



# Village of Melrose Park Building Dept. Report

*From the Desk of  
Ralph Sorce,  
Building Commissioner*

## Village of Melrose Park Flood Protection Information

The village of Melrose presents this information as part of an ongoing federal program to reduce flood insurance premiums. The National Flood Insurance Program offers the opportunity for policy holders to receive coverage at a reduced premium if the community complies with Federal criteria to lessen the impact of a flood event and educate the public on flooding dangers.

You can help to reduce flooding, here's how:

- **Stream Maintenance** – Do not dump or throw anything into ditches or creeks. Dumping in our ditches and creeks is a violation of the village of Melrose Park's ordinance. Every piece of trash can contribute to flooding. Even grass clippings and branches can accumulate and plug channels. If your property is next to a ditch or creek, please do your part and keep the banks clear of brush and debris. The village has a creek maintenance program. Contact the Building Department at (708) 343-4000 to report downed trees and other major blockages.

- **Construction Requirements** – Always check with the Building Department before you alter, re-grade, or fill your property. A permit is needed to ensure that projects do not cause drainage problems on other properties.

- **Flood-Proofing** – There are several different ways to protect a building from flood damage – retrofitting (altering a building to eliminate or reduce flood damage) measures include:

- Elevation – This involves raising the house so that the lowest floor is above the flood protection level.
- Relocation – Moving a building out of the flood area is the surest way to protect it from a flood.
- Floodwalls – They work to keep water from reaching your home by constructing barriers out of fill or concrete between the building and the flood water.
- Dry Flood-Proofing – Makes the building walls and floor watertight so water does not enter.
- Wet Flood-Proofing – Modifies the structure and relocates the contents so that when flood water enters the building there is little or no damage.

**Important notice: Any alteration to a building or land requires a permit from the Building Department. Even re-grading or filling in the floodplain requires a permit.**

### Flood Protection Assistance

If you have concerns or issues with flooding or drainage concerns call the Village of Melrose Park Sewer Department (708) 531-5347 or the plumbing inspector (708) 343-4000. We will provide you with information, make inspections, give professional opinions, and guide you through the proper steps to help resolve your issue, without negatively affecting your neighbors.

You can also call the Building Department (708) 343-4000. We may be able to provide information to help people find and deal with flood-proofing contractors.

### Sand Bags

During a rain/flood event, sandbags are available for pickup at the Melrose Public Works Department located at 1002 N. 27th Ave.

The Public Works Department also drops off sandbags throughout the hardest hit flood areas.

### Flood Event Suggestions

Please keep in mind, during a flood the less water pumped into the village's storm sewer system the better. Please avoid excessive water use such as washing clothes, showering, washing dishes and toilet flushing. This provides time for the sewer system to stabilize and catch up to the large influx of water, thus, lowering the probability of a sewer backup in a building.

### Be Prepared!

Have your plumber inspect your sump pumps regularly!

If you experience flooding or drainage issues on your property, village staff may be able to assist you.

Televise and clean sewer laterals (the part of the sewer going from your house to the street) to prevent sewer backups.

### Leaf Removal, Street Sweeping, Storm Sewers and Swales

Leaves should be placed in approved containers and placed at the curb on the day of each residents scheduled garbage pickup for removal.

Mulching leaves by way of mowing them into small pieces is an excellent alternative to manual raking. Mulching of leaves during the fall also provides needed nutrients back into the turf grass plant for the next season's growing needs.

**The Public Works Department needs your help in collecting leaves.**

**The village has many streets with curb storm sewer catch basins, culverts and storm sewer pipes that are prone to trouble in rains when they are blocked by leaves and grass clippings. The street sweeper that the village owns is not effective in removing large quantities of leaves from the village's streets and curbed areas. When the streets are wet or wet leaves have been allowed to collect in great quantities during the fall, the street sweeper is ineffective in their removal as well. The street sweeper the village operates is intended to remove road debris such as gravel, dirt and trash from the road surface by way of water and scrubbing brushes.**

**Public Works asks that each resident do their part in keeping the storm sewer grate, culvert pipe or swale in front of their residence free of leaves during the fall. This will greatly decrease the need for storm sewer cleaning as well as eliminating street and inlet flooding due to leaves clogging the designed drainage path.**

**For more information regarding important Melrose Park flood information, please visit our village website at [www.melrosepark.org](http://www.melrosepark.org).**

**If you have any questions, comments or concerns regarding flooding in Melrose Park, please feel free to contact the Building Department at (708) 343-4000, Ext. 4419.**

**Your cooperation is greatly appreciated.**