be constructed such that it will not cause erosion or damage due to increases in water surface profiles to adjacent properties. For locations where there are structures in the upstream floodplain, the temporary project shall be constructed such that all water surface profile increases, due to the temporary project, are contained within the channel banks.

d. This permit does not authorize the placement or construction of any solid embankment or wall such as a dam, roadway, levee, or dike across any channel or floodway.

e. No temporary structure shall be placed within any river or stream channel until a licensed professional engineer determines and documents that the temporary structure will meet the requirements of Special Condition Number 3 of this statewide permit. Such documentation shall include, at a minimum, confirmation that no buildings or structures will be impacted by the backwater induced by the temporary structure.

~~f. The permittee shall maintain records of projects authorized by this permit necessary to document compliance with the above condition.~~

~~g. Disturbance of vegetation shall be kept to a minimum during construction to prevent erosion and sedimentation. All disturbed areas shall be seeded or otherwise stabilized upon completion of the removal of the temporary construction.~~

~~h. Materials used for the project shall not cause water pollution as defined by the Environmental Protection Act (415 ILCS 5).~~

13. Any Development determined by IDNR/OWR to be located entirely within a flood fringe area shall be exempt from State Floodway permit requirements.

B. Other development activities not listed in Section 155.060 (A) may be permitted only if:

1. Permit has been issued for the work by IDNR/OWR (or written documentation is provided that an IDNR/OWR permit is not required), or
2. Sufficient data has been provided to FEMA when necessary, and approval obtained from FEMA for a revision of the regulatory map and base flood elevation.

### **Section 155.070 Protecting Buildings.**

A. In addition to the damage prevention requirements of Section 155.060 of this ordinance, all buildings located in the floodplain shall be protected from flood damage below the flood protection elevation. This building protection requirement applies to the following situations:

1. Construction or placement of a new building or alteration or addition to an existing building valued at more than one thousand dollars (\$1,000) 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 exceed the market value by fifty percent (50%). Alteration shall be figured cumulatively **during a 10- year period**. If substantially improved, the existing structure and the addition must meet the flood protection standards of this section.
3. Repairs made to a substantially damaged building. These repairs shall be figured cumulatively **during a 10-year period**. If substantially damaged the entire structure must meet the flood protection standards of this section **within 24 months of the date of the damage occurred**.
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.
6. Repetitive loss to an existing building as defined in Section 155.020.

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 basement) shall be at or above the flood protection elevation.
  - b. The fill shall be placed in layers no greater than six inches before compaction and should extend at least ten (10) feet beyond the foundation before sloping below the flood protection elevation.

- 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 include debris or refuse material, and
  - e. 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.
2. The building may be elevated on solid walls in accordance with the following:
  - a. The building or improvements shall be elevated on stilts, piles, walls, crawlspace, or other foundation 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 licensed professional engineer or by having a minimum of one (1) permanent opening 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.
    - ~~All structural components below the flood protection elevation shall be constructed of materials resistant to flood damage.~~
    - 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 flood protection elevation 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 flood protection elevation 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 foundations 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 flood protection elevation must be constructed with materials resistant to flood damage, and
- g. Utility systems within the crawlspace must be elevated above the flood protection elevation.

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 flood protection elevation 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 of this subsection.

D. Manufactured homes or travel trailers to be permanently installed on site shall be:

- 1. Elevated to or above the flood protection elevation in accordance with Section 155.070 (B), and
- 2. anchored to resist flotation, 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 Ill. 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 Section 155.070 (D) unless the following conditions are met:

- 1. The vehicle must be either self-propelled or towable by a light duty truck.
- 2. The hitch must remain on the vehicle at all times.
- 3. The vehicle must not be attached to external structures such as decks and porches
- 4. The vehicle must be designed solely for recreation, camping, travel, or seasonal use rather than as a permanent dwelling.
- 5. The vehicles largest horizontal projections must be no larger than four hundred (400) square feet.
- 6. The vehicle's wheels must remain on axles and inflated.
- 7. Air conditioning units must be attached to the frame so as to be safe for movement off of the floodplain.
- 8. Propane tanks as well as electrical and sewage connections must be quick-disconnect and above the 100-year flood elevation.
- 9. The vehicle must be licensed and titled as a recreational vehicle or park model, and
- 10. must either:
  - a. Entirely be supported by jacks, or

- b. ~~It~~ have a hitch jack permanently mounted, have the tires touching the ground and be supported by block in a manner that will allow the block to be easily removed by used of the hitch jack.

