# PERMIT REQUIREMENTS FOR THE STATE OF ILLINOIS

## JOINT APPLICATION PROCESS

Construction projects in Illinois waterways, floodplains and wetlands often require both State and Federal authorization. This application packet is designed to simplify the approval process for the applicant seeking project authorizations from the U.S. Army Corps of Engineers (USCOE), The Illinois Department of Natural Resources, Office of Water Resources (IDNR/OWR) and the Illinois Environmental Protection Agency (IEPA). Please refer to the map on page 7 for agency addresses and telephone numbers. Each of these agency's authorities and requirements are briefly explained in the following paragraphs. Application forms are available from any of the listed agencies.

Anyone proposing to construct, operate or maintain any dam, dock, pier, wharf, sluice, levee, dike, building, utility crossing, piling, wall, fence or other structure in, or dredge, fill or otherwise alter the bed or banks of any stream, lake, wetland, floodplain or floodway subject to State or Federal regulatory jurisdiction should apply for agency approvals. The appropriate copy of the ***joint application form, drawing,*** and ***copy of any additional support information*** should be sent to each of the regulatory agencies. Approvals may be required by any or all of the agencies. Applications filed simultaneously with the USCOE, IDNR/OWR, and IEPA will be processed concurrently, in an independent manner, and should result in expedited receipt of all agency determinations. If a permit is not required by one or more of the agencies they will inform the applicant and the other agencies.

Coordination with the regulatory and other review agencies is recommended ***as early as possible*** during the project planning stage. This allows revisions or other measures necessary to meet agency requirements to be made before project plans are finalized.

## AGENCY AUTHORITIES AND REQUIREMENTS

**1.** The basis for the **U.S. Army Corps of Engineers** regulatory function over public waterways was formed in 1899 when Congress passed the Rivers and Harbors Act of 3 March 1899. Until 1968, the Rivers and Harbors Act of 1899 was administered to protect only navigation and the navigable capacity of this nation's waters. In 1968, in response to a growing national concern for environmental values, the policy for review of permit applications with respect to Sections 9 and 10 of the Rivers and Harbors Act was revised to include additional factors (fish and wildlife, conservation, pollution, aesthetics, ecology, and general welfare) besides navigation. This new type of review was identified as a "public interest review."

The Corps of Engineers regulatory function was expanded when Congress passed the Federal Water Pollution Control Act Amendments of 1972 and then the Clean Water Act Amendments in 1977. The purpose of the Clean Water Act was to restore and maintain the chemical, physical, and biological integrity of this nation's waters. The "waters of the United States" regulated by the Corps of Engineers under Section 404 of the Clean Water Act includes most wetland areas.

The Corps of Engineers is responsible for determining the jurisdictional limits of wetlands and other Waters of the United States. Applicants may, however, elect to have a qualified representative conduct the appropriate preliminary wetland delineation for submittal with the permit application. All such determinations are subject to verification and confirmation by the Corps of Engineers. Although applicants are not required to provide a wetland delineation, these can assist in reducing delays associated with normal permit processing. Contact the appropriate Corps District office for additional information.

## WITH YOUR HELP ILLINOIS WATERS CAN BE PROTECTED FOR FUTURE GENERATIONS

**2.** The **Illinois Department of Natural Resources,** Office of Water Resources, regulatory authority is the Rivers, Lakes and Streams Act (615 ILCS 5, 1994). Under this authority, permits are required for dams, for any construction within a public body of water, and for construction within floodways. Generally, floodway projects also require local authorization. In addition, map revision approvals may be required by IDNR/OWR and by the Federal Emergency Management Agency (FEMA) for major projects. Information and specific project requirements may be obtained as follows:

**For Lake Michigan** - All projects in or along Lake Michigan are subject to the Regulation of Public Waters rules (92 Illinois Administrative Code, Part 704). Joint permits are required for any work in Lake Michigan from IDNR/OWR and IEPA. Contact the Lake Michigan Management Section, Illinois Department of Natural Resources, Office of Water Resources, 310 S. Michigan - Rm1606, Chicago, IL 60604, (312) 793-3123.

