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**Chapter 21 SUBDIVISIONS AND OTHER LAND DEVELOPMENTS\***

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**\*Editor's note**--Ord. No. 8889-33, adopted Nov. 21, 1989, repealed Ch. 21 in its entirety and enacted provisions designated as a new Ch. 21 to read as herein set out. Former Ch. 21 pertained to subdivision regulations and derived from Code 1975, §§ 30.1--30.12, 30.14; Ord. No. 7576-78, § 3, adopted Feb. 16, 1976; Ord. No. 7879-1, § 2, adopted July 10, 1978; Ord. No. 7879-12, § 1, adopted Feb. 5, 1979; Ord. No. 7980-4, §§ 1, 2, adopted July 2, 1979 and Ord. No. 8182-84, §§ 6, 8, adopted June 7, 1982. See the Code Comparative Table for a detailed analysis of inclusion of said Ord. No. 8889-33.

**Cross reference(s)**--Any ordinance dedicating or accepting any plat or subdivision in the city, or providing regulations for the same saved from repeal, § 1-6(8), buildings and building regulations, Ch. 5; subdivision standards in flood hazard areas, § 5-507(3); planning, Ch. 18, Streets, Sidewalks and other public places, Ch. 20; utilities, Ch. 24, zoning, App. A.

**State law reference(s)**--Authority to regulate subdivisions, Ill. Rev. Stat., Ch. 24, § 11-12-5.  
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Ord. No. 8889-33, adopted Nov. 21, 1989

Amended in Ordinance No. 9192-44, on October 21, 1991

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## **ARTICLE I. GENERAL PROVISIONS**

### **Sec. 21-1. Title.**

This chapter shall be known as "Subdivisions and Other Land Developments," City of Urbana, Champaign County, Illinois, and may be cited as the land development code.

(Ord. No. 8889-33, 11-21-88)

### **Sec. 21-2. Purposes.**

Because every development right-of-way dedication or right-of-way vacation within the jurisdiction of this chapter is or may become a part of the city and because each has or may have an impact on services provided by the city, as well as on services provided by other governmental units serving the community, this chapter in conformance with 65 ILCS 5/11-12-5 is adopted for the following purposes:

- (1) To protect, provide, and promote the public health, safety and general welfare of the city;
- (2) To guide the future growth and development of the city, in accordance with the official comprehensive plan, as amended;
- (3) To provide for adequate light, air and privacy, to secure safety from fire, flood, and other danger, and to prevent overcrowding of the land and undue congestion of population;
- (4) To protect the character and the social and economic stability of all parts of the city and to encourage the orderly and beneficial development of all parts of the community;
- (5) To protect and conserve the value of land throughout the city and the value of buildings and improvements upon the land, and to minimize the conflicts among the uses of land and buildings;
- (6) To provide the most beneficial relationship between the uses of land and buildings and the circulation of traffic throughout the city, having particular regard to the avoidance of congestion in the streets and highways, and the pedestrian traffic movements appropriation to the various uses of land and buildings, and to provide for the proper location and width of streets and building setback lines;
- (7) To establish reasonable standards of design and procedures for developments, in order to further the orderly layout and use of land, and to insure proper legal description and monumenting of developed land;
- (8) To insure that public facilities are available and will have a sufficient capacity to serve the developments and other areas reasonably anticipated to be served by such facilities;

- (9) To prevent the pollution of air, streams and ponds; to assure the adequacy of drainage facilities; to safeguard groundwater resources; and to encourage the wise use and management of natural resources throughout the city in order to preserve the integrity, stability and beauty of the community and the value of the land;
- (10) To preserve the natural beauty and topography of the city and to insure appropriate development with regard to these natural features;
- (11) To promote flexibility in design and permit planned diversification in the location of structures in planned unit developments and mobile home parks;
- (12) To provide a reasonable hierarchy of street classifications and street design standards to meet the transportation needs of the city; and
- (13) To facilitate the coordination and review of plans for separate proposed developments.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9798-113, § 2, 5-18-98)

**Sec. 21-3. Scope.**

- (a) In accordance with the enabling legislation set forth in 65 ILCS 5/11-12-8, this chapter prescribes procedures for the preparation, submission, review and filing of documents required for approval by the City of Urbana of any development with the City of Urbana and its extraterritorial planning jurisdiction. A development will not be approved if such approval would disrupt the allocation of land uses and public facilities as established in the comprehensive plan.
- (b) This chapter sets forth development requirements, standards and specifications for:
  - (1) The location, width, course and surfacing of public streets, alleys, curbs, gutters, sidewalks and easements for public service facilities;
  - (2) The placement, location, course, diameters, length and carrying capacity of all public utilities and disposal systems. This includes but is not limited to water, gas, electricity, telecommunications, sanitary sewage disposal and storm water drainage; regulations on the diameter, length and carrying capacities of such utilities are intended to apply only to sanitary sewage disposal and storm water drainage system;
  - (3) The dedications of land for public right-of-way and easements;
  - (4) Civil engineering standards inclusive of testing, construction and materials;
  - (5) Construction bond and maintenance bond requirements for the installation of required improvements.
- (c) The requirements, standards and specifications of this chapter do not relieve the developer of compliance with any other applicable requirements which regulate land development, including but not limited to:

- (1) The Urbana Official Comprehensive Plan, 1982, as may be amended;
- (2) The standards and procedures of the Urbana Plan Commission and the city council of the City of Urbana, Illinois;
- (3) Any ordinances or regulations passed under the authority of the City of Urbana, a home-rule unit, including the Code of Ordinances, City of Urbana.
- (4) The City of Urbana Zoning Ordinance for those developments within Corporate Limits of the City of Urbana.
- (5) The Champaign County Zoning Ordinance for those developments situated within the city's extraterritorial jurisdiction. If there is a conflict between what is permitted in the county zoning ordinance and the comprehensive plan, the development will not be approved except to the extent it would not disrupt the allocation of land uses or public facilities as set forth in comprehensive plan.
- (6) Any rules or regulations of Illinois State agencies, departments or commissions not in conflict with these regulations;
- (7) The Illinois Revised Statutes, including but not limited to, Chapter 24, Article 11, Divisions 12, 13, 14, 15, 15.1 and Chapter 109 with the specific exception of paragraph 1., subparagraph (b);
- (8) Any federal law, rule or regulation which governs the development of land;
- (9) Any relevant interpretation of a court of competent jurisdiction on any of the above requirements.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9798-113, § 1, 5-18-98)

**Sec. 21-4. Definitions.**

- (a) Rules of construction: The language set forth in this chapter shall be interpreted in accordance with the following rules of construction, unless the context clearly requires a different construction;
  - (1) The singular includes the plural and the plural the singular.
  - (2) The present tense includes the past and future and the future includes the present.
  - (3) The words "shall" and "must" are mandatory, while the word "may" is permissive.
  - (4) Whenever a word or term defined hereinafter appears in the text of this chapter, its meaning shall be construed as set forth in the definition thereof, and any word appearing in the parenthesis between a word(s) and its definition shall be construed as the same sense as that word.

- (5) All words or terms not defined herein shall be construed in their generally accepted meanings.
  - (6) Captions (i.e. titles of sections, subsections, etc.) are intended merely to facilitate general reference and in no way limit the substantive application of the provisions set forth thereunder.
  - (7) References to sections shall be deemed to include all subsections within that section; but a reference to a particular subsection designates only that subsection.
- (b) For the purposes of this chapter, the following definitions shall apply unless inconsistent with the manifest intent of the council or the context clearly requires otherwise.

*Administrative review committee* means the city engineer, the director of community and economic development services and the secretary of the plan commission.

*Abutting* (contiguous, adjacent) means parcels or lots having one or more common boundary lines.

*Director of community and economic development services* means the director of community and economic development services of the City of Urbana, Illinois or the director's designee.

*Alley* means a permanent service way providing a secondary means of access to abutting lands not intended for general traffic circulation. (See Illustration #1)

*Applicant* (petitioner, developer) means any person, party, corporation or other legal entity making application for development approval under the requirements of this chapter.

*Application* means the application form and accompanying supporting documents this chapter requires of an applicant seeking development approval. Those forms included in the Appendix of this chapter are for general reference and do not constitute a section of this chapter.

*Average daily traffic volume* means the total number of trips entering or leaving a specific land development over a twenty-four-hour period. For purposes of this definition, the most recent edition of the Institute of Traffic Engineers, "Trip Generation Manual" shall serve as the basis in determining anticipated average daily traffic volumes, when such information is required. Other recognized sources may be used when the "Trip Generation Manual" carries no specific standard.

*Base flood* means the flood having a one per cent chance of being equalled or exceeded in any given year. The flood is also known as the one-hundred-year flood.

*Base flood elevation (BFE)* means the elevation line delineating the one-hundred-year flood profile of the special flood hazard areas (See Chapter 5, Article XI, section 5-503 of the Urbana Code of Ordinances).



*Block* means an area of land bounded by existing or proposed streets, waterways, railroad right-of-way or unsubdivided property. (See Illustration #1)

*Bond (construction bond or maintenance bond)* means a form of surety and security to be secured by the city from the developer to assure performance of the installation and/or maintenance of improvements required under this chapter.

*Buildable lot* means a parcel of land occupied or that could be legally occupied by a principal structure or use, and which either meets the requirements of the Urbana Zoning Ordinance or the Champaign County Zoning Ordinance, or is part of an approved planned unit development.

*Chapter* means any or all applicable requirements of Chapter 21, Subdivisions and Other Land Developments of the City of Urbana Code of Ordinances unless otherwise specifically expressed.

*City* means the City of Urbana, Champaign County, Illinois.

*City clerk* means the city clerk of the City of Urbana, Illinois or the city clerk's designee.

*City council (or council)* means the city council of the City of Urbana, Champaign County, Illinois.

*City engineer* means the city engineer of the City of Urbana, Illinois, or the city engineer's designee.

*Common area (common property)* means those areas and facilities owned, designated and intended for use by all the residents and owners of the development.

*County recorder* means the recorder of deeds, Champaign County, Illinois.

*Cul-de-sac turn around* means a permanent or temporary improvement pavement placed at a street terminus to permit motor vehicles to turn around.

*Dedication* means the deliberate donation of land by its owner for any general public uses or easement, reserving to oneself no other rights than such as are compatible with the full exercise of and enjoyment of the public uses to which this property has been devoted.

*Design manual* means the most recent edition of the "Design Manual" published by the Illinois Department of Transportation and as amended from time to time and duly adopted by reference by the Urbana City Council.

*Developer* means the legal or beneficial owner or owners of any lot or any land included in a proposed development including the holder of an option or contract to purchase, or any person with beneficial interest in a land trust, or other persons having enforceable proprietary interest in such land.

*Development* means any activity causing a change to be made in the legal rights or physical state of the real estate such that:

- (1) The activity meets the threshold of section 21-42(b) and requires a stormwater management plan; or
- (2) The activity creates a substantial use demand for new sanitary sewage service, collection and treatment, or the activity shall require the extension of a sanitary sewer system collector or interceptor, or the installation and capping of sanitary sewer lines, in accordance with section 21-41 of this chapter; or
- (3) The activity constitutes any mining, quarrying, or other excavations related thereto; or
- (4) The activity constitutes the creation or change of a subdivision or resubdivision lot-line adjustment; or
- (5) The activity constitutes the creation or a change of a mobile home park; or
- (6) The activity constitutes the creation or change of a planned unit development;
- (7) The following activities are not considered to constitute a development:
  - (a) The transfer of any existing building or use rights for use of a single individual parcel, as it then exists immediately prior to any sale or lease where such transfer or lease does not create any additional parcel by exception; or
  - (b) The dedication of land for public use to a public entity, the vacation of any land so dedicated, and the taking of property rights through eminent domain or inverse condemnation; or
  - (c) The construction of one (1) single-family dwelling and/or farm related structures on a single lot or the creation or transfer of a single lot of ten (10) acres or more, except share such acreage or structures are at locations of future streets as designated in the official comprehensive plan; or
  - (d) The maintenance or improvement of an existing public street or railroad by a public utility not involving redesign if the work is carried out on land within the boundaries of the right-of-way; or
  - (e) Work by any utility not including redesign for the purpose of inspection repair, removal or construction on established rights-of-way of any sewers, mains, pipes, cables, utility tunnels, power lines, power poles, trunk lines or the like; or
  - (f) The use of any land for the purpose of growing plants, crops, trees, and other agricultural or forestry products or for other agricultural purposes; or
  - (g) Individual installation of a building sewer, service connection, or lateral.

*Development, major* means a development which does not come within the definition of a minor development.

*Development, minor* means a development involving the subdivision of a parcel of land (or the resubdivision or lot-line adjustment of a previously platted lot or lots) into not more than five (5) buildable lots and which development has all necessary improvements and services (except for service connections and sidewalks) including streets, water, electricity, storm sewers, and sanitary sewers available at the site. The administrative review committee may grant waivers of the section of this chapter which requires the upgrading of existing but substandard improvements and services as specified under section 21-17. Resubdivision of any part of a previous minor development into no more than five (5) buildable lots is not a minor development unless the administrative review committee determines otherwise.

*Development sketch plan* means a conceptual sketch of a proposed development inclusive of property lines, proposed streets/drives, available utilities, etc., to be used for discussion purposes at a pre-application conference. A development sketch plan shall be prepared in accordance with section 21-13(c) of this chapter. (See Illustration #2).

*Driveway* means a private roadway to a parking space, garage, dwelling, or other structure or to individual lots and located entirely within the right-of-way.

*Dwelling, common-lot-line* means a dwelling unit that adjoins another dwelling unit at a common lot line with each dwelling unit being located on its own separate lot and within a common-lot-line development approved by the City of Urbana. Each common-lot-line dwelling unit is legally eligible for separate ownership through a transfer of fee simple title.

*Easement* means a grant by the property owner of either the permanent or temporary use of an area of land to the public, a corporation, or person(s), for specified uses and purposes to be designated as a "public" or "private" easement depending upon the nature of its use.

*Engineer* as distinguished from city engineer, shall mean an Illinois registered professional engineer working on behalf of the developer.

*Floodway* means the channel of a river or other watercourse and adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one-tenth (0.1) foot.

*Frontage* means that portion of a lot abutting a street. The portion of a lot abutting the end of a stub street right-of-way shall not constitute frontage.

*General area plan* means a general plan prepared by the developer, for the progressive or staged development of a larger land holding, or several properties intended or proposed to be developed by sections or stages meeting the requirements of this chapter. A general area plan when required shall be prepared in accordance with section 21-13(e) of this chapter. (See Illustration 13)

*Highway standards* means the most recent edition of "Highway Standards" published by the Illinois Department of Transportation.

*Improvements* mean any street, sanitary sewage disposal system, storm sewer system, easements, right-of-way, sidewalk, crosswalks and other related improvements, publicly or privately installed or maintained which are required under this chapter.

*Land* means the earth, water and air, above or below or on the surface, and includes any improvements or structures customarily regarded as land.

*Legal division* means the legal division of the City of Urbana, Illinois.

*Lot* means a portion of a subdivision or other parcel of land intended as a unit for development, or for transfer of ownership which immediately abuts some specified portion of a right-of-way.

*Lot area* means the area of a horizontal plane bordered by the vertical planes through front, side and rear lot lines.

*Lot, corner* means a lot located at the intersection of two (2) or more streets, where the corner interior angle formed by the intersection of the two (2) streets is one hundred and thirty-five (135) degrees or less; or a lot abutting upon a curved street or streets if tangents to the curve, at the two (2) points where the lot lines meet the curve, form an interior angle of less than one hundred and thirty-five (135) degrees.

*Lot depth* means the distance between the midpoints of straight lines connecting lot lines in the front yard and lot lines in the rear yard.

*Lot, double frontage* means a lot which has a pair of opposite lot lines fronting along two (2) substantially parallel streets.

*Lot, flag* means a lot where access to the street is established by a narrower portion of the lot serving as a private access, such narrower portion not meeting the minimum and/or average lot width requirement of either the Urbana or Champaign County Zoning Ordinance, whichever is applicable.

*Lot line* means a line dividing one lot from another, or from a street right-of-way line.

*Lot of record* means a lot which is part of a subdivision, the final plat of which has been recorded with the Champaign County Recorder of Deeds or a parcel of land, the deed of which was of record as of December 17, 1979.

*Lot width* means the horizontal distance between side lot lines of a lot measured at the required front setback line. For purposes of this chapter, lot width shall also mean the minimum or average lot width expressed under either the City of Urbana's or Champaign County's Zoning Ordinance, whichever is applicable.

*Manual of Instruction for the Structural Design of Flexible Pavements on Projects Involving Motor Fuel Tax, Federal Aid Secondary, and Federal Aid Urban System Funds* means the most recent edition of "Manual of Instruction for the Structural Design of Flexible Pavements on Projects Involving Motor Fuel Tax, Federal Aid Secondary, and Federal Aid Urban System Funds" published by the Illinois Department of Transportation.

*Manual on Uniform Traffic Control Devices* means the most recent edition of the "Manual on Uniform Traffic Control Devices" published by the Illinois Department of Transportation.

*Mid-block sidewalk* means that portion of a right-of-way used or intended to be used principally for pedestrian passage, which meets or exceeds the design standards required by this chapter. A mid-block sidewalk generally aligns perpendicular to, and interconnects with, sidewalks on the perimeter within a block (See Illustration #1).

*Median* means a permanent or temporary pavement separation used to separate motor vehicle traffic lanes moving in opposite directions (See Illustration #1).

*Mobile home park* means a parcel or parcels of real estate developed as a unit, in phases, or as a whole, to provide individual sites with street and other improvements for the long-term parking of manufactured mobile homes.

*National Electrical Code* means the "National Electrical Code" published by the National Fire Protection Association and as amended from time to time, and duly adopted by reference by the Urbana City Council.

*North American Vertical Datum (mean sea level)* means the most recent publication of vertical datum as published by the United States National Geodetic Survey and the United States Geological Survey.

*Official comprehensive plan* means the City of Urbana 1982 Comprehensive Plan including any successive amendments thereof or any successive comprehensive plan.

*Outlot* means a lot depicted on an approved development plat which normally is not a buildable lot meeting the requirements of the City of Urbana's or Champaign County's Zoning Ordinances for minimum width, size or frontage requirements. Such lots are usually remnants or unusable portions of land in a development plat. Outlots, except as otherwise clearly stated or expressed, may be developed in combination with other buildable lots. An outlot may include any land devoted to a common area as part of a development.

*Pavement* means that portion of a street designated or used for vehicular travel measured from back-to-back of curb or edge-to-edge of street surface when there are no curbs.

*Plan commission* means the plan commission of the City of Urbana.

*Planned unit development (abbreviated PUD)* means an area which a unitary site plan has been prepared, establishing at least, but not necessarily limited to, the following: land uses, open space allocations, on site circulation for pedestrians, bicycles and automobiles, parking, setbacks, housing densities, building spaces, land coverage, landscaping relationships with adjoining areas and streets, building heights, accessory uses, and architectural treatment. A PUD must be designed and developed according to the procedures and standards specified in section VII-5 of the Urbana Zoning Ordinance if within the corporate limits, or the Champaign County Zoning Ordinance if within the municipal extraterritorial planning jurisdiction, and section 21-18 of these regulations.

*Plat* means a map representing a tract of land, showing the boundaries and location of individual properties and streets which conveys a map of a subdivision or site plan.

*Plat, final* means a plat prepared for recording and meeting the criteria of these regulations. (See Illustration #5)

*Plat, preliminary* means a preliminary map, and supporting data, indicating the proposed layout of the subdivision or development in sufficient detail to provide adequate basis for review by the City of Urbana, meeting the requirements of this chapter. A preliminary plat establishes basic developmental design concepts and public improvements required to be approved through the final plat process. (See Illustration #3)

*Principal use* means the main purpose or activity for which the land or structure is designed, arranged, or intended, and for which it is occupied, used or maintained.

*Procedures and Standards of Urban Soil Erosion and Sedimentation Control in Illinois* means the most recent edition of "Procedures and Standards for Urban Soil Erosion and Sedimentation Control in Illinois" published by the Northeastern Illinois Soil Erosion and Sedimentation Control Steering Committee.

*Reverse curve* means a curve in a street heading in approximately the opposite direction from the curve immediately preceding it so as to form a S-shape.

*Resubdivision (replat)* means the redivision of an approved subdivision into two (2) or more lots or the resurveying of existing lots which changes the area, dimensions or configuration of said property.

*Right-of-way (abbreviated R.O.W.)* means the entire dedicated tract or strip of land that is dedicated for use by the public for circulation and/or service.

*Sidewalk* means that portion of a right-of-way used or intended to be used principally for pedestrian passage, which meets or exceeds the design standards required by this chapter. A sidewalk typically runs parallel with and between a street and lot frontages (See Illustration #1).

*Secretary of the Urbana Plan Commission (or secretary)* means the city planner of the City of Urbana, Illinois or the city planner's designee.

*Service connection* means a connection to any required utility for purposes of serving individual land uses or structures within a development. Service connections are distinguishable from a main line utility in that while they connect to a main line, the service connection terminates, or is intended to terminate, at a specific lot or land use.

*Special flood hazard areas (SFHA)* means those lands within the jurisdiction of the city that are subject to the base flood inundation. The SFHA's of the city are generally identified as such on the flood insurance rate map of the city prepared by the Federal Insurance Administration and dated January 16, 1981, as amended, and the flood hazard boundary map of the County of Champaign, dated March 1, 1984, as amended.

*Standard Specifications for Road and Bridge Construction* means the most recent edition of "Standard Specifications for Road and Bridge Construction" published by the Illinois Department of Transportation.

*Standard Specifications for Traffic Control Items* means the most recent edition of "Standard Specifications for Traffic Control Items" published by the Illinois Department of Transportation.

*Standard Specifications for Water and Sewer Main Construction in Illinois* means the most recent edition of "Standard Specifications for Water and Sewer Main Construction in Illinois" published jointly by the Illinois Society of Professional Engineers, Consulting Engineers Council of Illinois, Illinois Chapter of the American Public Works Association, Illinois Municipal League, and the Associated General Contractors of Illinois.

*Street* means the entire width between property lines of a right-of-way or place of whatever nature when any part thereof is open to use of the public for purposes of pedestrian and vehicular travel. A street may be referred to as a circle, court, drive, highway, lane, parkway, place, road or any other appropriate name. An alley is not a street. For purposes of this chapter, the following represents classes and types of streets:

- (1) *Arterial street* means a street used, or intended to be used, primarily for through traffic including freeways, highways, as well as major streets and parkways. As specified in the official comprehensive plan, there are both principal and minor arterial streets (See Illustration #1).
- (2) *Thoroughfare* means a street which serves as an arterial street within and between the various areas of the city and its environs.
- (3) *Collector street* means a street used, or intended to be used, to carry traffic from minor streets to the major system of arterial streets. (See Illustration #1)
- (4) *Minor (local) street* means a street used, or intended to be used, primarily for access to abutting properties. Service to through traffic is discouraged (See Illustration #1).
- (5) *Cul-de-sac street* means a short street having one end open and connecting to an intersecting street and the other end permanently terminated by a cul-de-sac turnaround (See Illustration #1). A cul-de-sac street is considered a minor street.
- (6) *Loop street* means a street which has its only ingress and egress at two (2) points along a through street (See Illustration #1).
- (7) *Stub street* means a street right-of-way or improvement which terminates abruptly without the provision for vehicular turn-around. Such a street usually terminates at the boundary of a development and is expected to continue to and through adjacent property in its subsequent future development. (See Illustration #1)
- (8) *Private street* means a street used for ingress and egress to several adjoining lots. Private streets are only allowed under planned unit development or mobile home park procedures. The private street is not dedicated to the public and as

such is privately maintained by the developer or private entity. The private street must meet all structural and material standards of this chapter.

- (9) *Substandard street* means a street or a private street which has missing, incomplete or substandard street appurtenances. The appurtenances include but are not limited to: pavement structure, curb, gutter and sidewalks. It shall also mean pavement made of earth, oil treated surface or any other material that does not have an acceptable pavement structure.

*Subdivider* means any person, firm, corporation, etc., engaged in developing or improving a tract of land which meets the definition of a subdivision or development as defined in this chapter.

*Subdivision* means the division of a tract of land into two (2) or more parts, lots, parcels or tracts for the purpose of potential transfer or transferred ownership or other divisions of land for sale, development or lease except that it is not the intent of this chapter to define the creation or transfer of a single lot of ten (10) or more acres, except where such property is located at future streets as designated by the comprehensive plan, as a subdivision.

*Subsidiary drainage plat* means a general plan, to be prepared in accordance with the requirements of this chapter, which notes watershed, topographical features and other general drainage characteristics and conditions for both the proposed subdivision or development and its vicinity.

*Survey* means the process of establishing the location, form, and boundaries of a tract of land by measuring the lines and angles in accordance with the principles of geometry and trigonometry performed by an Illinois registered land surveyor.

*Surveyor* means an Illinois Registered Land Surveyor.

*Trip Generation Manual* means the "Trip Generation Manual" published by the Institute of Transportation Engineers, as amended from time to time.

*Use* means the purpose or activity for which the land or structure thereon, is designed, arranged or intended to be occupied, or for which it is occupied, used or maintained.

*Waiver* means a grant made by the city council to waive any requirement or portion of requirement of this chapter. No waiver is available to a developer by right.

*Zoning ordinance* means the Zoning Ordinance of the City of Urbana applicable within the corporate limits or the Champaign County Zoning Ordinance applicable within the city's extraterritorial planning jurisdiction.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9192-44, §§ 1--4, 10-21-91; Ord. No. 9192-62, § 1, 1-6-92; Ord. No. 9293-110, § 1, 5-6-93; Ord. No. 9899-37, 10-19-98)

#### **Sec. 21-5. Severability.**



If any section, provision or portion of this chapter is adjudged unconstitutional or invalid by a court of competent jurisdiction the remainder of this chapter shall not be affected thereby and will remain in full force and effect.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-6. Legal authority and application.**

- (a) This chapter is enacted pursuant to the authority granted to Illinois Municipalities by Divisions 12 and 15 of Article 11, Illinois Municipal Code, the City of Urbana as a home-rule unit under the 1970 Illinois Constitution, and 65 ILCS 5/11-12-5.
- (b) These regulations shall apply whenever land is developed, unless a waiver(s) is sought and approved for specific cases of hardship in the manner prescribed in this chapter.
- (c) These regulations shall apply to all developments, as defined in section 21-4, within the corporate limits of the City of Urbana and unincorporated territory lying within one and one-half (1 1/2) miles of those corporate limits. Such extraterritorial planning jurisdiction may be limited or extended in its radial coverage through a formal agreement with another municipality for which such extraterritorial jurisdiction overlaps.
- (d) All developments which were filed under the regulations specifically repealed by the enactment of this chapter shall be subject to the restrictions and requirements herein; except that those developments which have been approved by the city council by duly adopted ordinance shall be bound only to the requirements of that approval and shall not be subject to the restrictions and requirements herein. However, any subsequent modification or change to developments having such prior approval shall conform to the requirements and standards of this chapter.
- (e) No development requiring a change in zoning regulations or a variance thereof concurrently with development approval shall be approved without also meeting the requirements of the Urbana Zoning Ordinance, if within the corporate limits, or the Champaign County Zoning Ordinance, if within the city's extraterritorial jurisdiction; except that conditional development approval may be given subject to any necessary zoning approvals.
- (f) No parcel, lot, or tract which is developed after the effective date of this chapter and which is not in conformance with these regulations shall be issued a building or zoning use permit. No development of any public or private improvements shall take place or be commenced except in conformity with these regulations (exceptions to this provision only in accord with section 21-6(d) above). No zoning approval issued by either Champaign County or the City of Urbana shall exempt a development from compliance with the regulations of this chapter.
- (g) At the time of application for development approval, there shall be no sale or lease of real estate, or rights of use thereof for purposes of construction, which is included within a proposed development until the requirements of this chapter first have been met.
- (h) Where the provisions and requirements of this chapter conflict with other codes or ordinances, the provisions of this chapter shall apply.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-7. Waivers.**

- (a) *Intent.* It is the intent of this section, when appropriate and when a specific case of hardship is shown, to allow a waiver from the strict compliance with the provisions of this chapter. It is recognized that restrictions governing the development of land may not, under some specific circumstances, be fairly and equally applied to unusual or abnormal development conditions. Further it is the intent of this section to establish weighing criteria to determine the validity of a specific hardship upon which requests for waivers can be considered. Waivers are not intended to be used as a means of circumventing or evading the purposes of this chapter or any other requirement which regulates land developments.
  
- (b) *Criteria.* Where, upon recommendation of the plan commission, if council finds that all the conditions set forth below justify the granting of a waiver from strict compliance with this chapter's provisions, and where the purpose of these regulations to foster growth and to protect the public's essential interest is served thereby, the city council may approve such waivers, if
  - (1) There are conditions of topography or other site specific reasons that make the application of any particular requirement of the land development code unnecessary or, in some cases perhaps, even useless;
  - (2) The granting of the requested waiver would not harm other nearby properties;
  - (3) The waiver would not negatively impact the public health, safety and welfare, including the objectives and goals set forth in the comprehensive plan.
  
- (c) *Conditions.*
  - (1) In granting a waiver, the plan commission and city council may consider the proposed uses and plans for development of the property and may also consider the nature of surrounding proposed or existing development, pertinent environmental factors, and the property's designated use under the Urbana Official Comprehensive Plan. The city council may consider the proposed uses and plans for development of the property and may impose any requirements or conditions and restrictions the council deems essential to protect the public health, safety and welfare. The council may require said conditions be included in a plat, owner's certificate, deed, lease or other document of conveyance.
  - (2) Waivers shall be granted only as to the provisions of Articles III, IV and V of this chapter.
  - (3) Waivers shall be granted only as to the provisions of Articles III, IV and V of this chapter except as otherwise provided in Article II, section 21-13(f).
  
- (d) *Submission and processing.* The secretary will provide a petition form for waiver requests. A petition for a waiver of these regulations shall be submitted in writing to the

secretary of the Urbana Plan Commission, on said form provided, when a development proposal is submitted to the Urbana Plan Commission for review. The petition shall state fully the grounds for the application and all facts the petitioner is relying on.

- (e) *[Granting.]* The city council may grant a waiver only upon a favorable vote of two-thirds (2/3) of the aldermen/alderwomen then holding office.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9192-44, § 5, 10-21-91; Ord. No. 9798-113, § 20, 5-18-98)

### **Sec. 21-8. Enforcement, violations and penalties.**

- (a) *General.* It shall be the duty of the administrative review committee, as defined by this chapter, to enforce these regulations. When any member of the administrative review committee finds any violation or lack of compliance with this chapter, the committee shall convene to determine appropriate actions and proceedings that may be taken by law or equity to prevent unlawful construction, to recover damages, to restrain, correct, or abate a violation and to prevent illegal occupancy of a building, structure or premises. The administrative review committee may consult with the legal division of the City of Urbana for assistance in determining appropriate course(s) of action.
- (b) *Violations and penalties.* Any person, firm, or corporation who fails to comply with, or violates, any of these regulations shall be subject to a fine not to exceed two hundred dollars (\$200.00). Each day any violation of this chapter continues shall constitute a separate offense.

(Ord. No. 8889-33, 11-21-88)

### **Secs. 21-9--21-12. Reserved.**

## **ARTICLE II. PROCEDURES AND PLAT REQUIREMENTS**

### **Sec. 21-13. Pre-application conference.**

- (a) *Purpose.* The pre-application conference is required to:
  - (1) Familiarize the developer with applicable plans, policies, requirements, standards and procedures that apply and to begin identification of potential waiver requests in order to expedite platting and construction.
  - (2) Assist the city in coordinating separate land developments, street and drainage plans, etc.
  - (3) Determine whether a proposal constitutes a major development or minor development, or development at all.
  - (4) Determine the need for a general area plan.
  - (5) Determine the need for a traffic impact analysis.

- (6) Determine the need for a stormwater management plan.
  - (7) Determine whether a combined preliminary/final plat process is desirable.
  - (8) Determine the need for a fire flow analysis.
- (b) *Participants.* The developer shall request the secretary of the Urbana Plan Commission to schedule a pre-application conference with the administrative review committee, the developer and/or the developer's engineer or authorized representatives and such others as the participants deem necessary. The secretary shall schedule the pre-application conference normally within fifteen (15) working days of receipt of a request for such conference, unless a later date is acceptable to the developer.
- (c) *Development sketch plan.* The developer shall submit a development sketch plan at the pre-application conference. The sketch plan shall be drawn reasonably to scale. The following information shall be included in the sketch plan when the secretary determines it is necessary. Additional information may be included if the developer deems it necessary.
- (1) Any adjacent and contiguous parcels of land in which the developer has an ownership, monetary or beneficial interest; including full or partial ownership and beneficial interest in a land trust.
  - (2) Existing zoning of the property and of all land within one hundred (100) feet of the property boundary.
  - (3) Proposed zoning if any change is intended and proposed land use. State whether the lot(s) will be subdivided for common-lot-line dwelling units.
  - (4) Topography by United States Geological Survey 7.5 Minute Series Topographical Maps or equivalent topographical elevation contour sources as may be approved by the secretary.
  - (5) Placement and availability of the following within sketch plan boundaries and outside but within one hundred (100) feet of the sketch plan boundaries:
    - a. Existing and proposed gas, water, electricity and telecommunications service lines;
    - b. Existing and proposed storm and sanitary sewage systems;
    - c. Pavement and right-of-way widths of existing streets and alleys.
    - d. Determine and document fire flow for existing and proposed water mains.
  - (6) The proposed street layout with emphasis on continuity of existing street patterns.
  - (7) Discussion and/or graphic presentation of proposed methods of handling stormwater drainage and sanitary sewage.

- (8) In addition to those elements above, a development sketch plan for any development request other than a subdivision, planned unit development or mobile home park shall also include the following information, as applicable:
  - a. The use or uses for which each building or structure is intended;
  - b. The gross square footage of floor area of each structure proposed;
  - c. If the proposed development constitutes any quarrying, mining or other similar excavation, indicate elevation contours at intervals of five (5) feet with reasonable precision to show proposed horizontal and vertical grades and slopes of the excavation.
- (9) If a general area plan has been prepared in accordance with subsection (e) of this section, such plan may substitute for requirements one (1) through seven (7) of this subsection (c).

(d) *Determination of major development or minor development or no development.* Determination of whether a proposal constitutes a major development or minor development or is not a development, shall be made by a unanimous decision of the administrative review committee. Such administrative review committee decision shall be made within ten (10) days following the pre-application conference, and the secretary shall notify the developer, in writing, of the determination of the committee.

In the event the administrative review committee cannot reach a unanimous decision in the determination of whether a development constitutes a major development or minor development or no development, the request shall be forwarded to the plan commission at its next regularly scheduled meeting, and unless postponement of the commission's action is mutually acceptable to both the commission and the developer, the plan commission shall determine at that meeting whether the proposal constitutes a major development or minor development or no development. The secretary shall notify the developer, in writing, of the committee's failure to reach a decision and the date, time and place when the plan commission shall determine whether the proposal constitutes a major development, a minor development, or no development.

(e) *General area plan.* When required, the purpose of a general area plan, is to plan for and guide the development of a larger tract of land under single ownership when the initially proposed development constitutes only a portion of that tract. A general area plan provides for a developmental concept to coordinate future extended streets and utilities throughout a tract of land as well as to coordinate the developmental concept with existing improvements outside and in the vicinity of the tract. A general area plan is not intended to be prepared with the specificity of a development plat, but rather, is to portray a general developmental design concept to be used as a guide when considering subsequent development of a tract of land. A general area plan is required when a developer has ownership or legally beneficial interest in land immediately adjacent to a proposed major development as defined in this chapter.

(1) *Criteria requiring a general area plan.* At the pre-application conference, the administrative review committee shall determine whether a general area plan is required using the following criteria:

- a. The proposed development constitutes a major development except for a mobile home park or a planned unit development; and
  - b. There are at least five (5) or more contiguous acres of vacant or otherwise significantly undeveloped land of which the proposed development represents a part thereof.
  - c. All such land is held under beneficial or ownership interest and beneficial interest in a land trust or option to purchase.
  - d. There is a substantial need for a preplanning effort to determine the future location, course and width of streets and utilities as they might be extended from the proposed development to surrounding vacant properties.
  - e. The topography and natural features of the land adjacent the proposed development inclusive of any water courses or impoundments which present unusual circumstances that require special consideration for future development.
- (2) *Required content of general area plan.* The required content of a general area plan shall be the same as that required for a development sketch plan, described in subsection (c) above.
- (3) *Relationship to existing general area plans.* When a general area plan is required under this subsection, for purposes of coordination of the location and extension of any streets and utilities and related improvements, due consideration in plan design elements shall be given to any existing general area plan on file in the secretary's office for an area within two thousand (2,000) feet of the boundary of the general area plan to be prepared. When a general area plan is required, the secretary shall notify the developer of any existing general area plans within two thousand (2,000) feet of the boundary of the plan to be prepared and shall make copies of said plans available for the developer's inspection.
- (4) *Relationship of a general area plan to a preliminary plat of major development.* A general area plan may be prepared either separate from or in combination with a preliminary plat of a major development. When a general area plan and a preliminary plat of a major development are to be combined in a single drawing, the portion(s) or phase(s) of which preliminary plat approval is sought shall meet the requirements of section 21-14 (g). The remainder of the area covered in the drawing shall meet the requirements of this subsection. The boundaries of the area sought for preliminary plat approval shall be clearly indicated. If a general area plan is to be drawn separately from a preliminary plat of major development, only the requirements of this subsection must be met.
- (5) *Submission requirements.* General area plan prints, whether the plan is prepared in combination or separate from a preliminary plat of major development, shall

be submitted to the secretary in the same manner as prescribed for a preliminary plat of major development, section 21-14(a).

- (6) *Plan commission.* The plan commission shall determine whether the general area plan conforms to the design requirements of this subsection, and on that basis, approve, approve subject to conditions, or deny approval of the general area plan. Such approval may precede, but not follow approval of a preliminary plat of major development. The plan commission shall consider a general area plan a statement of intent of future development. It is possible and likely that subsequent development may require the plan to be altered. When changes are considered to either the general area plan or the preliminary plat, continuity of planned improvements throughout the remainder of the general area plan boundaries shall be considered. If the administrative review committee determines that such are not in substantial conformance with the previously approved general area plan, such changes shall constitute an amendment to the general area plan and require plan commission approval.

- (f) *Traffic impact analysis.* The purpose of this subsection is to provide a method to assess traffic related impacts of developments of significant size and when necessary, recommend appropriate actions for the safe and efficient flow of traffic.

A traffic impact analysis is a study that provides information on the projected traffic a development will generate and to assess the impact on the operation and efficiency of either new or existing streets, driveways and intersections within the development and in the immediate proximity of a proposed development.

- (1) *Threshold conditions requiring a traffic impact analysis:*

a. Arterial and collector streets:

1. For existing or proposed streets with pavement width of forty-four (44) feet or wider:

The normal traffic operating level of the street is fourteen thousand (14,000) vehicle trips per day. Traffic volumes in excess of twenty-four thousand (24,000) vehicle trips per day is considered undesirable. A traffic impact analysis is required if all the following threshold conditions are foreseen:

- (i) The proposed development is expected to generate in excess of two thousand (2,000) vehicle trips per day (above and beyond any existing on-site land uses); and
- (ii) With the additional traffic the proposed development generates, the traffic volume on the street will exceed nineteen thousand (19,000) vehicle trips per day.

2. For existing and proposed streets with pavement ranging from forty (40) feet to less than forty-four (44) feet: The normal traffic operating level of the street is ten thousand (10,000) vehicle trips

per day. Traffic volume in excess of eighteen thousand (18,000) vehicle trips per day is considered undesirable. A traffic impact analysis is required if all the following threshold conditions are foreseen:

- (i) The proposed development is expected to generate vehicle trips in excess of one thousand five hundred (1,500) vehicle trips per day (above and beyond any existing on-site land uses); and
- (ii) With the additional traffic the proposed development generates the traffic volume on the street would exceed fourteen thousand (14,000) vehicle trips per day.

3. For existing and proposed streets with pavement width ranging from thirty (30) feet to less than forty (40) feet:

The normal traffic operating level of the street is eight thousand (8,000) vehicle trips per day. Traffic volumes in excess of twelve thousand (12,000) vehicle trips per day are considered undesirable. A traffic impact analysis is required if all the following threshold conditions are foreseen:

- (i) The proposed development is expected to generate vehicle trips in excess of one thousand two hundred (1,200) vehicle trips per day (above and beyond any existing on-site land uses); and
- (ii) With the additional traffic the proposed development generates, the traffic volume on the street would exceed ten thousand (10,000) vehicle trips per day.

4. For existing or proposed streets with pavement width ranging from twenty-four (24) feet to less than thirty (30) feet:

The normal traffic operating level of the street is six thousand three hundred (6,300) vehicle trips per day. Traffic volumes in excess of ten thousand (10,000) vehicle trips per day are considered undesirable. A traffic impact analysis is required if all the following threshold conditions are foreseen:

- (i) The proposed development is expected to generate vehicle trips in excess of one thousand (1,000) vehicle trips per day (above and beyond any existing on-site land uses); and
- (ii) With the additional traffic the proposed development generates, the traffic volume on the street would exceed eight thousand (8,000) vehicle trips per day.



b. Minor streets:

1. For existing or proposed streets with pavement width ranging from twenty-four (24) feet to less than thirty (30) feet:

The normal traffic operating level of the street is six hundred (600) vehicle trips per day. Traffic volumes in excess of one thousand two-hundred (1,200) per day are considered undesirable. A traffic impact analysis is required if all the following threshold conditions are foreseen:

- (i) The proposed development is expected to generate vehicle trips in excess of one hundred (100) vehicle trips per day (above and beyond any existing on-site land uses); and
- (ii) With the additional traffic the proposed development generates, the traffic volume on the street would exceed one thousand (1,000) vehicle trips per day.

- (2) *Determination of expected vehicle trips and existing on-street volumes.* Estimates of the average number of vehicle trips per day the proposed development is expected to generate shall be based on approximate trip generation data in the latest edition of the Trip Generation Manual published by the Institute of Transportation Engineers or other sources acceptable to the city engineer. A copy of the Trip Generation Manual is available for public inspection at the office of the city engineer.

Traffic volumes on existing streets may be those volumes as shown in the most recent publication of the Champaign-Urbana and Vicinity Traffic Map prepared by the Illinois Department of Transportation or any other source deemed acceptable by the city engineer. A copy of the Champaign-Urbana and Vicinity Traffic Map is available for public inspection at the office of the city engineer.

- (3) *Geographic boundaries of the study area.* The city engineer shall establish the geographic boundaries of the study area to be considered under the traffic impact analysis.
- (4) *Elements of the analysis.* The city engineer shall determine which of the following principal elements should be included in the traffic impact analysis.
  - a. Data on existing peak hour traffic volume and conditions.
  - b. Directional distribution estimates of added traffic.
  - c. Projections of added traffic volumes for all of the appropriate critical hours.
  - d. Capacity analysis at access drives and at the critical intersections with existing traffic volume and conditions.

- e. Capacity analysis at access drives and at critical intersections to calculate the change in level that would be produced by the added development traffic.
- f. Determination of needed improvements, controls, access drive locations and their designs.
- g. Identification of any need for additional rights-of-way.
- h. Final capacity analysis at access drives and at the critical intersections with the needed improvements and controls.

- (5) *Responsibility for preparation of the traffic impact analysis.* When required, a traffic impact analysis shall be prepared at the expense of the developer under the supervision of an Illinois Registered Professional Engineer experienced in traffic engineering.

The analysis shall be completed and submitted to the secretary not less than seven (7) calendar days prior to the date on which the development is scheduled for consideration by the plan commission.

However, when it is determined that any proposed development will likely generate an average daily traffic volume of five thousand (5,000) vehicle trips per day or more, the developer shall bear the expense for preparation of the traffic impact analysis. The impact analysis shall be prepared under the supervision of an Illinois registered professional engineer experienced in traffic engineering. The developer or the developer's engineer shall be responsible for submitting five (5) copies of the traffic impact analysis report to the city engineer for review at least twenty (20) days prior to the date on which the development is scheduled for consideration by the plan commission. Further, the developer's engineer shall prepare an executive summary of the findings found in the traffic impact analysis to be submitted with the traffic impact analysis report.

- (6) *Actions based on the findings of the traffic impact analysis.* When the findings of a traffic impact analysis demonstrate that the proposed development may create unsafe conditions, for reasons that are, specifically and uniquely attributable to the proposed development, the city may require corrective measures through modification to the plan or plat which may include one or both of the following and more:

- a. Rerouting of traffic and/or relocation of proposed ingress and egress points serving the proposed development.
- b. Reorganizing and rerouting internal traffic flow within the boundaries of the development.