F. Garages, sheds or other minor accessory structures constructed ancillary to an existing residential use may be permitted provided the following conditions are met:

1. The garage or shed must be non-habitable.
2. The garage or shed must be used only for the storage of vehicles and tools and cannot be modified later into another use.
3. The garage or shed must be located outside of the floodway or have the appropriate state and/or federal permits.
4. The garage or shed must be on a single family lot and be accessory to an existing principle structure on the same lot.
5. Below the base flood elevation, the garage or shed must be built of materials not susceptible to flood damage.
6. All utilities, plumbing, heating, air conditioning and electrical must be elevated above the flood protection elevation.
7. The garage or shed must have at least one permanent opening on each wall not more than one (1) foot above grade with one (1) square inch of opening for every one (1) square foot of floor area.
8. The garage or shed must be less than ~~ten~~fifteen thousand dollars (~~\$10,000~~\$15,000) in market value or replacement cost whichever is greater or less than ~~five hundred and seventy-six (500~~576) square feet.
9. The structure shall be anchored to resist floatation and overturning.
10. All flammable or toxic materials (gasoline, paint, insecticides, fertilizers, etc.) shall be stored above the flood protection elevation.
11. The lowest floor elevation should be documented and the owner advised of the flood insurance implications.

### **Section 155.080 Subdivision Requirements**

The **City Council** shall take into account hazards, to the extent that they are known, in all official actions related to land management use and development.

- A. New subdivisions, manufactured home parks, annexation agreements, planned unit developments, and additions to manufactured home parks and subdivisions shall meet the damage prevention and building protections standards of Sections 155.060 and 155.070 of this ordinance. Any proposal for such development shall include the following data:
  1. The base flood elevation and the boundary of the floodplain, where the base flood elevation is not available from an existing study, the applicant shall be responsible for calculating the base flood elevation;
  2. The boundary of the floodway when applicable, and
  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. Wherever possible the floodplains shall be included within parks or other public grounds.

To avoid flood damage and to protect the natural and beneficial floodplain functions, new flood prone building sites shall not be permitted in floodplain areas. Each new lot shall have a suitable building site outside the floodplain.

#### **Section 155.090 Public Health and Other Standards**

- A. Public health standards must be met for all floodplain development. In addition to the requirements of Sections 155.060 and 155.070 of this ordinance the following standards apply:
1. No development in the floodplain shall include locating or storing chemicals, explosives, buoyant materials, flammable liquids, pollutants, or other hazardous or toxic materials below the flood protection elevation unless such materials are stored in a floodproofed and anchored storage tank and certified by a professional engineer or floodproofed building constructed according to the requirements of Section 155.070 of this ordinance.
  2. Public utilities and facilities such as sewer, gas and electric shall be located and constructed to minimize or eliminate flood damage.
  3. Public sanitary sewer systems and water supply systems shall be located and constructed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters.
  4. New and replacement on-site sanitary sewer lines or waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding. Manholes or other above ground openings located below the flood protection elevation shall be watertight.
  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 permissible within the floodplain if no feasible alternative site is available. Critical facilities constructed within the SFHA shall have the lowest floor (including basement) elevated or structurally dry floodproofed to the 500-year flood frequency elevation or three feet above the level of the 100-year flood frequency elevation whichever is greater. 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.
- B. All other activities defined as development shall be designed so as not to alter flood flows or increase potential flood damages.

#### **Section 155.100 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 Galena** shall notify adjacent communities in writing thirty (30) days prior to the issuance of a permit for the alteration or relocation of the watercourse.

