



SHELLY HUGGINS, CITY CLERK

CITY OF HERRIN

300 NORTH PARK AVENUE

HERRIN, ILLINOIS 62948

(618)942-3175 · Fax (618)988-9115

Email: shuggins@cityofherrin.com

STATE OF ILLINOIS)
WILLIAMSON COUNTY)
CITY OF HERRIN)
CERTIFICATE OF PUBLICATION)

I, SHELLY HUGGINS, DO HEREBY CERTIFY that I am the duly qualified City Clerk of the City of Herrin, Illinois, Williamson County, and as such clerk I am the keeper of the records and files of the City Council of said City.

I further certify that on May 8, 2023 the Corporate Authorities of the above municipality passed and approved Ordinance 15-2023 Amending Chapter 33 Street Regulations(Utility Excavation Permit) of the Herrin Revised Code of Ordinances.

The pamphlet form of Ordinance 15-2023, included the Ordinance and a cover sheet thereof, was prepared and a copy of such Ordinance was posted in the municipal building and on the municipality's website, commencing on May 9, 2023 and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the City Clerk.

IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the City of Herrin, Illinois at my office this 9th day of May, 2023.

Shelly Huggins

SHELLY HUGGINS, CITY CLERK
HERRIN, ILLINOIS

SEAL

CITY OF HERRIN

ORDINANCE NO. 15-2023

ADDING CHAPTER 33 STREET REGULATIONS(UTILITY EXCAVATION PERMIT)
OF THE HERRIN REVISED CODE OF ORDINANCES

ADOPTED BY THE CITY COUNCIL OF THE
CITY OF HERRIN, ILLINOIS, MAY 8, 2023

PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF THE CITY COUNCIL OF
THE CITY OF HERRIN, WILLIAMSON COUNTY, ILLINOIS, THIS 9TH DAY OF
MAY, 2023.

Shelly Huggins
City Clerk

Ordinance 15-2023

AN ORDINANCE AMENDING CHAPTER 33 STREET REGULATIONS(UTILITY EXCAVATION PERMIT)
TO THE HERRIN REVISED CODE OF ORDINANCES

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF HERRIN, ILLINOIS AS FOLLOWS:

Section 1. At the conclusion of Chapter 33 Street Regulations, remove the current excavation permit form and replace with the attached utility excavation permit form.

Section 2. This ordinance shall become effective upon its passage, approval and publication in accord with law.

Section 3. This ordinance is passed pursuant to the home rule authority of the City of Herrin, Illinois.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR OF THE CITY OF HERRIN, ILLINOIS ON THE 8th DAY OF MAY, 2023.



Shelly Huggins, City Clerk

<u>NAME</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Alderman David Shoemake	x			
Alderman Sheila Ahlgren	x			
Alderman Paul York	x			
Alderman Randy Crompton	x			
Alderman Scott Kinley	x			
Alderman Steve Miller	x			
Alderman Marilyn Ruppel	x			
Alderman Bill Sizemore	x			

APPROVED BY THE MAYOR OF THE CITY OF HERRIN THIS 8TH DAY OF MAY, 2023.



Steve Frattini, Mayor

ATTEST:



Shelly Huggins, City Clerk



SHELLY HUGGINS, CITY CLERK

CITY OF HERRIN

300 NORTH PARK AVENUE

HERRIN, ILLINOIS 62948

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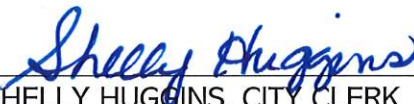
Email: shuggins@cityofherrin.com

STATE OF ILLINOIS
WILLIAMSON COUNTY
CITY OF HERRIN

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I further certify that on May 8, 2023 the Corporate Authorities of the above municipality passed and approved Ordinance 15-2023 Amending Chapter 33 Street Regulations(Utility Excavation Permit) of the Herrin Revised Code of Ordinances.

IN WITNESS WHEREOF, I have hereunto set my hand and the official seal of the City of Herrin, Illinois at my office this 8th of May, 2023.



SHELLY HUGGINS, CITY CLERK
HERRIN, ILLINOIS

SEAL

Deposit: \$5,000 Date: _____

Deposit: \$750.00 Date: _____

Check _____ Cash

Make Checks payable to "Herrin Water Department"

Public Works Director 618-942-7991

Operations Manager 618-942-2255

Water Distribution Manager 618-534-8746

Utility/ Codes Inspector 618-201-2046



UTILITY EXCAVATION PERMIT

(Ordinance # 14-2017, 07-24-17)

(Not to exceed 1500 LF)

ALL PERMITS ARE NULL & VOID WHEN CITY IS CLOSED

Permit # _____

Permit Fee: **\$200.00** (Non-Refundable)

Check _____ Cash

Date Paid: _____

Purpose: _____

Utility Type: **Please circle one of the following**

Fiber, CATV, Electric, Gas, Phone, Water, Sewer

OWNER INFORMATION		
Owner/Organization:	Contact Name:	Contact Phone #:
Mailing Address (Include Zip Code):		Business Phone #:
Email:		
24-hour Emergency Contact:	24-hour Phone #:	Proof of Insurance Attached: <input type="checkbox"/> Yes <input type="checkbox"/> No

CONTRACTOR INFORMATION		
Contractor:	Contact Name:	Contact Phone #:
Mailing Address (Include Zip Code):		Business Phone #:
Email:		
24-hour Emergency Contact:	24-hour Phone #:	Proof of Insurance Attached: Yes No On File <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

Plumber's Name: _____

Plumber's State License Number: _____

(Name of Applicant)

(Mailing Address)

(City)

(State & Zip)

_____, hereinafter termed the Permittee,

request permission and authority to occupy, and to do certain work herein described on, the Street(s) and/or address

Known as

(address): _____ PIN#: _____

from _____ to _____

(Start Location)

(End Location)

The work is described in detail on the attached sketch or plans.