**For Cook, Lake, McHenry, DuPage, Kane and Will Counties** - All projects within designated floodways are subject to the Floodway Construction Rules (92 Illinois Administrative Code, Part 708). Dams are subject to the Rules for Construction and Maintenance of Dams (92 Illinois Administrative Code, Part 702). All projects in public waters are subject to the Regulation of Public Waters rules (92 Illinois Administrative Code, Part 704). All other floodway construction projects are subject to the Construction in Floodways of Rivers, Lakes and Streams rules (92 Illinois Administrative Code, Part 700). Contact the Northeastern Illinois Regulatory Programs Section, Illinois Department of Natural Resources, Office of Water Resources, 201 W. Center Court - 3rd floor, East Schaumburg, IL 60196-1096, (847) 705-4341.

**For the remainder of the State** - Dams are subject to the Rules for Construction and Maintenance of Dams (92 Illinois Administrative Code, Part 702). All projects in public waters are subject to the Regulation of Public Waters rules (92 Illinois Administrative Code, Part 704). All other floodway construction projects are subject to the Construction in Floodways of Rivers, Lakes, and Streams rules ( 92 Illinois Administrative code, Part 700). Contact the Downstate Regulatory Programs Section, Illinois Department of Natural Resources, Office of Water Resources, 524 South Second Street, Springfield, IL 62701-1787, (217) 782-3863.

The **Illinois Department of Natural Resources** is also responsible under Illinois statutes for conserving and preserving the State's natural resources.

Under the provisions of the Fish and Wildlife Coordination Act (16 U.S.C. 661-664) the Department is given permit review responsibilities relative to Corps of Engineers permit applications.

The Department also administers the Interagency Wetland Policy Act of 1989 which is applicable to State agency actions and the Illinois Endangered Species Protection Act (Section 341) which is applicable to state agencies and local governments. Consultation with the Department under these Acts may be necessary in addition to these permit requirements.

Questions pertaining to this portion of the Department's role should be addressed to the Illinois Department of Natural Resources, Orffice of Realty and Environmental Planning, Division of Natural Resource Review and Coordination, 524 South Second Street, Springfield, IL 62701-1787, (217) 785-5500.

**3. The Illinois Environmental Protection Agency** provides water quality certification pursuant to Section 401 of the Clean Water Act. This certification is mandatory for all projects requiring a Section 404 permit. In addition to determining that the proposed work will not violate the applicable water quality standards, the IEPA also makes a determination of additional permit requirements pursuant to the Illinois Pollution Control Board Rules and Regulations. Additional permits may be required for activities such as construction of sanitary sewers, water mains, sewage and water treatment plants, landfill and mining activities, special waste hauling and disposal (of dredged material), and other miscellaneous activities. Separate applications are necessary if it is determined that IEPA permit is required. For projects in Lake Michigan, a joint permit is required from the IEPA and IDNR/OWR in addition to the Section 401 certification and 404 permit. An application for any structure or work in Lake Michigan may be filed with appropriate agencies using this form.

Contact the IEPA, Division of Water Pollution Control, Permit Section #15, 1021 North Grand Avenue East, P. O. Box 19276, Springfield, Illinois 62794-9276, (217) 782-0610.

**4.** If the project involves the construction of a power plant, utility pipelines, electric transmission or distributiion lines, **Illinois Commerce Commission** approval may be required.

**5.** Also, depending on the location and type of work to be performed, there may be additional local government approvals required.

# INSTRUCTIONS

### General

It is very important that you provide a complete and accurate application (form, drawings, and support information) concerning your project. If the application is incomplete or unacceptable, it will be returned. This usually results in delaying the evaluation of your application.

Submit one copy of the application (form, drawings, and support information) to each regulatory agency (Corps of Engineers; Illinois Environmental Protection Agency (IEPA), and Illinois Department of Natural Resources, Office of Water Resources (IDNR/OWR). For addresses see the jursidictional boundary map on page 7.

### Application

**Item 4** - APPLICANT. List the name, mailing address, and telephone number of each applicant. The applicant shall be the person(s), firm(s), corporation(s), etc. who have or will have the responsibility for the property on which the project will be located by reason of ownership, easement, or other agreement. If the property is not presently owned by the applicant, attach an explanation of any easements or rights-of-way which have been or will be obtained, or how such land will be acquired. If a project is being proposed by a lessee, the lessee and the lessor should be joint applicants. In some instances, agency staff may request additional information on all parties having a legal or equitable interest in the involved land.