#### **Section 155.110 Variances.**

Whenever the standards of this ordinance place undue hardship on a specific development proposal, the applicant may apply to the **Zoning Board of Appeals** for a variance. The **Zoning Board of Appeals** shall review the applicant's request for a

variance and shall submit its recommendation to the **Zoning Board of Appeals**. The **Zoning Board of Appeals** may attach such conditions to granting of a variance as it deems necessary to further the intent of this ordinance.

- A. No variance shall be granted unless the applicant demonstrates that **all** of the following conditions are met:
1. The development activity cannot be located outside the floodplain.
  2. An exceptional hardship would result if the variance were not granted.
  3. The relief requested is the minimum necessary.
  4. There will be no additional threat to public health, safety or creation of a nuisance.
  5. There will be no additional public expense for flood protection, rescue or relief operations, policing, or repairs to roads, utilities, or other public facilities.
  6. The applicant's circumstances are unique and do not establish a pattern inconsistent with the intent of the NFIP, and
  7. All other state and federal permits have been obtained.
- B. The **Zoning Administrator** shall notify an applicant in writing that a variance from the requirements of the building protections standards of Section 155.070 that would lessen the degree of protection to a building will:
1. Result in increased premium rates for flood insurance up to twenty-five dollars (\$25) per one hundred dollars (\$100) of insurance coverage;
  2. Increase the risk to life and property, and
  3. Require that the applicant proceed with knowledge of these risks and that the applicant acknowledge in writing the assumption of the risk and liability.

**C. Historic Structures**

- a. Variances to the building protection requirements of Section 155.070 of this ordinance which are requested in connection with reconstruction, repair, or alteration of a historic site or historic structure as defined in "Historic Structures", may be granted using criteria more permissive than the requirements of Sections 155.060 and 155.070 of this ordinance subject to the conditions that:
1. The repair or rehabilitation is the minimum necessary to preserve the historic character and design of the structure.
  2. The repair or rehabilitation will not result in the structure being removed as a certified historic structure.

**D. Agriculture**

Any variance granted for an agricultural structure shall be decided individually based on a case by case analysis of the building's unique circumstances. Variances granted shall meet the following conditions as well as those criteria and conditions set forth in this ordinance.

In order to minimize flood damages during the 100-year flood and the threat to public health and safety, the following conditions shall be included for any variance issued for agricultural structures that are constructed at-grade and wet-floodproofed.

1. All agricultural structures considered for a variance from the floodplain management regulations of this ordinance shall demonstrate that the varied structure is located in wide, expansive floodplain areas and no other alternate location outside of the special flood hazard area exists for the agricultural structure. Residential structures or animal confinement facilities, such as farm houses, cannot be considered agricultural structures.

2. Use of the varied structures must be limited to agricultural purposes in zone A only as identified on the community's Flood Insurance Rate Map (FIRM).
3. For any new or substantially damaged agricultural structures, the exterior and interior building components and elements (i.e., foundation, wall framing, exterior and interior finishes, flooring, etc.) below the base flood elevation, must be built with flood-resistant materials in accordance with Section 155.070 of this ordinance.
4. The agricultural structures must be adequately anchored to prevent flotation, collapse, or lateral movement of the structures in accordance with Section 155.070 of this ordinance. All of the building's structural components must be capable of resisting specific flood-related forces including hydrostatic, buoyancy, and hydrodynamic and debris impact forces.
5. Any mechanical, electrical, or other utility equipment must be located above the base flood elevation or floodproofed so that they are contained within a watertight, floodproofed enclosure that is capable of resisting damage during flood conditions in accordance with Section 155.070 of this ordinance.
6. The NFIP requires that enclosure or foundation walls, subject to the 100-year flood, contain openings that will permit the automatic entry and exit of floodwaters in accordance with Section 155.070(B) this ordinance.
7. The agricultural structures must comply with the floodplain management floodway provisions of Section 155.060 of this ordinance. No variances may be issued for agricultural structures within any designated floodway.
8. Wet-floodproofing construction techniques must be reviewed and approved by the floodplain administrator and a registered professional engineer or architect prior to the issuance of any floodplain development permit for construction.