- (7) *Development exempted from the requirements of this subsection.* These traffic impact analysis requirements shall not apply to the following:

- a. Restoration within a twelve-month period of any building which has been damaged by fire, explosion, flood, tornado, etc.
- b. Restoration of building(s) with a local, state, or national historic designation.
- c. The administrative review committee may, by unanimous decision, waive the traffic impact analysis requirement where conditions other than those anticipated by the capacity thresholds in subsection (1) above indicate there is no need to prepare said analysis. Waiver of this requirement need not be initiated with developer's request. The administrative review committee may independently determine that a traffic impact analysis is not required. The decision of the administrative review committee to waive the traffic impact analysis requirement shall be made either at the pre-application conference or within five (5) days following the pre-application conference. Whenever the administrative review committee waives the traffic impact analysis requirement, the developer shall be notified of such decision in writing.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9192-44, §§ 6, 7, 10-21-91; Ord. No. 9293-110, § 2, 5-6-93; Ord. No. 9798-113, §§ 3, 8, 9, 5-18-98)

**Sec. 21-14. Preliminary plat of a major development.**

- (a) *Submission.* The developer shall cause to be prepared a preliminary plat and supporting documents as required by this chapter. The developer shall submit to the secretary:
  - (1) For developments within the corporate limits of the City of Urbana: Twenty-five (25) full sized plat prints or three (3) full sized prints and twenty-two (22) reduced prints (eleven (11) inches by seventeen (17) inches or the number of plat prints the secretary requests.
  - (2) For extraterritorial developments: Thirty (30) full sized prints or three (3) full sized plat prints and twenty-seven (27) reduced prints (eleven (11) inches by seventeen (17) inches or the number of plat prints the secretary requests.
  - (3) All notes and dimensions on the face of all full sized plats shall be legible. Simultaneously with the plat, the developer shall submit, in writing, all requests for waivers of these regulations. The secretary of the plan commission is authorized to receive the preliminary plat and waiver requests when the developer has satisfied the pre-application requirements, has submitted a completed application form, and has paid a development fee in accordance with the fee schedule established by the city council in section 14-7 of the Urbana Code of Ordinances.
- (b) *Distribution.* Upon receipt of the preliminary plat and waiver requests, the secretary shall transmit one copy of each to the officials specified in A-1 of the Appendix. The secretary shall request that these officials submit their written responses within ten (10) working days of the day of the mailing of the plat. The secretary may notify additional agencies as necessary and may require the developer to submit additional plats for those

agencies. All agencies shall be notified by first class mail, unless a faster delivery is necessary. It shall be assumed that if a reviewer fails to submit comments in the time specified, the reviewer had no negative comment.

- (c) *Review and comments.* The secretary shall review the preliminary plat and waiver request(s) for conformity with the official comprehensive plan, or parts thereof, any applicable general area plan(s), applicable zoning regulations, and the provisions of these regulations and shall make recommendations thereon. The city engineer shall review the preliminary plat and waiver request(s) for conformity to these regulations, other applicable regulations, and generally accepted engineering practices, particularly as these apply to storm drainage and sewer facilities, and shall make recommendations thereon. The city engineer shall forward a report of review in writing to the secretary. The city engineer or the director of community and economic development services shall review the plat for conformity to the City of Urbana's Flood Hazard Areas Ordinance and forward a copy of said report in writing to the secretary.
- (d) *Plan commission.* The secretary shall schedule a meeting for the preliminary plat review by the plan commission and so notify the city engineer, developer, and the developer's engineer. The secretary shall also request that the developer present the preliminary plat original at the scheduled meeting for possible plan commission chairperson's signature.

In the event that the owner of the land is a land trust, those holding beneficial interests in the trust and their percentage interests shall be disclosed to the secretary in accordance with the Illinois Revised Statutes.

The plan commission shall approve, approve with conditions, or deny the preliminary plat and make a recommendation on all waiver requests within sixty (60) days from the date of submission of the preliminary plat, unless the plan commission and developer mutually agree to extend such time. If the plan commission denies said plat, the secretary of the commission shall, within five (5) working days, notify the developer, in writing, that the plat has been denied and the reasons for the denial.

If no waivers are sought and the plan commission approves the preliminary plat, the developer may then submit the final plat to the plan commission. City council approval is not required on preliminary plats with no waiver requests. Preliminary plat approval shall not qualify the plat for recording.

- (e) *City council.* If waivers are sought in the preliminary plat, the secretary shall forward the preliminary plat with the plan commission's recommendation on waivers to the city council. The council shall approve or deny said plat, including requests for waiver(s), within thirty (30) days after the city council's next regularly scheduled meeting following the action of the plan commission unless the city council and developer mutually extend such time. In all cases of denial the council shall state the reasons for denial of the plat or waiver request(s). The secretary shall furnish to the developer, in writing, a statement of city council approval or denial. Said written statement shall be furnished to the developer within five (5) working days of the date of council action.
- (f) *Preliminary plat drafting requirements.* The full sized plat original shall be drawn in ink on dimensionally stable translucent drafting material, not to exceed twenty-four (24)

inches by thirty-six (36) inches and presented in a scale not larger than one inch to one hundred (100) feet, except as the city engineer otherwise approves.

- (g) *Required content of a preliminary plat and supporting documents.* The drawings must contain the following information on the face of the plat, or in the supporting documents as appropriate or required, including the application form:

(1) *General descriptions.*

- a. Name of the subdivision, development or replat;
- b. Legal descriptions of all property included in the preliminary plat, including its location by section, township and range, and reference by dimension and bearing to a City of Urbana Horizontal Control Monument.
- c. Name, address and phone number of the owner(s) of record of all property within the preliminary plat;
- d. Name, address and phone number of the developer of the proposed development;
- e. Name, address, phone number of the engineering firm preparing the preliminary plat;
- f. Name, address and phone number of the registered land surveyor and/or the registered professional engineer preparing any part of the preliminary plat or supporting material;
- g. Name, address and phone number of attorney(s) representing the owner(s) and/or developer(s);
- h. The source of all topographical data;
- i. Total acreage in the preliminary plat;
- j. Graphic scale, north arrow, and date of preparation;
- k. Development boundaries clearly indicated;
- l. Appropriate signature blocks to appear on the plat in accordance with A-2 of the Appendix;
- m. A Champaign County Soil and Water Conservation District Report (except for any replat) when the site is currently vacant or in agricultural use;
- n. A General Area Plan, if required;
- o. Stormwater management plan, if required by section 21-42(b).

- p. The names of all adjacent property owners or the names of adjacent subdivisions.

(2) *Existing conditions:*

- a. The location and size of all existing sanitary sewers, water and gas mains, storm drainage facilities (including farm land drain tiles) and all related rights-of-way and easements within or abutting the proposed development.
- b. The topography by contour intervals of not more than two (2) feet related to the North American Vertical Datum. At least one bench mark for this datum must be shown on the face of the plat.
- c. The location and identification of buildings, railroads, overhead power and telephone transmission lines, pipelines, bridges, culverts and related items within or abutting the proposed development.
- d. Specific identification, location and dimensions, if applicable, of the following located within the proposed development and within one hundred (100) feet of the area to be included within the plat:
  - 1. Rights-of-way and pavement widths;
  - 2. Name, street pavements, and surface types of public and private streets;
  - 3. Drainage ways, improved, or unimproved;
  - 4. Walkways or sidewalks;
  - 5. Public or private easements;
  - 6. Railroad rights-of-way;
  - 7. Corporate limit lines;
  - 8. Parks, schools, or other public lands;
  - 9. Approximate locations and size of existing buildings and structures;
  - 10. Existing zoning district lines and classifications.
- e. The drainage district or districts within which the proposed development lies or the district to which the development is contiguous; or if the development is not located in or contiguous to a drainage district, so state.
- f. The existing zoning of the tract and any proposed zoning of the tract.

- g. Delineation of commons or public area(s), if any.
- h. The location of flood hazard and floodway boundaries and the base flood elevation for each building site, if any.
- i. The acreage and identification of the upstream drainage basin(s).
- j. Determine and document the fire flow from the closest hydrant to the proposed development.

(3) *Proposed conditions:*

- a. The names, locations, rights-of-way, and pavement width of proposed streets and alleys.
- b. The location and width of sidewalk and mid-block sidewalk pavements and rights-of-way or easements.
- c. All lots and outlots (consecutively numbered).
- d. Front yard setback lines.
- e. Proposed location, size and course of sanitary sewage disposal lines and related rights-of-way or easements.
- f. Proposed stormwater drainage systems including location of inlets and related rights-of-way or easements.
- g. The location of proposed water courses or impoundments, including stream relocations, showing normal water elevations and direction of flow.
- h. The locations of all proposed water service lines, their sizes and related rights-of-way or easements.
- i. The location of all proposed fire hydrants and calculated fire flows for those hydrants shall be approved by the fire chief of the City of Urbana, or his/her designee. In no case shall there be greater than 500-foot distance between any two (2) fire hydrants on a street, measured radially in any direction from each proposed hydrant.
- j. The location of all proposed gas mains, electrical transmission lines, telephone lines, cable television lines and related rights-of-way or easements, if available.
- k. Estimated minimum floor elevations for that portion of the development within a flood hazard boundary.

- I. State whether the lot(s) will be subdivided for common-lot-line dwelling units.

(h) *Limitation on preliminary plat approval.*

- (1) Application for approval of a final plat shall be made not later than one (1) year after preliminary approval has been granted by the plan commission (if no waivers are requested) or by the city council (if waivers are requested.) The developer may request final plat approval of a part of the plat which received preliminary approval, and may delay application for approval of other parts until a later date with the approval of the city council, provided all facilities required to serve the part or parts for which final approval is sought have been or are to be provided.
- (2) The administrative review committee may extend the period for final approval of a preliminary plat for up to two (2) years under the following conditions:
  - a. The subdivider must submit a request to extend the validity of the preliminary plat;
  - b. No new waivers from the ordinance are requested;
  - c. The facts upon which any waivers were approved have not changed substantially and are not likely to change during the period for which the extension is granted;
  - d. No new regulations have been adopted by the city since the plat was originally approved by the city council which would affect the configuration of the subdivision, unless the plans as previously approved do not adversely affect the public health, safety and general welfare.
  - e. The secretary of the Urbana Plan Commission shall notify the developer, in writing, of approval or denial of the requested extension within ten (10) days of the receipt of the request. Failure to notify the subdivider within this time frame shall be deemed as denial of the request.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9192-44, §§ 8--12, 10-21-91; Ord. No. 9293-110, § 3, 5-6-93; Ord. No. 9798-113, §§ 10, 11, 5-18-98)

**Sec. 21-15. Final plat of a major development.**

- (a) *Submission.* The developer shall cause to be prepared a final plat and a subsidiary drainage plat and supporting documents as required by this chapter. The developer shall submit to the secretary:
  - (1) The following plat prints for all developments: Twenty-two (22) full-sized prints or four (4) full-sized prints and eighteen (18) reduced prints (eleven (11) inches by seventeen (17) inches) or the number of plat prints the secretary requests.
  - (2) Two (2) subsidiary drainage plat prints and supporting materials.



- (3) One copy of all supporting materials prepared and submitted in accordance with section 21-25.
- (4) A copy of all new waiver requests in writing and presented in the manner required for preliminary plats.
- (5) A county clerk's certificate substantially in the form set out in A-3 of the Appendix.
- (6) A construction bond, if required (See section 21-29; Construction Bonds).
- (7) Three (3) complete sets of prints of construction and engineering plans required to be prepared under sections 21-25 and 21-42(b).
- (8) A soil erosion and sedimentation control plan, if required.
- (9) Perpetual maintenance of common property. The perpetual maintenance of any common areas shall be provided for by a declarant legal entity. Prior to final approval of the development, the plan commission must approve the developer's selected method of perpetual maintenance. The developer shall make no change in the approved method unless the plan commission and city council approve.
  - a. Homeowner's association. If a homeowner's association is to be (or is) formed, the articles of incorporation must minimally contain the following provisions:
    1. Legal description which geographically defines the area owned and controlled by the homeowner's association.
    2. That all owners of property within the development shall automatically become members of the homeowner's association and shall be required to incur all costs necessary to maintain any facility or common facility of the association.
  - b. Single ownership or other. In the event that the entire development is to remain under a single ownership, trust or other, the developer shall then file a deed restriction (covenant) between the owner and the City of Urbana with the Champaign County Recorder providing for a legal entity, to be responsible for the maintenance of all common property.
  - c. Any method for maintenance of common facilities shall require that no common open space within the development be converted to any other use unless the owners of all property within the development, the plan commission, and city council authorize such change.
- (10) An owner's certificate stating that the applicant/developer holds sole or joint title to the property being developed and that the property has been surveyed. The owner's certificate shall be acknowledged before a notary, shall contain dedications to the public and any proposed covenants to run with the property

and shall be dated and signed by the owner or the owner's designee. Where land is proposed to be subdivided for common-lot-line dwelling units, the applicant/developer shall include a notation in the owner's certificate indicating such intent and the owner's certificate shall provide for the requirements stated in section 21-19(d).

- (11) The appropriate fee in accordance with the fee schedule established by city council under section 14-7 of the Code of Ordinances.
- (12) A completed application form.
- (b) *Distribution prior to approval.* Upon receipt of the final plat and any additional waiver requests, the secretary shall transmit copies of the final plat prints as set forth under A-4 of the Appendix.
- (c) *Review and comment.* The administrative review committee shall review the final plat for any additional detail and for adherence to the approved preliminary plat. The administrative review committee shall forward its comments to the secretary in writing within twenty (20) working days of the committee's receipt of the plat.

If the final plat of a major development substantially differs from the previously approved preliminary plat of the site or if petitioner is requesting new and different waivers than those included with the preliminary plat approval, the preliminary plat shall be submitted to the plan commission for review. If the final plat substantially conforms to the previously approved preliminary plat and no new waivers are requested, the final plat shall be submitted directly to the city council for approval.

- (d) *Plan commission.* The secretary shall transmit the final plat and related items to the plan commission within twenty (20) working days of receipt of the final plat, supporting materials or additional waiver requests, whichever is last received. The plan commission shall recommend approval or denial of the final plat and all waiver requests within forty-five (45) days from the date of submission to the plan commission of the final plat and all supporting material (including waiver requests). The plan commission may recommend denial if the final plat deviates substantially from the approved preliminary plat. If the plan commission recommends denial of said plat, the secretary shall furnish a written statement to the developer within five (5) working days noting that the plat has been recommended for denial and the reasons for denial.
- (e) *City council.* The secretary shall forward the plan commission memoranda, minutes and recommendation to the city council. The city council shall approve or deny said final plat including request(s) for waiver(s) within thirty (30) days of the city council's next regularly scheduled meeting following the action of the plan commission, unless the city council and developer mutually agree to extend such time. In all cases of denial, the council shall state the reasons for denial of a plat or waiver request. If a plat or waiver request is denied, the secretary shall furnish to the developer, in writing, a statement of city council denial. Said written statement shall be furnished to the developer within ten (10) days of the council action. Approval of said final plat shall constitute absolute acceptance by the city council of all dedications of public rights-of-way and permanent easements within such final plat unless otherwise stated.

- (f) *Recording.* The secretary shall retain the plat original and supporting documents and certificates for recording. Within one hundred eighty (180) days of the date the ordinance approving the final plat is signed by the mayor, the secretary shall cause the recording of the final plat and required supporting documents. Recording shall take place only after required improvements are made or bonds have been posted in accordance with section 21-29(a). The developer shall pay the recording fee as the county recorder establishes at the time of recording. Upon recording the secretary shall notify the city clerk's office that the plat original has been recorded.
- (g) *Distribution following approval.* The secretary shall transmit copies of the final plat as set forth under A-5 of the Appendix.
- (h) *Limitation on final plat approval.* The city or county shall not issue a building or zoning permit until the final plat is recorded. If the final plat has not been recorded within the time stipulated above in subsection (f), final plat approval shall become void unless during the 180-day period the council approves a written application for extension of time.
- (i) *Final plat and subsidiary drainage plat drafting requirements.* The full-sized plat original shall be drawn in ink on dimensionally stable translucent drafting material, not to exceed twenty-four (24) inches by thirty-six (36) inches and presented in a scale not larger than one (1) inch to one hundred (100) feet, except the city engineer approves otherwise.
- (j) *Required content of a final plat and supporting documents.* The final plat shall show reasonable conformity to the approved preliminary plat. The city council may deny approval of a final plat if it deviates substantially from the approved preliminary plat.
  - (1) The drawing must contain the following on the face of the plat:
    - a. Subdivision, development or replat name.
    - b. Graphic scale, north arrow and date of preparation.
    - c. The location and position of the subdivision indicated in one or more of the following ways:
      - 1. By quarter section (or part thereof), section, township, range, median, city, county, and state.
      - 2. By a written legal metes and bounds description of the perimeter of the subdivision.
      - 3. By reference to a corner or corners established in the United States Public Land Survey System with distances and bearings from an assumed or astronomic north.
      - 4. In the case of a replat, by reference to a lot(s) in a previously approved and recorded development.

- d. Location and description of cardinal points to which all dimensions, angles, bearings and similar data on the plat shall be referenced; a minimum of two (2) corners of the subdivision boundary shall be tied by course and distance to a City of Urbana Horizontal Control Monument.
- e. Survey data sufficient to reproduce any line or reestablish any survey monument in the development.
- f. All highways, streets, alleys, blocks, lots, parcels, public grounds, easements, and rights-of-way.
- g. The length of boundary lines of all streets, alleys, blocks, lots, public grounds, easements, and rights-of-way. Where a boundary line is the arc of a circle, the radius, the length of the arc, the chord and chord bearing shall be shown. All dimensions shall be shown to hundredths of a foot, except in the case of riparian boundaries which may be shown with less precision.
- h. The width of all rights-of-way and easements.
- i. All lots and outlots, consecutively numbered.
- j. Abutting street lines of existing platted developments as shown by dashed lines.
- k. Easements dedicated or to be dedicated to the public by the plat.
- l. One of the following notations depending on applicability:
  - 1. "The property developed is situated within the corporate limits of the City of Urbana"; or,
  - 2. "The property developed is within one and one-half (1 1/2) miles of the corporate limits of the City of Urbana."
- m. Names and signatures of the owners and Illinois registered land surveyor.
- n. A notation outlining any waivers, conditions or restrictions or a notation that such exist and are recorded as separate recording documents.
- o. The surveyor's certificate prepared in accordance with Illinois Revised Statutes, Chapter 109, as amended and as may hereafter be amended, including the surveyor's seal and statement that all monuments are set as shown.
- p. The engineer's certificate of drainage proposed in accordance with the Illinois Revised Statutes, Chapter 109, including the engineer's seal.
- q. Appropriate signature blocks to appear on the plat in accordance with A-6 of the Appendix.

- r. A statement by the Illinois Department of Transportation with respect to roadway access where such access is to a state highway or by the relevant local highway authority with respect to all other highway access.
  - s. The boundary of the special flood hazard area (SFHA), if applicable.
  - t. The boundary of the floodway, if applicable.
  - u. The base flood elevation (BFE) for each building site, if applicable.
- (k) *Required content of a subsidiary drainage plat and supporting documents.*
- (1) The developer's engineer shall prepare a subsidiary drainage plat study in accordance with the Illinois Revised Statutes Chapter 109 as amended and as may hereafter be amended.
  - (2) The subsidiary drainage plat shall include finished yard grades at building setback lines. Generally, finished yard grades at building setback lines shall be a minimum of twelve (12) inches and a maximum of thirty-six (36) inches above the top of the street or street curb. Should topography and/or parcel configuration characteristics make this rule impractical, a greater degree of variance may be permitted only as authorized by the city engineer.
  - (3) The subsidiary drainage plat shall include:
    - a. Typical lot drainage, details to show the manner in which drainage will be accommodated between lots.
    - b. The boundary of the special flood hazard area (SFHA), if applicable.
    - c. The boundary of the floodway, if applicable.
    - d. The base flood elevation (BFE) for each building site, if applicable.
    - e. The location of natural vegetation to be maintained and protected.
  - (4) The subsidiary drainage plat shall be subject to the approval of the city engineer.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9192-44, §§ 13, 14, 10-21-91; Ord. No. 9293-110, § 4, 5-6-93; Ord. No. 9495-62, § 1, 12-19-94; Ord. No. 9798-113, §§ 12, 18, 5-18-98)

**Sec. 21-16. Combination preliminary/final plat of a major development.**

- (a) *Eligibility.* At the developer's discretion, an application may be made for a combined preliminary and final plat approval procedure.
- (b) *Submission.* The developer shall cause to be prepared a preliminary plat and supporting material as prescribed in section 21-14(a), (f), and (g) and a final plat and supporting material as prescribed in section 21-15(a), (i) and (j) of this chapter. The developer shall

submit the appropriate number of plat prints as required by sections 21-14(a) and 21-15(a) of this chapter.

- (c) *Distribution prior to approval.* The secretary shall distribute material to the appropriate reviewing authorities as prescribed in sections 21-14(b) and 21-15(b) of this chapter.
- (d) *Review and comments.* The reviewing officers shall conduct their review as prescribed in sections 21-14(c) and 21-15(c) of this chapter.
- (e) *Plan commission.* The plan commission shall recommend approval or disapproval of the preliminary/final plat as prescribed in sections 21-14(d) and 21-15(d) of this chapter.
- (f) *City council.* The city council shall review the recommendation of the plan commission on the preliminary/final plat as prescribed in sections 21-14(e) and 21-15(e) of this chapter.
- (g) *Recording.* The final plat and required supporting documents shall be recorded as prescribed in section 21-15(f) of this chapter.
- (h) *Distribution following approval.* The secretary shall distribute copies of the signed final plat as prescribed in section 21-15(g) of this chapter.
- (i) *Limitation on final plat approval.* The granting of permits for, and restrictions on recording of the final plat shall be as specified in section 21-15(h) of this chapter.

(Ord. No. 8889-33, 11-21-88)

### **Sec. 21-17. Minor development.**

- (a) *Purpose.* The minor development approval procedure is designed to expedite the platting of developments which have little or no required improvements associated with a development proposal. A minor development, by definition, will have little effect on existing public improvements and thus does not require the plan commission or city council to make policy decisions. As such, an administrative review and platting process is designed to minimize cost and time toward approval, while at the same time, provide assurance that a minor development proposal meets the requirements of this chapter.
- (b) *Approval procedure.* Unanimous approval must be given by the administrative review committee. Approval must include affirmative findings that:
  - (1) The minor development complies with Article VI (Development Regulations) of the Urbana Zoning Ordinance within the city or with Section 5.3 (Schedule of Area, Height, and Placement Regulations by District) of the Champaign County Zoning Ordinance if within the mile and one-half extraterritorial area, and with the regulations of this chapter.
  - (2) All improvements, with the exception of sidewalks and service connections, as this chapter requires, exist at the development site except that if said existing improvements do not meet the design standards of this chapter, the administrative review committee, upon favorable findings of the facts listed in

section 21-17(b)(4) below, may waive the requirement to upgrade the existing improvements to the design standards of this chapter.

- (3) If sidewalks do not already exist, provision shall be made for sidewalk improvements in one of the following ways:
- a. If the administrative review committee finds that sidewalks are immediately necessary, the developer shall either immediately construct the sidewalks as required herein, or the developer shall file a surety bond with the city clerk payable to the City of Urbana in the penal sum equal to at least one hundred (100) per cent of the estimated cost of the required sidewalks. The Legal Division shall approve the form and surety of said bond. The city engineer shall approve the developer's engineer's estimate of the cost of sidewalk improvements. The condition of the bond shall be that the sidewalks be constructed in conformance with the approved plans and specifications within six (6) months from the date of the filing of the bond.
  - b. If the administrative review committee finds that there is no immediate need for sidewalks, the developer shall file a signed and acknowledged statement that shall be recorded with the development plat, stating that the developer or subsequent owner(s) of the property affected will construct the sidewalk at the developer's or subsequent owner's expense within six (6) months of passage of a city council resolution to do so or the city will construct and charge the then owners and/or the developer as applicable. The developer will record with the plat, a covenant running with the land that states:  
  
"If the developer does not install or pay for the installation of sidewalks, then the City of Urbana has the authority to request the property owners to install sidewalks on the subject property within six (6) months of passage by the city council of Urbana of a resolution to so do. The city has the authority to construct the sidewalks and charge the then owners for the construction if the then owners do not install the sidewalks as requested. It is agreed by the developer that this obligation shall be a covenant running with the land."
- (4) The proposed development will not:
- a. Impede the future use of the remainder of the property under the same ownership; or
  - b. Adversely affect the dimensions of such other existing or potential future minimum lot sizes or frontages as specified in Article VI of the Urbana Zoning Ordinance or the Champaign County Zoning Ordinance, whichever is applicable; or
  - c. Make any existing lot or structure nonconforming; or
  - d. Impede access to any remainder or adjoining land; or

- e. Conflict with the Urbana Official Comprehensive Plan; or
  - f. Violate the Urbana Flood Hazard Areas Ordinance.
  - g. Significantly increase the impact on public streets, utilities, sanitary sewers, storm sewers or other public improvements beyond the existing conditions.
- (c) *Submission requirements and review deadlines.* All required documents must be submitted to the secretary of the plan commission, who will distribute the necessary documents to the administrative review committee. The review and decision shall be completed no later than twenty (20) working days after submission.
- (d) *Required documents:*
- (1) The following plat prints for all developments: twenty-two (22) full sized prints or four (4) full sized prints and eighteen (18) reduced prints (eleven (11) inches by seventeen (17) inches) or the number of plat prints the secretary requests.
  - (2) Any engineering plans required to detail the service connections to storm sewer or sanitary systems.
  - (3) The original plat plus attachments, if any.
  - (4) Original notarized signed owner's certificate which shall include any and all covenants affecting the development.
  - (5) Original signed and sealed county clerk's certificate of taxes paid in accordance with Appendix A-3.
  - (6) A completed application form.
  - (7) Fee as established in section 14-7 of this Code.
  - (8) Stormwater management plan, if required by section 21-42(b).
  - (9) Calculated fire flow analysis as required in section 21-14.
- (e) *Minor development plat requirements:*
- (1) *Drafting.* The plat shall be drawn in ink on dimensionally stable translucent drafting material and presented at a scale not numerically larger than one inch to one hundred (100) feet, except as the city engineer otherwise approves.
  - (2) *Information required.* The required content to be included either on the face of the plat or supporting documents shall be the same as required for the final plat of major development, section 21-15(j), (1)a through q inclusively; except that for purposes of this section:



- a. Subparagraph n shall not apply and,
  - b. Subparagraph q shall reference Appendix A-7 instead of Appendix A-6.
- (f) *Administrative review committee approval.* Each member of this administrative review committee shall sign the plat indicating approval. Failure of any of these signatures to appear on the face of the plat shall constitute plat denial.
- (g) *Notification of applicant.* The secretary shall notify the applicant in writing of the outcome of the review. In the event of either denial or approval, the secretary shall notify the applicant in writing and furnish the reasons for denial or approval to the applicant within five (5) working days after the review is completed. In the event of a favorable review, the secretary will make an appointment with the applicant to record the plat. All decisions of the administrative review committee shall be maintained as a public record at the office of the secretary.
- (h) *Certificate of exemption in lieu of a plat for lot line adjustments.* The administrative review committee may determine that submission of a plat is not required for minor lot line adjustments. The administrative review committee may issue a certificate of exemption in lieu of a plat provided the lot line adjustment meets the following requirements:
- (1) The lot line adjustment will not result in a change of any lot length, width, or frontage exceeding twenty-five (25) feet;
  - (2) The sum of the area(s) transferred from one (1) lot to another may not exceed ten thousand (10,000) square feet;
  - (3) The lot line adjustment may not change the total number of lots, nor create any nonconforming lots or structures according to the minimum standards of the Urbana Zoning Ordinance or the Champaign County Zoning Ordinance, if applicable.
- (i) *Required documents for a certificate of exemption in lieu of plat.* The owner shall submit an affidavit for a certificate of exemption in lieu of a plat that shall be signed by the owners of all affected lots and shall state that the proposed lot line adjustment(s) meets all requirements for a certificate of exemption. The affidavit shall be accompanied by the following:
- (1) A sketch plan which details the proposed lot line adjustment(s);
  - (2) A complete legal description of all lots subject to the proposed lot line adjustment(s) and a legal description of the lots after the proposed adjustment(s);
  - (3) Permanent index numbers for all lots affected by the proposed adjustment(s);
  - (4) Written approval of the lot line adjustment, as depicted by the sketch plan and legal descriptions, from all utilities or governmental units having roads, sewers,

drains, easements or other public services adjacent to the proposed lot line adjustment;

- (5) Original notarized, signed owner's certificate which shall include any and all covenants affecting the development;
  - (6) A completed application form;
  - (7) Fee as established for minor development plat in section 14-7 of this Code.
- (j) *Recording of minor development plats.* The secretary shall cause the signed plat of a minor development and the owner's and county clerk's certificates to be recorded with the county recorder of deeds within ninety (90) days of the last dated signature of the administrative review committee's approval. The secretary will notify the city clerk's office of the recording. Copies of the signed plat will be kept at the city engineer's office, the city clerk's office and the secretary's office. The secretary shall send a signed copy of the plat to the Champaign County Zoning Administrator if the plat is within the city's one and one-half (1 1/2) mile extraterritorial jurisdiction and in all cases, a copy of the plat to the appropriate township assessor.
- (k) *Limitation on minor development plat approval.* The city or county shall not issue a building or zoning use permit until the minor development plat is recorded. The plat shall become void if the plat has not been recorded in accordance with section 21-17(j), above.
- (l) *Recording of the certificate of exemption.* When applicable, an approved certificate of exemption in lieu of a plat shall be recorded, but only contemporaneously with deeds which shall document the transfer of the parts of the existing lots. The certificate of exemption shall contain the name of the minor development, complete legal descriptions of the affected lots before and after the lot line adjustment(s), a list of reasons for exemption from the platting requirement, and the signatures of all members of the administrative review committee.
- (m) *Appeals of minor development decisions.* The applicant may appeal the decision of the administrative review committee to deny a proposed minor development plat to the plan commission within ten (10) days of the secretary's written notification of the administrative review committee's decision to deny. Such request for appeal shall be made in writing to the secretary. Following such written request for approval and subsequent application for appeal, in a form to be provided by the secretary, and payment of the appropriate fee in accordance with section 14-7 of this Code, the secretary shall schedule the appeal request before the plan commission at its next regularly scheduled meeting. The plan commission shall recommend to approve or deny the plat, in accordance with the requirements of this chapter, and shall forward their recommendation to the city council for consideration at the next regularly scheduled meeting of the council as required by section 21-15(d). The city council shall approve or deny the plat in accordance with the requirements for a final plat, section 21-15(e).

(Ord. No. 8889-33, 11-21-88; Ord. No. 9192-44, §§ 15, 16, 10-21-91; Ord. No. 9798-113, §§ 7, 13, 15, 19, 5-18-98)

**Sec. 21-18. Approval as to certain elements of planned unit developments (P.U.D.'s) within the city's extraterritorial jurisdiction.**

- (a) *Applicability.* For those proposed P.U.D.'s which lie wholly or in part within the city's one and one-half (1 1/2) mile extraterritorial jurisdiction, for which Champaign County must give zoning approval, the developer shall obtain approval of the Urbana City Council as to matters set forth in this section prior to commencing any required improvements. P.U.D.'s within the corporate limits of the City of Urbana must meet the requirements of this Chapter and the Urbana Zoning Ordinance. For purposes of this chapter, a P.U.D. shall constitute a major development, as herein defined.
- (b) *Pre-application conference required.* A pre-application conference with the administrative review committee as prescribed under section 21-13 of this chapter shall be required. For planning coordination purposes, such a pre-application conference may be jointly held with the developer, the administrative review committee and those Champaign County Officials required to hold their own preliminary conference as stipulated in the Champaign County Zoning Ordinance.
- (c) *Application and procedural requirements:*
  - (1) Upon submission of a P.U.D. preliminary application to the Champaign County Zoning Administrator's office, as required in the Champaign County Zoning Ordinance, the developer shall concurrently submit the following to the Secretary of the Urbana Plan Commission:
    - a. Prints of the planned unit development plan which the applicant has filed with Champaign County. The number of prints to be submitted shall be the same as the number required for a preliminary plat of a major development, section 21-14, of this chapter; and,
    - b. A preliminary plat of a major development in accordance with section 21-14 of this chapter.
  - (2) The plan commission and city council shall review the proposed preliminary plat subject to the procedures and requirements for a preliminary plat, except that:
    - a. City council must consider and approve or deny such plat, in accordance with section 21-14(e) of this chapter; and
    - b. Section 21-14(h) Limitation on plat approval, requiring application for final plat approval to be made no later than one year following city council approval of the preliminary plat, for purposes of this section, is amended to require that application for final plat approval shall occur within six (6) months following city council approval of the preliminary plat.
  - (3) Upon submission of a P.U.D. final application to the Champaign County Zoning Administrator's Office, as required in the Champaign County Zoning Ordinance, the developer shall concurrently submit to the secretary of the Urbana Plan Commission:

- a. Prints of the planned unit development plan that the applicant has filed with Champaign County. The number of prints to be submitted shall be the same as the number required for a final plat of a major development, section 21-15 of this chapter; and,
  - b. A final plat of a major development in accordance with section 21-15 of this chapter.
- (d) *Special conditions on final plat recording.* A final plat shall be recorded as required in section 21-15(f) of this chapter. However, no final plat of a P.U.D. shall be recorded until such time as Champaign County has given final zoning approval in accordance with the Champaign County Zoning Ordinance. Such final plat and accompanying P.U.D. supporting materials shall be recorded within one hundred and twenty (120) days of the date the ordinance approving final plat is signed by the mayor; if it is not so recorded within such one hundred and twenty (120) days, the approval thereof shall become void.

Nothing in this section shall be construed to mean that zoning approval by Champaign County will release the developer from meeting the requirements of this subsection and chapter.

(e) *Standards and requirements.*

- (1) Unless the plan commission expressly recommends approval of any proposed waivers, the proposed P.U.D. shall be reviewed in accordance with the requirements of this chapter relating to the design and construction of required improvements, as applicable.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-19. Common-lot-line subdivisions.**

- (a) *Applicability.* The subdivision of land into lots for common-lot-line dwelling units, as defined and regulated in the Urbana Zoning Ordinance, shall conform to all requirements of this chapter.
- (b) *Formal statement of intent.* Where land is proposed to be subdivided for common-lot-line dwelling units, the sketch plan, the preliminary plat, and/or the final plat shall bear the following notation indicating such intent: "This subdivision was approved as a common-lot-line development and as such complies with all provisions of the Urbana Subdivision and Land Development Code."
- (c) *Application and procedural requirements.* The subdivision and development of lots for common-lot-line dwelling units shall conform to the application and procedural requirements found in Article II of this Chapter.
- (d) *Required maintenance agreement.* A request for approval of a subdivision for common-lot-line dwelling units shall be accompanied by a form of agreement by and between the owner(s) and future owner(s) to own, use, maintain, rent, or otherwise occupy the common-lot-line dwelling units. This maintenance agreement shall provide for the following:

- (1) All appropriate signatures and certificates with signature of notary
- (2) Rules and regulations regarding the maintenance, upkeep and repair of the building(s) or structure(s), all common areas (if any), roof and all areas of pavement surfaces including sidewalks, drives and off-street parking facilities and similar improvements
- (3) Party wall easements for all common walls located between the common-lot-line dwelling units
- (4) Repair and maintenance of any common service sewers providing for necessary easements of ingress and egress
- (5) Insurance to cover the structure(s) and, if desired, homeowner's insurance for each individual dwelling unit or public liability insurance
- (6) For townhouse or rowhouse units, a governing board, and dues and assessments for the preservation and maintenance of all common or other facilities which may be perfected by a lien on individual dwelling units of the structure(s) if the same remain unpaid
- (7) Covenants to assure the repair and reconstruction of any damaged common-lot-line dwelling unit(s) to a condition and style consistent with the architectural style of the other common-lot-line dwelling unit(s) remaining in the structure
- (8) Covenants and/or easements providing for reasonable ingress and egress for general repairs, utility connection and repairs, and maintenance.

**Secs. 21-20--21-24. Reserved.**

### **ARTICLE III. ENGINEERING PLANS, CONSTRUCTION OF IMPROVEMENTS, BONDS**

#### **Sec. 21-25. Engineering plans and specifications; major development.**

- (a) *Engineering plans.* The developer shall cause engineering plans and specifications to be prepared for all improvements required or regulated by this chapter. Said improvements shall be designed to conform at least to the minimum standards set forth in this chapter and shall also conform to the minimum standards and requirements of other local, state, and federal authorities which have jurisdiction over the development. Engineering plans and specifications shall be prepared under the supervision of an engineer licensed pursuant to the laws of the State of Illinois and shall bear the engineer's seal and signature.
- (b) *Plan sheet dimensions.* Plan sheet dimensions shall be twenty-four (24) inches by thirty-six (36) inches. The city engineer may approve variations in dimensions, if such variations are requested prior to submission of plans.
- (c) *City engineer review and approval.* The developer shall submit engineering plans and specifications to the city engineer for review and written approval, prior to the commencement of construction of any improvements required or regulated by these

regulations. The developer shall submit with the engineering plans and specifications an "application for approval of engineering plans and specifications", copies of which shall be distributed to the developer's engineer at the required pre-application conference. Said application shall include, but not be limited to:

- (1) Written requests for waiver of minimum materials and construction standards, describing the degree of deviation, the necessity or advantage of it, and the alternate plan on a form provided by the city engineer.
  - (2) A signed statement authorizing the developer's engineer to provide complete inspection and observation during actual construction to enable the engineer to certify that the required improvements were constructed in substantial accordance with these regulations and other applicable ordinances of the city.
- (d) *Floodplains.* When a development or part thereof is located in a flood-prone area as designated by the Federal Emergency Management Administration, the city engineer may require, pursuant to the Urbana Floodplain Management Ordinance, the developer to provide, at the developer's expense, such hydrologic design data and calculations and utility and drainage plans to assure that the development is consistent with the need to minimize or eliminate flood damage.
- (e) *City engineer review deadline.* The city engineer shall in writing notify the developer and the secretary of approval or disapproval of the engineering plans and specifications and the subsidiary drainage plat and studies. If the engineering plans are disapproved, the city engineer shall notify the developer within fifteen (15) days of the date of plan submission, in writing, the reasons for disapproval. Construction of required improvements shall not commence until the city engineer has approved, in writing, engineering plans and specifications for said improvements, hydrologic design data as may be required by subsection 21-25(d) above, and the subsidiary drainage plat and studies.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-26. Construction of required improvements.**

- (a) [*Generally.*] Improvements required and/or regulated by this chapter shall be constructed in substantial accordance with approved engineering plans and specifications, the standards, requirements and regulations set forth in this chapter, and other applicable ordinances of the city.
- (b) *Improvement modifications.* If in the course of construction the developer wishes to modify the size, type, quantity and/or locations of any or all of required improvements, the developer's engineer shall submit a written change request to the city engineer for review and obtain written approval prior to proceeding with installation of the modified improvement.
- (c) *City engineer notification.* The developer or developer's engineer shall notify the city engineer of the commencement, suspension, or resumption of work at least one day prior to the commencement, suspension, or resumption of such work. The requirement shall not apply to work suspended due to adverse weather conditions. In the event that

the developer or developer's engineer fails to comply with this requirement, the city engineer is hereby authorized to take whatever steps may be necessary to insure that work performed complies with approved engineering plans and specifications, the standards set forth in these regulations, and other applicable city ordinances.

- (d) *Maintenance bond.* A maintenance bond (section 21-30) shall be filed prior to the acceptance of the development unless a construction bond has been filed in accordance with section 21-29.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-27. Inspection of improvements.**

- (a) [*Generally.*] Actual construction of all required improvements (except for water, gas and electric) shall be inspected by competent and qualified personnel employed by and under the direction of the developer's engineer and shall follow the procedures specified in section 21-26 above. Said inspection shall be complete to assure that all work complies with the approved engineering plans and specifications and these regulations.
- (b) *Engineering tests.* Either an independent testing laboratory, the developer's engineer or qualified personnel employed by the developer's engineer shall perform the required tests of this chapter at the developer's expense. The developer shall direct the testing agent to mail or deliver results of required tests to the city engineer immediately on completion of the test and no test results are to be withheld from the city engineer.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-28. Approval of improvements.**

- (a) *Required documents.* Upon completion of construction of required improvements, the developer's engineer shall deliver to the city engineer:
  - (1) All required test data not previously forwarded to the city engineer in accordance with section 21-27 above.
  - (2) The following signed and sealed "engineer's certificate":

ENGINEER'S CERTIFICATE

STATE OF ILLINOIS

COUNTY OF CHAMPAIGN

I, \_\_\_\_\_, being a registered Professional Engineer in the State of Illinois, registration number \_\_\_\_\_, do hereby certify that the public improvements required for \_\_\_\_\_ (the project) were constructed in substantial compliance with the approved Engineering Plans and Specifications and change orders approved by the City Engineer, City of Urbana, Champaign County, Illinois.

I further certify that all construction operations were inspected by me or someone under my supervision.

Signed and sealed this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

\_\_\_\_\_  
Signature

(Seal)

With approval of the city engineer, said certificate may certify to the completion of a portion of the improvements with specifically stated exceptions for which a bond shall be filed or retained in accordance with section 21-29.

- (b) *Maintenance bond.* Unless this chapter otherwise provides, the developer shall submit a maintenance bond as provided in section 21-30 of this chapter upon completion of all improvements.
- (c) *Field inspection.* Within two (2) weeks, weather permitting, of receipt of all documentation required in the preceding subsection, the city engineer shall conduct a final inspection of the required improvements and shall approve and certify in writing all improvements which conform to the approved engineering plans and specifications and this chapter. The city engineer shall give written notification of said approval to the developer, the secretary of the plan commission and the city clerk. In the event that a construction bond was filed in accordance with section 21-29, the city engineer shall notify the city clerk of the percent of improvements approved and/or the amount of the bond which may be released upon city council approval in accordance with section 21-29(f) or (g) or the amount of the maintenance bond which should be filed in accordance with section 21-30.
- (d) *City engineer rejection.* The city engineer is authorized to reject any construction which fails to conform to the approved plans and specifications of this chapter.
- (e) *Improvement defects.* In the event that there are defects in the construction of the improvements as determined from the final inspection by the city engineer, the city engineer shall give written notification to the developer of those defects and repairs to be made. If there is a disagreement about the defects then a third engineer agreeable to the developer and the city engineer shall be selected. The third engineer shall inspect the improvements and prepare a report outlining the defects, if any, their probable cause, and the proposed method of repair. The reported findings of the third engineer shall be binding to the developer and the city. Payment to the third engineer for their services shall be paid one-half (1/2) by the developer and one-half (1/2) by the city. Upon completion of the repairs, the construction bond shall be released or reduced in accord with section 21-29.
- (f) *Submission of "as built" plans.* Following the city engineer's final inspection, three (3) complete sets of prints of the "as built" plans, each sheet of which is clearly marked "as built", shall be submitted to the city engineer. One set of the "as built" plan prints shall be transmitted to the director of the department of community and economic



development services. "As built" plans shall depict actual construction completed on the date of submittal of said plans and each sheet shall be so dated.

- (g) *[Notification of acceptance.]* Following approval of improvements, the city engineer shall notify the appropriate township road superintendent, in writing, that the city has accepted the improvements.

(Ord. No. 8889-33, 11-21-88)

### **Sec. 21-29. Construction bonds.**

- (a) *Approval.* The following procedures for approval of construction bonds shall apply:
  - (1) The development shall have all improvements completed and accepted or construction bond approved prior to the recording of the final plat. The final plat must be recorded in the ninety-day period specified in section 21-15(f) and (h).
  - (2) If all the improvements cannot be, or are not to be, constructed prior to the ninety-day deadline, the developer shall submit a request for approval of a construction bond to the city engineer within thirty (30) days following the date of final plat approval.
  - (3) The city engineer and city attorney shall review the proposed construction bond within sixty (60) days subsequent to the submittal of those documents. If the city engineer and city attorney find the bond to be in conformance with this section they shall approve that bond within the same sixty (60) days.
  - (4) If a construction bond has not been approved nor required improvements installed and approved by the city within the ninety-day deadline, the final plat shall become void unless the developer requests and the city council approves an extension of the ninety-day deadline for a specified period.
- (b) *Construction deadline.* The condition of the construction bond shall be that the developer shall, within two (2) years from the date of the city's acceptance of the bond or within any city council approved extension, complete or cause to be completed all bonded improvements in accordance with the approved plans and specifications, and in accordance with applicable ordinances, resolutions, and codes of the city. Approved city bond forms must be used, as noted in section 21-29(e).
- (c) *Failure to meet deadline.* Failure of the developer to complete improvements within two (2) years after the city acceptance of the construction bond will cause the city to complete all necessary work. All costs of such improvements shall be paid for by the proceeds of the bond. The balance of the proceeds of the bond, if any, shall be returned to the developer.
- (d) *Construction bond amount.* The construction bond shall be in the amount of one hundred (100) per cent of an estimated cost of construction which the developer's engineer prepares and the city engineer approves.

- (e) *Construction security.* The developer shall provide a bond to ensure the construction of improvements which are a part of the development. The bond shall be on a form provided by the city and shall be secured by one of the following methods or a combination of the following methods. The developer may use an alternative form of security otherwise satisfactory to the city council.
- (1) Cash.
  - (2) Corporate surety bond by a company licensed and authorized to do business in the State of Illinois as a surety.
  - (3) Certificates of deposit payable to the city.
  - (4) United States Government Savings Bond payable to the city.
  - (5) Irrevocable letters of credit in a form approved by the legal division.
- (f) *Security release.* The city engineer and city attorney shall release the construction bonds and any accrued interest and the surety therein upon satisfaction of all of the following:
- (1) The developer's engineer shall furnish to the city engineer two (2) complete sets of prints of the "as built" plans with each set of prints clearly marked "as built" showing all changes which were necessitated due to field conditions and were approved by the city engineer. The city engineer shall sign the cover sheet of "as built" plans.
  - (2) The developer's engineer and the city engineer shall certify that the improvement has been constructed in substantial compliance with the plans and specifications.
  - (3) Satisfaction of the conditions of the bond itself.
  - (4) Receipt of a maintenance bond in accordance with section 21-30 of this chapter.
- (g) *Partial security release.* In the event that the said improvements are constructed in part, the city engineer and city attorney may release a bond posted under this section upon the filing of an identical bond in a lesser amount, but not less than ten thousand dollars (\$10,000.00) or ten (10) per cent of original bond amount, whichever is greater. However, a substitute bond may be for a shorter or longer period of time if the city engineer so determines.
- (h) *Bond release.* Regardless of any other provision of this section, the city engineer and city attorney may release any development construction bond or PUD bond upon the recommendation of the city engineer.
- (i) When a developer elects to construct improvements after receiving approval of a preliminary plat and prior to recording of the final plat a construction bond is not required, however, the developer will submit construction drawings and details for approval by the city engineer prior to commencing said construction. In addition, the

developer is required to coordinate such construction and inspections as deemed necessary by the city engineer with city staff.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9495-62, § 2, 12-19-94; Ord. No. 9798-113, § 4, 5-18-98)

**Sec. 21-30. Maintenance bonds.**

- (a) *Bond time limit.* The maintenance bond required by section 21-29(g) shall be filed with the city engineer on an approved bond form. The bond shall be for a term of eighteen (18) months following approval of such bond by the city engineer and city attorney. The bond shall, by its terms, guarantee the repair of any defects or failures appearing in the construction of the improvements required to have been built under the approval granted to the development under this section, within one (1) year of the date the maintenance bond was approved by the city engineer and city attorney.
- (b) *City engineer inspection.* At the end of one (1) year from the date the city engineer and city attorney approve and accept the bond, the city engineer shall conduct a final inspection of the improvements within thirty (30) days of the one-year anniversary date of said bond approval. The city engineer shall notify the developer and the developer's engineer in writing of the date, time, and place of the final inspections. If such improvements are free of defects, the city engineer shall certify in writing that all improvements are free of defects in construction and shall give said certification to the developer, the secretary of the plan commission, and the city clerk.
- (c) *Third engineer.* If the city engineer determines significant defects in construction, the city engineer shall give the developer written notification of those defects, and repairs to be made. If there is a disagreement between the developer and the city engineer about the defects, then a third engineer, agreeable to the developer and the city engineer, shall be selected. The third engineer shall inspect the improvements and prepare a report outlining the defects, if any, their probable cause and the proposed method of repair. The findings of the third engineer shall be binding upon the developer and the city. Payment of the third engineer shall be paid one-half by the developer and one-half by the city.
- (d) *Developer response deadline.* After receiving the final inspection report from the city engineer, the developer shall cause to be repaired any defects or failures in the construction of the improvements, or promptly and without unnecessary delay, agree to retain the third engineer as provided herein. The time limit to complete the repairs ordered by the city engineer or found to be needed by the third engineer shall be seventeen (17) months from the approval of the maintenance bond. No extension to this time limit nor partial releases will be allowed. If such repairs are not fully completed by the end of seventeen (17) months, then the city engineer shall promptly cause such repairs to be made and shall charge such against the maintenance bond posted.
- (e) *Performance failure.* Failure of the developer to complete the repairs within the time allowed herein shall be deemed to be an authorization to the city to complete the repairs. The proceeds of the bond shall be used to pay for all the costs of such repairs undertaken by the city, including administrative and engineering costs equalling ten (10) per cent of the actual construction repair costs incurred.

- (f) *Bond amount.* The maintenance bond shall be in the amount of not less than three thousand dollars (\$3,000.00) or ten (10) per cent of the estimated cost of construction, whichever is greater. The city engineer shall approve the developer's engineer's estimated cost of construction in calculating the bond amount.
- (g) *Authorized security.* A maintenance bond shall secure the city in the same manner as construction bonds, section 21-29(e).
- (h) *Bond release.* The city engineer and city attorney shall release maintenance bonds and the surety thereon, if any, upon certification from the city engineer that all improvements are free of defects in construction and that the conditions of the bond have been satisfied.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9293-85, § 3, 3-15-93; Ord. No. 9495-62, § 3, 12-19-94; Ord. No. 9798-113, § 5, 5-18-98)

**Secs. 21-31--21-35. Reserved.**

## **ARTICLE IV. MINIMUM DESIGN STANDARDS**

### **Sec. 21-36. Design of streets.**

- (a) *General.*
  - (1) All new streets shall comply with the minimum standards set forth in Table A "Minimum Street and Alley Design Standards" and Article V of this chapter.
  - (2) Each buildable lot within a new development shall be adjacent to public street. Private streets may be permitted only in a planned unit development or mobile home park and are to be maintained by the developer or other declarant entity.
  - (3) All streets shall be properly integrated with the existing and proposed system of streets and thoroughfares as established in the Urbana Official Comprehensive Plan.
- (b) *Arrangement.*
  - (1) Streets shall be related appropriately to topography. Minor streets shall be curved whenever practical and reasonable to avoid unnecessary conformity of lot appearance. All streets shall be arranged so as to obtain as many of the building sites as possible at, or above, the grades of streets.
  - (2) Where a development borders on or contains an existing or proposed principal or minor arterial street, the plan commission may require that access to such streets be limited in one or more of the following ways:
    - a. The subdivision of lots so as to back onto the arterial and front onto a parallel local or collector street; no access shall be provided from the arterial.

- b. A series of cul-de-sacs, looped streets or short loops entered from and designed generally at right angles to such a parallel street, with rear lines of their terminal lots backing onto the arterial street.
  - c. A marginal access street service road (separated from the arterial by a planting or grass strip and having access points thereto at suitable points).
- (3) Street intersection jogs with centerline offsets of less than one hundred twenty-five (125) feet measured from street centerline to centerline shall be avoided except where in the opinion of the city engineer and public safety director a lesser centerline offset is acceptable.
  - (4) Whenever possible streets shall be designed to intersect at a ninety (90) degree angle. No two (2) streets shall intersect at an angle of less than eighty (80) degrees.
  - (5) Horizontal curves shall be gradual having a centerline radius of at least two hundred fifty (250) feet except where a lesser radius is, in the opinion of the city engineer and public safety director, deemed safe and adequate for anticipated conditions.
  - (6) Vertical alignment shall be smooth with gradual changes, consistent with the character of the terrain. Short vertical curves of less than one hundred (100) feet in length shall not be used unless approach grades and other design factors show a lesser vertical curve to be acceptable by the city engineer.
  - (7) A rigid grid street pattern need not necessarily be adhered to, and the use of curvilinear streets, cul-de-sacs, or looped streets shall be encouraged where such use will result in a more desirable layout.
  - (8) Proposed streets shall be extended and stubbed to the boundary lines of the tract to be developed, unless topography or other physical conditions prevent it, or unless in the opinion of the plan commission and city council such extension is not necessary or desirable for the coordination of the development's street system with the existing or future development of adjacent tracts. Such temporary stub streets in excess of two hundred and fifty (250) feet in length shall be provided with a temporary Tee turnaround or a temporary cul-de-sac. The city engineer shall approve the type of construction.
  - (9) No local residential street shall be located less than two hundred and sixty (260) feet nor more than one thousand three hundred and twenty (1,320) feet from any parallel street, measured from the centerlines of the streets subject to the requirements of section 21-37(c)(3), provided that the length, width and shape of blocks shall be determined with due regard to the need for convenient access, circulation, control and safety of pedestrian and vehicular traffic.
  - (10) Half streets or streets less than the full width as shown in Table A are not permitted.

(c) *Cul-de-sac streets.*

- (1) When an existing stub street is adjacent or within the boundary of a new development and is to be a permanent dead-end street, the street shall be designated a cul-de-sac street and be designed with a permanent turn around meeting the requirements of this chapter. The design of a stub street as a cul-de-sac street shall meet the minimum design requirements as contained in this section, or, shall be continued as a through street of another class.
- (2) In single-family residential zoning districts, cul-de-sac streets shall have a maximum length of one thousand (1,000) feet or have no more than twenty-five (25) single-family dwellings or lots fronting thereon, whichever is more restrictive. In duplex residential zoning districts, cul-de-sac streets shall have a maximum length of one thousand (1,000) feet or have no more than twenty (20) duplex structures or lots fronting on the street, whichever is more restrictive.

In the case of cul-de-sac streets serving any multiple-family, industrial or commercial developments, the developer shall be required, prior to approval, to present data to show that the length of the cul-de-sac shall be such that it would not generate more than two hundred and fifty (250) vehicles per day. The maximum length shall not exceed one thousand (1,000) feet. Radius, pavement and right-of-way dimensions of the street and turn-around shall be adequate to assure safe access given the type and volume of traffic which may be anticipated when the development is complete.

- (3) The length of a cul-de-sac street shall be measured from the centerline of the nearest intersection street to the center of the turn around.
- (4) Cul-de-sac turnarounds shall be designed with a minimum street right-of-way of one hundred (100) feet in diameter and the turn-around pavement shall not be less than eighty (80) feet in diameter measured to the back of curb.
- (5) Other alternative cul-de-sac street and turn-around designs may be approved by the plan commission and city council upon the recommendations of the secretary, city engineer and public safety director.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-37. Design and arrangement of sidewalks, mid-block walks, lots and blocks.**

(a) *Sidewalks and mid-block walks.*

- (1) Sidewalks shall be provided on both sides of each street in residential developments, except when the administrative review committee waives this requirement in accordance with section 21-17, minor developments.
- (2) Sidewalks shall be required on both sides of each street in commercial development, except when the administrative review committee waives this requirement in accordance with section 21-17, minor developments.

- (3) Sidewalks shall be required on one side of each street within industrial development, except when the administrative review committee waives this requirement in accordance with section 21-17, minor developments.
  - (4) All sidewalks shall be located within dedicated street rights-of-way and shall be roughly parallel to the adjacent street except for sidewalks considered as part of a planned unit development or mobile home park.
  - (5) The minimum width of sidewalks shall be four (4) feet, except for commercial streets, where the minimum width shall be five (5) feet.
  - (6) Where the street design and parallel sidewalk arrangement does not provide reasonable direct access to and from school sites, park sites neighborhood commercial centers and other pedestrian traffic generators, mid-block sidewalks may be required in accordance with plan commission recommendations to permit more direct pedestrian access to and from such sites. When required, such mid-block sidewalks shall be placed approximately equidistant between the two (2) parallel streets and shall run the depth of the block to interconnect with other sidewalks. Such mid-block sidewalks shall be a minimum of four (4) feet in width, and shall be located within a right-of-way of not less than ten (10) feet in width.
- (b) *Design and arrangement of lots.*
- (1) Proposed lot shall be designed so that buildings may be placed in compliance with either the City of Urbana or Champaign County Zoning Ordinance, whichever is applicable.
  - (2) Lot dimensions shall conform with the standards of the City of Urbana or Champaign County Zoning Ordinance.
  - (3) In general, side lot lines shall be at right angles to street lines (or radial to curving street lines) unless a variation from this rule will give a better street or lot plan.
  - (4) Corner lots for residential use shall have sufficient width to permit appropriate building setbacks from and orientation to both adjoining streets.
  - (5) Depth and width of lots or properties reserved or designed for commercial or industrial purposes shall be adequate to provide for off-street parking and loading facilities required for the type of use and development contemplated, as established in the appropriate zoning ordinance. Residential lots shall generally maintain a lot width to depth ratio of no more than one to three (1:3).
  - (6) Double frontage lots shall be avoided except where necessary to provide separation of residential development from arterial streets or when desirable because of specific limitations of topography and orientation. Lots shall not derive access from a principal or minor arterial street.

- (7) Flag lots may be permitted when it is found that a block containing two (2) tiers of lots is not practical due to adjacent waterways, topography or existing surrounding approved subdivision or development patterns and that a street cannot reasonably serve the portion of the property intended for flag lots. The following minimum design requirement shall be observed for all flag lots.
- a. The width of the access portion of the lot connecting to the street shall be a minimum of twenty (20) feet; and
  - b. The length of the access portion of the lot shall not exceed three and one-half (3.5) times the lineal distance of the minimum lot widths of the zoning district the lot is to be located in; and,
  - c. Each access portion of any flag lot shall be separated from the access portion of an adjoining flag lot by at least the minimum lot width of the zoning district it is to be located in measured along the street frontage.

(c) *Design and arrangement of blocks.*

- (1) The lengths, widths, and shapes of blocks shall be determined with due regard to:
  - a. The provision of adequate building sites suitable to the special need of the type of use contemplated.
  - b. The need of convenient access, circulation, control and safety of street traffic.
  - c. The limitations and opportunities of the existing topography.
- (2) Blocks shall have sufficient width to provide for two (2) tiers of lots of appropriate depth. Exceptions to this rule shall be permitted for blocks adjacent to arterial streets, and waterways, parks and unusual topographic or special design features of the development.
- (3) Block lengths shall not exceed twelve hundred (1,200) feet and not be less than four hundred (400) feet. The plan commission may permit exceptions to the minimum and maximum lengths if these limitations prove to be impractical due to terrain or a more desirable alternative block arrangement.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9192-44, § 17, 10-21-91; Ord. No. 9798-113, § 16, 5-18-98)

**Sec. 21-38. Right-of-way and easement dedications.**

- (a) When the developer owns the land on both sides of a proposed street, the entire right-of-way for the street shall be dedicated by the developer except in a P.U.D. where the plan commission shall recommend to city council which streets shall be dedicated to the public, if any.



- (b) When the developer owns the land on only one side of an existing right-of-way, and the existing right-of-way is narrower than these regulations or the official comprehensive plan require, the developer shall dedicate the additional right-of-way as necessary to provide at least one-half (1/2) of the required right-of-way width.
- (c) Developers shall dedicate any required rights-of-way for streets and alleys, in accordance with the standards set forth in Table "A," "Minimum Street and Alley Design Standards" and the official comprehensive plan.
- (d) When the proposed development contains a street that adjoins an existing street, and the required right-of-way and pavement width in Table "A" is not equal to the existing street, the developer shall provide for equal width or for a gradual narrowing or widening of the pavement and right-of-way whichever the city engineer deems appropriate. The length of this transition would generally be no more than one block in order to provide for a smooth transition between the existing and proposed street width.
- (e) Minimum right-of-way requirements for cul-de-sacs are set forth in section 21-36 of these regulations.
- (f) Location and width of easement dedications for utilities. In general, utilities shall be placed within publicly dedicated street or alley right-of-way. However, where practical difficulties exist in providing utilities within dedicated street or alley right-of-way, utilities may be placed within an easement dedicated to the city. Such easements shall be located adjacent to and parallel with the street right-of-way. Easements along side lot lines are discouraged. Easements along rear lot lines may be permitted when an alley is proposed as part of development design. The width of easement dedications for utilities shall be as follows:
  - (1) A ten-foot easement width total is required when the easement includes underground telephone lines, power lines, city lights, CATV cable, gas mains, water mains or other utilities.
  - (2) A fifteen-foot easement width total is required when the easement includes one sewer system in addition to any of the items specified in (1) above.
  - (3) A twenty-foot easement width total is required when the easement includes both storm and sanitary sewer systems in addition to any of the items specified in (1) or (2), above.
- (g) For all dedications of right-of-way and permanent easements not arising from the process of final plat approval by the city council, the city engineer is authorized to accept on the behalf of the city; and all right-of-way and easement dedications necessary and beneficial to the city.

Such acceptance shall consist of the signature of the city engineer on the deed of dedication, and shall be effective upon recording of the deed and any required supporting documents.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9091-127, §§ 1, 2, 5-20-91)

**Sec. 21-39. Design of alleys.**

- (a) Alleys may be required to serve multifamily residential, commercial and industrial uses if necessary for safe pedestrian and vehicular traffic.
- (b) All alleys shall be extended to connect with streets, except that:
  - (1) For reasons of traffic and pedestrian safety, alleys that might otherwise be interconnected with commercial or industrial collector or arterial streets may be required to be terminated with a permanent turn-around as recommended by the secretary to the plan commission, city engineer and public safety director.
- (c) No private alleys will be permitted.
- (d) Minimum design standards for alleys are set forth in Table "A", Minimum Street and Alley Design Standards.
- (e) Alleys shall be constructed in accordance with the minimum construction standards for streets set forth in section 21-55 of these regulations.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-40. Names of streets, street signs, traffic signs.**

- (a) Streets, which align with or continue existing streets, shall bear the name of the existing street. New street names shall not duplicate or closely resemble the names of streets already existing in Urbana, Champaign, and Savoy or within one and one-half (1 1/2) miles from any of the cities.
- (b) Street name signs shall be erected by the developer at no cost to the city in accordance with the specifications established by the city engineer. Street signs for private streets in planned unit developments shall have black letters on a yellow background and the words "private street" shall be printed on the bottom of the sign.
- (c) When required, the developer shall erect "No parking" signs at no cost to the city and in accordance with the city engineer's established specifications. Whenever such signs are required to be erected within the city of Urbana's one and one-half-mile extraterritorial jurisdiction, the city engineer shall coordinate with appropriate Champaign County Officials to insure that placement of such signs will permit enforcement of no parking zones under Champaign County regulations. Signs shall meet the requirements in the Illinois Department of Transportation's Manual on Uniform Traffic Control Devices.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9798-113, § 6, 5-18-98)

**Sec. 21-41. Sanitary sewers.**

- (a) No development shall be approved unless the developer provides for and guarantees construction of a sanitary sewer system adequate to serve the needs of the developer's entire development at no cost to the city when the same is fully developed in accordance with the provisions of subsection (c) below. The sanitary sewer system shall

be designed to meet the needs of the entire subbasin drainage area as shown in the June 1981 Greeley and Hansen "Report on the Sanitary Sewer System" for the City of Urbana, Illinois. The city engineer, the Environmental Protection Agency of the State of Illinois, and the corporate authorities of the Urbana and Champaign Sanitary District in which the subdivision or any part thereof is located shall approve the location and design of said sanitary sewer. This requirement shall not apply to any new development which lies outside the boundaries of the Urbana-Champaign Sanitary District and cannot be provided with sanitary sewer service by a sanitary district or public utility.

- (b) Sanitary sewers shall be constructed in accordance with the standards set forth in section 21-57 of these regulations prior to the issuance of any service connection permit.
- (c) All major developments, as defined in section 21-4, shall provide functional or capped public sanitary sewer service in accordance with the following standards:
  - (1) Developments of more than one hundred (100) residential dwelling units, or developments with equivalent discharge flow rates, within one thousand (1,000) feet or less of a public sanitary sewer line from any point along the development boundary line, shall connect to public sanitary sewer.
  - (2) Developments of between sixty-six (66) and one hundred (100) residential dwelling units, or developments with equivalent discharge flow rates, that are also within seven hundred fifty (750) feet or less of a public sanitary sewer line from any point along the development boundary line, shall connect to public sanitary sewer.
  - (3) Developments of between thirty-six (36) and sixty-five (65) residential dwelling units, or developments with equivalent discharge flow rates, that are also within five hundred (500) feet or less of a public sanitary sewer line from any point along the development boundary line, shall connect to public sanitary sewer.
  - (4) Developments of between eleven (11) and thirty-five (35) residential dwelling units, or developments with equivalent discharge flow rates, that also are within three hundred fifty (350) feet or less of a public sanitary sewer line from any point along the development boundary line, shall connect to public sanitary sewer.
  - (5) Developments of between one and ten (10) residential dwelling units, or developments with equivalent discharge flow rates, that are also within two hundred (200) feet or less of a public sanitary sewer line from any point along the development boundary line, shall connect to public sanitary sewer.
  - (6) Any major development of ten (10) residential dwelling units or more, or any development with equivalent discharge flow rates not capable of being served by a public sanitary sewer system under the requirements of sections (1) through (5) above, must install sanitary sewer and lateral service lines. Lines shall be capped until such time a public service line becomes available. The developer may utilize a department of public health approved on-site disposal septic or

similar system until such time as a public sanitary line becomes available to connect with the capped main(s) installed.

- (d) When sanitary sewage, or potential sanitary sewer servicing needs, from areas outside the development necessitate the construction of sanitary sewers of a larger size or depth than the development needs, the city, with the developer and/or adjacent benefitting property owners, may consider and determine the terms and conditions thereof, enactment of a recapture agreement to set forth financing and contractual repayment arrangements for the installation of any additional size or depth of sanitary sewers; such agreements are subject to city council approval. If the development is outside the city limits, such reimbursement shall be made when the entire development is annexed or other arrangements satisfactory to the city council have been made.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-42. Stormwater management; storm sewers and other drainage facilities.**

- (a) *Storm sewers.* All new streets shall be constructed with inlets and underground drainage facilities with sufficient design capacity to transport surface water falling or draining onto the streets in a minimum five-year storm reoccurrence period under the projected final state of development. Sufficient inlets shall be provided so that water will not drain across the crown of any street or flow in the gutter for more than three hundred (300) feet. The developer's engineer shall submit calculations showing compliance with these regulations.
  - (1) The city engineer may approve alternate drainage systems if a detailed engineering study performed by an Illinois registered professional engineer demonstrates that the alternate drainage system provides a level of service equal to the standard required without increasing maintenance and operating costs to the city.
  - (2) Storm sewer service connections shall be provided for each lot for all developments.
  - (3) The developer shall maintain temporary drainage courses and structures that are not in the public right-of-way and/or are not part of the proposed plat which are necessary to protect the public from flood risk until they are replaced with permanent facilities. Maintenance of such facilities shall be assigned according to section 21-42(c) of this chapter.
  - (4) When an existing drainage course in the area of the proposed development abuts an existing closed conduit system, the developer shall extend the existing conduit system in full compliance with this chapter.
  - (5) No plat of any development shall be approved unless the developer provides for, and guarantees the construction of a storm sewer system adequate to serve the needs of the area when it is fully developed as proposed in the general area plan or if no general area plan is required the area covered by the development plat. The city engineer shall approve the location and design of the storm sewer system.

Stormwater management facilities shall be designed to facilitate the effective and efficient operation of stormwater facilities of adjacent areas of the same watershed and to minimize operation and maintenance costs.

- (b) *Stormwater management plan.* No development shall be approved unless the city engineer approves a stormwater management plan which attenuates the acceleration of runoff due to development.

Stormwater management plan means a report, plans and documents which identify the water which naturally flows to, from and through the development, the means of controlling the stormwater runoff release from the development, and the storage potential provisions for the anticipated excess stormwater runoff.

- (1) A stormwater management plan is required for all developments which meet the following criteria:

- a. Residential developments of five (5) or more acres gross aggregate land area, including roads, utility rights-of-way, and any other dedicated lands. Residential developments of less than five (5) acres if the amount of impervious surface is greater than fifty (50) per cent of the area of development.
- b. Nonresidential developments of two (2) or more acres gross aggregate land area including roads, utility rights-of-way, and any other dedicated lands. Nonresidential developments of less than two (2) acres if the amount of impervious surface is greater than fifty (50) per cent of the area of development.
- c. Developments of less than two (2) acres located in the B-4 Central Business Zoning District shall be exempt from these regulations.

- (2) The following definitions shall apply to the stormwater management plan:

*Detention facility* means any structure which is designed to collect and store surface water for subsequent gradual discharge.

*Drainage facility* means any or all components of a drainage system.

*Dry bottom reservoir* means an earthen detention basin constructed so that it drains completely after the rainstorm and associated flows subside.

*Excess stormwater runoff* means that portion of stormwater runoff resulting from the proposed land use and which exceeds the runoff from the existing land use for a storm with a five-year average recurrence interval.

*Protected channel* means a channel which receives stormwater discharge and is constructed of pavement, rip-rap or manmade materials to reduce the potential for erosion.

*Safe storm drainage capacity* means that capacity of the collection system which keeps the hydraulic gradient below the points of stormwater collection on abutting land served.

*Stormwater channel* means a natural or manmade open watercourse with definite bed and banks which periodically or continuously contains moving water, or forms a connecting link between two (2) bodies of water.

*Stormwater runoff* means that fraction of the water resulting from precipitation which flows from the served land during and immediately after the rainfall.

*Stormwater runoff release rate* means the rate at which stormwater runoff is released from dominant to servient land or, in the case of detention, the discharge rate from the detention facility.

*One hundred-year rainfall* means a precipitation event having a one (1.0) per cent chance of occurring in any one calendar year.

*Fifty-year rainfall* means a precipitation event having a two (2.0) per cent chance of occurring in any one calendar year.

*Twenty-five-year rainfall* means a precipitation event having a four (4.0) per cent chance of occurring in any one calendar year.

*Five-year rainfall* means a precipitation event having a twenty (20.0) per cent chance of occurring in any one calendar year.

*Two-year rainfall* means a precipitation event having a fifty (50.0) per cent chance of occurring in any one calendar year.

*Wet bottom reservoir* means an earthen detention facility designed to have a permanent pool of water after the precipitation and associated flows have subsided.

- (3) Preparation of stormwater management plan. All computations, plans and specifications related to the implementation of this chapter must be prepared and sealed by a professional engineer registered in the State of Illinois.
- (4) Plan requirements. Unless the city engineer excludes specific items, the stormwater management plan shall include, but not be limited to, the following information:
  - a. A topographic map of the project site, and a drainage basin limits map and other pertinent data necessary to define flows entering the

development from adjacent land. Maps shall be of suitable scale and contour interval, and include the extent of floodplains, calculated high water elevations, the shoreline of existing lakes, ponds, swamps and detention basins as well as their inflow and outflow structures, if any. Maps shall also include the fifty (50) and one hundred (100) year floodplain elevations for any streams for which detailed flood studies have been prepared by the Illinois Division of Water Resources or federal agencies. Floodway limits should also be shown as defined by available studies.

- b. The locations and invert elevation of all existing sanitary and storm sewers in the developing area or in adjacent areas.
- c. Detailed calculations of runoff anticipated for the developed site which indicate design volumes and existing and proposed runoff rates for each portion of the watershed tributary to the storm drainage system. The project engineer shall submit the calculations used to determine said runoff volumes and rates as well as a restatement of the criteria used throughout the calculations. Calculations are to be provided for a five-year storm, fifty-year storm and a one hundred-year storm event.
- d. A site plan of the proposed storm water management system including the location and size of all drainage structures, storm sewers, channels and channel sections, detention basins, outlet lines, and analyses of the effect of said improvement on the receiving outlet pipe, the associated channel and high water elevations.
- e. The slope, type, and size of all existing and proposed storm sewers and other waterways.
- f. A plot or tabulation of storage volumes with corresponding water surface elevations and of the basin outflow rates for five-year, fifty-year and one hundred-year water surface elevations for all detention basins. If development work is to be performed in phases, said tabulations should be performed independently for each phase.
- g. Design hydrographs of inflow and corresponding outflow for both the fifty-year and one hundred-year design runoff events for the site's projected final state of development and the calculated five-year, fifty-year, and one hundred-year peak inflows from the development under natural, existing conditions and under the projected final state of development for all detention basins.
- h. A profile and one or more cross sections of all existing and proposed channels or other open drainage facilities, showing existing conditions and the proposed changes thereto. In addition, the project engineer will provide highwater elevations expected from stormwater runoff under the controlled conditions called for by these regulations and the relationship of structures, streets, and other utilities to such channels.

- i. An engineering cost estimate detailing and explaining all construction costs associated with the stormwater management plan.
- (5) Design criteria for stormwater management plan:
- a. Methods of determining stormwater runoff rate and volume. Drainage and storage facilities shall be designed using one of the methods of calculating of runoff discharge rate and total volume given below. The city engineer may approve other calculation methods.
    - TR-20
    - Modified Rational Method
    - TR-55
    - Quick TR-55
    - Pond-2
  - b. Release rate. The controlled release rate of stormwater runoff from developments subject to this section shall not exceed the subject property's rate of runoff from a five-year storm prior to the proposed development. The design rate at which stormwater runoff is delivered to a designated stormwater storage area shall be based on a fifty-year storm after full development. The storm sewers, however, shall be designed to deliver a runoff resulting from a five-year storm, flowing under gravity conditions. The balance of runoff is to be delivered by overland flow or in the storm sewers under surcharge conditions.
 

In the event the natural downstream channel or storm sewer system is inadequate to accommodate the required release rate, the allowable release rate shall be reduced to that rate permitted by the capacity of the downstream channel or storm sewer system without overflowing its banks or surcharging of sewers.
  - c. Development design. Streets, blocks, lots, parks, and other public grounds shall be located and designed to give a continuous surface relief path avoiding the flooding of buildings and structures, and to preserve and utilize existing and planned streams, channels, and detention basins. Whenever possible, streams and floodplains shall be located within parks and other public grounds.
  - d. It is unlawful for any person to construct or cause to be constructed any drainage facility for the purpose of the detention or retention of water within a distance of ten (10) feet plus one-and-one-half (1 1/2) times the depth of any drainage facility adjacent to the right-of-way of any public highway without the written permission of the highway authority having jurisdiction over the public highway. It is also unlawful for any person to construct or cause to be constructed any earthen berm such that the toe



of such berm will be nearer than ten (10) feet to the right-of-way of any public highway without the written permission of the highway authority having jurisdiction over the public highway.

- (6) Detention facilities. The increased stormwater runoff resulting from a proposed development may be stored in appropriate detention facilities including wet bottom reservoirs, dry bottom reservoirs and parking lots. The following standards shall govern the design of detention facilities:
- a. Storage volume. The volume of storage capacity provided in detention facilities shall be sufficient to control the excess stormwater runoff, resulting from a fifty-year rainfall as published by the Illinois State Water Survey in Technical Letter 13.
  - b. Release rate. At no time during the design storm shall the stormwater runoff release rate exceed the allowable release rate required in section 21-42(b)(5)b.
  - c. Release velocity. Detention facilities shall release storm water at a non-erosive velocity. Protected channels receiving detention discharge shall incorporate features to reduce velocity to non-erosive levels where such discharge enters the unprotected channel.
  - d. Spillway. An emergency spillway shall be provided to permit the safe passage of runoff generated from a one hundred-year storm or greater under developed conditions.
  - e. Freeboard. Wet and dry bottom reservoirs shall have adequate capacity to contain the storage volume of tributary stormwater runoff in a fifty-year storm with at least one foot of freeboard above the water surface.
  - f. Physical aspects of wet and dry bottom reservoirs. To ensure public safety, the protection of the facility, the ease of facility maintenance, facility durability and aesthetics, the following shall be considerations in detention facility design:
    - 1. The water depth near the perimeter of a storage pool shall be limited. Access restrictions (fence, walls, etc.) may be required if land availability dictates greater water depth.
    - 2. The amount and geometric shape of available land sites and location of the detention facility will influence depth and side slopes specifications and other design factors.
    - 3. To facilitate maintenance and reduce safety hazards the side slopes for grassed areas should not be steeper than 1 on 4.
    - 4. To promote surface drainage for grass mowing and multiple purpose use grass bottoms in detention basins should be designed with minimum slopes of one per cent.

5. Provisions should be made to protect the facility from soil erosion under all probable flow conditions imposed by the design storm.
  6. Control devices should be adequately protected from theft and vandalism.
  7. The facility's landscaping should harmonize with the surrounding area.
  8. The design shall facilitate control and removal of debris both in the storage structure and in all inlet or outlet devices.
  9. Inflow and outflow structures, pumping stations, and other structures should be protected and designed to minimize safety hazards.
  10. To promote the facility's durability, longevity and physical appearance construction specifications should require quality materials and workmanship.
  11. The outflow structure shall have an orifice, weir plate or similar control device to contain the basin's outflow at the same release rate specified in paragraph 21-42(b)(5)b.
  12. To minimize debris a debris catcher chamber shall be installed at the inlet end of reservoirs greater than ten (10) acre-feet. For ponds smaller than ten (10) acre-feet a manhole constructed two (2) feet deeper than the inlet and outlet pipes may serve as a debris catcher.
- g. Dry bottom reservoir construction detail. A dry bottom reservoir should be designed to drain within twenty-four (24) hours after a twenty-five-year rain event, and after associated flows have ceased. Further, the following construction details shall apply to the design and construction of a dry bottom reservoir.
1. Grass and other vegetation used to line the bottom and sides of the reservoir shall be able to sustain a minimum thirty-hour period of inundation.
  2. Whenever possible, the dry-bottom reservoir should be considered for other land uses during dry periods. Appropriate secondary land uses include: baseball fields, tennis courts, playgrounds and parks.
  3. To expedite drainage, french drains shall be included in any dry bottom reservoir having multiple land uses. Each tile line shall have a clean-out and/or manhole at each end to allow maintenance.

- h. Wet bottom reservoir construction details. Wet bottom reservoirs shall be constructed with a permanent pool that is not considered a part of the storage capacity of the reservoir. Only the volume above the permanent pool of water may be included in the drainage calculations.

Considerations to be utilized in design and construction of a wet bottom reservoir are:

1. When possible facilities should be provided that completely drain the full reservoir, if needed.
  2. The minimum permanent pool depth shall be four (4) feet, except when stocked with fish, in which case, a minimum of twenty-five (25) per cent of the reservoir shall have a normal permanent pool depth of at least eight (8) feet. The desirable edge slope for safety shall be 1 to 8 with a maximum of 1 to 4.
  3. If fishing, boating and other recreational activities are to be allowed, supplementary facilities for these activities should be designed and constructed in accordance with appropriate codes and ordinances.
  4. The design shall minimize problems of erosion due to ice, wind or wave action.
  5. The design shall prevent pollution of the reservoir. The operation and maintenance plan shall require the responsible party to test the reservoir's water quality twice yearly in accordance with Illinois Environmental Protection Agency (IEPA) requirements. Whenever pollutant levels are found to exceed IEPA standards the plan shall require corrective actions to lower levels in compliance with IEPA standards.
- i. Parking lot detention. Paved parking lots may be utilized for stormwater detention with the following restrictions:
    1. There should be no more than seven (7) inches of water depth in remote areas of the parking lot or four (4) inches in heavy traffic areas under design storm conditions.
    2. The parking lot may not violate appropriate provisions of other ordinances governing their design and operation.
  - j. Other detention facilities. Upon city engineer approval other types of detention facilities may be provided to satisfy a part or all of the detention requirements. Alternative facilities will be evaluated on a case-by-case basis.

(c) *Construction of drainage facilities.*

- (1) *Construction timing.* Detention facilities in a particular basin shall be constructed in the early stages of development to minimize excess flow during construction, and to collect sediment, top soil and other construction related materials which could flow into the drainage system during development.

Upon the completion of the land development, the detention facilities are to be restored to the original cross section illustrated on the development plans which the city engineer previously approved. The city engineer shall approve the manner and disposition of any deposits removed from the facility. The bond for development will not be released until the city engineer has certified that the detention facility has been restored to its original design cross section.

If parking lots or other detention facilities are not available at the initiation of construction, the developer shall provide alternatives to minimize flooding and degradation of water quality until the permanent detention facilities are constructed.

- (2) *Performance standards.*

- a. *Stormwater channel location.* In only a few special occasions will stormwater be allowed to be transported in aboveground channels within a development. For example, these channels may be centered on lot lines or entirely within the rear yards of a single row of lots or parcels.

In each case, a drainage easement with sufficient width to facilitate maintenance and design flow shall be provided and illustrated on the plat. The plat shall also include restriction on use of the easements so that the channel is free and clear of all permanent and temporary structures, trees, bushes and other vegetation.

- b. *Storm sewer outfall.* The storm sewer outfall shall be designed to adequately protect against erosion and scouring by means of energy dissipators, gabions, rip-rap, falls, or city engineer approved alternatives.
- c. *Manholes.* All utility manholes, except storm sewer manholes constructed in an area designed for the storage or passage of storm water, shall be provided with a water-tight manhole cover.

- (3) *Cooperative drainage structures.* Whenever possible, developers are encouraged to construct storage facilities which serve more than one development. In cases where this is deemed beneficial, the city may consider and determine the terms and conditions of a recapture agreement to establish financing and contractual repayment arrangements for the construction of a detention/retention facility designed to serve the subject development and adjoining properties. The agreement is subject to city council approval. If the development is outside the city limits, such reimbursement shall be made when the entire development is annexed or in compliance with other terms and conditions approved by the city council.

- (d) *Easements and access.* If the city has agreed to assume ownership, maintenance and operation of detention facilities, permanent easement for the detention and conveyance of storm water, including easements of access to structures and facilities, shall be dedicated to the city.

If another public body, i.e. Park District, Sanitary District, Drainage District, etc. has agreed to assume ownership, maintenance and operation of said detention facilities, or any part thereof, and the city council has approved an agreement, as described in (e) below, providing for said ownership, maintenance and operation, then permanent ownership and/or easements shall be granted to the responsible public body. If a private corporation, e.g. developer, maintenance corporation, homeowners associations, etc. is to provide ownership, maintenance and operation of said detention facilities or any portion thereof, and the city council has approved an agreement for said ownership, maintenance and operation, then the property shall be properly deeded to said private corporation.

The City of Urbana, in all cases, will be granted perpetual access to all sites.

- (e) *Bonds and maintenance assurances.*

- (1) Upon approval of the stormwater management plan, but before the issuance of a building permit or recording of the subdivision plat, the city engineer shall require the applicant to post a bond in accordance with section 21-29 of this chapter.
- (2) Maintenance agreement. The developer shall provide for permanent maintenance and operation of the detention facilities, piping and appurtenances in the following manner and subject to city council approval. The stormwater management plan shall describe the facilities completely, with a complete set of plans and specifications, and shall include in the operations and maintenance section the minimum activities listed below:
  - a. Maintenance of storm water facilities such as pipes, channels, outflow control structures, and pumps;
  - b. The frequency, responsible party and source of funds for dredging operations of channels and basins to remove sediment accumulation;
  - c. Debris removal from channels and dry and wet basins;
  - d. "Housekeeping" maintenance, such as grass cutting, weed removal, and fence repair;
  - e. Mosquito control, e.g., spraying, fish stocking, and vegetation control;
  - f. Periodic inspection of facilities to check for needed maintenance items.

The management plan shall designate a public or private organization which will assume ownership, maintenance and operation of the detention facilities and will be responsible for performing all activities needed for proper operation. The city may consider assuming ownership of the facility if the following criteria are met:

1. The development is located within the city limits.
2. The facility is accessible through public rights-of-way or easements.
3. The facilities are located and sized to minimize the number of facilities or to serve several subwater-sheds if necessary.
4. The facility is compatible with the surrounding land use.

In any case, public agencies shall reserve the right to refuse responsibility for detention facilities. In such cases a private organization shall be designated. Such private organization shall be established in accordance with section 21-15(a)(9) of this chapter.

The maintenance plan shall include a signed agreement with the public or private organization which provides for perpetual operation and maintenance of the facilities, and shall provide for access to said facilities, in accordance with this subsection.

Construction of the detention facilities and related appurtenances may not begin until the city engineer has approved the stormwater management plan, and shall be performed prior to construction of other facilities in the basin, unless approved otherwise, in accordance with this subsection.

(f) *Recapture agreements.*

- (1) When runoff from other areas outside the development necessitates construction of storm sewers of a larger size or greater depth than is required by sections 21-42(b)(5), the city, with the developer and/or adjacent benefitting property owners, may consider and determine the terms and conditions, and enactment of a recapture agreement to set forth the financing and contractual repayment arrangements for the installation of any oversized storm sewers during the initial phase of the development. Subsequent phases shall extend sewers in accordance with section 21-41(d) of this chapter. Such agreements require city council approval. If the development is outside the city limits, such reimbursement shall be made when the entire development is annexed or in compliance with other terms and conditions approved by the city council.
- (2) The developer will pay the cost of constructing and installing all elements of the drainage facility required to manage the existing stormwater runoff being accepted on site. The city engineer shall approve the location, and sizing of the drainage facility elements in accordance with generally accepted engineering and drainage solutions.
- (3) Secondary drainage facilities shall be required when primary drainage facilities (storm sewers) are not adjacent to the lot to provide for individual storm sewer

service connections as required under (c), above. The city engineer shall determine the need for the installation of the facilities and, when required, the developer shall install the facilities in accordance with section 21-56(n).

- (g) *Obstruction of drainage.* Disposal of grass clippings, trash, debris, obstructions or unwanted materials into the storm sewers, storage basins, or within or along stormwater channels or in adjacent floodplain areas which may wash into sewers and channels is prohibited and subject to section 1-10 of the Urbana Code of Ordinances.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9192-44, §§ 18, 19, 10-21-91)

**Sec. 21-43. Sewer and utility location.**

Storm and sanitary sewer and utility lines for water, telephone, gas, electric service, cable TV and street lights shall be located in rights-of-way or easements dedicated to the city, and where practical, or except as required to minimize or eliminate flood damage, placed entirely underground in accordance with the standards set forth in this chapter. The developer shall not grant an easement for a utility company use without the city engineer's approval. Said utilities shall not interfere with other underground services.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-44. Minimum requirement in flood-prone areas.**

The director of community and economic development services or the city engineer shall review all developments pursuant to the Urbana Floodplain Management Ordinance to assure that proposals are consistent with the need to minimize or eliminate flood damage. Utilities such as sewer, gas, electric and water shall be located so as to minimize or eliminate flood damage. The developer's engineer shall show such special treatment to utilities on a utilities plan when any part of a proposed development lies within a flood hazard area pursuant to the Urbana Floodplain Management Ordinance.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-45. Erosion and sedimentation control.**

- (a) The developer shall take such steps as necessary to minimize soil erosion during and after construction. If there is a threat of erosion, the city may require an erosion control plan to be submitted with engineering plans. The erosion control plan shall conform to all applicable portions of the latest edition of "Procedures and Standards for Urban Soil Erosion and Sedimentation Control in Illinois." A copy of this publication is available for inspection at the office of the city engineer. Further, the following factors shall always be observed during any phase of development construction:

- (1) Natural vegetation should be retained and protected wherever possible. Areas immediately adjacent to natural watercourses should be left undisturbed whenever possible.
- (2) The smallest practical area of land should be exposed for the shortest practical time during development.

- (3) Provisions shall be made to accommodate the increased runoff caused by changed soil and surface conditions during and after development in accordance with section 21-42.
- (4) Permanent vegetation and structures should be installed as soon as practical during development.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-46. Stormwater drainage connection permit.**

- (a) As used herein:
  - (1) The stormwater drainage system shall mean not only the Boneyard Creek and other natural water courses within the corporate limits of the City of Urbana, but any and all closed storm sewers owned and maintained by the city;
  - (2) Connection shall mean any activity occurring within the corporate limits of the city which results in a change in the natural water course of stormwater runoff or (within the corporate limits of the City of Urbana) the installation or opening of any pipe which conveys stormwater.
- (b) From and after the effective date of this section, all new connections or modifications to existing connections to the city stormwater drainage system, or any connection which directly or indirectly causes stormwater runoff to empty into the Urbana stormwater system, shall require a permit issued by the City of Urbana, regardless of the identity of the owner or possessor of land from which such new or modified connection is to be made, be such entity public or private. This section shall not apply, however, to any governmental unit which is performing the functions of a drainage district and which governmental unit has an existing written agreement with the City of Urbana regarding the introduction of stormwater runoff into the City of Urbana stormwater drainage system.
- (c) The permit required in section (b) above shall be issued by the city engineer of the City of Urbana in accordance with the design criteria set forth in section 21-42 of the Land Development Code, even if the Land Development Code is not otherwise applicable to the activity causing the need for the new or modified connection. The city engineer may issue such permit without submission of the stormwater management plan if the city engineer finds that the proposed connection or modification shall not cause the introduction of sufficient stormwaters into the City of Urbana stormwater drainage system as to cause a significant impact. The city engineer shall determine whether or not such new or modified connection will cause a significant impact by applying the capacity analyses set forth in the 1980 Greeley & Hanson Report on Storm Sewer System for Urbana, Illinois and the 1986 Boneyard Creek Strategic Planning Study for Flood Control Champaign County, Illinois, Illinois Department of Transportation Division of Water Resources.
- (d) The city engineer may revoke any such permit granted by him upon finding that a connection authorized by the permit is no longer functioning as designed and approved



by the city engineer. Upon revocation of such permit, the connection shall be disconnected within the time allowed by the city engineer.

- (e) The permit fee will be paid as required by Chapter Fourteen of the City of Urbana Code of Ordinances.
- (f) Any person who violates the provisions of this section by making a new connection or modification to an existing connection as defined herein, or fails to disconnect a connection previously permitted after revocation of the permit allowing such connection, shall, upon conviction of such, be punished by a fine not exceeding two hundred dollars (\$200.00). Each day any violation of this section shall continue shall constitute a separate offense.

(Ord. No. 9293-73, § 1, 2-1-93)

**Sec. 21-47. Water main and fire flow requirements.**

- (a) *Minimum water main requirements.*
  - (1) The minimum diameter water main in commercial or industrial developments shall be eight (8) inches.
  - (2) In residential developments, the developer shall install a minimum of a six-inch water main for fire protection purposes.
- (b) *Insufficient fire flows.* During the plan review process, if the fire chief or his/her designee, determines the fire flow to be insufficient, one (1) of the following requirements must be met:
  - (1) Install water mains that will provide the needed fire flow based on ISO requirement 4.0 item 300; or
  - (2) Install an automatic fire alarm system in compliance with NFPA72; or
  - (3) Install an automatic sprinkler system in compliance with NFPA13.

(Ord. No. 9798-113, § 14, 5-18-98)

**Secs. 21-48--21-52. Reserved.**

**ARTICLE V. MINIMUM MATERIALS AND CONSTRUCTION STANDARDS FOR REQUIRED AND RECOMMENDED IMPROVEMENTS**

**Sec. 21-53. General.**

The latest editions of the "Standard Specifications for Road and Bridge Construction," the "Standard Specifications for Water and Sewer Main Construction in Illinois," the IDOT "Subgrade Stability Manual" and the "Standard Specifications for Traffic Control Items" shall govern development and street improvements unless otherwise provided in this chapter. Copies of these documents are available for public inspection at the City of Urbana Engineering

Department. Where conflicts among these standards are not resolved in these regulations, the "Standard Specifications for Road and Bridge Construction" shall take precedence.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-54. Streets and curbs.**

- (a) Streets shall be constructed in accordance with the "Code of Ordinances of the City of Urbana," the "Official Comprehensive Plan," "Subgrade Stability Manual" and the "Standard Specifications for Road and Bridge Construction," all as amended from time to time.
- (b) Portland cement concrete pavement shall conform to the "Standard Specifications for Road and Bridge Construction," with the following exceptions:
  - (1) The maximum slump of Portland cement concrete shall be three (3) inches.
  - (2) Portland cement concrete shall contain a minimum of six (6) sacks of cement per cubic yard.
  - (3) Alternative mix designs for Portland cement concrete may be approved by the city engineer, if requested in writing prior to construction.
  - (4) Beams or cylinders shall be taken at a minimum rate of two (2) per two hundred and fifty (250) feet per lane, or two (2) per day whichever is greater. A modulus of rupture of not less than six hundred and fifty (650) pounds per square inch or compressive strength or not less than three thousand five hundred (3,500) pounds per square inch shall be required after fourteen (14) days.
  - (5) The developer shall protect the pavement against all traffic, including employees or other workers on the site, until test specimens have attained a flexural strength of six hundred and fifty (650) pounds per square inch or compressive strength of three thousand five hundred (3,500) pounds per square inch when tested in accordance with the "Standard Specifications for Road and Bridge Construction."
  - (6) Portland cement concrete pavement shall be constructed to a thickness greater than or equal to six (6) inches unreinforced for local streets or seven (7) inches unreinforced for collector streets. Arterial street pavement shall be designed in accordance with the "Design Manual" of the Illinois Department of Transportation.
  - (7) If pavement strength or thickness is deficient, the developer or his agent shall take remedial action using one of the following actions:
    - a. Removal and replacement of the deficient pavement section(s) to the planned thickness and strength. Pavement deficiencies in thickness and/or strength in excess of ten (10) per cent shall be removed and replaced to planned thickness and strength.

- b. Class I bituminous concrete binder and surface course overlay of the pavement in lengths not less than one block or five hundred (500) feet, whichever is less. Overlay thickness shall be specified by the city engineer.
  
- (8) If initial modulus of rupture or compressive strength tests do not meet the minimum requirements set forth in this chapter, then pavement cores shall be taken at the rate of one per two hundred and fifty (250) feet per lane at locations designated by the city engineer. The developer shall furnish the results of compressive strength tests of pavement cores.
  
- (9) Joints in all local and collector streets shall be constructed in accordance with Illinois Department of Transportation, Bureau of Local Roads (BLR) Standard No. 10, "Highway Standards," with the following exceptions:
  - a. Sawed longitudinal joints shall be constructed with No. 4 deformed bars two (2) feet six (6) inches long at two (2) feet six (6) inch centers.
  - b. Integral curb details at sidewalks and mid-block sidewalks shall conform to the sidewalk requirements set forth in this chapter.
  - c. Expansion joints shall be constructed in accordance with the "Standard Specifications for Road and Bridge Construction" using three-fourths (3/4) inch dowel bars, eighteen (18) inches long at twelve (12) inch centers, coated with heavy grease, pinch stop with one inch minimum taper.
  - d. Deviations from the Illinois Department of Transportation, Bureau of Local Roads, Standard No. 10 joint configurations or construction details may be allowed with approval of the city engineer.
  
- (10) All joints in Portland cement concrete pavements shall be filled in accordance with the "Standard Specifications for Road and Bridge Construction."
  
- (11) Uncontrolled cracking which appears in Portland cement concrete pavement prior to approval by the city engineer shall be cleaned and filled in accordance with the "Standard Specifications for Road and Bridge Construction."
  
- (c) Bituminous pavement shall be constructed in accordance with the "Standard Specifications for Road and Bridge Construction."
  - (1) Minimum bituminous pavement thickness for all local residential streets shall be as follows:

Bituminous Surface Course	Base Course
---------------------------	-------------

Two (2) inch Class I bituminous surface material	Five (5) inch bituminous aggregate mixture
--	--

Materials which according to the "Manual For Structural Design of Flexible Pavement of Projects Involving MFT, FAS, and FAU Funds" are of equal strength to those listed above may be used, if approved by the city engineer.

- (2) Minimum bituminous pavement thickness for arterial and collector streets, commercial and industrial streets, shall be as follows:

Bituminous Surface Course	Base Course
Two and one-half (2 1/2) inch Class I (1" surface, 1 1/2" binder)	Six (6) inch bituminous aggregate mixture

Materials which according to the "Manual for Structural Design of Flexible Pavement on Projects Involving MFT, FAS, and FAU Funds" are of equal strength to those listed above may be used, if approved by the city engineer.

- (3) Base which has not been compacted will not be permitted.
- (4) Tests of the surface and base courses shall meet the requirements set forth in the "Standard Specifications for Road and Bridge Construction," except that tests shall be taken at a rate of one per two hundred and fifty (250) feet per lane at locations designated by the city engineer.
- (5) Cores may be taken at locations specified by the city engineer at a rate of one per two hundred and fifty (250) feet per lane. At the request of the city engineer, the developer shall cause Marshall Stability Density tests to be performed on the cores and shall furnish the results of said tests to the city engineer.
- (6) Bituminous pavement shall be constructed to a strength and thickness greater than or equal to that required by this chapter and approved in the engineering plans and specifications. If pavement strength or thickness is deficient, the developer shall take remedial action using one of the following options:
  - a. Removal and replacement of the deficient pavement section(s) to the planned thickness and strength.
  - b. Class I overlay of the pavement to a thickness to be approved by the city engineer. Pavement deficiencies in thickness and/or strength in excess of

ten (10) per cent shall be removed and replaced to planned thickness and/or strength.

- (7) Cracks shall be cleaned and sealed in accordance with the "Standard Specifications for Road and Bridge Construction."
- (d) Curbs are required on both sides of a street of the type in accordance with Table A of the Appendix and shall meet the following specifications:
  - (1) All curbs shall be constructed in accordance with the "Specifications for Road and Bridge Construction."
  - (2) The design of the work shall be according to A-8 of the Appendix.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-55. Alleys.**

- (a) The entire right-of-way width of all alleys shall be paved.
- (b) Alleys shall be constructed in accordance with the minimum standards for street construction as set forth in this chapter, with the exception that inverted crowns are required.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-56. Storm sewer and secondary drainage facilities.**

- (a) Storm sewer systems shall be constructed in accordance with the "Standard Specifications for Road and Bridge Construction."
- (b) Storm sewer pipe material shall be of the type, class and strength given in the "Standard Specifications for Road and Bridge Construction" and specifically approved by the city engineer.
- (c) Pipe shall be laid in a straight line and grade between structures except in unusual situations as specifically approved by the city engineer.
- (d) Minimum size of pipe between inlets in gutter and main sewer lines shall be ten (10) inches.
- (e) Manholes shall be proved at all junctions of storm sewers.
- (f) The maximum distance between storm sewer manholes shall be as follows:

Pipe Diameter	Distance between Manholes (Center to Center)
Ten (10) inch to twenty-four (24) inch	350 feet
Twenty-seven (27) inch to fifty-four (54) inch	450 feet
Sixty (60) inch and over	600 feet

- (g) Manholes shall be leak-tight and may be constructed of precast concrete units, concrete masonry units or cast-in-place concrete. Manholes which are greater than five (5) in depth, as measured from the invert of the manhole to the top of the masonry shall be Type A manhole, constructed in accordance with the details shown on the "Highway Standards." Manholes which are less than five (5) feet in height shall be constructed without the use of a cone in the top section. The top shall be a precast reinforced slab six (6) inches in thickness with a twenty-four-inch centered opening offset to the inside wall of the manhole. Steps shall be provided in all manholes.
- (h) Frames and lids for manholes shall be Type 1 in accordance with the "Highway Standards."
- (i) Diameter of manholes shall be as follows:

Outlet Pipe Diameter	Manhole Diameter (Inside)
Eighteen (18) inches and under	Forty-eight (48) inch
Twenty-one (21) inches to forty-two (42) inches	Sixty (60) inch
Forty-eight (48) inches and over	Actual diameter of outlet pipe plus eighteen (18) inches or a reinforced concrete pipe tee manhole as approved by the city engineer.

- (j) Manhole and inlet bottoms shall be channeled to conform accurately to the sewer grade and shape and shall be brought together smoothly with well rounded junctions.

- (k) Inlets shall be Type A in accordance with the "Highway Standards."
- (l) The invert of temporary surface outlets, when permitted, shall be at least six (6) inches above the flow line of the adjacent ditch. Erosion protection shall be required at the outlet and shall be approved by the city engineer. Temporary pumping stations, when required, shall be approved by the city engineer.
- (m) No water from footing tiles or other source shall be pumped or discharged if such water may reasonably be expected to drain onto the surface of the street. Where possible, such water discharge pipes may be connected to discharge directly into the installed underground drainage facilities.
- (n) When secondary drainage facilities are required, all construction shall conform to the following standards:
  - (1) Except as otherwise expressed or stated hereunder, the construction of secondary drainage facilities shall be in accordance with the "Standard Specifications for Road and Bridge Construction."
  - (2) Pipe material for the secondary drainage system may be of a PVC type approved by the Illinois Department of Transportation.
  - (3) Pipe size shall be a minimum of six (6) inches internal diameter including such lateral connection for each lot within the right-of-way.
  - (4) Pipe shall be laid on a uniform grade.
  - (5) The secondary drainage service to lots shall be installed within the street right-of-way.
  - (6) Manholes shall be provided at all junctions of the secondary drainage pipe. Material and the design of manholes shall be approved by the city engineer. The connection of all secondary facilities to primary storm sewers shall be approved by the city engineer.
  - (7) Dead ends of secondary systems shall be provided with clean-outs. The material and design of the clean-outs shall be as specified in A-8 of the Appendix or as approved by the city engineer.
- (o) Construction standards for stormwater management facilities may be found in section 21-42.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-57. Sanitary sewers.**

- (a) All sanitary sewer construction shall be performed in accordance with the "Standard Specifications for Water and Sewer Main Construction in Illinois," the rules and regulations of the Urbana and Champaign Sanitary District and the Environmental Protection Agency of the State of Illinois.

- (b) No sanitary sewer main shall be less than eight (8) inches in diameter.
- (c) In general, sanitary sewers shall be sufficiently deep so as to receive sewage from basements (if any) and to prevent freezing.
- (d) All sewers shall be so designed and constructed to give average velocities, when flowing full, of not less than two (2) feet per second. Mean velocities greater than fifteen (15) feet per second are not allowed except under extreme circumstances and special provision shall be made to protect against displacement by erosion and shock.
- (e) Sanitary sewer pipe material shall conform to the "Standard Specifications for Water and Sewer Main Construction in Illinois" or as otherwise specifically approved by the city engineer.
- (f) Manholes shall be installed at the end of each line; and at all changes in grade, size, or alignment of sewer mains.
- (g) The maximum distance between sanitary sewer manholes shall be four hundred (400) feet for sewers with diameters of fifteen (15) inches or less and five hundred (500) feet for sewers with diameters of eighteen (18) inches or greater.
- (h) The minimum diameter of manholes shall be forty-eight (48) inches.
- (i) Manholes shall be leak-tight and may be constructed of pre-cast concrete units, concrete masonry units or cast-in-place concrete. They shall be Type A as specified in the "Highway Standards" with steps provided in all manholes.
- (j) The invert of any service connection made at manholes must enter the manhole between the top and centerline of the main sewer line and be channeled down to the center of the main sewer line.
- (k) Manhole bottoms shall be channeled to conform accurately to the sewer grade and shape and shall be brought together smoothly with well rounded junctions.
- (l) The openings through which pipes enter the manhole structure shall be completely and firmly filled with jointing materials consisting of mortar and/or non-shrinking grout so as to prevent leakage along the outer surfaces.
- (m) Manhole castings shall be watertight with concealed Type F pick hole lids to prevent intrusion of storm water runoff into the sanitary sewer system. The top of the casting shall be set two (2) inches above the finished ground or flush with the paved surface.
- (n) Manholes shall be constructed within the dedicated rights-of-way where existing back lot line sewers cross proposed streets.
- (o) Each lot within the development must be provided with a minimum six-inch service sewer connection into the main line. The connection into the main shall be made with a six-inch wye fitting of the same materials and size of the main sewer line. For residential



developments, the wye shall normally be placed within the lower fifty (50) per cent of the lot frontage of the sewer flow direction.

- (p) The service sewer pipe shall be extended from the main sewer line to the property line at a point no closer than five (5) feet to any lot corner. All service connection end locations shall be staked with a wood leader at least one inch by two (2) inches extending from the service sewer to a point at least one foot above the finished ground line.
- (q) Any service wye which is ten (10) feet or more deep from the finished grade shall be equipped with a riser pipe to bring the service to within seven (7) feet of the finished grade. Any service wye with a riser pipe four (4) feet in length or longer shall have the wye encased in six (6) inches of Portland cement concrete having a minimum strength of two thousand five hundred (2,500) pounds per square inch at twenty-eight (28) days.
- (r) Encasement of wyes is mandatory in all cases in which the invert of the main sewer line is more than ten (10) feet below the existing or proposed grade line. Care shall be taken to minimize excess concrete which would interfere with future repairs.
- (s) In the absence of a wye, connection to the sanitary sewer main or lateral shall be made by one of the methods indicated below:
  - (1) Installation at a manhole.
  - (2) Circular saw-cut of sewer main by proper tools (sewer-tap machine or similar), and proper installation of saddle connection in accordance with the manufacturer's recommendations which are to be filed with the city engineer prior to installation. Saddle connection is not permitted for eight-inch diameter or lesser diameter pipe.
  - (3) Using 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 compressions couplings from the 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 "mission" couplings, or similar couplings, and shear rings and clamps to fasten the inserted fitting and hold it firmly in place. Work shall be encased in concrete having a minimum thickness of four (4) inches and extending eight (8) inches beyond the limits of the pipe removed.

If any other method is desired, the developer shall submit said method to the city engineer for review and approval before the connection is made. Indiscriminate breaking of the sewer main pipe is not allowed.
- (t) After the wye branch has been inserted and jointed by the methods in section 21-57(s) and before any additional fittings have been placed in the service line, the installation shall be approved by the city engineer or his authorized representative. After approval is granted, the contractor shall encase the work area as specified herein.
- (u) All sanitary sewer lines shall be tested before acceptance by the city engineer. The method of testing and the testing limits shall be as specified in the "Standard

Specifications for Water and Sewer Main Construction in Illinois." All lines shall be lamped between manholes by the developer's engineer. In the event that direct light cannot be transmitted between manholes, a cylinder two (2) feet in length and one inch smaller than the diameter of the line in question shall be passed the entire length of the line.

- (v) Prior to any connection to a main sewer line, the developer's engineer shall file a certificate with the city engineer and the Urbana and Champaign Sanitary District certifying that the required improvements were inspected by said engineer during actual construction and that said improvements were constructed in substantial accordance with the approved engineering plans and specifications. Said certificate shall include the following:
  - (1) The difference between the top of the sewer line and the level of the ambient water table.
  - (2) The infiltration, exfiltration, or one pound air pressure drop rates of each portion tested and the allowable rates as specified in the "Standard Specifications for Water and Sewer Main Construction in Illinois."
  - (3) A statement that all reaches between manholes shall be capable of passing leakage tests as required by the Urbana and Champaign Sanitary District.
- (w) Backfill shall be placed in accordance with the "Standard Specifications for Water and Sewer Main Construction in Illinois."

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-58. Sidewalks.**

Sidewalks and mid-block sidewalks shall be constructed in accordance with the "Standard Specifications for Road and Bridge Construction," with the following exceptions:

- (1) Sidewalks shall be located totally within a street right-of-way or approved sidewalk easement or right-of-way and shall align one foot inside the right-of-way line, unless otherwise approved by the city engineer.
- (2) Sidewalks shall be constructed of Portland cement concrete. The city engineer may authorize exceptions to permit bituminous pavements to substitute for portland cement concrete in instances where specialized improvements such as multi-purpose facilities are proposed.
- (3) The minimum thickness of Portland cement concrete sidewalks and mid-block sidewalks shall be six (6) inches with a width of four (4) feet for residential streets and a width of five (5) feet for all other streets.
- (4) Two (2) test specimens shall be taken per five hundred (500) lineal feet of sidewalk or one set per day of sidewalk construction, whichever is greater.

- (5) Portland cement concrete strength tests shall show a minimum modulus of rupture of six hundred and fifty (650) pounds per square inch or compressive strength of not less than three thousand five hundred (3,500) pounds per square inch on the fourteenth day following the pour.
- (6) Sidewalks shall be constructed having a transverse slope toward the street of one-fourth (1/4) inch per foot unless otherwise approved.
- (7) Sidewalks shall be constructed having a longitudinal slope no greater than five (5) per cent.
- (8) Sidewalks and mid-block sidewalks which abut streets shall be ramped with broom-finished surface so that street and sidewalk and mid-block sidewalks intersections merge to a common elevation, enabling persons in wheelchairs to travel freely.

(Ord. No. 8889-33, 11-21-88; Ord. No. 9798-113, § 17, 5-18-98)

**Sec. 21-59. Excavation, trenches, and backfill.**

Excavation, trenches, and backfill work, including that performed by utility companies, shall comply with regulations set forth in the "Standard Specifications for Road and Bridge Construction."

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-60. Monuments and lot corners.**

- (a) Monuments for all developments shall be set in accordance with the provisions set forth in Illinois Revised Statutes, Chapter 109, (Plat Act).
- (b) All lot corners shall be monumented by at least one half (1/2) inch iron pipe or solid rod at least thirty (30) inches long with an identification cap affixed to the top with the registration number of the land surveyor setting the monument. If disturbed or lost during construction of public improvements, such monuments shall be replaced by, and at the expense of, the developer.
- (c) All block corners, each end of all curves, points where curves change radius, all angle points in a line, and two (2) opposite exterior corners of the plat shall be monumented with permanent monuments set in concrete posts, the concrete having a minimum depth of thirty-six (36) inches and a minimum cross section of a four (4) inch diameter circle.
- (d) All monuments shall be set such that they will not be moved by frost.
- (e) The city engineer shall be notified of monument placement.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-61. Street lighting.**

Street lighting is not required, but underground shall be installed at the time when street improvements are constructed. The conduit shall conform to all requirements of section 21-61(f) below.

If the developer desires to construct a street lighting system, it shall conform to the following standards and specifications:

- (1) The City of Urbana "Code of Ordinances," Ch. 20, Article VII; the "Standard Specifications for Road and Bridge Construction"; and the "Standard Specifications for Traffic Control Items" shall govern the construction of lighting improvements.
- (2) The "American National Standard Practice for Roadway Lighting" as published by the Illuminating Engineering Society-American National Standards Institute and amended from time to time shall govern illumination standards.
- (3) Electrical work shall conform to the "National Electric Code."
- (4) Street lighting improvements shall consist of the complete installation of a high pressure sodium vapor lighting system including cut-off or semi-cut-off luminaries or approved alternate, aluminum street lighting standards or approved equivalent, direct burial cable or cable in conduit, controls with the ground rod and meters (supplied by the power company). The system shall not consist of individual lights connected to the Illinois Power Company system, but shall be composed of a reasonable number of complete circuits.
- (5) All buried cable shall be Type U.S.E., G.E. Flamonal or a comparable cable in plastic conduit, as approved by the city engineer.
- (6) Conduit shall be two (2) inch inside diameter galvanized steel or schedule 50 polyvinylchloride pipe capped at both ends. It shall be installed two (2) feet below the pavement surface on two (2) legs of all intersections of public streets, six (6) inches toward the street pavement from the inside edge of the sidewalk or as the city engineer approves.
- (7) Each circuit in the street lighting system shall be equipped with a circuit breaker, a disconnect switch and a photoelectrical cell to automatically turn the lights on and off at dark and dawn respectively and shall be mounted in an Eagle EL 250 cabinet or approved equal cabinet as the city engineer approves.