**Item 5.** - AUTHORIZED AGENT. If the applicant designates an authorized agent for the purpose of obtaining the permits, list the name, address, and phone number of the authorized agent. During the permit process, correspondence, such as requests for additional information, will generally be sent to the authorized agent.

**Item 6** - PROJECT DESCRIPTION AND REMARKS. The applicant must provide a complete description of the activity, the drainage area of the watershed to the downstream limit of the project, the purpose, and the intended use. For any major activity, additional support information should be provided by attaching sheets to the application.

DREDGING AND FILL ACITIVITIES. Describe the location , type, composition and quantity of material to be dredged/filled, method of dredging/filling, and method of transportation to disposal/fill site. Also, describe the disposal/fill site by including the location, quantity of material it will hold, composition of receiving soil, and method of containment. Provide the Illinois Environmental Protection Agency with material analysis data as required.

Identify any practical alternatives which would fulfill the objectives of the proposed project. You should consider alternative methods and locations and explain why the final proposal was selected. Discussion should also consider partial solutions and the alternative of "no action." This analysis is required so that the final project recommendation is not contrary to the public interest.

**Item 13** - APPLICANT VERIFICATION. The application must be signed by the applicant; however:

- The application may be signed by a duly authorized agent (name in Item 5) if this form is accompanied by a statement by the applicant(s) designating the agent and agreeing to furnish upon request supplemental information in support of the application;
- If the applicant is a corporation, the president or other authorzied officer shall sign the application form;
- If the applicant is a county, city, or other political subdivision, the application form shall be signed by an appropriate authorized officer;
- If the applicant is a partnership, each partner shall sign the application form.
- If the applicant is a trust, the trust officer shall sign the name of the trustee by him/her as trust officer. A disclosure affidavit must be filed with the application, identifying each beneficiary of the trust by name and address and defining the respective interest therein.

## DRAWINGS

Each sheet of drawings submitted should contain a title block in the lower right hand corner identifying the proposed activity, the name of the body of water, river mile (if applicable), number of the sheet and total number of sheets in the set, and date that the drawing was prepared. Certified engineering plans and specifications may be submitted in lieu of the drawing sheets if the magnitude of the project warrants.

The first sheet of the drawings should include a vicinity map which shows:

- Project site
- Name of waterway
- All applicable boundary lines
- Name of and distance to local town, community or other identifying location
- Graphic or numerical scale
- North arrow

The drawings should also be dated and include a plan view (overhead view) of the project showing:

- Existing shoreline and the normal water surface elevation (if mean sea level datum is not used, adjustment should be indicated)
- Adjacent property lines and ownership as listed in item 7 of the application
- Principal dimensions of the structure or work and extent of encroachment into the waterway (as measured from a fixed structure or object)
- Distance between the proposed activity and the navigation channel, where applicable
- Floodway/floodplain lines if established and if known
- North arrow
- Graphic or numerical scale
- Details describing the proposed method of revegetation or stabilization of disturbed areas

The drawings should also contain a cross section view of the project showing:

- Shoreline, elevatons, and principal dimensions of the work shown in the plan view
- Graphic or numerical scales (horizontal and vertical)

## DISCLOSURE STATEMENT

Information in the application is a matter of public record. Disclosure of the information is voluntary; however, the data requested are necessary in order to communicate with the applicant and to evaluate the permit application. If necessary information is not provided, the permit application cannot be processed nor can a permit be issued.

18 United States Code, Section 1001, provides that whoever, in any manner within the jurisdiction of any department or agency of the United States knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact or makes any false, fictitious, or fraudulent statements or representations or makes or uses any false writing or document knowing same to contain any false, fictitious, or fraudulent statement or entry, shall be fined not more than $10,000 or imprisoned not more than 5 years or both.

**APPLICANTS MUST OBTAIN ALL APPROVALS BEFORE WORK CAN BE STARTED. PROCEEDING WITHOUT THE REQUIRED PERMITS IS AGAINST STATE AND FEDERAL LAWS AND MAY RESULT IN LEGAL PROCEEDINGS AND FINES.**

# JOINT APPLICATION FORM

| 1. Application Number (to be assigned by Agency) | 2. Date | 3. For agency use only (Date Received) |
|---|---|---|
| | 07 (Day) 12 (Month) 95 (Year) | |

**4. Name and address of applicant**

Village of Laketown
Waterworks Building
Laketown, IL 61234

Telephone no. during business hours: A/C (217) 555-1234; A/C (217) 555-2345

**5. Name, address, and title of authorized agent**

W. J. James
James Associates, Inc.
107 - 5th Street
Laketown, IL 61234

Telephone no. during business hours: A/C (217) 555-2123; A/C ( )

**6. Project Description and Remarks: Describe in detail the proposed activity, its purpose, and intended use, and the drainage area of the watershed to the downstream limits of the property. Use attachments if needed.**

Improve public use of Village Park by constructing a public boat ramp, two stairways, and protect the shoreline with riprap. A two lane boat ramp (44' x 51 1/2') will be constructed by placing precast monoslab grids over a bedding layer. Two poured in-place concrete lanes will connect the lower ramp to the street. Riprap will extend along the bank for about 700'. The bank will be graded back to a stable 3:1 slope. 18" of riprap will be placed over 6" of filter material. Project includes placement of 1,000 cy of stone riprap, 400 cy of granular bedding materials, and 200 cy of concrete. The area has been a public park for 45 years and is generally mowed grassy areas with large hardwood trees throughout.

**7. Names, addresses, and telephone numbers of all adjoining and potentially affected property owners, including the owner of the subject property if different from applicant.**

XYZ Corporation
10 Coper Street
Laketown, IL 61234

(217) 555-7481

Mr. John Doe
12 Green Street
Laketown, IL 61234

(217) 555-4321

**8. Location of activity**

Legal Description: NE (1/4) 35 (Sec.) 16N (Twp.) 10E (Rge.) 3rd (P.M.)

Memorial Lake
Name of waterway at location of the activity

Address: Laketown Park
Street, road, or other descriptive location

Laketown
In or near city or town

Laketown
Name of Local Governing Community

Sangamon
County

IL
State

61234
Zip Code

SAMPLE

**9. Date activity is proposed to commence** 15 days after issuance **Estimated Time of Construction** 2 months

**10. Is any portion of the activity for which authorization is sought now complete?** ____ Yes X No **If answer is "Yes" give reasons in item 6.**

**Month and Year the activity was completed** _____ **Indicate the existing work on drawings.**

**11. List all approvals or certifications required by other federal, interstate, state, or local agencies for any structures, construction, discharges, deposits, or other activities described in this application.If this form is being used for concurrent application to the Corps of Engineers, Illinois Department of Natural Resources, and Illinois Environmental Protection Agency, these agencies need not be listed.**

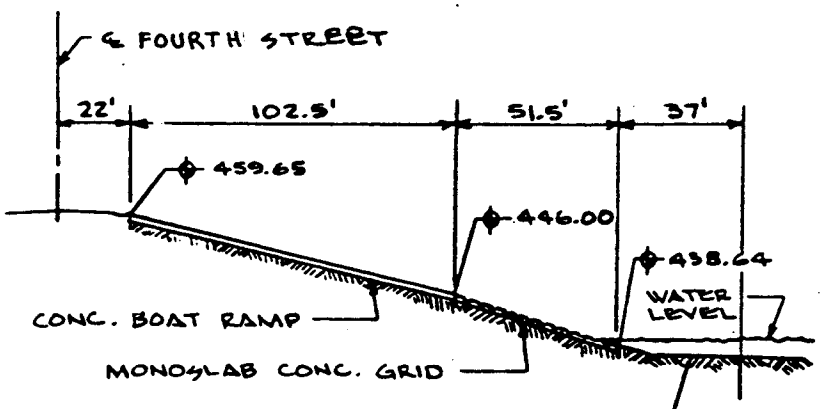
| Issuing Agency | Type Approval | Identification No. | Date of Application | Date of Approval |
|---|---|---|---|---|
| Laketown Building/Zoning Department | Building Permit | (Unknown) | 12/01/95 | Pending |

**12. Has any agency denied approval for the activity described herein or for any activity directly related to the activity described herein?** ____ Yes X No **(If "Yes", explain in item 6.)**

