

CITY OF URBANA
Department of Community Development Services

Boneyard Creek Preliminary Conference
Executive Conference Room
400 S. Vine St.
Urbana, Illinois 61801
February 14, 2011

MINUTES

Members Present: Libby Tyler, Director of Community Development
Clark Bullard, Boneyard Creek Commissioner-by telephone
Bill Gray, Director of Public Works
Gale Jamison, Assistant City Engineer
Gordon Skinner, Building Safety Division Manager
Steve Cochran, Building Inspector

Others Present: Jean McManus, applicant

A preliminary conference was held in order to determine whether or not a Creekway Permit should be issued by the Zoning Administrator (in accordance with Article XIII, Section XIII-4. Special Procedures in the Boneyard Creek District).

Mr. Cochran discussed the application made by Jean McManus for a small room addition to her property that has already been constructed. The City of Urbana became aware of this construction by the assessor's office. No Building Permit was obtained for this project.

Ms. McManus' engineer was incorrect in his assertion that the addition was not in the Floodway. Mr. Jamison indicated that the addition is in the Floodway based on both the current as well as the proposed mapping.

Mr. Jamison stated that the survey certificate is OK based on the existing mapping. The addition is in the Floodway and must comply with IL Department of Natural Resources regulations which would require a permit from IDNR. Mr. Jamison indicated that the stream is contained in a box culvert at this location which may somewhat mitigate the problem of flooding at this site. He also noted that IDNR might require some changes to the foundation of the room addition to allow for flood water to enter the crawl space during flooding conditions.

Jean McManus stated that there are openings from the crawlspace of the addition into the basement. Mr. Jamison said that the water level in the crawlspace should not be more than 2 to 3 inches deep in a 100 year flood event.

Mr. Jamison will be available to assist Ms. McManus and her engineer in the application process to the IDNR and in getting the relevant information to them for the State permit.

Mr. Gray noted that the IDNR should also be informed that the garage that was on this property has been removed.

It was determined that the Creekway Conference would need to be continued until such time as Ms. McManus had obtained the required IDNR permit. After some discussion it was decided that the other requirements for compliance with the Creekway Master Plan and compliance with the underlying zoning district could be addressed.

Mr. Cochran then went through the list of requirements for compliance and it was determined that this project met the requirements of Section XIII-4 Special Procedures in the Boneyard Creek District- subsection C. General Consideration and further, that the standards of Section XIII-4.D through Section XIII-4.1 are complied with.

Ms. Tyler moved that the project be approved pending Ms. McManus obtaining the IDNR permit. Mr. Gray seconded the motion. The motion carried unanimously and the Creekway Conference was continued to a later date.

Ms. McManus will contact her engineer and they will work on the submittal to IDNR for a Floodway Permit. Mr. Jamison and Mr. Cochran will assist Ms. McManus and her engineer with that process.

Submitted By:

Steven R. Cochran
Building Inspector

Approved By:

Elizabeth H. Tyler
Zoning Administrator