The sidewalk, street, and/or curb & gutter will be disturbed for this installation? Yes No

The work authorized by this permit shall be completed in compliance with attached Exhibit A.

Permit Acceptance and Liability Waiver (to be signed by authorized company representative)

I request permission to excavate and/or occupy the public right-of-way in the City of Herrin. For consideration of such permission, I agree to indemnify, hold harmless and defend the City of Herrin, its officers, agents and employees, from any and all claims resulting from injuries, including death, damages or losses, including, but not limited to the general public, which may arise or which may be alleged to have arisen out of, or in connection with such excavation and occupancy. I further agree to do all work in accordance with the conditions, regulations and city standards provided with this application. **A copy of this permit shall be available for review at the job site at all times when work is occurring in the right-of-way.**

Signature: _____

Date: _____

(Signature of authorized company representative)

City Comments/Requirements: _____

-----No excavation can begin until Pre-Excavation Approval-----

	Pre-Excavation Approval	Date	Post-Excavation Approval	Date
Water Dist. Manager	_____	_____	_____	_____
Utility/ Codes Inspector	_____	_____	_____	_____

****To Arrange Pre and Post-Excavation Inspections, Please Call
Utility/ Codes Inspector - Bret Childers 618-201-2046
bchilders@cityofherrin.com**

**THIS FORM MUST BE PRESENT AT POST-EXCAVATION INSPECTIONS.
Refunds WILL NOT be processed until ALL DEPARTMENTS have given post-excavation approval on
this form.**

REFUND

PERMIT# _____ REFUND AMOUNT \$ _____ REFUND DATE _____

If project completion did not meet Inspector's approval amount of refund withheld _____

Notes:

Exhibit A

Any unapproved deviation from the approved drawings or general comments will be sufficient cause to have work stopped or reconstructed at the expense of the party or parties to whom the permit is issued. A copy of the permit is required on the job site at all times.

General Comments

No work shall be done when the City is closed for Holiday's

- 1) The work authorized by this permit shall be completed in compliance with Exhibit A and City Ordinances # 14-2017, 07-24-17.
- 2) The proposed utility should be located horizontally a minimum of five (5) feet away from any city owned underground utility (water, sanitary sewer, and storm sewer).
- 3) Where perpendicular crossings occur, the utility line should be installed beneath any city owned underground utility and any service lines or laterals. Where sanitary sewers are installed abnormally deep, the fiber optic line may be installed above the sewer with the superintendent's permission.
- 4) All pavement shall be saw cut one-foot past excavations which encroach into the roadway.

- 5) Roadway patches shall consist of IDOT approved CA-6 compacted backfill compacted in eight (8) inch lifts and eight (8) inches of IDOT approved 5-hour PCC pavement.
- 6) No excavation shall be left open overnight. Where unavoidable contractor shall install proper barricades and get City approval before leaving overnight.
- 7) Grassed areas shall be seeded and strawed within 10 days after excavation. Proper erosion control in place and maintained for duration of construction and/or until Utility Inspector deems necessary. As part of the reclamation Contractor shall remove JULIE flags from the site.
- 8) Permittee's contractors shall open sewer manholes and/or pothole sewers and watermains to locate utility depths prior to construction. Contractors shall make as much inspection as practical to locate sewer laterals and water services.
- 9) The City will not mark open ended culverts that can be seen from the surface.
- 10) No major location changes from the alignment proposed, such as changing which side of the road, will be allowed without prior approval from the city.
- 11) Contractor/utility is responsible for locating street rights-of-way lines, determining type of street right-of-way, determining property line locations, and if any private easements are necessary.
- 12) Contractor is responsible for all street/traffic light wiring locates and is responsible for any damage or liabilities incurred by any disruption of such.
- 13) Failure to comply with permit policy or city ordinances may result in loss of deposit and/or fines.
- 14) Deposit will be refunded only if work performed has been approved by Utility Inspector and/or Street, Water and Sewer Superintendents.
- 15) **Contractor will contact Utility/ Codes Inspector within 24 hours of start of construction.**
- 16) **Contractor will contact Utility/ Codes Inspector when job is complete.**
- 17) **All Contractors and Sub-Contractors shall clearly have company logos and markings on their work trucks and equipment.**

Locate Requirements:

In order to reduce the disruption and cost of utility damages occurring in the City's right-of-way and easements, the permit holder shall prevent damages to existing utilities caused by his work through field verification. In the case of open excavation, verification may be performed during the permit holder's work. In the case of directional drilling, verification shall take place prior to mobilization of the drilling equipment. The permit holder shall verify the location of existing utilities as needed to avoid conflict. Existing utilities shall be exposed using detection equipment or other acceptable means. Such methods may include but not limited to hand digging, soft digging, and pot holing. The excavator shall be held liable for damages caused to the City's infrastructure.

Permittee must submit detailed as-built plans as soon as construction is complete.

Our review does not include locations of other underground utilities other than those owned by the city. There may be other utilities in conflict with the proposed alignment. Also, our review is based on the best available information and is not represented as all-inclusive of City owned utilities or those owned by others. Permittee is responsible for any damage that may occur. Please notify the city as soon as any damage is known so that proper repair can be coordinated.

The proposed utility alignments are tentatively approved pending permittees representatives taking the actions and precautions as listed in this permit.

Additional Notes: