

**CITY OF SULLIVAN, ILLINOIS**

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**ORDINANCE NO. 21-12**

**ORDINANCE AMENDING CHAPTERS 1, 6, 9, 16, 17, 24, 33, AND 38,  
SCHEDULE "A", AND APPENDIXES A, D, E, L, O, GG & KK OF THE REVISED CODE  
OF ORDINANCES OF THE CITY OF SULLIVAN, ILLINOIS**

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**PASSED BY THE CITY COUNCIL  
OF THE  
CITY OF SULLIVAN, ILLINOIS  
THIS 27<sup>th</sup> DAY OF SEPTEMBER 2021**

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Published in pamphlet form by authority of the City Council  
of the City of Sullivan, Moultrie County, Illinois,  
this 28<sup>th</sup> day of September 2021

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**ORDINANCE AMENDING CHAPTERS 1, 6, 9, 16, 17, 24, 33, AND 38,**  
**SCHEDULE "A", AND APPENDIXES A, D, E, L, O, GG & KK OF THE REVISED CODE**  
**OF ORDINANCES OF THE CITY OF SULLIVAN, ILLINOIS**

BE IT ORDAINED BY THE Mayor and City Council of the City of Sullivan, Moultrie County, Illinois, that:

**SECTION 1:** Sections 1-2-1(B), 1-2-15(O), 1-2-16(B), 1-2-17(C), 1-2-18(A), and 1-2-19 of Chapter 1, entitled "ADMINISTRATION", sections 6-1-3(A)(1)(d), 6-1-3(A)(2), 6-1-3(B)(1)(e), 6-1-3(C)(1)(e), 6-1-4(A)(1)(d), 6-1-4(A)(2), 6-1-4(B)(1)(e), 6-1-4(C)(1)(e), 6-2-3(A)(5), 6-2-3(C), 6-3-3(A)(5) and 6-3-3(D) of Chapter 6 entitled "BUILDING CODE", section 4 of SCHEDULE "A" FEES, Section 9-1-13, 9-1-14, 9-1-15, 9-3-6, 9-3-7, 9-3-9, 9-3-12(B), 9-3-17 of Chapter 9, entitled "CEMETERY", section 16-3-2 of Chapter 16, entitled "HEALTH REGULATIONS", sections 17-2-3, 17-2-17.1(C), 17-2-17.1(D), 17-2-17.1(E) and 17-2-17.1(F) of Chapter 17, entitled "GAS SYSTEM", sections 24-11-2, 24-11-4, 24-11-6, 24-11-7, 24-11-8, 24-11-9 of Chapter 24, entitled "MOTOR VEHICLE CODE", section 33-2-3, 33-2-11, 33-2-13, 33-2-20, 33-3-1, 33-3-3, 33-3-6, 33-3-7, 33-4-6, 33-4-7, 33-4-8, 33-4-10(C), 33-4-10(D), 33-4-11, 33-4-13, 33-4-14, 33-4-15, 33-4-16, 33-4-17, 33-4-19(A), 33-4-19(B), 33-4-19(C), 33-4-19(H), 33-4-20, 33-4-21, 33-4-24, 33-4-25, 33-4-28, 33-5-1(A), 33-5-3(B), 33-5-3(C), 33-6-3, 33-6-5 of Chapter 33, entitled "STREET REGULATIONS", sections 38-3-1(G), 38-3-2, 38-3-3, 38-3-4, 38-3-9, 38-3-10, 38-3-18, 38-3-26, 38-3-30, 38-3-41, 38-3-42, 38-3-49, 38-3-51(B), 38-3-53(B), 38-3-54(A), 38-3-54(B)(1), 38-3-54(B)(2), 38-3-54(B)(3), 38-3-54(C), 38-3-57(F), 38-3-58(B), 38-3-59(A), 38-3-59(B), 38-3-59(C), 38-3-59(D), 38-5-1(A), 38-5-1(D), 38-5-12, 38-5-21, 38-5-23(C), 38-5-24, 38-5-26, 38-5-27, 38-5-31(C), 38-5-34, 38-5-50, 38-5-52, 38-5-52(C), 38-5-53, 38-5-70, 38-5-71 and 38-5-72 of Chapter 38, entitled "WATER AND SEWER", and APPENDIXES "A", "D", "E", "L", "O", "GG", and "KK", shall be amended by the Council of the City of Sullivan, Moultrie County, Illinois, as stated in the attached exhibit

**SECTION 2:** All previous ordinances in conflict with this ordinance are repealed to the extent of such conflict.

**SECTION 3:** This ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

**SECTION 4:** This ordinance shall be known as Ordinance 21-12.

PASSED the 27<sup>th</sup> day of September 2021, by the City Council of the City of Sullivan, Moultrie County, Illinois, and deposited and filed in the office of the City Clerk of said City on that date.

| NAME       | AYE | NAY | ABSTAIN | ABSENT |
|------------|-----|-----|---------|--------|
| Glazebrook | ✓   |     |         |        |
| Sherwood   | ✓   |     |         |        |
| Fowler     | ✓   |     |         |        |
| Woodworth  | ✓   |     |         |        |
| Booker     | ✓   |     |         |        |

Carrie Creech  
Carrie Creek, City Clerk

Signed by the Mayor of the City of Sullivan, Moultrie County, Illinois this 27<sup>th</sup> day of September 2021.

Richard L. Glazebrook  
Richard Glazebrook, Mayor

ATTEST:

Carrie Creech  
Carrie Creek, City Clerk

STATE OF ILLINOIS  
COUNTY OF MOULTRIE

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)  
)

CERTIFICATE

I, Carrie Creek, certify that I am the duly appointed and acting City Clerk of the City of Sullivan, Moultrie County, Illinois.

I further certify that on September 27, 2021, the Corporate Authorities of said municipality passed and approved Ordinance No. 21-12, entitled **ORDINANCE AMENDING CHAPTERs 1, 6, 9, 16, 17, 24, 33, AND 38, SCHEDULE "A", AND APPENDIXES A, D, E, L, O, GG & KK OF THE REVISED CODE OF ORDINANCES OF THE CITY OF SULLIVAN, ILLINOIS**, which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance 21-12, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Building, commencing on September 28<sup>th</sup>, and continuing for at least ten days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the City Clerk.

DATED at Sullivan, Moultrie County, Illinois, this 28<sup>th</sup> day of September, 2021.

  
Carrie Creek, City Clerk

## **CHAPTER 9 CEMETERY**

**9-1-13 CEMETERY FOREMAN.** It shall be the duty of the Foreman to keep a correct plat of the Cemetery together with a full and complete record of all persons who have purchased and own lots in the cemetery. Upon the sale of any lot, the Foreman shall cause to be prepared a deed for such a lot to be executed by the Clerk.

**9-1-14 CONTROL OF CEMETERY.** The Foreman shall have control of the Cemetery under the direction of the Board of Managers and shall keep the Cemetery in good order, clean of all rubbish, cut all grass and weeds from walks and passage ways and perform such other duties as may be required by the City Council.

**9-1-15 DIG GRAVES.** When the Foreman is presented with a burial permit, he shall dig such grave as may be designated in the permit. All graves shall be dug so that the bottom of the coffin shall be at least **six (6) feet** below the surface of the ground. Any burial space used will be paid for by agreement with the funeral home director or prior arrangements with the family. All space or spaces sold by contract will have the space or spaces paid for at prevailing rates within **one (1) year**.

**9-3-6 BURIALS.** No deceased body shall be buried in the cemetery unless a permit therefor has been issued by the Foreman and signed by the Funeral Director.

**9-3-7 RECORDS.** The Foreman shall keep a record of all permits issued, with the date of burial, name of deceased and upon what lot buried and such other information as may be required. (See 65 ILCS Sec. 5/11-52.1-1 et seq.)

**9-3-9 UNLAWFUL ENTRY.** It shall be unlawful for any person or persons, other than duly authorized officers, officials or employees of the City to enter or be upon the cemetery grounds during the time after sunset and before sunrise of any day without first obtaining the permission of the Foreman. It shall further be unlawful at all times for any person to enter or leave the grounds other than by the established and open entrances or gateways.