#### **Section 155.120 Disclaimer of Liability.**

The degree of protection required by this ordinance is considered reasonable for regulatory purposes and is based on available information derived from engineering and scientific methods of study. Larger floods may occur or flood heights may be increased by man-made or natural causes. This ordinance does not imply that development either inside or outside of the floodplain will be free from flooding or damage. This ordinance does not create liability on the part of the **City of Galena** or any officer or employee thereof for any flood damage that results from proper reliance on this ordinance or any administrative decision made lawfully thereunder.

#### **Section 155.130 Penalty.**

Failure to obtain a permit for development in the floodplain or failure to comply with the conditions of a permit or a variance shall be deemed to be a violation of this ordinance. Upon due investigation, the **Zoning Administrator** may determine that a violation of the minimum standards of this ordinance exists. The **Zoning Administrator** shall notify the owner in writing of such violation.

- A. If such owner fails after ten (10) days notice to correct the violation:
  1. The **City of Galena** shall make application to the circuit court for an injunction requiring conformance with this ordinance or make such other order as the court deems necessary to secure compliance with the ordinance.
  2. Any person who violates this ordinance shall upon conviction thereof be fined not less than fifty dollars (\$50) or more than seven hundred fifty (\$750) for each offense.
  3. A separate offense shall be deemed committed upon each day during or on which a violation occurs or continues, and
  4. The **City of Galena** shall record a notice of violation on the title of the property.

- B. The **Zoning Administrator** 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 **Zoning Administrator** 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 site development permit shall be permanently suspended or revoked until a hearing is held by the **Zoning Board of Appeals**. 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 **Zoning Board of Appeals** shall determine whether the permit shall be suspended or revoked.

- C. Nothing herein shall prevent the **City of Galena** 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 155.140 Abrogation and Greater Restrictions.**

This ordinance repeals and replaces other ordinances adopted by the **City of Galena** to fulfill the requirements of the National Flood Insurance Program including: **Ordinance O-99-06, passed 5-24-1999; Amended by Ordinance O-05-16, passed 5-23-2005; Amended by Ordinance O-10-24, passed 8-23-2010.** 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 ordinance and other ordinance easements, covenants or deed restrictions conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

**Section 155.150 Severability.**

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

**MEMO**

To: The Zoning Board of Appeals  
From: Matt Oldenburg, Zoning Administrator  
Date: September 4, 2015

RE: Cal. No. 15S-03, City of Galena, 101 Green Street, Request for Special Use Permit to allow an off-premises sign in the right-of-way, off-street, near the entrance to Cobblestone Boulevard to indicate entrance to the Cobblestone Crossing subdivision and to provide screening for the adjacent lift station equipment.

**Summary:**

The City is currently working with Don Wiene to develop the Cobblestone Crossing Subdivision. Mr. Wiene suggested that a sign be placed at the entrance to the Cobblestone Boulevard in order to notify drivers that they are entering the subdivision. He would have placed it on the Cobblestone property, but there is no space available along the Boulevard that would meet the criteria for a freestanding sign without being on someone's adjacent property. The nearest place with space available would be when you area all the way into the subdivision where the land widens-out after the Boulevard. The alternative place is to place the sign near the entrance that is on the City right-of-way at the corner near the sanitary sewer lift station. This right-of-way was made to accommodate access to the lift station for maintenance purposes. Mr. Wiene will pay for the sign materials and for the placement of landscaping around the sign. The benefit to the City is that it notifies people of the subdivision entrance as well as screens the unsightly lift station equipment.

The sign will be monument style, made of limestone with Cobblestone Crossing etched into the stone. The dimensions of the sign is 5 feet tall by 8 feet wide, or 40 square feet; well under the limit of 100 square feet for a freestanding sign. No lighting is planned at this time.

**Approval Criteria & Recommendation:**

The purpose of a special use review is to provide an opportunity to utilize property for an activity, which under usual circumstances, could be detrimental to other permitted uses and which normally is not permitted within the same district. A special use may be permitted under circumstances particular to the proposed location and subject to conditions that provide protection to adjacent land uses. A special use is not a use by-right and one that is otherwise prohibited without approval of a special use permit.

The application shall demonstrate that the proposed development will comply with the following:

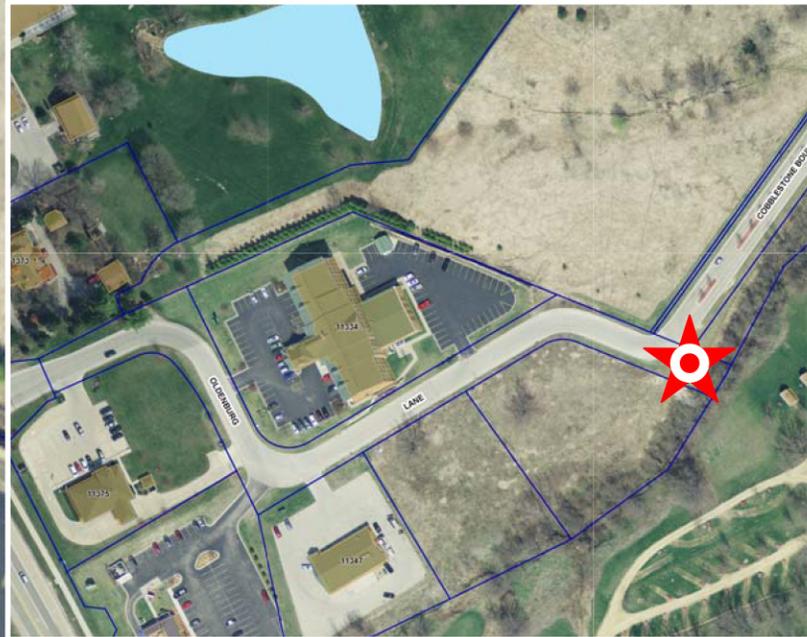
- (1) *Site plan review standards.* All applicable site plan review criteria in § [154.914](#).
- (2) *District standards.* The underlying zoning district standards established in §§ [154.201](#) through [154.209](#) including the defining characteristics of the district;
- (3) *Specific standards.* The land use regulations established in § [154.405](#);
- (4) *Availability of complementary uses.* Other uses complementary to, and supportive of, the proposed project shall be available including, but not limited to: schools, parks, hospitals, business and commercial facilities, and transportation facilities.
- (5) *Compatibility with adjoining properties.* Compatibility with and protection of neighboring properties through measures such as:

(a) *Protection of privacy.* The proposed plan shall provide reasonable visual and auditory privacy for all dwelling units located within and adjacent to the site. Fences, walls, barriers and/or vegetation shall be arranged to protect and enhance the property and to enhance the privacy of on-site and neighboring occupants;

(b) *Protection of use and enjoyment.* All elements of the proposed plan shall be designed and arranged to have a minimal negative impact on the use and enjoyment of adjoining property.

(c) *Compatible design and integration.* All elements of a plan shall coexist in a harmonious manner with nearby existing and anticipated development. Elements to consider include: buildings, outdoor storage areas and equipment, utility structures, building and paving coverage, landscaping, lighting, glare, dust, signage, views, noise, and odors. The plan must ensure that noxious emissions and conditions not typical of land uses in the same zoning district will be effectively confined so as not to be injurious or detrimental to nearby properties.

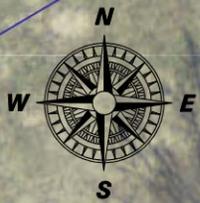
**The Zoning Board of Appeals can grant, conditionally grant, or deny all applications for a Special Use Permit or an amendment thereof. If the Board would like to grant the request, a motion to draft Findings of Fact should be entertained. The Findings of Fact will then be presented for final consideration at the next Board meeting.**



COBBLESTONE ROAD

City Right-of-Way

Sanitary Lift Station





Cobblestone  
Crossing