(Ord. No. 8889-33, 11-21-88)

#### **Sec. 21-62. Street trees.**

Planting trees in the parkway of the public right-of-way is not required. If the developer desires to provide trees in the parkway, such trees shall be planted in accordance with the Arboricultural Specifications Manual as adopted in section 25-49(2) of the Urbana Code of Ordinances.

(Ord. No. 8889-33, 11-21-88)

**Sec. 21-63. Other public utilities.**

"As built" plans shall show locations and approximate elevations of existing or proposed utilities (gas, water, electric, telephone, cable TV, etc.) as provided by the respective utility company.

(Ord. No. 8889-33, 11-21-88)

**Secs. 21-64--21-67. Reserved.**



**APPENDIX A TO CHAPTER 21 PLAT DISTRIBUTION REGULATIONS, CONSTRUCTION  
DETAILS, ILLUSTRATIONS, PETITIONS, ETC.\***

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\***Editor's note**--Those tables, petitions and Appendices A-1 through A-9, etc., included on pages 118--146 of Ord. No. 8889-33, adopted Nov. 21, 1989, have been included herein as App. A to Ch. 21 at the discretion of the editor.  
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**TABLE A. MINIMUM STREET AND ALLEY DESIGN STANDARDS**

<i>Classification</i>	<i>Dwelling Units/Acres</i>	<i>R.O.W.<sup>1</sup> (feet)</i>	<i>Pavement Width<sup>2</sup> Street Parking 2 sides</i>	<i>Street Parking 1 side</i>	<i>No Parking On Either Side</i>	<i>Minimum Return Radius</i>	<i>Minimum Grade</i>	<i>Maximum Grade</i>	<i>Curb Type</i>
<b>Streets:</b>									
Local--Private (PUD and mobile home park only)		50	(5)	(5)	26 feet	25 feet	0.4%	5.0%	M
Local-- Residential....	Up to 8	60	31 feet	31 feet	N/A	25 feet	0.4%	5.0%	M
Local-- Residential....	8.1+ <sup>6</sup>	60	37 feet	31 feet	N/A	25 feet	0.4%	5.0%	M
Collector-- Residential....	N/A	60	37 feet	31 feet	N/A	25 feet	0.4%	5.0%	B
Local and collector-- -Business, commercial and industrial....	N/A	66	41 feet	34 feet	N/A	30 feet	0.4%	5.0%	B
Major....	N/A	80 <sup>3</sup>	N/A <sup>4</sup>	N/A <sup>4</sup>	N/A <sup>4</sup>	(4)	(4)	(4)	(4)
<b>Alleys:</b>									
Residential Multifamily....	N/A	18	N/A	N/A	18 feet	25 feet	0.4%	5.0%	N/A
Business, commercial and industrial....	N/A	24	N/A	N/A	24 feet	25 feet	0.4%	5.0%	N/A

<sup>1</sup> See section 21-38, "Right-of-way and easement dedications;" section 21-36, "Design of streets" (c), cul-de-sacs.

<sup>2</sup> Width is measured back-to-back of curb.

<sup>3</sup> Additional right-of-way may be required at the intersection of two (2) major streets to provide for turning lane(s) in accordance with standards set forth in the "official comprehensive plan" or the "design manual."

<sup>4</sup> Specified in the "official comprehensive plan" and the "design manual."

<sup>5</sup> As determined by P.U.D. procedures.

<sup>6</sup> Regardless of density, any cul-de-sac with eight (8) units on it shall be required to meet this requirement.



Abbreviations: M = Mountable; B = Barrier 6 inches; N/A = Not Applicable; St. = Street; PUD = Planned Unit Development  
(Ord. No. 8889-33, 11-21-88)



**A-1. PRELIMINARY PLAT OR MAJOR DEVELOPMENT--DISTRIBUTION OF PLATS FOR REVIEW**

*Number of plat prints required (developer to provide).* If the proposed development lies within the corporate limits of the City of Urbana, the following plat prints are required:

Mayor (1)

Chief Administrative office (1)

City council (7) - if waivers are requested

Plan commission (9)

Secretary of the plan commission (1)

City engineer (1)

Director of community development services (1)

Director of public works (1)

Director of public safety (1)

Illinois Power (1)

Northern Illinois Water Corporation (1)

Drainage District (1)

Total = 26 prints

If the proposed development lies within the City of Urbana's one and one-half (1 1/2) mile extraterritorial planning jurisdiction, then the following plat prints shall be provided in addition to those required above:

Soil and Water Conservation District (1)

Urbana-Champaign Sanitary District (1)

Champaign County Highway Superintendent (1)

Champaign County Zoning Administrator (1)

Township Road Superintendent (1)

Total = 5 prints

Mile and one-half total = 31 prints

(Ord. No. 8889-33, 11-21-88)

**A-2. PRELIMINARY PLAT OF A MAJOR DEVELOPMENT--SIGNATURE BLOCK FORMAT**

If no waivers are sought, the following signature block is to appear on the face of the plat:

APPROVED BY: The Urbana Plan Commission of the City of Urbana, Illinois.

Date: \_\_\_\_\_ Chairperson: \_\_\_\_\_

If waivers are sought, the following signature block is to appear on the face of the plat:

APPROVED BY: The Urbana Plan Commission of the City of Urbana, Illinois.

Date: \_\_\_\_\_ Chairperson: \_\_\_\_\_

APPROVED BY: The City Council of the City of Urbana, Illinois, in accordance with Ordinance No. \_\_\_\_\_

Date: \_\_\_\_\_ by \_\_\_\_\_, Mayor

ATTEST: \_\_\_\_\_, City Clerk

(Ord. No. 8889-33, 11-21-88)

**A-3. FINAL PLAT OF MAJOR DEVELOPMENT--CHAMPAIGN COUNTY CLERK'S CERTIFICATE FORMAT**

A County Clerk's Certificate shall be prepared substantially in the following form:

STATE OF ILLINOIS  
COUNTY OF CHAMPAIGN  
CERTIFICATE OF COUNTY CLERK

I the undersigned, County Clerk of Champaign County, Illinois, do hereby certify that I find no delinquent general taxes, unpaid current general taxes, delinquent special assessments or unpaid current special assessments against the tract of land described as follows:

(Legal description, to be provided by developer)

DATED \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

\_\_\_\_\_  
County Clerk, Champaign County, Illinois

(Ord. No. 8889-33, 11-21-88)

**A-4. FINAL PLAT OF MAJOR DEVELOPMENT--DISTRIBUTION OF PLAT PRINTS PRIOR TO APPROVAL**

The following plat prints shall be submitted to the secretary of the plan commission at the time of an application for approval of a final plat of major development:

Number of plat prints required (developer to provide):

Mayor (1)

Chief Administrative Officer (1)

City Council (7)

Plan Commission (9)

Secretary of the Plan Commission (1)

City Engineer (1)

Director of Community Development Services (1)

Director of Public Works (1)

Total = 22 prints

(Ord. No. 8889-33, 11-21-88)

**A-5. FINAL PLAT OF MAJOR DEVELOPMENT--DISTRIBUTION OF PLAT PRINTS FOLLOWING APPROVAL**

*Number of plat prints required (secretary to provide).* If the development lies within the corporate limits of the City of Urbana, the secretary shall distribute copies of the signed Final Plat as follows:

Developer (1)

City Engineer (2)

Township Assessor (1)

Urbana Plan Commission Case File (1)

City Clerk (2)

Total = 7 prints

If the development lies within the City of Urbana's one and one-half (1 1/2) mile extraterritorial planning jurisdiction, then the secretary shall distribute the following copies of the signed plats in addition to those required above:

Champaign County Zoning Administrator (1)

Champaign County Highway Superintendent (1)

Township Road Superintendent (1)

Total = 3 prints

Mile and one-half total = 10 prints

(Ord. No. 8889-33, 11-21-88)

**A-6. FINAL PLAT OF MAJOR DEVELOPMENT--SIGNATURE BLOCK FORMAT**

The following signature book is to appear on the face of the plat:

APPROVED BY: The Urbana Plan Commission of the City of Urbana, Illinois.

Date: \_\_\_\_\_ Chairperson: \_\_\_\_\_

APPROVED BY: The City Council of the City of Urbana, Illinois, in accordance with Ordinance No. \_\_\_\_\_

Date: \_\_\_\_\_ by \_\_\_\_\_, Mayor

ATTEST: \_\_\_\_\_, City Clerk

(Ord. No. 8889-33, 11-21-88)

**A-7. PLAT OF MINOR DEVELOPMENT--SIGNATURE BLOCK FORMAT**

The following signature block is to appear on the face of the plat:

APPROVED BY:	
_____	City Engineer
_____	Director, Community Development Services
_____	Secretary, Urbana Plan Commission
Date: _____	

ATTEST: \_\_\_\_\_ City Clerk, \_\_\_\_\_ Date

In the event any decision of the administrative review committee is appealed in accordance with 21-17(j), the signature block on the face of the plat shall be changed so as to conform with the signature block requirement for final plat of major development contained in A-6 of this appendix.

(Ord. No. 8889-33, 11-21-88)

**A-8. CONSTRUCTION DETAILS**

Drawing--ms 1440.20

Drawing--ms 1440.21

Drawing--ms 1440.22

Drawing--ms 1440.23

**APPENDIX A-9. DEVELOPMENT REVIEW PROCESS FLOW CHARTS**

**ILLUSTRATIONS**

ILLUSTRATION NO. 1. STREET DESIGN ELEMENTS

ILLUSTRATION NO. 2. EXAMPLE OF A DEVELOPMENT SKETCH PLAN

ILLUSTRATION NO. 3. COMBINED PRELIMINARY PLAT AND GENERAL AREA PLAN

ILLUSTRATION NO. 4. TOPOGRAPHIC SURVEY

ILLUSTRATION NO. 5. FINAL PLAT

**APPLICATION FOR APPROVAL OF ENGINEERING PLANS AND SPECIFICATIONS**

(section 21-25 (c) Urbana Code of Urbana, Illinois as amended)

Please complete this application and submit to the city engineer with engineering plans and specifications prior to construction.

1. GENERAL INFORMATION

<u>          </u> SUBDIVISION NAME	<u>          </u> PHASE, IF APPLICABLE
---------------------------------------	---

<u>          </u> OWNER	<u>          </u> ADDRESS	<u>          </u> PHONE
<u>          </u> DEVELOPER	<u>          </u> ADDRESS	<u>          </u> PHONE
<u>          </u> ENGINEER	<u>          </u> ADDRESS	<u>          </u> PHONE

2. REQUEST FOR WAIVER OF MINIMUM MATERIALS AND CONSTRUCTION STANDARDS

(Present a detailed explanation of each waiver requested, included degree of deviation from regulations and the necessity for or advantage of the proposed change. Attach additional sheets as necessary.)

            
 Engineer's Signature

            
 Date

INSPECTION AUTHORIZATION

The undersigned does hereby certify that

            
 Engineer (individual/firm)



is under contract or agreement to provide necessary and sufficient inspection service during and after construction of \_\_\_\_\_

\_\_\_\_\_ subdivision

in order to certify that improvements required or regulated by the City of Urbana Land Subdivision Procedures and Standards are or are not constructed in such manner as to permit said engineer to sign and seal the engineer's certificate as set forth in section 21-28. This authorization shall be construed as a limitation of the obligations and requirements undertaken by the engineer or the developer under applicable city ordinances or other regulations. If prior to city acceptance of required improvements there is a change in this authorization, the undersigned agrees to so notify the city engineer immediately.

\_\_\_\_\_  
Developer's Signature

\_\_\_\_\_  
Date

(Ord. No. 8889-33, 11-21-88)

**PETITION FOR WAIVER OF SUBDIVISION REGULATIONS**

CITY OF URBANA  
URBANA PLAN COMMISSION  
PETITION FOR WAIVER OF SUBDIVISION REGULATIONS

....  
....

DO NOT WRITE IN THIS SPACE--

FOR OFFICE USE ONLY

Date Filed: \_\_\_\_\_ Plan Case No. \_\_\_\_\_

Name of Subdivision: \_\_\_\_\_

Recommendation by Commission: \_\_\_\_\_ Date: \_\_\_\_\_

Action by Council: \_\_\_\_\_ Date: \_\_\_\_\_

....  
....

Note: This form is to accompany a plat of subdivision at time such plat is submitted for consideration by the City of Urbana. (Attach additional sheets as necessary.)

1. Petitioner(s) Name	Address	Telephone
_____	_____	_____
_____	_____	_____
_____	_____	_____

2. Property interest of Applicant(s): \_\_\_\_\_

(Owner, Contract purchaser, etc.)

3. Name of Owner(s): \_\_\_\_\_

\_\_\_\_\_  
4. Legal Description: \_\_\_\_\_

\_\_\_\_\_  
5. Waiver(s) Requested:

Section:_____	Subsection:_____	Page:_____
Section:_____	Subsection:_____	Page:_____
Section:_____	Subsection:_____	Page:_____

6. What practical difficulties or conditions exist which are not applicable generally to other properties to comply with the requirements of the subdivision Ordinance?

\_\_\_\_\_  
\_\_\_\_\_

7. What effects will the waiver(s) requested have on present and future public services to the property proposed for subdivision and lands adjacent to the property? Further, will such waiver(s) result in any negative impacts or environmental incursions to the property adjacent and in the vicinity of the proposed subdivision? If so, please state (or attach) evidence identifying such impacts and proposed solutions to mitigate or reduce the negative impacts resulting from the waivers requested.

\_\_\_\_\_  
\_\_\_\_\_

8. What other circumstances justify granting the waiver(s):

\_\_\_\_\_  
\_\_\_\_\_

9. Additional exhibits submitted by the petitioner: \_\_\_\_\_

\_\_\_\_\_  
....  
....

Wherefore, petitioner prays that this petition be heard by the Urbana Plan Commission and the petition for waiver to the Urbana Subdivision regulations of Chapter 21 of the Urbana Code of Ordinances be granted.

Respectfully submitted this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 19\_\_\_\_\_.

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

\_\_\_\_\_  
Petitioner's Attorney

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

(Ord. No. 8889-33, 11-21-88)

**PETITION FOR PLAT OF**

**MINOR DEVELOPMENT**

CITY OF URBANA  
URBANA PLAN COMMISSION

PETITION FOR PLAT OF MINOR DEVELOPMENT

TO: City Planner  
Secretary of the Urbana Plan Commission  
400 S. Vine Street  
Urbana, Illinois 61801

....

....

DO NOT WRITE IN THIS SPACE--

FOR OFFICE USE ONLY

Date Filed \_\_\_\_\_ Plan Case No. \_\_\_\_\_

Date set for A.R.C. consideration \_\_\_\_\_

Fee Paid - Receipt No. \_\_\_\_\_ Amount \_\_\_\_\_ Date \_\_\_\_\_

....

....

1. Name of Development \_\_\_\_\_
2. Name of Applicant \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
(street) (state) (zip code)

3. Name of Local Agent \_\_\_\_\_

Address \_\_\_\_\_  
(street) (state) (zip code)

4. Owner of Record \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_  
(street) (state) (zip code)

5. Engineer \_\_\_\_\_

Address \_\_\_\_\_

(street) (state) (zip code)

6. Attorney \_\_\_\_\_

Address \_\_\_\_\_

(street) (state) (zip code)

7. Development Location by Closest Adjacent Streets \_\_\_\_\_

\_\_\_\_\_

8. Total Size Acreage: \_\_\_\_\_ Number of Lots: \_\_\_\_\_

9. If the property is located within the City's Extraterritorial Jurisdiction:

Has the Champaign County Zoning Board of Appeals granted by variance, exception or Special Use Permit concerning this property? \_\_\_\_\_ If so, please list Case No. and name \_\_\_\_\_

\_\_\_\_\_

10. Is any waiver for the construction of sidewalks being requested as part of this request? \_\_\_\_\_ If so, an acknowledged statement to be recorded with the plat noting conditions of the waiver in accordance with Section 21-17(B)(3)(b) of the Urbana Development Code must be attached to this application.

11. The following number and type of documents to be submitted with this application are as follows:

- A. Plat Original
- B. Plat Prints: 5 full sized copies
- C. Owner's Certificate (Original)
- D. Clerk's Certificate (Original)

Attached hereto is an affidavit of ownership indicating the date the respective holdings of land were acquired, together with the book and page number of each conveyance into the present owner as recorded in the County Recorder of Deed's Office. The affidavit shall indicate the legal ownership of the property, and the effective date the instrument was executed.

In the event of corporate ownership: A list of all directors, stockholders of each corporation owning more than five (5) per cent of any class of stock must be attached.

In the event ownership in a land trust: All persons having legally beneficial interest in such land shall be disclosed and made part of the affidavit.

I, \_\_\_\_\_ hereby depose and decree that all of the above statements and documents attached hereto are complete and true.

\_\_\_\_\_

Signature (Applicant)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

[Seal]

(Ord. No. 8889-33, 11-21-88)

**PETITION FOR PRELIMINARY AND/OR FINAL PLAT OF MAJOR DEVELOPMENT**

CITY OF URBANA  
URBANA PLAN COMMISSION

PETITION FOR PRELIMINARY AND/OR FINAL PLAT OF MAJOR DEVELOPMENT

TO: Chairman  
Urbana Plan Commission  
400 S. Vine Street  
Urbana, Illinois 61801

....

....

DO NOT WRITE IN THIS SPACE--

FOR OFFICE USE ONLY

Date of Pre-Application Conference \_\_\_\_\_

Date Filed \_\_\_\_\_ Plan Case No. \_\_\_\_\_

Date set for U.P.C. consideration \_\_\_\_\_

Fee Paid - Receipt No. \_\_\_\_\_ Amount \_\_\_\_\_ Date \_\_\_\_\_

....

....

1. Name of Development \_\_\_\_\_
2. Application for (please check one):
  - Preliminary Plat \_\_\_\_\_
  - Final Plat \_\_\_\_\_
  - Combination Preliminary/Final Plat \_\_\_\_\_
  - Planned Unit Development \_\_\_\_\_
  - Mobile Home Park \_\_\_\_\_
  - Other \_\_\_\_\_
3. Name of Applicant \_\_\_\_\_ Phone \_\_\_\_\_  
Address \_\_\_\_\_



(street) (state) (zip code)

4. Name of Local Agent \_\_\_\_\_

Address \_\_\_\_\_

(street) (state) (zip code)

5. Owner of Record \_\_\_\_\_

Address \_\_\_\_\_

(street) (state) (zip code)

6. Engineer \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_

(street) (state) (zip code)

7. Attorney \_\_\_\_\_

Address \_\_\_\_\_

(street) (state) (zip code)

8. Development Location by Closest Adjacent Streets \_\_\_\_\_

9. Total Site Acreage: \_\_\_\_\_ Total Number of Lots: \_\_\_\_\_

10. If the proposed development is not a subdivision, Mobile Home Park, or a Planned Unit Development but is a Major Development (as defined by Chapter 21, Development Code, of the Urbana Code or Ordinances) please attach a statement which includes the following information:

A. Type of Construction

Residential \_\_\_\_\_

Commercial \_\_\_\_\_

Industrial \_\_\_\_\_

Quarrying or Mining Activity \_\_\_\_\_

B. If multiple family dwellings are proposed, the total number of units per building.

11. If the property is located within the City's Extraterritorial Jurisdiction: Has the Champaign County Zoning Board of Appeals granted any variance, exception of Special Use Permit concerning this property? \_\_\_\_\_. If so, please list Case No. and Name \_\_\_\_\_

If the property is located within the Corporate Limits of the City of Urbana: Has the City of Urbana Board of Zoning Appeals or the Urbana City Council granted any variance, exception or Special Use Permit concerning this property? \_\_\_\_\_. If so, please list Case No. and Name \_\_\_\_\_

\_\_\_\_\_

12. If the proposed plat represents a final Plat of Major Development, has any change to the plat been made since it was last before the Plan Commission or City Council? \_\_\_\_\_. If so, please describe \_\_\_\_\_

13. Are any waivers of developmental standards or Minimum Engineering Design Standards contemplated as part of this request? \_\_\_\_\_. If so, please attach appropriate waive application forms to this application.

14. The following number and type of documents to be submitted with this application are as follows:

#### PRELIMINARY PLAT OF MAJOR DEVELOPMENT

A. Plat Original

B. Plat Prints:

If the development is located within the Corporate Limits of the City of Urbana: 25 full sized prints; or 3 full sized prints and 22 reduced prints

If the development is located within the City's extraterritorial jurisdiction: 30 full sized prints; or 3 full sized prints and 27 reduced prints

C. Traffic Impact Analysis, if required, under Section 21-13(F) of the Urbana Land Development Code.

D. General Area Plan, if required, under Section 21-13(E) of the Urbana Land Development Code.

E. 2 copies of the subsidiary Drainage Plat

#### FINAL PLAT OF MAJOR DEVELOPMENT

A. Plat Original.

B. Plat Prints.

22 full sized prints; or 4 full sized prints and 18 reduced prints

C. Owner's Certificate (Original).

D. Clerk's Certificate (Original).

#### PLANNED UNIT DEVELOPMENT AND MOBILE HOME PARKS

The document submissions required for Planned Unit Developments located within the City's Extraterritorial Jurisdiction shall be the same as those for Preliminary and Final Plats of Major Developments in accordance with Section 21-18 of the Urbana Development Code. The document

submissions required for mobile home parks shall be the same as those required for a Preliminary and Final Plat of Major Development.

Attached hereto is an affidavit of ownership indicating the dates the respective holdings of land were acquired, together with the book and page number of each conveyance into the present owner as recorded in the County Recorder of Deed's Office. The affidavits shall indicate the legal ownership of the property, the contract owner of the property, and the effective date the contract was executed.

In the event of corporate ownership: A list of all directors, stockholders of each corporation owning more than five (5) per cent of any class of stock must be attached.

I, \_\_\_\_\_ hereby depose and decree that all of the above statements and documents attached hereto are complete and true.

\_\_\_\_\_  
Signature (Applicant)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

[Seal]

(Ord. No. 8889-33, 11-21-88)