**9-3-12 (B)** It shall be the duty of the Foreman and/or the police to direct all vehicular traffic and the Foreman is authorized to direct the parking or standing of all vehicles in the cemetery. No person shall disobey or disregard the directions of the Foreman relating to the movement or standing of all vehicles within the cemetery.

**9-3-17 REMOVAL OR BURIAL PERMIT REQUIRED.** No burial or interment of any person shall take place in and from the City, nor in any cemetery within the corporate limits of the City of within the control of the City, nor shall the (dead) body of any person be removed from any cemetery in the City for the same shall have first been procured and surrendered to the Cemetery Foreman along with the necessary fees. Burial permits are received after the funeral.

**SCHEDULE "A"**  
**FEES**

**Building Permit Procedure**

4. Copy of application goes to each Foreman involved in project, namely; gas, water & sewer, electric and street department.

## CHAPTER 6 BUILDING CODE

**6-1-3 (A)(1)(d)** A copy of the application goes to each of the Foremen involved in the project, namely: gas, water & sewer, electric and street departments.

**6-1-3 (A)(2)** Each Foreman shall sign the Building Permit application to show that they have reviewed the application. **(Attach a copy of Section 6-1-3 from City Code on permit procedure.)**

**6-1-3 (B)(1)(e)** The Foremen of the electrical, water & sewer, gas and street departments shall sign the form.

**6-1-3 (C)(1)(e)** The Foremen of the electrical, water & sewer, gas and street departments shall sign the form.

**6-1-4 (A)(1)(d)** A copy of the application shall go to each of the Foremen involved in the project namely: gas, water & sewer, electric & street departments

**6-1-4 (A)(2)** Each Foreman shall sign the Building Permit application to show that they have reviewed the application. **(Attach a copy of Section 6-1-4 from City Code on permit procedure.)**

**6-1-4 (B)(1)(e)** The Foremen of the electrical, water & sewer, gas and street departments shall sign the form.

**6-1-4 (C)(1)(e)** The Foremen of the electrical, water & sewer, gas and street departments shall sign the form.

**6-2-3 (A)(5)** Foremen of the Water and Sewer departments shall inspect and sign the permit.

**6-2-3 (C)** Each Foreman shall sign Building Permit application to show that they have reviewed the application.

**6-3-3 (A)(5)** Foremen of the Electrical Department shall inspect and sign the permit.

**6-3-3 (D) NOTE:** Inspector shall notify electric foreman when inspection is completed and permit is issued.

## CHAPTER 1 ADMINISTRATION

**1-2-1 (B) Foremen and Officers Agents of Council.** All foremen of departments and officers are the agents of the Council only, and all their acts shall be subject to review and to approval or revocation by the Council. (See 65 ILCS 5/4-3-1et seq.) (See Section 1-2-27)

**1-2-15 (O)** He shall also have direct control of the City Gas Department, its Foreman and all employees thereof.

**1-2-16 (B)** He shall appoint the City Treasurer, the Park Foreman and the Director of the Sullivan Civic Center, subject in each case, to the approval of the City Council.

**1-2-17 (C)** He shall appoint the Foreman of Potable Water Production and the Water Foreman Distribution and Water Reclamation of the City, subject to the approval of the City Council, and shall appoint and discharge all subordinate employees of said Department when, in his judgment, the efficient conduct of the affairs of said Department shall demand it.

**1-2-18 (A)** He shall appoint a Street Foreman, subject to the approval of the City Council.

**1-2-19 COMMISSIONER OF THE DEPARTMENT OF PUBLIC PROPERTY.** The Commissioner of the Department of Public Property shall have general supervision of all matters affecting the City Electric Department and shall appoint a Foreman for the department, subject to the approval of the City Council.



## **CHAPTER 16**

### **HEALTH REGULATIONS**

**16-3-2 USE OF CITY RUBBISH DUMP.** With the exception of Pay for Hire Contractors, only persons who are residents of the City shall have the right to dispose of yard waste only from their own property at the City rubbish dump only between the hours specified by the Commissioner of the Department of Streets and Public Improvements or the Street Foreman and posted at the dump grounds.

## CHAPTER 17 GAS SYTEM

**17-2-3 ALL SERVICE SHALL BE METERED.** All gas services shall be metered with a meter of adequate size to measure the amount of gas consumed. Meters shall be of standard design and may be of the diaphragm, rotary or turbine type properly used at the discretion of the City Foreman. The measurement pressure base shall be **seven (7) inches** water column. The temperature base shall be **sixty degrees Fahrenheit (60°F)**.

**17-2-17.1 (C)** The preconstruction conference mentioned in paragraph (B) hereof should be attended by the Foreman of the excavator and by the Gas Foreman of the City

**17-2-17.1 (D)** A written request for the surface marking must be delivered by the excavator to the Gas Foreman of the City not less than **two (2) full working days** prior to the initiation of excavation.

**17-2-17.1 (E)** Gas facilities to be exposed by excavations shall be specifically identified to the Gas Foreman of the City by the excavator **twenty-four (24) hours** in advance of the time that such facility or facilities will be exposed.

**17-2-17.1 (F)** The excavator shall report any incident in which gas facilities are accidentally exposed but not damaged, to the Gas Foreman of the City not less than **two (2) hours** following such accidental exposure of facilities.

## **CHAPTER 24**

### **MOTOR VEHICLE CODE**

**24-11-2 DECLARATION.** Whenever the Commissioner of the Department of Streets and Public Improvements or the Street Foreman find, on the basis of falling snow, sleet or freezing rain, or on the basis of a forecast by the U.S. Weather Bureau or other weather service of snow, sleet or freezing rain, that weather conditions will make it necessary that motor vehicle traffic be expedited and that parking on the aforementioned City streets shall be prohibited or restricted for snow removal and other purposes, the Commissioner or Foreman shall put into effect a parking prohibition on parts of or all of the snow emergency routes as necessary by declaring it a manner prescribed by this Article.

**24-11-4 DURATION OF NO PARKING.** Once in effect, a prohibition under this Section shall remain in effect until terminated by announcement of the Commissioner or Foreman in accordance with this Article. While the prohibition is in effect, no person shall park or allow to remain parked any vehicle on any portion of a snow emergency route to which it applies. However, nothing in this Section shall be construed to permit parking at any time or place where it is forbidden by any other provision of law.

**24-11-6 RECORDS.** The Commissioner or Foreman shall make or cause to be made a record of each time and date when any declaration is announced to the public in accordance with this Section.

**24-11-7 CESSATION OF CONDITIONS.** Whenever the Commissioner or Foreman shall find that some or all of the conditions which give rise to a parking prohibition in effect pursuant to this Article, no longer exists, he may declare the prohibition terminated, in whole or in part, in a manner prescribed by this Article, effective immediately upon announcement.

**24-11-8 PRECEDENCE OF ORDERS.** Any provision of this Article which becomes effective by declaration of the Commissioner or Foreman or upon the occurrence of certain weather condition shall, while temporarily in effect, take precedence over other conflicting provisions of law normally in effect, except that it shall not take precedence over provisions of law relating to traffic accidents, emergency travel of authorized emergency vehicles, or emergency traffic directions by a police officer.

**24-11-9 SIGNAGE.** On each street designated by this Article as a snow emergency route, the Commissioner or Foreman shall post special permanent signs at intervals not exceeding **four hundred (400) feet** with the wording: "SNOW ROUTE. NO PARKING AFTER **TWO (2) INCH** SNOWFALL." These signs shall be distinctive and uniform in appearance and shall be plainly readable to persons travelling on the street or highway.

## **CHAPTER 33 STREET REGULATIONS**

**33-2-3 REPAIRING SIDEWALKS, ETC.** Whenever any sidewalk, pavement, or cellar door on the same becomes worn out or out of repair, or is torn up or broken and uneven, it shall be the duty of the Street Foreman to immediately report such fact to the Commissioner, and upon verbal or written order from either of them, to give notice to the party owning the adjoining property to repair such sidewalk or cellar door without delay.