**13. Application is hereby made for authorizations of the activities described herein. I certify that I am familiar with information contained in the application, and that to the best of my knowledge and belief, such information is true, complete, and accurate. I futher certify that I possess the authority to undertake the proposed activities.**

William Smith
Signature of Applicant or Authorized Agent

William Smith, Village President
Typed or Printed Name of Applicant or Authorized Agent

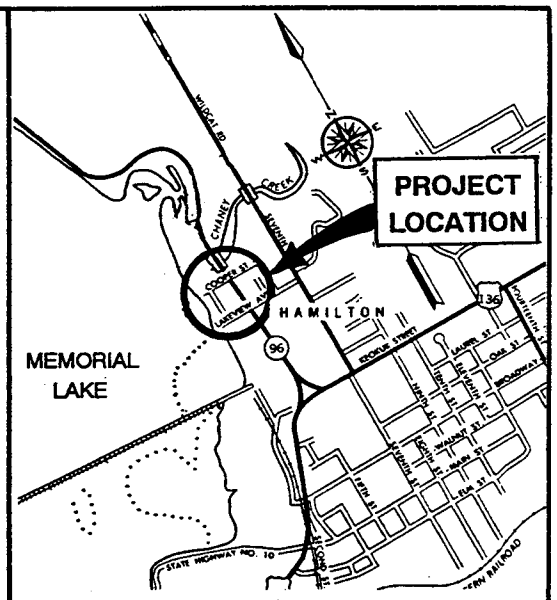



## TYPICAL SECTION

HORIZ. SCALE 1" = 60'
VERT. SCALE 1" = 30'

