

Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

November 6, 1995

Waterway Permits and Hydraulics Certification

County Engineers/Superintendent of Highways
Municipal Engineers/Directors of Public Works
Consulting Engineers

This letter is being circulated to local agencies and consulting engineers to:

- provide information on the effect which the transfer of the Division of Water Resources to the Department of Natural Resources will have on the processing, review and approval of hydraulic reports and the issuing of construction permits.
- clarify the requirements for certification statements for hydraulic adequacy for projects which do not require a construction permit or are constructed under the provisions of a "Statewide Permit".
- clarify the requirements for the verification of hydraulic adequacy for bridge rehabilitation projects calling for the placement of new superstructures on existing substructure units.

DEPARTMENT OF NATURAL RESOURCES

Personnel of the Department of Natural Resources' Office of Water Resources recently informed us of their short-term plans in relation to:

- the issuing of "Individual Construction Permits" to construct drainage structures
- the use of "Statewide Permits".
- the issuing of "Northeast Regional Permits"
- the processing of hydraulic reports not requiring a construction permit.

For information on the application of individual, statewide and Northeast Regional construction permits, refer to chapter 5, Section 9, of the Administrative Policy Manual or the Federal-Aid Procedures for Local Highway Improvements Manual.

Essentially, hydraulic reports and permit applications will be processed as they have been in the past. All hydraulic reports and permit applications should continue to be submitted to the District Bureaus of Local Roads and Streets. The Districts should examine the reports and applications and forward them to the Local Bridge Unit of the Bureau of Bridges and Structures for final review and approval (except for projects requiring permits in the Northeast Region). Specific comments on the processing of projects based on permit requirements are offered below:

Individual Permits

Structures requiring an Individual Permit will be processed as in the past except that a "Joint Application Form" (NCR Form 426), as shown in Chapter 5, Section 9, of both the Administrative Policy Manual and the Federal-Aid Procedures for Local Highway Improvements Manual, must accompany the hydraulic report submitted for the project. The Department will coordinate the review of the hydraulic reports with the Department of Natural Resources.

Statewide Permits

Projects will continue to be accepted based on compliance with the Statewide Permits currently in effect. Projects submitted will be reviewed for compliance and approved by the Department of Transportation without coordination with the Department of Natural Resources.

Northeast Regional Permits

Northeast Regional Permits will continue to be issued by Department of Transportation personnel in District #1. We will continue to operate, without coordination with the Department of Natural Resources, under the Memorandum of Understanding which existed within the Department of Transportation between the Division of Highways and what had been the Division of Water Resource. In the future, a Letter/Memorandum of Understanding between the Department of Natural Resources and the Department of Transportation will be developed.

No Construction Permit Required

The Department of Transportation will continue to review and approve the hydraulic reports for projects not requiring a construction permit based on the policies and procedures now in place without coordination with the Department of Natural Resources.

CERTIFICATION STATEMENTS

The certification statements included with hydraulic reports submitted to the Department often refer to the "Guide to the Hydraulic Design of Bridges and Culverts on Local Systems" as the controlling document for determining hydraulic adequacy. This publication, which is no longer produced or distributed, was last updated in August of 1979 and the information contained in the publication should not be considered as current Department policy for determining hydraulic adequacy. Hydraulic adequacy certification statements should refer to the "Drainage Manual of the Illinois Department of Transportation" as the publication providing the policies and procedures for determining hydraulic adequacy.

Hydraulic Certification statements should contain, as a minimum, the information provided in the following sample certification statements.

Drainage Areas Not Requiring a Permit:

I hereby certify that the waterway opening for the proposed structure has been designed using hydrologic and hydraulic engineering methods in accordance with the policies and procedures presented in the Drainage Manual of the Illinois Department of Transportation.

P.E. Seal (with date of expiration) (Signature) _____ Date: _____

Statewide Permit No. 2:

I hereby certify that the waterway opening for the proposed structure has been designed by standard hydrologic and hydraulic engineering methods and is in compliance with the terms and conditions of Statewide Permit No. 2 and the applicable rules of the Department.

P.E. Seal (with date of expiration) (Signature) _____ Date: _____

I hereby certify that I have reviewed the design for the waterway opening of the proposed structure and I have found it to be in compliance with the terms and conditions of Statewide Permit No. 2 and the applicable rules of the Department.

P.E. Seal
(with date of
expiration)

(Signature) _____ Date: _____

Statewide Permit No. 12:

I hereby certify that the existing structure has not been the cause of demonstrable flood damage and:

1. that no buildings or structures have been impacted by the backwater induced by the existing structure.
2. that there is no record of complaints of flood damages associated with the existing structure.

(Signature of
County Engineer) _____ Date: _____

I hereby certify that I have determined that the new structure will provide an effective waterway opening equal to or greater than that provided by the existing structure.

P.E. Seal
(with date of
expiration)

(Signature) _____ Date: _____

HYDRAULIC ADEQUACY OF REHABILITATION PROJECTS

The current policy of the Office of Water Resources of the Department of Natural Resources does not require that a construction permit be obtained for projects calling for the total removal of an existing superstructure and the construction of a new superstructure on the existing substructure units. However, the Department of Transportation does require that the hydraulic adequacy of the existing waterway opening be investigated prior to approving the preliminary bridge design for such projects.

The preliminary bridge design and hydraulic report information submitted to the Bureau of Bridges and Structures for superstructure replacement projects should contain a certification statement that the existing structure has not been the cause of "demonstrable flood damage" (similar to the certification statement for Statewide Permit No. 12). If the certification statement for flood damage cannot be provided by the county engineer, a complete hydrologic and hydraulic analysis is required to verify the hydraulic adequacy of the existing waterway opening and the following certification statement should be included with the hydraulic report:

I hereby certify that the waterway opening for the existing/proposed structure has been analyzed and evaluated using hydrologic and hydraulic engineering methods in accordance with the policies and procedures presented in the Drainage Manual of the Illinois Department of Transportation.

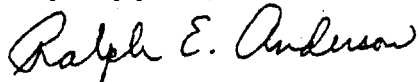
P.E. Seal
(with date of
expiration)

(Signature) _____ Date: _____

When making this certification, the engineer is acknowledging that the "design risk assessment process" has been performed as described in Section 1-300 of the Drainage Manual.

We are encouraged by the fact that the Department can continue to process hydraulic reports and issue permits using essentially the same operating procedures that were in place prior to the creation of the Department of Natural Resources. This demonstrates the cooperation which will continue to exist between the Department and the Office of Natural Resources during the review of local agency hydraulic reports. Also, the use of the certification statements provided in this letter will help to eliminate delays in the approval of local agency hydraulic reports due to certification statement omissions or deficiencies.

Very truly yours,



Ralph E. Anderson
Engineer of Bridges and Structures

JAM/bb11004