**33-2-11 BUILDING MATERIALS IN STREET.** The Street Foreman may move any obstruction on any street or sidewalk of the City, but before doing so, he shall notify the person responsible therefore to remove such obstruction within a reasonable time after being notified. Any person engaged in erecting a building or fence or improving any lot on such street may deposit materials thereon and contiguous to such length of time as may be necessary for the work. The obstruction shall not extend to more than **one-half (1/2)** of the width of the sidewalk, street, or alley adjacent to such improvement and the gutter shall always be left free and unobstructed. At night, such person shall keep an illuminated warning light on such material. **(See 65 ILCS Sec. 5/11-80-3)**

**33-2-13 RAINWATER DRAINS.** It shall be unlawful to construct or permit the construction of any storm water drain or any drainage pipe in either a natural or man-made ditch without having first obtained a permit therefor. Applications for such permits shall be made to the City Clerk and shall be accompanied by a statement as to the purpose of such drainage pipe, the premises to be served and the specification of such pipe to be installed. Such application shall be referred to the Street Foreman and no such permit shall be issued unless he shall have found that the City Code would be complied with by the installation of such storm water drain or drainage pipe and, that the installation of such storm water drain or drainage pipe would not interfere with, overload, obstruct or otherwise adversely affect the existing storm water drainage system within the City.

It shall be unlawful to construct or permit the construction of any storm water drain which discharges water onto any sidewalk in the City and it shall be unlawful to construct or permit the maintenance of any such drain which discharges into any public street or alley at a height greater than eighteen (18) inches above the ground or pavement.

**33-2-20 MOVING BUILDINGS.** It shall be unlawful for any person, firm or corporation to move or attempt to move any building over any street or alley in the City without first obtaining a written permit or license to do so from the Electric Foreman or the City Council and the Foreman shall have full power, and it shall be his duty to investigate the building proposed to be moved, and to prescribe the route over which the same may be moved and propose any and all other necessary and reasonable conditions and restrictions properly to safeguard the streets, alleys, street crossings, poles, wires and other public property or property of public utilities likely to be affected.

**33-3-1 PLANTING.** It shall be unlawful to plant any tree or bush in any public street or parkway or other public place without having first secured a permit therefore. Applications for such permits shall be made to the Street Foreman and shall be referred

by him to the City Council. All trees and shrubs so planted shall be placed subject to the directions and approval of the City Council.

**33-3-3 REMOVAL.** It shall be unlawful to remove or cut down any tree or shrub or portion thereof in any street, parkway or other public place without having first secured a permit therefore. Applications for such permits shall be made to the Street Foreman and shall be referred by him to the City Council before permission shall be granted

**33-3-6 DANGEROUS TREES.** Any tree or shrub which overhangs any sidewalk, street or other public place in the municipality at a height less than **eight (8) feet** or in such a way as to impede or interfere with traffic or travel on such public place shall be trimmed by the owner of the abutting premises or of the premises on which such tree or shrub grows so that the obstruction shall cease.

Any tree or limb of a tree which has become likely to fall on or across any public way or place shall be removed by the owner of the premises on which such tree grows or stands.

The Street Foreman may, at the owner's expense, trim or remove any tree or shrub so that the obstruction or danger to traffic or passage shall be done away with.

**33-3-7 WIRES.** It shall be unlawful to attach any wires or rope to any tree or shrub in any public street, parkway or other public place without the permission of the City Council.

Any person or company given the right to maintain the poles and wires in the streets, alleys or other public places in the municipality shall, in the absence of provision in the franchise concerning the subject, keep such wires and poles free from and away from any trees or shrubs in such places so far as may be possible and shall keep all such trees and shrubs properly trimmed, subject to the supervision of the Street Foreman so that no injury shall be done either to the poles or wires or the shrubs and trees by their conduct.

**33-4-6 SIDEWALKS.** If any sidewalk is blocked by any such work, a temporary sidewalk shall be constructed or provided which shall be safe for travel and convenient for users. The temporary sidewalk is subject to inspection by the Street Foreman and shall not be open for use until approved by him.

**33-4-7 RESTORING SURFACE.** Any person, firm or corporation making any excavation or tunnel in or under any public street, alley or other public place in the City shall restore the surface to its original condition if there is no pavement there. Refills shall be properly tamped down, and any bracing in such tunnel or excavation shall be left in the ground. Any opening in a paved or improved portion of a street shall be repaired and the surface re-laid by the applicant in compliance with the regulations of the City and under the supervision of the Street Foreman.

**33-4-8 SUPERVISION.** The Street Foreman shall, from time to time, inspect or cause to be inspected, all excavations and tunnels being made in or under any public street, alley or other place in the City to see to the enforcement of the provisions of this Code. Notice shall be given to him at least **ten (10) hours** before the work of refilling any such tunnel or excavation commences.

**33-4-10(C)** The permittee shall take appropriate measures to assure that during the performance of the excavation work, traffic conditions as nearly normal as possible shall be maintained at all times so as to minimize inconvenience to the occupants of the adjoining property and to the general public. When traffic conditions permit, the Street Foreman may, by written approval, permit the closing of streets and alleys to all traffic for a period of time prescribed by him if, in his opinion, it is necessary. Such written approval may require that the permittee give notification to various public agencies and to the general public. In such cases, such written approval shall not be valid until such notice is given.

**33-4-10(D)** Warning signs shall be placed far enough in advance of the construction operation to alert traffic within a public street and cones or other approved devices shall be placed to channel traffic in accordance with the instructions of the Street Foreman.

**33-4-11 CLEARANCE FOR VITAL STRUCTURES.** The excavation work shall be performed and conducted so as not to interfere with access to fire hydrants, fire stations, fire escapes, water gates, underground vaults, valve housing structures, and all other vital equipment as designated by the Street Foreman.

**33-4-13 RELOCATION AND PROTECTION OF UTILITIES.** The permittee shall not interfere with any existing facility without the written consent of the Street Foreman and the owner of the facility. If it becomes necessary to relocate an existing facility, this shall be done by its owner. The facility owned by the City shall be moved to accommodate the permittee unless the cost of such work is borne by the permittee. The cost of moving privately-owned facilities shall be similarly borne by the permittee unless other arrangements are made with the person owning the facility. The permittee shall support and protect, by timbers or otherwise, all pipes, conduits, poles, wires or other apparatus which may be in any way affected by the excavation work, and do everything necessary to support, sustain and protect them under, over, along or across said work. The permittee shall secure approval of method of support and protection from the owner of the facility.

In case any said pipes, conduits, poles, wires or apparatus become damaged, and for this purpose, pipe coating or other encasement or devices are to be considered as part of a substructure, the permittee shall promptly notify the owner thereof. All damaged facilities shall be repaired by the agency or person owning them and the expense of such repairs shall be charged to the permittee. It is the intent of this Section that the permittee shall assume all liability for damage to facilities and any resulting damage or injury to anyone because of such facility damage and such assumption of liability is a contractual obligation of the permittee. The only exception will be such instances where damage is exclusively due to the negligence of the owning utility. The City shall not be made a party to any action because of this Section. The permittee shall inform itself as to the existence and location of all underground facilities and protect the same against damage.

**33-4-14 ABANDONMENT OF SUBSTRUCTURES.** Whenever the use of a substructure is abandoned, except the abandonment of service lines designed to serve single properties, the person owning, using, controlling, or having an interest therein shall, within **thirty (30) days** after such abandonment, file with the Street Foreman a statement in writing giving in detail the location of the substructure so abandoned. If such abandoned substructure is in the way or subsequently becomes in the way of an

installation of the City or any other public body, which installation is pursuant to a governmental function, the owner shall remove such abandoned substructure or pay the cost of its removal during the course of excavation for construction of the facility by the City or any other public body.

**33-4-15 PROTECTION OF ADJOINING PROPERTY.** The permittee shall, at all times, and at his or its own expense, preserve and protect from injury, any adjoining property by providing proper foundations and taking other measures suitable for the purpose. Where, in the protection of such property it is necessary to enter upon private property for the purpose of taking appropriate protective measures, the permittee shall obtain consent from the owner of such private property for such purpose and if he cannot obtain such consent, the Street Foreman may authorize him to enter the private premises solely for the purpose of making the property safe.

At the permittee's own expense, all buildings, walls, fences, or other property likely to be damaged during the progress of the excavation work shall be shored up and protected, and the permittee shall be responsible for all damage to public or private property or highways resulting from failure to properly protect and carry out the work. Whenever it may be necessary for the permittee to trench through any lawn area, said area shall be reseeded or the sod shall be carefully cut and rolled and replaced after ditches have been backfilled as required in this Article. All construction and maintenance work shall be done in a manner calculated to leave the lawn area clean of earth and debris and in a condition as nearly as possible to that which existed before such work began. The permittee shall not remove, even temporarily any trees or shrubs which exist in parking street areas without first obtaining the consent of the appropriate City department or official having supervision of such property.

**33-4-16 PLACEMENT OF EXCAVATED MATERIAL.** All material excavated from trenches and piled adjacent to the trench or in any street shall be piled and maintained in such a manner as to eliminate danger to those working in the trench, pedestrians or users of the streets, and so that as little inconvenience as possible is caused to those using streets and adjoining property. Where the confines of the area being excavated are too narrow to permit the piling of excavated material beside the trench, such as might be the case in a narrow alley, the Street Foreman shall have the authority to require that the permittee haul the excavated material to a storage site and then rehaul it to the trench site at the time of backfilling. It shall be the permittee's responsibility to secure the necessary permission and make all necessary arrangements for all required storage and disposal sites.

All material excavated shall be laid compactly along the side of the trench and kept trimmed so as to cause as little inconvenience as reasonably possible to vehicular and pedestrian traffic, or as specified by the Street Foreman, whenever necessary, in order to expedite the flow of traffic or to abate the dirt or dust nuisance, toe boards or bins may be required by the Street Foreman to prevent the spreading of dirt into traffic lanes.

**33-4-17 CLEAN-UP.** As the excavation work progresses, all streets shall be thoroughly cleaned of all rubbish, excess earth, rock and other debris resulting from such work. All clean-up operations at the location of such excavation shall be accomplished at the expense of the permittee and shall be completed to the satisfaction of the Street Foreman. From time to time as may be ordered by the Street Foreman and in any event, immediately after completion of the work, the permittee shall, at his or

its own expense, clean up and remove all refuse and unused materials of any kind resulting from the work and upon failure to do so within **twenty-four (24) hours** after having been notified to do so by the Street Foreman, said work may be done by the Foreman and the cost thereof charged to the permittee and the permittee shall also be liable for the cost thereof under the surety bond provided hereunder.

**33-4-19 (A)** Heavy duty pavement breakers may be prohibited by the Street Foreman when the use endangers existing substructures or other property.

**33-4-19 (B)** Saw cutting of Portland cement concrete may be required when the nature of the work or the condition of the street warrants. When required, the depth of the cuts shall not be less than **one (1) inch** in depth; however, depths greater than **one (1) inch** may be required by the Street Foreman when circumstances warrant. Saw cutting may be required by the Foreman outside the limits of the excavation over cave-outs, overbreaks and small floating section.

**33-4-19 (C)** Approved cutting of bituminous pavement surface ahead of excavations may be required by the Street Foreman to confine pavement damage to the limits of the trench.

**33-4-19 (H)** Boring or other methods to prevent cutting of new pavement may be required by the Street Foreman.

**33-4-20 DEPTH OF STRUCTURES.** No person shall, without written permission of the Street Foreman, install any substructure except manholes, vaults, valve casings, culverts, and catch basins at a vertical distance less than:

**33-4-21 BACKFILLING.** Fine material, free from lumps and stone, selected from the soil shall be thoroughly compacted around and under the substructure to the upper level of such substructure. Above the upper level of the substructure, backfill material shall be placed to the subgrade of the pavement in lifts consistent with the type of soil involved and the degree of consolidation specified by the City Council. Broken pavement, large stones, roots and other debris shall not be used in the backfill.

The number and size of each lift shall be dependent upon the type of soil involved. Such backfill shall be done in a manner that will permit the restoration of the surface to a density condition not less than that existing prior to excavation unless otherwise specified. The Street Foreman may require soil tests to be furnished by a recognized soil testing laboratory or registered professional engineer specializing in soil mechanics when, in his opinion, backfill for any excavation is not being adequately compacted. In order for the resurfacing to be permitted such tests must show that the backfill material meets the minimum requirements as prescribed by the City Council. All expense of such test shall be borne by the permittee.

**33-4-24 URGENT WORK.** When traffic conditions, the safety or convenience of the traveling public or the public interest require that the excavation work be performed as emergency work, the Street Foreman shall have full power to order, at the time the permit is granted, that a crew of men and adequate facilities be employed by the permittee **twenty-four (24) hours** a day to the end that such excavation work may be completed as soon as possible.



**33-4-25 EMERGENCY ACTION.** Nothing in this Article shall be construed to prevent the making of such excavations as may be necessary for the preservation of life or property or for the location of trouble in conduit or pipe, or for making repairs, provided that the person making such excavation shall apply to the Street Foreman for such a permit on the first working day after such work is commenced.

**33-4-28 INSPECTIONS.** The Street Foreman shall make such inspections as are reasonably necessary in the enforcement of this Article. The Foreman shall have the authority to promulgate and cause to be enforced such rules and regulations as may be reasonably necessary to enforce and carry out the intent of this Article.

**33-5-1 (A) Grade.** No sidewalk shall be built above or below the established grade of the City and in all cases where no grade is established, any person building a sidewalk shall build the same according to the instructions of the Street Foreman and the City Council. No one shall build a sidewalk unless it consists of new construction. No one shall remove or destroy a sidewalk without replacing the same with a new sidewalk.

**33-5-3 (B) Supervision.** The Water and Sewer Foremen shall supervise all connections made to the public storm sewer system or excavations for the purposes of installing or repairing the same.

**33-5-3 (C) Permits.** Before any connection is made to the public storm water sewers, a permit shall be applied for and approved by the Foreman or his designated representative. See **Appendix "O"** for Permit Form.

**33-6-3 CONSTRUCTION TO GRADES.** All sidewalks or parts or portions thereof built or constructed within the City, where not provided for by special ordinance, shall be built and constructed upon a grade to be furnished by the Street Foreman to the property owners or lessees upon request.

**33-6-5 CONSTRUCTING SIDEWALK CONTRARY TO CODE.** If any person shall build, lay, relay or attempt to build, lay, or relay or knowingly assist in constructing any public sidewalk or portion thereof without first obtaining a grade thereof from the Street Foreman, or upon a grade contrary to that established therefor by the Street Foreman, or in any manner contrary to any of the provisions of the general ordinances of the City, or the special ordinance relating to such sidewalk, the Commissioner of Streets and Public Improvements is hereby authorized to stop any further work on such sidewalk and to cause such portion thereof as shall have been constructed to be removed and to cause said sidewalk to be reconstructed in accordance with the provisions of this Code, and the total cost thereof, including grading, materials and the laying down, shall be taxed and charged against such lot or parcel of land adjacent thereto.

## CHAPTER 38 WATER AND SEWER

**38-3-1 (G) Foreman** shall mean the Water Foreman

**38-3-2 APPLICATIONS FOR PERMITS.** All applications to connect service or supply pipes with the distributing mains of the City shall be made in writing on forms to be furnished by the City to the Water Foreman or to the Commissioner of the Department of Public Health and Safety. Such applications shall be signed by the owner of the premises to be served with water. If a tenant desires to install the water in the premises of his landlord, the latter, or his authorized agent shall endorse his approval of the application, and the application shall contain the statement as to the purpose for which the water is to be used, the exact legal description of the property is to be served by the water connection, giving the size and location of the tap required, the size of service pipe to be used, the name of the street in which the main is laid, in which the tap is to be made, and the exact point where it is desired to tap the main. If the Commissioner of Public Health and Safety shall approve such application, and the applicant shall meet the requirements hereinafter provided, the Water Foreman of the City, upon presentation of such application, with the endorsement of approval thereon by the Commissioner of the Department of Public Health and Safety, shall issue a written or printed permit, under his hand, granting the applicant the right to cause to be made, the service connection to the distributing mains, according to the terms of his application, and the ordinances and regulations governing the use of water from the water distributing system. The Clerk shall keep and file a copy of such permit in his office. No permit will be granted to any person, firm or corporation who owes a back water bill to the City until such back water bill is paid in full and each application shall contain a statement that such applicant does not owe any back water bill. (See the Application for Existing Utility Service Permit in Appendix "R" and the Application form to tap Water Main in Appendix "W".)

**38-3-3 NO PERSON BUT FOREMAN OR ASSISTANT TO MAKE TAP; PENALTY.** No person or persons except the Water Foreman or his duly authorized assistant shall tap any water main in any street or alley or other place in the City.

**38-3-4 TAPS; HOW MADE.** All taps or service connections with the water mains for public or private use shall be constructed by the Water Foreman or his duly authorized assistant, and by no other person whatsoever. All connections of service pipes with mains shall be in the side of the body of the pipe, and in no case nearer than **fifteen (15) inches** of the caulking end of the hub; nor nearer than **six (6) inches** to the other end of the pipe or main, so tapped. Connections for service to water mains shall be made with the corporation cock, screwed into the main having a piece of extra-long type "K" copper pipe not less than **eighteen (18) inches** in length, connected to the coupling of the corporation cock, said corporation cock to be of red brass, tested to **one hundred eighty (180) pounds** hydraulic pressure, and in dimensions and weights not less than shown in the following table:

| <u>Size</u> | <u>Opening</u> | <u>Length over all<br/>without nut<br/>and tail piece</u> | <u>Weight</u> |
|-------------|----------------|---|---------------|
| ¾ inch      | ¾ inch         | 3 17/32 inches  | 20 ounces     |
| 1 inch      | 1 inch         | 4 inches  | 48 ounces     |

Should the main be constructed of plastic, then a tapping saddle must be used with the corporation cock.

No tap in a water main shall be larger than **one (1) inch** in diameter. In case services larger than **one (1) inch** are required, a cast iron tapping sleeve and valve may be used, which shall be tested to **one hundred seventy-five (175) pounds** hydraulic pressure. All service pipes shall in all cases be not less than **three (3) feet** under the surface of the ground, and shall be laid with due regard to danger from freezing with a fall to the stop or stop and waste cock in cellar, or other convenient place, where the same can be completely drained. All lines must be a minimum of **ten (10) feet** from any sanitary line or **eighteen (18) inches** above a sanitary sewer line.

**38-3-9 PLUMBING INSPECTION, ETC.** All plumbing and fittings shall be done in the manner required by the Commissioner of the Department of Public Health and Safety, except as otherwise provided by City Ordinance, and shall be subject to the inspection and approval of the Water and Sewer Foremen, and no plumbing system shall be connected with the City Water Distribution System without first having been so inspected and approved.

**38-3-10 ALL SERVICE TO BE BY METER.** All water service, whether for domestic, commercial or industrial use shall be metered. All meters shall be so placed and installed as to render the same accessible at all times for the purpose of reading or repairing and so as to be free from danger of freezing. Meters outside of a building shall be set in a suitable meter box approved by the Foreman. Water shall not be turned on for new connections until the meter has been installed and all other requirements of this Chapter on the part of the property owner have been fully complied with.

**38-3-18 WATER FOR BUILDING OR CONSTRUCTION PURPOSES.** Applicants desiring to use water from the City Waterworks System for building or construction purposes shall make application therefor to the Water and Sewer Foremen on a form provided by the Water and Sewer Department for that purpose.

Upon a permit being granted, the service pipe shall be carried at the expense of the applicant to the inside of the curb line where a service cock and meter shall be placed with pipe leading to the surface and a faucet placed at the end thereof above the surface. When the building or construction is completed, the faucet and meter shall be removed and the water shut off unless permanent connection is made in accordance with the provisions of this Chapter. Charge for the use and connection of the meter shall be prescribed by the Water & Sewer Foremen.

**38-3-26 INSTALLING AND MAINTAINING SERVICE LINES.** The user shall be responsible for installation and maintenance of service lines between the meter and the residence or business. Such service lines must be at least **three-fourths inch (3/4")** in diameter, and must be installed at a minimum depth of **three (3) feet**. Service lines must have a minimum working pressure rating of **160 psi at 73.4° (degrees) F** and

must be constructed of one of the following types of materials: Copper, (Type K), polyvinyl chloride (PVC), polyethylene or polybutylene. Service lines shall not be covered until they are inspected and approved by the Foreman.

The user shall not connect any service line or any plumbing connected with the service line to any other water source. The service line shall meet all requirements of the Illinois Environmental Protection Agency's rules and regulations, the Illinois Plumbing Code, and the regulations of this Chapter.

**38-3-30 SUBDIVISIONS.** Persons desiring to subdivide real estate within the City or on land adjacent to the water distribution system of the City, must submit for City Council approval, plans and specifications for a water distribution system, which plans shall be drawn by a registered professional engineer in the State of Illinois, and said plans shall have been approved by the State of Illinois Environmental Protection Agency. One set of plans shall show where each lot shall be tapped and each main is located, and said plan shall be submitted to the Water Foreman for his approval. Pipe to be used as water mains shall be Class **twenty-two (22)** cast iron, or plastic pipe with a hydraulic pressure strength of a minimum of **one hundred sixty (160) pounds** per square foot. **(See Chapter 34; Section 34-5-42)**

**38-3-41 CROSS-CONNECTIONS PROHIBITED; EXCEPTION.** No person shall establish or permit to be established or maintain or permit to be maintained any connection whereby a private, auxiliary or emergency water supply other than the regular public water supply enters the supply or distribution system of the City, unless such private, auxiliary or emergency water supply and the method of connection and use of such supply shall have been approved by the Water and Sewer Foremen hereinafter referred to as "Foreman" and the Illinois Environmental Protection Agency.

**38-3-42 INVESTIGATIONS BY FOREMAN.** It shall be the duty of the Foreman to cause surveys and investigations to be made of commercial industrial and other properties served by the public water supply to determine whether actual or potential hazards to the public water supply may exist. Such surveys and investigations shall be made a matter of public record and shall be repeated at least every **two (2) years** or as often as the Inspector shall deem necessary. Records of such surveys shall be maintained and available for review for a period of at least **five (5) years**.

**38-3-49 RESPONSIBILITY OF OWNER.** The owner or official custodian shall be responsible for protection of the public water supply system from contamination due to backflow or back-siphonage of contaminants through the customer's water service connection. If, in the judgment of the Foreman or his authorized representative, an approved backflow prevention device is necessary for the safety of the public water supply system, the Foreman shall give notice to the consumer to install such approved backflow prevention device at each service connection to the premises. The consumer shall immediately install such approved device or devices at his own expense; failure, refusal or inability on the part of the consumer to install such device or devices immediately shall constitute grounds for discontinuing water service to the premises until such device or devices have been installed. The consumer shall retain records of installation, maintenance, testing and repair as required in Section 38-4-53(D) for a period of at least **five (5) years**. The Water Foreman may require the consumer to submit a cross-connection inspection report to the City to assist in determining whether

or not service line protection will be required. All cross-connection inspections shall be conducted by a Cross-Connection Control Device Inspector certified by the Illinois Environmental Protection Agency.

**38-3-51(B)** The public water supply system shall consist of the source facilities and the distribution system, and shall include all those facilities of the potable water system under the control of the Water Foreman up to the point where the consumer's water system begins.

**38-3-53 (B)** On request of the Foreman, or his authorized representative, the consumer shall furnish information regarding the piping system or systems or water use within the customer's premises. The consumer's premises shall be open at all reasonable times to the Water Foreman for the verification of information submitted by the inspection consumer to the public water supply custodian regarding cross-connection inspection results.

**38-3-54 (A)** An approved backflow device shall be installed on all connections to the public water supply as described in the Plumbing Code, 77 Ill. Adm. Code 890 and the Agency's regulations 35 Ill. Adm. Code 680. In addition, an approved backflow prevention device shall be installed on each service line to a consumer's water system serving premises, where in the judgment of the Foreman, actual or potential hazards to the public water supply system exist.