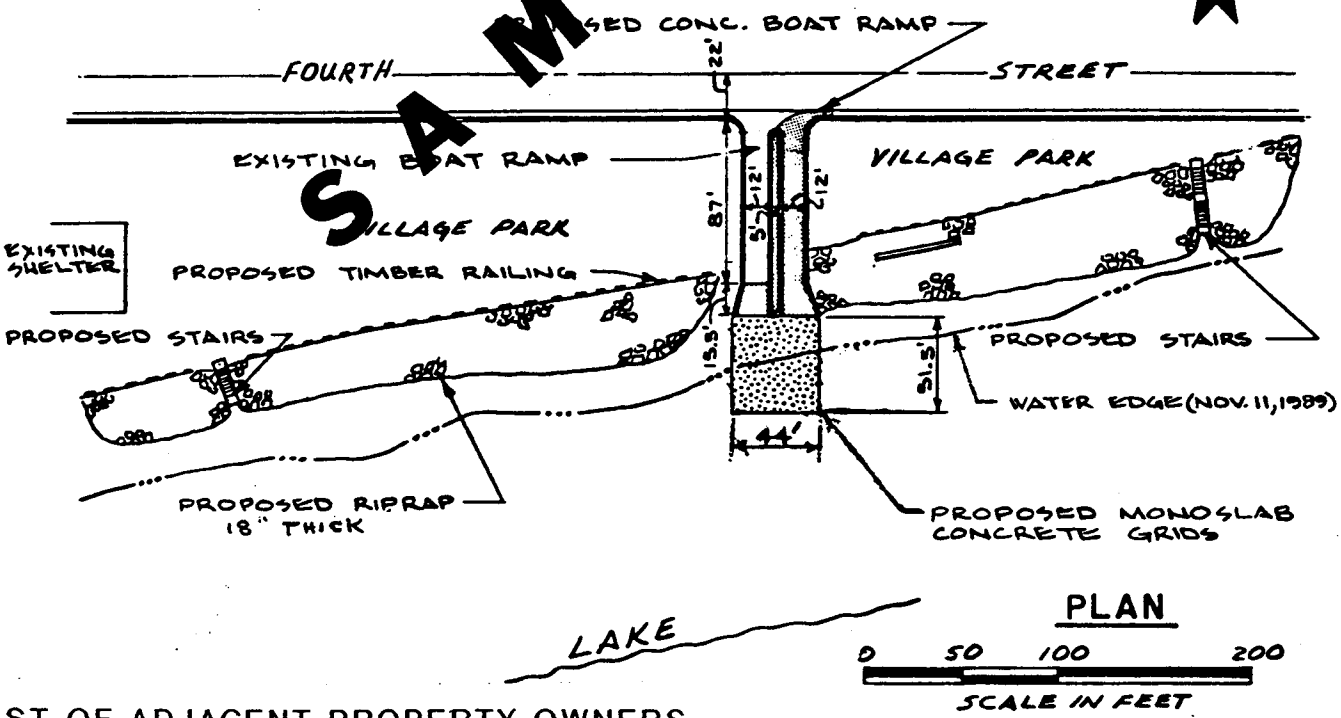
BTM OF LAKE - EL. 436.00

HIGH WATER LEVEL EL. 443.00
LOW WATER LEVEL EL. 441.50




## VICINITY MAP

SAMPLE




## PLAN

0 50 100 200
SCALE IN FEET

LIST OF ADJACENT PROPERTY OWNERS

| NO. | NAME | ADDRESS |
|---|---|---|
| 1. | XYZ Corporation, | 10 Copper St., Laketown, IL 61234 |
| 2. | Mr. John Doe, | 12 Green St., Laketown, IL 61234 |
| 3. | | |
| 4. | | |

PROJECT DESCRIPTION:
LAKETOWN MEMORIAL BOAT RAMP PROJECT

LOCATION: Laketown, Il.
Memorial Lake

DATE: 12/07/95 Sheet 1 of 1

NCR FORM 426
10 AUG 95

# REGULATORY JURISDICTIONAL BOUNDARIES

US ARMY CORPS OF ENGINEERS
CHICAGO DISTRICT
111 NORTH CANAL
CHICAGO, ILLINOIS 60606-7206
312-353-6428

ILLINOIS DEPT. OF NATURAL RESOURCES
OFFICE OF WATER RESOURCES
LAKE MICHIGAN MANAGEMENT SECTION
ROOM 1606
310 SOUTH MICHIGAN
CHICAGO, IL 60604
(312) 793-3123

NORTHEASTERN AREA
ILLINOIS DEPT. OF NATURAL RESOURCES
OFFICE OF WATER RESOURCES
201 WEST CENTER COURT
3RD FLOOR EAST
SCHAUMBURG, IL 60196-1096
(708) 705-4341

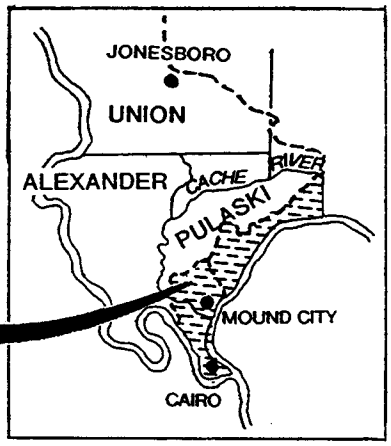
US ARMY CORPS OF ENGINEERS
ROCK ISLAND DISTRICT
CLOCK TOWER BUILDING
P.O. BOX 2004
ROCK ISLAND, IL 61204-2004
309 794-5373

ILLINOIS DEPT. OF NATURAL RESOURCES
OFFICE OF WATER RESOURCES
524 SOUTH SECOND STREET
SPRINGFIELD, IL 62701-1787
(217) 782-3863

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY
DIVISION OF WATER POLLUTION CONTROL
PERMIT SECTION
2200 CHURCHILL ROAD
SPRINGFIELD, IL 62794-9276
(217) 782-0610

US ARMY CORPS OF ENGINEERS
ST. LOUIS DISTRICT
1222 SPRUCE
ST. LOUIS, MISSOURI 63103-2833
314-331-8575

US ARMY CORPS OF ENGINEERS
LOUISVILLE DISTRICT
P.O. BOX 59
LOUISVILLE, KENTUCKY 40201-0059
502-582-6461

US ARMY CORPS OF ENGINEERS
MEMPHIS DISTRICT
167 NORTH MAIN
B-202
MEMPHIS, TENNESSEE 38103-1894
901-544-3471

NOTE: FOR CERTAIN PORTIONS OF LOWER ALEXANDER AND PULASKI COUNTIES, CONTACT THE MEMPHIS DISTRICT FOR INFORMATION