**38-3-54 (B)(1)** Premises having an auxiliary water supply, unless such auxiliary supply is accepted as an additional source by the Water Foreman and the source is approved by the Illinois Environmental Protection Agency.

**38-3-54 (B)(2)** Premises on which any substance is handled which can create an actual or potential hazard to the public water supply system. This shall include premises having sources or system containing process fluids or waters originating from the public water supply system which are no longer under the sanitary control of the Water Foreman.

**38-3-54 (B)(3)** Premises having internal cross-connections that, in the judgment of the Water Foreman, are not correctable or intricate plumbing arrangements which make it impractical to determine whether or not cross-connections exist.

**38-3-54 (C)** An approved backflow device shall be installed on all connections to the public water supply as described in the Plumbing Code, 77 Ill. Adm. Code 890 and the Agency's regulations 35 Ill. Adm. Code 653. In addition, an approved backflow prevention device shall be installed on each service line to a consumer's water system serving, but not necessarily limited to, the following types of facilities unless the Water Foreman determines that no actual or potential hazard to the public water supply system exists:

**38-3-57 (F)** Backflow prevention devices shall not be bypassed, made inoperative, removed or otherwise made ineffective without specific authorization by the Foreman.

38-3-58(B) It shall be the duty of the water consumer to maintain the low pressure cut-off device in the proper working order and to certify to the Foreman, at least once a year, that the device is operable.

38-3-59 (A) The Foreman shall deny or discontinue, after reasonable notice to the occupants thereof, the water service to any premises wherein any backflow prevention device required by these regulations is not installed, tested, maintained and repaired in a manner acceptable to the Foreman, or if it is found that the backflow prevention device has been removed or bypassed, or if an unprotected cross-connection exists on the premises, or if a low pressure cut-off required by these regulations is not installed and maintained in working order.

38-3-59 (B) Water service to such premises shall not be restored until the consumer has corrected or eliminated such conditions or defects in conformance with these regulations and to the satisfaction of the Foreman, and the required reconnection fee is paid.

38-3-59 (C) Water service to such premises shall not be restored until the consumer has corrected or eliminated such conditions or defects on conformance with these regulations and to the satisfaction of the Foreman.

38-3-59 (D) Neither the City, the Foreman, or its agents or assigns, shall be liable to any customers of the City for any injury, damages or lost revenues which may result from termination of said customer's water supply in accordance with the terms of this ordinance, whether or not said termination of the water supply was with or without notice.

**38-5-1 "GOVERNMENT, LOCAL".** (A) **"Approving Authority"** shall mean the Sewage Works Foreman of the City or his authorized deputy, agent, or representative.

**38-5-1 "GOVERNMENT, LOCAL".** (D) **"Inspector"** shall mean the Foreman or other person or persons duly authorized by the City to inspect and approve the installation of building sewers and their connection to the sanitary sewer system.

**38-5-12 PERMIT APPROVAL.** A permit for a private sewage disposal system shall not become effective until the installation is completed to the satisfaction of the Foreman. He shall be allowed to inspect the work at any stage of construction and, in any event, the applicant for the permit shall notify the Foreman when the work is ready for final inspection, and before any underground portions are covered. The inspection shall be made within hours of the receipt of written notice by the Foreman.

**38-5-21 DISTURBING SYSTEM UNLAWFUL.** No unauthorized person shall uncover, make any connections with, or opening into; use; alter; or disturb any public sewer or appurtenance thereof without first obtaining a written permit from the Foreman.

38-5-23 (C) The permit application shall be supplemented by any plans, specifications, or other information considered pertinent in the judgment of the Foreman. The industry, as a condition of permit authorization, shall provide information describing its wastewater constituents, characteristics and type of activity.

**38-5-24 COST TO CUSTOMER INCIDENT TO TAPPING.** A service connection charge (tap-in fee) shall be paid before any sewer connection is completed. Before such connection is made a permit must be secured and **twenty-four (24) hour** notice given to the Foreman of Water Distribution and Water Reclamation. All such connections shall be made, all such work done, and all materials necessary for such work shall be by the city at the expense of the applicant. Applications for such connection shall be made to the City Clerk and the tapping fee paid in the sum of **Five Hundred Dollars (\$500.00)**. Should the costs of installation or materials exceed said sum then said sum shall be an additional charge to the applicant, and shall be payable to the City.

**38-5-26 OLD BUILDING SEWERS.** Old building sewers may be used in connection with new buildings only when they are found, on examination and test by the Foreman, to meet all requirements of this Code.

**38-5-27 CONSTRUCTION METHODS.** The size, slope, depth and alignment, of the building sewer shall be subject to the approval of the Foreman. In no case shall the inside diameter of the building sewer be less than **four inches (4")**. If **six inch (6")** diameter pipe is used, the slope shall not be less than **one-eighth (1/8") inch** per foot. If **four (4") inch** or **five (5") inch** diameter pipe is used, the slope shall not be less than **one-fourth (1/4") inch** per foot. The depth of the building sewer shall be sufficient to afford protection from frost. The building sewer shall be laid at a uniform grade and in the straight alignment, insofar as possible. Changes in direction shall be made only with properly curved pipe and fittings, unless the break in alignment is made at a manhole facilitating servicing. Installation shall be in accordance with Standard Specifications for Water and Sewer Main Construction in Illinois.

All building sewers shall be constructed of materials approved by the City. Generally all building sewers shall be constructed of the following materials:

- (A) ABS solid wall plastic pipe (6" diameter maximum)
- (B) PVC solid wall plastic pipe (6" diameter maximum) SDR-35

All pipe joints must be gaslight and watertight and are subject to the approval of the City. Transition joints from one pipe material to another shall be made using fittings manufactured for such transitions.

38-5-31 (C) Using the pipe cutter only, neatly and accurately cut out desired length of pipe for insertion of proper fitting. Remove both hub and bell ends, or other compression couplings from wye branch fitting to allow the wye branch to be inserted with no more than a total of **one-half (1/2) inch** gap. Use "Band Seal" couplings, or similar couplings, and shear rings and clamps to fasten the inserted fitting and hold it firmly in place. The entire section shall then be encased in concrete having a minimum thickness of **four (4) inches** and extending **eight (8) inches** beyond each joint.

If another method is desired, a detail shall be submitted for review and approval by the City before the connection is made. Indiscriminate breaking of the sewer main pipe is not allowed.

**On Site Inspection.** After the wye branch has been inserted and jointed, and before any additional fittings have been placed in the service line, the installation shall be approved by the Foreman, or his authorized representative. After approval is granted the contractor shall encase the work area as specified herein.

**Backfill.** To be placed in accordance with The Standard Specifications for Water

and Sewer Main Construction in Illinois, Current Edition. In addition, any building sewers crossing any street, or traveled alley shall be backfilled with granular backfill material.

**Concrete Encasement.** When a riser is constructed and its height is **four (4) feet** or more measured from the flowline of the sewer main to the top of the riser pipe, the wye connection shall be encased in concrete to a height of at least **one foot six inches (1' 6")** above the flowline of the sewer main. When the height of the riser is less than **four (4) feet** above the flowline of the sewer main, the wye connection shall be backfilled to the top of the riser pipe with carefully placed and compacted granular backfill.

**38-5-34 INSPECTION.** After the building sewer has been constructed in the trench but before the sewer is backfilled, the applicant for the building sewer permit shall notify the Foreman that the building sewer is ready for inspection. If the sewer has been constructed properly, permission will be given to backfill the trench. If the sewer construction is found to be unsuitable, the permit applicant will correct the installation to meet City's requirements.

**38-5-50 STORM WATER.** Storm water and all other unpolluted drainage shall be discharged to such sewers as are specifically designated as storm sewers, or to a natural outlet approved by the Foreman. Industrial cooling water or unpolluted process waters may be discharged on approval of the City, to a storm sewer, or natural outlet.

**38-5-52 HARMFUL EFFECTS OF CERTAIN MATERIALS.** No person shall discharge or cause to be discharged the following described substances, materials, waters, or wastes if it appears likely in the opinion of the Foreman that such wastes can harm either the sewers, sewage treatment process or equipment; have an adverse effect on the receiving stream; or can otherwise endanger life, limb, public property, or constitute a nuisance. In forming his opinion as to the acceptability of these wastes, the Foreman will give consideration to such factors as the quantities of subject waste in relation to flows and velocities in the sewers, materials of construction of the sewers, nature of the sewage treatment process, capacity of the sewage treatment plant, degree of treatability of wastes in the sewage treatment plant, and maximum limits established by regulatory agencies. The substances prohibited are:

38-5-52 (C) Any garbage that has not been properly shredded. The installation and operation of any garbage grinder equipped with a motor of **three-fourths (3/4) horsepower (.076 hp metric)** or greater shall be subject to the review and approval of the Foreman.

**38-5-53 ACTION OF FOREMAN - ACTUAL OR PROPOSED DISCHARGE.** If any waters or wastes are discharged or are proposed to be discharged to the public sewers, which waters contain the substances or possess the characteristics enumerated in Section 38-5-35 of this Division, and/or which are in violation of the standards for pretreatment provided in Chapter 1, EPA Rules and Regulations, Subchapter D. Water Programs Part 128 Pretreatment Standards, Federal Register Volume 38, No. 215, Thursday, November 8, 1973 and any amendments thereto, and which in the judgment of the Foreman may have a deleterious effect upon the sewage works, processes, equipment, or receiving waters, or which otherwise create a hazard to life or constitute a public nuisance, the Commissioner may:



**38-5-70 INSPECTION AND TESTING.**

(A) The Foreman and other duly authorized employees of the City, the Illinois Environmental Protection Agency, and the United States Environmental Agency, bearing proper credentials and identification, shall be permitted to enter all properties for the purposes of inspection, observation, measurement, sampling and testing in accordance with the provisions of this Code.

(B) The Foreman or his representative shall have no authority to inquire into any processes, including metallurgical, chemical, oil refining, ceramic, paper, or other industries beyond that point having a direct bearing on the kind and source of discharge to the sewers or waterway or facilities for waste treatment.

**38-5-71 LIABILITY OF CITY.** While performing the necessary work on private properties referred to in Section 38-5-70, the Foreman or duly authorized employees of the City, the Illinois Environmental Protection Agency, and the United States Environmental Protection Agency shall observe all safety rules applicable to the premises established by the company and the company shall be held harmless for injury or death to the City employees and the City shall indemnify the company against liability claims and demands for personal injury or property damage asserted against the company and growing out of the gauging and sampling operation, except as such may be caused by negligence or failure of the company to maintain conditions as required in Section 38-5-57.

**38-5-72 PRIVATE PROPERTY INSPECTIONS.** The Foreman and other duly authorized employees of the City bearing proper credentials and identification shall be permitted to enter all private properties through which the City holds a duly negotiated easement for the purposes of, but not limited to, inspection, observation, measurement, sampling, repair, and maintenance of any portion of the sewage works lying within the easement, shall be done in full accordance with the terms of the duly negotiated easement pertaining to the private property involved.

**APPENDIX "A"**

**CITY OF SULLIVAN, ILLINOIS**

**APPLICATION FOR A RESIDENTIAL BUILDING PERMIT**

I, the undersigned, hereby make application to ☐ erect ☐ enlarge ☐ repair \_\_\_\_\_  
(type of construction – frame etc)

To be used for \_\_\_\_\_, located at \_\_\_\_\_

Estimated Cost \$ \_\_\_\_\_ Proposed building will front on \_\_\_\_\_

Length \_\_\_\_\_ feet. Width \_\_\_\_\_ feet. Height \_\_\_\_\_ feet.

**A SITE PLAN MUST ACCOMPANY THIS APPLICATION**

Contractor \_\_\_\_\_

Plumber \_\_\_\_\_ License # \_\_\_\_\_

Electrician \_\_\_\_\_ License # \_\_\_\_\_

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

**Easements Required: I, the property owner, shall give easements and right-of-ways where service lines are laid on my private property. An easement shall be granted providing for the installation and maintenance of the proposed service lines, to be installed and maintained by the City and for the extension along or across such property for making other service connections from the same line, or to allow access for the purpose of construction, repair, maintenance, relocation or expansion of the electric, gas, water and sewer systems.**

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Min. distance to **PROPERTY** line at front \_\_\_\_\_ feet.  
Min. distance to **PROPERTY** line at side \_\_\_\_\_ feet (if corner lot).  
Min. distance to **PROPERTY** line on right side \_\_\_\_\_ feet (standing on street facing the lot).  
Min. distance to **PROPERTY** line on left side \_\_\_\_\_ feet (standing on street facing the lot).  
Min. distance to **PROPERTY** line at the rear \_\_\_\_\_ feet.

***APPLICABLE INSPECTIONS***

***\$30.00 EACH***

☐ Structure ☐ Plumbing Rough-In

General Permit Fee \$25.00 ☐ Foundation ☐ Plumbing Final

Inspection Fees \$ \_\_\_\_\_ ☐ Footing ☐ Electrical Rough-In

Total Amount Due \$ \_\_\_\_\_ ☐ Electrical Final

Zoning Department Signature \_\_\_\_\_ Date \_\_\_\_\_

**Permit # \_\_\_\_\_** ☐ Fee Collected

Utility Clerk Signature \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Electric Distribution Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Gas Department Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Sewer Distribution Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Street Department Foreman \_\_\_\_\_ Date \_\_\_\_\_

**APPENDIX "D"**

**PERMIT**

**PLUMBING INSPECTION**

**No.** \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Owner \_\_\_\_\_

Address of Owner \_\_\_\_\_

Phone Number \_\_\_\_\_

Date Issued \_\_\_\_\_ Date Final Inspection \_\_\_\_\_

Fee \$30.00 Paid \_\_\_\_\_ Date \_\_\_\_\_

Inspector \_\_\_\_\_

Approved \_\_\_\_\_

Water and Sewer Foreman

Inspection follows the design and installation of plumbing systems as required by the Illinois Plumbing Code. Code adopted by the City of Sullivan in Chapter 6, Article II, Section 6-2-3.

Attach a copy of Section 6-2-3 from City Code on permit procedure.

**APPENDIX "E"**

**PERMIT**

**ELECTRICAL INSPECTION**

**No.** \_\_\_\_\_

Project \_\_\_\_\_

Location \_\_\_\_\_

Owner \_\_\_\_\_

Address of Owner \_\_\_\_\_

Phone Number \_\_\_\_\_

Date Issued \_\_\_\_\_ Date Final Inspection \_\_\_\_\_

Fee \$30.00 Paid \_\_\_\_\_ Date \_\_\_\_\_

Inspector \_\_\_\_\_

Electric Foreman \_\_\_\_\_

Inspection follows rules and regulations of the National Electric Code that specifies permits and penalties. Code adopted by the City of Sullivan in Chapter 6, Article III, Section 6-3-1.

Attached: Copy of Section 6-3-3 from City Code on permit procedure.

APPLICANT MUST COMPLY WITH SECTION 11-2-5 – EASEMENT REQUIRED.

NOTE: INSPECTOR WILL NOTIFY ELECTRIC FOREMAN WHEN INSPECTION COMPLETED AND PERMIT ISSUED.

**APPENDIX "L"**

**APPLICATION**  
**FOR PERMISSION TO USE**  
**FIRM NATURAL GAS SPACE HEATING SERVICE**

No. \_\_\_\_\_

\_\_\_\_\_  
*(Customer's Name Typewritten or Printed in Ink)*

The undersigned requests of the City of Sullivan Gas Department permission to use firm natural gas or residential single occupancy space heating at

\_\_\_\_\_  
*Location*

\_\_\_\_\_  
*Town*

No agent has power to bind the Gas Department by making any promise or representation not contained in this application and acceptance by the Gas Department can be made only by the Gas Department's Foreman affixing his written signature thereto.

Acceptance of this application by the Gas Department is made on the condition that Permit to use gas will be issued only when Gas Department has a supply of firm gas available for residential space heating after prior applicants have been served.

Application Accepted \_\_\_\_\_, \_\_\_\_\_

\_\_\_\_\_  
*Applicant*

**City of Sullivan Gas Department**

Address \_\_\_\_\_

By \_\_\_\_\_  
*Foreman*

Permit Issued \_\_\_\_\_, \_\_\_\_\_

Service Connected \_\_\_\_\_, \_\_\_\_\_

**APPENDIX "O"**

**CITY OF SULLIVAN**

**APPLICATION FOR STREET & ALLEY REGULATIONS PERMIT**

Property Owner \_\_\_\_\_ Date of Application \_\_\_\_\_  
Address \_\_\_\_\_ Phone Number \_\_\_\_\_  
Contractor \_\_\_\_\_ License Number \_\_\_\_\_

All Contractors must submit a minimum of \$50,000.00 bond, to be attached.

All Applicants must submit a Description of Work, to be attached.

**Contractors are responsible for the repair of any sidewalk, curb, gutter, or storm sewer that is damaged by the contractors work. All repairs must be made to match the existing structures without any alterations.**

- ☐ **Excavation** (Code 33-4-1) – Tunnel under or make any excavation in any street, alley or other public place. Contractor shall give notice to the Street Foreman at least ten hours before refilling any tunnel or excavation. Trench must be backfilled with sand, a minimum of 8" CA-6 material, and 4" of bituminous patch, all to be compacted. Materials cannot be substituted. Contractor is responsible for the excavated area for one year.
- ☐ **Using Space Under Streets** (Code 33-6-9) – No deviations from said details may be made without the approval of the Street Foreman or Commissioner.  
Intended use \_\_\_\_\_ Type of Construction \_\_\_\_\_  
Dimensions: Length \_\_\_\_\_ Width \_\_\_\_\_ Depth \_\_\_\_\_
- ☐ **Sidewalks** (Code 33-5-1) – All repairs must be in accordance with ADA guidelines. Repaired sidewalk width must match existing sidewalk width. The cross slope must be 2%.  
Sidewalk Dimensions: Length \_\_\_\_\_ Width \_\_\_\_\_ Cross Slope \_\_\_\_\_
- ☐ **Curb and Gutters** (Code 33-5-2) – Repair of Curbs and Gutters shall be according to the direction of the Street Foreman.
- ☐ **Storm Sewers, Field Tile** (Code 33-5-3) – Repair of Storm Sewers shall be according to the direction of the Street Foreman.

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

Material costs will be reviewed periodically. The Street Department reserves the right to adjust its charges at any time.

|                                      |             |
|--------------------------------------|-------------|
| Permit pertaining to unpaved roadway | \$ 250.00   |
| Permit pertaining to paved roadway   | \$ 1,000.00 |

Permit # \_\_\_\_\_ ☐ Fee Collected

Utility Clerk Signature \_\_\_\_\_ Date \_\_\_\_\_

Street Foreman Signature \_\_\_\_\_ Date \_\_\_\_\_

**APPENDIX "GG"**

**CITY OF SULLIVAN, ILLINOIS**

**APPLICATION FOR DEMOLITION PERMIT**

I hereby make application to demolish \_\_\_\_\_  
at \_\_\_\_\_. Type of construction (frame, etc.) \_\_\_\_\_  
The estimated Cost of Demolition is \$ \_\_\_\_\_.  
\_\_\_\_\_

Property Owner \_\_\_\_\_

Contractor \_\_\_\_\_

☐ Utility services will not need disconnection.      ☐ Utility services require disconnection.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Demolition fees will be reviewed periodically. The City of Sullivan reserves the right to adjust its charges at any time.

|   |         |
|---|---------|
| Fee for demolition permit without utility disconnection   | \$10.00 |
| Fee for demolition permit requiring utility disconnection | \$50.00 |

Zoning Department Signature \_\_\_\_\_ Date \_\_\_\_\_

**Permit #** \_\_\_\_\_ ☐ \$ Fee Collected

Utility Clerk Signature \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Electric Distribution Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Gas Department Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Sewer Distribution Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Street Department Foreman \_\_\_\_\_ Date \_\_\_\_\_

**APPENDIX "KK"**  
**CITY OF SULLIVAN, ILLINOIS**  
**APPLICATION FOR A BUILDING PERMIT OF**  
**COMMERCIAL, INDUSTRIAL, AND MULTI-UNIT STRUCTURES**

I, the undersigned, hereby make application on behalf of \_\_\_\_\_  
(Company Name)

to ☐ erect ☐ enlarge ☐ repair \_\_\_\_\_ located at \_\_\_\_\_  
(type of construction – frame, etc)

The proposed building will front on \_\_\_\_\_ to be used for \_\_\_\_\_

☐ Commercial/Industrial - \_\_\_\_\_ square feet ☐ Multiple Unit Structure - \_\_\_\_\_ units

The Estimated Cost is \$ \_\_\_\_\_ Length \_\_\_\_\_ feet Width \_\_\_\_\_ feet Height \_\_\_\_\_ feet

**A SITE PLAN AND FULL SET OF PRINTS MUST ACCOMPANY THIS APPLICATION**

Contractor \_\_\_\_\_

Plumber \_\_\_\_\_ License # \_\_\_\_\_

Electrician \_\_\_\_\_ License # \_\_\_\_\_

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

**Easements Required: I, the property owner, shall give easements and right-of-ways where service lines are laid on my private property. An easement shall be granted providing for the installation and maintenance of the proposed service lines, to be installed and maintained by the City and for the extension along or across such property for making other service connections from the same line, or to allow access for the purpose of construction, repair, maintenance, relocation or expansion of the electric, gas, water and sewer systems.**

Property Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Minimum distance to **PROPERTY** line: at front: \_\_\_\_\_ feet on left side: \_\_\_\_\_ feet at side: \_\_\_\_\_ feet  
(if corner lot)  
at rear: \_\_\_\_\_ feet on right side: \_\_\_\_\_ feet

**Commercial/Industrial Fees:**

General Permit Fee \_\_\_\_\_ \$ 25.00

Non-Storage Square Footage \_\_\_\_\_ /100 = \_\_\_\_\_ \* \$ 10.00 = \_\_\_\_\_

Storage Only Square Footage \_\_\_\_\_ /100 = \_\_\_\_\_ \* \$ 5.00 = \_\_\_\_\_

Total Amount Due (\$250.00 Minimum) \$ \_\_\_\_\_

**Multiple Unit Structure Fees:**

General Permit Fee \_\_\_\_\_ \$ 25.00

☐ Structure Inspection Fee \_\_\_\_\_ Units \* 1/2 = \_\_\_\_\_ \* \$ 30.00 = \_\_\_\_\_

☐ Foundation Inspection Fee \_\_\_\_\_ Units \* 1/2 = \_\_\_\_\_ \* \$ 30.00 = \_\_\_\_\_

☐ Footing Inspection Fee \_\_\_\_\_ Units \* 1/2 = \_\_\_\_\_ \* \$ 30.00 = \_\_\_\_\_

☐ Plumbing – Rough-In Inspection Fee \_\_\_\_\_ Units \* 1/2 = \_\_\_\_\_ \* \$ 30.00 = \_\_\_\_\_

☐ Plumbing – Final Inspection Fee \_\_\_\_\_ Units \* 1/2 = \_\_\_\_\_ \* \$ 30.00 = \_\_\_\_\_

☐ Electrical – Rough-In Inspection Fee \_\_\_\_\_ Units \* 1/2 = \_\_\_\_\_ \* \$ 30.00 = \_\_\_\_\_

☐ Electrical – Final Inspection Fee \_\_\_\_\_ Units \* 1/2 = \_\_\_\_\_ \* \$ 30.00 = \_\_\_\_\_

Total Amount Due \_\_\_\_\_

Zoning Department Signature \_\_\_\_\_ Date \_\_\_\_\_

**Permit # \_\_\_\_\_** ☐ Fee Collected

Utility Clerk Signature \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Electric Distribution Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Gas Department Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Sewer Distribution Foreman \_\_\_\_\_ Date \_\_\_\_\_

Permit approved by Street Department Foreman \_\_\_\_\_ Date \_\_\_\_\_